

## City of Ada

### Special Meeting of the Ada City Council Tuesday, September 23, 2014 – 6:00 p.m. City Hall Council Chambers

**Members Present:** Mayor Dennis Roux, Members Jim Austinson, Candy Robertson, Cindy Peterson, Rod Erickson, Jim Hansen, Rich Pinsonneault

**Others Present:** Richard Fursmann, Todd Sawrey, Pat Pfund, Jim Ellefson, Vernon Habeck, Mark Askelson, Larry Millendar, Brian Rasmusson – Waste Water Supervisor

#### III. Business

**A. Dekko Pool Activities Coordinator** – Approve the Hire of Deb Alexander. Mayor Roux questioned where we were on the job description. Larry stated that he is using the old one. Interim City Clerk / Treasurer asked what salary he was looking to hire her at, in which Larry Millendar replied he would like \$15.00 per hour. Kristi stated that Deb was at Salary Grade 8.2 Step 10 when she last worked for the City which has a current wage of \$14.90 per hour. Member Edwards asked if this was a new position or a replacement position. Larry replied that it is a replacement position of the Activities Coordinator that we had. Mayor Roux asked if there is a difference in rate. Larry stated that the old rate was \$11.47. Mayor Roux stated that this is because that employee was a newer employee than what we consider Deb to be. Member Hansen stated that it is nice that Deb is able to step in and do this cause otherwise we would have a real problem cause the current manager is only there three days a week and without Deb we need real help and so it is good that she is going to do that. Member Hansen continued to state that you need to be aware that we are adding significantly to the debt of that building and its' operation, and at one time we were \$115,000 in debt and are approaching \$180,000, we have to control the costs somehow and that means expecting more from the Dekko Manager. Member Erickson questioned how the Manager is only there three days a week. Larry stated he didn't know. Member Austinson stated that he sees Larry there more than three days a week. Member Hansen said he is not there on Friday, he's not there on Saturday, Sunday, he comes in on Monday afternoon. Larry stated no, that he was there 7:00 Monday. Member Hansen stated that's because summer is over. Member Austinson asked if he saw any other department heads there on weekends. Member Hansen stated that they should be there on Friday and Monday. Member Robertson stated that she thinks he is putting in the hours different places and then he rotates it. Member Hansen stated that this is not compensable hours. He also stated that we have always had a Dekko Manager that is there Monday, Tuesday, Wednesday, Thursday, Friday. Member Robertson stated that his contract does say 40 hours and he is there more than 40 hours right along, his contract says that. Todd Sawrey from the audience asked what was the motion? Member Austinson replied 'to hire Deb'. Member Hansen stated that's why we need Deb. Member Austinson said to get this done with. Member Roux stated that this is valid discussion and he isn't going to discontinue the discussion and if they want further discussion to please do if they don't then they'll take a vote. Member Hansen called the question.

**Motion made by Member Candy Robertson, second by Member Rich Pinsonneault to hire Deb Alexander as Pool Activities Coordinator at Grade 8.2, Step 10 with a current wage of \$14.90 per hour. Members voting for: Jim Austinson, Craig Edwards, Candy Robertson, Cindy Peterson, Rod Erickson, Rich Pinsonneault. Against: Hansen. Motion Passed.**

**B. Plow Truck Purchase** – Approve the purchase of a used 2008 Plow Truck

-Brian Rasmussen-Waste Water Supervisor presented information to the council on his search for a Plow Truck. He reminded council that these trucks are not found easily and when found, they are sold quickly. Brian reported that he and John had found a truck in the past and it was sold before they could move on it. When the current plow truck was found Brian asked Member Edwards for the go ahead to put the money down to hold it until council voted.

-Member Edwards explained that he had given the go-ahead even though that was not following proper protocol but understanding the dilemma that Public Works was in to find a truck and act quickly he approved the hold.

-Member Pinsonneault expressed his disappointment in having to make such a hasty decision and questioned Brian as to whether or not the city could lease a plow truck.

-Brian stated he did not know the answer to that.

-Member Pinsonneault then asked Brian if the current truck could be used as back up.

