

## Special Meeting of the Holdingford City Council October 27, 2014

Mayor Ernie Schmit called the Special Meeting to order at 6:00 p.m. to review applications for the City Maintenance job opening.

Members present: Ernie Schmit, Sue Marstein, Mike Odden, Lewis Becker, Lloyd Rausch, and Sandra Meer

Maintenance Supervisor Jeremy Freudenrich gave his resignation notice and his last day is November 6, 2014. Mike Odden made a motion to accept Jeremy Freudenrich's resignation. Lewis Becker seconded the motion. AIF

Sue Marstein made a motion to advertise for Maintenance Specialist position. Advertisements will be put in MN Workforce, Morrison Beacon, Albany Enterprise, MN Rural Water and League of Minnesota Cities website, not in the St Cloud Times. Application deadline will be November 17 at 3:30 p.m. and meeting to look at applications will be on November 19 at 6:00 p.m. Lewis Becker seconded the motion. AIF

Union meeting on Wednesday, October 29 as scheduled.

There was discussion on how Brian Zapzalka's job description designation would change. Since there is no employee to supervise yet, the Council will make a decision on how it's going to be offered after the Maintenance Specialist position is filled. Possibilities discussed to take Brian Zapzalka off the 6 month probation, then offer supervisor position if he wants it; or have Brian as provisional supervisor until he gets his B license then moves into the supervisor pay range; or have requirement for person in Supervisory position take leadership training. Suggestion to have Supervisor/Maintenance Specialist keep daily log of what is done.

Brian Zapzalka will be asked to be involved in interview process.

Lloyd Rausch made a motion to adjourn. Sue Marstein seconded the motion. Meeting adjourned at 7:15pm.

Respectfully Submitted,

Sandra Meer  
Holdingford City Clerk

**Special Meeting of the Holdingford City Council**  
**November 19, 2014**

Mayor Ernie Schmit called the Special Meeting to order at 6:00 p.m. to review applications for the City Maintenance Specialist job opening.

Members present: Ernie Schmit, Sue Marstein, Mike Odden, Lewis Becker, Lloyd Rausch, Brian Zapzalka and Sandra Meer

All members reviewed the 22 submitted applications and four applicants were chosen to interview the following Monday, November 24, 2014.

Sue Marstein made a motion to adjourn. Lewis Becker seconded the motion. Meeting adjourned at 7:15pm.

Respectfully Submitted,

Sandra Meer  
Holdingford City Clerk

**Special Meeting of the Holdingford City Council**  
**November 24, 2014**

Mayor Ernie Schmit called the Special Meeting to order at 5:30 p.m. to interview applications for the City Maintenance Specialist position.

Members present: Ernie Schmit, Sue Marstein, Mike Odden, Lewis Becker, Lloyd Rausch, Brian Zapzalka and Sandra Meer.

Three applicants were interviewed.

Sue Marstein made a motion to offer the Maintenance Specialist position to Andrew Bartkowicz, contingent on a clean background check and ability to start work within two weeks, on December 9, 2014 with starting pay at \$17.67/hour, to be eligible for a step and pay increase within 6 months upon favorable review. If Andrew does not accept the position or cannot start work within 2 weeks, the position would be offered to Ryan Pogatchnik. Lloyd Rausch seconded the motion. AIF

Lloyd Rausch made a motion to adjourn. Lewis Becker seconded the motion. Meeting adjourned at 8:10pm.

Respectfully Submitted,

Sandra Meer  
Holdingford City Clerk