

GRIEVANCE

From: City Administrator David Schelkoph
Date: January 28, 2016
To: Valley City Commission, Vice President Pedersen
Subject: Grievance against Valley City Mayor Robert Werkhoven concerning an abusive and hostile work environment.

It is with great regret that I feel I must submit this grievance regarding a hostile work environment complaint to you under the protection afforded to me by the N.D.C.C. Chapter 34-11-1 (Public Employees Relations Act) and Valley city Employee Policy and Procedure Manual, 7.7 Harassment and Discrimination. Policy Section 7.7 states "...all employees will enjoy a work place free of offensive behavior on the part of the managers, co-workers, or visitors." Unfortunately, Mayor Werkhoven is violating this policy as follows:

Grievance #1: Unprofessional behavior of Mayor Robert Werkhoven

The Mayor has been vocal in telling City Commissioners and the City Attorney, his goal, once re-elected in 2014, is and was to "get rid of KLJ and the City Administrator." Attorney Myhre, Commissioner Pedersen, and Commissioner Magnuson have all said this statement is true. The Mayor has been hyper critical when he would speak to me in private meetings and publicly in Commission meetings throughout my employment as the Valley City Administrator. Mayor Werkhoven's behavior is not only unprofessional but also personally degrading.

Grievance #2: Lack of leadership and un-professionalism.

Mayor Robert Werkhoven stated to the Fargo Forum on January 22, 2016, that he had finished my employee evaluation and it "was not stellar." I can accept criticism, but when Mayor Werkhoven met with me to go over my employee evaluation, he could not answer my first question with regards to his comments on my evaluation. To date, Mayor Werkhoven has not provided answers or supporting documents to his negative remarks on my employment evaluation which is the first in over four (4) years. Attached, as Exhibit 17 is the Fargo Forum article dated January 22, 2016.

Shortly after my meeting with the Mayor, I followed up with the City Commissioners by email regarding my performance review

with the Mayor. Attached as Exhibit 18 is a copy of the email dated December 18, 2015, to the City Commissioners. I was informed that Mayor Werkhoven did not consult with four (4) of the City Commissioners regarding my performance review. Further, Mayor Werkhoven has not provided any direction or guidance to me as the City Administrator through the review process, but he has publicly criticized me for substandard performance.

I have been in a supervisory position for over 25 years completing employee appraisal/evaluations. The actions and behaviors of Mayor Werkhoven lack leadership, professionalism and respect to a subordinate employee. Attached for your reference is my resume.

Because neither the Mayor nor I signed the performance review, I request that this performance review be eliminated and a new performance review be completed with the inclusion of the entire commission. The Mayor's evaluation is meaningless and unproductive. The Mayor's actions with the media shows that he is rude, belittling and has no respect for me or for the position of City Administrator.

Grievance #3:

On November 20, 2015, I visited with Mayor Werkhoven to discuss accusations made by Tony Drake on his Facebook page (Attached Exhibit 11). I specifically asked the Mayor if Tony Drake was telling the truth. The Mayor emphatically denied all allegations made by Tony Drake. At this time, the Mayor directed me to keep him out of this and that I should just "leave it alone" and these allegations would fade away. The Mayor's emphasis during this meeting was to keep him out of anything associated with the Police Department until Tony Drake's allegations are no longer important.

On October 23, 2015, I sent an email regarding the schedule for the Police Chief search. Attached as Exhibit 19 is a true and correct copy of this email. I did not receive any response from Mayor Werkhoven about his interest in being part of the committee.

Also, on November 23, 2015, I sent an email regarding the

meeting to review the applicants for the vacant Chief of Police position (Attached Exhibit 8). Mayor Werkhoven was not included in the email exchange.

On November 24, 2015, at 11:30 a.m., I attended the meeting to review the list of applicants for the vacant position of Police Chief. Also attending the meeting was City Commissioner Magnuson, County Commissioner Metcalf, City Attorney Myhre, Director of Finance Richter, and via telephone City Commissioner Nielson. Once the meeting concluded, City Commissioner Nielson's telephone connection was terminated and Director of Finance Richter returned to her office.

