

CITY OF MONTEVIDEO
CITY COUNCIL WORKSESSION
December 17, 2018

The city council met in a worksession on Monday, December 17, 2018 in the conference room at city hall. Council President Garbe called the meeting to order at 5:30 P.M. The worksession had been set by special notice dated December 11, 2018 for the purpose of discussing an interim city manager position and process for hiring an interim city manager and any related items.

Council members present: Marvin Garbe, Bryce Curtiss, Todd Hay, Nathan Schmidt and Sandra Hodge. Absent: None. Mayor Debra Lee Fader absent.

Also present were: Assistant City Manager Angela Steinbach, Finance Director Jan Flaherty, City Attorney Janice Nelson and City Clerk Glennis Lauritsen.

2. INTERIM CITY MANAGER/CITY MANAGER AND POTENTIAL REPLACEMENT TIMELINES.

Materials had been made available to the council by Assistant City Manager Steinbach to aid in the discussion. Interim City Manager Information was provided (duties/responsibilities, proposed pay rates, mileage/hotel costs, etc.); Existing City Manager and New Community Development Director Information (pay ranges, possible hiring guidelines/suggestions); and, Current City Manager/Assistant City Manager/Interim City Manager Wage Information. Also made available was a copy of the League of Minnesota Cities Information Memo, "Hiring a City Manager or Administrator Tool Kit," examples of a job description for an interim city manager, city manager/administrator employment agreement or contract and an RFP for executive search for the position of city manager.

Steinbach presented information on two individuals that had been identified by the League of Minnesota Cities - Rick Almich of LeSeuer, MN and William Lavin of Granite Falls, MN. Letters of interest had been received from both individuals which were reviewed by the council. Following discussion, it was the consensus that Steinbach contact Mr. Almich to determine his availability for a phone conference later this week, preferably Wednesday evening (December 19th) or Thursday (December 20th) prior to 5PM. If that is arranged, the council could adjourn its regular meeting later this evening to that date/time.

Minutes/City Council Worksession
December 17, 2018
Page No. 2

Meeting adjourned at 6:38 P.M.

Secretary

Approved by council January 7, 2019:

President