



## City Council Meeting - City Administrator Recruitment/Interviews Minutes - December 09, 2019

The Harrisburg City Council met on this date at the Harrisburg Municipal Center, located at 354 Smith St, at the hour of 6:30pm. Presiding was Mayor Robert Duncan. Also present were Council members Mike Caughey, Kimberly Downey, Robert Boese, Adam Keaton, and Charlotte Thomas. Staff present were Interim City Administrator John Hitt, and City Recorder/Asst. City Administrator Michele Eldridge. Absent this evening was Councilor Randy Klemm.

**CONCERNED CITIZEN(S) IN THE AUDIENCE.** No members of the public were present for this meeting.

### **NEW BUSINESS**

#### **1. THE MATTER OF RECRUITING A CITY ADMINISTRATOR**

**An Executive Session under ORS 192.660(1)(2)(a); was opened at 6:32pm; (a) To consider the employment of a public officer, employee, staff member or individual agent. All materials are protected under Oregon Public Records Laws**

**At the hour of 8:17pm, the Council returned to public session.**

**Discussion:** The City Council briefly spoke about their next steps in the City Administrator recruitment process. Discussed was waiting until January to start the next steps of the recruitment process. Interim City Administrator John Hitt was willing to extend his contract to cover additional time needed in the recruitment process. Eldridge noted that it would be helpful to increase his hours to 40 hours a week, rather than the 30 hours that he was currently contracted for; Hitt agreed and was willing to increase his hours.

**ACTION:** Downey motioned that the City Council has decided to not move forward with hiring a new City Administrator at this time, and that they will engage in a revised contract with Interim City Administrator John Hitt, for 40-hours a week. She was seconded by Boese, and the City Council voted unanimously to not move forward with any of the candidates for City Administrator at this time, and to return with an extension and amendment to Interim City Administrator John Hitt's contract.

**OTHER ITEMS:** None

**Council adjourned at the hour of 8:18pm.**