

WORK SESSION OF THE WEST BRANCH CITY COUNCIL HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON WEDNESDAY, MARCH 20, 2019.

Mayor Paul Frechette duly called the meeting to order at 5:00 p.m.

Present: Mayor Paul Frechette and Council Members Joanne Bennett, William Ehinger, Mike Jackson, Ellen Pugh, Dan Weiler, and Cathy Zimmerman.

Absent: None

Other officers present: Deputy Clerk/Treasurer Michelle Frechette, Police Chief Ken Walters, Planning Vice-Chairman Bob David.

All stood for the Pledge of Allegiance.

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Discussion on reason of the work session is to narrow down the top candidates using the numbering system to maintain confidentially, time line and compensation.

Discussion was had to narrow applicants down to the top 8, then down to 7 potential interviews after Chief Walters conducts a criminal/driving background check along with looking into social media accounts. Each Council person will take one of the seven and reach out to their references and hometown area.

Mayor Frechette will draft a thank you letter to all of the applicants and will draft a letter to the 7 potential interview applicants informing them that a member of the City Council will be contacting them, the starting base salary of \$60,000 and full benefit package. This letter will be emailed to the 7 applicants followed up by the same letter in the mail.

Council Members will contact applicant references during the week of March 25 – 29 and a work session will be set at the April 1st Council meeting to discuss findings.

Discussion of once interviews are ready to be set, maybe doing them on a Saturday. Potentially having the public put their questions on a postcard for the Mayor to review and ask.

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Mayor Frechette adjourned the meeting on at 6:31 pm.