Surrey City Council – City Council
Special Meeting
August 20, 2019, 6:45pm

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

Council President and Interim Mayor Karla Walsh called the meeting to order at 6:49pm.

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

1. Elaine Christianson, a potential finalist for the City Administrator position, rescinded her application.

2. Discussed the hiring process for a municipality and how confidentiality affects whether meetings need to be noticed, open to the public, or portions held in Executive Session.

3. Ward County Auditors' deadline expectations for Special Assessments.

The Council interviewed Bonnie Bohnsack for the position of City Administrator. Questions were asked regarding qualifications, job experience, and her ability to fulfill the required duties.

Walsh called for an Executive Session. The reason for the Executive Session was to discuss negotiating strategies for making an offer of employment for the City Administrator position pursuant to the North Dakota Century Code 44-04-18.4, 44-04-19.1(9) and 44-04-19. The topic or purpose of this Executive Session was to discuss concerns and issues raised as noted above.

Lindsay Coca made the motion to go into Executive Session. Mike Thiesen seconded. Roll: Coca – aye, Thiesen – aye, Dalby – aye, Dickinson – aye.

Walsh asked the Public to leave the City Hall building so the City Council could meet to discuss negotiating strategies for making an offer of employment for the City Administrator position.

Executive Session began at 7:49pm.

Those who attended the Executive Session were Coca, Travis Dalby, Brent Dickinson, Thiesen, and Walsh.

Discussion ensued in Executive Session.

The Committee agreed to end the Executive Session at 8:14pm.

The Public was welcomed back into City Hall and the public portion of the meeting commenced at 8:16pm.

Thiesen made a motion to offer the City Administrator position to Diane Fugere at $64,000.00 per year to be increased to $66,000.00 per year at year-end or no less than after 90 days of probation and the completion of a personnel review. Dickinson seconded the motion. Discussion ensued. Roll: Thiesen – aye, Dickinson – aye, Dalby – aye, Coca – aye.

Thiesen made a motion to offer the City Administrator position to Bonnie Bohnsack (if Diane Fugere does not accept the City's initial offer) at $55,000.00 per year to be increased to $58,000.00 per year at year-end or no less than after 90 days of probation and the completion of a personnel review. Dalby seconded the motion. Discussion ensued. Roll: Thiesen – aye, Dalby – aye, Dickinson – aye, Coca – aye.

Thiesen presented the City Auditor Hiring Committee's recommendations for the finalists of the City Auditor position. Discussion ensued.

Dickinson made a motion to offer the City Auditor position to Jenny Johns at $24.00 per hour to be increased to $25.00 per hour at year-end or no less than after 90 days of probation and the completion of a personnel review. Dalby seconded the motion. Discussion ensued. Roll: Dickinson – aye, Dalby – aye, Thiesen – nay, Coca – nay. Vote tied. Walsh – nay.

Dickinson exited meeting at 8:32pm.

Thiesen made a motion to offer the City Auditor position to Heather Brandt at $24.00 per hour to be increased to $25.00 per hour at year-end or no less than after 90 days of probation and the completion of a personnel review. Coca seconded the motion. Discussion ensued. Roll: Thiesen – aye, Coca – aye, Dalby – aye.

Thiesen made a motion to offer the City Auditor position to Jenny Johns (if Heather Brandt does not accept the City's initial offer) at $24.00 per hour to be increased to $25.00 per hour at year-end or no less than after 90 days of probation and the completion of a personnel review. Dalby seconded the motion. Discussion ensued. Roll: Thiesen – aye, Dalby – aye, Coca – aye.

Dalby made the motion to adjourn. Coca seconded.

Meeting adjourned at 8:49pm.

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