

COUNCIL PROCEEDINGS

CITY OF VIRGINIA, MINNESOTA, FEBRUARY 22, 2005

Special meeting of the City Council of the City of Virginia, Minnesota, was called to order by Mayor Luoma Gentilini at 10:00 A.M. in the Mayor's Conference, City Hall.

Present: Councillors Baranzelli, Politano, Raplinger, Peterson, Mayor Luoma Gentilini - 5
Absent: Councillor Lindberg, Lind - 2

Also Present: John Tourville, City Operations Director; Jim Romsaas, Mesabi Daily News; Lois Roskoski, Deputy City Clerk; Tom Butorac, City Attorney; Bill Hennis, Lead Engineer; Dana Waldron, Public Safety Director; Connie Larson, Human Resource/Safety Director

Mayor Luoma Gentilini stated the interview for the Police Civil Service Commission and the Step 3 Fire Department grievance will be deferred until a future meeting, as the parties involved were unable to attend the meeting.

Discussion was held on the recommendations in Springsted's review of the Finance Department regarding expansion of the City Operations Director's duties. City Operations Director Tourville stated many of the recommendations are consistent with other municipalities and it is logical that a central administrative position would oversee the finance aspects of the City. He also stated it was up to the City Council to determine if the clerk and finance functions should be separated. City Operations Director Tourville stated he was a City Clerk and City Administrator in previous jobs, so he would comfortable overseeing the City Clerk and Finance Director positions. He also stated he has previously been involved in updating job descriptions and performance reviews. City Operations Director Tourville complimented the City Council and staff for receiving the upgrade in the bond rating from BAA1 to A3. He also stated he likes the committee approach with the City Council and would work towards enhancing communication and utilizing the City Council's time more effectively.

City Attorney Butorac stated City department heads have until February 24th to provide comments on Springsted's review of the Finance Department.

City Operations Director Tourville reviewed a proposed organizational chart, which included the addition of the City Clerk, Finance Department, City Assessor and Human Resource/Safety Director under his direction.

Moved by Peterson and supported to authorize a sub-committee, consisting of Mayor Gentilini, Councillor Raplinger, City Operations Director Tourville and Human Resource/Safety Director Larson to define the scope of position and job description for the City Operations Director. Motion carried.

Mayor Luoma Gentilini stated City Clerk/Finance Director Lackner and Deputy City Clerk Roskoski will make a recommendation on separating the City Clerk and Finance Director functions. Human Resource/Safety Director Larson stated she will also furnish the City Council with the current salary matrixes for their positions.

Moved by Raplinger and supported to adjourn at 10:55 A.M. Motion carried.

CAROLYN LUOMA GENTILINI
Mayor

(CORPORATE SEAL)

LOIS ROSKOSKI
Deputy City Clerk