

Mediation Board Meeting Notes – 12/01/2025.

Board Members

Saige Canfield

Terry Kramer

Melissa Belgarde

John Warcup, City Attorney

Joel Linneman, City Council Member

Jake Lanes, Mayor of Emerado

Janelle Klava, City Auditor of Emerado.

Meeting Called to order 6:28 pm 12/01/2025

Saige - We have 3 Members of our board here today that were appointed by council members, yes. So, I am Sage Canfield, resident of Emerado.

Terry Kramer, resident of Emerado.

Janelle - is not working just to tell you – Trying to get the Microphone to work so everyone can hear in the public section.

Saige - can everybody out here, Verbal confirmation from the public they were able to hear without the microphone.

Saige asked Melissa, “You introduced yourself.”

Melissa - Yes. Melissa Belgarde.

Saige - OK, we're here to go over a complaint made by our City Auditor Janelle Klava regarding Jake Lanes, our mayor. The incident happened on September 30th, 2015. I'm not sure. We didn't have much to go off of to begin with. This is all new to me so I will ask a lot of questions throughout. We do have our city attorney here. Mr. Workcup, yes. If you wouldn't mind advising, just like due process, how we begin.

John - Sure. sent to each of you a copy of the Century Code chapter that relates to the mediation boards. We'll get an opportunity too. To look over that, the general, your job is the mediation orders to see if you can come to a recommendation for the parties to move forward from this matter. As a mediation board, you're not deciding, you're not imposing. It's a mediation, which is more of an agreed solution between the pardons. I think you've been provided with a copy of a few things you have, a copy of a complaint form that is dated

09/30/2025, an e-mail that was actually sent from Jake Lanes sent to Janelle Klava on 10/01/2025 relating to a conflict on 9/30/25. And then I think you also have copy of police report document, and it appears to have been reported on 10/12/2025 to Dan Lund. I believe those are the paper documents that you have in front of you. You as the board have the opportunity for other documents or information that you want if there's some other case or other documentation regarding the matter. You also have the ability to subpoena witnesses if you want or you can ask them to, we can subpoena means force them to show up. You can also ask them to voluntarily show up and if they don't show up, we could quit subpoena them. But perhaps you'd want to hear from Ms. Klava and Mr. Lanes about this certainly it's regarding. There is the situation that that occurred and each of them here with each of them has to say about it and it might not be and we might want to ask what they proposed what their resolution would look like from their eyes and then you have the opportunity to. Ask questions about them. There might be other witnesses that you want to hear from. You could make cast those witnesses who appear provide information. You can ask the witnesses questions. If you have questions, you can simply ask them to narrate or tell you what happened. Your real timeline on this is that tonight is the first meeting. It might be the only meeting, but you might decide that you need another meeting on another date to hear from a person who isn't here today, or to receive additional information. But after your meetings are concluded, you have 30 days to issue a written report. That's really you. All the timeline here, the rest of it is rather flexible. So, you have to add the matter. Again, it's mediation, so there's no force solution on this matter being hoping you can work out the solution that works for approval to the parties. I can certainly help you out with any. Process and procedures. But it's a rather informal thought process. Miss Canfield, I believe you were the 1 chosen by the other two, correct? So, you get to be the chairperson perfect, calling things to order and then recognizing people to speak. OK, so would any of you be able to ask questions of awareness? That's how we should do what we can to try and keep it morally correct. So, are there any questions about them at this point? I don't have to be.

Saige - have all the board members had a chance to review? All of the files that were sent to us, Terry Yes, sent to us earlier. Saige – Melissa Have you gone over the complaints?

Melissa - Yes, I have. Moving forward, reading through everything, and we did listen to an audio file that was presented. There was, from my understanding of the information, a verbal dispute where things got heated between Mr. Lanes and Ms. Klava at that moment, they could not find resolution. We do have an e-mail from Mr. Lanes to Ms. Klava apologizing for his part in the situation and stating that you would like to move forward peacefully, asking what they can do to navigate towards a positive future. Did you, Terry or Melissa, have any questions about either of them?

Melissa - Yes. Well, actually I have a question for you John. OK. In the recording, Ms. Klava said that this was not the first time, it was the second time and in emails. That she was threatened. Can we request copies of that?

John - Yes. If you think there are other things that would be relevant, ask her to expand on those, OK, Those statements, OK. Janelle – Can I speak on that?

John - I think maybe let the board talk about what's what their concerns are that I think they'll probably ask both of the parties to speak.

Melissa - because I think that that's relevant because it was in the recording that it was brought up. That supposedly there was a previous threat to me in the recording. It sounded kind of like batting up out of it, right?

Saige – Ok, Terry. Do you feel we need further? If there have been multiple instances, do you feel it would be beneficial for this process?

Terry - No, I don't think I don't, I don't feel it be beneficial to dig further because we have this and we have the audio recording this. The audio recording backs up the complaint. What more are you looking for?

Saige - OK, So

Melissa - But she said in the recording that this was the second time, but she also said in the recording that this is the second time. Recording Well then, she needs to present the first time because we only have half of the story from that recording. And that's why I said it looks like it's or hears like it's being because batting because the recording wasn't the full altercation. It was it was literally. After the first altercation that they had that day

Terry And Melissa went back and forth about a wanting a copy of another threat/incident of a possible 2nd (1st threat).

Saige - Could we at this time Speak with Ms. Klava

Janelle - Say first, just want to say my last name is Klav(e)a.

Saige - Thank you. Yeah, thank you. I don't think I've ever addressed you by your last name. OK, so given that section of the recording where you would say that this is not the first time, do you have something in writing that you could present to the board for review?

Janelle - I wrote it myself. I have it in my file. It's not an e-mail. It was in my office, the conversation between me and Mayor Lanes.

Saige -OK, so you have personal documentation.

Janelle - Yep.

Saige - OK.

Saige asked John - At what point would it be a good time for that to be present following this meeting?

John – well if it's following this meeting then you probably need another meeting. Saige - correct, to discuss it. So, if you wanted to see if that could be choose,

Saige - could we request that you get that at the site?

Janelle - Yeah. Do you want me to make copies for just you or everybody?

Saige - Just the board would be OK and Mr. Warcup, possibly everything submitted. Go through him. Melissa – Does Joel need a copy. Yeah, probably, yeah.

Saige & Melissa – Discussing who is taking notes - I have to run the thing. You need to take notes. It's OK. It's OK.

Janelle – I don't have the actually, but this is all that I had written to myself. But this is what I will get that, but this is what it was about.

Saige - is it appropriate to let everyone know what the email is about.

John - Sure, you can. Yeah. OK.

Saige - OK. So, the material provided looks like. not necessarily an invoice, but totals for work paint 2 Joel lineman for lawn care. tree trimming. If I'm reading correctly, it doesn't read that there was not a contract with Mr. Lineman.

Melissa – No they have different contracts with someone or mowing and tree trimming the city.

Joel - I've been asked by the city to do some tree trimming.

Melissa - Janelle clarifying question. How is this considered a threat?

Janelle - That's not the conversation that me and Mayor Lanes had.

Melissa - OK,

Janelle- I have that documented somewhere. We had a conversation in my office about that, and I was explaining that I was not going to sign the checks. If he wanted to pay him then he had to sign them and he got pissed off and told me, don't tell me what I'm going to do. He was pointing his finger at me. I wasn't telling him; I was telling him I was not going to

sign those checks because it was not appropriate for the city to be paying a council member to do work when we're not contracted with them.

