

**I. CALL TO ORDER**

The special meeting of the Matanuska-Susitna Borough Assembly was held on July 18, 2006, at the Central Mat-Su Public Safety Building, 101 W. Swanson Avenue, Wasilla, Alaska. The meeting was called to order at 4 p.m. by Deputy Mayor Jim Colver for the purpose of conducting the annual evaluation of the Borough Manager.

**II. ROLL CALL**

Assembly members present and establishing a quorum were:

Ms. Lynne Woods, Assembly District No. 1  
Mr. Bill Allen, Assembly District No. 2  
Mr. Talis J. Colberg, Assembly District No. 3  
Ms. Mary Kvalheim, Assembly District No. 4  
Ms. Cindy Bettine, Assembly District No. 5  
Mr. Jim Colver, Assembly District No. 6 (*Deputy Mayor*)

Assembly members absent and excused were:

Ms. Betty Vehrs, Assembly District No. 7

Staff in attendance was:

Ms. Michelle M. McGehee, CMC, Borough Clerk  
Mr. John Duffy, Borough Manager

**III. APPROVAL OF AGENDA**

Deputy Mayor Colver 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 Ms. Katie Hurley, a member of the audience.

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

**A. Annual Evaluation – Borough Manager**

Deputy Mayor Colver noted that Mr. Duffy had the option of exiting into executive session to conduct his annual evaluation.

Mr. Duffy stated that it would be his preference to hold the evaluation in open session.

No objections were noted.

Mr. Duffy:

- reviewed the memorandum he issued regarding the accomplishments that have been made over the last year;
- spoke regarding current projects;
- stated that it is a pleasure to work for this Assembly and the citizens of the Borough; and
- requested a salary increase of 2.5 percent.

Assemblymember Woods queried the implementation of the Management Review Audit.

Mr. Duffy:

- noted that some of the suggestions in the Management Review Audit are policy issues that need to be brought before the Assembly;
- noted that employees are providing input; and
- advised that the Assembly will be provided with a spreadsheet that reflects all of the items that have been implemented.

Assemblymember Kvalheim:

- spoke regarding the Assembly's policy regarding communications;
- stated that she would like to be more informed on what is happening in the Borough; and
- queried the status of the 4-year college.

Mr. Duffy:

- provided an update regarding the progress of the 4-year college; and
- spoke regarding the process that is used to disseminate information to the Assembly.

Assemblymember Colberg queried whether the 2.5 percent increase in salary was in addition to the cost of living increase.

Mr. Duffy advised that the 2.5 percent request for increase in salary is in addition to the 2 percent automatic annual increase.

Assemblymember Colver:

- spoke regarding the need to have a progress report regarding the water and waste water study;
- spoke regarding the proposed ballot initiative regarding planning measures; and
- queried Administration's plan to move the legislation forward regarding planning measures prior to the initiative taking effect, should it pass at the October election.

Mr. Duffy:

- spoke regarding public notice requirements and the process that is used prior to moving the legislation forward to the Assembly;
- stated that the planning ordinances are moving forward as quickly as possible without detracting from the public participation process; and
- commented that some of the ordinances will come before the Assembly prior to the October election.

MOTION: Assemblymember Colberg moved to amend Mr. Duffy's Employment Agreement with the Matanuska-Susitna Borough, Section 6, Compensation, with a cost of living increase of 2 percent.

MOTION: Assemblymember Allen moved a primary amendment to increase Mr. Duffy's salary by 2.5 percent along with the cost of living increase of 2 percent, equaling a total increase in salary of 4.5 percent.

VOTE: The primary amendment passed with Assemblymembers Colberg and Colver opposed.

VOTE: The main motion as amended passed without objection.

## **V. AUDIENCE PARTICIPATION**

The following person spoke in support of Mr. Duffy and the need to reduce the amount of stress at the administrative level at the Borough: Ms. Jay Nolfi.

## **VI. MAYOR AND ASSEMBLY COMMENTS**

Assemblymember Colberg:

- congratulated Mr. Duffy; and
- stated that Mr. Duffy is a good Manager.

Assemblymember Bettine:

- voiced her appreciation for the Manager's help; and
- noted that the Borough has a wonderful dedicated staff, which has a lot to do with Mr. Duffy's leadership.

Assemblymember Woods:

- thanked Mr. Duffy for the hard work he has performed for her district; and
- stated that it is a pleasure to work with him.

Assemblymember Kvalheim:

- thanked Mr. Duffy for the work he does; and
- stated that Mr. Duffy is doing something right, as he has hard working and loyal people that work for him.

Assemblymember Allen:

- stated that Mr. Duffy's success is recognized and identified by the relationship he has with the congressional delegation and the State delegation; and
- advised that he greatly appreciates the gratitude and recognition that Mr. Duffy gives his staff for the work they do.

**VII. ADJOURNMENT**

The special meeting adjourned at 4:47 p.m.

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TIMOTHY L. ANDERSON, Borough Mayor

ATTEST:

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MICHELLE M. MCGEHEE, CMC, Borough Clerk

Minutes approved: 08/01/06