

COUNCIL PROCEEDINGS
CITY OF CROSSLAKE MINNESOTA
SPECIAL COUNCIL SESSION
WEDNESDAY, MAY 4, 1994
10:00 A.M. AT CITY HALL

The Council for the City of Crosslake Minnesota met in the Council Chambers of City Hall on Wednesday, May 4, 1994. The following Councilmembers were present: Mayor Kurt E. Anderson, Lyle M. Arends, Charles O. Miller, Dean L. Swanson and John R. Webster. Also present were Reporters Jean Paul Hudon and Christine DuFour. There were approximately five other individuals present.

Mayor Anderson called the meeting to order at 10:00 A.M. stating that the purpose of the meeting was to approve the committee selection for manager of the Telephone Company. The committee had voted unanimously to accept Mr. Dick Hubbard with a starting date on or before June 1, 1994.

Mr. Hubbard was introduced to the members of the Council. Mayor Anderson proceeded to read aloud the resolution that had been prepared, and which Mr. Hubbard had accepted, stating the terms for selecting the manager. Mr. Hubbard agreed to start the position as Utility Company Manager on or before June 1, 1994. Mr. Hubbard will assume responsibility as part time City Administrator at such time as the Council deems it fitting.

MOTION 05S-01-94 WAS MADE BY CHUCK MILLER AND SECONDED BY JACK WEBSTER TO ACCEPT THE RESOLUTION AS RECOMMENDED BY THE INTERVIEW COMMITTEE. MOTION PASSED UNANIMOUSLY. (A copy of the resolution is attached.)

Dean Swanson brought up a discussion of the two job descriptions as was originally advertised. Mr. Hubbard stated that when he initially responded to the advertisement, and later interviewed, he was prepared to apply for both positions so if the decision is made to reinstitute the two positions he had no problem with that. Jack Webster felt that Mr. Hubbard should be given time to get comfortable with the Utilities Manager position and at a later date assume the City Administrator responsibilities as originally proposed by the City Council. There was discussion by Tom Mezzenga regarding the position REAwas taking in not approving a dual job description. Until the debt with REA is paid off, the City is obligated to go along with the single job description. The Council felt that this position could be reversed at some point in time.

MOTION 05S-02-94 WAS MADE BY CHUCK MILLER AND SECONDED BY LYLE ARENDS TO ADJOURN THE MEETING AT 10:20 A.M. MOTION PASSED UNANIMOUSLY.

Recorded and edited by:
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May 3, 1994

RESOLUTION FOR SELECTING MANAGER

WHEREAS, the Crosslake Utility Company, City of Crosslake, has need to fill the vacancy of Working Manager, and

WHEREAS, the Crosslake Utility Company, City of Crosslake, have advertised for applications for such a position in the "Brainerd Dispatch", "Telephone" magazine, "League of Minnesota Cities Bulletin" and industry newsletters, and

WHEREAS, thirty-four (34) applications were received, and

WHEREAS, the three (3) applicants who were deemed to be the most qualified were interviewed, and

WHEREAS, both the Utility Company and the City Council of Crosslake are in agreement that Richard Hubbard of Lone, California was the best qualified of the group, now therefore,

BE IT RESOLVED, that the Crosslake Utilities Company and the City Council of Crosslake, Minnesota go on record as agreeing to hire Richard Hubbard as Working Manager for the Crosslake Utilities Company with the following benefits:

- Salary : \$55,000.00
- Moving Expense : Full coverage (Get three estimates)
- Car Allowance : \$300.00 a month
- Maintenance : \$2,500 lump sum transportation to and from present residence
- Vacation : One year of employment - 5 days
Two through six years - 12 days
Seven through nine years - 15 days
Ten consecutive years - 16 days
Plus one additional day for each consecutive year of employment to a maximum of 20 working days
- Probationary Time : One year. Performance to be measured at 6 months and 1 year with benefits vested after 6 months.
- Holidays : Nine (9) days plus 1 floating holiday
- Effective Date :

This is a true and correct copy of the Resolution passed by the Crosslake City Council at a Special Council Meeting on the 4th day of May, 1994.

ATTEST:

Arlene Buchite
City Clerk/Treasurer

Kurt E. Anderson
Kurt E. Anderson, Mayor

ACCEPTED Richard E. Hubbard
Richard E. Hubbard

DATE 5-4-94