

Dassel, MN
Special City Council Meeting
Minutes
Tuesday, February 20, 2024 at 6:00 pm

1. Call to Order

Minutes:

Meeting called to order by Mayor Lalone at 6:03 pm.

a. Roll Call

Minutes:

Council members present: Council members Gaertner, Landrus, Sombke, Thurn & Mayor Lalone. Council members absent: none

2. Business Items

a. Review updated Clerk/Treasurer job description

Minutes:

The Council discussed the updated Clerk's job description and how the new Administrator and Administrative Assistant/Utility Billing Clerk positions would affect one another. Clerk Boese recommended hiring an Administrator with EDA experience, ability to promote historic preservation and grant writing skills.

Deputy Clerk Bergum questioned whether her position would be eliminated if they chose to not advance her to the clerk position since her current job of Deputy Clerk/Treasurer would no longer exist. The Council plans to interview and promote Bergum and not fill her current position at this time.

Liquor Store Manager Vetsch asked whether the position would be salaried or not due to the fact that the Public Works Director currently is not. He stated there should be continuity in the Department Head positions.

The Council approved the updated City Clerk/Treasurer job description as presented.

b. Review Administrator Job Descriptions, discuss contractor vs. employee options

Minutes:

The Council discussed the Administrator position and stated that education is preferred but not required if they have years of experience. They will review job descriptions from other cities to compare and see which best fit the needs for Dassel.

A special meeting will be held on February 27th at 5:30 to interview Deputy Clerk Bergum for the Clerk position and discuss changing the Public Works Director position from hourly to salaried.

3. Adjourn

Minutes:

Motion by Sombke, seconded by Landrus to adjourn the meeting at 6:46 pm. Motion carried.

Vote results:

Ayes: 5 / Nays: 0

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