

**CITY OF IRON RIVER  
SPECIAL MEETING  
IRON RIVER CITY COUNCIL  
Tuesday, July 28, 2015  
6 PM  
Minutes**

Mayor Terry Tarsi called the meeting to order at 6 p.m., in the Council Chambers at the Iron River City Hall.

Roll Call: Daniel Baumgartner, Rick Commenator, Jere Fritsche and Tarsi.

Absent: Edward Marcell.

Also present: Attorney Mark Tousignant and Interim City Manager/Clerk Rachel Andreski.

Public in attendance: Mike & Sheila Kapusta, John Hull, Paul VanMinsel, Dave Culver, John Cimarelli, Bill LaRock, Dick Anderson, Tom and Marilynn Peterson, Mike Uskiewicz, Dave Mangone, Ben Smith (Iron County Doings), and Jennifer Farley (WIKB).

**PUBLIC COMMENT:**

None.

**NEW BUSINESS**

**Develop and Adopt Procedure to Locate/Hire a City Manager:** Tarsi explained that the last time the City hired a City Manager, the Council utilized the MML for a cost of \$10,000 and he and the Council feel they would not like to utilize them this time. Tarsi noted that Andreski has been named the Interim City Manager along with doing Clerk duties.

John Hull asked the Council if they've entertained the idea of asking Andreski to take the position prior to advertising or asked her if she was interested. Tarsi responded that they have not, but is he suggesting that the Council should ask Andreski. Hull responded that he does and that she has more contacts within the City itself and the operations of it and that he would entertain seeing if she would consider the position before moving on and it would be a cost savings measure. Tarsi said it was a good thought.

Dick Anderson stated he had to agree with Hull, that there are people here that are available that know the City very well and have good personalities that are qualified for the position. He added that the expectations a lot of times in small towns are greater than a person you're going to try and get in here. The Council knows who they do have and what they are capable of and there are a lot of assistance around to help that person do their job.

Sheila Kapusta stated that she would like to see someone like Andreski get the position who's invested in our community because having someone use this job as a stepping stone is not what we need, but we need someone who is looking out for the best interest for the City of Iron River and we have a former Manager on the Council who could help Andreski if needed.

Dave Culver would like to see someone that will be accountable and do what they say they will do.

Marilynn Peterson stated that Andreski is a capable candidate, however, the Council should not just drive the issue of saving money. Furthermore, she added that it's not fair to Andreski that this could be her stepping stone and gender should not be considered in the rate of pay and advocated more women should be in these positions. She would also like to see a Manager that more matches our profile.

Paul VanMinsel provided a handout with universities and addresses which he thinks we should contact along with a sample job description and advertisement.

Tarsi asked each Councilmember their thoughts. Baumgartner responded that he has heard positive things about Andreski and the Council ought to consider her, however, at least advertise in local areas not bigger than Marquette.

Commenator feels this in his opinion, is the most serious issue coming before them in the next six months and that they owe it to the people to do the best search they possibly can. He feels that they should at least advertise with the ICMA (International City Manager's Association) that is around the country and then they can narrow it down. He would like to see strong public relation skills, strong communications, organizational and time management, a good track record in financial management and budgeting background, collective bargaining experience including contracts and arbitrations, planning and zoning experience (enforcement) and membership in the ICMA a plus. He added he has no qualms with having Andreski as a Manager, however, feels that they at least owe it to the citizens to advertise.

Fritsche is in agreement with both Baumgartner that the search be no more than 200-300 miles from the City. He further added that he has worked with Andreski when he was on the Zoning Board of Appeals and Planning Commission prior to sitting on the Council and thinks she is capable of performing the duties.

Tarsi stated that if Andreski wants to apply for the position, she should, however, he feels that they should at least advertise in the Iron County Reporter, Copper Country, Ironwood/Bessemer area, Escanaba, Marquette, St. Ignace and Sault St. Marie.

Wayne Maki suggested finding someone in Michigan government and obtain job descriptions and compile one good ad from those.

VanMinsel stated that at least two interviews should be conducted of narrowed down candidates and that the community should be allowed to sit in on the interview process.

Commenator asked Tousignant that all interviews will be conducted in open session unless the candidate specifically requests closed session. Tousignant responded yes and that once applications are received, a group should be formed to help narrow the number of applicants down to three or five based on the Council's set qualifications. Commenator suggested to have the advertisement read:

The City of Iron River is accepting applications for City Manager. Salary: \$50,000- \$80,000 DOQ/E based on experience, plus excellent benefit package. The City Manager is the Chief Administrative Officer (CAO) of the City, responsible to a five person City Council. Successful candidate will have strong financial management, human resources and communication skills with a record of visibility in the community and attention to customer service.

Deadline for the receipt of resumes is August 30, 2015 at Iron River City Hall, 106 W. Genesee Street, Iron River, MI 49935. Resumes with three references must be in a separate sealed envelope clearly marked "Manager Search". Iron River is an Equal Opportunity Employer. Tarsi moved to accept the advertisement with Commenator supporting.

Roll Call: Ayes – 4: Baumgartner, Fritsche, Commenator and Tarsi. Nays – 0. Absent – 1: Marcell. Motion passed.

**Retirement Letter – S. Johnson, Treasurer:** A letter of retirement from Treasurer Suzanne Johnson was received stating her last day would be July 31, 2015. Tousignant reviewed the letter and recommends accepting it by a motion. Commenator moved, with support from Baumgartner to accept Johnson's letter of retirement effective July 31, 2015 in accordance with the employee handbook. Tarsi thanked Sue for her 20 plus years of work.

Roll Call: Ayes – 4: Fritsche, Baumgartner, Commenator and Tarsi. Nays – 0. Absent – 1: Marcell. Motion passed.

**Designate Treasurer and Set Salary:** Tousignant stated the Charter provides that the City Manager (in this case Interim City Manager) make a recommendation to the Council as to the appointment of the City Treasurer. Andreski explained that Johnson had provided a letter of retirement in February and immediately, the position was advertised to have the opportunity to hire and train. A committee of former Manager Perry Franzoi, Johnson and Andreski conducted interviews and unanimously agreed the best candidate was Deputy Clerk/Treasurer Kristen Meske. Prior to Franzoi's leave, an agreement of salary of \$18.50/hr was made starting June 1, 2015 and upon Johnson's retirement, increased to \$19/hr. Andreski recommends hiring Meske as the Treasurer and honor the original salary agreement.

Commenator moved to hire Meske as the City Treasurer with the salary of \$18.50 starting June 1, 2015, and on August 1, 2015, increase to \$19. Baumgartner seconded.

Roll Call: Ayes – 4: Fritsche, Baumgartner, Commenator and Tarsi. Nays – 0. Absent – 1: Marcell. Motion passed.

**Council Member Comments:** Baumgartner requested on the next agenda that a hiring committee be formed. Tarsi agreed.

**Adjournment:** Fritsche moved to adjourn at 7:06 p.m., with support from Commenator. All in favor; motion carried.

  
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Rachel Andreski, Interim City Manager/Clerk