



AGENDA ITEM #5.3

REPORT TO CITY COUNCIL

Report Prepared by: Nancy Malecha

Date: December 3, 2019

Subject: City Council Appointment

Report: At the November 5th City Council Meeting, the Council adopted a resolution declaring a City Council vacancy exists and the filling of this vacancy will occur by appointment upon receiving letters of interest. Attached are the seven letters of interest submitted from the following individuals for this vacancy.

- Jeffrey Boucher
- Pete Clement
- Tyler Gardner
- Pamela Johnson
- Dan Ronning
- Bonita Schweinler
- Wes Wilson

Per the attached resolution, the Council will appoint one of these individuals to fill the vacant City Council position until Jerry Akerson is again able to resume duties and attend Council meetings. In the event of a tie vote, the Mayor has the authority to cast the vote to break the tie. Also, the person appointed will be sworn into office at the beginning of the January 7th City Council Meeting.

Council Action Requested: Council motion adopting the resolution appointing _____ to fill the vacant City Council position.

**CITY OF PEQUOT LAKES
RESOLUTION 19-___**

RESOLUTION APPOINTING CITY COUNCIL MEMBER

WHEREAS, the Pequot Lakes City Council declared a City Council vacancy by resolution on November 5, 2019 in accordance with Minnesota Statute 412.02, Subd. 2b; and

WHEREAS, pursuant to Minnesota Statute 412.02, Subd. 2a, the Council shall fill this vacancy by appointment.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF PEQUOT LAKES, MINNESOTA, AS FOLLOWS:

1. The Council appoints _____ to fill the vacant City Council position until Jerry Akerson is again able to resume duties and attend council meetings.

Adopted by the City Council of the City of Pequot Lakes this 3rd day of December, 2019.

ATTEST:

James Tayloe
Mayor

Nancy Malecha
City Administrator

Nancy Malecha

From: Jeff Boucher [REDACTED]
Sent: Thursday, November 14, 2019 10:22 AM
To: Nancy Malecha
Subject: City Council

Good morning, I would like to be considered for appointment to the City Council.

I have been a resident of Pequot lakes for 18 years. I have watched the proceedings of the council, followed the debates, and have had an interest in the city government. I did run for the council in 2018. I would like this opportunity to give something back to the city.

My information is:

Jeffrey Boucher
30942 Pequot Blvd
Pequot Lakes MN 56472

E-mail

Work [REDACTED]

Home [REDACTED]

Phone [REDACTED]

Nancy Malecha

From: Pete Clement [REDACTED]
Sent: Monday, November 18, 2019 7:41 AM
To: Nancy Malecha
Subject: City Council position

Good morning Nancy,
I would like to be considered for the interim City Council seat.
Thanks,

Pete Clement
[REDACTED]
Lands End Development

November 6, 2019

Tyler Gardner
3964 McGill St.
Pequot Lakes, MN 56472

[REDACTED]
[REDACTED]

Dear Mayor and City Council Members

After attending the Council meeting on Tuesday, November 5th and learning of Council Member Akerson's absence, I would like to express my interest in filling that seat while he is out.

Some of you may know that I had served on the Pequot Council for a 2-year period before I moved out of town and had to resign. During that time, I learned a lot about the operation of the City and got to know a lot of the staff. My family and I recently moved back to Pequot since taking over the family business, Pequot Lakes Sanitation two years ago. I grew up here in town and went to the Pequot school from kindergarten through 12th grade. I have a very strong feeling of responsibility for our community and would like to be able to be involved in it's continued growth.

If any of you would like to talk with me to learn more about how my experience and knowledge of Pequot Lakes could benefit the community, please feel free to call or email me any time.

Thank you for your consideration.

Sincerely,



Tyler Gardner



PAMELA JOHNSON

Director of Coaching -
Integrity Doctors

Owner -The YARD Sports
Complex

CONTACT

PHONE:
[REDACTED]

EMAIL:
[REDACTED]

Nancy Malecha
City Administrator
City of Pequot Lakes
4638 Main Street
Pequot Lakes, MN 56472

Dear Nancy,

I am reaching out to submit my letter of interest for the vacancy on the Pequot Lakes City Council.

