

MEDINA CITY COUNCIL MEETING MINUTES OF APRIL 5, 2011

The City Council of Medina, Minnesota met in special session on April 5, 2011 at 6:02 p.m. at the Medina City Hall, 2052 County Road 24, Medina, MN.

I. Call to Order

Members present: Pederson, Weir, Crosby, Siitari, Martinson

Members absent:

Also present: City Administrator Chad M. Adams, City Planner Dusty Finke, Finance Director Jeanne Day, Public Works Superintendent Steve Scherer, and City Attorney Ron Batty.

II. City Administrative Matters

Mayor Crosby provided an overview of City Administrator Chad Adams' recent resignation and discussed the City's options to conduct a search and to hold Council discussions within the parameters of the open meetings law.

Adams discussed the memo e-mailed to Council members on April 4th which outlined his approach to his last 60-days of employment. *The Council agreed with the approach and stated emphasis on project leadership should be placed on the public works facility and Lennar development agreement.*

Adams provided background of his experience and search process for the City of Albert Lea's City Manager position. He explained the difference between a City Manager and City Administrator. Batty added that a Council-Manager form of government is recognized as a Statutory B Plan City, while a Council-Administrator form of government is a Statutory A Plan City, which is the form consistent with Medina.

Adams referred to the April 4th memo again and outlined the options the Council may pursue for an interim status and permanent search.

Discussion was held on the options of hiring an Interim City Administrator or appointing an Acting City Administrator. *The Council agreed to search for an Interim City Administrator until a full-time appointment was made.*

Discussion was held on the options of: conducting a search through the City, conducting a search with the Interim City Administrator as a lead, or conducting a search through an executive search firm. *The Council agreed to solicit proposals from two prominent executive search firms in the industry.*

Mayor Crosby and Council member Weir volunteered to meet with two executive search firms and requested Adams to be in attendance.

III. Adjournment

The meeting was adjourned at 6:55 p.m.

Attest:

Thomas M. Crosby, Jr., Mayor

Chad M. Adams, City Administrator-Clerk