

City of Ellendale
Augst 15, 2024
Special Council Meeting
Reviewing Internal Job Applications for Deputy Clerk/Treasurer
Position or Appointing Deputy Clerk/Treasurer and Determine
Conditions.
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. Reviewing internal job applications for Deputy Clerk/Treasurer position.
2. Setup interviews if necessary.
3. Approving Deputy Clerk/Treasurer appointment if there are no internal applicants.
4. Determine conditions of the position.

7:00 pm Adjournment

**MINUTES OF ELLENDALE
CITY COUNCIL SPECIAL MEETING
WEDNESDAY, AUGUST 15TH, 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: None

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 Bartness Council Member Asplund advanced. Motion carried, all in favor.

1. Reviewing internal job application-Deputy Clerk/Treasurer: Engel reported there were no internal applications submitted. No review of applications needed.
2. Setup interviews if necessary: As there were no internal applications except for Kim Zimprich asking to be appointed to the Deputy Clerk/Treasurer position, no interviews will be scheduled.
3. Approving Deputy Clerk/Treasurer appointment if there are no internal applications: Engel informed the council that Kim Zimprich has agreed to stay on, as Deputy Clerk/Treasurer, part time, at 2 days a week with possible additional time during the winter months. She suggested 22 hours a week when she is able to do so. She would like to start the position at current Pay Equity scale of level 6, step 5 of \$25.16. This would be adjusted to the new 2025-27 Pay Equity scale of level 6, step 5 of \$26.83 in January 2025. If the council agrees with her staying on and the pay level, the change in position would take effect on August 26th. A motion was made by Council Member Bartness to appoint Kim as Deputy Clerk/Treasurer with the conditions and terms listed above. Motion advanced by Council Asplund member. Motion carried. All in favor.
4. Determine conditions of the position. The conditions of the position are defined above under the motion and approval by the council.

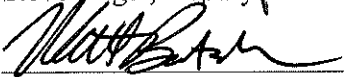
A motion was made by Council Member Bartness to adjourn the Council Meeting. Council Member Asplund advanced. Motion carried, all in favor. The meeting was adjourned at 6:42pm.



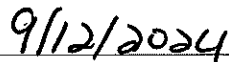
Steve Engel, Deputy Clerk/Treasurer



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.