

**ST. CHARLES VILLAGE COUNCIL  
MINUTES OF SPECIAL MEETING  
WEDNESDAY, AUGUST 28 2019**

Meeting called to order at 5:00 PM by President Hoerner.

Members present: Hoerner, S. Theile, Dennis, Kutz, McPhail, Neumann, L. Theile.

Members absent: None.

Others present: Dennis Collison, Jennifer Rosser-Nesbit, Jeanne Marcello, Ken Kutz, Terry Bailey.

Motion by Dennis, second by Neumann to approve the agenda as presented. Motion carried.

Collison advised Council that the environmental cleanup was completed and it was a smaller area than expected. The soil now needs to settle and so that area of the parking lot paving will need to wait until next year. Pictures were presented on the projector to the Council of the Village Office prior to the cleanup and during the process with the contaminated area being a lot smaller than anticipated and the neighboring properties were not affected. There was less soil that had to be hauled away than was originally thought, but there was a container for water that needed to be pumped out of the area that was not included in the bid. Collison did not have an estimate yet for the work, but Karl Primdahl would be getting the final numbers on everything to Collison in the next week or so.

Council advised Collison of the changes they wanted made to the Village Manager contract and the wording of the duties of the Village Manager. They all felt that although the Village Manager would be hiring director that he/she should consult with Council on their selections of new hires especially those of the Department Heads.

Council also reviewed with Collison the Village Manager ordinance which Collison advised in his opinion was a good ordinance as written. Collison will make sure to have the changes made to the contract and have that back to the Council to review for the next meeting.

Collison presented Council with five applicants he believed were the most qualified although he didn't believe they needed to interview all five. After reviewing the applicants Council decided there were a few that they would like to eliminate and not interview for the position.

Motion by Neumann, second by S. Theile to remove applicant number four from the applicant pool. Motion carried.

Motion by S. Theile, second by L. Theile to remove applicant number three from the applicant pool. Motion carried.

Collison presented Council with a list of interview questions for their review along with a list of questions that by law they were not allowed to ask during an interview. Kutz along with the support of Council did add the question how the applicant would view the relationship between the Village Manager and the Village Council since they all agreed that communication is very important.

Set special meeting for Wednesday, September 18, 2019 at 6 PM to interview the three applicants that were selected from the applicant pool for the Village Manager position.

All questions that residents may have to ask the final three applicants need to be submitted in writing to the Village Office for review by Wednesday, September 11, 2019 to be considered as a possible interview question. No questions will be able to be asked from the audience the day of the special meeting on September 18, 2019.

During public comment resident Ken Kutz did express his concern that as a tax payer the Village residents do have a right to ask the applicants questions and be involved in the hiring process. He also added that he felt the part-time Interim Village Manager has accomplished more in his time here than the previous full-time manager had in three years.

Meeting adjourned at 5:56 PM.

Respectfully submitted,

Jennifer L. Rosser-Nesbit, Village Clerk