



City of Clarkfield

Minutes

5:30 PM Special Council Meeting

Tuesday, March 12, 2019

City Hall Meeting Room

904 10th Avenue – Clarkfield, MN 56223

1. **CALL THE SPECIAL COUNCIL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF AGENDA:** Motion to approve the agenda by Councilmember Fritz; 2nd Councilmember Kaupang. Motion carried with all in favor.
4. **APPROVAL OF MINUTES:** No minutes presented to approve.
5. **INVOICES PAYABLE:** No invoices payable to approve.
6. **PUBLIC COMMENTS**
7. **REPORTS OF COMMITTEES AND CITY STAFF**
8. **DISCUSSION ITEMS**
 - a. **Discussion of Interview Committee Recommendation:** The interview committee interviewed three candidates and two of the candidates would be excellent additions to the public works department. Luepke presented the interview committee's recommendation. The recommendation included hiring one candidate in a full capacity at 32-hours per week with full benefits; along with a part-time position at 1,440 hours annually offering paid time off, prorated vacation and sick, retirement benefits, clothing allowance and cell phone reimbursement. There was discussion on the budget numbers proposed and future funding options. Also, discussion was held regarding if one candidate declined the offer. The council discussed offering full time at 40-hours with full benefits to the candidate who do not decline and hire a seasonal position in the summer.
9. **ACTIONS ITEMS**
 - a. **Consideration to Approve Interview Committee Recommendation:** Motion to approve recommendation including the council setting a deadline of September 30, 2019 to obtain Class B Driver's License by Councilmember Hedman; 2nd by Councilmember Kaupang. Motion carried with all in favor.
10. **ADJOURNMENT:** Motion to adjourn at 6:06 PM by Councilmember Fritz; 2nd by Councilmember Stringer Jr. Motion carried with all in favor.

Reminder – Addressing the Council: Those wishing to speak should wait to be acknowledged by the Mayor & comments should be on the topic being discussed. Public Comment time frame is limited to 3 minutes per individual. Data Privacy Rules and Open Meeting Laws can be violated by discussion of employee performance at a public meeting and finally, personal attacks of anybody will not be tolerated.