

Madam Chair Peggy Clayton
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Harris Township

SINCE 1909



NEIGHBORS, SHORES & MORE

Supervisor VC Mike Schack 340-8852
Supervisor
Supervisor Dan Gilbert 259-4967
Supervisor Jim Kelley 327-0317
Treasurer Nancy Kopacek 398-3497
Clerk 244-1811
harristownshipclerk@gmail.com

Mission Statement:

The Harris Town Board strives to enhance the quality of life, protect the environment, and maintain economic stability for the residents of their community.

www.harristownshipmn.org

Clerk Interview Session April 22, 2021 6:00 pm Town Hall

Present: Madam Chair Clayton, Vice Chair Schack, Supervisors Gilbert and Kelley, and Treasurer Kopacek

The interview session was called to order by Madam Chair Clayton at 6:00 pm.

Pledge to the flag was conducted.

Candidates who submitted resumes and were interviewed were: Beth Riendeau, Melissa Adams, Holly Lane, Carol Shurson, and Deanna Ensley.

Each candidate was asked a series of (the same) interview questions. Once each interview was completed all candidates had an opportunity to ask questions of the Supervisors.

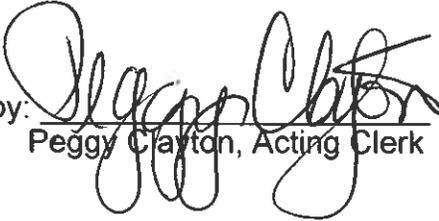
Once all interviews were completed the Supervisors spent time reviewing the resumes, responses to the questions, and the pros and cons. Discussion followed.

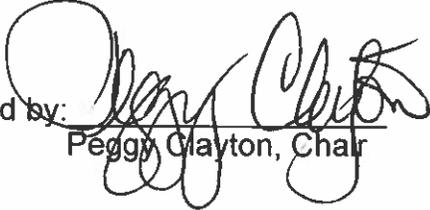
The Board was in agreement that a second interview would need to take place with three of the candidates (Beth Riendeau, Carol Shurson, and Melissa Adams). After discussion took place, the board decided to have each of the top three candidates attend the April 28, 2021 Board Meeting, and meet with the Chair at 7:15 pm. Each candidate would receive a board packet and would need to take minutes of the board meeting. A table would be set up, and paper and pen would be provided to them. The deadline for completing and submitting the April 28th Board Minutes would be Friday, April 30, 2021 by 3:00 pm. Each candidate would be requested to either email the minutes or drop them off with the Chair.

Madam Chair Clayton will call Beth Riendeau, Carol Shurson, and Melissa Adams on Friday, April 23rd and advise them of the second interview process. She will also follow up with an email on the conversation that was held. The other two candidates will be sent letters letting them know they were not selected for the Clerk position.

A work session will be scheduled at the April 28, 2021 P and D Board Meeting to finalize the Clerk appointment.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to adjourn the interview session at 10:00 pm.

Submitted by: 
Peggy Clayton, Acting Clerk

Signed by: 
Peggy Clayton, Chair