

Mayor Pro Tem Lee called the recessed meeting to order at 8 p.m.

Roll Call: Aldermen Jon Angell, Don Bormann, James Lee, Landon Magley, Catherine Simmons.

Mayor Grenke participated by telephone, but did not cast any votes.

Absent: Alderman David Wilkins

Also present were City Administrator Lynn P. Behrns, James Smith with the Centralia Fireside Guard.

City Administrator Succession Planning

Behrns presented a draft of short and long versions of an advertisement for the City Administrator position.

The first page was a basic ad for use as a display ad in one or more newspapers. It listed short descriptions of the job, the community, basic requirements, and the application procedure. Several items were bracketed as tentative suggestions or place-holders. Among them were degree and experience requirements, salary range, number of references, and whether to require writing samples.

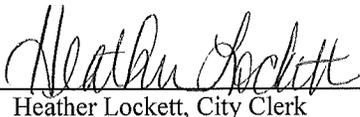
The second page was a more fleshed-out description of Centralia and its government. Behrns noted that to some extent the City is selling itself to attract quality applicants. Behrns is still working on this section. Because it will be used as part of an electronic link on listings with the International City/County Management Association and the Missouri Municipal League, the text can be lengthy.

The last page contains specific information about the position as it exists in Centralia, particularly in the City Code. Most importantly, it lists projects and challenges that the next administrator will face soon after being hired. Those on the draft are suggestions by Behrns, but he emphasized that this section needed much input by the governing body.

These pages will be discussed again at the coming General Government Committee meeting in a week.

There being no further business to discuss, Alderman Simmons made the motion to adjourn the meeting. Alderman Magley seconded the motion. On a call by the Mayor for ayes and nays the motion carried unanimously.

Meeting adjourned at 8:20 p.m.



Heather Lockett, City Clerk