

**Watertown**  
**City Council Meeting Minutes**  
**November 25, 2024**

The City Council met in special session at 5:30 PM in the Police Department Community Room, 128 N Maple. Mayor Ried Holien presiding.

Present upon roll call: Alderperson Danforth, Jurrens, Peters, Schutte, Tupper, Buhler and Mayor Holien.

Mayor Holien added Item 9: New Business to the agenda. The City Council voted unanimously to approve the agenda as amended. Motion Carried.

Mayor Holien called for Open Forum. No comments.

As City Manager Amanda Mack announced her resignation on November 12<sup>th</sup>, 2024, the Mayor has called this special meeting to hold a personnel discussion. Mayor Holien invited members of Council to address any public statements that they may have. No comments were made. No action taken.

Motion by Buhler, seconded by Tupper to go in to Executive Session for the purpose of discussing a personnel matter. Motion Carried.

Motions were made during executive session in accordance with Roberts Rules of Order, see Title 7.03.02, City Council Procedure, of the Revised Ordinances of the City of Watertown:

Motion made by Jurrens, seconded by Peters to accept the City Manager's resignation effective today, November 25, 2024. Motion unanimously carried.

Motion made by Tupper seconded by Peters to authorize City Attorney Carrico to carry out the personnel related matter as discussed in executive session. Motion unanimously carried.

Motion made by Peters, seconded by Schutte to appoint Chief Finance Officer Bobzien as the Interim City Manager effective November 25, 2024. Motion carried.

Mayor Holien declared the City Council meeting out of executive session.

During New Business, Mayor Holien announced that City Manager Amanda Mack's resignation will be effective immediately with the last day of employment being November 25<sup>th</sup>, 2024. The City Council has approved the job description for an Interim City Manager and has appointed the current Chief Financial Officer, Kristen Bobzien, to this position. Mayor Holien stated there will be a Succession Planning Committee to assist in the process of finding a new City Manager. Members of this committee will include: Robb Peterson, Joy Nelson, Scott Munger, Chris Carter and Liam Culhane with the consultant, Amber Dahl.

Motion by Tupper, seconded by Peters, to adjourn until 5:30 PM on Monday, December 2<sup>nd</sup>, 2024. Motion Carried.

The City of Watertown, South Dakota does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of service.

Dated at Watertown, South Dakota, November 25<sup>th</sup>, 2024.

ATTEST:

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Kristen Bobzien, Chief Financial Officer

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Ried Holien, Mayor