

BAXTER CITY COUNCIL MINUTES
Special Meeting
September 3, 2015

Mayor Darrel Olson called the Special City Council Meeting to order at 5:30 p.m.

COUNCIL MEMBERS PRESENT: Mayor Darrel Olson and Council Members Steve Barrows, Quinn Nystrom, Todd Holman, and Mark Cross

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: City Administrator Gordon Heitke

Mayor Olson turned the meeting over to Council Member Holman who is coordinating the annual review of the City Administrator. Council Member Holman reviewed the agenda and process for the meeting.

Administrator Heitke advised the council the meeting may be closed under Minnesota Statute 13D.05, subd. 3(a) for the purpose of evaluating the performance of the city administrator.

MOTION by Council Member Cross, seconded by Council Member Barrows to close the meeting at 5:42 p.m. Motion carries unanimously.

The Council returned to open session at 8:35 p.m. The annual review of the City Administrator will be concluded at a special council meeting scheduled for September 16, 2015 at 5:30 p.m.

MOTION by Council Member Cross, seconded by Council Member Holman to adjourn at 8:35 p.m. Motion carries unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator/Clerk