City Attorney Myhre, County Commissioner Metcalf, and I were sitting in the conference room at City Hall visiting when Mayor Werkhoven burst into the room red faced and visibly angered. Mayor Werkhoven demanded in a loud voice that I tell him what this meeting was all about. I attempted to tell Mayor Werkhoven that this was the first meeting of the review committee to start the process of selecting a new Police Chief. Before I could finish, Mayor Werkhoven interrupted me and accused me of deliberately keeping him in the dark and that he (the Mayor) wanted to be on this committee. The Mayor then accused me of keeping information from him. I tried to remind the Mayor that I had sent out an email detailing the time line and schedule to replace the Police Chief (Exhibit 19) and that I had heard nothing from him that would lead me to believe he wanted to be on this committee.

Mayor Werkhoven brushed my statement off and again tried to accuse me of deliberately keeping him out of this process. I reminded Mayor Werkhoven that I had visited him in his office on November 20, 2015, and our conversation about the Facebook page document and his direction to me concerning the contents of this document.

The Mayor then said in a loud and angry voice "That is a lie, that is a lie". At that time, County Commissioner Metcalf tried to reason with Mayor Werkhoven but he was ignored. I tried to explain to Mayor Werkhoven what the review committee's conclusions

were but Mayor Werkhoven choose to not listen and intentionally tried to embarrass me in front of others with accusations of failing to communicate the process.

When Mayor Werkhoven finally began to calm down enough to listen, I explained that the committee had decided to postpone the application process for Police Chief until the Police Department's future is settled.

City Attorney Myhre was observing the entire verbal exchange when Mayor Werkhoven turned and verbally attacked Attorney Myhre about an obscure and irrelevant subject not relating to the Police Chief search. Mayor Werkhoven was making accusations about Attorney Myhre's improper drafting of City documents. Attorney Myhre disagreed with Mayor Werkhoven's assessment and moved to the door, trying to leave, when Mayor Werkhoven stepped in front of him abruptly and told Attorney Myhre that he should quit.

While moving towards Attorney Myhre, Mayor Werkhoven spilled his coffee. At that time Mayor Werkhoven was so upset that he looked like he was going to strike Attorney Myhre.

After the exchanges between Mayor Werkhoven, Attorney Myhre and myself, I looked at Barnes County Commissioner Metcalf. He was visibly upset and turned to face City Attorney Myhre and myself and stated that he was going to immediately go into the Mayor's office and, as a private citizen and not as a County Commissioner, was going to demand the Mayor's resignation. City Auditor Richter reentered the room, explaining she had overheard the incident and was concerned about the Mayor's actions. When Barnes County Commissioner Metcalf again said he was going to talk to the Mayor and demand his immediate resignation, City Auditor Richter said the Mayor had left City Hall.

These are unacceptable verbal and non-verbal actions taken by Mayor Werkhoven to create a hostile and abusive work environment. Mayor Werkhoven's belligerence toward me has been clear from the beginning of my employment with the City of Valley City. I have not once been acknowledged for efforts as other commissioners and citizens have done.

Grievance #4 Lack of Communication

For the three months prior to December 18, 2015, Mayor Werkhoven did not, would not and has not talked to me about pertinent issues before the City unless I would go to his office and initiate the conversation. Even with that, the conversations were very short, unfriendly and terse.

Mayor Werkhoven has not once given me direction regarding the way he wishes for any matters to be handled, either verbal or written, during this time other than the subjects that I bring to his attention during my visits. I always have to initiate the conversations. During this same time period, Mayor Werkhoven made it a point to visit everyone else in the office except me.

I cannot possibly attempt to satisfy or correct Mayor Werkhoven's claim that I am not communicating when he does not communicate his needs to me. Mayor Werkhoven is creating an environment from his standpoint where the only option for me is to fail.

Grievance #5: Failure to follow Chain of command.

On two specific occasions during the last three months, Mayor Werkhoven has prevented a positive resolution of City matters.