Melissa - OK. John, Can I ask you a question? Can we ask about job descriptions?

John - Sure, could ask anything. You're trying to work on a solution.

Melissa - Is there certain things in your job description that say that you're allowed to do things and not allowed to do things?

Janelle - That's pretty vague.

Melissa - OK, so does it say that you are required to sign checks too, that provide services to the city?

Janelle – No, anybody that provides services to the city has to be approved by the council. And I've also checked into that before. I told them I wasn't signing on with the North Dakota League of Cities and it's against the law to pay someone money that's on the City Council to do work for the city that is not contracted. If he wanted to pay, then he was going to sign the checks not me.

Melissa - OK, did you present that to the Council also?

Janelle - no.

Melissa - OK, why?

Janelle - We were just discussing it, so I just told him I wasn't signing it if he wanted to do it he could.

Melissa - OK.

Saige - follow-up question hasn't been presented to the council. Or was it something that stayed just?

Janelle - it just quit, He wasn't doing it anymore.

Melissa - Who wasn't doing it anymore?

Janelle – Joel,

Joel & Melissa - Because at one time, Glenn. Yeah, I remember. Glenn would not do that anymore, so I said I would do that. Glenn & I would get together pointed out which one needed to be done, and I did the work and presented the bill to the Council OK. But there was no action contract of sorts of that sort, OK. As the council member, because I've only

just started coming to the council, so I don't know what previous meetings, OK. Have services been provided like that in the past without the approval of the council?

Joel - Yes.

Melissa & Joel - Has the Auditor signed off on those checks? There was never issue before, OK.

Saige, Terry & Melissa - What does this issue have to do with this particular dispute? I understand, but she's saying that it was a verbal altercation, yes, between them. That was the first incident in the recording. So, I'm just trying to get a back story of why she is saying that this is the second time that she has been verbally threatened.

Melissa – Jake, do you recall any of this on your side?

Jake & Melissa - I remember there was a conversation pertaining to paying councilmen Linneman and I had indicated that we still need to pay for services that were provided and based on the information that was presented regarding the century code, so then we won't be doing it again. OK, you have to stop, OK. And that was also explained to the person as Councilmen Linneman that moving forward, we're not going to be able to have him do any work. Here's what the law states that we have to stop, OK. And that was information that we worked out. I was not ready to prior to. Being provided that information, I didn't know that we couldn't have him do certain things. It was a mistake and we tried to rectify that. OK, so that's I do remember there being conversation about check signing and I do remember stating that, you know, that was part of the duties, and they should be able to do it. As far as how, I don't know was stated in the document on the basis of some verbal testimony, I did not recall that conversation in that direction. OK.

Saige & Melissa - OK. so I mean yeah I get I get the OK frustration and there was just cause to say if signing this isn't right yeah and I understand disagreement between two people because in a professional setting out speech does matter and if its harsh it does cause for concern.

Saige & Janelle - Would you Janelle be able to provide your specific documentation for that. Yes, OK. Because When I document in the moment, because I work at the school it is important to keep documentation for any instance and if you did take it down in the moment, I think it would be beneficial for those fresh eyes. Just because it is a continued thing. How do you do move forward Have questions for both parties? At this time, I'd like to direct it to Mayor Lanes since this altercation verbal disagreement. What steps have you taken beyond e-mail? to try to rectify and bring peace within our office?

Jake & Saige – Personal Conversation with Ms. Klava and how has that been received? OH, not well. OK. You know, I don't record every conversation I have with everybody. So, what I remember the conversation when it took place was that things will never go back to the way they were. I lost all respect for you. We're not going to be able to work together the way we used to. That's where it ended. However, on the contrary, post That conversation, there was further discussion regarding other city business and how to take care of certain things, whatever and that conversation, which is fine. Right. Once we had our conversation, things when I won't say it went back to normal conversation about city business that night. right? Business is business and your personal matter. Correct? State your personal matter.

Saige & Janelle – Ms. Klava, from your perspective, what steps have been taken towards resolution? Outside of Mediation board, of course. What conversations have you had with Mayor Lanes? As he said, we had a conversation after the last meeting, OK, we had, he approached me to apologize, and I told him it's kind of late. It's been over a month, you know, had you come to me a week, you know, after this incident and said, you know, I'm sorry things got heated. maybe I could have accepted it, but after 30 days, I mean, that's a long time to come to me. And I said, you know, and in the report, we have is now, it's not the same, never going to be the same. And he said, “You know, he yes, I shouldn't even apologize. I have family things, I have work things, OK, but still you could have taken 5 minutes to come and say something to me. Just feel it's just unacceptable for a whole month before you verbally come and talk to me. A mayor and auditor should have a very good communication, and we have absolutely none except through e-mail right now, OK. That the work, I can't do what I'm supposed to do, go home. I mean, I'm not going to do any extra. I'm doing what I need to do as a city auditor to help the city. And I don't know how this is going to be rectified between him and I because it's just it's past that, OK?

Melissa & Janelle - Do you recall the conversation that you recorded? Oh. OK. Have you listened to it, sent you, OK? Do you recall Mr. Lanes coming into your office and apologizing, trying to explain where he was coming from, I do remember hearing that, but. In all respect, you don't talk to people like that and it's just unacceptable for mayor to be talking to a city auditor like that. That is unacceptable and very unprofessional. So, but isn't that contradicting what you just said that it took him a month to apologize? Yes, I understand that it was the same day. That was not an apology, which was the second altercation we had. The first one, I don't record things. The first one, we had it out. I left the building to cool off and came back. And when I came back, he asked if I had a moment. Yeah, whatever. And I thought, no, you know what? The first application didn't go well. I'm

just going to record this one, OK? But in that recording, he did apologize. No, he said he's well, he said I'm sorry things got heated. That doesn't excuse anything, he said. But you.

Janellen - I just, I just can't. John, can I say something about the board as a whole?

John - I guess you can say whatever you want it's a mediation board.

Janelle & John - So I think as the city picking Melissa Belgarde was not appropriate. She is not a neutral party. She actually works fire department. I'll stop you there because as you know the city picks one person has do you and the two People that are chosen to take on the 3rd, that process was explained to all the parties. Exactly, but they're supposed to be neutral parties. And it doesn't say neutral parties. No. Yes it does in there it says a neutral party. Between the relevant portions of it, it says that. Situation where both the parties concerned such as skewed or grievance that the provisions of this chapter be made use by the designation of such officers by two members as mediation board one to be recognized as representative of the employer in the public service and one applied by the employees and the two persons shall upon their appointment forthwith meet and create one of third person must be the chairman of the mediation forms. So, I think that the way the mediation board is set up is that there's one. Parties should have one board member chosen by the employer, one board member chosen by the employee, and then those two choose the chair. And I believe that's what's happened here.

Melissa & John, I was informed that Janelle chose Terry and then the council chose me. That's what I understand. And then we discussed and chose Saige. That's my understanding as well. So, I mean, and I've disclosed that I was hired by the fire department to Tamara. She said that that was not a conflict of interest. I don't see anything here. Limit any of this participation of any of the board members, OK? This is how I read the designation of the board members, I don't see anything that's. On my understanding of what's been done here, I don't see any concern regarding the selection of the three board members, OK.

Saige - At this time, did you have any further questions for either party?

Terry - No.

Saige & John – Mr. Warcup are there parameters for recommendations to be made? Not Really by statute, no, it just said they were making a recommendation. OK. So, it doesn't really give any. It's quite open, very open, very open.

