

**Brainerd, MN
May 27, 2015**

Pursuant to due call and notice thereof, the Special Meeting of the Brainerd Personnel and Finance Committee was called to order at 6:00 P.M. by Council President Scheeler.

Upon roll call, the following members were noted present: Mayor Wallin, Johnson, Borkenhagen, Hilgart, Koep, Pritschet, Bevans and Scheeler. City Administrator Wussow and Human Resource Coordinator Schubert were also noted as present.

The Chair opened the meeting with the Pledge of Allegiance to the Flag.

City Administrator Employment Agreement – Three Candidates to be Interviewed for Position – Approved

City Administrator Wussow distributed a printout of an email received at 5:58 P.M. from city administrator candidate Patrick Christopherson in which Mr. Christopherson officially declined the offer for the position of City Administrator for the City of Brainerd.

City Administrator Wussow reviewed the hiring progress so far and Council reviewed their options for moving forward in the search for a new City Administrator.

MOVED AND SECONDED BY ALDERMEN HILGART AND PRITSCHET TO INTERVIEW TWO CANDIDATES FROM FINALIST LIST FOR THE POSITION OF CITY ADMINISTRATOR.

Members Borkenhagen, Hilgart, Koep, Pritschet, and Bevans voted “aye.” Members Johnson and Scheeler voted “nay.” The Chair declared the motion carried.

MOVED BY ALDERMEN KOEP TO BRING BACK CANDIDATE #9 IF EITHER OF THE OTHER TWO WITHDREW.

Aldermen Koep rescinded her motion.

MOVED AND SECONDED BY ALDERMEN KOEP AND HILGART, DULY CARRIED TO INCLUDE A THIRD CANDIDATE FROM THE FINALIST LIST TO BE INTERVIEWED FOR THE CITY ADMINISTRATOR POSITION.

It was noted that interviews will be held on or around June 8th.

Adjourn

The Chair adjourned the meeting at 6:38 P.M.

Patrick Wussow
City Administrator