

City of Ada
Minutes of the City Council Special Session
May 28th, 2019 – 5:00 p.m.
City Hall

Members present: Members: John Hintz, Casey Krieger, Josh Mathsen, Crystal Stene, Jacob Kroshus, and Tom Opheim. Absent: Mike Nelson

Others present: Interim Administrator Larson, Pat Pfund and others

Special Session Agenda

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. 2nd reading of Ordinance 477 – Mobile Food Vending**

Motion by Member Opheim and seconded by Member Krieger to approve the second reading of Ordinance 477. Members voting for: Hintz, Opheim, Kroshus, Mathsen, Stene, and Krieger. Against: NONE Motion passed

- 5. Resolution 2019-05-02 Mobile Food Vending**

Motion by Member Stene and Member Opheim to approve Resolution 2019-05-02 Mobile Food Vending as written. By roll call vote: Ayes: Hintz, Opheim, Kroshus, Mathsen, Stene, and Krieger. Against: NONE Motion passed

Member Nelson joined the meeting at 5:04PM

- 6. Review City Administrator Applications**

Member Hintz started the selection process of narrowing down the list of applications for the City Administrator position and to advance the top five applicants to the interview process. The applications were given to council without any personal information and they were numbered to make the process easier to vocally choose the top five candidates. The council then voted in, by number, the candidates they wished to interview.

**Motion by Member Stene and seconded by Member Mathsen to approve the list of five candidates as narrowed down by the numbering system. Members voting for: Hintz, Opheim, Kroshus, Mathsen, Stene, Nelson and Krieger. Against: NONE
Motion passed**

7. Discuss the next steps

Council proceeded to the discussion as to how they wanted the interview process to go. Member Hintz proposed a one day interview day. Member Hintz stated that he had contacted Pemberton law about the process of contacting the candidates chosen for interview. He commented that Pemberton stated they could release the names of the individuals at the meeting or wait, until after contacting the candidates, and release the names through a media release. Member Hintz made comment that he thought the two day process was rather long and suggested a one day interview. Member Opheim was against a “Social Hour” during this process. Member Hintz suggested a panel of two different parties, City Council and the City’s Department Heads. Member Hintz suggested a half hour per candidate interview with each panel. Council was able to agree to a date for the interviews. Also discussed, at the end of the meeting, was to have the candidates all meet in person and not via a media venue. The applicants would be reimbursed for travel expenses under the same manner as the previous applicant interview process.

8. Adjourn

Motion by Member Mathsen and seconded by Member Krieger to adjourn the meeting at 5:24PM. Members voting for: Hintz, Opheim, Kroshus, Mathsen, Stene, Nelson and Krieger. Against: NONE Motion passed

Ashley Larson
Interim Administrator/Clerk/Treasurer

Todd Sawrey
Mayor