The City Council of Elk Horn, Iowa met in special session on Wednesday, February 5, 2020 at 5:30 P.M. with the following members present: Mayor, Stan Jens; Fredericksen, McCarthy, Potts, Petersen, and Teegerstrom. City Clerk Cindy Pash was not present for minutes/notes.

McCarthy moved, seconded by Fredericksen to approve the agenda. ROLL CALL: Ayes 5. Motion carried.

Potts opened discussion on open city clerk position, Lexi Asberry was also in attendance, Lexi is the Exira City Clerk and is willing to help with clerk role while we look for a suitable replacement. Alissa LaCanne will be helping as well with the payroll and water bills as well as helping get the new software system in place. Lexi is very familiar with the new accounting system the city has voted to use for 2020 and beyond. Potts, Jens, and McCarthy plan to attend the Exira city council meeting Monday February 10th at 7:30 to discuss “sharing” Lexi’s hours while we transition. Preliminary discussion indicated that 16hrs would be needed initially, possibly Tuesdays and Thursdays 8am to 4pm dependent on Exira’s willingness to cooperate and share Lexi’s hours for approximately 3 months or until another suitable replacement can be found for the position of EH city clerk. Details will be worked out at the Exira City council meeting.

The council decided to post the position at 16-24hrs part time with no benefits, potential to become more hours in the future. Wage is dependent on experience.

Petersen moved, seconded by McCarthy to table merit increases for Alissa, Christina, Neta, and Andy until the March meeting and will also consult with Library Board for the library personnel increases. A representative from the Library board is encouraged to be present at the next March meeting. Health Insurance premium increase for Andy is equivalent to 50 cent increase in hourly wage.

The meeting adjourned at 6:30.

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Stan Jens, Mayor Nate Potts, Council Member