

**MINUTES OF THE SPECIAL MEETING  
CITY COUNCIL  
LITTLE CANADA, MINNESOTA**

**JULY 28, 2018**

Pursuant to due call and notice thereof a special meeting of the City Council of Little Canada, Minnesota was convened on the 28<sup>th</sup> day of July, 2018 in the Council Chambers of the City Center located at 515 Little Canada Road in said City.

Mayor John Keis called the meeting to order at 8:00 a.m. and the following members of the City Council were present at roll call:

CITY COUNCIL:	Mayor	Mr. John Keis
	Council Member	Mr. Rick Montour
	Council Member	Mr. Tom Fischer
	Council Member	Mr. Mike McGraw
	Council Member	Mr. Christian Torkelson

ALSO PRESENT:	Hue Life	Mr. Richard Fursman
	Hue Life	Ms. Irina Fursman
	Public Works Director	Mr. Bill Dircks
	Parks/Rec/Comm. Ser. Mgr	Mr. Bryce Shearen
	Assoc. Planner/Code Enf.	Ms. Jessica Jagoe
	Finance Director	Ms. Sharon Provos
	City Clerk	Ms. Heidi Heller
	City Engineer	Mr. Lee Elfering
	Asst. Fire Chief	Mr. Steve Morelan
	Planning Comm. Chair	Mr. Bill Buesing
	Parks & Rec. Comm. Chair	Mr. Dave Miller
	Little Canada Bus. Owner	Mr. Lee Rossow
	Little Canada Bus. Owner	Mr. Frank Frattalone
	Little Canada Rec. Assoc.	Mr. Jon Joriman
	Canadian Days Vice Pres.	Ms. Janene Connolly

**INTERVIEWS  
WITH FIVE CITY  
ADMINISTRATOR  
CANDIDATES**

Keis stated that the meeting today is for three groups to interview each of the five City Administrator candidates. He explained that the City Council will interview together, along with a City Staff group that includes the Little Canada Assistant Fire Chief and the City Engineer, and a citizens group made up of two Little Canada business owners, president of the Little Canada Recreation Association, Vice-President of Canadian Days, the Chair of the Planning Commission and the Chair of the Parks & Recreation Commission.

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Mr. Fursman explained the process for each interview group. The five candidates rotated through the three groups, and the three interview groups then met together to report their findings on each candidate to the Council. Discussion ensued and there was Council consensus to offer the position to Chris Heineman. Mr. Fursman and the Council discussed the salary and benefits that should be offered to Mr. Heineman, and Mr. Fursman was directed to contact Mr. Heineman and negotiate a contract on the Council's behalf within the parameters discussed.

Keis introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2018-7-162 – DIRECT RICHARD FURSMAN WITH HUE LIFE TO NEGOTIATE A CITY ADMINISTRATOR CONTRACT WITH CHRIS HEINEMAN WITHIN THE PARAMETERS DISCUSSED***

The foregoing resolution was duly seconded by Montour.  
Ayes (5).  
Nays (0). Resolution declared adopted.

Keis introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2018-7-163 – DIRECT RICHARD FURSMAN WITH HUE LIFE TO CONDUCT A BACKGROUND CHECK ON CHRIS HEINEMAN FOR THE PURPOSE OF POTENTIAL EMPLOYMENT AS THE CITY ADMINISTRATOR***

The foregoing resolution was duly seconded by Torkelson.  
Ayes (5).  
Nays (0). Resolution declared adopted.

**ADJOURN**

There being no further business, the meeting was adjourned at 5:20 p.m.

\_\_\_\_\_  
John T. Keis, Mayor

Attest: \_\_\_\_\_  
Bill Dircks, Acting City Administrator