
City of Bethel, Alaska

City Council Minutes

February 11, 2005

Special Meeting

Bethel, Alaska

CALL TO ORDER

A special meeting of the Bethel City Council was held on February 11, 2005, at 5:30 p.m. in the Council Chambers, Bethel, Alaska.

Mayor Dymont called the meeting to order at 5:30 p.m.

ROLL CALL

Comprising a quorum of the Council, the following were present:

Andy McGowan (dismissed at 6:25p)	Dave Trantham
Hugh Dymont	R. Thor Williams
Stanley "Tundy" Rodgers	Dan Leinberger
Yolanda Jorgensen	

Also in attendance were the following:

Laurie Walters, Assistant Finance Director as Acting City Manager
Sandra Modigh, City Clerk

PEOPLE TO BE HEARD

None to be heard

Mr. Trantham was excused from chambers at 5:30p.

APPROVAL OF AGENDA

MOVED BY:	Rodgers	To approve agenda for February 11, 2005 Special Meeting.
SECONDED BY:	Williams	

VOTE ON MOTION	Motion carried by unanimous consent 6-0.
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Council Member Trantham returned to chambers at 5:34p.

NEW BUSINESS

Item-A – City Manager Job Description Development

Council Member Williams provided Council history regarding the hiring of the current City Manager in 1998.

Council Member Rodgers stated at the time Mr. Herron was hired Council preferred a local hire (City Manager).

Council Member Trantham discussed prior City Managers.

Council Member Leinberger asked how many prior City Managers resigned or have been terminated. Per Council Member Trantham this could not be discussed due to personnel confidentiality.

Council Member Trantham stated that the standard life expectancy of a City Manager is two years state wide.

Council Member Williams discussed what he would like to see in a new City Manager (bonded, sense of the community, knowledge of the Alaska Statutes, understanding Municipal Code, and leader qualification etc.)

Mayor Dymment referenced the Kotzabue City Manager job description, it summarizes many interests Council has for a new City Manager. Mayor Dymment would like to add familiarity to tribal organizations.

Laurie Walters (Acting City Manager) wrote down Council ideas on an easle during the meeting.

Mr. Trantham stated a good City Manager should be able to delegate tasks and not concentrate on day to day duties.

Council Member Rodgers stated he has yet to see a chain of command structure within the City of Bethel (except for the Fire Department).

Mayor Dymment suggested we use the Kotabue job description as a template, revising the salary.

Council Members discussed their opinions regarding other City Manager job descriptions.

Council Member McGowan suggested combining the City Lawyer and the City Manager into one position.

Council discussed the miniumum qualifications in terms of degrees.

John Sargent (Grant Development Manager) suggested minimum requirements as a degree or equalivent experience.

Mr. Young agreed on keeping the minimum requirements flexible; degree not mandatory.

Mr. Ogle recommended to Council not to combine the City Lawyer and the City Manager into one position.

Mr. Sargent inquired as to how Council will measure an applicants' ability to perform the duties of the City Manager (samples of work, references, resume etc.)

Council discussed the current job description application/resume requests of the City Manager.

Council Member Trantham suggested Council list detailed information regarding Bethel in the job announcement.

Council Member Rodgers suggested housing or a housing allowance allotted for the new City Manager.

Council Member Rodgers request to be dismissed at 6:20p.

Council Member McGowan requested to be dismissed at 6:25p.

Laurie Walters (Acting City Manager) suggested keeping the job advertisement as simple as possible, a supplement package could then be provided.

Council discussed salary options.

Mr. Young suggested advertising a starting salary DOE, leaving the range open ended.

Council Member Rodgers returned at 6:30p.

Mr. Sargent stated he didn't agree with an open ended salary, an actual salary range would attract more applicants.

Mr. Sargent suggested a salary range of \$80,000-\$100,000.

Discussion regarding a position closing date. Council agreed on a position closing date of March 31, 2005.

Council Members agreed on \$80,000-\$100,000 for the City Manager salary.

Council agreed to appoint Mayor Dymont and Council Member Williams to complete the job description/advertisement.

COUNCIL MEMBER COMMENTS

Council Member Dymont – Mayor Dymont expressed his interest in Council Member Rodgers comment in regards to the current Council working together as a team unlike previous Councils

Council Member Trantham – Council Member Trantham reported to Council he was approached by two irate citizens that had their snow machines stolen. The citizens are hoping the City of Bethel will discuss options to help serve the community better.

MOVED BY:	Trantham	To direct the City Manager to begin keeping a hand written journal (record book) starting Monday, February 14, 2005.
SECONDED BY:	Williams	

Mayor Dymont spoke against the motions wording but not the intent of the motion.

Council Member Leinberger stated he would like to hear input from the City Manager before making a decision.

MOVED BY:	Rodgers	Amend motion requesting the City Manager to complete a daily after action review log (highlights of the day).
SECONDED BY:	Williams	

Council Member Jorgensen suggested the Council speak to the Manager before voting.

Council Member Williams spoke on behalf of the motion.

VOTE ON MOTION	Motion passes 4-2 (no-Dymont & Jorgensen)
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Council Member Rodgers stated that he would prefer the motion to **request** the City Manager instead of **direct**.

Council Member Trantham agreed to change the wording.

Mayor Dymont and Council Member Jorgensen suggested Council wait to be able to discuss the request with the Manager at the next meeting.

Council Members discussed the legal issues by keeping a City Manager Log.

Council Member Trantham spoke on behalf of the Daily Action Review Log.

MOVED BY:	Williams	To delay or postpone action to the motion of the floor to the 2-22-05 Regular Meeting; first Item under Unfinished Business.
SECONDED BY:	Jorgensen	

VOTE ON MOTION	Motion passes by unanimous consent.
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VOTE ON MOTION	
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Council Member Rodgers – Council Member Rodgers commented on Home Land Security, suggested Council Members attend the exercise on March 17, 2005. Council Member Rodgers reported snow machine theft has increased down river. Council Member Rodgers reminds everyone to hug an elder.

Council Member Williams – none at this time.

Council Member Jorgensen – none at this time.

Council Member Leinberger – none at this time.

Council Member McGowan – Excused from meeting at 6:25p.

MOVED BY:	Leinberger	To adjourn meeting.
SECONDED BY:	Williams	

VOTE ON MOTION

Motion carried by unanimous consent.

ADJOURNMENT

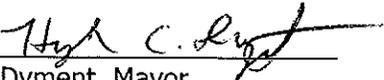
With no further business before the Council, the meeting was adjourned at 7:30p.

APPROVED THIS 22ND DAY OF FEBRUARY, 2005.

ATTEST:



Sandra Modigh, City Clerk



Hugh Dymont, Mayor