

**CITY OF McVILLE  
MINUTES of SPECIAL CITY COUNCIL MEETING**

**Monday, October 10, 2016 @ 8:00 AM @ City Office Conference Room**

**PUBLISHED PURPOSE:** To select successful applicant for position of City Auditor, and establish the employment package to be offered.

**PRESENT:** Mayor Douglas Stein; Council Members Neil Reiten, Kevin Stein (on speakerphone), Douglas Trostad, and Dianne Urvand. Also present: Deputy City Auditor, Joanne Brennan.

Mayor Stein called the meeting to order at 8:08 am, and called for final analysis of interviews conducted last week with each of the applicants for City Auditor position. Following discussion, **motion** by member Urvand to offer the position to applicant Marie Adams; seconded by member Reiten; on roll call vote: Reiten, aye; Stein, aye; Urvand, aye; Trostad, aye; motion carried.

Following discussion, member Reiten made a motion to offer an employment package for the position of City Auditor to consist of a probationary period of the first ninety days of employment; wage of \$15 per hour, with expectation of a 6-hour work day; enrollment in premium-paid group health plan for employee and spouse upon completion of probationary period; one paid sick day per month; five paid vacation days upon conclusion of one year of employment; seven paid holidays per year as specified in April 2015 edition of City Employee Policy Manual; eligibility for NDPERS immediately upon employment; motion seconded by member Stein; on roll call vote: Stein, aye; Urvand, aye; Reiten, aye, Trostad, aye; motion carried. Deputy Auditor to draft a letter of offer and agreement addressed to Marie Adams for her signature. Letters are also to be sent to all other applicants to thank them for their interest in, and application for the Auditor position.

Meeting adjourned by Chair declaration at 8:20 A. M.

ATTEST:

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Joanne Brennan  
Deputy City Auditor

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Douglas Stein  
Mayor

\*\* Unofficial minutes pending City Council approval