



# CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS  
330 Harbor Drive  
Sitka, AK  
(907)747-1811

## Minutes - Final

### City and Borough Assembly

*Mayor Matthew Hunter*  
*Deputy Mayor Bob Potrzuski*  
*Vice-Deputy Mayor Steven Eisenbeisz*  
*Tristan Guevin, Kevin Knox*  
*Aaron Bean, and Aaron Swanson*

*Municipal Administrator: Mark Gorman*  
*Municipal Attorney: Brian Hanson*  
*Municipal Clerk: Sara Peterson*

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Monday, February 20, 2017

6:00 PM

Assembly Chambers

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#### SPECIAL MEETING

#### I. CALL TO ORDER

#### II. FLAG SALUTE

#### III. ROLL CALL

**Present:** 7 - Swanson, Eisenbeisz, Guevin, Potrzuski, Hunter, Knox, and Bean

#### IV. PERSONS TO BE HEARD

None.

#### V. UNFINISHED BUSINESS:

- A**     [17-021](#)     Further Discussion/Direction to 1) short-list Municipal Administrator candidates for in-person and/or videoconferencing interviews with the Assembly, and, 2) schedule interview date(s), time(s) and location(s)
- For the next step in the review process, Assembly members expressed a desire to request candidates submit writing samples to be reviewed at a special meeting on March 7 at 6pm. Supplemental questions to be asked: 1) Please describe your management style, including communication and interpersonal relationship skills that you would utilize to enhance working relationships with Department Heads, other City staff and the public, 2) What have you learned about the Municipal Administrator position with the City and Borough of Sitka and why is now a good time in your career to consider this position? Why is now a good time to move to and live in Sitka?
- A motion was made by Swanson to remove Bishop and Hohnbaum from the list of candidates to be considered. The motion PASSED by unanimous consent.**
- Of the remaining 14 candidates, Assembly members named those candidates whom they wished to further consider. Those receiving three or more votes were:

1. Bryan Bertacchi
2. Patrick Jordan
3. Carey Meyer
4. David Miller
5. Kevin Opple
6. Michael Scott
7. Harry Staven
8. Tony Stobbe

Human Resources Director, Mark Danielson stated he would contact each applicant and inform them of the writing assignment due March 3 for consideration at a special meeting on March 7 at 6pm.

#### **VI. EXECUTIVE SESSION**

None.

#### **VII. ADJOURNMENT**

A motion was made by Swanson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 6:38pm.

ATTEST: \_\_\_\_\_  
Sara Peterson, CMC  
Municipal Clerk