

Special City Council Meeting
June 30, 2009

Present were Mayor Wingfield, Council members Harper, Carson, and City clerk Tomnitz.
Absent: Council members Jann, Brunner

Citizens present: Larry Schweitz, Ry-chel Gaustad, Charles Kaufman and Craig Aichele

City Clerk applicants:

Larry Schweitz and Ry-chel Gaustad were present for interviews of the permanent position of the new city clerk.

Mayor Wingfield referenced the five applicants that were notified by e-mail and a phone call to attend the Special City Council meeting for interviews. One applicant withdrew and two were not present. Mayor Wingfield explained the process would be informal and the council members would like to ask some questions to each applicant.

Both Mr. Schweitz and Ms. Gaustad gave a brief overview of their qualification and why they feel they would be best suited for the city of Birchwood.

After reviewing the applications and interviews council member Harper acknowledged that both applicants had great financial experience and she was pleased with the selection of applicants to choose from. Harper noted they would both be a good fit in the position; however Ms. Gaustad has had previous experience with city functions and would be best suited for the city clerk position.

Harper moved and Carson seconded to offer the permanent City Clerk position to Ry-chel Gaustad with terms of \$20.00 per hour with a six month review. Motion carries unanimously.

Wingfield moved, Harper seconded the terms of employment would be \$20.00 per hour with a probationary period of six months and a performance review to follow unless subject to change by city council and have Ms. Gaustad submit her request for memberships and other programming through the budget committee. Motion carries unanimously.

Ry-chel will start July 13, 2009 but will be out of town for a couple of weeks in August with some other commitments that will be worked out with Clerk Tomnitz. City office hours will continue to be Monday and Wednesday mornings 9 A.M. to 12 noon until the new clerk makes recommendations on new office hours. There will be a transition period with clerk Tomnitz and the new clerk Gaustad until things are up and running in the office.

Council member Harper recommended that the hours be staggered with some morning and afternoon hours to give the residents an opportunity before or after work to do city business if needed.

Council recessed for 15 minutes for Ms. Tomnitz to do a walk through with the incoming city clerk.

Council reconvened at 8:34 P.M.

Parks Committee: council member Carson questioned why the first parks committee had disbanded or dissolved by the city council. The committee could not get consensus and was unsure of their role of what to do therefore city council decided to dissolve the committee.

The recommendation from the previous committee was to establish a permanent parks committee and maintain open spaces.

Council member Carson reviewed the applicants that she recommended to the council and gave a brief overview of each one. Carson recommended Mike Connelly, Kathy Malles, Cynthia Tomlinson, Deb Harrod, Gene Ruehle, John Lund, and Craig Aichele. The terms would be two and three years that would be rotated through the committee. Alternates were discussed, but not appointed.

Carson moved, Harper seconded to appoint Mike Connelly, Kathy Malles, Cynthia Tomlinson, Deb Harrod, Gene Ruehle, John Lund, and Craig Aichele to the parks committee. Motion carries unanimously.

The meeting was temporarily interrupted by a resident.

The special city council meeting adjourned at 9:15 P.M.

Minutes taken by Mary Tomnitz, City Clerk