

I. CALL TO ORDER

The special meeting of the Matanuska-Susitna Borough Assembly was held on September 2, 2003, at the Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 4 p.m. by Mayor Timothy L. Anderson for the purpose of conducting an evaluation of the borough attorney.

II. ROLL CALL

Assembly members present and establishing a quorum were:

- Mr. J. Bruce Bush, Assembly District No. 1 (*arrived at 4:15 p.m.*)
- 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) (*arrived at 4:15 p.m.*)
- Ms. Kelly Ladere, Assembly District No. 7 (*arrived at 4:30 p.m.*)

Staff in attendance were:

- Ms. Sandra A. Dillon, CMC, Borough Clerk
- Ms. Teresa S. Williams, Borough Attorney

III. APPROVAL OF AGENDA

Mayor Timothy L. 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 Assemblymember Simpson.

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 Attorney

Mayor Anderson noted that Ms. Williams had the option of exiting into executive session to conduct her annual evaluation.

Ms. Williams stated that it would be her preference to hold the evaluation in open session if there were no objections from the Assembly.

Ms. Williams:

- reviewed changes she has made to the office; in particular, making the office more accessible to Borough staff and to the public;
- noted the tasks and accomplishments of the office during the past six months;
- applauded her staff for the work they have accomplished; and
- discussed future goals.

The assembly members made positive comments to Ms. Williams on her management style.

MOTION: Assemblymember Colberg moved to set another evaluation with Ms. Williams in six months (at the end of completion of one year of employment) and thereafter schedule annual reviews.

GENERAL CONSENT: The motion passed without objection.

VI. AUDIENCE PARTICIPATION

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

VII. MAYOR, ASSEMBLY, AND STAFF COMMENTS

(There were no additional comments presented.)

VIII. ADJOURNMENT

The special meeting adjourned at 5 p.m.

TIMOTHY L. ANDERSON, Borough Mayor

ATTEST:

SANDRA A. DILLON, CMC, Borough Clerk

Minutes Approved: September 16, 2003