



CITY COUNCIL

August 23, 2021

A special meeting of the City of Petoskey City Council was held in the City Hall Council Chambers, Petoskey, Michigan, on Monday, August 23, 2021. This meeting was called to order at 5:00 P.M.; then, after a recitation of the Pledge of Allegiance to the Flag of the United States of America, a roll call then determined that the following were

Present: John Murphy, Mayor
Kate Marshall, City Councilmember
Derek Shiels, City Councilmember
Brian Wagner, City Councilmember
Lindsey Walker, City Councilmember (arrived 5:15pm)

Absent: None

Also in attendance were City Manager Rob Straebel, Clerk-Treasurer Alan Terry and Executive Assistant Sarah Bek.

Discuss Clerk-Treasurer Position

The City Manager reviewed that the application deadline was extended and the position was advertised for a total of 6 weeks on various platforms and a total of 15 applications were received; that an interview committee was established and interviewed four candidates last Wednesday; that the committee concurred that the four finalists did not have the experience and skill set to be a successful Clerk-Treasurer; that during the interviews it became apparent there was no municipal clerk experience; that a treasurer and clerk require different skill sets and experience which could have inhibited applicants; that he recommended separating the clerk position from the treasurer position and restarting the recruitment process for strictly a treasurer position; that clerk responsibilities would be delegated to Sarah Bek who is currently doing many clerk duties and reviewed that she has completed the first year of three of the Michigan Association of Municipal Clerk Institute to receive the Certified Municipal Clerk designation; that restructuring could be completed with little net financial impact to the budget; and that the City Charter allows City Council to combine or separate the City Clerk and Treasurer position.

City Councilmembers discussed the hiring process to-date, job description and title and asked for Al Terry's perspective on the position.

Mr. Terry reviewed that the position has included Director of Finance/Clerk-Treasurer since his appointment 28 years ago; opposed to separating the positions; that the wage is low and should be increased to attract more candidates; reviewed defined contribution retirement plans and that the current benefit is not desirable for new hires; and City Council could reconsider define contribution plans for non-union employees to align with recently approved collective bargaining agreements.

City Councilmembers concurred to continue the position as Director of Finance/Clerk-Treasurer, that the position be advertised through a recruitment firm, that the defined contribution plan be increased to Public Safety agreement amounts, to increase salary range based on the recruiter's recommendation and to involve the Director of Finance in the process.

There being no further business to come before the City Council, this August 23, 2021, meeting of the City Council adjourned at 5:35 P.M.

John Murphy, Mayor

Alan Terry, Clerk-Treasurer