



MINUTE RECORD
Special Council Meeting City of Haven

SPECIAL MEETING

SEPTEMBER 6, 2023

THE CITY COUNCIL MEETING IN SPECIAL SESSION HELD AT 120 S. KANSAS AVENUE WAS CALLED TO ORDER AT 7:00 PM BY MAYOR ADAM WRIGHT. THE FOLLOWING PEOPLE WERE PRESENT:

Council Members: Christopher Scott, Mark Robinson, Ciara Powers, Austin Borden, Kylie Rush.

Absent: None.

Others: City Clerk Leslie Atherton, Assistant City Clerk Andrea Williams, Public Works Director Chad Swartz, Kyran Crist.

Mayor Wright opened the meeting by reading the special meeting request signed by Borden, Scott, and Powers, noting the purpose of the meeting is to formulate a plan for replacement of either Assistant City Clerk or City Clerk as City Clerk, Leslie Atherton, has provided notice she has accepted a position with KPP Energy.

Executive Session

The question arose as to whether Assistant City Clerk, Andrea Williams, had any desire to take on the position of City Clerk. To discuss this with her, Borden moved and Scott seconded to recess into executive session pursuant to the non-elected personnel exception, to include City Attorney Jennifer Hill and Assistant City Clerk, Andrea Williams, the open meeting to resume at 7:18 PM in Council Chambers. Motion passed unanimously.

At 7:11 PM, regular session resumed with no action taken during executive session. Mayor Wright advised that Williams did not wish to take on the City Clerk position so that would be the position to fill.

After brief discussion, the following plan was agreed upon:

- The City will take applications for the City Clerk position until 5:00 PM on September 15, 2023. Atherton will forward applications and resumés to the governing body members as they come in.
- At the September 18, 2023, Council meeting, members will review all applications and determine how they want to proceed in terms of interviews or possibly hiring. This may mean another special meeting.
- At the request of Council member Scott, an exit interview with City Clerk Leslie Atherton will be on the September 18, 2023, agenda.

Adjournment

At 7:20 PM, adjournment was unanimously approved after motion from Robinson and second from Powers.

/s/
Adam Wright, Mayor

Attest:

/s/
Leslie Atherton, City Clerk