



Alice Ruby, **Mayor**

Council Members

- Holly Johnson (Seat A) • Chris Maines (Seat B) • Misty Savo (Seat C)
- Vacant (Seat D) • Tracy Hightower (Seat E) • Paul Liedberg (Seat F)

DILLINGHAM CITY COUNCIL
David B. Carlson Council Chambers
Dillingham City Hall, 141 Main Street, Dillingham, AK 99576 (907) 842-5212
REVISED AGENDA – December 2, 2014

REGULAR MEETING	7:00 P.M.	DECEMBER 4, 2014
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I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Regular Council Meeting, November 6, 2014 page 3

IV. APPROVAL OF CONSENT AGENDA

- A. Resolution No. 2014-64, A Resolution of the Dillingham City Council Expressing Thanks and a Commendation to Keggie Tubbs for Serving on the City Council page 9

APPROVAL OF AGENDA

V. STAFF REPORTS page 11

VI. PUBLIC HEARINGS

VII. CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)

VIII. ORDINANCES AND RESOLUTIONS

- A. Introduce Ordinance No. 2014-17, An Ordinance of the Dillingham City Council Amending Title 7, Animals, to Add a Definition for Adoption Eligible to Chapter 7.02, and to Cross Reference Chapter 7.09, Impoundment, with Chapter 7.11, Euthanasia page 67
- B. Adopt Resolution No. 2014-57, A Resolution of the Dillingham City Council Authorizing the Mayor to Submit a Petition to the Alaska Local Boundary Commission for Annexation of the Nushagak Commercial Salmon District and the Wood River Sockeye Salmon Special Harvest Area by the Legislative Review Method (*Postponed to January 15, 2015*)..... page 73
- C. Adopt Resolution No. 2014-65, A Resolution of the Dillingham City Council Urging Swift Congressional Action to Exempt Vessels Less Than 79 Feet and All Fishing Vessels from EPA Permits for Discharges Incidental to the Normal Operation of the Vessel..... page 77

- D. Adopt Resolution No. 2014-66, A Resolution of the Dillingham City Council to Accept a Rasmuson Grant for the Senior Center in the Amount of \$25,000 .page 81
- E. Adopt Resolution No. 2014-67, A Resolution of the Dillingham City Council Approving the Downtown Streets Agreementpage 83
- F. Adopt Resolution No. 2014-68, A Resolution of the Dillingham City Council Approving a Long Term Encroachment Permit for Utilities to Serve the Landfill Incinerator Buildingpage 97
- G. Adopt Resolution No. 2014-69, A Resolution of the Dillingham City Council Approving a Requests for Proposals for a Survey to Complete the Landfill Exchange with Choggiung Ltd (*Clerk Note: delivered under separate cover Dec. 2*)

IX. UNFINISHED BUSINESS

- A. Citizen Committee Appointments
 - 1. Cemetery Committee, 4 Seats Open
 - 2. Planning Commission, 1 Seat Open
 - 3. Parks and Recreation Committee, 1 Seat Open + School Rep Seat Open
- B. Borough Formation Update page 101

X. NEW BUSINESS

- A. Action Memorandum No. 2014-18, Approve Administrative Leave for Christmas and New Year Holiday page 103
- B. Action Memorandum No. 2014-19, Award Contract to NRC Emerald for Oil Spill Container and Equipment (*Clerk Note: delivered under separate cover Dec. 2*)
- C. Reschedule the January 1, 2015 Council Meeting to January 15, 2015
- D. Appoint Council Member to Seat D – Interim Appointmentpage 105
- E. Council Member Committee Appointments (*Clerk Note: delivered under separate cover Dec. 2*)

XI. CITIZEN’S DISCUSSION (Open to the Public)

XII. COUNCIL COMMENTS

XIII. MAYOR’S COMMENTS

XIV. EXECUTIVE SESSION

XV. ADJOURNMENT

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2014-69

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPROVING A REQUEST FOR PROPOSALS FOR A SURVEY TO COMPLETE THE LANDFILL EXCHANGE WITH CHOCCIUNG LIMITED

WHEREAS, in order to complete a land subdivision pursuant to AS 40.15.070, a land survey must be performed, monuments set, and a plat created for recording which will facilitate the exchange of property ownership; and

WHEREAS, the City and Choggiung Limited have met and discussed the needs for the survey; and

WHEREAS, several ordinances, including 83-6, 97-14 and 1997-13 demonstrate the desire of the City and Choggiung to settle the 14(C) 3 land claims; and

WHEREAS, it is in the public interest to complete the 14 (C) 3 process; and

WHEREAS, the previous agreements do not appear to have been completed due to lack of a final survey; and

WHEREAS, the City and Choggiung need approval of the Dillingham City Council to move forward with the required survey; and

WHEREAS, there is a need to contract with a surveyor prior to updating the agreement between the two parties, and prior to doing the actual survey;

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council gives approval to the City Manager to proceed with a request for proposals for a survey of the areas to be exchanged.

PASSED and ADOPTED by the Dillingham City Council December 4, 2014.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

Attachment to:

Ordinance No. _____ / Resolution No. 2014-69

Subject:

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPROVING A REQUEST FOR PROPOSALS FOR A SURVEY TO COMPLETE THE LANDFILL EXCHANGE WITH CHOCCIUNG LIMITED

City Manager: Recommend Approval

Signature: Rose Koera

Route to	Department Head	Signature	Date
	Finance Director		
X	Planning Director	<i>Jody Sully</i>	12/2/14
X	City Clerk	<i>J. Williams</i>	12/3/14

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Summary Statement:

The Council is giving approval for the City to issue a Request for Bids for Survey not to exceed \$25,000. The survey will be of the area previously agreed upon to be exchanged as part of the conveyance of areas of Section 33 to the City for use as a Landfill as well as current landfill needs, including dedication of the landfill access road from Waskey Road to Tract C. First the areas to be surveyed will be identified, an updated agreement prepared, then signed by both parties, the subdivision plats prepared, the areas monumented, and finally, deeds prepared, signed, and recorded to finalize the transaction. This will be funded from the Planning Dept. budget.



