

**RECORD OF ORGANIZATIONAL MEETING  
ELLSWORTH CITY COUNCIL**

**DATE: NOVEMBER 9, 2015**

**TIME: 10:00 AM**

**PLACE: ELLSWORTH CITY HALL COUNCIL CHAMBERS**

**CITY COUNCIL PRESENT: BEATHAM, CROSTHWAITE, FORTIER, MOORE,  
PERKINS AND PHILLIPS.**

**CITY COUNCIL ABSENT: BLANCHETTE**

**KEY SPEAKERS PRESENT: CITY MANAGER DAVID COLE, TERI DANE,  
AND JENN MADORE.**

*Call to Order.*

Chairman Crosthwaite called the organizational meeting of the Ellsworth City Council to order at 10:00 AM.

*Oath of Office.*

City Clerk Heidi-Noël Grindle read and administered the oath of office for Council Members to Stephen K. Beathem and Robert H. Crosthwaite.

*Selection of Chairperson for the ensuing year.*

Chairman Crosthwaite called for nominations on Chairperson for the ensuing year. Councilor Moore nominated Councilor Crosthwaite for Chairperson; Councilor Phillips seconded the nomination. Councilor Fortier moved nominations cease, Councilor Moore seconded nominations cease.

Fortier cast one ballot for Crosthwaite, Moore seconded the vote. All members voted unanimously in favor.

**Crosthwaite was declared Chairman of the Council for the ensuing year.**

*Time and place for regular monthly meeting.*

On a motion by Phillips, seconded by Beathem, it was

RESOLVED to approve that the City Council will hold regular monthly meetings in the City Hall Council Chambers at 7:00 p.m. on the third Monday of each month. Except the January, and February meetings, shall be held on the second Monday of the month. Should the day of the meeting fall on a holiday or Election Day, the meeting so scheduled will be held on the prior Monday at the same hour and place.

Before a vote was taken on the above motion, Councilor Moore asked if Chairman Crosthwaite would be willing to consider a discussion on moving the December 21, 2015 meeting to December 14, 2015. Crosthwaite stated he would allow a discussion on considering the request. The Business Development Corporation will be meeting on December 14 which potentially could overlap with the Council

**Call to Order.**

**Oath of Office.**

**Selection of  
Chairperson for the  
ensuing year.**

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meeting. Crosthwaite had concerns with the Council holding meetings three months in a row off the regular schedule. Councilor Fortier stated the Council should have considered this change last year to allow planning time for staff to prepare agenda items. It will not allow a lot of time between meetings. Moore stated last year the meeting date came the week before Christmas. Moore was concerned with missing two monthly meetings in a row. Councilor Beathem stated he would like to hear from staff on whether moving the meeting at this late date would cause a problem. David Cole, City Manager, stated the Business Development Corporation generally meets from 5 PM to 7 PM having a minimal affect on the Council meeting. The City Clerk and City Manager were not aware of any requests for the December meeting that would be negatively impacted by moving the meeting date.

Councilor Fortier made a friendly amendment to the above motion adding the December meeting to be held on the second Monday of the month. Councilor Beathem seconded the amendment. A vote was taken on the amendment, with 5 members voting in favor (Beathem, Fortier, Moore, Perkins, and Phillips) and 1 member voting in opposition (Crosthwaite). It was noted that Christmas 2016 will fall during the fourth week of December, therefore will not affect the normal meeting schedule.

*On a motion by Fortier, seconded by Beathem, it was unanimously*

**RESOLVED to approve that the City Council will hold regular monthly meetings in the City Hall Council Chambers at 7:00 p.m. on the third Monday of each month. Except the December 2015, January 2016, and February 2016 meetings, shall be held on the second Monday of the month. Should the day of the meeting fall on a holiday or Election Day, the meeting so scheduled will be held on the prior Monday at the same hour and place. The schedule will revert back to January and February meetings only being held on the second Monday next year.**

*Time for agenda to close.*

*On a motion by Beathem, seconded by Phillips, it was unanimously*

**RESOLVED to approve that the City Council meeting agenda close on Monday noon prior to the regular monthly meeting. If that day falls on a holiday the agenda will close at noon on the next prior Friday.**

**Time for agenda to close.**

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AND JENN MADORE.**

*Time for agenda to go to the news media.*

*On a motion by Fortier, seconded by Beathem, it was unanimously*

**RESOLVED to approve that the City Council meeting agenda be delivered to the local news media no later than Monday prior to the regular monthly meeting of the Ellsworth City Council.**

*Manner in which meetings are to be conducted.*

*On a motion by Phillips, seconded by Moore, it was unanimously*

**RESOLVED to approve that the meetings of the City Council be conducted according to Rules of Order previously adopted by the City Council (attachment #1) and shall continue in force until the Monday next following the regular city election, pursuant to Article II, Section 2.07 of the City Charter. Each meeting is to be conducted by Robert's Rules of Order unless otherwise provided for.**

*Council Stipend and the manner of its distribution. Maximum allowable stipend 2,700 Chair and \$2,160 Councilor. Amount budgeted for FY2016 – Chairman \$2,500 and Councilors \$2,000.*

*On a motion by Fortier, seconded by Moore, it was unanimously*

**RESOLVED to approve Council Chair will receive a stipend of \$2,500 and members of the City Council will receive a stipend in the amount of \$2,000 per Councilor for the period of November, 2015 thru October, 2016. Distribution of the stipend will be on the next available warrant issued by the Finance Department.**

*Appointment of Finance Committee.*

Chairman Crosthwaite was willing to appointment the Councilors that have been serving on this Committee, unless members request a change.

Crosthwaite stated the Finance Committee is currently made up of Councilors Beathem, Phillips, and Blanchette. Councilor Moore is the alternate. All Councilors appeared to be happy with the current appointments.

**Time for agenda to go to the news media.**

**Manner in which meetings are to be conducted.**

**Council Stipend and the manner of its distribution.**

**Appointment of Finance Committee.**

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AND JENN MADORE.**

Chairman Crosthwaite appointed the following members to the Finance Committee: Beathem, Blanchette, Phillips and Alternate member: Moore.

*Signing of warrants.*

*On a motion by Fortier, seconded by Moore, it was unanimously*

**RESOLVED to approve that the warrants directed to the Treasurer for payment be signed by the City Manager and 2 member(s) of the Finance Committee.**

Adjournment.

*On a motion by Fortier, seconded by Moore, it was unanimously*

**RESOLVED to approve adjournment at 10:18 AM.**

A TRUE COPY

ATTEST: \_\_\_\_\_  
HEIDI-NOËL GRINDLE

**Signing of warrants.**

**Adjournment.**