

# CITY OF FAIRVIEW

## BOARD OF COMMISSIONERS SPECIAL MEETING MINUTES

June 30, 2016

Patti L Carroll, Mayor  
Toney R Sutton, Vice-Mayor  
Allen Bissell, Commissioner  
Shannon L Crutcher, Commissioner  
Stuart L Johnson, Commissioner  
Wayne Hall, Interim City Manager  
Larry Cantrell, City Attorney  
Brandy Johnson, City Recorder

Present: Carroll, Sutton, Bissell, Crutcher, Johnson  
Others Present: Cantrell, Johnson

1. **Call to order by Mayor Carroll at 7:30 p.m.** (Town Hall meeting began at 7:00 delaying Special Meeting)
2. **Approval of the Agenda** – Vice Mayor Sutton made a motion for approval with Commissioner Bissell seconding. All were in favor.
3. **New Business**
  - A. Discuss and/or Take Action on City Manager Search – Mayor Carroll states we need to review the candidates and discuss the committee matrix. Carroll asks Donna Brooks, City Manager Search Committee Chair to review the ranking system with the Board. Brooks reviews the information used by the committee (see attached), noting the committee originally did not recommend specific candidates for interviews but added them at the request of Commissioner Bissell. Commissioner Bissell states he appreciates the effort of the committee noting their matrix and comments have been helpful. Carroll agrees noting she reviewed the candidates and ranked them before viewing the committee ranking but they turned out very similar. Crutcher suggests narrowing the candidates to three noting he's not interested in interviewing five. Mayor Carroll states she hates to narrow too much and suggests phone interviews to narrow down the candidates. Bissell questions what technique the Board will use to determine who to interview. Vice Mayor Sutton questions whether the pay range was advertised noting concern over some applicants previous pay being much higher than our range. Recorder Johnson confirms the pay range was advertised and the candidates should all be aware of the range. Bissell asks the Board members for their top three choices noting his are F, K and G; Crutcher selects A, G and K; Sutton picks A, G and K; Johnson chooses B, K and G; and Carroll likes A, B, G and L. Bissell, Crutcher and Sutton note that B was number four for them. It was discussed to hold a meet and greet event with dinner at the Nature Center with interviews the next day. Crutcher states he's not suggesting an end date for the process but hopes the interviews can be scheduled in July. Crutcher also notes he agrees with Commissioner Johnson's comments from a previous meeting that we may need to look at raising the pay about \$10,000 if we all agree on a candidate. Commissioner Johnson asks about July 14. The Board reviewed their calendars and all agreed on July 14 and 15. Candidates G, K and A were the top three across the Board's selections so they will be invited to interview. Candidates B and M were the next choices in popularity and were selected as alternates in that order. Commissioner Bissell made a motion to interview Mr. Collins (G), Mr. Rutherford (K) and Mr. Saxe (A) with first alternate as Mr. Wutz (B) and second alternate as Ms. Riggins (M) with a meet and greet/dinner on July 14 at the Nature Center and interviews

to follow on Friday, July 15 at 9, 10 and 11 and a special meeting to follow to discuss the interviews seconded by Vice Mayor Sutton. All were in favor.

4. **Adjournment** – Commissioner Johnson made a motion for adjournment with Vice Mayor Sutton seconding. Meeting was adjourned at 8:17 p.m.

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**Brandy Johnson**  
**City Recorder**