

**MINUTES OF A SPECIAL CITY COUNCIL MEETING HELD TUESDAY, DECEMBER 29, 2015
– 6:00 P.M. - ROCKVILLE CITY HALL**

The meeting was called to order by Mayor Jeff Hagen. Roll Call was taken and the following members were found to be present: Mayor Hagen, Council members Sue Palmer, Don Simon, Rick Tallman & Duane Willenbring. Absent: None

Staff members present were: Interim City Administrator-Clerk Judy Neu and Attorney Adam Ripple. Others present were: Martin Bode, Judy and Gary Merrill.

DISCUSS CITY ADMINISTRATOR POSITION AND APPROVE CITY ADMINISTRATOR CONTRACT

Mayor Hagen explained that the purpose of the special council meeting is to discuss the final terms of the City Administrators contract. All Counselors' were given the opportunity to provide input to the agreement. Attorney Adam Ripple drafted the contract with the suggested changes.

I. Terms. B. Renewal/Subsequent Contracts

4. Termination by Bode. Bode may terminate this contract with the City by providing a written notice of resignation a minimum of 30 days prior to the intent to terminate.

III. Termination for Cause: Any of the following will constitute cause for termination:

5. Inability for a continuous period of more than 30 days to perform the essential functions of office;

Discussion was held on:

- City policy - 30 day/60 day notice for department heads
- Exempt position (City Administrator's job description)
- Add to the City Administrator's contract – "*perform the duties of City Administrator/Clerk for the City of Rockville as a salaried/exempt employee*".

Motion by Member Palmer, second by Member Simon, to change the termination policy from 60 days to 30 days.

AYES: Hagen, Palmer, Simon, Tallman, Willenbring

Motion passed on a 5 to 0 vote.

Member Palmer introduced the following resolution and moved for its adoption:

RESOLUTION 2015-27

APPROVAL OF EMPLOYMENT AGREEMENT WITH MARTIN M. BODE

It is hereby resolve by the City of Rockville, Minnesota that:

WHEREAS; Martin M. Bode has been appointed to the position of City Administrator-Clerk; and

WHEREAS; A mutually acceptable employment contract between the City and Mr. Bode was developed with the help of the City's attorney and is attached as appendix A.; and

THEREFORE; Rockville City Council hereby approves the employment contract as listed in Appendix A. of this resolution.

FURTHERMORE; This contract is subject to a six (6) month probation period.

The motion for the foregoing resolution was duly seconded by Mayor Hagen with the following vote being taken:

AYES: Hagen, Palmer, Simon

NAY: Tallman, Willenbring

Motion passed on a 3 to 2 vote.

ADJOURNMENT – *Motion by Member Palmer, second by Member Willenbring, to adjourn the meeting at 6:20 p.m. Motion carried unanimously.*

**JUDY NEU-MCMC
INTERIM CITY ADMINISTRATOR-CLERK**

**JEFF HAGEN
MAYOR**

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