

**Lanesboro City Council  
Special Meeting  
Thursday, March 14, 2013  
Council Chambers at 4:30am**

**Present:** Steve Rahn, Joe O'Connor, Tom Dybing, Keith Eide, and Tom Smith

**Visitors:** Sally Ming, Julia Borgen, Phil Dybing, Julie Charlebois, Colleen Lamon, Nancy Martinson, Jerry Evenson, Heidi Dybing, Lester Dunn, Diane Dunn, Dale Forrester, Pat Grenlo, Theresa Coleman, Blake Coleman, Betsy Holbrook, Ceil Allen, Adrienne Sweeney, Scott Taylor, Angie Taylor, Anna Loney, Anton Adamek

**SPECIAL MEETING:**

Rahn called the special meeting to order. O'Connor moved to approve the agenda, second Eide, motion carried.

**Administrator/Clerk Position:**

Smith suggested that the Administrator/Clerk be combined with a ten hour per week Ambulance Director position. O'Connor expressed a preference to retain the current job description. Dybing noted that the finances were available to move forward with hiring a full-time administrator. Rahn indicated an option to add responsibility to another in-house position.

Forrester stated that a full-time Administrator was vital to the City in light of upcoming infrastructure projects. Charlebois indicated that the population of Lanesboro quadruples in the summer and requires a full-time Administrator. Borgen requested that the City continue the full-time Administrator position. Sweeney read statements from Banken, Van Meter, Glynn and Cropp in support of a full-time Administrator. She stated that an adding ten hours may not be realistic. O'Connor recommended a salary range to start in the low to mid-40's. Lamon suggested that there is more value to the Administrator position in Lanesboro than the money.

O'Connor moved to advertise the full-time City Administrator position with a salary range of \$41,800 - \$52,150 on the League of Minnesota Cities website, Rochester Post Bulletin, Winona Daily News and the local papers with an application deadline of April 5; for a sub-committee (consisting of Gerald Evenson, Steve Rahn, Joe O'Connor and Tom Smith) to select ten candidates for initial interviews; and to interview three final candidates; second by Dybing, motion carried.

**Adjourn Special Meeting:** Eide made a motion to adjourn at 5:06 p.m., second Dybing, motion carried.

Respectfully Submitted,

Theresa Coleman  
Interim City Representative

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