

**CITY COUNCIL
WORK SESSION MINUTES
FEBRUARY 5, 2019**

The City Council Work Session was called to order at 6:07 p.m. by Mayor Greenberg. The following elected officials were present: Councilmember Wood, Councilmember Phillips, Councilmember Dunn, Mayor Greenberg, Councilmember Crader, Councilmember Faulkingham and Councilmember Schmitt. Councilmember Wood motioned to approve the Work Session agenda, seconded by Councilmember Phillips and approved on a voice vote.

Mayor Greenberg handed out a city manager selection process with 21 points for discussion (copy attached). There was a brief discussion on the matrix. The Council then discussed the job description for the city manager. The City Council requested that under *Knowledge, Skills and Abilities* the Word Perfect and Lotus 123 software be removed. Under *Equipment*, the Council asked that the fax machine and dictation equipment be removed. There were no further changes recommended in the job description. The City Council had a long discussion on whether to provide a starting salary or base the salary dependent upon qualifications. Councilmembers expressed varying opinions but in the end it was decided to state the salary is dependent upon qualifications.

It was decided that applications would close 30 days after the ad publicly appears in various organization's electronic job boards. The City Manager was requested to speak with the Community Development Director to see what social media she would recommend that the ad appear in.

The Council had a back and forth discussion on who should receive and distribute the applications. It was decided that an email box be created to receive the employment information and then be electronically distributed to each Councilmember. All Councilmembers will review the applications and then meet to discuss the narrowing down of applicants.

The Council determined that they would like to have public input on the finalists for the city manager position. It was decided that an open meeting will take place where the city manager candidates would have a short period of time to explain to the public why they are best suited for the city manager's position and then there would be a question and answer period. The public would then rate the candidates and the information would then be given to the City Council. The public input is strictly advisory. City Attorney Craig Biesterfeld was designated the individual that would draft the final employment contract.

The City Council took a brief break and then came back and discussed the Municipal League of Metro St. Louis plan that was approved by the membership to carry petitions to create a Board of Freeholders. Councilmember Phillips and Councilmember Wood attended a session on forming a board of freeholders Monday evening, February 4 and explained to the City Council what they had learned. Mayor Greenberg stated that if each municipal elected official in St. Louis County would collect 45 signatures, there would be 45,000 signatures collected. To create a Board of Freeholders, 15,000 registered county voters must sign the petition and 5,000 St. Louis city registered voters must sign the petition.

Mayor Greenberg read a resolution that he would like to have the City Council approve. After a brief discussion, it was decided the resolution would be placed on the February 12, 2019 City Council meeting agenda.

Upon a motion by Councilmember Wood, seconded by Councilmember Phillips, the meeting adjourned at 8:00 p.m.