

**CITY COUNCIL SPECIAL WORK SESSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Ramsey City Council conducted a City Council Special Work Session on Tuesday, October 18, 2022, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Kuzma
Councilmember Ryan Heineman (attended remotely)
Councilmember Chelsea Howell
Councilmember Debra Musgrove
Councilmember Chris Riley
Councilmember Dan Specht
Councilmember Matt Woestehoff

Also Present: City Administrator Brian Hagen
City Engineer/Interim Public Works Director Westby
Fire Chief Matt Kohner
Administrative Services Director Colleen Lasher
Building Official Jesse Szykulski

1. CALL TO ORDER

Mayor Kuzma called the City Council Special Work Session to order at 9:45 a.m.

2. TOPICS FOR DISCUSSION

2.01: Conduct the Interviews for the Position of Community Development Director

Administrative Services Director Colleen Lasher explained that each member has a packet that contains all four applications, completed reference checks, the Community Development job description, the interview schedule, a sheet that shows the populations of each candidate's former cities in which they worked, and the interview questions. She stated she usually reads the interview questions and would be happy to do that again. She explained there is a scale from 1-5 under each question; however, they do not typically add up the scores, rather the Council could rank the four candidates. She asked the Council if they had any questions.

Councilmember Specht asked if there will still be time to discuss the candidates after ranking them.

Administrative Services Director Lasher said there is time set aside for discussion.

Councilmember Howell stated she struggles with ranking people but she will make sure to share her thoughts.

Administrative Services Director Lasher announced she received a message from Councilmember Heineman stating that due to certain circumstances he is not sure if he will be joining the meeting today.

Administrative Services Director Lasher began the interviews at 10:00 a.m.

The meeting was recessed at 12:00 p.m. and reconvened at 12:30 p.m.

City Administrator Hagen explained that now that the four interviews are done, the next steps are to have the chosen individual or individuals go through a psychological evaluation.

Administrative Services Director Lasher shared that Todd Larson and Sean Sullivan have both received the basic work style assessment.

The Council and Staff shared what they are looking for in the individual who will fill this role.

Building Official Szykulski discussed what the department needs in terms of this position.

The Council and Staff discussed their rankings of the candidates and who they think will be the best fit.

City Administrator Hagen added up the overall rankings of the candidates based on Council and Staff's individual rankings.

The Council and Staff discussed the overall rankings of the candidates.

City Administrator Hagen asked for a consensus on which candidate or candidates to advance to the psychological evaluation.

The consensus of the Council was to advance Stephanie Hanson.

3. ADJOURNMENT

The Special Work Session of the City Council was adjourned at 3:11 p.m.

Respectfully submitted,

Brian S. Hagen
City Administrator

ATTEST:

Katie M. Schmidt
City Clerk

Drafted by Ava Rokosz
TimeSaver Off Site Secretarial, Inc.