

# MINUTES

Wednesday, August 27, 2008



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## Audit Committee

4:30 p.m. at Carnegie Town Hall  
235 West Tenth Street

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Members Present: Pat Costello, Greg Jamison, Anne Oppegard, and Brad Whitsell

Members Absent: Paul Reiter

Staff Present: City Clerk Debra A. Owen and Assistant City Clerk Tamara M. Jorgensen

Guest: City Attorney Robert Amundson

1. Call To Order

Committee Chair Whitsell called the meeting to order at 4:33 p.m.

2. Review and approve minutes from Meeting on 06/12/08

A motion was made by Oppegard and seconded by Costello to approve the minutes. A voice vote was taken and all members present voted yes. **Motion carried.**

3. Discussion of proposed whistleblower ordinance with City Attorney.

Discussion was held regarding the whistleblower ordinance with City Attorney Amundson. The dialogue covered: the pros and cons of the ordinance; the need for the ordinance; existing procedures that may cover some of the same information; if current procedures are legally binding; the existence of the Ethics Board and its purpose; investigative and enforcement responsibilities. Oksol will move forward with the next steps concerning the ordinance in late October, 2008.

4:50 p.m. City Attorney Amundson left at this time.

4. Review of various special request projects from City Council Members.

The Internal Audit Department has received three special request projects from City Council Members. One of these requests has been withdrawn at the request of the City Council Member. One of the projects will be placed on hold, for now. A motion was made by Costello and seconded by Oppegard to move forward on the request made by Council Member Litz. A voice vote was taken and all members present voted yes. **Motion carried.**

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5. Discussion of replacement for off-going Committee Member Paul Reiter

At this time, the Audit Committee will move forward with looking for a replacement. Discussion was held regarding the educational and experience background requirements needed for this position.

Open Discussion (A) was discussed at this time.

6. Executive session

A motion was made by Jamison and seconded by Costello to go into Executive Session at 5:25 p.m. A voice vote was taken and all members present voted yes. **Motion carried.**

At this time three items were discussed in Executive Session.

A motion was made by Costello and seconded by Jamison to go out of Executive Session at 5:42 p.m. A voice vote was taken and all members present voted yes. **Motion carried.**

7. Open Discussion

- A. Discussion was held regarding the current procedure for transferring money within accounts.
- B. Oksol gave an update on correspondence he will be sending to the City Council regarding what audit plan recommendations for 2009.

8. Adjournment

Committee Chair Whitsell adjourned the meeting at 5:45 p.m.

Tamara M. Jorgensen  
Assistant City Clerk