-Brian stated the current plow truck was in need of repairs.

-Member Edwards recommended not pursuing this as having a broken down truck as back up would not be cost effective.

-Later in the meeting Kristi reported that Brian had called with information about leasing a plow truck. Brian stated that this was not an option.

**Motion made by Member Craig Edwards, second by Member Rod Erickson to approve the purchase of the Plow Truck for \$96,128.00. Members voting for: Jim Austinson, Craig Edwards, Candy Robertson, Rod Erickson, Jim Hansen. Against: Rich Pinsonneault, Cindy Peterson. Motion Passed.**

**C. City Administrator/Clerk – Treasurer Position by Brimary Fursman LLC**

- Richard Fursman of Brimary Fursman presented information to the council pertaining to the hiring process. He noted the survey has been done in order to develop a profile of what council is hoping to find in an Administrator. He presented to council an example of what had been worked up thus far. He asked council for any changes they might want to see.

-Richard also presented a tentative outline of the timeline of the process. He will proceed with the goal of closing applications by October 24<sup>th</sup>. He would present applicants packets to council on November 12<sup>th</sup> and council would select the 5 final candidates. Interviews could then be held on November 21<sup>st</sup> & 22<sup>nd</sup>.

**Motion made by Member Rich Pinsonneault, second by member Craig Edwards to approve a \$250.00 gas and meal stipend plus 2 nights local lodging for final candidates. Members voting for: Jim Austinson, Craig Edwards, Candy Robertson, Cindy Peterson, Rod Erickson, Jim Hansen, Rich Pinsonneault. Against: None. Motion Passed.**

**Motion made by Member Rich Pinsonneault, second by Member Craig Edwards to approve the salary range of \$62,000.00 to \$75,000.00.**

**Motion made by Member Rich Pinsonneault, second by Member Candy Robertson to amend the motion to have salary cap of \$77,000.00 Members voting for: Rich Pinsonneault, Jim Hansen, Craig Edwards, Rod Erickson, Cindy Peterson, Candy Robertson and Jim Austinson. Against: None. Motion Passed.**

**Motion to vote on original motion as amended. Members voting for: Rich Pinsonneault, Jim Hansen, Craig Edwards, Rod Erickson, Cindy Peterson, Candy Robertson and Jim Austinson. Against: None. Motion Passed.**

**D. Mayor Position** - Mayor Roux resigns position as of October 10<sup>th</sup>, 2014.

-Member Rod Erickson resigns position to be effective at end of meeting.

--Mayor Roux asked both Rich Pinsonneault and Candy Robertson if they would like to serve as Vice Mayor and both councilmen turned the position down.

-Mayor Roux then asked council to approve Jim Austinson as Vice Mayor.

-Special Council Meeting to be held on Tuesday, September 30<sup>th</sup> for discussion on Mayor vacancy and appointment.

**Motion made by Member Rod Erickson, second by Cindy Peterson to approve resolution 2014-09-03 accepting resignation of Mayor Roux creating a vacancy of Mayor. Members voting by roll call for: Rich Pinsonneault, Jim Hansen, Craig Edwards, Rod Erickson, Cindy Peterson, Candy Robertson and Jim Austinson. Motion Passed.**

**Motion made by Member Craig Edwards, second by Member Jim Hansen to approve filling the vacancy of Vice Mayor with Councilman Jim Austinson. Members voting for: Rich Pinsonneault, Jim Hansen, Craig Edwards, Rod Erickson, Cindy Peterson, Candy Robertson. Member Jim Austinson abstained from the vote. Motion passed.**

#### **IV. Adjournment**

**Motion made by Member Rod Erickson, second by Member Craig Edwards to adjourn the meeting at 7:42 p.m . Members voting for: Rich Pinsonneault, Jim Hansen, Craig Edwards, Rod Erickson, Cindy Peterson, Candy Robertson and Jim Austinson. Against: None. Motion Passed.**

Respectfully Submitted,

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Kristi Henderson  
Interim City Clerk Treasurer

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Dennis K. Roux  
Mayor