

City Council Special Meeting  
Special Meeting Minutes  
Council Chambers  
April 5, 2021  
3:00 p.m.

Mayor Bob Campbell called the special meeting to order at 3:00 p.m. on April 5, 2021. The following members were present: Mayor Bob Campbell, Mayor Pro-Tem Robert McKnight (Seat 2); Councilmember Todd Bierbaum (Seat 1); Councilmember Kevin Crystal (Seat 3); Councilmember Henry D. Ennis (Seat 4); and Councilmember Wayne Graham (Seat 5). Also present were City Attorney Clay Adkinson and Deputy City Clerk Cindy Permenter.

Mayor Campbell asked the Council what do we wish to accomplish today? Do we wish to pick three to five of the applicants and setup interviews?

Human Resource Director Lacey Woodham explained the ranking of the applicants for the City Manager position that she provided as a handout. She placed the ranking of each Councilmember across the chart. She placed how many of the councilmembers ranked the applicant in the field of Total Selections by Council. The five applicants with more than one vote are listed in ranking of the applicants.

Motion by Councilmember R. McKnight and seconded by Councilmember T. Bierbaum that the fourteen (14) individuals on the ranking sheet without a ranking should be culled from the list of candidates and the remaining candidates will be in the basket for consideration.

Councilmember Henry D. Ennis, Aye; and Councilmember Wayne Graham, Aye;  
Councilmember Todd Bierbaum, Aye; Councilmember Kevin Crystal, Aye; Councilmember Robert McKnight, Aye; All Ayes. Motion carried.

Council proceeded with one through five rankings of applicants. Councilmember K. Crystal suggested that everyone that had two or more in total selection by the Council should be granted an interview. The top five candidates are Emmanuel Adediran, Judith Frazier, Ralph Matthews, Thomas Rigwood and Frederick Thomas.

Motion by Councilmember K. Crystal and seconded by Councilmember W. Graham to interview the top five (5) and for each councilmember to add an applicant they would like to interview.

Councilmember Henry D. Ennis, Aye; and Councilmember Wayne Graham, Aye;  
Councilmember Todd Bierbaum, Aye; Councilmember Kevin Crystal, Aye; Councilmember Robert McKnight, Aye; All Ayes. Motion carried.

After much discussion on how to proceed with the remaining candidates, Councilmember Henry D. Ennis did not wish to add a name to the interview list; Councilmember Wayne Graham added David Johnson; Councilmember Todd Bierbaum added Derek Burr; Councilmember Robert McKnight added Joseph Turner and Councilmember Kevin Crystal added Robert Thompson.

Motion by Councilmember W. Graham and seconded by Councilmember Todd Bierbaum to accept the four candidates to the interview list.

Councilmember Henry D. Ennis, Aye; and Councilmember Wayne Graham, Aye; Councilmember Todd Bierbaum, Aye; Councilmember Kevin Crystal, Aye; Councilmember Robert McKnight, Aye; All Ayes. Motion carried.

The nine individuals will be called to set up interviews.

Motion amended by Councilmember W. Graham and seconded by Councilmember T. Bierbaum to withdraw his last motion of his choice to interview David Johnson and replaced him with Tyler Johnson.

Councilmember Henry D. Ennis, Aye; and Councilmember Wayne Graham, Aye; Councilmember Todd Bierbaum, Aye; Councilmember Kevin Crystal, Aye; Councilmember Robert McKnight, Aye; All Ayes. Motion carried.

Motion by Councilmember T. Bierbaum and seconded by Councilmember K. Crystal to direct Human Resource Director Lacey Woodham to set up the interviews and check the personal references on each of the nine candidates before interviews and a full background investigation to include criminal history and verification of employment and education on the top two candidates post interviews.

Councilmember Henry D. Ennis, Aye; and Councilmember Wayne Graham, Aye; Councilmember Todd Bierbaum, Aye; Councilmember Kevin Crystal, Aye; Councilmember Robert McKnight, Aye; All Ayes. Motion carried.

Discussion ensued on the questions, interviews, and the experience and qualifications of each candidate.

Motion by Councilmember K. Crystal and seconded by Councilmember H. Ennis that Human Resource Director Lacey Woodham provide five baseline questions followed by a maximum of five questions per councilmember.

Councilmember Henry D. Ennis, Aye; and Councilmember Wayne Graham, Aye; Councilmember Todd Bierbaum, Aye; Councilmember Kevin Crystal, Aye; Councilmember Robert McKnight, Aye; All Ayes. Motion carried.

Human Resource Director Lacey Woodham asked the Council if they would be open to Zoom or electronic interviews.

Motion by Councilmember K. Crystal and seconded by Councilmember T. Bierbaum to allow the interviews to be virtual.

Councilmember Henry D. Ennis, Aye; and Councilmember Wayne Graham, Nay;  
Councilmember Todd Bierbaum, Aye; Councilmember Kevin Crystal, Aye; Councilmember  
Robert McKnight, Ayes – 4; Nays - 1. Motion carried.

Motion by Councilmember T. Bierbaum and seconded by Councilmember K. Crystal to begin  
interviews at 9:00 a.m. on Tuesday, April 13, 2021 and to conduct as many interviews as  
possible. Discussion ensued.

Motion amended by Councilmember T. Bierbaum and seconded by Councilmember K. Crystal  
to conduct interviews beginning at 9:00 a.m. on April 13, 2021 and to conduct as many  
interviews as possible with alternate days and times of Wednesday afternoon, April 14, 2021 and  
Thursday morning, and April 15, 2021, if necessary.

Councilmember Henry D. Ennis, Aye; and Councilmember Wayne Graham, Aye;  
Councilmember Todd Bierbaum, Aye; Councilmember Kevin Crystal, Aye; Councilmember  
Robert McKnight, Aye; All Ayes. Motion carried.

Councilmember Robert McKnight stated a Special Meeting was planned for Monday, April 19,  
2021.

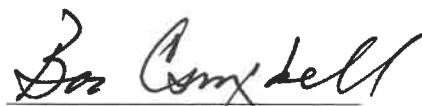
Motion by Councilman T. Bierbaum and seconded by Councilmember Robert McKnight to  
consider making an offer to top candidate at a Special Council Meeting at 3:00 p.m. on Monday,  
April 19, 2021.

Councilmember Henry D. Ennis, Aye; and Councilmember Wayne Graham, Aye;  
Councilmember Todd Bierbaum, Aye; Councilmember Kevin Crystal, Aye; Councilmember  
Robert McKnight, Aye; All Ayes. Motion carried.

The consensus of the Council was for legal to prepare a short contract for the candidate. The  
meeting for April 19, 2021 will be to decide if and who the Council wishes to make an offer of  
employment from the interview list of candidates and appoint Lacey/Mayor/Clay to handle  
negotiations with candidate. City Attorney Clay Adkinson will be sure the non-negotiables that  
the Council desires will be in the contract offered to the candidate.

Discussion ensued with Council change over, Council needs to consider if a special meeting  
needs to be held prior to the April 26 for acceptance of offer. Councilmember K. Crystal  
suggested a special meeting to be before 4:00 p.m. on April 26 and possibly advertise an  
alternate location, if needed, should the Courthouse not be available.

Mayor Campbell adjourned the meeting at 4:17 p.m.

  
Bob Campbell, Mayor



Cynthia S. Permenter

Minutes taken by Cynthia S. Permenter

Deputy City Clerk

Proper notice having been duly given

Submitted by,

Maryanne Schrader

Maryanne Schrader, MMC

City Clerk