Saige - I'm trying to remember everything and. In the spirit of being a neutral party and everybody in this room, I maybe say a greeting to now and then, but beyond that, I hold no relationship within this room. Shall we open to discuss?

John - I had some questions, verification if I could. Because I didn't know there was a discussion that occurred on the. September 30th, 2025. That's discussion results appointment, correct? Saige - Yes. There was also a reference to another incident. Where was this? What was the date of this other incident?

Saige - Would this be the incident regarding Joel Linnmen's work?

John, Saige & Janelle - I'm not sure. Ms. Klava, would that be the incident you were referring to? When was that? Sometime in July. OK. Is this e-mail an appropriate timestamp for that discussion? It would have been July 16th. I don't know if that's the correct date. OK, but I'm guessing since. That's the name of that, but I don't know if that's the paper.

John & Janelle - So there were two discussions that occurred on the 30th of September. There was only one. There were 2 alternatives on the 30th. There was two OK. And the earlier matter in June, on September 30 was not recorded. Is that correct? No, it didn't. He just had come into my office. Like I don't record people, so we were just having a conversation. OK,

Melissa & John - so this is what I'm interpreting. Is this happened first of all up here, she came back in and that's when she started recording the conversation that they have. OK,

John - So is that what's that indicated to me as the first paragraph is this is relating to the first incident and the second paragraph, to relating to the second incident, is that accurate?

Janelle - Yeah, the second, yeah.

John - Is that your understanding as well?

Jake – Sorry what?

John – is that your understanding as well as that there was some the incident that occurred in July and then there were two confrontations on September 30th. So, I'm understanding things.

Jake - I won't disagree with that statement, but other than the fact that I don't believe there was an altercation in July, if it was, I guess I didn't interpret that as an altercation.

John - OK. Was there from your understanding, there was that discussion regarding the work Mr. Linneman was doing? Jake – Correct. OK?

Terry – Janelle was this first one was this one I met you down by Dan Hehenman barn? You were all shaken up by some. Was it that day? Janelle – yes. OK, I remember now I got it. Gotcha, thanks.

Saige & Janelle - Could I ask how much time had passed? When you had left and returned? were you gone for like 5 minutes? Were you gone for an hour? No. Did you take you take a lunch? No. It was about 5:30 when this altercation took place. OK. I don't know how long it lasted. We had a meeting at six. OK. I left and I came back maybe 5 minutes to six. I was probably not maybe 15 minutes, I don't know, OK. Jake – I would agree with that, it's about right.

Saige - In a spirit of peace in your time together working for a city, within this building around town, how has your relationship have been? Like have you guys had minor disputes or is business usually pretty good. Well, I should direct first. I'll start with you, Ms. Klava.

Janelle - Since we were both elected or appointed at the same time. We have gotten along quite well. Of course we've had our disagreements, but nothing like we've had in the last. You know month, the one in July, Yeah, that was obviously something to me, Saige - right. And I mean, we just moved. I have moved on from that. We worked well together until this happened and I just don't know if it's. It's not going to be the same. I don't know how to rectify them, Saige -right,

Saige - Mayor Lanes, how have you perceived your working relationship with Miss Klava over the years?

Jake – I would echo her statements prior to this, and everything was fine. I think we got along very well. That's what I was trying to work towards after the incident.

Saige - would it be fair to state given city business recently, with seasons changing, I know Mayor Lanes has been busy setting up for all things Christmas. I'm sure City Auditor has plenty to do with the change of the season as well. Would it be fair to state that tensions in general run high this time of year or does the added city business just take it as it comes and moves with it, we don't be become short tempered or quick tongued with our coworkers?

Janelle - I would say no, I'm pretty easy going, Saige - right I mean, you just go with the flow. But I mean, yes, lately in the last couple of months, we've had a lot of issues going on within the city trying to hire contractors, Saige - right? I don't me personally don't think that makes me more tension.

Saige - OK, how about you, Mayor Lanes? Are you feeling the pressure of I would call it excessive city business as well as managing home life, not to discredit any work, but maybe in the spirit that we're, not as quick to think of what we're doing in the moment.

Jake - I would say over the last few months, tension little bit higher obviously just because of the things that have been going on in the city, you questions seasons changing and

Christmas, I wouldn't say that as something to do with it right now. Where this situation kind of transpired from was from budgetary concerns, contractual issues. City the business, I wouldn't agree that other outside factors, Such as whole life or work life or anything, playing factors into this occurring. However, I would like to put it out as she indicated when she gave her testimony that the time lapse was due to outside factors outside of city business factors, between personal situations and life, I'll put it that way. But no, I wouldn't be for the seasons or Christmas or anything like that. It's just city business and things got heated.

Saige - OK. Thank you.

Jake - Thank you.

Saige - Give me thoughts, questions.

Melissa No, I'm just trying to remember what Janelle said while I was writing.

Terry – I don't have any questions.

Saige - OK,

Melissa - actually I do, was there any other person or persons around when the first altercation happened on the 30th and then when the second altercation happened, or was it just you two? Did other people over here?

Janelle - Not that I'm aware of.

Melissa – Jake?

Jake - First conversation Although there's nobody else in the building, there may have been another council member when we spoke the second time. You know, you see that specifically because, as Ms. Klava stated, the original meeting at 6:00 in that conversation, the secondary training conversation took place just prior to that within minutes. I believe there was another person in the building, at least one member. Melissa - Would there be a record of someone else in the building Jake - I don't know, Melissa - OK. Jake - Other than the city minutes of work that are present for the meeting, I don't know if there are members of some of the ability prior to that at this point, Melissa - OK.

Melissa - Do you think that we should pass either Council members if they recall the altercation?

Saige - That depends. Because we have the full recording of that second half and it is stated here in the statement. I know these are Ms. Klava's words, so I would ask Mayor Lanes, have you had a chance to read the complaint? Filed against you on September 30th.

Jake – very briefly, what’s going on. I don't remember what date was provided, but the councilmen Linnemen of advised me that the complaint had been filed. He allowed me to take a look at it and then that was his copy of it.

Saige - OK.

Jake - then prior to tonight, I have not received a copy of that document. So that document was given to me, just a few minutes as you're starting this. Saige – Right. In spirit trying to pay attention trying to read through what's written here.

Saige - I feel give mayor lanes a moment to review and if he were to agree with the word spoken, if he. If he were to say yes, that is what I had said because there is good detail in here and I do believe it lays out a broad picture. I don't feel we need a third party to come in. Melissa - OK, so, Mayor Lanes, would you like a moment? Ms. Klava Did you have a question?

Janelle - Yeah. I had given the complaint to Joe Linneman, and he's our president of the board, correct. He met Jake after the meeting and had Jake. Read through it and asked him if he agreed to all of it. So maybe you could ask Councilman Linneman what that conversation was.

Saige - OK, thank you. And I know it was a while ago, so Mayor Lanes, you don't have to listen to me, but in the spirit of just giving him a chance to review it because it may have been.

Melissa – While he's reading that can we maybe take a 5-minute break?

Saige - Is it appropriate to Mr. Warcup?

John – Sure.

Saige - OK, let's do that. rejoin in 5 minutes. (7:15 took a break) At 7:20 I'll start a timer.

Saige - OK, I believe we have everybody here. Yep. So we shall we proceed, Mayor Lanes after reviewing that document, I personally would just like to know if you agree or disagree with the statements made regarding quotes from you on the things you had said, the things she had said back to you, would you agree or disagree with those statements?

