

**Burlington Town Council
Special Meeting
November 12, 2019
49 Northgate Plaza, Burlington, IN 46915**

The Burlington Town Council held a special meeting on Tuesday, November 12 at 6:00 p.m. at Town Hall with Council's Stan Moore, Steve Michael and Teddy Huffer; and Clerk-Treasurer Karen Dinger present.

No guests are present.

President Moore opens the meeting at 6:00 p.m.

Discussion is held regarding the employee handbook draft that was received. Several items are discussed and changes made. Changes will be sent to New Focus HR for a final version to be completed and sent back to the town.

Huffer motions to adjourn meeting. Michael 2nds. All Ayes. Meeting adjourned.

Stan Moore, President

ATTEST:
Karen Dinger, Clerk-Treasurer