

City of Bigfork
Special City Council Meeting
August 26, 2021
9:00 a.m.

Members Present: Mayor Bryan Boone, Drew Francisco (via Zoom), David Mann, Ben Maxa, and Paul Gustafson

Members Absent: Junior Council Member Lily Danielson

Also Present: Sally Sedgwick (via Zoom) and Bruce Gerth

Mayor Boone called the meeting to order at 9:00 a.m. and the Pledge of Allegiance was recited.

Boone acknowledged the letter of resignation from City Clerk/Treasurer Angie Storlie effective September 23, 2021. Storlie is taking a job with the League of Minnesota Cities. She was thanked by the Council for her service.

The City Clerk/Treasurer job description was presented with minor changes. The Council discussed the possibility of splitting the position into a part-time clerk and a part-time treasurer. The consensus was that it was best to leave it as a combined, full-time position. ***Motion by Mann, seconded by Gustafson to adopt the job description as amended, motion carried unanimously, (MCU).***

Boone noted that the union contract dictates the starting wage at 80% of the current base wage. This amount is \$20.58 hourly or \$42,800 annually. The contract provides for a move to 90% of the base wage after 6 months with 100% reached at the one-year mark. Boone would like this amended to stretch out over two years of service. He recommends maintaining the current job structure which is that the position is assigned an hourly wage through the union, but the employee is paid on a salary basis (always 40 hours per week) and receives full-time benefits as long as minimum office hours are kept and the work is being completed in a timely manner.

It was determined that the position would be posted until September 22 with preference given to applications received by September 10. Boone discussed the possibility of expanding the position to include administrative support duties through the Northern Itasca Joint Powers Board to other area local governments. The consensus was to keep this possibility open but to focus first on hiring a qualified candidate for clerk and work with that person to see if they have the desire to expand the position once they are comfortable in the original duties. Wording was added to the job posting to reflect this possibility. ***Motion by Mann, seconded by Maxa to approve the job posting, MCU.***

Motion by Boone, seconded by Mann to appoint Boone, Joe Zimmer, Tim Johnson and Maxa as a Hiring Committee with Gustafson serving as Maxa's alternate, MCU. Boone and Storlie will vet the applications as they are received.

Motion to adjourn at 9:34 a.m. by Mann, seconded by Francisco, MCU.

Angela L. Storlie
City Clerk/Treasurer

Approved at the regular meeting held on
September 9, 2021

Mayor