

**I. CALL TO ORDER**

The special meeting of the Matanuska-Susitna Borough Assembly was held on July 16, 2013, at the Borough School District Administration Building, 501 N. Gulkana Street, Palmer, Alaska. The meeting was called to order at 4:35 p.m. by Mayor Larry DeVilbiss for the purpose of holding the annual evaluation of the Borough Clerk.

**II. ROLL CALL**

Assembly members present and establishing a quorum were:

- Mr. Warren Keogh, Assembly District No. 1
- Mr. Noel Woods, Assembly District No. 2
- Mr. Ronald Arvin, Assembly District No. 3 (*Deputy Mayor*)
- Mr. Steve Colligan, Assembly District No. 4 (*entered at 4:37 p.m.*)
- Mr. Darcie K. Salmon, Assembly District No. 5
- Mr. Jim Colver, Assembly District No. 6
- Mr. Vern Halter, Assembly District No. 7

Staff in attendance were:

- Ms. Lonnie R. McKechnie, Borough Clerk
- Mr. Nicholas Spiropoulos, Borough Attorney
- Ms. Brenda J. Henry, Assistant Clerk

**III. APPROVAL OF AGENDA**

Mayor DeVilbiss 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 Arvin.

**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 OF THE BOROUGH ATTORNEY**

Mayor DeVilbiss asked Ms. McKechnie if she wanted her evaluation conducted in public or executive session.

Ms. McKechnie requested that her evaluation be held in executive session.

**MOTION:** Assemblymember Arvin 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 conduct an annual evaluation of the Borough Clerk. Those present during the executive session were the Mayor, the members of the Assembly, and the Clerk

**VOTE:** The motion passed without objection and the Assembly entered into executive session at 4:36 p.m.

**MOTION:** Assemblymember Arvin moved to exit executive session.

**VOTE:** The motion passed without objection and the Assembly exited executive session at 5:14 p.m.

**MOTION:** Assemblymember Arvin moved to provide a onetime bonus to the Borough Clerk in the amount of \$3,000.

**VOTE:** The motion passed without objection.

Mayor DeVilbiss stated that the body is very pleased with Ms. McKechnie's service and hopes that she will be around for another year.

#### **VI. AUDIENCE PARTICIPATION**

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

#### **VII. MAYOR, ASSEMBLY, AND STAFF COMMENTS**

*(There were no comments provided.)*

#### **VIII. ADJOURNMENT**

The special meeting adjourned at 5:20 p.m.

  
LARRY DeVILBISS, Borough Mayor

**ATTEST:**

  
LONNIE R. McKECHNIE, CMC, Borough Clerk

Minutes Approved: 08/06/13