



**CITY OF NEWPORT
SPECIAL COUNCIL MEETING MINUTES
NEWPORT CITY HALL
June 9, 2022**

1. CALL TO ORDER

Mayor Elliott called the Special Council Meeting to order at 4:00 p.m. on June 9, 2022.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present (5): Mayor Laurie Elliott, Council Member Kevin Chapdelaine, Council Member Tom Ingemann, Council Member Marvin Taylor, and Council Member Rozlyn Johnson.

Not Present (0): None.

4. CITY ADMINISTRATOR HIRING

Liza Donabauer, Management Consultant for David Drown Associates (DDA), introduced herself to Council. Ms. Donabauer gave an overview of DDA and the process they use to hire the next City Administrator. DDA creates recruitment material and manages the entire search process. DDA offers a two-year guarantee and will conduct the next search for free if the City Administrator is not in that position for at least two years. Ms. Donabauer explained the timeline and the data practices they follow. Council discussed hiring a consulting firm would remove the politics. Council agreed it would be beneficial to hire DDA for our City Administrator search.

Member Chapdelaine motioned to hire DDA to conduct a search for the next City Administrator in the amount of \$23,000. Seconded by Member Johnson. Approved 5-0.

Ms. Donabauer explained to Council that she does not make recommendations for salary as each community knows their budget limitations, but she gives comparable salary information for surrounding communities to use as a guideline.

Council briefly discussed the interim role as they would like the Assistant to the City Administrator Travis Brierley to take on that role.

5. ADJOURNMENT

Member Chapdelaine motioned to adjourn the Special Council Meeting. Seconded by Member Johnson. Approved 5-0.

The Special Council Meeting was adjourned at 5:09 p.m. on June 9, 2022.

Respectfully Submitted:
Jill Thiesfeld,
Administrative Assistant II.

Signed: _____
Laurie Elliott, Mayor