

City of Republic Grievance Procedure

1. Submit complaints in writing to the designated official (City Clerks and/or Mayor) for resolution. A record of the complaints and action taken will be maintained. A decision by the designated official will be rendered within 15 working days.
2. If the complaint cannot be resolved to your satisfaction by the designated official,
 - It will be forwarded to a committee appointed by the governing body. This committee's membership, its ground rules or procedures for hearing complaints, and how the committee can be contacted will be available to the public. The committee will be directed to hear such complaints in an objective, public manner, and after adequate public notice. A written decision will be made within 30 working days. Proceedings of the committee will be recorded and maintained.

OR

- The complaint will be heard and discussed by the governing, elected body at an open, public meeting. A written decision will be made within 30 working days. The decision of the governing body is final.
3. A record of action taken on each complaint will be maintained as a part of the records or minutes at each level of the grievance process.

PASSED THIS 20 DAY OF April 2020 by the City Council of the City of Republic during its regular meeting.



ELBERT KOONTZ, MAYOR

ATTEST: 

NICOLAS OLSEN, CLERK TREASURER