

## Special Meeting

May 24, 2016

Meeting called to order by Mayor Tammy Konz at 6:23pm

Council Members present: Aaron Dahlinger, Tammy Konz and Paula Capes; Eric Loewen absent

Others present: Mike Schneider, Brian Kiffmeyer, Ed Borman and Jim Frilstad

Jim discussed his plan for retiring with the Council; the earliest date would be September 1, 2016, and the latest December 31, 2016.

The Council discussed how to plan for this succession. Jim feels it is easier to hire internally. The Council asked various questions such as:

How long will someone need to shadow you?

Is there required classes, training, etc.?

Do we need someone that lives within a certain distance?

Are 3 full-time employees needed?

Is promoting within the department best for the City or is opening the position up to all applicants best?

What kind of timeline do we want to have?

Do we have job descriptions already?

Jim had to leave for a call.

The informational meeting regarding the possibility of installing a new outdoor severe weather siren started as it was 7:00pm.

The final cost that Mike received from Granite Electronics in February was \$21,757.99. The County is starting another round of hazard mitigation grants.

By 7:19pm no residents or business owners had shown up regarding this issue and the Council determined there was not a need to wait longer.

The Council went back to discussing planning for Jim's retirement and how to handle finding a new police chief.

The Council will advertise the position so that it is open to any/all applicants. The Council decided upon the following timeline:

Post Position: LMC, POST Board & City Website 6/1-7/1

Council will receive app & score sheets 7/5-7/6

Council will select candidates to interview at 7/12 mtg.

Interviews 7/18-7/29 most likely interview on those Mondays

Offer Job 8/1 with starting 9/1

Motion made by Aaron Dahlinger and seconded by Paula Capes to adjourn at 8:07pm; motion carried

Councilmember Eric Loewen absent

Respectfully submitted by Nicole Pilarski