

I. CALL TO ORDER

The special meeting of the Matanuska-Susitna Borough Assembly was held on March 30, 2004, at the Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 6 p.m. by Mayor Timothy L. Anderson for the purpose of entering into contract negotiations for the borough clerk position.

II. ROLL CALL

Assembly members present and establishing a quorum were:

Mr. Bill Allen, Assembly District No. 2
Mr. Talis J. Colberg, Assembly District No. 3
Ms. Mary Kvalheim, Assembly District No. 4
Ms. Jody Simpson, Assembly District No. 5
Mr. Jim Colver, Assembly District No. 6 (Deputy Mayor)
Ms. Betty Vehrs, Assembly District No. 7

Assembly members absent and excused were:

Mr. J. Bruce Bush, Assembly District No. 1

Staff in attendance were:

Ms. Janice A. Case, Acting Borough Clerk

III. APPROVAL OF AGENDA

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

GENERAL CONSENT: The agenda was approved as presented.

IV. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Michelle McGehee.

V. EXECUTIVE SESSION (*Subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion; in particular, to enter into contract negotiations to fill the borough clerk position.*)

Mayor Anderson noted that Ms. McGehee had passed out a packet of materials for the Assembly to review.

(The special meeting recessed at 6:02 p.m. and reconvened at 6:04 p.m.)

MOTION: Assemblymember Colver 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; in particular, to enter into contract negotiations with Michelle McGehee for the borough clerk position.

VOTE: The motion passed without objection and the Assembly entered the executive session at 6:05 p.m. Those present during the executive session were: the Mayor, members of the Assembly, and Michelle McGehee.

MOTION: Assemblymember Colver moved to exit from executive session.

VOTE: The motion passed and the Assembly exited the executive session at 6:25 p.m.

MOTION: Assemblymember Colver moved to offer the Borough Clerk position to Michelle McGehee with the following conditions: \$65,000 for one year; a 60-day provision for termination as found in other executive positions; and a review after six months of hire, effective April 1, 2004.

Assemblymember Colver noted that Ms. McGehee would have room for advancement and that her salary would increase the longer she remained with the Borough.

Assemblymember Vehrs inquired if there was typically a raise after the probationary period.

Mayor Anderson noted that it is at the discretion of the Assembly to give the Clerk a raise.

MOTION: Assemblymember Allen moved a primary amendment to strike \$65,000 and insert \$70,408.

Assemblymember Allen:

- spoke to the need to be consistent with the salary ranges of employees throughout the Borough;
- stated that the Clerk position is comparable to a department head within the Borough; and
- noted that this position requires a high level of responsibility and that Ms. McGehee will be able to hit the floor running with her experience.

Assemblymember Colberg opined that \$65,000 is an adequate starting salary.

Discussion ensued regarding the annual compensation for the Clerk.

VOTE: The motion failed with Assemblymembers Allen, Kvalheim, and Simpson in favor and Assemblymembers Colberg, Colver, and Vehrs opposed. (Tie vote.) The motion **passed** with Mayor Anderson invoking his voting privilege in the affirmative.

MOTION: Assemblymember Allen moved a primary amendment to strike April 1, 2004, and insert June 1, 2004.

Assemblymember Allen opined that Ms. McGehee should receive the salary increase when she assumes full the responsibilities of the Clerk.

Assemblymember Allen:

- stated that the Deputy Clerk position would remain filled until Ms. McGehee became the Clerk; and
- discussed the possibility of have two Deputy Clerks instead of two Clerks.

Discussion ensued regarding the merits of the amendment.

VOTE: The motion failed with Assemblymembers Allen, Colberg, and Colver in favor and Assemblymembers Kvalheim, Simpson, and Vehrs opposed. (Tie vote.)

MOTION: Assemblymember Simpson moved the previous question (stop debate).

VOTE: The motion to stop debate passed without objection.

MOTION: The main motion to offer the borough clerk position to Michelle McGehee with the following conditions: \$70,408 for one year; a 60-day provision for termination as found in other executive positions; and a review after six months of hire, effective April 1, 2004, passed with Assemblymember Colberg opposed.

VI. AUDIENCE PARTICIPATION

(There were no persons present who wished to testify.)

VII. MAYOR, ASSEMBLY, AND STAFF COMMENTS

Ms. Case reminded the Assembly regarding potential Open Meetings Act issues and having more than three members in attendance at the Regulatory Commission of Alaska meeting tonight, the Homeland Security Presentation at the Central Mat-Su Public Safety Building, and at the coal bed methane forum at Su-Valley High School on April 1, 2004.

Discussion ensued regarding the Open Meetings Act.

Assemblymember Vehrs:

- congratulated Ms. McGehee on her new position; and
- noted that she has been impressed with Ms. McGehee's performance as Deputy Clerk.

Assemblymember Kvalheim and Colberg congratulated Ms. McGehee.

Assemblymember Simpson:

- congratulated Ms. McGehee; and
- commented that she has received complaints from members of the public regarding the Assembly's use of the Lower Level Conference Room during the Assembly meetings.

Assemblymember Allen:

- congratulated Ms. McGehee; and
- noted that he is happy to see a resident of this community who grew up in the Valley and attended school here achieve this level of success.

Assemblymember Colver:

- wished Ms. McGehee good luck on her new position; and
- stated that the Lower Level Conference Room serves a lot of different functions and is beneficial to the Assembly during meetings.

Mayor Anderson congratulated Ms. McGehee on the appointment to the Borough Clerk's position.

VIII. ADJOURNMENT

The special meeting adjourned at 6:55 p.m.

/s/

TIMOTHY L. ANDERSON, Borough Mayor

ATTEST:

/s/

SANDRA A. DILLON, CMC, Borough Clerk

Minutes approved: April 20, 2004