Jake - I don't know. I don't agree with them, for them verbatim, Saige - OK. Do I remember exactly what was said? No, I don't know the exact words, there are definitely words in here that I don't think I will say that. I also think that there are a lot of things missing from that. But again, I don't want to do record the conversation. So, I don't know what exactly was sitting between the part mark on my paper for myself. What I'm getting at is middle paragraph one states Mayor Lanes State it pisses him off too. I asked why it pisses him off?

Mayor Lanes instantly got upset and started saying that I was saying he wasn't doing his job. I believe that there is a lot of contexts in this thing between those two sentences. Saige - OK.

Saige - From your memory, is there anything specific that you would add to that?

Jake - I don't remember what words were used. What I can tell you is based off that conversation. In between those two areas, to believe that I felt and maybe I mistook and that's why I wrote the e-mail stating there was, I think there was a misunderstanding. I felt that I was being attacked and being told I wasn't doing my job. And that's where things started to become heated.

Saige & Joel - OK. I think I will turn to you Councilman Linnemen at this time, did at the time of writing this, because you take statements, correct? Like did you type something up? Joel - No. Or just review what your role was in receiving the complaint?

Joel - After the meeting, I asked the mayor and I presented the copies of complaint to read through the verify if this was what was actually transpired. More or less said point, this is something that unacceptable behavior and my suggestion was a personal apology as the soonest available time, and he was in compliance with that idea and. I left in his hands to move forward.

Saige & Joel - OK. At that time of reading list, do you recall if Mayor Lanes's was an agreement or not necessarily agreement, but rather confirmed or denied that those words were spoken. Joel - It's just to a certain extent, yes. Saige - OK, thank you.

Saige - does either of you need any further clarification? Terry No,

Jake - Chairman Can I say something else?

Saige - Sure,

Jake & Saige - I just want to make sure it's on record. Then I'm not going to say what I just said about that. I think there's some things missing and whatever. I'm not saying that she's intentionally leaving anything out or trying to mislead in this. Saige - Correct. I just feel that there are things that are missing and I just want you to be aware of that. Saige - Right. I'm not saying she's lying, I'm not saying she's hiding anything. I'm not saying she's making anything up. And like I said, we're not recording everything. We're not always going to remember everything that's transpired. I just want to know I'm not going in that direction. Yes, why did I say that? Saige - I do believe that we as the board members feel our written statement is or written complaint or statement is just that it is written. Not every word said will end up in that statement. And that's where we went reading through aren't here to fill in the blanks. If you have information to add, we'll gladly consider anything added. Otherwise.

Will strictly go off what is written here. Jake - No, I understand. Thank you. Saige - Thank you for clarifying.

Melissa & Joel - I will follow up question Joel, after this altercation, did either Council members Ask if you guys should have a complaint on file. Let me rephrase it after you were given it, did you go to John and ask if there was any recommendation. Joel – No, because initially when she handed me the complaints and talked with Janelle. If Jake would have complied early enough with a verbal apology. I think both parties would have been surface with that and would move forward and it did not come soon enough for Janelle now and that's why that would proceed into the next step forward, Melissa - OK. So, this happened on September 30th. When did you receive the complaint about this? Do you recall? Joel – I believe 10/06/2025 when it was written out here. Melissa - OK.

Janelle - Can I add something?

Saige – Yes.

Janelle & Melissa - I had actually text Joel to come and see me and he came and saw me before the meeting and I gave him the complaint and the read through it, he signed it and then he said he was going to meet with Mayor Lanes after that meeting that night Melissa - On the 6th. Janelle – Yes. Melissa Ok. Melissa - So you can I ask the follow up question? So, have you ever heard of the 24-hour rule of letting things cool down or anything like that? Janelle - Yeah, Melissa - OK. Did you go to either council members on the 1st of October and express your concerns? Janelle – No. Melissa – OK.

Saige & Melissa- Do you want me to ask this one that John recommended. Like I'd like to appoint specifically, right? Melissa – Yep.

Saige - After reviewing, listening, going over all of the files we have, asking our questions. To move forward, I would like to ask each of you. starting with Ms. Klava. Moving forward, what is your idea of resolution? What actions do you hope would come out of this?

Janelle & Saige - I'm really not sure because I'm not sure that this repour can go back to the way it was. I'm not sure how this is going to work between him and I, Saige - OK. I guess in my personal opinion, I would ask for him to resign, Saige - OK. Janelle - I'm also wondering if that audio can be played because that is part of this complaint.

Saige & John- Is that something that we could? John – you could but I mean, you all have listened to it, though. Melissa - I have, yes. Saige - I have, yes. Terry, have you? Yeah.

Janelle & John - I'm asking that the public hearing. Is it an open document, yes, all of the all of the matters are open documents. But if the board wants to hear again. The board could do that as part of the meeting, Janelle - right? But it sounds as though they have already

heard that right. Janelle - But I'm asking if we can, if they can play it so we can all hear it. That's up to the board. If anyone here but they don't want to hear it again, they heard it. It's an open document. These are all open documents. They can come have a copy of it. They wanted to.

Saige, Melissa & Terry - Do we feel as though we need to review the audio recording?

Melissa - I listened to it three times. I don't need to listen to it again, Saige - Terry? Terry - I'm looking for some hold on a minute. It's not in here, it's on the recording, does that matter? Saige - Is it going? Is it information that would change? What we have already discussed. Being that we have already reviewed it and it will be of no benefit other than everybody hearing the information, the advising board has thoroughly reviewed the information given. Terry - I remember hearing. So, I guess no, we don't need to hear again. As long as you get, you know, it will be part of my recommendations. Saige - are you very comfortable moving forward? Not everything is on here and not everything is on wherever that recording is. So yeah, well, right above that, right. Saige - Would it change our process for the public at the meeting to hear? Yeah, No. Melissa - But we also need to get his recommendation of the solution before we make that, Saige - we do. Terry - yeah. Saige - So moving forward, Melissa and Terry, do we wish to listen to the recording? Melissa - I don't publicly, I listened to it enough. Terry - I personally, I don't need to hear it. Saige - OK, Terry - If they want to hear it, they can request their recording. Saige - Yep, I'm in agreement there. Just because we have done our due diligence with the time that we've had with these files. So, yeah, you know, Terry - I've seen this and I've heard it, it's not my job to supply it to them, Saige, right? Terry - Yeah, I'm good, we can move on. Saige - OK.

Saige & Jake - With that Mayor Lanes's. Moving forward, what would be your Hope or goal for resolution? Jake - Exactly as I've already stated in both the writing and in testimony move forward, we have jobs we have to do what's right for the city of Emerado and nothing that we should be doing more in discussing. You should have anything personal to do with it. My goal is to move forward and do what's in the best interest of our city for the duration of any of our terms or employment status, whether. You know whether the recommendation comes, I need to resign, for a recall or a governor's approval. Whatever is going to be of the best interest of the city is what needs to take place. You know, I, like I said, put in writing without warning forward. I want to have this resolved. I want to communicate. Since this occurred, there has been communication with e-mail, text and phone calls and in person. And for the most part, I thought that with those communications went just fine. And that's where I thought we were going to was moving forward and just getting back to work, that's what I would like. The board would like your recommendation for me on how to move forward to make sure there are no further issues. One option would be too. Allow council member. mainly the president of the council, not trying to throw on

the bus, but if, if he needs to be the one to handle some of that stuff, then I'm OK with that. I just want to go back to work and get things done for the city because there's a lot of work to do together not separately. Saige - Thank you.

