

**CITY OF EAGLE LAKE
FEBRUARY 3, 2020
SPECIAL CITY COUNCIL MEETING**

CALL TO ORDER

- Mayor Auringer called the meeting to order at 12:40 p.m.

ROLL CALL

- Council Members present: John Ries, Garrett Steinberg and Mayor Auringer.
- Staff present: City Administrator Jennifer Bromeland, and Deputy Clerk Kerry Rausch.

PUBLIC COMMENTS

- None

AGENDA

1. Resignation of Administrative Clerk

- Brittany Grassman has submitted her resignation effective February 21, 2020. Administrator Bromeland has spoken with the MN Valley Council of Government who will assist with the hiring process. AW Companies have also been contacted in regard to providing a temporary working to fill in as needed until this position is filled.
- Council Member Ries moved, seconded by Council Member Steinberg, to accept the resignation of Brittany Grassman as Administrative Clerk. Motion carried with Council Members Ries, Steinberg and Mayor Auringer voting in favor.

2. Commence Hiring Process for New Administrative Clerk

- Council Member Ries moved, seconded by Council Member Steinberg, to authorize the begin hiring process for the Administrative Clerk position and to work with AW Company for temporary staffing needs.
- Motion carried with Council Members Ries, Steinberg and Mayor Auringer voting in favor.
- Discussion included that if need be this position could be divided into two part-time position.

ADJOURNMENT

- Council Member Ries moved, seconded by Council Member Steinberg, to adjourn the meeting at 12:47 p.m. Motion carried with Council Members Ries, Steinberg and Mayor Auringer voting in favor.

Tim Auringer, Mayor

Kerry Rausch, Deputy Clerk