

CITY OF CHARLEVOIX
SPECIAL CITY COUNCIL MEETING MINUTES
Monday, March 24, 2014 — 5:00 p.m.
210 State Street, City Hall, Council Chambers, Charlevoix, MI

The meeting was called to order at 5:00 p.m. by Mayor Norman L. Carlson, Jr.

I. Pledge of Allegiance

II. Roll Call of Members Present

Mayor: Norman L. Carlson, Jr.
City Attorney: Absent
City Manager: Rob Straebel
City Clerk: Deputy Clerk Stephanie Brown
Members Present: Council members Peggy Brennan, Shane Cole, Shirley Gibson, Leon Perron, and Jeff Porter
Absent: Council member Lyle Gennett

III. Inquiry Regarding Possible Conflicts of Interest:

None

IV. General Business

A. City Clerk Interview

City Manager Rob Straebel introduced the applicant, Joyce Golding, who has been unanimously recommended as the top applicant by the Clerk Interview Committee. Manager Straebel also provided a brief review of the position salary and benefits, which are set by the Compensation Commission and are \$37,388/year, with a 3% contribution to an ICMA 457 retirement plan. There is no sick or vacation time, but the City will work with the Clerk when she wishes to take time off, and the City does not encourage people to come into City Hall when they are ill. Additionally, the Compensation Commission has indicated that the Clerk should average 29 hours per week, or 1500 hours per year, and has indicated that a set schedule of hours would be in order.

Council asked some questions, which were prepared by the Human Resources Assistant.

Mayor Carlson noted that Council would like the position to become an appointed position, which may be on the ballot this fall. Regardless of the outcome of the election, this appointment will be until the end of the current term, which is early January, 2016. Ms. Golding indicated that she had no concerns regarding those plans, and that she hopes to stay in the position until she is ready to retire.

Mayor Carlson also advised Ms. Golding that an important aspect of the job is to keep Council "out of trouble". Ms. Golding acknowledged that she has a lot of experience in that respect, but that she does not know the Open Meetings Act or Parliamentary Procedure. She expects to pursue training in any areas she is lacking.

Motion by Councilmember Brennan, second by Councilmember Cole, to appoint Joyce Golding to the position of City Clerk for the remainder of the current term.

Yeas: Brennan, Cole, Gibson, Perron, Porter
Nays: None
Absent: Gennett

A brief discussion took place as to when Ms. Golding would take the Oath of Office, and when she would begin employment with the City. Deputy Clerk Brown reminded Council that as soon as a new Clerk takes the Oath of Office there is no Deputy Clerk. Ms. Golding stated that she needed to give her current employer two weeks notice. Council and Ms. Golding agreed that her start date is April 7, 2014, and she would be sworn into office on that date.

V. Public Comment Not Related to Other Agenda Items

None.

VI. Adjourn

The Mayor stated that if there were no objections, the meeting would adjourn.

There were no objections.

Meeting adjourned at 5:13 p.m.

Stephanie Brown

Deputy City Clerk

Norman L. Carlson, Jr.

Mayor