

Minutes
June 2, 2010
Emergency Meeting, Clerk's Resignation

- 1) Meeting was called to order at 7:00 by Charles Neff, Mayor.
 - a) Members present: Mayor, Charles Neff, Bob Dablow, Burl Ingebretsen, Mark Hanson, and Shelley Poehls.
 - b) Others present: Sarah Ramsey, Clerk.

- 2) New business
 - a) **Resignation of City Clerk-** Sarah will be leaving her position.

A Motion was made by Charles Neff to accept Sarah Ramsey letter of resignation. It was 2nd by Bob Dablow and the motion carried.

- 3) Begin search for new City Clerk
 - a) **Establish hiring criteria-** The council would like to have someone hired would within 2 weeks. Starting pay of \$12.50 with a 90 day review. Council would like a deadline of the 14th for applications. Office hours will be need to be changed from 10-2 Monday through Friday, will the flexibility to make up the remaining hours when convenient for them.
 - b) **Appoint search committee-** Bob Dablow and Charles will be conducting interviews. They will bring their recommendations to the council.

A Motion was made by Charles Neff to accept Sarah Ramsey letter of resignation. It was 2nd by Bob Dablow and the motion carried.

A Motion was made by Shelley Poehls to adjourn . It was 2nd by Bob Dablow and the motion carried.

Meeting adjourned at 7:47 pm.

Respectfully Submitted

Sarah Ramsey, City Clerk

Approved 6/15/2010