

Proposed by:	Assemblymember Bass
Attorney Review:	11/22/2022
Civic Affairs Review:	11/30/2022
Vote:	<input type="checkbox"/> Aye <input type="checkbox"/> Nay <input type="checkbox"/> Absent

**MUNICIPALITY OF SKAGWAY, ALASKA
RESOLUTION NO. 22-46R**

A RESOLUTION OF THE MUNICIPALITY OF SKAGWAY, ALASKA, AMENDING THE MUNICIPALITY OF SKAGWAY’S PERSONNEL POLICY SECTION 1.2 “BOROUGH MANAGER” TO CLARIFY THE PROCESS FOR SELECTION OF EMPLOYEES.

WHEREAS, Skagway Municipal Code 3.18 Personnel Management Plan requires that the selection and retention of employees be secure from political influences; and

WHEREAS, Skagway Municipal Code 3.01.135 indicates that neither Assembly nor any of its members shall dictate the appointment of any person to office or employment by the borough manager;

NOW THEREFORE, BE IT RESOLVED by the Borough Assembly of the Municipality of Skagway that the Skagway personnel policy is amended as follows:

1.2 Borough Manager

(b) Participate in the recruiting, testing, selection and hiring of all municipal employees, with the exception of police department personnel per SMC 3.02.100(C)(2), the fire chief per SMC 3.02.010(C)(2) (a.), the clinic executive director per SMC 3.17.055(A), the borough clerk per SMC 3.01.100(A), school district employees per AS 14.14.060, and any other positions excluded by state statute or municipal ordinance, provided there is participation by others in these processes, specified as follows:

A selection committee of the Borough Manager, **and** supervisor of the vacant position ~~and a committee chairperson or board member~~, shall participate in the selection of all regular full-time employees. When department supervisor positions are to be filled, the **Executive Assistant Mayor** shall participate in the selection committee deliberations along with the Borough Manager ~~and a committee chairperson or board member~~. **Appointments of department supervisors shall be by the manager with confirmation by the Assembly, per SMC 3.02.010(C)(2).** The Borough Manager selects part-time, seasonal, or temporary positions, with participation by others in the selection process at the manager's discretion. Per SMC 3.01.135, neither the Borough Assembly nor any of its members shall dictate the appointment of any person to office or employment by the Borough Manager, except as permitted by state law or the municipal ordinances.

PASSED AND APPROVED by a duly constituted quorum of the Borough Assembly of the Municipality of Skagway this ___ day of _____ 2022.

Andrew Cremata, Mayor

ATTEST:

Steve Burnham, Jr., Borough Clerk
(SEAL)