

June 24, 2014

Atkins, Iowa

Council met in special session to interview candidate for the City Clerk position. Members present were: Weston Bishop, Diane Herman, Tim Harbach, Kevin Korsmo, and Bill Lynch. Absent: none. Mayor Becker called the meeting to order at 6:00 PM. Interviews were held with Melissa Carroll, Andrea Davis, Brad Carver, and Hazel Jacobsen. Two additional interviews will be held at a Special Meeting on June 25th at 6:45pm.

On motion by Bishop, second by Korsmo, council voted to adjourn. Ayes: Bishop, Herman, Harbach, Korsmo, and Lynch. Nays: none. Motion carried.

David Becker, Mayor

ATTEST: _____
Melissa Rammelsberg, Clerk

June 25, 2014

Atkins, Iowa

Council met in special session to interview candidate for the City Clerk position. Members present were: Weston Bishop, Diane Herman, Tim Harbach, Kevin Korsmo, and Bill Lynch. Absent: none. Mayor Becker called the meeting to order at 6:45 PM. Interviews were held with Amber Bell and Courtney Kerkman.

Council members provide candidate evaluation forms on categories of Technical qualifications/experience; Administrative and budgetary experience: financial planning, staff supervision, management of resources; Leadership ability; customer service skills; communication skills; candidate enthusiasm; and overall impression and recommendation. After reviewing the qualifications and references of the six candidates interviewed to fill the clerk position, the Council conferred about the candidates. Bishop made motion to have the Mayor to make an offer to the selected candidate for the position contingent on passing a background check, seconded by Herman. Ayes: Bishop, Herman, Harbach, Korsmo, and Lynch. Nays: none. Motion carried.

On motion by Lynch, second by Korsmo, council voted to adjourn. Ayes: Bishop, Herman, Harbach, Korsmo, and Lynch. Nays: none. Motion carried.

David Becker, Mayor

ATTEST: _____
Melissa Rammelsberg, Clerk