CITY COUNCIL SPECIAL MEETING
APRIL 29, 2013 @ 7:00 PM
PWSAC CONFERENCE ROOM
MINUTES

A. CALL TO ORDER
Mayor James Kacsh called the Council Special Meeting to order at 7:00 pm on April 29, 2013 in the PWSAC Conference Room.

B. ROLL CALL
Present for roll call were *Mayor James Kacsh* and Council members *Tim Joyce, David Allison, EJ Cheshier* and *David Reggiani*. Council members *Kristen Carpenter, Bret Bradford* and *James Burton* were absent. Also present were Interim City Manager *Don Moore* and City Clerk *Susan Bourgeois*.

C. APPROVAL OF AGENDA
M/Reggiani S/Allison to approve the agenda.
Vote on motion: 4 yeas, 0 nays, 3 absent (Carpenter, Bradford, Burton). Motion carried.

D. DISCLOSURES OF CONFLICTS OF INTEREST – None.

E. COMMUNICATIONS BY AND PETITIONS FROM VISITORS
1. Audience Comments regarding agenda items – None.

Council member *Kristen Carpenter* joined the meeting at 7:04 pm.

F. NEW BUSINESS
2. City Manager applicants review
Mayor Kacsh stated that he thought that the local applicant should be on the list of interviews. *Joyce* agreed. *Moore* stated that they did a preliminary background and reference check, which is attached with a few notes for each applicant. Nothing alarming was found for any of the candidates. *Mayor Kacsh* stated that they should take a few minutes to look over each applicant, and then come up with a few questions that they would like to ask, as well as a timeframe for phone interviews. After looking over the applicants, *Mayor Kacsh* asked if they thought that anyone should be added back in. *Joyce* stated that they were going to add Moe Zamarron. *Moore* stated that they should consider Leon Kiana because he did have management experience in Alaskan cities. *Carpenter* asked if they were deciding whom to do telephone interviews with; and if everyone would be present during the phone interviews. *Mayor Kacsh* stated that both were correct. *Joyce* stated that they should do a background and reference check on Kiana, before moving forward with him.

G. AUDIENCE PARTICIPATION – None.

H. EXECUTIVE SESSION
M/Reggiani S/Allison to go into executive session to discuss matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government, specifically to discuss City Manager salary requirements.

Vote on motion: 5 yeas, 0 nays, 2 absent (Bradford, Burton). Motion carried.

The *Council* went into executive session at 7:18 pm, and reconvened the special meeting at 7:37 pm.

Mayor Kacsh stated that they were going to re-advertise the position with a close date of May 15th. They were also going to set up phone interviews with the current applicants. *Joyce* stated that he would not available for a week starting from the following Wednesday. *Reggiani* thought that *Appleton* should find out the applicants availability, and try to set something up with them, and then get back to the Council. *Mayor Kacsh* stated that *Moore* had given the Council nine additional questions to ask, which were not asked during the last hiring process. *Appleton* suggested that staff write out a few questions as well. *Mayor Kacsh* requested that *Appleton* email the questions from the last hiring process. *Carpenter* thought that for the first round, there could be fewer and broader questions. When the list was narrowed down, then they could ask more specific questions. *Joyce* suggested emailing *Moore's* nine questions, as well as the questions from the last time, and the Council could pick their top three questions. Then the top ten would be asked. *Appleton* stated that she could email out a list of the questions, and the Council could number their preferences first to last. The *Council* agreed to *Appleton's* suggestion. The deadline to turn in their responses would be Friday. The *Council* decided to try to make the interviews on May 7th.

I. **COUNCIL COMMENTS** – None.

J. **ADJOURNMENT**

M/Allison S/Joyce to adjourn.
Hearing no objection, the meeting was adjourned at 7:49 pm.

Approved: July 17, 2013

Attest: _____
        Erika Empey