

**Minutes
Special Meeting
Moose Lake City Council
6:00 p.m. April 20, 2016
Moose Lake City Council/Town Board Chambers**

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

OTHERS PRESENT: Interim City Administrator; Jean Hedin, Sharon Klumpp, Waters and Company and Eddie Pelkey.

1. Call to Order: Mayor Shaw called the meeting to order at 6:00 p.m.

2. Sharon Klumpp, from Waters and Company went through the packet of applicants that her company had put together for the City Council for the Vacant City Administrator Position. There were 7 applicants in the packet and one had withdrawn as he accepted a position elsewhere. After much discussion and City Council consensus the following applicants were chosen to interview on May 11th starting at 2:00 p.m., Gail Levenson, Jason Peters and Tim Peterson. A Special meeting will be posted for these interviews.

At approximately 7:00 Jim Michalski left the meeting.

3. Jordan Juszczak had been offered the position of Skilled Laborer 1 in the Public Works Department. He declined the offer of employment and chose to stay in his current position. The Administrative committee interviewed Wayne Langhorst for this position, as he was the next top candidate on Monday April 18th and recommend him for this position. He would like to give 3 weeks' notice to his current employer and Public Works staff are ok with that. Motion by Peterson, seconded by Huso to hire Wayne Langhorst for the Public Works Skilled Laborer 1 Position with a starting wage as stated in the ad for the position (17.00 per hour plus benefits). Shaw, Huso, Peterson, Juntunen: Aye. Motion Carried.

Motion by Juntunen, Seconded by Huso to Adjourn.

Meeting Adjourned.

Jean Hedin
Interim City Administrator

Tim Peterson

Experience

Deputy Clerk – City Accountant, City of Proctor, Proctor, MN
2013 – Present

Finance Director, Life House, Inc., Duluth, MN
2010 – 2013

Bookkeeper, Dynamic Structural Steel, Proctor, MN
2009 – 2010

Accountant / Office Manager, All Service Plumbing, Duluth, MN
2009

Finance Intern, New Page, Inc., Duluth, MN
2008 – 2009

Accountant / Recruiter, North Shore Resources, Minneapolis, MN
2005 – 2008

Education

Bachelors in Organizational Management
University of Minnesota Duluth, Duluth, MN

Bachelors in Accounting
College of St. Scholastica, Duluth, MN

Jason Peters

Experience

Management/Planning – Intern, City of Wayzata, Wayzata, MN
2015

Attorney, Jane J. Larson Associates, Roseville, MN
2005 – 2015

Lobbyist Intern, Builders Association of the Twin Cities, Roseville, MN
2006

Commercial Closer, Chicago Title Insurance Company, Eden Prairie, MN
2004

Management Intern, Buffalo County, Alma, WI
2001

Elected City Council Representative, La Crosse City Council – 6th District,
La Crosse, WI
2001 – 2003

Education

Master of Public Administration
Hamline University School of Business, St. Paul, MN

Juris Doctor
Hamline University School of Law, St. Paul, MN

Bachelor of Science
University of Wisconsin – La Crosse, WI

Gail Levenson

Experience

Owner and Chief Manager, North Central Development Services, LLC
2003 – Present

Sr. Business Developer, City of Duluth, Duluth, MN
2015

Executive Director, Cass County Economic Development Corporation, Backus, MN
2004 – 2015

Economic Development Director, Region Five Development Commission, Staples, MN
2001 – 2003

Education

Bachelor of Science
Bemidji State University, Bemidji, MN