1. An issue was brought to light that there was a concern of rumored sexual harassment by the Police Chief. Mayor Werkhoven did not follow proper protocol. If proper protocol were used, Mayor Werkhoven would have come to me immediately upon discovering a possible complaint against a City employee. By following the chain of command, the City could have avoided bad press and unsubstantiated public accusations against a City employee. The City Commission, Police Department, Police Chief, and City Administrator were affected by this deliberate omission on the part of the Mayor.
2. The second issue was in regards to the "toy gun" incident. According to the BCI report, Mayor Werkhoven encouraged a citizen to make a complaint against the Chief of Police in an incident where the Chief pulled

his side arm and pointed it at a civilian who he believed was pointing a real rifle at two children hiding in the bushes. If Mayor Werkhoven had come to me first he would have heard from me that both the City Attorney and I, as City Administrator, had reviewed this incident with the Chief of Police and found the Chief had not violated any policy or procedure currently in use by the Valley City Police Department. Because he did not follow proper procedure, Mayor Werkhoven allowed this incident to be dragged through the press, and weeks of public accusations and ridicule by Robert Drake. BCI came to the same conclusion that both Attorney Myhre and I did. City employee careers were put in jeopardy and the City Commission, Police Department, Police Chief, and City Administrator were affected by this deliberate omission on the part of Mayor Werkhoven.

These patterns of little to no communication and not following proper communication procedures has created an adverse/hostile work environment for me and other City employees and subjected us to unjustified public criticism. Without knowing there is an issue, I cannot work the problem. I believe these last actions were deliberately taken by the Mayor to undermine my authority and the position of City Administrator and to wrongfully discredit the Chief of Police.

Conclusion

Mayor Werkhoven's actions have created a hostile and abusive work environment. I ask the City Council to censure and reprimand Mayor Werkhoven for his conduct and that the City Commission expects him to civilly and professionally carry out the duties of Mayor.

N.D.C.C. 34-11.1-04.2 (Employee representation at grievance proceedings) provides that "An employee who is a party to a work-related grievance proceeding may be accompanied, advised, and represented throughout the proceedings by another employee or by a representative chosen by the employee involved in the

proceedings." Attorney Joseph F. Larson II represents me and I request that he is present during all proceedings.

Thank you for your consideration and attention to this matter.

A handwritten signature in black ink, appearing to read 'D. Schelkoph', written in a cursive style.

David Schelkoph
City Administrator
Valley City, ND

Exhibit List

1. Email from Fred Thompson dated October 16, 2015 regarding his notice of resignation.
2. Email from David Schelkoph dated October 19, 2015 regarding his job application outside of the city of Valley City.
3. Email from David Schelkoph dated October 22, 2015 regarding Police Chief search.
4. Robert Drake request to be placed on agenda dated October 28, 2015.
5. Facebook post by Tony Drake dated November 17, 2015.
6. Email from David Schelkoph dated December 21, 2015 regarding Tony Drake's office meeting about Mayor Robert Werkhoven.
7. Email from Robert Werkhoven dated November 23, 2015 regarding facebook accusations against Mayor Werkhoven.
8. Email from David Schelkoph dated November 23, 2015 regarding meeting for Police Chief applicants.
9. Email from City Attorney Russell J. Myhre to Mayor Werkhoven regarding Lease agreement with Schlagel dated October 7, 2015.
10. Emails dated November 9, 2015 regarding swearing in of officers.
11. Social media page of Tony Drake.
12. Email from Dave Roepke from the Fargo Forum forwarding BCI Investigation.
13. BCI investigation report.
14. Barnes County State's Attorney Carl Martineck opinion regarding "toy gun" incident.
15. City Attorney letter to City Administrator Schelkoph regarding "toy gun" incident.
16. December 14, 2016, News Dakota editorial explaining the background and circumstances of the toy gun incident.
17. Fargo Forum article dated January 22, 2016.
18. Email from David Schelkoph to City Commissioner dated December 18, 2015.
19. Email from David Schelkoph dated October 22, 2015 regarding Police Chief Search.

