

**A. CALL TO ORDER**

A Special Meeting of the Palmer City Council was held on July 27, 2021, at 7:00 p.m. in the Council Chambers, Palmer, Alaska. Mayor DeVries called the meeting to order at 5:00 p.m.

**B. ROLL CALL**

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

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|---------------------|-----------------------------|
| Edna DeVries, Mayor | Sabrena Combs, Deputy Mayor |
| Julie Berberich     | Brian Daniels               |
| Jill Valerius       | Steve Carrington            |

Council Member Best was absent and excused.

Staff in attendance were the following:

- |                                    |  |
|------------------------------------|--|
| John Moosey, City Manager          | Michael Gatti, City Attorney               |
| Nichole Degner, Interim City Clerk | Kimberly Green, Human Resources Specialist |

**C. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was performed.

**D. APPROVAL OF AGENDA**

**Main Motion: To Approve the Agenda.**

Moved by:	Combs
Seconded by:	Valerius

**Primary Amendment #1: Remove interview F.2.a because of the applicant's withdrawal.**

Moved by:	Combs
Seconded by:	Valerius
Vote:	Unanimous (Absent: Best)
Action:	Motion Carried

**Vote on Motion: To Approve the Agenda as Amended.**

Moved by:	Combs
Seconded by:	Valerius
Vote:	Unanimous (Absent: Best)
Action:	Motion Carried

**E. AUDIENCE PARTICIPATION**

Mayor DeVries opened Audience Participation. Seeing no one come forward, Audience Participation was closed.

**F. NEW BUSINESS**

1. City Clerk Interview Process Discussion.

Mayor DeVries directed attention to the list of interview questions on council table to be asked of each candidate; inquired of the Council whether to ask all the questions or just some. Deputy Mayor Combs suggested that because one of the candidates had withdrawn, there would be time to ask each candidate all of questions.

Kimberly Green, Human Resources Specialist, informed each candidate has been informed to expect a one-half hour interview.

**Main Motion: To ask all of the interview questions to each candidate.**

Moved by:	Combs
Seconded by:	Carrington
Vote:	Unanimous (Absent: Best)
Action:	Motion Carried.

2. City Clerk Interviews.

a. ~~Vanessa Mutchnik~~

b. Glenda Worsham

Mayor DeVries conducted the City Council interview of applicant Glenda Worsham for the position of Palmer City Clerk (via Zoom).

c. Deana Smith

Mayor DeVries conducted the City Council interview of applicant Deana Smith for the position of Palmer City Clerk (via Zoom).

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**Main Motion: To move into Executive Session.**

Moved by:	Combs
Seconded by:	Berberich
Vote:	Unanimous (Absent: Best)
Action:	Motion Carried.

**G. EXECUTIVE SESSION**

1. Subjects That Tend to Prejudice the Reputation and Character of Any Person – City Clerk Candidates. (Note: All City Clerk candidates may be discussed during the executive session. Personnel action regarding the City Clerk Candidates may be taken following the executive session.)

Following exit of Executive Session at 5:42 p.m., the special meeting resumed.

**Main Motion: To proceed with background checks on both City Clerk candidates followed by creating an agenda to move forward with the hiring process.**

Moved by:	Combs
Seconded by:	Berberich
Vote:	Unanimous (Absent: Best)
Action:	Motion Carried.

## **H. RECORD OF ITEMS PLACED ON THE TABLE**

Mayor DeVries noted three items placed on the table: 1) Letter from Sean Parnell, UAA Chancellor's Dept.; 2) Letter from Jackie Ivey GoForth, citizen concerns; 3) City Clerk Interview Questions.

## **I. COUNCIL COMMENTS**

No direction was given to staff for legislation to be placed on a future agenda.

## **J. ADJOURNMENT**

With no further business before the City Council, the meeting adjourned at 5:45 p.m.

**APPROVED this 24th day of August, 2021.**

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Nichole Degner, Interim City Clerk

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Edna B. DeVries, Mayor