

Meeting of:	COLUMBIA HEIGHTS CITY COUNCIL
Date of Meeting:	January 3, 2017
Time of Meeting:	7:00 PM (Following the EDA Meeting)
Location of Meeting:	Conference Room #1
Purpose of Meeting:	WORKSESSION

CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:14 PM

Present: Mayor Schmitt, Councilmembers Murzyn Jr, Williams and Buesgens

Also Present: Walt Fehst; City Manager, Kelli Bourgeois; Human Resource Director/Assistant to the City Manager, Joe Kloiber; Finance Director and Katie Bruno; City Clerk

1. Review of Application and Interview questions for council vacancy.

Human Resource Director/Assistant to the City Manager Kelli Bourgeois distributed a draft application and (confidential) interview questions.

Councilmember Murzyn, Jr. asked if the interviews are open to the public. Mayor Schmitt indicated it is her understanding that the interviews are to open. City Manager Fehst stated he would check on the requirements.

Mayor Schmitt clarified that the only set questions are to be asked. Bourgeois indicated that is correct, noting candidates can provide clarification if necessary. The council suggested possibly scheduling interviews on March 2nd and 3rd.

2. Discussion regarding vacancies on Planning & Zoning Commission and Library Board.

The council requested interviews be scheduled with the four candidates on Monday January 23rd; beginning at 6:00 PM.

3. Discuss Designation of Legal Newspaper for 2017.

City Clerk Katie Bruno reported the City has received submittals from the Anoka County Record and Sun Media (Sun Focus). Bruno indicated the Anoka County Record does not meet the City's requirement for a legal newspaper; therefore the Sun Focus is the recommendation.

Councilmember Buesgens and Murzyn, Jr. stated delivery of the Focus is inconsistent. Bourgeois suggested customer service be contacted if inconsistencies continue.

Mayor Schmitt questioned the interest revenue lost related to the publishing error in the 2016 assessment hearings. Finance Director Joe Kloiber clarified staff recommendation and council approval was to forego interest for one year. Kloiber indicated staff intends to contact Sun Focus in order to discuss compensation for the loss of revenue due to the administrative error. Kloiber stated he will provide the council with the total spent on official publication notices, as well as the foregone interest. Mayor Schmitt questioned the statement that the Anoka County Record fails to meet the requirements of a legal newspaper. City Manager Fehst stated that the delivery requirements fall short of the required number. Mayor Schmitt stated she would like to know how many residents read the paper online and suggested it be reviewed if a survey is done in the future.

4. Discuss Appointment of Council Liaisons and Staff Assignments to City Boards & Commissions and External Boards.

Councilmember Williams indicated he would like to serve on the Anoka County Joint Law Enforcement Council . Mayor Schmitt noted that is a mayoral duty. Councilmember Williams requested to be the liaison to the Columbia Heights School District.

Mayor Schmitt recommended the council get involved in various League of MN Cities committees. City Manager Fehst requested to be an alternate for the League of MN Cities as well as Metro Cities. Mayor Schmitt asked the council to deliver a report at each council meeting on their respective commission/committees.

5. Discuss Appointment of Council President.

Mayor Schmitt recommended Councilmember Murzyn, Jr. serve as Council President for 2017. Councilmember Williams agreed.

Citizen comments:

Sean Broom requested the interview questions for the vacant council seat be public, in order to allow the candidates the opportunity to review the questions. Kelli Bourgeois indicated that is not standard policy for employment interviews. Councilmember Murzyn, Jr. commented that if the interviews are open to the public, some of the candidates could obtain the questions in advance of their interview. Councilmember Buesgens said she would like to see spontaneity in responses. City Manager Walt Fehst stated he will check on the open meeting laws regarding the interviews.

Meeting Adjourned at 8:12 PM

Respectively Submitted,

Katie Bruno, Council Secretary/City Clerk