1247 13th St. West, Dickinson, ND
58601

Cell-701-260-2410 Hm. 701-483-0459
E-mail danee@ndsupernet.com

David C. Schelkoph

Objective	Apply my work experience and training towards the promotion of Valley City ND. To provide constructive leadership for city employees and support the City Commission in it's commitment to protect and improve the lives of the citizens they represent.		
Experience	Oct, 2010 - Present	Killdeer Mountain Mfg.	Dickinson, ND
	Program Manager		
	• Supervised engineering, procurement, and assembly of Aerospace/military electrical cables.		
	2009-2010	Independent Consultant	Dickinson ND
	Self Employed		
	• Provided consulting/construction services in areas of both business and engineering.		
	2000-2008	West Plains Electric Cooperative	Dickinson, ND
	C.E.O.	(Roughrider Electric Cooperative)	
	• Increased revenue from \$12 million to \$16 million dollars.		
	• Implemented operational efficiencies that created record margins.		
	• Facilitated consolidation with another Utility.		
	• Implemented strategies for change and developed construction/maintenance plans for the Utility that improved overall performance/efficiencies.		
	1989-2000	Alliant Energy	Mason City, IA
	Manager-Resources	(Interstate Power Company)	
	(District Engineer)		
	• Responsible for 124 Gas and Electric employees.		
	• Oversees a budget of over 7 million dollars.		
	• Key player in encouraging the new company's cultural change.		
	• Designed and supervised the construction of Distribution/Transmission lines.		
	• Implemented management training for over 100 Line workers.		
	1978-1986/1986-1989	United States Air Force/ANG	All over the world
	Technician/Supervisor		
	• Supervised and performed electrical checks of missile systems.		
	• Responsible for motivation of personnel and interpersonal relationships.		
	• Honorable discharge from the United States Air Force and Air National Guard.		
Education	1986-1989	North Dakota State University	Fargo, ND
	• B.S., Electrical-Electronics Engineering; Emphasis in Power		
	• Engineer in Training certificate.		
	1979-1984	Community College of the Air Force	All over the world
	• Associate's Degree, Applied Electrical Sciences		
Interests	Past Chairman of my church Board, hunting, fishing, camping, Boy Scouts, Rotary Board member, Hospital Board member, My wife calls me a genuine handyman.		
Honors	Eagle Scout, Cub Master, Scoutmaster, Various Military Awards including Air Force Commendation Award, Order of the Engineer, Dean's List, Honor Graduate Supervisor/Management School, Facilitator for "Managing on the Line"		

Valley City Atty

From: David Schelkoph <dschelkoph@valleycity.us>
Sent: Monday, November 23, 2015 10:08 AM
To: marylee@quiltedceiling.com; Mary Lee Nielson; commissioner.magnuson@gmail.com; dmagnuson@puklich-chevrolet.com; Mike Metcalf; Avis Richter; valleycity.atty@myhrelaw.com
Cc: Avis Richter
Subject: FW: Police App Chart
Attachments: Applicants.xlsx

Hello Everyone,

Attached is a list of the applicants for Police Chief. I am trying to set up a meeting for tomorrow at 11:30 here at city hall. Will get everyone a copy of the applicants paperwork today so that you will have time to review before the meeting.

Dave
David Schelkoph
City Administrator
Valley City, ND
Office Phone # 701-845-1700 Ext. 1

From: Becki Andersen
Sent: Monday, November 23, 2015 8:43 AM
To: David Schelkoph
Subject: Police App Chart

