

**CHISHOLM CITY COUNCIL  
SPECIAL WORK SESSION – SEPTEMBER 6, 2017**

CALL TO ORDER

Council President Todd Scaia called the Special Work Session to order in the City Hall Council Chambers at 5:00 p.m.

ROLL CALL

Present: Council Members Campbell, Halverson, Rahja, K. Scaia, Varda and Mayor T. Scaia

Absent: None

Also Present: Interim City Clerk-Treasurer/Administrator Susan Schweiss, and Marie Tolonen of the Chisholm Tribune Press, John Ramos with the Duluth Reader and Administrative Assistant Margaret Gornick

The purpose of the work session was to discuss the open city clerk-treasurer/administrator position.

City Attorney Bryan Lindsay provided the options available for filling this position as this is a professional services contract.

Councilor Campbell stated she would like to see the position open to applicants and to abide by the minimum qualifications that are required for this position.

Councilor Varda expressed his concern to hire someone who will stay in this position longer than six (6) months and isn't opposed to opening this to applicants.

Councilor Campbell feels this position is 99% managerial and would like to hire a firm for the selection process.

Councilor Rahja referred to the City Charter requirement that the City Administrator has accounting experience.

Councilor K. Scaia feels time is of the essence and human resources is the biggest issue along with having a City Engineer only two days per week.

Mayor T. Scaia disagreed the position is managerial as two applicants that previously applied and were hired met the minimum qualifications. This position also requires people skills & temperament. He isn't opposed to allowing two weeks to post for this position but does not agree hiring an outside firm is money well spent at this time.

This will be on the agenda for the September 13, 2017 council meeting to allow two weeks to post for this position.

ADJOURN MEETING

Moved by Councilor K. Scaia and supported by Councilor Varda to adjourn the Special Working Session meeting at 5:16 p.m.

Voting Aye: All

Motion Carried

/s/ Todd A. Scaia  
Mayor

Attest:

/s/ Susan Schweiss  
Interim City Clerk-Treasurer/Administrator