

I. CALL TO ORDER

The special meeting of the Matanuska-Susitna Borough Assembly was held on May 11, 2010, at the Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 6:05 p.m. by Deputy Mayor Lynne Woods for the purpose of discussing filling the Borough Manager position.

II. ROLL CALL

Assembly members present and establishing a quorum were:

Ms. Lynne Woods, Assembly District No. 1 (*Deputy Mayor*)
Mr. Ronald Arvin, Assembly District No. 3
Mr. Mark Ewing, Assembly District No. 4
Ms. Cindy L. Bettine, Assembly District No. 5
Mr. Jim Colver, Assembly District No. 6
Mr. Vern Halter, Assembly District No. 7

Assemblymembers absent and excused were:

Mr. Pete Houston, Assembly District No. 2

Staff in attendance were:

Ms. Lonnie R. McKechnie, Borough Clerk
Mr. John Duffy, Borough Manager
Mr. Nicholas Spiropoulos, Borough Attorney
Ms. Elizabeth Gray, Assistant Borough Manager

III. APPROVAL OF AGENDA

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

GENERAL CONSENT: The agenda was approved as presented without objection.

IV. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Assemblymember Bettine.

V. ITEMS OF BUSINESS

A. FILLING THE BOROUGH MANAGER POSITION

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

Discussion ensued regarding:

- what can be discussed in executive session;
- general recruiting qualifications; and
- the job description of the Manager.

The Assembly discussed and made changes to the Manager's job description.

Ms. McKechnie read the following changes to the Manager's job description:

- strike "Basic Function" language and insert "Duties of the Manager" and insert the language from MSB 2.20.030 directly underneath;
- strike the entire section named "Distinguishing Characteristics";
- under "General Recruiting Qualifications":
 - strike "5 years" and replace with "8 years"; and
 - in the fourth paragraph, insert the wording "within 3 months from date of employment" at the end of the sentence to read: "The Borough Manager will be required to live within the Borough boundaries within three months from the date of employment."
- Under "Additional Information":
 - strike the language under "Tools and Equipment Used" and insert "Typical office equipment and information technologies" in its place;
 - insert a new third paragraph to read: "The Borough Manager is required by State Statute to file a conflict of interest statement; and
 - in the last paragraph strike "10 lbs." and insert "50 lbs." in its place.

Deputy Mayor Woods asked if there was any objection to the proposed changes.

MOTION: Assemblymember Halter moved a primary amendment by striking "bachelors degree" and inserting "masters degree" in its place under "General Recruiting Qualifications".

VOTE: The primary amendment failed with Assemblymembers Halter and Woods in support.

Discussion ensued regarding the salary range to advertise.

Deputy Mayor Woods asked if there was any objection to a salary range of \$125,000 to \$200,000.

There was no objection noted.

MOTION: Assemblymember Ewing moved to reconsider the primary amendment to strike "bachelors degree" and insert "masters degree".

VOTE: The motion to reconsider failed with Assemblymembers Woods, Ewing, and Halter in support.

Deputy Mayor Woods asked if there were any other changes to the Manager's job description.

No other changes were noted.

Deputy Mayor Woods asked if there was any objection to the Manager's job description as amended.

There was no objection noted.

I. AUDIENCE PARTICIPATION

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

II. MAYOR, ASSEMBLY, AND STAFF COMMENTS

Mr. Spiropoulos spoke to AM No. 10-040, regarding the water and waste water facility at the Goose Creek Correctional Center, and noted the changes going forward to the Assembly at the May 18, 2010, meeting.

Assemblymember Woods:

- noted that the Alaska Municipal League Board met on May 8, 2010;
- commented that Mr. Arne Fuglvog, Office of Senator Murkowski, was in attendance;
- noted that the key areas discussed were ports and harbors, transportation, legislation that is expected to pass in 2010, and items of interest;
- stated that a \$3,000 retirement system analysis is required upon the elimination of Borough positions;
- noted that an unfunded indebtedness would be owed;
- reported that the retirement pots were merged into one; and
- recommended that the Borough have the position unfilled instead of eliminating the position.

Assemblymember Bettine queried the Community Development Division Manager's position.

Mr. Duffy reported that the Manager's budget proposes elimination of the Community Development Division Manager's position.

Assemblymember Ewing queried who was proposing the analysis.

Deputy Mayor Woods noted that the state of Alaska proposed the analysis.

Mr. Duffy:

- noted that he would come back with the analysis;
- commented that the Borough has paid their fair share into the retirement fund;
- reported that other municipalities have not paid their fair share into the retirement fund;
- opined that the State made the mistake of mixing everyone's retirement together; and
- commented that the Borough may need to discuss this with the office of the Attorney General.

III. ADJOURNMENT

The special meeting adjourned at 8:12 p.m.

ATTEST:



TALIS J. COLBERG, Borough Mayor



LONNIE R. McKECHNIE, CMC, Borough Clerk

Minutes approved: 06/15/10