

I. CALL TO ORDER

The special meeting of the Matanuska-Susitna Borough Assembly was held on January 8, 2008, at the Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 6:20 p.m. by Deputy Mayor Woods (*Mayor Curtis D. Menard participated by teleconference*) for the purpose of reviewing the applications for the Borough Clerk position.

II. ROLL CALL

Assembly members present and establishing a quorum were:

- Ms. Lynne Woods, Assembly District No. 1 (*Deputy Mayor*)
- Mr. Pete Houston, Assembly District No. 2
- Ms. Michelle R. Church, Assembly District No. 3
- Ms. Mary Kvalheim, Assembly District No. 4
- Ms. Cindy L. Bettine, Assembly District No. 5
- Mr. Robert Wells, Assembly District No. 6
- Mr. Tom Kluberton, Assembly District No. 7

Staff in attendance were:

- Mr. John Duffy, Borough Manager
- Mr. Nicholas Spiropoulos, Borough Attorney
- Mr. Patrick Julian, Human Resources Manager
- Ms. Sharon Huckins, Administrative Secretary I

III. APPROVAL OF AGENDA

Deputy Mayor inquired if there were any changes to the agenda.

GENERAL CONSENT: The agenda was approved without objection.

IV. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Nicholas Spiropoulos, Borough Attorney.

V. ITEMS OF BUSINESS

A. FILLING THE VACANCY OF THE BOROUGH CLERK

Mr. Duffy:

- advised that more applications have been received for the Clerk position; and
- queried the date that the Assembly would like to close the position.

Assemblymember Kvalheim spoke to the need to decide the questions that would be asked of each applicant.

Discussion ensued regarding:

- the closing date for submission of applications;
- the applications that have been received;
- the need to review the new applications; and
- the need to decide the questions that would be asked of each applicant.

MOTION: Assemblymember Bettine moved to close the application submission date for the Clerk's position on January 11, 2008.

VOTE: The motion passed without objection.

VI. EXECUTIVE SESSION *(for subjects that tend to prejudice the reputation and character of any person provided the person may request a public discussion.)*

MOTION: Assemblymember Bettine moved to enter executive session to discuss subjects that tend to prejudice the reputation and character of any person provided the person may request a public discussion, specifically to discuss the questions that would be asked of the applicants for the Borough Clerk position.

Assemblymember Bettine noted that the Attorney has advised that the discussion of the questions for the interviews need to be kept confidential.

VOTE: The motion passed without objection and the Assembly entered the executive session at 6:35 p.m. Those present during the executive session were the members of the Assembly, the Mayor, the Manager, and the Human Resources Manager.

MOTION: Assemblymember Wells moved to exit executive session.

VOTE: The motion passed and the Assembly exited the executive session at 7:53 p.m.

MOTION: Assemblymember Bettine moved that the Assembly submit their top five candidates for the Clerk's position to Human Resources by 5 p.m. on January 14, 2008, and to schedule the next meeting to discuss the candidates and the questions that will be asked during the interviews for January 15, 2008, at 4 p.m.

Mr. Spiropoulos noted that the Assembly has a meeting scheduled for January 15, 2008, at 4 p.m. regarding the Management Audit Review.

Deputy Mayor Woods requested that the Management Audit Review be canceled and rescheduled for a later date.

There was no objection noted.

Discussion ensued regarding the date and time for the interviews.

Deputy Mayor Woods noted that the interviews would take place on January 29, 2008, beginning at 9 a.m., with the presentation on Ferry Operation and Maintenance to follow directly after.

There was no objection noted.

VII. AUDIENCE PARTICIPATION

(There was no one present who wished to testify.)

VIII. MAYOR, ASSEMBLY, AND STAFF COMMENTS

Mr. Duffy:

- spoke regarding presenting the Borough's priorities in February to the Legislative Delegation in Juneau;
- stated that the Environmental Protection Agency has requested that he attend meetings with them the first week in February; and
- spoke to presenting the Borough's priorities to the Federal Delegation.

Assemblymember Wells advised that he would like to receive the Assembly packet by Thursday, as he will be out of town.

Assemblymember Bettine:

- stated that the Mayor's Blue Ribbon Task Force on Road Service Area's last meeting took place on January 3, 2008;
- advised that she has requested that Public Works not send out the final report until she has had a chance to review it;
- spoke to some of the ideas that the task force has come up with;
- spoke regarding the commitment of the task force members; and
- queried whether the Manager had new information regarding the ferry landing on the Anchorage side.

Mr. Duffy:

- advised that there is no new information on the ferry landing on the Anchorage side; and
- spoke to a meeting that has been scheduled with a staff member from Senator Murkowski's office.

Assemblymember Bettine queried the prison project.

Mr. Duffy:

- noted that a memorandum of agreement will be coming forward to the Assembly on January 15, 2008;
- advised that Finance is moving forward on the bond sales; and
- noted that the funds for the project are tight due to Senate Bill 65.

Assemblymember Kluberton:

- advised that he agrees with Assemblymember Bettine regarding the Mayor's Blue Ribbon Task Force on Road Service Areas;
- noted the complexity of the issues; and
- stated that the task force did a great job.

Assemblymember Woods:

- spoke regarding the Health and Human Services Matching Grant Program;
- advised that the Tri-Boroughs' rough draft on the energy policy is almost complete; and
- spoke to the need to be consistent in the Borough's message regarding priorities.

IX. ADJOURNMENT

The special meeting adjourned at 8:23 p.m.

/ S /

CURTIS D. MENARD, Borough Mayor

ATTEST:

/ S /

LONNIE R. McKECHNIE, CMC, Borough Clerk

Minutes approved: 02/19/08