

**CITY OF CARSON
SPECIAL CITY COUNCIL MEETING
WEDNESDAY, JUNE 29, 2016 6:30 PM
AT CARSON COMMUNITY CENTER**

Present: Knudsen, Houser, Graves, Damgaard (arrived at 6:34 PM) Absent: Hendricks

Mayor Todd called the regular meeting to order at 6:33 PM.

Houser made a motion to approve the agenda, seconded by Graves – 3 ayes.

No comments were presented by the public.

Mayor Todd led discussion and reviewed a letter from the Iowa Department of Natural Resources regarding Water and Sewer operator certification requirements. The DNR requires that the city of Carson has a Grade 2 Water Treatment and Grade 2 Waste Water Treatment certified operator on staff, or hire an appropriate operator by affidavit by August 31, 2016.

Damgaard arrived at 6:34 PM.

Damgaard made a motion to approve and adopt Job Application Form for the City of Carson, seconded by Graves – 4 ayes.

City Council and Mayor reviewed employee job descriptions. No changes were made.

Graves made a motion to leave an EMT requirement off of the Job Descriptions and Job Application Advertisements, seconded by Damgaard – 4 ayes.

City Council reviewed City Maintenance Supervisor Position Internal Application Advertisement.

Graves made a motion to approve accepting applications internally from city staff for city maintenance supervisor position with applications due by July 5, 2016, seconded by Houser – 4 ayes.

Damgaard made a motion to adjourn at 6:47 PM, seconded by Graves – 4 ayes.

ATTEST: Brianne Duede, City Clerk

Tim Todd, Mayor