

**Surrey City Council – City Council
Special Meeting
August 15, 2019, 6:00pm**

Present: Lindsay Coca, Travis Dalby, Brent Dickinson, Mike Thiesen, and Karla Walsh

The Pledge of Allegiance was recited.

Council President Karla Walsh called the meeting to order at 6:04pm.

Mike Thiesen made a motion to accept the resignation of Mayor Jason Strand. Brent Dickinson seconded. Roll: Thiesen – aye, Dickinson – aye, Dalby – aye, Coca – aye.

Walsh addressed the Council members with general comments regarding several issues:

1. Clarifications on the recent article in the *Minot Daily News*, including that there was no Conflict of Interest between the former Mayor, the Interim City Administrator, and the City Engineer; the Attorney General’s opinion noted there was one open meeting violation of which was fully remedied; and that there were more reasons the former Deputy Auditor was placed on administrative leave than were reported in the article.
2. Discussed the importance of filling the open City Administrator position with a qualified applicant as soon as possible.

The Council members reviewed the remaining applications for the City Administrator position (those that were not chosen as the initial three “finalists”). Directions were given to keep the applicants identities anonymous. Travis Dalby made a motion to interview two additional finalists. Brent Dickinson seconded. Discussion ensued. Walsh agreed to contact them and set up interviews for August 20th. (No vote was taken at this point. Walsh mistakenly moved forward with a motion on the floor).

Discussion ensued on needs for additional administrative assistance in the City offices until a City Administrator is hired.

Walsh was informed that the prior motion was still on the floor. Motion was re-stated. Dalby made the motion to interview two additional finalists. Dickinson seconded. Roll: Dalby – aye, Dickinson – aye, Coca – aye, Thiesen – aye.

Discussion returned to the need for additional administrative assistance in the City offices. Mike Thiesen made a motion to extend the Nexus/AE2S contract to utilize Karla Harmel of Nexus/AE2S for an additional one day per week for the following two weeks. This would also include closing the office to the Public on the days when Harmel is not in the office. Harmel is to provide a detailed report on the services she provides to the City during that time period. Dalby seconded. Discussion ensued. Roll: Thiesen – aye, Dalby – aye, Dickinson – aye, Coca – aye.

Discussion ensued regarding the City office hours until the City Administrator and City Auditor positions are fully staffed. Walsh confirmed that the Temporary City Clerk’s hours will not change. The office will be open to the Public on the days that Harmel is in the office and the doors will remain locked and closed to the Public the other three days.

Discussion ensued regarding the interim leadership of the Public Works department until the City Administrator position is fully staffed. Dickinson made a motion to appoint Bob Olson as the interim leader of the Public Works department until the City Administrator position is fully staffed. He would be compensated for his additional work in the form of a bonus once the City Administrator has taken over those duties. Lindsay Coca seconded. Discussion ensued. Roll: Dickinson – aye, Coca – aye, Thiesen – aye, Dalby – aye.

Repair of the street sweeper was discussed. AJ Waller agreed to bring an estimate for repair to the Council.

Dalby made the motion to adjourn. Dickinson seconded.

Meeting adjourned at 7:08pm.

*** It should be noted that these meeting minutes have not been approved. ***