Saige, Melissa, Terry - OK, after hearing their statements and to look at their perceive future of their business within City Hall, do we feel, Ready to discuss, what's happening next? Melissa Yeah. OK, Terry – Yes.

Saige & Terry - I'll give you each time to discuss Terry. After reviewing everything, do you have any recommendations in mind for resolution? Terry - That's a tricky word resolution. OK, let me get my little speech. I don't think there's going to be a resolve between those two. I used to be on City Council, so I have a little level history, then you guys. So, my recommendation is that this investigation is complete. This completely becomes public record, and this will have a negative impact on the mayor and the City of Emerado. Since the mayor has already offered up his resignation, the council can see if this is still relative or not. To censure the mayor with a formal statement of disapproval. Or they can connect the recall. Those are my 3.

Saige, Terry, & Melissa – For the public sitting here today within. When Mayor Lanes had returned and the audio recording had started, I guess that was in the auto audio recording. What he's referring to is Mayor Lanes asked Well, do you want my letter? That's what I was told. That's what he's referring to. Yeah, that's just in the heat of the moment. Both were frustrated with each other. Terry - Yeah, but then again, this is something that you guys to figure out, not us. We're just giving them recommendations. That's it. Saige -Yes. Terry - whether they do it or not is totally up to them. Melissa -Yes, they have to take that into consideration. Terry - we shouldn't sit here arguing about it. Saige - I just wanted to clarify for those within our town that there has not been a letter submitted. It was a statement made out of frustration. Terry yeah knows, but it was a statement made. Saige - It was yes. You see, I'm going out. It's what you say in anger or not, you still said it. Saige - Melissa, after reviewing, did you? Have any recommendations for a resolution? Melissa - I think they both owe each other a public apology because both said things in the heat of the moment. If it happens again from either party, I think that then the recommendation should be that whoever does it again has to resign. Because everybody says things out of anger. Terry but you still said them, right? Melissa - It's like you can't the toothpaste, you can squeeze it all out, but you can't put it back. Terry - I guess I'm looking at this a little different, Melissa - right? Terry - I did management. I've had management leadership training. Jake hasn't the reason he got excited like that was. Because, you know, Saige - I don't feel this is something we need to discuss. Terry - Yeah, we don't. Saige - We don't within the mediation that is not relevant towards this. Terry -It's not. It doesn't count. Saige - Yep.

Janelle, Saige, Melissa - Can I ask something? Saige - Directed? Janelle - too all three, yes. Janelle - I'm just wondering in the complaint for the audio, what specifically did I say towards mayor lanes out of the heat of the moment? Because I certainly didn't say anything like I got your fucking job in the palm my hand and I can fire you at any moment. I never spoke like that. I never directed anything towards mayor lanes. So, you saying that I did something wrong in that complaint? No, I disagree. Melissa - This is my interpretation of the recording is you got aggressive and it could have been coming off of putting up the wall defense mechanism. So that's why I say that you both owe each other an apology publicly. Saige what do think because you're. Saige- All of this is based on feelings and opinions, and everybody's feelings are valid and your opinions are your opinions. You have a right to have them. I came into this looking at it as a playground dispute because my job is with children. I don't feel. That either party needs to be asked to leave. I do feel there needs to be, I wouldn't call it an improvement plan as far as communication, Mediation? So, all complaints written through e-mail. All I shouldn't say complaints; all disagreements need to be documented like there needs to be a paper trail. Melissa - so if there's communication between them two. One or both council members should be on that as a CC, correct Is that what I'm understanding? Saige - There should be a third-party monitoring, Because the way to peace in any situation and for our city isn't through. Throwing out one part or the other. Like hurtful things happen, And it's inexcusable. But if there were another instance, And I know it's hard working. You are a two-person office like you, you guys are here, you do the work. And yes, we have our council members. I think it is highly important, and it would be my recommendation that future communication. For a minimum of six months be run, Parallel with the board member. I'm fully OK if anybody cares to throw it, agree, disagree, or just. Terry – well those two won't talk. Saige - Well, we don't have to make small talk as long as our city is being taken care of. Like, would it be nice if we all showed up happy chitchat? Yes, it would. At the end of the day. Personal matters and chitchat is not the job. Like if you show up, if you have to show up and only talk business, then you show up and only talk business. If you have a disagreement, put it in writing. CC a board member. Melissa - I would say communication between both of them no matter what should. If it's e-mail, they should have a board member. So, then it can't be like taken out of contact on one side like they have a neutral party saying that. Yeah, that came off a little bit more aggressive than it should have. Because sometimes people read over an e-mail or they type it a certain way and it comes off more aggressive and it shouldn't be that way it was just the way they were typing that sentence. Saige - I would agree with that. I could see that. Well with anything there needs to be a goal and there needs to be a timeline. So, all communication monitored for X amount of time and then grievances or disagreements. Beyond that point, for a certain amount of time, until there is a rhythm of peace within our City Council or like our city office. Melissa - Yep. I agree. Saige

- Terry? Terry - I guess I'm not going to argue with you. Doesn't matter. Saige - Well, I'll hear. I'll hear you. I'm always open. Like my like I said, my opinions and my feelings. Terry - they just won't talk to each other. Saige - It is out of problem. Terry - Like for those two run the city. Well, yeah, that is. Big problem. Melissa - But if it's other than city business, they don't have to talk to each other. Terry - During the city doing city business, yeah, Melissa - that's why we're saying for like any communication that they have to have between the two of them in an e-mail form because they work different shifts sometimes that they have. That have either Joel or Tamara in the e-mail for communication. So, then there's a neutral party in their communication. So then if one side gets more heated, then they can be like, OK, there's a witness that they're, becoming aggressive again. Terry - Yes, that's something he would do. Melissa - I mean, we're recommending it. They, like you said, the board is the one that gets the final say or the council gets the final say. Terry - Yeah, you can ask. Yeah.

Saige - is it alright if I ask of something Our two parties, now that we've heard statements, are we allowed to continue conversation?

John - Sure.

Saige, Jake & Janelle, Melissa – Mayor Lanes, would you? Feel comfortable or would you feel any bias? If there were an appointed council member to monitor your emails, Jake – Total Fine. Saig - OK. Ms. Klava. Would you? Janelle - That's fine, Saige - you wouldn't feel any bias or if there were a council member appointed. Janelle – No. Saige - OK. Melissa - Would either of you want both council members on the emails so then it doesn't look biased, where if you have a closer relationship with Joel than Jake does like or would you like both of them? Janelle - It doesn't matter.

Saige & Joel - Would that be too much to ask of the Council to be kind of monitoring those communications, keeping up with tone and respectability? Joel - I think we could drop between the two of us, we've tried to really make an effort to work with this deal also. We want to move forward also to that from this deal. Grant Tamara's not here to speak to, but with our meeting coming up this following Monday, it will be discussed in the meeting what your recommendation is tonight. I'm pretty sure she'd be in agreement. Both of us would be in agreement with that. Saige - OK.

Saige - Do you feel? That would be an appropriate course of action, Melissa - I think so. Terry – Yeah. Saige - basically just monitor. Terry – Keeping people from getting excited Yeah, Saige - have an outside party that works OK.

