

**SPECIAL COUNCIL MEETING
MONDAY, MAY 19, 1997
1:00 P.M. - CITY HALL**

The Council for the City of Crosslake met in a special session in the Council Chambers of City Hall on Monday, May 19, 1997 at 1:00 P.M. The following Councilmembers were present: Mayor Robert Scott, Donna Keiffer, Charles Miller and Raymond Smyth. Absent was Richard Upton. Also present was Reporter Christine DuFour, Former Mayor Dave Kolesar, Mary Kolesar, Jane Michaud, Jack Webster, Dean Swanson and Acting City Clerk Darlene Roach taking the minutes.

Mayor Scott called the meeting to order at 1:00 P.M. by stating that the purpose of the meeting was to interview four candidates for the position of City Administrator.

An interview committee consisting of Ray Smyth, Jane Michaud, County Commissioner Jim Hill and Mayor Scott had narrowed the selection from 19 candidates to four. The individuals invited back for a second interview were Thomas Swenson, City Administrator in Hawley; Thomas MacAulay, Assistant City Administrator in New Ulm; Michael Mills, Program Support Manager for United Defense; and Diane Roghair, Business Analyst with Bankers System in St. Cloud. Each of the four candidates was allowed an hour for the interview.

The meeting was turned over to Councilmember Ray Smyth to begin the interview process. As each candidate arrived at their scheduled time for their interview, they were introduced to each member of the Council and to those in the audience. Each candidate was given the procedure for the interview. Each candidate started the interview by describing their education qualifications and background experience. Each member of the Council then presented a series of prepared questions to ask each candidate. The audience was also invited to ask any questions they felt pertinent. At the end of each interview, the candidate was allowed time to ask questions of the Council.

Upon conclusion of the interviews, each member of the Council ranked the various candidates and Mayor Scott tallied the results. Mr. Thomas Swenson was ranked as the top candidate for the position with Mr. MacAulay being second.

MOTION 05-01S-01-97 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO PROCEED WITH REFERENCE CHECKS ON MR. SWENSON AND ON MR. MACAULAY. MOTION CARRIED UNANIMOUSLY.

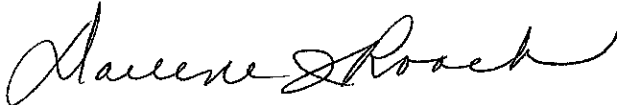
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A special council meeting was scheduled for Friday, May 23, 1997 at 11:00 A.M. at City Hall to consider a compensation plan for the City Administrator.

MOTION 05-01S-02-97 WAS MADE BY CHUCK MILLER AND SECONDED BY DONNA KEIFFER TO ADJOURN THIS SPECIAL COUNCIL SESSION AT 5:00 P.M. MOTION CARRIED UNANIMOUSLY.

Taped and transcribed by:

A handwritten signature in cursive script, reading "Darlene J. Roach".

**Darlene J. Roach
Acting City Clerk**