

**SPECIAL ROSEAU CITY COUNCIL MEETING
WEDNESDAY – September 17, 2019 @ 5:00 P.M.
ROSEAU CITY CENTER COUNCIL CHAMBERS
121 Center Street East Suite 201
Roseau, MN 56751**

A Special meeting of the Roseau City Council was held on the above date, time and place. Members present were Mayor Jeff Pelowski, Council members Brady Johnson, Amy Bassingthwaite, and Jane Evans. Others present were City Attorney Michelle Moren, Community Development Coordinator Todd Peterson, City Superintendent David Drown, Jack Swanson WILD102 Radio.

Mayor Pelowski called the meeting to order and the Pledge of Allegiance was said.

Pursuant to due call and notice a special meeting of the Roseau City Council was held on the above date, time and place. The purpose of the meeting was to:

- Approve the offer and hiring of the candidate for the Park & Recreation Director

CDC Todd Peterson presented a Parks & Recreation Director hiring recommendation from the interview committee consisting of the following persons:

- CDC Todd Peterson
- City Superintendent David Drown
- Mr. Gerald “Yogi” Koble, Park Board
- Ms. Sonya Peterson, Park Board Chair
- Mr. Lew Erickson, Roseau Youth Hockey President
- Ms. Kellie Roth, Polaris Human Resources Director

The city received 10 applications for the position and CDC Peterson, Supt. Drown, Councilmember Jane Evans and Sonya Peterson reviewed and ranked all applications and recommended 5 candidates for initial interviews conducted by CDC Peterson and Supt. Drown. From the initial interviews 4 candidates were brought in for second interviews with the larger group. After the second interview, the committee has unanimously moved Sara Hammann forward for the position of Parks & Recreation Director.

CDC Peterson also noted that the position was advertised as a Grade 10 Department Head position and as part of its recommendation is proposing that Ms. Hammann be hired as a Department Head and be placed on the city’s pay chart at Grade 10, Step A.

After discussion, Amy Bassingthwaite motioned, seconded by Brady Johnson to offer the Parks & Recreation Director position to Sara Hammann at a Grade 10 Department Head position (Step A) with a start date of September 23, 2019. The motion passed by unanimous vote.

Council member Jane Evans motioned, Council member Amy Bassingthwaite seconded and it was carried by unanimous vote to adjourn the meeting.

ATTEST:

Community Development Coordinator

Mayor