

November 29, 2011

A special meeting of the Scandia City Council was held on the above date for the purpose of discussing the finalists for the Maintenance Superintendent position. Mayor Randall Simonson called the meeting to order at 6:30 p.m. The following were present: Council members Connie Amos, Sally Swanson, Chris Ness, and Jim Schneider, and Mayor Randall Simonson. Staff: Administrator Anne Hurlburt.

Administrator Hurlburt reviewed the results of the background and reference checks of the two final candidates, Brad LeTourneau and Dan Peterson. She described the results of individual meetings with the two candidates and reviewed salary and benefit information.

**Simonson, seconded by Ness, moved to offer the position to Dan Peterson, with the condition that he successfully completes the required drug and alcohol screening and physical examination. The motion carried, 5-0.**

**Ness, seconded by Simonson, moved to offer Peterson Paid Time Off (PTO) as stated in the personnel policy, with the exception that accrual of PTO would be increased from 16.5 days per year to 21 days per year on his one-year employment anniversary. The motion carried, 5-0.**

**Swanson, seconded by Amos, moved to offer Peterson an annual salary of \$68,000 per year. The motion carried, 5-0.**

Hurlburt will make the offer and report back to the Council. If the offer is accepted and testing completed, the appointment could be confirmed at either the December 13 or the December 20 meeting.

The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Anne Hurlburt  
City Administrator/ Clerk