

CITY COUNCIL SPECIAL MEETING
APRIL 7, 2010 @ 6:30 PM
LIBRARY MEETING ROOM
MINUTES

A. CALL TO ORDER

Mayor James Kallander called the Council Special Meeting to order at 6:30PM on April 7, 2010 in the Library Meeting Room.

B. ROLL CALL

Present for roll call were *Mayor James Kallander*, Council members *Keith van den Broek*, *James Kacsh*, *David Allison*, *Bret Bradford*, *David Reggiani* and *Robert Beedle*. Council member *EJ Cheshier* was absent. Also present were City Manager *Mark Lynch* and City Clerk *Lila Koplín*.

C. APPROVAL OF AGENDA

M/Reggiani S/Allison to approve the agenda.

Vote on motion: 6 yeas, 0 nays, 1 absent (Cheshier). Motion carried.

D. DISCLOSURES OF CONFLICTS OF INTEREST- None.

E. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Audience comments regarding agenda items - None

F. NEW BUSINESS

2. Clerk exit interview (May be done in executive session)

Kallander started by asking about contracting out the minutes for all City Boards and Commissions as well as Council. He wondered what *Lila's* opinion was on that proposal. She thought that was a great idea.

Kallander said that he believes that he has heard *Koplín* mention in the past that many people rely on her when they have Code related questions. She said that staff, other boards and commissions as well as Council members have found it easy over the years to just call and ask *Lila* instead of doing the research themselves. She said that the City has gotten itself into trouble in this way (i.e. Board of Adjustments, problems with HSB, etc.).

Lynch wondered how he could assess his staff's knowledge of the Code and whether it was worth a training of some kind. *Bradford* and *Kacsh* opined that it was not necessarily the knowledge of the code (i.e. memorization), but instead the ability to research it and find what they are looking for in the Code.

Lynch asked *Lila* how much her work load would be reduced if department heads stopped going to her for information so much. *Lila* said it was board and commission members too. She said her interruptions would be lessened greatly. She would like it if those Board and Commission members went directly to their designated staff.

Lynch asked *Koplin* how the Clerk's department workload has changed in the eleven years she has been with the City. *Koplin* said that the work load is much greater – there are many more meetings as well as committees.

Council asked *Koplin* if the trend continues as far as committees and a very proactive Council, can the Clerk's Department maintain. *Koplin* said that she is glad that Council is aggressive and seeking out all the opportunities for the community, but that it taxes staff. She said that Council just needs to give staff the resources to keep up with them.

G. AUDIENCE PARTICIPATION - None

H. COUNCIL COMMENTS - None

I. EXECUTIVE SESSION

3. Council sign-off on Clerk's 2009 evaluation

M/Bradford S/Allison to go into an executive session to discuss matters the immediate knowledge of which would clearly have an adverse effect on the finances of the government specifically the Clerk's 2009 evaluation.

J. ADJOURNMENT

M/Reggiani S/Allison to adjourn the Special Meeting at 7:35PM.

Vote on motion: 6 yeas 0 nays 1 absent (Cheshier). Motion carried.

Approved: June 2, 2010

Attest:



Susan Bourgeois, City Clerk

