

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
FRIDAY, FEBRUARY 16, 2024
11:00 A.M. – CITY HALL

The Council for the City of Crosslake met in a Special Session on Friday, February 16, 2024. The following Council Members were present: Mayor Dave Nevin, Aaron Herzog, Marcia Seibert-Volz, and Jackson Purfeerst. Sandy Farder participated via Zoom from 207 Honeytree Ln., Fort Walton Beach, Florida. Also present were City Clerk Char Nelson, Police Chief Jake Maier, Park Director TJ Graumann, Fire Chief Chip Lohmiller, Public Works Director Pat Wehner, and Echo Publishing Report Tom Fraki. There were six people in the audience.

Dave Nevin called the meeting to order at 11:00 A.M. The Council discussed hiring an interim city administrator and the process to finish yearend financial statements. Marcia Seibert-Volz suggested that the auditor finish the yearend financials. Char Nelson reported that the auditor would not complete the year-end work because they want to remain independent in order to conduct an audit of the statements. The auditor and the League of MN Cities both recommended that the City hire Abdo to complete yearend financial work. The quote from Abdo was \$15,000-\$20,000. Tom Swenson provided names of local accountants that could help with year-end financial work that would cost much less money. A discussion ensued regarding the deputy clerk position and whether finance duties should be added to that job description, and how to restructure the entire administration department.

MOTION 02SP5-01-24 WAS MADE DAVE NEVIN AND SECONDED BY JACKSON PURFEERST TO RECESS MEETING FOR 15 MINUTES. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

Dave Nevin opened the meeting at 12:00P.M.

Marcia Seibert-Volz reported that Jerry Bohnsack will consider accepting the interim city administrator position but wants to meet with department heads first.

MOTION 02SP5-02-24 WAS MADE BY JACKSON PURFEERST AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE TITLE OF CITY TREASURER/DEPUTY CLERK AS NEW POSITION IN ADMINISTRATION. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES. Dave Nevin will request that the labor attorney notify union of new position.

MOTION 02SP5-03-24 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO APPROVE 40 ADDITIONAL HOURS OF VACATION TIME FOR PAUL SATTERLUND AFTER 6-MONTH PROBATION PERIOD. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

The Council set a date to continue discussion on hiring interim City Administrator, discussing year-end financial process, updating job descriptions for city administrator and city treasurer/deputy clerk.

MOTION 02SP5-04-24 WAS MADE BY JACKSON PURFEERST AND SECONDED BY
MARCIA SEIBERT-VOLZ TO ADJOURN THE MEETING AT 12:25 P.M. ROLL CALL
VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,



Charlene Nelson
City Clerk