

Lake City Common Council
Special meeting to offer Finance Director position
August 29, 2016
City Hall Chambers 5:30 p.m.

Members Present: Mayor Joel Beckman, Andru Peters (arrives 5:40), Mary Lou Waltman, Greg Schreck Randy Klipfel, Russell Boe

Members Absent: Mark Spence

Staff Present: City Administrator Sievert

Mayor Beckman called the meeting to order at 5:30 p.m. for the approving the Finance Director position be offered to Amy Hove contingent upon her acceptance and upon the offer as outlined

Approve Finance Director Position to Amy Hove on August 23, 2016 the city council appointed hiring committee conducted interviews for the city Finance Director position. Four candidates were interviewed with Amy Hove being selected and offered the position.

The details of the offer are as follows:

Salary

- \$44.0927per hour: \$91,713 annually
- Grade 16, step 9 on the pay schedule

PTO

- Accrual rate of 234 hours per year or 9.75 hours for 24 pay periods
- This accrual is the accrual rate for a 15 year employee which recognizes some of her Goodhue County experience
- Upon commencement of employment, will receive a bank of 40 hours of PTO

Health Insurance

- Coverage begins on date of employment
- Coverage is per City policy and follows what has been previously provided
- For family insurance coverage, the City contributes \$3000.00 annual to the employee HSA account, and \$1500.00 for single coverage. This is a pretax contribution. If the employee does not take health insurance they are not eligible for this benefit.

Moving Expenses

- If she moves to the City of Lake City, she will be eligible for reimbursement of up to \$2000 for moving expenses.

These amounts are in the 2016-2017 budget.

Motion Klipfel, second Waltman to offer the Finance Director position to Amy Hove.

Motion Peters, second Klipfel to adjourn at 5:45 p.m. All ayes 6-0-0.

Joel T. Beckman, Mayor

ATTEST:

Kari Schreck, City Clerk