

Village District of Eastman
Commissioners' Meeting–Village District of Eastman Office
9 AM November 29, 2011
Approved Minutes

In Attendance: Commissioners Bill Sullivan, Bob Fairweather and Duncan Wood; District Manager Bill Weber;

The meeting was opened at 8:45 AM by Commissioner Sullivan, noting that there were only two agenda items, 1. The interviews of office manager candidates due to Pat Conroy retiring February 2012, and 2. Act on the trust fund reimbursement request presented by District Manager Weber.

At 8:55 AM the board voted to go into a non-public forum for the purpose of the interviews. The choice of this forum allowed the candidates to be open with the board and not jeopardize having any personal information made public or risk current employment relationships.

The first 3 of 6 candidates scheduled to be interviewed met with the board between 9AM and 12 noon.

At 12 noon the board recessed for lunch and resumed the meeting at 12:30, at 12:35 the board took up the trustee reimbursement request for the district manager in a public session. The district manager presented the board with a spreadsheet that summarized the total reimbursement request, (see attached spreadsheet, Exhibit A) that is incorporated into these minutes. After a brief discussion Commissioner Wood moved to authorize District Manager Weber to present the reimbursement request package totaling \$30,017.58 to the Trustees of the Trust Funds for the Village District of Eastman for reimbursement. Commissioner Fairweather seconded the motion and the vote on the motion was unanimous with all three commissioners in favor.

At 12:50 pm the board unanimously voted to return to a non-public session to conduct the remainder of the interviews. By 4pm the remaining 3 candidate's had been interviewed, and the board with the district manager began deliberating on choosing 2 maybe 3 candidates that would make the final cut. At 4:30 the board and the district manager had narrowed the field to 2 applicants tied for the top spot and one in second place. It was agreed by all that the district manager would contact the top 2 and request references and the references would be forwarded to the commissioners in such a way that each commissioner would contact one reference from each of the top 2 candidates.

At 4:45 pm Commissioner Fairweather motioned to recess the candidate interview meeting to 11: am on Saturday December 3rd 2011, Commissioner Sullivan seconded the motion. All three commissioners agreed that on Saturday one candidate would be chosen out

of the top 2 and a subsequent offer of employment would be generated. The vote to recess the meeting was unanimous all 3 commissioners in favor.

This concludes the session 1 minutes of the office manager interviews, as noted session 2 will resume Saturday December 3rd, 2011 in the conference room at 11 AM.

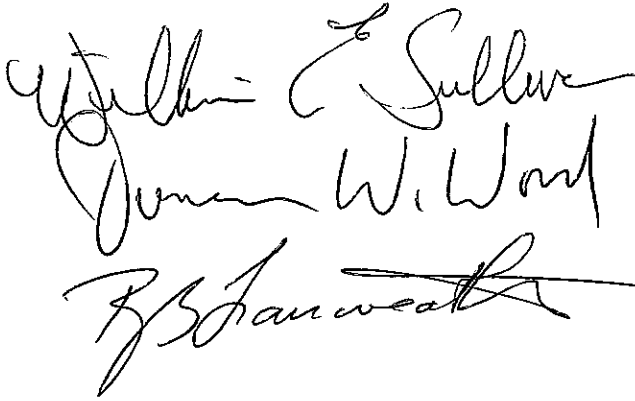
Respectfully Submitted to the Board of Commissioners;



William S. Weber

District Manager

APPROVED BY: DATE 12/3/11



"Exhibit A"

Reference: Commissioner Meeting 11 29 11

CIP Account	Reimburse Amount
INVENTORY HARDWARE RESERVE	5,699.28
WELL RENOVATION RESERVE	5,665.00
WATER MAIN TRUST FUND	11,274.00
GENERATOR AND PUMP STATIONS	5,310.00
COMPUTER SOFTWARE UPGRADES/MAINT	595.00
BUILDING MAINTENANCE	1,474.30
TOTAL	30,017.58