Melissa & John – Do these minutes need to be written up prior to the meeting on Monday to present to the council? John – No your timeline is 30 days. Melissa – Ok. John - to make the decision, the recommendation, Melissa - so can Joel discuss with camera and then if he

has follow up questions for us? John - follow-up question is really should be in an open meeting, But I think the board if the board is making A recommendation. what's your recommendation and how would it be? Either one of the parties says that's not workable for me. Maybe then you'd need to reconvene and OK, listen to a suggestion. Maybe you can modify your recommendation. Maybe you don't modify your recommendation, but. Given your recommendations, it is yours certainly if the parties would be accepting that and that they would implement it, but their recommendation is yours.

Saige, John, Janelle & Melissa - Are we able to question with this ability of this plan towards our parties or is that something for later date? John- if they are not necessarily an acceptance but with this it sounded like they both agreed that it was an acceptable solution because that's what I understood. Janelle - So it's not going to include the new council member also. Saige - who is our new council member? Melissa - then all three of them need to be on that e-mail. Saige - We can have it so that all council members are Privy to all business between both parties.

Saige & Melissa - Legalwise Is there anything day-to-day that they deal with that the council wouldn't necessarily need, because council business is city business and city businesses council business. But are there any, I was thinking just disputes or are all communication. Melissa - think all communication for a minimum of six months, just because of how heated it got that I know that it's easier to pick up the phone and call and ask a question. Saige - It is, but I think that all communication should go, through e-mail so it's documented so that if anything ever is in question, it's not a hearsay on either party, Saige - Right? Melisa - Or it's his word against her word.

Janelle - I would like a question. Just from all of this, your recommendation is going to be the council members are included in emails, correct? Melissa - Yes, when neither are all three of the confrontations were not emailed, they were verbally in person. Melissa - That's why we're. Janelle - how is that going to stop, or how is that going to be looked upon differently. Saige - Are you talking like looked upon by the city of Emerado, like by the people or? Janelle - Because none of the confrontations or disagreements were in e-mail. They had been in person. That's threats to me were in person. How is that going to be handled?

Melissa, Saige & Terry - That's why we're saying going forward, the communication between. This here should be through e-mail going forward. Now to get back to your question, we recommended. I recommend that we both apologize to each other publicly. Sage, what did you say? Saige - Moderation and mediation within our city staff and council members. Melissa - So that's what she's recommending and then Terry said that. Saige - Well, he had kind of had a three-part, yeah, three-part recommendation over here. Terry -

Ohh, yeah, those are the ones I found. Saige - Well, I honestly, I'm not familiar with the whole process and I haven't looked up. I brought my knowledge of conflict resolution. I didn't look into laws; I didn't look into city things. Terry - if I look at this the way I look at it when I was in the Air Force, you don't get a second chance, because this is harassment, intimidation, retaliation, Saige - Does one written complaint? Melissa - justify someone resign or having to resign? Saige - Was it uncalled for? Yes. Was this speech too far? I would say yes. But it is one complaint on file Resulting in termination. I just wonder how all the other people look at it, considered Political figurehead. you know what I'm saying? And that's the way I was looking at it. Saige - Well, if you wouldn't mind me sharing my perspective, I'm happy to hear you. Taking one party out and just like dropping the problem is the same as sweeping it under the rug. From my point of view? Terry - From your point of view? Saige - And you can disagree that's we are all entitled to our own opinions. We cannot move forward. Positively within, especially within such a small community. We are a small city office. We are a small town, wonderfully small. Taking such severe action. Over 1 written complaint. Melissa - It would be different if he had a complaint from three or four different people and this is the 4th complaint of the same situation and we're you're going from zero to 100. Saige - Yeah, basically we need to our goal is to work towards unity. Rather than just, you know, the fully part. Terry - You could try that, but it's not going to happen. So that's your choice. But this is still my choice. Saige - It's our choice. Yeah, and that's why we're here to discuss it because we all have a unique point of view and we all have different emotions about it. Terry - Oh yeah, I didn't go to same school you did, you know, we're all different, you know? Melissa - So do we have three recommendations or 1/2?

Saige & John - How many can the council take? John - you can make a number of recommendations, but I think at least two of the 3 need to agree on the ones that are going to be affected. if one person says I want item A neither of the other two agree, that's not a recommendation of, so each of you can have your ideas of what you would recommend, but ultimately I think you need a majority of the board to agree upon those which are the recommendations on the board.

Saige - I have a question. Once the investigation is complete, this complaint becomes public record. What complaints against a city official automatically become public record? Saige - It was one of Terry's recommendations. John - there nothing is private here, absolutely right. Saige So this will be available. John - It always has been, we're having public meetings isn't the private or confidential matter. Terry - if they hired some private investigator downtown that's different. John - Not really though, because public, public

matter, public documents, public distance. Melissa - So anybody. And come into the office here and ask for a copy of this complaint, a copy of the recording. They have to provide, John - correct. Melissa - So it's already on public record. John - It is.

Saige - OK. I'm sorry, I don't know your name.

Melody - My name is Melody Scott I just wondered if it can be the public talk or is this just a committee? John - If you wanted to give just something relevant about what was going on since it's your discretion. Saige - OK. Melissa - Do we need a public input before we make our recommendation? Saige - I know it's late, and I know we're all here, but I do want to give this careful consideration. I do not want to submit hasty recommendations to the Council, because I do wish to respect both parties. Saige - At this time I don't feel that it would sway, with due respect, I don't feel that it would sway our decisions or change what we've already discussed. Melissa - We have to have the public. John - No do not have to. If she had any relevant information, estimated facts or occurrences in this case, or if it's just an opinion or thought. Melissa - Because according to both of them, correct me if I'm wrong, it was just those two that had this incident where. So, other than the other council member that was in the office at that time maybe 5 minutes before the second recording. John - Council member, yes, I understand. The second discussion, but have the recording, so you really don't need to know when somebody right you have a recording of it.

Saige - I personally confidently recommend moderation. Melissa - I agree with that. Terry? Terry - What do you mean moderate? Saige - with their communications it'd be in writing. Council members are Privy their CC D on the emails. Basically, they do not have business conversations for the time being. Like as long as feelings are hurt. Like if they wish to make small talk. Small talk happens, but if there is a disagreement. Or any business-related thing, it needs to go through an e-mail, and it needs to have council members attached to it. Terry - Oh yeah, I can see that going either way. Saige - Right. Well, but that's also for them to decide like right, like a plan is only as beneficial as you make it. Would that be an OK recommendation? Terry - Yeah, to keep them out of trouble. Saige - Well, sometimes that's all we need is somebody there to hold. Terry - The recommendations you're given off of that complaint are basically. You're going off the heat of the moment saying pretty much. Saige & Melissa - both agree to that statement. Terry - The world fact that whatever went down and there was all heat in the moment but if it happens again, that's when I would get ugly. Is that what you're saying? Saige - Yes. Terry - I vote for that. Saige - The point of that though, is that they aren't face to face having these disagreements. If there is business to attend to or if either party disagrees with the other party, they don't go to their face. They don't say and honestly, we follow or I strongly follow the 24-hour rule if it's something. big, you sit on it, you process your own emotions and then you deal with it. Some things you

can't do that, but if there is a matter that is causing conflict or could cause conflict. That is through e-mail. I wouldn't come to you and say, well, I don't like the shirt you're wearing today. I think you should go home, change your shirt. Like I would sit on it. Your shirt is very nice, but just an example, just an example.

Janelle – I have another question? – Saige - OK, Janelle - are you talking, all communication goes through e-mail so we shouldn't be texting or calling? Melissa - I think it would because then it's documented. It can't be, he said, she said over the phone. It should go through black and white. Terry - then would be times when she's going to need an answer within 5 minutes, you know what I mean? Saige – group texts exist, so if you do need to text, like if that were your chosen communication.

