



New Richland City Council Special Meeting Minutes

February 22nd, 2024

Members Present

Janda Ferguson
Jody Wynnemer
Chad Neitzel

Staff Present

Anthony Martens-City Administrator
Shell Johnson-People Service
Eric Hendrickson-Maintenance Lead

Others Present

Cory Bienfang-Bolton-Menk

Members Absent

Jason Casey
Loren Skelton

The meeting was called to order by Mayor Chad Neitzel at 6:15 pm.

Roll Call - All members present except Jason Casey and Loren Skelton

Pledge of Allegiance

Approval of Agenda

- Motion was made by Janda Ferguson and seconded by Jody Wynnemer to approve the agenda as presented. Carried (2 yes, 0 no)

Accept Resignation of Assistant City Clerk

- Motion made regrettably by Jody Wynnemer and seconded by Janda Ferguson to accept the resignation of Sara Jo Vulcan. Carried (2 yes, 0 no)

Approve Assistant City Clerk Job Description

- Motion made by Jody Wynnemer and seconded by Janda Ferguson to approve the Assistant City Clerk job description as presented to the council. Carried (2 yes, 0 no)

Approve Assistant City Clerk Compensation Structure

- Motion made by Jody Wynnemer and seconded by Janda Ferguson to approve the Assistant City Clerk compensation range as presented. Carried (2 yes, 0 no)

Approve Recruitment, Timeline, and Interview Panel

- Motion made by Janda Ferguson and seconded by Jody Wynnemer to approve the recruitment of the Assistant City Clerk position on the timeline suggested by staff and to set the interview panel as the City Administrator, Chief of Police and Maintenance Supervisor. Carried (2 yes, 0 no)

Adjournment – Motion for adjournment made by Jody Wynnemer and seconded by Janda Ferguson. Carried (2 yes, 0 no) 6:21 p.m.

Submitted by,

Anthony Martens
City Administrator