

October 27, 2015

A special meeting of the Scandia City Council was held on the above date for the purpose of reviewing the City Administrator Employment Agreement for the hiring of Neil Soltis. Mayor Randall Simonson called the meeting to order at 3:00 p.m. The following were present: Council members Chris Ness, Jim Schneider and Mayor Randall Simonson. Absent: Council members Bob Hegland and Dan Lee. Staff present: Deputy Clerk Brenda Eklund. Sharon Klumpp, consultant with Waters & Company, and Neil Soltis were also present.

Ms. Klumpp explained that the agreement was essentially based on the City's agreement with Administrator Handt. Language was slightly revised by Attorney McCain to address a concern not to lower an established salary. Mr. Soltis's employment would commence on November 23<sup>rd</sup>.

Council member Schneider noted that paragraph 13, Legal Counsel Disclosure, names Eckberg Lammers as the City's Attorney and asked what effects a possible future change in law firms would have. Ms. Klumpp reasoned that it should not have an impact on the terms of the agreement.

Council member Schneider noted that mileage expenses are compensated for, and asked if there could be limitations put on this in the event that it became unreasonable (driving around for social interaction). Ms. Klumpp explained that reasonable expenses are reimbursed, but if the Council sees abuse of this, it should become a performance issue. Mayor Simonson stated that mileage for taking care of code enforcement, zoning issues and some community outreach should be reimbursed, and agreed that it would come through on a performance evaluation if violations occurred. The employee would be instructed not to drive around excessively and if this were violated, discipline action could be taken. Mr. Soltis stated that he keeps a detailed log of travel and would be open to questioning at any time. Council member Schneider stated that he was good with this approach.

**Ness, seconded by Schneider, moved to approve the Employment Agreement with Neil Soltis as presented. The motion carried 3-0.**

Signatures were retained on the agreement.

**Ness, seconded by Schneider, moved to adjourn the meeting. The motion carried 3-0.**

The meeting adjourned at 3:10 p.m.

Respectfully submitted,

Brenda Eklund  
Deputy Clerk