

**CITY OF WHITE SALMON
ORDINANCE NO. 2011-04-868**

AN ORDINANCE OF THE CITY OF WHITE SALMON, WA, AMENDING TITLE 2 ADMINISTRATION AND PERSONNEL CHAPTER 2.08 CITY CLERK -TREASURER: SECTION 2.08.040 QUALIFICATIONS AND 2.08.070 - MANAGEMENT POSITION SUBJECT TO PERSONNEL POLICY FOR MANAGEMENT LEVEL/EXEMPT EMPLOYEES/POSSIBLE CONTRACT, REPEALING ORDINANCE 2006-8-785 § 1 (part), AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE

WHEREAS, the current City Clerk-Treasurer qualifications standards do not reflect the current educational and/or experience needs required for this position and should be amended to meet the educational and/or experience needs of the City of White Salmon.

WHEREAS, the City of White Salmon's salary approval process does not afford reasonable executive discretion over the establishment of the City Clerk-Treasurer salary within the range approved by Council.

NOW THEREFORE, the City Council of the City of White Salmon deems it to be in the best interest of the City to amend WSMC Chapter 2.08 for the City Clerk-Treasurer position.

THE CITY COUNCIL OF THE CITY OF WHITE SALMON DO ORDAIN AS FOLLOWS: by the City Council of the City of White Salmon that the following amendments be made to White Salmon Municipal Code Section 2.08.040 and 2.08.070.

SECTION 1:

REPEALER: ORDINANCE 2006-8-785 § 1(in pertinent part) is hereby repealed where inconsistent.

SECTION 2: Amendment to WSMC 2.08.040. Additions are underlined; deletions are ~~stricken~~.

2.08.040 Qualifications

The city clerk-treasurer must possess the abilities and aptitudes to perform each duty of the position proficiently. In order to qualify for the position of city clerk-treasurer, an applicant must have demonstrated knowledge of generally accepted accounting principles, the BARS accounting system and relevant Washington statutes affecting governmental entities. The city clerk-treasurer must have the ability to maintain effective communications with various officials and agencies as well as the public; excellent communication and supervision/leadership skills; ability to deal with the public courteously, tactfully and professionally; furnish a bond pursuant to RCW 25A.12.080 and Section 2.08.060 of this chapter; and a familiarity with general office equipment and computer systems. The minimum educational background is a bachelor's degree in public administration, business administration, ~~or~~ accounting or equivalent. A certified public

accountant's certificate is beneficial, but not required. A successful clerk-treasurer applicant must have three years of progressively responsible experience in municipal government operations or private business operations and at least two years of either municipal management or comparable business management experience.

SECTION 3: Amendment to WSMC 2.08.070. Additions are underlined; deletions are ~~stricken~~.

2.08.070 Management Position Subject To Personnel Policy For Management Level/Exempt Employees/Possible Contract

The clerk-treasurer is appointed and may be removed by the mayor as provided by state law. The specific compensation of the clerk-treasurer, consistent with Section 2.08.050 of this chapter shall be approved by the Mayor within the range approved by city council. ~~The mayor's appointment of the clerk-treasurer shall not be deemed complete or effective until the city council has approved the clerk-treasurer's compensation by resolution.~~ The clerk-treasurer is an at-will employee, and is exempt from the provisions of the Fair Labor Standards Act due to the management nature of the position. The at-will nature of the clerk-treasurer's employment with the city may be suspended by an employment contract for a specified term, in which case the compensation of the clerk-treasurer shall be included in the contract, ~~rather than fixed via council resolution~~. It is intended that the mayor or the mayor's designee will negotiate any such contract with the prospective clerk-treasurer with due consideration of input from the personnel committee, with the contract approved by the council. This chapter supersedes ~~supereedes~~ the job description previously in effect for the clerk-treasurer position.

SECTION 4: Severability.

That if any clause, section, or other part of this Ordinance shall be held invalid or unconstitutional by any court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby, but shall remain in full force and effect.

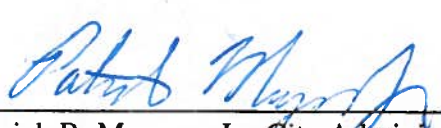
SECTION 5: Effective Date. This ordinance shall take effect five days following the date of its publication.

Passed by the council and approved by the Mayor on this 13th day of April, 2011.



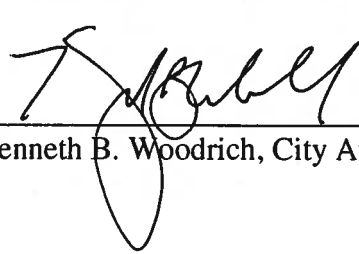
David Poucher, Mayor

ATTEST:



Patrick R. Munyan, Jr. City Administrator

APPROVED AS TO FORM:



Kenneth B. Woodrich, City Attorney