

The Personnel & Finance Committee met in Special Session on Tuesday, January 30, 2018 with Chairman Nathan Anfinson presiding. The meeting was called to order at 6:00p.m.

Members in Attendance: Nathan Anfinson, Forrest Frami and Susan Hady.  
Other in Attendance: Kristen Jacobson, City Clerk-Treasurer.

Public Appearances: None.

Discussion was held on the job description for the Administrative Assistant position in the Clerk's office.

Motion by Frami, second by Hady, to refill the position of Administrative Assistant for the City Clerk's office.  
All voting AYE. Motion carried.

Non-Action:

Anfinson discussed the City Administrator position and what we need to do get it ready for the 2019 budget process.

Frami asked about the CATV equipment in the Council Chambers. Jacobson was advised to put the topic on the February Committee of Whole agenda.

IT topic was discussed.

Motion by Anfinson, second by Frami, to adjourn.  
All voting AYE. Motion carried.

Meeting adjourned at 6:56p.m.



Nathan Anfinson, Chairperson

NA/lw