

SEPTEMBER 10, 2004
SPECIAL COUNCIL MEETING TO CHOOSE
CITY MANAGER CANDIDATES TO INTERVIEW

Meeting called to order at 5:30 p.m. by Mayor Laura Carpenter

Pledge of Allegiance led by CM Miller

PRESENT: Mayor Laura Carpenter, Council members; Julie Miller, Christine Lee, Pat Jacobson, Eugene Navock, Joann Potts, Frank Lukacs, City Attorney Gerard Garno, City Clerk Kelly Pavel.

ABSENT: None

City Attorney Garno began by advising council of legalities in conducting meeting and choosing potential job candidates for City Manager's position.

Review of advertisement, which was, ran to seek candidates for the City Manager's position.

Total of nine applications were received as listed below with corresponding identification number for easy reference only. Candidates are listed in no particular order:

| | |
|---------------------|-----|
| Jane Rowell | #15 |
| Robert Jager | #14 |
| Michael Kraft | #13 |
| Cheryl Clark | #12 |
| L.M. Schneider | #11 |
| Ken Brown | #10 |
| Madelyn A. McCarthy | # 9 |
| Clinton Holmes | # 8 |
| Daniel Sanford | # 7 |

Applicants #9 - #15 have been previously reviewed in an open personnel meeting on August 12, 2004

Mayor Carpenter asked for a show of hands from council, per applicant in choosing which applicants would be scheduled for an interview.

By show of hands, council agrees to schedule interviews with the following applicants; Clinton Holmes, Madelyn A. McCarthy, Ken Brown, L.M. Schneider and Cheryl Clark.

Discussion regarding which questions to use during interviews.

Moved by Cm Miller, support by CM Lee to use the same set of questions, which were used during the last interview process for City Manager. Motion carried.

Moved by CM Miller, second by CM Jacobson to tentatively schedule interviews for City Manager at 11:00 a.m. in the Brown City Public Library. (Motion amended to read 1:00 p.m.) Motion carried.

Discussion regarding various qualifications and experience of potential candidates.

Larry Bullock questioned the education status of all applicants. CM Miller provided this information for the public.

Council reviewed and discussed candidates #8 Clinton Holmes and #7 Daniel Sanford.

Moved by CM Miller, second by CM Navock to schedule interviews with candidates #8 Clinton Holmes, #9 Madelyn McCarthy, #10 Ken Brown, #11 L.M. Schneider and #12 Cheryl Clark based on qualifications and executive and administrative experience, which was asked for in the advertisement for the position. ROLL CALL VOTE: Miller- yes, Lee-yes, Jacobson –yes, Navock – yes, Potts – yes, Lukacs – yes. 6- yes, 0 – no, 0- absent, 0 – abstain. Motion carried.

CM Miller explained a Police Fleet Expo, which starts on 9-13-04 and runs through 9-17-04 in Grand Rapids. City has registered and paid monies to attend. Police Chief Smith is interested in attending to pursue possible patrol car opportunities but is asking to be reimbursed for accommodation expenses. Council tables until the 9-13-04 council meeting.

City Attorney Garno informed council on a DEQ deadline of 9-13-04 for Abandon Well Project grant monies. These monies are due with the DEQ on 9-13-04 in the amount of \$7,688.50 (25%) responsibility of the city. Monies are for the plugging of these wellheads.

Moved by CM Lukacs second by CM Jacobson to send monies to DEQ for the Abandon Well Management grant contract in the amount of \$7,688.50. Motion carried. **To read Moved by CM Lukacs second by CM Jacobson to “approve the amended contract” to DEQ for the Abandon”ed” Well Management “project, also with matching funds” in the amount of \$7,688.50. Motion carried. (Per 9/13/04 council meeting)**

Moved by CM Jacobson, second by CM Navock to adjourn at 6:24 p.m. Motion carried.