*Becki Andersen
Administrative Assistant II
City of Valley City
(701) 845-8125*

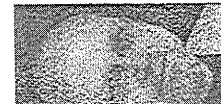
Exhibit 8

Let me pre-empt the below message by saying Valley City has many amazing people that are hard working with good hearts. That said; For years my Dad has done his best to help the citizens of Valley City by pointing out corruption in city hall, only to have people call him a trouble maker. Well I'm proud of my Dad for doing what no one else seems to have the courage to do. I may get in trouble for speaking out but a coward is Mayor of this city. I personally was handed a agan...da by Mayor Workhoven for last Monday nights promotion of officer Swenson to lieutenant. His exact words were " you guys need to be there in protest of this promotion because I cannot be there". He said "We cannot allow this to happen". What kind of gutless wonder asks citizens to make change when he has the power and influence to impart change as the mayor but doesn't have the courage to do so. He also came to visit my Dad about a dozen times to discuss the Sheriff's department taking over the law enforcement responsibilities of valley city, all the while trying to urge my Dad to follow his lead in doing so. Yet when my Dad did, the Mayor threw him under the bus after he took some heat from other council members, he flip flopped calling exactly what they agreed on as being to extreme. If I didn't see the mayor come visit the shop dozens of times personally I wouldn't speak of it, but I've seen it and I've been involved in several of the conversations. My Dad has ONLY EVER fought for the people yet he's marred as a trouble maker. Several years ago my Dad told the city that they didn't have to buy the railroad land where the rosebud center sits today, because the agreement between congress and the railroads was that once a line was abandoned by the RR it then reverts back to the entity neighboring the property. But instead the city administration mocked him, as did many in the city. Well guess what? My Dad was right and the city paid \$450,000 to the RR for property the city already owned, plus attorneys fees, and survey fees. But do you think anyone apologized to him? No not one. I am very proud of my Dad for having the guts to stand up for what he believes in, for putting the people of valley city before his own business, and never cowering to the pressures of the few wealthy people that control our city administrator, city council, and other city employees. If I turn out to be half the man my Dad is and have half the courage he does I'll still be twice the man many in this city are who just pat him on the back because they agree with him, but don't have courage to stand beside him. I'll be by his side at tomorrow night's city council meeting and I encourage all of you to do so too! You've got to stand for something or you'll fall for anything. I hope you all have a great day!

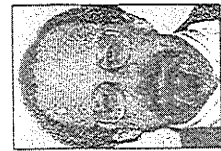
The Forum

OF FARGO - MOORHEAD

VALLEY CITY OFFICIALS ROCKED BY ALLEGATIONS BEGIN COUNTER-OFFENSIVE



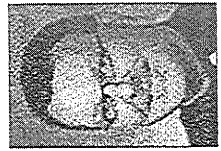
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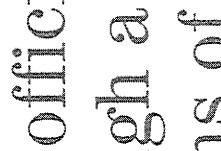
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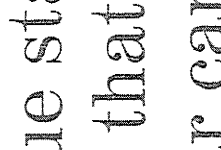
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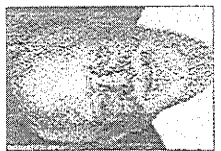
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Thompson

By Adrian Glass-Moore
 aglassmoore@forumcomm.com
 VALLEY CITY, N.D. - Allegations of sexual and other criminal misconduct against several city officials here burst into the open Thursday when those same officials issued a statement through their lawyer that they were the victims of a "shameful" smear campaign.

City Administrator David Schelkoph, City Attorney Russell Myhre, Police Chief Fred Thompson and Police

Lt. David Swenson want state law enforcement to investigate whether the allegations against them are defamatory.

The officials also suggested the allegations could be considered an attempt to threaten or influence public officials, which is a felony.

In a statement, the officials' lawyer, Joseph F. Larson, accused Mayor Robert Werkhoven of helping to spread the allegations and called on him to "publicly disavow them."

Mayor Werkhoven said in

an interview he had no role in spreading the allegations.

The man making the allegations is resident Robert Drake, a restaurant and rental property owner who has a history of clashing with officials in Valley City, a city of 7,000 people 60 miles west of Fargo.

Drake is leading a controversial petition to disband the Valley City Police Department and put the sheriff's department in charge of the city's policing.

In a letter to media, Larson listed the allegations made by

Drake. Among them:

- ▶ Chief Thompson engaged in unspecified sexual harassment.
- ▶ Lt. Swenson had sex while on duty, refused a lie detector test in a forgery investigation, and conspired with a woman to arrest her husband for DWI and drugs.
- ▶ City Attorney Myhre bought alcohol for minors.
- ▶ City Administrator Schelkoph illegally gave a 1 percent pay raise to city employees, incorrectly classified homes purchased for flood protection

Four officials issue statement through a lawyer that they are victims of a smear campaign

and gave the city bad advice about frequencies for smart meters.