At nearly 19 years with a national business management company I have gained skills in strategic planning, goal setting and leadership. These are skills that I believe are necessary for long term planning & vision casting for a community. Throughout my coaching career I have gained strengths in public speaking, teaching, and facilitating strategies for client growth and development.

My husband and I moved to Pequot Lakes 3 years ago from a "small town" in Nebraska. In the 10 years we lived in Gretna, NE we watched the class size go from 130 to over 500, from 2 elementary schools to 5, and from one middle school to 2. We watched a community through the good and the bad of what can happen with unplanned for and uncontrolled growth. I would be honored to be a member of the Pequot Lakes City Council and share the insights that I have learned in my experiences as a board member, community member, and business leader.

In addition to having a passion for growing communities I have a strong passion for the youth of our community. I have served on the Board of Directors for Youth for Christ in Omaha, Nebraska. The Omaha Chapter of YFC had over a million-dollar budget that the board was responsible for. I have experience working through budgets and city/federal regulations. I have enjoyed mentoring students through TeamMates Mentoring program and continue to invest in our youth in Pequot Lakes.

I am attaching a copy of my resume and welcome any questions you may have for me.

Sincerely,

Pamela Johnson

PAMELA JOHNSON

3830 Wildlife Trail, Pequot Lakes, MN 56472 | C: [REDACTED] | [REDACTED]

EXECUTIVE PROFILE

Executive consultant with proven skills in strategic planning, goal setting and leadership. Encompass strengths in public speaking, teaching, and facilitating strategies for client growth and development.

SKILL HIGHLIGHTS

- Advising key decision makers
- Business operations organization
- Public speaking
- Business acquisition
- Hiring and termination of personnel
- Negotiations expert
- Employee relations
- Strategic planning
- Client goal setting
- Leadership/communication skills
- Small business development

PROFESSIONAL EXPERIENCE

05/2019 to Current

Owner

The YARD Sports Complex & Grounds Crew Coffee – Pequot Lakes, MN

01/2008 to Current

Director of Coaching

Integrity Doctors – Lincoln, NE

Cultivate and manage a team of specialized coaches.

Maintain 80-100 consulting clients at any one time.

Continual upgrading of training materials, scripts, and resources.

Standardize systems and protocol for coaching systems.

Write articles for publication in various professional magazines and journals.

Advance outreach to recent graduates.

Coach clients through 5 year plans, goal setting and wealth accumulation.

Business/motivational speaker to doctors, staff, and chiropractic students.

Facilitate the purchase and selling of businesses for clients.

01/2004 to 01/2008

Consultant

Integrity Doctors – Lincoln, NE

Integral in company redesign of department.

Tripled increase in annual QuickStart consulting clients.

Conducted student training seminars.

Boosted on campus awareness of company and services.

01/2001 to 01/2003

Executive Assistant

Integrity Doctors – Lincoln, NE

Assistant to CEO and COO.

Improved company web presence.

Implemented on-line resource center for clients.

Increased revenue by providing company websites to clients.

Self-taught website software programs.

Proofed books written by CEO.

EDUCATION

2003

Bachelor of Science: Business Management

Bellevue University – Bellevue, NE

2015

Real Estate Professionals Coursework

Metropolitan Community College – Omaha, NE

COMMUNITY INVOLVEMENT

Youth For Christ

Board of Directors (2012-2017)

Launch Team/Community Support Team (2011-2017)

TeamMates

Youth Mentor (2011-2017)

Nov. 13, 2019

To: Nancy Malecha
City Administrator (City Of Pequot Lakes)

Nancy, enclosed please find my resume as I am interested in perusing the open position on the City Council in the City of Pequot Lakes.

Thanks You
Dan Ronning
31237 Spruce Street
Pequot Lakes, Mn, 57472
[REDACTED]

DAN L. RONNING

31237 Spruce Street, Pequot Lakes, MI 56472 ■ H: [REDACTED] ■ [REDACTED]

Professional Summary

Summary:

- 1.) I have a 44 year history of progressive management experience in the fast past convenience store industry with a company that is rated #1 in the convenience industry for the state of Minnesota.
- 2.) Sales and marketing classes throughout my career.
- 3.) I am a 3 time Pinnacle Club winner. (Only 3 of 35 Dist Mgrs are selected annually, based on job performance in sales growth and expense control.
- 4.) I am trained in Image vault security controls.,
- 5.) I have a Class B license in petroleum tank inspections.
- 6.) I am a seasoned professional: 15 years as a store manager and 29 years as a successful Dist. Mgr.
- 7.) I have been certified in food safety

Skills

Ability to Monitor and enforce operating standards, procedures, and policies outlined by the company.

