

Special Meeting
October 18, 2016

Meeting called to order by Mayor Tammy Konz at 6:01pm

Council members present: Tammy Konz, Paula Capes, Megan Kiffmeyer and Aaron Dahlinger; Eric Loewen absent

Mayor Konz stated the purpose of the meeting was to do an annual review of Ed Borman's job performance.

Ed Borman wished to have the meeting open.

The Councilmembers are overall pleased with Ed's job performance; he meets their expectations, is adaptable and gets stuff done. Mayor Konz suggested he start carrying a pocket notebook. Councilmember Capes suggested Ed start thinking about the process of training his replacement when that occurs.

Mayor Konz stated the purpose of the meeting was to do an annual review of Nicole Pilarski's job performance.

Nicole Pilarski wished to have the meeting open.

The Councilmembers are overall pleased with Nicole's job performance. Mayor Konz would like additional detail on the memos for agenda items and asked Nicole to speak up if she's not understanding what she is communicating. Councilmember Capes suggested Nicole start visiting other cities to job shadow. Councilmember Kiffmeyer has concerns about letters not being sent out in a timely manner. Nicole stated that another person in the office is needed to do the building permits and zoning now that those areas are getting busy.

The Council adjourned at 6:43pm
Councilmember Eric Loewen absent

Respectfully submitted by Nicole Pilarski