

**Public Notice  
Special Meeting  
Moose Lake City Council  
5:30 p.m., February 10, 2016  
Moose Lake City Council/Town Board Chambers**

**MINUTES**

**PRESENT:** Mayor; Ted Shaw, City Council Members: Jim Michalski, Kris Huso, Mike Peterson, Doug Juntunen.

**OTHERS PRESENT:** Interim City Administrator; Jean Hedin, Sharon Klumpp, Senior VP w/Waters and Company.

**1. Call to Order**

Mayor Shaw called the meeting to order at 5:30 p.m.

**2. Sharon Klumpp, Senior Vice President, Waters and Company (a Springsted Company). Proposal to Provide Executive Recruitment Services for the City Administrator Position. City Council's input on hiring process.**

Sharon pleased to be back in Moose Lake and excited to help with the hiring process of the new City Administrator. Sharon asked the Council for high priorities/issues they would like the new City Administrator to work on.

New School/what to do with the old school

Street repair (funding)

Development

Riverside Arena (funding)

Capital funding

Tax base

Negotiate with the State

Economic Development

Annexation

Increase population growth (goal of 5000)

Good communication/trustworthy

Computer skills

Management/leadership skills – very good financial background

Responsible

Active or being a part of our community

DO NOT want someone to 'bully' the Council into decision making but also to be able to take criticism

DO NOT want somebody 'on their way out' meaning, coming to work for 4-5 years and then retire or leave the City

Any other thoughts or comments the Council has, they will let Jean know and she will relay the comments/suggestions to Sharon.

- Motion made to approve the proposal to provide Executive Recruitment Services with Waters and Company in the amount not to exceed \$13,800.00 by Councilor Peterson, seconded by Councilor Juntunen. Vote: Yes – Huso/Juntunen/Michalski/Peterson. No – 0. Motion carried.

**3. Adjourn**

- Motion made to adjourn by Councilor Juntunen, seconded by Councilor Michalski. Vote: Yes – Huso/Juntunen/Michalski/Peterson. No – 0. Motion carried.

Recorded by: Paula Danelski

Reviewed by: Jean Hedin  
Interim City Administrator