

**CITY OF MAPLE LAKE, MINNESOTA
SPECIAL CITY COUNCIL MEETING MINUTES**

Wednesday, January 24, 2024
6:00 p.m.

1. **CALL TO ORDER:** Mayor Kissock called the meeting to order.
2. **ROLL CALL:** Mayor Kissock, Councilors: John Haack, Wayne Paumen and Lori Hausken. ABSENT: Councilor Scott Chantland. Staff Present was City Administrator Renee Eckerly.
3. **NEW BUSINESS**

- a. **Approve the alternate premise and dates for the Maple Lake Ice Fishing Derby Inc Gambling Permit to hold a raffle to be at Madigan's Pub on March 16, 2024**

Motion to approve the alternate premises and dates for the Maple Lake Ice Fishing Derby Inc Gambling Permit to hold a raffle to be at Madigan's Pub on March 16, 2024.

Motion made by Councilor Paumen, seconded by Councilor Hausken. All voted yes. Motion declared passed.

- b. **Discuss issues and potential direction or action related to succession planning, the search/hire of new permanent or interim administrator, workload transitions, and other staffing-related needs considering the city administrator resignation.**

David Schaps, Representative from Barna, Guzy & Steffen, Ltd, presented proposal on the Organization Study. He explained the services that are being offered in the proposal and the importance of hiring their firm.

Motion introduced by Mayor Kissock to approve the Organization Study as presented by Barna, Guzy & Steffen, Ltd., seconded by Councilor Paumen. Ayes: Mayor Kissock, Councilor Paumen and Hausken. Nays: Councilor John Haack. Motion declared passed.

City Administrator Eckerly reported on the training that she has completed with City Staff and made recommendations. Explained the process on a Federal Grant and that she would leave information regarding this for staff. The City Council discussed the position of Interim's City Administrator position and would like to proceed with interviews for the duration of this process. The council discussed a tentative meeting for January 31, 2024 for interviewing Interim City Administrators.

MOTION: Move to direct City Administrator Eckerly to contact the City Attorney regarding a tentative meeting for January 31st, 2024, to proceed with interviews scheduled for the Interim City Administrator's position.

Motion made by Mayor Kissock, seconded by Councilor Haack. All voting yes. Motion declared passed.

4. ADJOURN

Move to adjourn. Motion made by Councilor Hausken, seconded by Councilor Haack. All voted yes. Motion declared passed

APPROVED: _____

Mayor Lynn Kissock