Melissa - can we make a recommendation then that if she needs, she at least needs to attempt to do an e-mail 1st and if it's an emergency? Put in the e-mail or him put in the e-mail that I am also following up with the text and so then it's documented because people can erase text messages. Phones break. Saige – Well, we could say for all written communication. I do that. Just for accountability. if I'm at work and need a third party. To help keep things respectful, just automatically have councilmember within that there are there will be things. And given what we've already heard, there will be things that come up where they have to deal with it right away, right in those moments. If it's not a disagreement. If it's not conflict, you have to take care of business, and I feel both parties understand their role and they respect their role. They would have to take care of it, and we can't expect them to send out an e-mail, waiting for a response. And get that back. There will be times where they will have to call each other and say this is what needs to be done.

Melissa - This is where we're at while they're on the moderate where someone's mediating for them Until we get to a better place. All communication on business matters for the city should be in writing. In an emergency, if she needs an answer right away, yes, I understand that 32nd sec text message is easier than typing up a minute or two e-mail, but then phone can break, And then we only have one sided of the conversation and it can be manipulated.

Saige – right That's where we throw in the third party with all with all written communication. So, the group, the same with CC on e-mail, would need to be a group.

Conversation between council members, our mayor and our auditor, if that makes sense.

Melissa - If they're doing all communication, then I recommend all three council members are in the e-mail and all three council members are in the text messages. I don't think that they should have phone calls right now during this. I think text messages are because you can also forward the text messages to emails and then have copies of them. Melissa – Are you in agreements with that? Terry - it is a lot, I see where you are trying to get no room to start anything. That's what you're doing. Saige - yes. And it creates a pattern like a behavior pattern, like a positive behavior pattern when you know you're being watched, Terry - you're

babysitting. Saige - That's exactly it though, is we don't want the kids to play with fire, so. We're standing there between the kids and the fire. Terry - Are we little too old for that. Saige - But in a professional setting. Moderation. Diligent moderation is usually um. effective way to keep things above the line. Melissa - So we're all in agreement with that one recommendation. Terry - That's all one recommendation. All communication should be written and include council. That's one. Melissa - OK. I think we should have a second too.

Saige - Ms. Klava?

Janelle - SO I get it the recommendation again that you're saying about e-mail? I'm just wondering like. Trying to wrap it around my head and make this whole complaint is about threatening me, intimidating me. How is sending emails to everybody going to whatever. I just don't get it. There were threats made to me. I was stuck in my office and could not leave until I told him if I was coming to the meeting or if I quit. So, like that is like holding me in my office. He would have never done that to a guy. He would have never spoken to me. Like that if was a man, no. What is going to be done about the verbal threats and the harassment and intimidation? Sending emails to the City Council is not going to help that. It's the verbal confrontations between him and I. And there is no guarantee that that's not that we are never going to be in this building again together. I mean, I come early for the council meetings to get set up. He comes early for the council meetings. I mean, there's all kinds of room there. I just feel like sending emails to the City Council isn't resolving what the complaint is about. You just cannot professionally talk to somebody like that. And especially as his role as mayor, yes, I might have got heated, but I did not make any verbal threats to him. And now I have to come to work every day. Thinking Oh God, I'm going to have another confrontation with him. There's no guarantee. Terry - that's a work environment I was talking about. She's what you can see. She is afraid to come to work. How are you going to get around that? Janelle - There's absolutely no coming back from this I, I have lost all respect for him, for him when he spoke to me like that. You don't talk to somebody like that. That is a full well threat, He full well admitted he threatened me and now I have to come to work in this environment thinking what's going to happen next. And I personally just don't think sending emails to the City Council is the solution for any of this complaint. I just don't. Terry - There is only one way I could think to avoid that is to keep them to a part. Because she's coming to work scared. You know you would like to come to work scared. Then again, I'm going back to my old, my old career the way I was thinking, you know, you don't get a second chance that takes care of that problem. But that's not what I'm trying to look at. Like I said before, there's not those two and they're not going to get along. They ain't going to happen. I don't know where it goes from here. I mean, you can, you can do all that for city business, yeah, that's fine. Melissa - But can we make it so that neither party nor in the building if it's like a council meeting? The mayor's hours, like either

one of them, are in the building without another party that's in the building, whether it be the person, council member or anybody? John – I don't know how you would police it.

Saige - I feel like that's. A big ask and difficulties because they would have to do opposite hours or yeah Melissa - understand, but she's saying right that. Melissa - Yes, Jake? Jake - I work 8:00 to 5:00 Monday through Friday. I am not here during business hours. The communication that we have is getting e-mail, text and phone calls 99.9% of the time until the council meeting. About the only time that I'm going to be around is on a Friday because that's my scheduled day off at least once a. City Hall it's closed that day. It's very rare that I am here during normal regular hours. So, my only rebuttal to this previous statement made is I'm not sure why there's a fear of coming to work when I'm not even here and the communication that has been had. Since this incident has been via phone call here too because of emergency situations, but everything has been in writing and if the board would like copies of all that communication and reciprocation of communication. I'd be happy to provide it, but again I'm prior to tonight I have not been afforded any opportunity other than one time to be presented with any information or requested any information for me. I've had 0 representations through this entire process, and I would be happy to provide whatever the board would be willing to take. I'm also willing to accept the recommendations of the board so we can get back to working and moving forward. Melissa - I don't think we're going to come to a resolution tonight. Saige - I don't believe so either. Melissa- As much as we wanted to, I don't think so. But what can we do until we come back together so that she feels comfortable coming to work and Saige - in the meantime I would suggest our if Mayor Lanes's hours are as stated. And he is very Seldom in this space at the same time. Temporarily. It may be beneficial to have a council member here when he comes. Melissa - I don't know if their schedules allow it, but I don't think that they should be in the building by themselves, even if it's she's getting done and he's coming in, but his mayor hours aren't until 6:00 to 8:00, so she's well gone Because correct me if I'm wrong, but you work 8:00 to 4:30 or 8:00 to 4pm, so there shouldn't be. Any overlapping if he's saying that he works 8:00 to 5:00? Saige - Right. Aside from meetings if, yeah, but then if you were to come in early, then we would all have a third party. Yeah, we would, yeah. Melissa - So like on Monday when they come for the council meeting. I think that neither party should be able to come to the meetings unless another one for sure is here. Saige -I would agree with that. Melissa - So then there's no interpretation of intimidation on their party.

Janelle - But again, anyone is going to be the recommendation for the threats and the termination and everything that's already happened, nothing. Melissa - that's what we're not like coming to a solution tonight for Sorry, I should not be. I think you should be. Saige - You're OK, You're OK. I'm quite a Potter by nature. Melissa - John, do you think it would be a

good idea to have copies of communication that they had since this of like whatever business that Jake had stated? John – if you feel it is relevant and help? You could certainly look over those things if you help make a decision or make a recommendation.

