

**Special Meeting of the Whalan City Council**

**February 27, 2020 at 5:00 P.M.**

**Whalan City Hall, 224 2<sup>nd</sup> Ave., Whalan, MN**

**Purpose of the Special Meeting: Selection of City Clerk-Treasurer for employment by the City of Whalan.**

**Present:** Mayor Marlys Tuftin, Council Members Tanya Cook, Kim Berekvam, Thore Johnson.

**Absent:** Owen Lewis.

**Visitors:** Ben Ruberg and Dave Ruberg

**Pledge of Allegiance.**

**Meeting called to order at 5:00 p.m. by Mayor.**

**Motion to approve agenda by:** Berekvam, 2<sup>nd</sup> **by:** Cook, **Motion Carried.**

**Business:**

1. Review of two finalist candidates for the City Clerk-Treasurer position:
  - a. Jerome Illg
  - b. Michele Peterson
2. Discussion: Council members reviewed resumes and references; also, the council looked at interview responses. Both finalists were strong in city government experience, accounting and budgeting, electric utility reporting and management, grant application, city ordinance and record keeping. One of the candidates possessed municipal clerk certification.
3. Following discussions, a motion to select Michele Peterson for the position of Whalan City Clerk-Treasurer was made by Cook, 2<sup>nd</sup> by Johnson. Roll call vote: Berekvam yes; Cook yes; Johnson yes. **Motion Carried.**

4. Wrap-up: Mayor Tuftin will contact Michele with the job offer and make necessary arrangements for employment and transition into the position following her acceptance.

5. Motion to adjourn by: Berekvam 2<sup>nd</sup> by: Johnson. Motion Carried.

Meeting adjourned at 5:23 p.m.

Minutes prepared by:

Marlys Tuftin, Mayor