Provide guidance in the development of staff.

Monitor the execution of training programs for management and associates that followed a specific program.

Coordinate merchandising in conjunction with developed programs and planograms.

Develop and review sales and gross margin plans.

Review and recommend building maintenance and other store projects.

Work with store owners and managers to coordinate pricing with the pricebook dept.

Complete Bi-monthly site visits, monthly food inspections and work with store managers and leaders to grow sales and profits.

Provide "consulting service" to franchise management to aid them in any aspect of running their stores.

Resolve conflicts between franchisee and corporate office in a timely and appropriate manner based on agreed standards and operating procedures.

Act as the first level of support and a liaison between a franchise ownership and corporate office.

Experience

Dist. Manager, 10/1971 to 10/2015

Holiday Companies – Minneapolis, Mi

- Ability to develop gross profit plans.
- Good analytical skills.
- Excellent communication skills.
- Ability to develop relationships with customers (Franchise) that is conducive to partnerships and allow for growth of that partnership.
- Ability to effectively analyze sales and merchandising opportunities and then develop written plans/reports with specific actionable items based on the analysis.

Education

High School Diploma: General, Jun 1971

Ortonville High School - Ortonville, Mn

Community Service

- 1.) I coached little baseball a number of years ago.
- 2.) Past president of the St. Mary's Church Parish Council
- 3.) 15 year member of the St. Mary's Church choir.
- 4.) Currently serve as a Park Board Commissioner in Pequot Lakes Mn.

Nancy Malecha

From: Bonitaschweinler [REDACTED]
Sent: Wednesday, November 13, 2019 2:32 PM
To: Nancy Malecha
Subject: Interim Council member seat

Dear Ms. Malecha,

I would like to be considered for the interim Council member seat for Jerry Ackerson's leave of absence until April 2020. I am registered to vote in Minnesota and I am definitely over 21 since I am retired. I have been living here in Pequot Lakes with my husband since July 2018 when we bought our home. I look forward to hearing from you in regards to this appointment.

Sincerely

Bonita Schweinler
3940 Davis St
Pequot Lakes MN 56472
[REDACTED]

Sent from my iPad

Nancy Malecha

From: Bonita Schweinler [REDACTED]
Sent: Thursday, November 21, 2019 8:05 PM
To: Nancy Malecha
Subject: Letter to City Council

Dear members of the Pequot Lakes City Council, I would like for you to consider me as interim member of the Pequot Lakes City Council until April of 2020. I am a new resident of Pequot Lakes since July of 2018. After having retired from 44 years as an Ophthalmic Medical Technologist and Orthoptist, my husband and I moved here from Idaho. I have not been involved in government work but I have been on medical boards in recent years. I spent from 2016 to 2018 on an executive committee for an international research group. Also I was on another medical council group from 2013 to 2017 which accredited training centers in the field of Orthoptics. We also tested the students so they would be certified. My interest now would be to become more involved in the community and thought I would throw my name in the "hat" so to speak. If you consider me as a candidate for this position, please contact me.

Sincerely

Bonita Schweinler
3940 Davis St
Pequot Lakes, MN 56472
[REDACTED]

November 21, 2019

Nancy Malecha

City Administrator

4638 Main Street

Pequot Lakes, MN 56472

To Mayor Tayloe and City Council Members,

I, Wes Wilson, am interested in the interim position of City Council during Jerry Akerson's absence and healing.

I have lived in Pequot Lakes for over fifteen years now and have been a member of Planning and Zoning for over six years. I have a strong attachment to this community and care deeply about it's well being.

I have volunteered for almost every special committee that has ever been presented and I feel that I have a good idea of the challenges that face the community and I would like to continue to serve. I feel I have a good insight of how the community feels with my involvement in the community.

I humbly ask for your consideration,

Wes Wilson

[REDACTED]

[REDACTED] Home

[REDACTED] Cell