

Special City Council Meeting
August 28, 2019 @ 12:05 pm
Cordova Center Community Rooms A & B
Minutes

A. Call to order

Mayor Clay Koplín called the Council Special Meeting to order at 12:02 pm on August 28, 2019 in the Cordova Center Community Rooms.

B. Roll call

Present for roll call were *Mayor Clay Koplín* and Council members *Tom Bailer*, *Melina Meyer* and *David Glasen*. Council member *David Allison* was present via teleconference. Council members *Ken Jones*, *Jeff Guard* and *Anne Schaefer* were absent. Also present were City Manager *Alan Lanning*, City Clerk *Susan Bourgeois* and *City HR/Grants Manager* Cindy Appleton.

C. Approval of agenda

M/Bailer S/Glasen to approve the agenda.

Vote on the motion: 4 yeas, 0 nays, 3 absent (Jones, Guard, Schaefer). Motion was approved.

D. Disclosures of conflicts of interest - none

E. Communications by and petitions from visitors

1. Audience Comments regarding agenda item - none

F. Ordinances and Resolutions

2. Ordinance 1176 An ordinance of the City Council of the City of Cordova, Alaska, authorizing the transfer of \$1,300,000 from the General Reserve Fund (Permanent Fund) for the purpose of bringing current, PERS obligations for CCMCA - 1st reading

M/Bailer S/Glasen to approve Ordinance 1176 an ordinance of the City Council of the City of Cordova, Alaska, authorizing the transfer of \$1,300,000 from the General Reserve Fund (Permanent Fund) for the purpose of bringing current, PERS obligations for CCMCA - 1st reading

Vote on the motion: 4 yeas, 0 nays, 3 absent (Jones, Guard, Schaefer). Motion was approved.

3. Council action on City Manager search- review of City Manager Assessment Committee recommendations

Mayor Koplín commented that the committee wanted Council to move somewhat quickly on this because in the past we have lost candidates who wind up taking jobs elsewhere. He said *Appleton* (City HR) has contacted the 5 who were recommended for telephone/video interviews and let them know they had made it to the next cut, and she'd be in touch as far as dates/times. Council has an option now to select some of these 5, all of these 5, none of these 5 or any others.

Bailer said he agrees with the 5 names moved forward (**Helen Howarth, Alida Bus, Ernest Weiss, Kerin Kramer and Kelcey Young**) and he'd like to move forward with scheduling the phone interviews. *Bailer* asked if there were any new applicants. *Cindy Appleton* said there is one partial application in, not completed, she will continue to forward completed applications as they come in.

After some discussion about schedules, Council came up with 3 days for the interviews. Tentatively, the interviews were scheduled for September 4 and 5 from 11am - 1pm to handle 2 each day and then September 6 from noon - 1 to handle the last one. *Appleton* said she would be in touch with Council after she hears back from applicants on whether those times work for them.

M/Bailer S/Meyer to have first round interviews with 5 applicants that were the most highly scored by the City Manager Assessment Committee, tentatively on Sept. 4, 5 & 6.

Meyer specifically asked to have GoToMeeting or some other platform for video capabilities for these interviews. *Appleton* said she would get with *Jason Gabrielson*, IT, and we would arrange for that. *Bourgeois* said she would research how these meetings went during previous searches, whether they were work sessions or special meetings, where they were held, executive sessions, etc. She and *Appleton* said they would also be in touch with Council on the questions asked previously. Council concurred with *Allison's* suggestion that the assessment committee members specifically be invited to attend. *Bourgeois* also suggested that the first interview on the first day might be scheduled for 15 mins late so that Council could get their act together and read through questions, understand the process, etc. *Bailer* said the ones present in the room would more than likely be the ones asking the questions.

Vote on the motion: 4 yeas, 0 nays, 3 absent (Jones, Guard, Schaefer). Motion was approved.

G. Audience participation - none

H. Council comments

Allison thanked the assessment committee for their work, he appreciates the time they put in to reading very many applications. He also thanked *City Manager Lanning* for his work these last 3 years, and he wished him well in his future endeavors.

Bailer, Glasen and *Meyer* echoed those comments.

I. Executive Session

Council did not require this executive session

~~4. see item 3 above may be discussed in executive session for this reason: subjects which may be discussed are subjects that tend to prejudice the reputation and character of any person, provided that the person may request a public discussion, specifically, discussion of city manager applicants~~

J. Adjournment

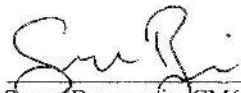
M/Bailer S/Meyer to adjourn.

Vote on the motion: 4 yeas, 0 nays, 3 absent (Jones, Guard, Schaefer). Motion was approved.

The meeting was adjourned at 12:20 pm

Approved: September 18, 2019

Attest:



Susan Bourgeois, CMC, City Clerk

