

# AITKIN COUNTY BOARD – SPECIAL MTG August 30, 2016

The Aitkin County Board of Commissioners met this 30<sup>th</sup> day of August, 2016 at 9:03 a.m. with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Brian Napstad, Anne Marcotte, County Administrator Nathan Burkett and Administrative Assistant Sue Bingham.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the August 30, 2016 agenda.

Nathan Burkett, County Administrator discussed posting of the County Administrator position with the Board, including:

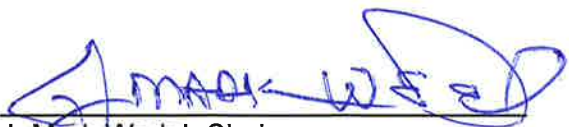
- Administrator vs. Coordinator
- Internal Job Search vs. Recruitment Firm
- Timeline and Process
- Position Profile
- Job Description

During the discussion J. Mark Wedel, Board Chair invited all Department Heads present to ask questions and offer input. Motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members voting to approve the job description, recruitment brochure, recruitment process, and to authorize immediate advertisement for a permanent County Administrator.

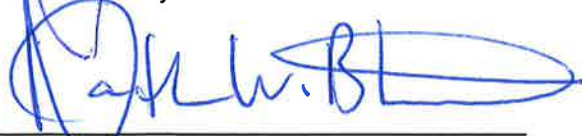
Nathan Burkett, County Administrator discussed Interim Administrator options with the Board, including using an internal Management Team approach or hiring an external Interim County Administrator. The Board was in agreement with the internal Management Teams presented, and agreed to consider an external Interim Administrator. The County Administrator will contact external candidates for Interim Administrator and schedule interviews with the Personnel Committee. At the September 13<sup>th</sup> meeting the Board will either choose to proceed with the internal Management Team approach, or choose to hire an external Interim Administrator.

The Board cancelled the September 6<sup>th</sup> Special Meeting.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting to adjourn the meeting at 10:29 a.m.



J. Mark Wedel, Chairperson  
Aitkin County Board of Commissioners



Nathan Burkett, County Administrator

**CALL TO ORDER**

**APPROVED  
AGENDA**

**COUNTY  
ADMINISTRATOR  
RECRUITMENT**

**INTERIM  
COUNTY  
ADMINISTRATOR  
OPTIONS**

**SPECIAL  
MEETING  
CANCELLED**

**ADJOURN**