



MINUTES
CITY COUNCIL WORK SESSION
February 3, 2009

CALL TO ORDER

The work session meeting was called to order at 6:07 pm.

Present: Mayor: Randy Gilbert; Council: Sam Rettinger, Sharon Henderson, Brian Carpenter, and Liz Olson

Staff Present: Interim City Administrator: Terrance Post

Absent: None

APPROVE AGENDA

*A motion was made by Henderson, seconded by Carpenter, to approve the Agenda as presented.
Ayes: all.*

BUSINESS ITEMS

Discussion of City Administrator Position

The staff memo from Mr. Post was discussed which provided an overview of items that had happened since his appointment as Interim Administrator last fall including staffing level changes, adoption of the 2009 budget, and the January seating of new council members.

Council asked Mr. Post if he had an interest in pursuing the Administrator position on a more permanent basis. Mr. Post responded in the affirmative and, in turn, asked the Council what information they wanted for the next meeting on this topic. The direction from Council was to revise the position job description and prepare a salary proposal for further discussion.

Further discussion ensued related to identifying the cross-training job description opportunities of the City Hall budgeted staffing positions (i.e. Administrator, Clerk, and (currently not staffed) part-time Administrative Assistant).

ADJOURN

Hearing no objection, Mayor Gilbert adjourned the work session meeting by general consent at 6:36 pm.

Respectfully submitted,

Terrance Post
Interim City Administrator