

ADHOC COMMITTEE FOR COUNTY ADMINISTRATOR
June 14, 2021 at 9:00 a.m. – Howard Male Conference Room
Meeting Minutes

The Adhoc Committee for County Administrator met on Monday, June 14, 2021 at 9:00 a.m. in the Howard Male Conference Room.

COMMISSIONERS PRESENT: Bob Adrian, Chairman
 Marty Thomson
 Kevin Osbourne
 Don Gilmet

OTHERS PRESENT: Bonnie Friedrichs, Clerk
 Tammy Sumerix-Bates, Executive Manager
 Kim Elkie, Administrative Assistant

INFORMATION ITEM: The Committee discussed options for recruiting services. Maximum cost for a recruiting contract was discussed. Pros and cons of hiring a service versus performing the search in-house were discussed. The Department Head Handbook was reviewed and it was verified that Professional Services are exempt from the sealed bid requirement.

Moved by Commissioner Osbourne and supported by Commissioner Gilmet to recommend to allocate up to \$25,000.00 for contract fees to retain a recruiting service to assist the County in hiring a County Administrator and to send this recommendation to the Finance Committee. Motion carried unanimously.

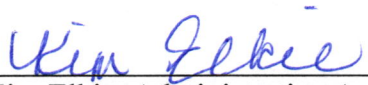
INFORMATION ITEM: Recruiting timeline was discussed, including options and corresponding timeframes for a thorough background check.

INFORMATION ITEM: Commissioner Thomson reminded the Committee a Resolution will need to be adopted to define authority for the administrator.

INFORMATION ITEM: Commissioner Thomson will request contract proposals to be submitted by Friday afternoon, June 18, 2021. He will distribute to this Committee for review ahead of the next meeting, Tuesday, June 22, 2021 at 9:00 a.m.

The meeting adjourned at 10:17 a.m.


Robert Adrian, Chairman


Kim Elkie, Administrative Assistant