Larson said in a statement that the allegations were not only false but "absolutely shameful and disgraceful." "These allegations impugn their integrity and there is not a shred of truth to them."

Drake laughed when he heard that the officials want the state Bureau of Criminal Investigation to open an investigation.

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VALLEY CITY

From Page A1

Drake said of the officials: "You know, usually when you dig a hole and then you get in too deep, you stop digging. These guys on some toes" lately, in ways that may have displeased other city officials.

For example, Mayor Werkhoven recommended that a citizen make a formal complaint about an incident in October when Chief Thompson pulled a gun on the citizen, who was playing with toy guns with his kids in their front yard.

TEACHER

From Page A1

Two additional charges of sexual assault were filed Jan. 7 in Bottineau County District Court.

All three charges are Class C felonies, each punishable by up to five years in prison.

The corruption charge alleges that Deslauriers, a Concordia College graduate, engaged in a sexual act in November with a 15-year-old boy.

The sexual assault charges accuse her of having sexual contact with a 15-year-old boy — it's unclear if it was the same boy from the corruption charge — between Oct. 1 and Dec. 15 and with a 17-year-old boy between

"I recommended to the citizen to go to the sheriff and make a statement, which he did, and of course, the police chief didn't like that," the mayor said.

Chief Thompson said in October that he planned to resign this month.

The mayor also may have angered City Administrator Schelkopf. The mayor said he recently finished an evaluation of Schelkopf "which was not stellar," he said. "He has, in my opinion, had some problems."

The mayor said he also recently ran into issues with City Attorney Myhre when the latter formed a

her educator license, which expires Aug. 15. A conviction on any one of the felony charges would result in an automatic license revocation.

Hoy said he expects that Deslauriers will plead not guilty to the charges and that she will likely surrender her teaching license because she has resigned and isn't using it, but he would prefer the board take a wait-and-see approach.

"Typically, someone's license becomes their livelihood, and by the board stepping in, they sort of appear to take sides," he said, adding, "I would hope that this wouldn't become a precedent."

Last summer, Hoy successfully defended West Fargo high school teacher and 2014 North Dakota

committee to search for a new police chief without notifying city commissioners.

Drake sent a long list of allegations and questions in a request for information filed with the city Dec. 8.

At least one of the allegations, that City Attorney Myhre provided booze to minors, has been referred to the BCI by Barnes County Sheriff Randy McClafflin, Myhre, Sheriff McClafflin, the Barnes County state's attorney and the BCI declined comment on the investigation.

Some allegations target city officials other than the

Teacher of the Year Aaron Knodel against five counts of the same corruption charge Deslauriers now faces.

After Knodel's acquittal, the licensing board dismissed an inquiry into whether he violated any ethical or conduct codes in connection with allegations of a sexual relationship with a student in 2009.

The board had previously voted to take no action on Knodel's case, pending the outcome of the criminal case. He has since returned to the classroom.

Rugby Superintendent Mike McNeff was one of the two ESPB members Thursday who voted against asking Deslauriers to surrender her license. Later, when the same action was proposed for another educator,

four who spoke out Thursday.

Mayor Werkhoven said he had nothing to do with publicizing Drake's list of allegations.

But in their statement, the four officials suggested otherwise.

"We hope that Mayor Werkhoven has played no part in the raising of these allegations. We call on him to publicly disavow them and declare them what they are — a cheap political sham to smear and assassinate the reputations of four City officials and employees."

"Drake's accusations in concert with Mayor Werk-

he spoke out against it.

"I just wish we were more consistent, to be honest with you, because we haven't done this before," he said. "And now we're taking this path of almost saying that, 'Are you allegedly stealing the category from a student September. She has resigned as an instructor al strategist at Horiz Middle School."

The board tabled action Thursday on Bismarck Public Schools employee

hohen may very well be criminal conduct."

Drake's petition disbanded the department was filed with the city. 15 percent of Valley City voters before getting on the ballot later this year.

The police chief has said disbanding the department is a bad idea; the sheriff has declined to take a stance. The last police chief Dean Ross, resigned in 2010 after allegations, which were later dismissed, that he mishandled public money.

