

**ORDINANCE NO. 93**  
**AN ORDINANCE AMENDING ORDINANCE NO. 85**  
**HOUSING, MAINTENANCE AND OCCUPANCY ORDINANCE**

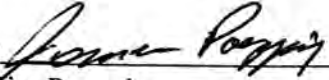
THE CITY COUNCIL OF THE CITY OF NEW MUNICH, MINNESOTA DOES HEREBY ORDAIN:


1. That Subdivision 3 of Section 85.10 (Rental Unit Licensing) of Ordinance No. 85 shall be amended to read as follows:

“Subd. 3: Registration. The registration statement for all rental dwellings shall be filed with the City Clerk no later than February 1<sup>st</sup> every two years.”

The ordinance shall become effective upon publication.

Passed by the Council this 7<sup>th</sup> day of May, 2018.

By   
Jim Poepping  
Mayor

By   
Stacy Funk  
City Clerk

This ordinance was published on May 15<sup>th</sup>, 2018.

# Memo

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From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 4/17/17

Re: Clerk-Treasurer Performance Review

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\*\*\*\*This performance reviews includes the opinions from Atkinson, Ettle, Eveslage, and Renneker.

Below you will see the averages of each of the categories along with any comments that were given on any of the performance reviews. These averages do not include a performance review from Tim as that could cause a conflict of interest.

**Planning/Organization:** 22.75/35

**Communication:** 12.25/20

**Decision-Making/Initiative:** 9.75/15

**Professional Ethics:** 15/20

**Work Attendance and Punctuality:** 7.5/15 (lines left blank if unable to answer)

**Compliance with City Codes and Regulations:** 11.5/15

**Totals:** 78.75/120 (Satisfactory)

**Comments:**

“I do not feel Adri has immersed herself in this job. Many lost opportunities to learn treasurer tasks from both deputy treasurers. I have had many instances of the office being closed during normal hours. You have grown, blossomed, but did not bear abundant fruit. It would help to have a daily log such as Loren does.” – Atkinson

“Adri you have done a very nice job providing us with the information we needed after Joan and Doug left. I know you don’t like working with numbers but are doing an awesome job. I hope we can find someone soon to help fill that position and relieve some workload. I could sense some frustration when asked if you wanted to handle both positions. I was hoping you would of said yes and accepted the responsibilities of both positions but also realize that could be too much of a workload.

I also believe this position is hard to always be looked at in a positive view from citizens you have to send people things like nuisance letters or late payment letters but it would be nice to find ways for you and other employees to be involved with citizens in a positive atmosphere like fundraisers or octoberfest days. You’re doing a very nice job! Keep up the good work!” – Renneker

“Could provide some updates about different happenings around town. General communication is good. Overall good job.” – Ettle

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At this time I would like to request a pay raise of 2.4%, which would be \$22.55 to \$23.00