

**CITY OF BAYPORT
CITY COUNCIL SPECIAL MEETING MINUTES
BAYPORT PUBLIC LIBRARY
October 9, 2012
5:30 P.M.**

CALL TO ORDER

The meeting was called to order by Mayor St. Ores.

ROLL CALL

Members Present: Mayor St. Ores, Councilmembers Carlson, Hanson, Goldston, and Ostertag

Members Absent: N/A

Staff Present: Administrator Berg, along with his personal representative, Andrea McDowell Poehler and City Attorney Jennifer Nodes

Attorney Jennifer Nodes indicated the purpose of the special City Council meeting was to discuss personnel matters involving the City Administrator, pursuant to Minnesota State Statute 13D.03. Administrator Berg advised of his desire to hold the meeting as an open session.

Mayor St. Ores initiated the discussion by advising that the City Council had received and reviewed the work plan previously submitted by Administrator Berg, at the request of the City Council. The Mayor and each individual councilmember provided commentary regarding the quality of the work plan and inquired as to questions/concerns regarding particular elements of the plan. Administrator Berg responded to the questions/concerns and provided insight as to challenges in meeting the expectations of all members of the City Council. The City Council and Administrator Berg agreed to a review of the work plan and further submission by November 16, 2012, to be directed to Attorney Jennifer Nodes and thereafter shared with the City Council.

Further discussion was held regarding the expectations of the City Council, particularly in relation to communication and presentation expectations, and the use of the Assistant City Administrator and other staff members to accomplish the tasks associated with meeting the needs of the city.

Councilmember Carlson moved for adjournment of the session, which was seconded by Councilmember Hanson. Motion carried 5-0.