

**CITY OF RHINELANDER  
FINANCE, WAGE & SALARY COMMITTEE MEETING  
MAY 23, 2011 – 5:00-5:30 PM**

**MEMBERS PRESENT:** Chairman Mark Pelletier, Sherrie Belliveau, Tom Gleason, Joe Salzer and Alex Young.

**OTHERS PRESENT:** City Administrator Bill Bell, Sue Bessert of Downtown Rhinelander, Inc., Ald. Bill Freudenberg, Mayor Richard Johns, Water/Wastewater Superintendent Tim Kingman, Administrative Assistant Lisa Kuczmariski, Craig Mandli, Parks, Buildings & Grounds Director Gunder Paulsen, Clerk/Treasurer Mary Richardson, Kyle Rogers, Police Chief Mike Steffes and Fire Chief Terry Williams.

Call to Order and Roll Call

The meeting was called to order by Chairman Mark Pelletier at 5:00 p.m. The media was notified, the agenda posted, and a quorum present to do business.

Discuss/Approve Conditional Letter of Resignation as Submitted by City Administrator

Bill Bell read the following conditional letter of resignation into the record:

May 23, 2011

Dear Mayor Johns,

I regret to inform you that I have accepted a "Conditional Offer" of employment with the City of Montrose, Colorado, to take on the duties of City Manager for the Montrose community. The Montrose City Council will vote on a formal Employment Agreement at their June 7<sup>th</sup> meeting.

Please consider this correspondence as a letter of "Conditional Resignation" from my City Administrator position here in Rhinelander, to be effective only after my receipt of a signed and fully executed employment agreement with the City of Montrose. I anticipate my last day of employment with the City of Rhinelander to be Friday, July 15, 2011. I reserve the right to withdraw this letter of conditional resignation at any time prior to July 15, 2011.

I would like to take this opportunity to express my sincerest thank you to the Rhinelander City Council and the Rhinelander community for showing me and my family such support over the past three years. Melanie and I have built many lasting friendships while in Rhinelander and we are thankful for that each and every day.

I would also like to thank the City of Rhinelander staff members for their hard work and dedication to serving the residents of this community. There will always be some bumps in the road when working under the pressures of public employment, but I truly believe that the City of Rhinelander is blessed with many wonderful employees who strive to succeed on a daily basis.

No one knows what the future holds, but it is most certain that the City of Rhinelander will face many challenging times over the next few years. The decisions made during these times of adversity will help to permanently reshape the City as an organization and as a community. I firmly believe that if given the chance to offer creative solutions under the leadership and guidance of our next professional City Administrator, the city staff and general citizenry can provide its officials with high levels of expertise to help in the decision making process.

Thank you all for your thoughtful consideration in this matter.

Respectfully,

William E. Bell, MPA  
City Administrator

Mark Pelletier stated that he, the Mayor and Council President Alex Young were made aware of this situation when Bill made it into the final 5 candidates for the position. Mark stated that he knows this decision was a struggle for Bill and his family, and he wished Bill the best of all possible luck, and stated that he appreciates all Bill's done.

Mayor Johns noted that while he and Bill didn't always see eye-to-eye on everything, he feels they worked well together.

Alex Young stated that it's been a good three years; a lot of projects have gotten done. He congratulated Bill and wished him good luck.

Joe Salzer questioned the conditional letter of resignation. He noted that the next agenda item, to approve the recruitment process and hiring timeline, will result in costs being incurred before the date of Bill's formal resignation, and he questioned if that's appropriate for the City. Bill stated that he can't give a firm resignation until he has a signed employment agreement, and June 7<sup>th</sup> is the soonest that could happen. In talking with Mark, they agreed that we want to get the ball rolling and have Bill help with the first few steps, rather than hire a consultant, which will save the City thousands of dollars. Joe noted that there will be expenses, beginning today, as any of Bill's time and attention spent on this will retract from his time for other issues. Mark Pelletier stated that if anyone wants to wait, they need to find \$8,000 for a consultant, because we're not going to take it from the General Fund. Bill Freudenberg stated that there is a cost either way.

Sherrie Belliveau stated that she has a diminished level of comfort right now; what if the job in Montrose falls through, now we know Bill's looking for a job. Bill stated that he has not been looking for a job; this just came about as he was goofing around on the internet and saw the opening in Montrose, which is close to his hometown. Bill stated that he has not been looking at any other positions. He noted that the only expense at this time will be advertising in the local paper; all the other ad locations are free.

Mayor Johns stated that he thinks this is premature; he feels we need to review the job description as we may want some changes. He said we need to take into consideration that Bill was the first full-time city administrator we've had; it's now been three years and we've learned a lot of things. The Mayor stated that Bill's on many committees and organizations, and is busy from dawn to dusk; that's no good, and we need to spell out that the Administrator needs to take care of City Hall the way it should be. Mark stated that he doesn't know if he wants to put limits like that in the job description.

Joe Salzer stated that he's not saying we shouldn't begin the process; his question is why the resignation is conditional.

Alex stated that the earlier we start, the better; we will have many difficulties with the budget. He noted that if Montrose rescinds the offer and Bill stays, that's all the better for us.

Tom Gleason noted that Bill said this just happened unexpectedly, and asked which one of us wouldn't take advantage of this kind of situation.

Sherrie Belliveau stated that she agrees with the Mayor that we need to look at the job description.

**MOTION BY SALZER, SECOND BY YOUNG, TO ACCEPT CONDITIONAL LETTER OF RESIGNATION AS SUBMITTED BY CITY ADMINISTRATOR BILL BELL. ALL AYE; MOTION CARRIED.**

#### Approve City Administrator Recruitment Process and Hiring Timeline

Bill reviewed the timeline, which provides for advertisements in various publications, with an application deadline of Friday, June 24, 2011. Bill, the Finance Chair, the Council President, and Mayor Johns will screen the applications.

Sherrie Belliveau noted that this time line results in a month-and-a-half lag with no Administrator; she wants it clear that the Mayor is in charge during that time.

Bill will work with the Mayor to get the job description ready for review at the next regular Finance meeting.

MOTION BY BELLIVEAU, SECOND BY GLEASON, TO APPROVE THE CITY ADMINISTRATOR RECRUITMENT PROCESS AND HIRING TIMELINE. ALL AYE; MOTION CARRIED.

Matters of Emergency/Informational Nature – None.

Approval of Bills and Claims – None.

Future Agenda Requests and Meeting Date

The next regular meeting of the Finance, Wage & Salary Committee is set for Monday, June 6, 2011 at 5:00 p.m.

Adjournment

MOTION BY GLEASON, SECOND BY YOUNG, TO ADJOURN THE MAY 23, 2011 FINANCE, WAGE AND SALARY COMMITTEE MEETING AT 5:30 PM. ALL AYE; MOTION CARRIED.

Approved By \_\_\_\_\_ Received By \_\_\_\_\_  
Mark Pelletier, Chairman City Clerk/Treasurer's Office

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