

CITY COUNCIL MEETING
CITY HALL CONFERENCE ROOM
NOVEMBER 8, 2017
8:30 P.M.

Mayor Sargent presided over the meeting and called it to order at 8:31P.M.with the following Council members present: Struble, Thompson, Johnson and Gunderson. Council Member Tiffey arrived at 8:55PM and remained in hallway. Also present were: Brad Swenson, Vonda Ford, Kirk Kolhof, Mike Guinan, Marilyn Keizer, John Weatherwax, Leonard Ratliff, Brent Hanson, Jay Smith, Pat Skelton, Anita Salter, Bob Riesland, Ed Murray, Terry Hinkel, Robert Millin, Randy McHugh, Annette Deakins.

The Pledge of Allegiance was recited.

Council comments, there were none.

Moved by Council member Johnson to approve the agenda for November 8, 2017, seconded by Council member Struble. Motion carried on a 4-0 vote.

Mayor Sargent presented updates since the November 7th Council meeting. Advertising cancelled, meeting with search committee cancelled. Mayor Sargent directed it is your meeting Council as requested.

Thompson stated that they need to look at how to shape the City Clerk/Administrator position. Many cities have just a City Clerk. Many cities with Administrators have median income of 75,000, just City Clerk makes 40,000 to 60,000 with years of experience. Thompson cited several nearby cities wages. Thompson suggested 40,000 to 48,000 as starting point. Sargent discussed survey with figures taken from that survey. Salary range was discussed. Requirements of position were discussed as relevant to salary. Search committee in place will address many of these issues; the committee is a group of experienced business people and can identify and resolve these issues. Gunderson was concerned about the duties listed for the City Administrator job description would not be addressed and those duties would not be done. Moved by Council member Thompson to set wage between \$42,000 and \$48,000, seconded by Council member Struble. Motion carried on a 4-0 vote.

Mayor Sargent directed Council on job descriptions of City Clerk and City Administrator and if any of them had prepared the changes they would like seen. Thompson stated, he feels they need more time to read and prepare for job description changes and to sign off on. Johnson suggested tomorrow night for meeting. Thompson reminded meeting have a 24 hour notice. Thompson made suggestion to set meeting at City Hall for 6:00PM. Also, to discuss

forms of advertising such as indeed.com, clerk's net and other sites with no cost. Special Council Meeting was set for Monday, November 13th at 7:00PM.

Gunderson reminded everyone of the Highway 30 Coalition conference call at 11:00AM on Thursday, November 9th.

Moved to adjourn made by Council member Struble, seconded by Council member Thompson. Motion carried on a 4-0 vote. Meeting adjourned at 9:00PM

Clint Sargent, Mayor

Attest: Vonda Ford, Interim City Clerk