



**MINUTES
CITY COUNCIL WORK SESSION
August 20, 2013**

CALL TO ORDER

The work session meeting was called to order by Mayor Hultmann at 5:37 pm.

Present: Mayor: Tim Hultmann; Council: Donny Chillstrom, Liz Olson, and Tom Skjaret
Excused Absence Councilmember Kurt Kaminski
Staff Present: City Administrator: Terrance Post; Fire Chief: James Van Eyll

APPROVE AGENDA

A motion was made by Chillstrom, seconded by Olson to approve the Agenda as presented. Ayes: all.

BUSINESS ITEMS

Discuss Outcomes from 08/20/13 Joint Meeting with Wayzata City Council

Discussion centered around the timing and scope of Long Lake developing a Request for Proposal (RFP) for Public Works Services for the City of Wayzata to respond to in the form of a priced Service Agreement contract. Discussion ensued regarding the benefits of a phased versus immediate timing and scope approach. Long Lake representatives on the shared study group (Chillstrom, Kaminski, Post, and Wurzer) were directed to identify requested elements of a RFP in the form of a draft for further Council review. Consensus was to not utilize a phased approach. Mayor Hultmann made the point that only after reviewing and evaluating costs of requested services would Long Lake be in a position to decide to continue with current operations or change.

Discuss City Administrator Replacement Strategies/Timeline

Much discussion ensued including revising job descriptions, City Hall hours of operations, benefits of a new Administrator recommending hiring decisions for new employees, where and what to advertise for, and the desirability of outsourcing the payroll services function. Post was directed to contact Richard Fursman of the Brimeyer Fursman, LLC search firm to try to set up a meeting with the Council at 7:00 am on August 27, 2013 to get his input and recommendations on the replacement process.

OTHER BUSINESS

Post mentioned that a tentative joint City Council work shop meeting with the City of Orono has tentatively been scheduled for October 1, 2013 at 5:00 pm in Long Lake City Hall chambers. Post also noted the later regular meeting agenda addition of a request to approve Change Order No. 1 for the Brimhall/Tamarack project because of native clay soils exceeding acceptable moisture content levels.

ADJOURN

The meeting was adjourned by general consent at 6:31 pm.

Respectfully submitted,
Terrance Post, City Administrator