

**City of Ada**  
**Minutes of the Special City Council Meeting**  
**November 21, 2013 – 5:00 p.m. – City Hall**

**Members present:** Mayor Dennis Roux, Members Jim Austinson, Candy Robertson, Cindy Peterson, Rod Erickson, Craig Edwards, Jim Hansen, Rich Pinsonneault.

**Others present:** Paul Poczobut Jr., Josh Heggem (via internet).

**III. A. Summary of Performance Review of City Administrator.** Josh Heggem read the summary as follows: The Council conducted Administrator, Paul Poczobut's six month performance review on 11-14-2013. Paul's strengths were discussed such as his preparedness for meetings, budget management effort and communications with the council. As were his area's needing improvement such as continuing to improve on financials and improving responses to conflict.

**B. Potential action related to employee subject to Council authority.** Josh provided an Addendum to the City Administrator Employment Agreement to the City Council and recommended approval of it. Mayor Roux clarified with the council that they all had it in their possession. Josh indicated that Paul had the one that he signed and that it would need the Mayor and Vice – Mayor signatures.

**Motion by Member Edwards, second by Member Erickson to approve the addendum to the City Administrator Employment Agreement as provided by the City Attorney. Members voting for: Austinson, Peterson, Erickson, Edwards. Against: Robertson, Hansen, Pinsonneault. Motion passed.**

**C. Interview Community Center Director applicants.** The Council conducted interviews with Jeremy Dykstra, Larry Millender, Eric Robb, Steve Kaspan, and Jeremy Master.

**D. Discussion on next step in the selection process of the Community Center Director position.** The council instructed Paul to do a background check on Steve Kaspan and Larry Millender.

**IV. Motion by Member Erickson, second by Member Edwards to adjourn the meeting at 8:58 p.m. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

Respectfully submitted,

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Paul Poczobut Jr.  
City Administrator / Clerk / Treasurer

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Dennis K. Roux  
Mayor