

Pursuant to due call and notice thereof, the special meeting of the Brainerd City Council was called to order at 5:30 P.M. by Council President Bevans.

Upon roll call, the following members were noted as present: Stenglein, Johnson, Czczok, O'Day, Stunek, and Bevans. Mayor Badeaux was also noted as present. Member Terry was present online but did not participate in the meeting.

Staff present were HR Director Schubert, Interim City Administrator Wussow, and Finance Director Hillman. The consultants Mr. Matt Fulton was present and Mr. Jeff Weldon, was online.

City Administrator Hiring Process

Mr. Weldon stated that there were 23 applicants for the position. The consultants interviewed 10 to present to the City Council. There are 7 candidates that are recommended to final interviews. The Council can choose the number of candidates they would like to interview. Candidate J has withdrawn from the process. Candidate A requested a higher starting salary of \$170,000 and there may not be much negotiation with this applicant, they are extremely qualified. The adjustment that the City Council previously made helped the pool of candidates significantly. Candidate G would like the Council to discuss travel expenses as they live in Washington State.

Member Czczok asked about the process for the consultant to interview the candidates preliminarily.

Mr. Weldon stated the interviews were conducted via Microsoft Teams.

Member Terry submitted her preferences in writing C, E, G, H, I.

Member Stenglein stated her preferences G,H,I.

Member Stunek stated his preferences C, E, H, I. If Candidate G could be interviewed via zoom, he would include them.

Member Johnson stated his preference C, E, G, H.

Member O'Day stated his preference C, E, H, I. If Candidate G could be interviewed via zoom, he would include them.

Member Czczok stated his preference C, H, I, E.

Mr. Weldon stated that the virtual option could be accommodated, however, the process would need to be modified significantly.

Member Stenglein stated that the process isn't just about the candidate selling themselves to us, it's also about selling Brainerd to them. She wouldn't want to miss out on a great candidate just because the City is not willing to pay for a flight. Even if they are hired, if they don't know what Brainerd is, which isn't a good place to start with a City Administrator. She supports the investment to support the candidate with airfare.

MOVED AND SECONDED BY COUNCIL MEMBERS STENGLEIN AND JOHNSON TO PAY AIRFARE FOR APPLICANT G, MILEAGE AND HOTEL FOR ALL CANDIDATES OUT OF THE SPECIAL PROJECTS BUDGET LINE ITEM.

Council Members Stenglein, Johnson, O'Day, Stunek, and Bevans voted "aye". Member Czczok voted "nay". The Chair declared the motion carried.

MOVED AND SECONDED BY COUNCIL MEMBERS STENGLEIN AND CZECZOK, DULY CARRIED, TO INTERVIEW CANDIDATES C, E, G, H, AND I.

Interim City Administrator Wussow reminded Council of the Meet and Greet on January 28th. Member Stunek and his wife are charged with greeting all of the candidates and their spouses. He gave an overview of the interview day, January 29th, process.

Mr. Fulton suggested that during the reception ask the candidates a question on the fly. The tactic has a multitude of benefits.

Mr. Weldon asked about interview questions that the City Council would like to include.

Chair Bevans requested that the candidates be asked what their vision is of longevity.

Member Stenglein asked about the expectations of the Council for the interview day.

Interim City Administrator Wussow stated that the Council is expected at noon. He explained the route that the tour will cover.

Adjourn

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND O'DAY, DULY CARRIED, TO ADJOURN THE MEETING TO THE REGULAR COUNCIL MEETING.

The Chair adjourned the meeting at 6:06 p.m.



Patrick Wussow
Interim City Administrator