

COMMITTEE OF THE WHOLE MEETING

Tuesday, September 11, 2018

Ashland City Hall Council Chambers

Page 1

PRESENT: Holly George, Richard Ketring, Sarah Jackson, Kate Ullman, Ana Tochterman, David Mettille, Kevin Haas, Charles Ortman, Elizabeth Franek, Dick Pufall, Jackie Moore

ABSENT: None

ALSO PRESENT: Mayor Deb Lewis, City Administrator Brant Kucera, City Clerk Denise Oliphant, City Attorney Tyler Wickman, and Interim Human Resources Director Carol Larson

Agenda Item 1: Roll Call

Roll call was taken by the Clerk.

Agenda Item 2: Council President's Report

Council President Mettille reminded Council of a few of the upcoming events happening in Ashland, at the request of the Chamber.

Agenda Item 3: City Administrator's Report

Administrator Kucera thanked those Councilors and staff who he had a chance to meet with already and is anticipating to finish meetings within the next week and a half. The budget workshops were coming up soon.

Agenda Item 4: Approval of the Agenda

Moore moved, Haas seconded a motion to approve the agenda as presented. The motion carried unanimously by voice vote.

Agenda Item 5: Discussion and Possible Action Regarding Reducing the City of Ashland Human Resources Position from Full-Time to Part-Time (Councilor Pufall)

The intention of this item was to open discussion regarding the Human Resources/Safety Director position. Specific items to be addressed included the potential of this to be a part-time position and what tasks were performed under the Safety Director portion of the position.

This discussion and any decision was intended to take place ahead of budget meetings so that any action on this matter could be correctly reflected in the budget.

Pufall expressed his intention of bringing this issue forward as to get an idea of the other Councilors position on the matter and to question the productivity of the position. George felt this should be a matter for the Administrator to determine. Kucera responded that he would appreciate the Council's recommendations before providing his position. Ketring suggested

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Page 2

contracting out the work through an outside source and sharing the expense with other local entities. Lewis asked to recognize Carol Larson to speak on the matter; this was approved by Council. Larson reminded Council that the Clerk and Human Resource Director used to be a combined position, and it may depend on how proactive Council wanted the Director position to be. Depending on their thoughts, she stated it could be either a two person job, or the duties could be redistributed among current staff. Ullman felt it could be determined on the new Administrator's experience as to how he would like to see this position. Mettille asked that Kucera create options using his past experience, recommendations, and budget considerations regarding filling this vacant position. Ullman asked to pull the current HR Director job posting from the website until a determination is made.

Agenda Item 6: Adjournment

Moore moved, Ketring seconded a motion to adjourn. The motion carried unanimously by voice vote.

Respectfully submitted,

Denise Oliphant
City Clerk