

Cambridge City Council Meeting Minutes
Wednesday, November 29, 2017

A special meeting of the Cambridge City Council was held on Wednesday, November 29, 2017 starting at 4:00 pm, at Cambridge City Hall Council Chambers, 300 3rd Ave NE, Cambridge, Minnesota.

Members Present: Mayor Marlys Palmer; Council Members Kersten Conley, Joe Morin, Jim Godfrey, and Lisa Iverson. All present, no absences.

Staff Present: City Administrator Woulfe.

Call to Order

Palmer called the meeting to order at 4:00 pm.

Interview of Police Chief Candidates

Councilmembers interviewed Shawn Machin and Todd Schuster for the position of Chief of Police asking the following questions:


1. Tell us how your professional/educational background has prepared you for this position?
2. What makes you passionate about your law enforcement career?
3. In your opinion, what are the three most important functions of a police chief? Why?
4. You interviewed for the Chief of Police position five years ago. How have you changed since that time?
5. What steps would you take to ensure that a growing, progressive community policing program exists within the department?
6. If two officers break the same policy, one being a highly productive officer and the other being a marginal officer, should the discipline for both be the same? Explain.
7. There is some discussion among citizens that the three sergeants simply colluded against Chief Dwyer to get his job. How are you going to address these concerns?
8. What leadership qualities do you believe a police chief should have? Follow-up: Which of these qualities are you weakest in and what are you doing to improve in that area?
9. Please describe three specific accomplishments in your local government law enforcement career that you consider to be the most significant.
10. Can you provide a specific example when a subordinate disagreed with an adopted policy or decision made and how you addressed it?
11. Identify the program areas you would focus upon within your first six months in office and describe how you would intend to undertake the tasks of a new chief.
12. What crime reduction programs would you implement to combat crimes such as burglaries, thefts, and vandalism?
13. Do you think there is room to improve clearance rates for these crimes?

Based upon the candidates' responses to the interview questions, the Council felt comfortable with selecting a Chief of Police with the internal candidates and decided not to pursue an external process.

After considerable discussion about the qualities of each candidate, Morin moved seconded by Conley, to authorize the City Administrator to extend a conditional offer to Todd Schuster for the position of Chief of Police with the understanding the City Administrator will find a mentor for Schuster and he will serve a one-year probationary period and during that time either he or the City can return him to his former Sergeant's position. The motion carried unanimously.

Adjournment

Being no further business before the special meeting Godfrey moved, seconded by Morin, to adjourn at 7:20 pm. Motion carried unanimously.


Marlys A. Palmer, Mayor

ATTEST:


Lynda J. Woulfe, City Administrator