

Special Meeting
June 21, 2022
Council Room

Pursuant to due call and notice thereof, the Special Meeting of the Elmore City Council was called to order at 5p by Mayor Vereide. Council present was Williams, Dickson, Rhoda, and Jahnke. City employee Steve Linde was present. Also present was Paul Burkhardt, City Auditor. Grant Jacobs was present for his interview.

The Council agreed the "City Clerk Position Information" can be added to this meeting.

AUDIT REPORT

The Audit Report for the year ended December 31st, 2021 was presented by Paul Burkhardt, of Burkhardt & Burkhardt, CPAs.

Burkhardt requested that a resolution authorizing...be resolved every year.

It was moved by Jahnke, seconded by Rhoda to accept the Audit Report as prepared and submitted by Burkhardt & Burkhardt, CPAs. All members present voted aye, motion carried.

It was moved by Dickson, seconded by Jahnke to approve payment to Burkhardt & Burkhardt, CPAs, \$15,360.00. All members present voted aye, motion carried.

CITY CLERK POSITION INFORMATION

Job descriptions from other cities were provided for Council review. A help-wanted ad is anticipated for publication July 10th.

INTEVIEW WITH GRANT JACOBS

The following were points discussed with Grant Jacobs:

- He is currently employed as a full-time janitor at the North Iowa Community School in Buffalo Center, in addition to serving as a bus driver; he has signed a one-year contract
- He proposes to start in Elmore as a part-time officer
- Hours that he could be available
- He may be interested in full-time at the end of the school year
- Request of \$27.00 per hour if hired

Following all discussion and consideration, it was moved by Dickson, seconded by Jahnke to offer the position of Police Chief, part-time for now, to Grant Jacobs; 80 hours per 4 week period, to include one full weekend. All members present voted aye, motion carried.

Steve Linde stated that he would assist Jacobs in obtaining any needed training that is required in order for him to begin. The Council also decided that given that Jacobs has recently worked for the City as a Police Officer, no psychological evaluation is necessary.

Grant Jacobs accepted the offer of employment as proposed by the City Council.

As there was no further business, it was moved by Jahnke, seconded by Jahnke to adjourn the meeting. All members present voted aye, motion carried.

ATTEST:

CITY CLERK