

**Minutes
City of Griswold
Special Council Meeting
Council Chambers, February 27, 2009 5:30 p.m.**

The Griswold City Council met at City Hall. Mayor Putnam called the meeting to order at 5:30 p.m. Council present: Shields, Bergstrom, Carlisle, Wyman, and Rink.

Motion by Shields to approve the agenda, second by Wyman. Approved 5-0.

Motion by Rink for approval of Rawsen Stevens as interim city attorney, seconded by Shields. Approved 5-0.

Motion by Shields to go into closed session to discuss legal matter, seconded by Rink. Roll Call: Shields, Rink, Bergstrom, Wyman, and Carlisle. Approved 5-0. Council entered closed session at 5:35 pm. Those present were Mayor Putnam, Shields, Rink Bergstrom, Wyman, Carlisle, Attorney Stevens, and Clerk Ridlen.

Council exited closed session at 6:32 pm.

Motion by Carlisle to approve a "limited scope audit" by the state auditors office as soon as possible, seconded by Bergstrom. Approved 5-0. Attorney Stevens will coordinate the audit.

Motion by Carlisle to retain Clerk Ridlen until the results of the audit are known with the following changes in duties:

1. Mayor and Mayor Pro-Tem will counter sign all checks.
2. Checks will be presented with bills, time cards and computation of pay amounts will be presented together, and employee benefit reimbursements will be with documentation for verification.
3. Clerk Ridlen will train Deputy Clerk in payroll and benefit computations.
4. Clerk will provide full access to city accounts for the State Auditor's office.

Seconded by Shields. Approved 4-1 with Rink not in favor.

Motion by Wyman to adjourn, seconded by Shields. Approved 5-0 6:41 pm.

Jerry Putnam
Mayor