

**BIG LAKE CITY COUNCIL
SPECIAL MEETING MINUTES**

JANUARY 7, 2016

1. CALL TO ORDER

Mayor Danielowski called the meeting to order at 5:00 p.m.

2. ROLL CALL

Council Members present: Raeanne Danielowski, Duane Langsdorf, and Mike Wallen. Also present: City Administrator Clay Wilfahrt, City Clerk Gina Wolbeck, Chief of Police Joel Scharf, Finance Director Deb Wegeleben and Deputy City Clerk Tamara Lantz.

3. PROPOSED AGENDA

Council Member Langsdorf motioned to adopt the proposed Agenda as presented. Seconded by Council Member Wallen, unanimous ayes, agenda adopted.

4. BUSINESS

4A. City Council Seat Vacancy Discussion

Clay Wilfahrt informed Council that Council Member Nick Christenson has moved outside the City limits and has submitted his Council Member resignation. Wilfahrt reviewed the procedures for filling a vacant Council seat. Council discussed options for filling the vacancy and the need for the City to continue to be transparent in filling vacant positions.

Council directed staff to advertise for the vacancy with a deadline for submittal of applications and resumes no later than Tuesday, January 19, 2016 with interviews to be conducted on Wednesday, January 20, 2016 or Monday, January 25, 2016. It was discussed that the new member would join the Council at its first meeting in February.

Council Member Wallen motioned to accept the resignation from Council Member Nick Christenson, declare a vacancy on the Big Lake City Council and authorize staff to proceed with advertising to fill the vacancy.

Council discussed who will cover former Council Member Christenson's Committee assignments in the interim. Council Member Langsdorf volunteered to attend the Parks Advisory meeting and Mayor Danielowski volunteered to attend the Community Education Advisory meetings. Council also discussed that the new Council Member will be appointed to Christenson's current Committee Assignments.

5. ADJOURN

Council Member Langsdorf motioned to adjourn at 5:25 p.m. Seconded by Council Member Wallen, unanimous ayes, motion carried.

Gina Wolbeck
Recorder

01/13/16
Date Approved By Council