

City of Ellendale
July 31, 2024
Special Council Meeting
Approving lights for mural; Approving City Clerk/Treasurer
appointment; Approving Deputy Clerk/Treasurer terms or a job
posting and authorizing said job posting.
6:30 pm

Agenda

6:30 Call Meeting to Order

1. Pledge of Allegiance
2. Approve Agenda (*No items can be added*)

6:35 Agenda Items

1. Approving lights for the mural

2. Approving City Clerk/Treasurer appointment
 - o Part-time
 - o Other Terms

3. Approving Deputy Clerk/Treasurer terms or job posting

4. Authorizing job posting
 - o Posting jobs as option

7:00 pm Adjournment

**MINUTES OF ELLENDALE
CITY COUNCIL SPECIAL MEETING
WEDNESDAY, JULY 31ST, 2024
6:30 PM**

Present: Mayor Matthew Bartsch; Council Members Jon Asplund, Jackie Froman, Derek Bartness, and Scott Groth; Deputy Clerk/Treasurer Steve Engel

Absent: Clerk/Treasurer Kim Zimprich

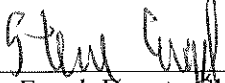
Visitors: Steele County Times Reporter Kay Fate; property owner Daniel Petsinger

Call Meeting to Order: Meeting was called to order at 6:30 pm by Mayor Bartsch. The Pledge of Allegiance was recited.

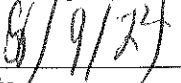
Agenda: A motion was made to approve the Agenda by Council Member Groth Council Member Asplund advanced. Motion carried, all in favor.

1. Approving lights for the Mural: Brian Resler will be installing 4-5 canned LED lights in the overhead soffit. The cost should be covered by the SMIF grant monies. The electrical source will be the city's power on the east side of the Ellendale Café. That outlet and meter are the cities. Engel will ask Brian Resler about installing a timer or sensor, so lights shut off after a certain hour at night. A motion to approve the installation of the lights was made by Council member Groth. Motion advanced by Council member Bartnes. Motion carried, all in favor.
2. Approving City Clerk/Treasurer Appointment: Engel discussed the appointment process with City Attorney Rahrlick. The city council is not required to go through any particular procedure before determining who it wants to hire. The council can simply appoint someone if they choose. City attorney Rahrlick recommended posting it, so that any interest person(s) could apply. Engel explained the pay equity scale and where he would have to start in order to stay in compliance with the scale, if appointed to the position. Mayor Bartsch and Council member Asplund stated that we should post the job internally. Engel will post the job until next Thursday. The council can review any applications at the August 8th meeting to determine the next step in filling that position.
3. Approving Deputy Clerk/Treasurer terms or job posting: Engel informed the council that Kim Zimprich has agreed to stay on, but as Deputy Clerk/Treasurer, part time, at 2 days a week with possible additional time during the winter months. She would like to start the position at level 6, step 5 pay equity scale of \$25.16. This would be adjusted to the new 2025 scale of \$26.83 in January, 2025. If the council is in agreement with her staying on and the pay level, the change in position can be made at the August 8th council meeting, as an appointment for this position is not on this agenda. A motion to postpone a decision, on the Deputy Clerk/Treasurer terms or job posting will be postponed until the Augst 8th council meeting, was made by Mayor Motion Bartsch. Motion advanced by Council member Bartness. Motion carried. All in favor.
4. Authorizing the Job Posting The job posting item/decision, will be postponed until the Augst 8th council meeting.


A motion was made by Council Member Bartness to adjourn the Council Meeting. Council Member Asplund advanced. Motion carried, all in favor. The meeting was adjourned at 6:42pm.



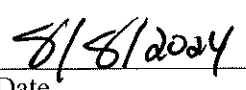
Steve Engel, Deputy Clerk/Treasurer



Date



Matthew Bartsch, Mayor



Date

The Minutes are a true and exact copy of the Minutes as they appear in the City of Ellendale Minutes Book.