

**Special City Council Meeting
September 28, 2019 @ 9:00 am
Cordova Center Community Rooms A & B
Minutes**

A. Call to order

Vice Mayor *Melina Meyer* called the Council Special Meeting to order at 9:00 am on September 28, 2019 the Cordova Center Community Rooms.

B. Roll call

Present for roll call were Council members *Tom Bailer, Ken Jones, Jeff Guard, Melina Meyer, Anne Schaefer, David Allison*, and *David Glasen*. Mayor *Clay Koplín* was absent. Also present was City Clerk *Susan Bourgeois*.

C. Approval of agenda

M/Allison S/Bailer to approve the agenda.

Vote on the motion: 7 yeas, 0 nays. Motion was approved.

D. Disclosures of conflicts of interest and Ex Parte Communications - none

E. Communications by and petitions from visitors

1. Audience Comments regarding agenda item - none

F. New Business

2. Interviews with City Manager Finalists

Candidate *Kerin Kramer* was present at the meeting for her interview. Council conducted the interview consisting of seven questions from 9:02 am until 9:21 am.

Vice Mayor Meyer recessed the meeting at 9:22 am and Council came back into the special meeting at 9:32 am.

Candidate *Alida Bus* was present at the meeting for her interview. Council conducted the interview consisting of seven questions from 9:33 am until 9:54 am.

Meyer recessed the meeting at 9:55 am and Council came back into the special meeting at 10:06 am.

Candidate *Helen Howarth* was present at the meeting for her interview. Council conducted the interview consisting of seven questions from 10:07 am until 10:20 am.

3. Council discussion of interviewees/possible motion to direct negotiating - Council decided to wait for executive session to discuss.

G. Audience participation

Barb Jewell of Mile 2.2 Whitshed Road thanked Council for the hard work they put into the interview process.

H. Council comments - none

I. Executive Session

4. Council discussion of interviewees

M/Schafer S/Bailer to go into an executive session for a Council discussion of interviewees for this reason: subjects which may be considered 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 interviewees.

Bailer asked Council if *Tony Schinella* and *Leif Stavig* could stay for executive session. *Meyer* suggested any city staff or committee member be allowed to stay. *Allison* asked if all three interviewees had been informed of executive session and agreed to Council meeting without them. City Clerk *Susan Bourgeois* informed him that they had.

Vote on the motion: 7 yeas, 0 nays, 0 absent. Motion was approved.

Council entered executive session at 10:30 am and came back to regular session at 12:16 pm.

M/Jones S/Bailer to offer the candidate discussed in executive session a contract for the position of city manager of the City of Cordova.

Vote on the motion: 7 yeas, 0 nays, 0 absent. Motion was approved.

Vice Mayor Meyer recessed the meeting at 12:20 pm to contact the candidate and came back to regular session at 12:45 pm.

Vice Mayor Meyer reported that in executive session council was advised by and directed their attorney to make changes to the city manager contract.

M/Jones S/Schafer to direct the negotiating committee to enter into negotiations with the candidate discussed in executive session.

Vote on the motion: 7 yeas, 0 nays, 0 absent. Motion was approved.

J. Adjournment

M/Guard S/Schafer to recess instead of adjourning.

Vote on the motion: 7 yeas, 0 nays, 0 absent. Motion was approved.

The meeting was recessed at 12:46 pm and called back to order at 1:41 pm.

Vice Mayor Meyer reported that the contract negotiating committee offered *Helen Howarth* the city manager position. She accepted and the contract will be signed pending her review. Council planned to approve the contract at the next Council meeting.

Vice Mayor Meyer adjourn the meeting at 1:43 pm with no objection.

Approved: February 5, 2020

Attest: 
Susan Bourgeois, CMC, City Clerk