Readers can reach Forum reporter Melvin Glass-Moore at (701) 241-5558

Tania Gervyng's license pending the outcome of her court case. Gervyng, 45, of Mandan was charged with felony theft Jan. 4 in Burleigh County District Court for allegedly stealing the category from a student September. She has resigned as an instructor al strategist at Horiz Middle School.



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americanfederalbank.com

Trusted Financial Advisor

Tye W. Korb, CFI

Phone: (701) 235-9400
Email: tkorb@americanfederalbank.com



From: David Schelkoph
Sent: Friday, December 18, 2015 1:46 PM
To: 'madelineluke@ymail.com'; 'Marylee@hellovalley.com'; Bob Werkhoven; 'info@hellovalley.com'; 'marylee@quiltedceiling.com'; 'commissioner_pedersen@live.com'; 'mpedersen@cpa.com'; 'commissioner.magnuson@gmail.com'
Cc: valleycity.atty@myhrelaw.com
Subject: Mayor's Evaluation

Hello Everyone.

Last week the Mayor gave me his evaluation of my work performance over the last 4 years. Attached is a copy.

We did not get past the first question because the Mayor could not give me a work example to help me understand what his criticism was of my work performance.

It was at this time that the Mayor told me that the rest of the Commission would be giving me an evaluation of my job performance. I do not know if this is the intent of the Commission or not, but I just wanted to let you know that I had met with the Mayor on this subject.

Additionally, I cannot possibly adapt or change my work behavior until I understand what the problem is and define the Commission's expectations moving forward. Statements like "Perhaps delegates too much" is not a criticism that I can "fix". I have no idea what it means and the Mayor could not give me any clarification on the subject.

Dave
David Schelkoph
City Administrator
Valley City, ND
Office Phone # 701-845-1700 Ext. 1

Valley City Atty

From: David Schelkoph <dschelkoph@valleycity.us>
Sent: Friday, January 22, 2016 3:53 PM
To: valleycity.atty@myhrelaw.com
Subject: FW: Police Chief Search

From: David Schelkoph
Sent: Thursday, October 22, 2015 11:32 AM
To: Bob Werkhoven; Mary Lee Nielsen (marylee@quiltedceiling.com); Mary Lee Nielson; Madeline Luke; Matt Pedersen (commissioner_pedersen@live.com); Matt Pedersen; Duane Magnuson (commissioner.magnuson@gmail.com); Dewey; Avis Richter
Subject: FW: Police Chief Search

FYI

This is the schedule I sent out to the TR at their request,

Dave

From: David Schelkoph
Sent: Thursday, October 22, 2015 11:30 AM
To: 'Heidi Harris'
Cc: Becki Andersen (bandersen@valleycity.us); Avis Richter; Brenda Klein; Fred Thompson
Subject: RE: Police Chief Search

Heidi,

Here is our plan.

1. By Oct. 26th, City will post Job.
2. Nov. 20th close job post.
3. Week of 23-27 Nov., review applicants create an interview list.
4. Dec 1st thru Dec 18th, schedule interviews.
5. 5th of Jan. 2016 have commission consider the committees choice for Chief.

Dave
David Schelkoph
City Administrator
Valley City, ND
Office Phone # 701-845-1700 Ext. 1

From: Heidi Harris [<mailto:trnews1@times-online.com>]
Sent: Thursday, October 22, 2015 10:57 AM
To: David Schelkoph
Subject: Police Chief Search

Exhibit 19

Hi Dave,

I have a couple questions about the city's search for a new chief of police. You had mentioned at Tuesday's meeting that the city plans to put a request in to advertise the position with Job Service.

Do you know when the city plans to advertise the position and start interviews? How many people, and who, will be on a search committee? And finally, when does the city plan to have a new chief hired?

If you have any answers to these questions, could you give me a call or email at your earliest convenience?
Thanks!

Heidi Harris

News Reporter

Valley City Times-Record

701-490-3411 - Direct

701-840-9388 - Mobile

701-845-0463 - Office

www.Times-Online.com