

City of McVile, North Dakota
Minutes of Special City Council Meeting
Monday, May 23, 2016
4:00 PM – City Office Conference Room

Attendance: Mayor Douglas Stein, Council Members Neil Reiten, Edward Sadowsky, and Douglas Trostad; City Auditor Shelly Carlson and Deputy Auditor Joanne Brennan; Public Works representative Jonathon Trostad.

Absent: Council Member Julie Stewart

The meeting was called for the purposes of (#1) reviewing health insurance options for City employees, and (#2) to establish and clarify the role of contract consultant in the City's organizational chart.

The meeting was called to order by Mayor Stein at 4:12 PM with a quorum present.

#1: Auditor Carlson introduced information provided to her last week by a representative of Blue Cross Blue Shield of North Dakota regarding health insurance coverage options for full-time City employees, including her eligibility for enrollment following recent completion of her probationary status as a new employee. **Motion** by Member Trostad that Shelly Carlson be granted full-time employee status and that she be enrolled under the city's BCBS of ND grandfather plan effective June 1, 2016, at 100% employer-paid premium; motion seconded by Member Sadowsky, and on unanimous voice vote, motion **carried**. On further discussion, it was agreed that any consideration of changing to another coverage plan offered by BCBS of ND will be considered at the time of policy renewal in July of 2017.

Noting that based on the minutes of October 6, 2015 where it was recorded that Auditor Carlson would be eligible to enroll in the city health plan after 90 days of employment with a 50% cost share of the family premium. The effective date of coverage would have been February 1st 2016. Due to provisions of the health plan and discovery of the minutes after the fact she was not enrolled. Carlson advised that she has accrued medical expenses after the date of eligibility and asked the council if she were to ask for reimbursement of 50% of said expenses would they support her request. She did not actually request to be reimbursed at this time as she feels that the situation with the insurance is due to circumstances beyond the control of the council. She just wanted to know if they would be supportive if the request was made. Following discussion, Auditor Carlson was asked to submit voucher/vouchers for medical expenses incurred during the months of February through May of 2016, for council review at the June 6th council meeting.

#2: Following discussion regarding the role of a contract consultant in relation to the City's organization, there was unanimous consent in defining that (1.) authorizing the services of an independent contract consultant will be exclusive to, and only by consent of the City Council; (2.) a contract consultant holds no independent authorization to submit documents/information of any sort on behalf of the City to any outside agency without the full knowledge and approval of the City Council; (3.) direct technological access to City records will not be available, and access to any data/information pertaining to the City is solely by request to the City Auditor; and (4.) space within the City office and access to City-owned computers/technology are not available to independent contract consultants. A letter to this effect will be drafted and mailed to current contract consultant.

In response to a written statement by preceding Auditor that all items of personal property would be removed from City office by May 1st, and because such property has not been removed as of the date of this meeting, a letter will be sent affording a final opportunity to remove personal property as soon as possible, but within 30 days.

The agenda having been accomplished, Mayor Stein declared the meeting adjourned at 5:40 PM.

(Proceedings recorded and transcribed by Deputy Auditor Brennan.)

ATTEST:

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Shelly Carlson
City Auditor

Douglas Stein
Mayor