Saige - my thoughts. We were gathered as a mediation board to handle this matter in particular. And I genuinely feel like we have a good look. At the relationship, at the instances, we have a good look at the concerns, whether they be ongoing or One time thing, I personally don't feel the need to review any further communication. Like outside of this instance, do you? Terry - The recommendations part, that's going to be hard. but then again, it's not our choice. Melissa – we are recommending to the council so that's why we agree that all That all communication needs to go through an e-mail. She wants a resolution for the threats and harassment we haven't even liked in. That's what Terry - we have a recommendation for that work together. Melissa - Yes, for them to work together for. Terry - What about the rest of the other part? Melissa - OK, so that's where my recommendation was. They both publicly apologized to each other because they both said things in the heat of the moment. That is my recommendation for harassment and intimidation. Saige - I personally don't feel Ms. Klava statements toward Mayor lanes in that moment were. Inappropriate. Both were upset Mayor Lanes used harsh language. Melissa - But I don't think either one should have to be resigned for this incident. Like I said, if he had five or six complaints, then yes, then I would recommend it.

Terry - to make it easy, for the for the threats, intimidation, all that put a letter recommended as file. That's all you do, formal statement of disapproval. again, like you said, if it happens again, then that's all different story, right? Melissa - So then would you with that letter issue that there's just a little just OK, Terry - it's just saying that you did something bad, all it is, so that's basically all it is. No. But if it happens again. You can use that letter against you. You know what I'm saying? That way, which should be good enough for the threat and then they can work together and try and move forward.

Melissa - But ultimately, it's not our decision. Terry -It's not. No, no. Those are our two recommendations. Melissa - Yes, yes, those are our recommendations, we give it to Joel Tamara and the new council member or council. Yeah, to the council. Terry - Yeah, you can give it to the council on Monday. Or whoever's here. Are you OK? Cool. Saige - Because there is a formal complaint. Oh yeah, letter of support I don't oh. Written reprimand within a file is. Terry - You can look at that as. In my world this is considered an official government document. It cannot falsify those who go to jail. So. That's the easiest way. Saige - There isn't a situation. That can fully mend or undo what has been done and what has been said. Oh yeah. There isn't a fix it. There isn't an easy. Terry - No, there's not. Saige – There needs to be a path forward. All we need to do is. Find a path. Melissa - that's what we did with that

and then put a letter in his file, Saige - right? OK, So moderation observation like, yeah, yeah. Melissa - then a letter in the mayor's file that would be the second.

Saige - I have a question. How many recommendations could the Council approve? Like if they see our list of things that. John – the status says that if it's unworkable or something they can't agree to right. You could make 10 recommendations, you might say that we know we can do all that, it's both parties too, right? John read out loud the Status to the Board.

Melissa - So we recommend it to the Council and then the council agrees or disagrees and then they present it too. John - they're both parties respond, but if they have a problem with a particular recommendation they can't agree to.

Melissa - OK. Thank you for clarifying that.

Saige - So we're comfortable with both recommendations at this time. Ok, believe next it needs to be written up. Terry, do they need the whole thing or just the recommendations?

John - Well, there are summits, but then the recommendation would be the different document.

Saige - OK, who is to receive that document? Like should the board, should the mediation board plan to attend the city meeting if we were to be done? Like that or do we just send it too. John - both parties to the would be the president of the council to a Janelle. Right here in my notes anyway the recommendations. And then all three-council members, council members should be included in the CC on future emails and future communications should be e-mail except in emergency situations, Is that right? Melissa - If in emergency it should be via text, like a group text. Because you decided to. Yeah, just John – does sending it by text to anything any mail doesn't do. Saige - For me, I get all six of my emails right to my phone like text messages. Melissa - So do I. John – As do I so I need sending me a text or e-mail. Joel - my emails on my home computer, I do not have one to my phone. Melissa - So in an emergency with you Joel - text message would work. Melissa - OK, so then. I would say an emergency, then text message of a group. So then, there's that. And. Second one is the letter in. John- If there was discussion of the parties publicly apologizing for what? Melissa – They don't. John – I believe they are not in the building alone together. All of you agree, Melissa - I think that should be the third recommendation. Saige - Always have a third party. Should we add the timeline in there? Standard with everything I have experienced would be 6 months. Upon results I should say, like upon improvement. If there are things that come up in the meantime. A timeline would need to be reevaluated. Terry - So we have three, Saige - OK. Is there anything else when you go over before we adjourn? Melissa - No. Do you want to see what Melody has to say?

Terry - Are we going to like, are we done? Once we make our recommendations, we're done great Saige – well, they have to be presented. Yeah. Melissa - If the council agrees to it. And Janelle and John, Saige - If somebody disagrees, then you have to come back. So, we'll see. And that's whatever happens. Happens.

Saige - Yes. Could I take a moment, Ms. Scott? Melody - What I have to say shouldn't sway what your decision is. You've made your decision, correct. OK. So, I think from what I'm hearing from Janelle is that Janelle is saying that that there was harassment in the workplace and she's feeling like there should be some decision on that, but. What I feel committee is trying to do is try to create a working environment where the city of Emerald benefits from both having Janelle and Jake here. But you realize that that's not, that's not the final ruling thing because there are other things involved when you're talking about employment. And I've been in HR for many years. I've been in payroll for many years. And you know, regardless of the type of organization you are, that organization is held accountable as an employer. So, I understand where the committee is coming from. They're trying to create a working environment so hopefully there is no flare up to the future. But you also need to consider flare ups with other individuals. You also need to consider any other outcomes that might come from this, that what if. The president says Terry - that's not part of this. Melody - You need to let me talk, OK. Terry - You can talk, but that's not part of this complaint. Melody- I understand it, but isn't that what you're saying is that the harassment, what's going to what is coming out of this with the harassment now, am I correct? Janelle - correct, Melody – correct but you guys are working on a working environment, correct? Melissa - So if I'm understanding correctly what we agreed on. Is the letter in his file? That's what's coming out of the harassment, correct? Saige - documentation of an offense, that's that. This complaint. Yeah, yes, Melissa - that's what we're recommend dating out of What's the resolution out of this harassment? Saige - It doesn't. It does not fix the feelings. It does not fix the discomfort. Like I said before, we're not looking. Everybody hopes for perfect resolution. Everybody has their own idea of resolution. Our job here isn't to solve the problem. It's not We can't erase his words. We can't erase your feelings. Our sole purpose is to come up with ideas to move forward. Because I. personally, your roles are incredibly important. You both are a benefit to our city. And with moderation and an improvement plan and leaving no room. For I won't say discomfort because there will be discomfort. It would leave no room for misunderstanding. It will leave no room for offence. Basically, like we just need to be back on track. That is the way we see it. We have to look at it as a, as the business side of it, Umm, and they're not. For one offense, like for a harassment complaint, it goes in a file, it is monitored, it is a reprimand. If something else were to come up, that would be for City Council to manage.

Like that's way beyond. What can we do here as a mediation board? Melody - does that help Janelle? Janelle – No, but whatever.

Saige OK do you 2 have anything else to add? Melissa – No. Terry-, do you have anything you have verbally saying for the recording? Terry – No.

Saige - OK. So, 3 recommendations. Melissa - Yes, we are presented 3 recommendations. We'll need to type it up and present it to the council and both parties, Saige - yes. So as for tonight, I believe that is the extent of our duties. John - I believe so if you, if you've received all the information you wanted to receive and asked all the questions you want to ask, Saige - OK, you're comfortable. Melissa & Terry - Yeah,

OK. Melissa - Who does it need to be? Outside writes up the recommendations. John - I can give it a whirl to send it out to the board. Saige - I would appreciate it. John - you're going to work on some minutes, as I understand. Melissa - Yeah, I'm sure you are.

Saige - All right. We want to thank everybody for being here tonight. Thank you for listening. Thank you for sharing your perspectives. And I hope that we can come up with peaceful solution. I won't use the word resolution but a peaceful path forward, so meeting adjourned- 8:39 pm