



CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS
1332 Seward Ave.
Room 229
Sitka, AK
(907)747-1811

Minutes - Final

City and Borough Assembly

Mayor Mim McConnell
Deputy Mayor Matt Hunter
Vice-Deputy Mayor Benjamin Miyasato
Aaron Swanson, Steven Eisenbeisz
Tristan Guevin, and Bob Potrzuski

Municipal Administrator: Mark Gorman
Acting Municipal Attorney: Brian Hanson

Tuesday, September 6, 2016

5:00 PM

Assembly Chambers

Meeting to be held at the Sealing Cove Business Center 601 Alice Loop

SPECIAL MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

Present: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

IV. PERSONS TO BE HEARD

None.

V. NEW BUSINESS:

A [16-158](#) In-person interview with Municipal Attorney candidate Brian Hanson

The Assembly interviewed Municipal Attorney candidate Brian Hanson.

A motion was made by Hunter to select Brian Hanson as the Municipal Attorney pending successful employment agreement negotiations. The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

B [16-159](#) Contingent on outcome of item A: Possible discussion on potential employment agreement with Brian Hanson and possible elements to be considered in the Municipal Attorney employment agreement

Assembly members discussed the potential elements of an employment agreement.

A motion was made by Potrzuski to direct the Municipal Administrator to have the Human Resources Director prepare an employment agreement with Brian Hanson to include the following elements and bring back to the Assembly for approval.

Starting Salary: \$125,000 per year, paid bi-weekly, exempt full-time, benefitted (advertised salary)

Salary after 12 months: \$135,000 per year based on satisfactory performance review

Salary after 24 months: \$140,000 per year based on satisfactory performance review

Starting Annual Leave Bank: 80 hours, available on the first day of employment

Annual Leave Accrual: 12.67 hours per month for the first year, 20 hours per month (240 hours per year) after the first anniversary

Severance Pay: 90 days - except for misconduct - no severance pay

Moving Expenses: None

Other Benefits: Per City and Borough of Sitka Personnel Policies Handbook - PERS and SBS annuities are the main retirement programs

Starting Date: To be determined

The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

VI. EXECUTIVE SESSION

None.

VII. ADJOURNMENT

A motion was made by Miyasato to ADJOURN. Hearing no objections, the meeting ADJOURNED at 6:02pm.

ATTEST: _____
Sara Peterson, CMC
Municipal Clerk