Ordinance No. _____ / Resolution No. 2014-69 _____

Summary Statement continued:





City of Dillingham Action Memorandum

Agenda of: December 4, 2014

Action Memorandum No. 2014-19

Subject:

Authorize the City Manager to Execute a Contract with NRC Emerald to Provide Oil Spill Container Equipment

City Manager: Recommend Approval

Signature: Rose Roera

Route to	Department Head	Signature	Date
	Finance Director		
X	Port Director		
X	City Clerk	<i>J. Williams</i>	12/1/14

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

None

Summary Statement:

The purpose of this Action Memorandum is to authorize the Mayor or City Manager to execute a Purchase Order / Contract for the purchase of oil spill container equipment, RFP 14-21. At the October 2, 2014 Council meeting, the Council approved Resolution No. 2014-59 accepting a Homeland Security Grant of which \$25,000 was designated for oil spill container equipment. The City went out to bid and received two bids, one from NRC Equipment, located in Palmer, and one from SpillShield, Inc., located in Anchorage.

A scoring team evaluated the bids based on the criteria proposed in the RFP, and references were checked. Their bid was in the amount of \$26,716, plus freight in the amount of \$5,615, for a total of \$32,331.

Action Memorandum No. 2014-19

Summary Statement continued:

A Notice of Intent to award will be posted on December 5 for 10 days.

RFP 14-21 was advertised in the Anchorage Daily News November 6, 10, and 12, and the Seattle Daily Journal of Commerce, November 4, 10, and 12 as required for a two week period.

PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council
on _____.

Mayor

ATTEST:

[SEAL]

City Clerk

**City of Dillingham
Fiscal Note**

Agenda Date December 4, 2014

Request: _____

ORIGINATOR: Rose Loera

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT	
AMOUNT REQUESTED:	\$ 32,331	FUNDING SOURCE	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
FROM ACCOUNT		Project	
.....	\$ 32,331	Oil Spill Container Equipment	
TO ACCOUNT:	VERIFIED BY: Carol Shade	Date:	12/4/2014

EXPENDITURES

OPERATING	FY15	FY16	FY17	FY18
Personnel				
Fringe Benefits				
Legal				
Major Equipment				
Land/Buildings				
Construction				
TOTAL OPERATING	\$ -	\$ -	\$ -	\$ -

Capital				
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REVENUE				
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FUNDING

Port Fund	\$ 7,331.00			
State/Federal Funds	\$ 25,000.00			
BBEDC CDBG				
TOTAL FUNDING	\$ 32,331.00	\$ -	\$ -	\$ -

POSITIONS

Full-Time				
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

See AM 2014-19

PREPARED BY: Rose Loera

December 4, 2014

DEPARTMENT: Finance Department

December 4, 2014



RECEIVED

NOV 27 2014

CITY OF DILLINGHAM
CITY CLERK

Robert S. Aikins Sr.
P.O. Box 754
Dillingham, AK 99576

November 26, 2014

Mayor Alice Ruby
c/o City Clerk's Office
City of Dillingham
PO Box 889
Dillingham, AK 9956

RE: City Council Seat D

Dear Mayor Ruby:

Your recent advertisement on the City of Dillingham's webpage seeking a person to fill the City Council Seat D has caught my attention and I believe I would be an excellent candidate to fill this vacancy.

My involvement and experience in this community is quite extensive and I believe this experience over the past 30 years has given me the tools and skills to serve on this council. In addition to me successfully owning a business in this town from 1982 -1995, I've contributed to numerous agency's and boards. My years past experience includes the following:

- City Council Member / City of Dillingham
- Dillingham Drug and Alcohol Committee Chair
- BBAHC Jake's Place Board Member
- Dillingham Kids Count Board Member

My success in this community is because I place a high value on personal integrity and would represent both the City of Dillingham and myself in an ethical and respectable manner.

I look forward to speaking with you further to discuss my qualifications to fill this council vacancy and answer any questions about this. If you prefer, please contact me by phone 843-0496 or e-mail, stvaikins@yahoo.com.

Thank you for your time in considering my qualifications.

Sincerely,



Robert S. Aikins Sr.

Received
12/1/14
snipped off
@ 2:48pm

Dec. 1, 2014

Alice - I am very
Gently placing my Hat in
The Ring for your Consideration
to fill the vacancy in the
City Council (Seat D).

It would be an honor
and Privilege (albeit probably
impossible) to Fill Mr Tubb's
Shoes.

Thank you.
Curt

Janice Williams

Subject: FW: Vacant Council

Sent: Tuesday, November 25, 2014 1:53 PM

To: 'alice.ruby@dillinghamak.us'

Cc: DLG manager

Subject: Vacant Council

Mayor Ruby,

Please accept this e-mail as my application for appointment to the vacant Dillingham City Council seat.

Thank you for the consideration.

Doug Holt

Janice Williams

Subject: FW: Dillingham City Council Seat D

Sent: Thu 11/20/2014 3:09 PM

My name is Bill Rodawalt and I have been a resident of Dillingham since November 23, 2004. I am the lead teacher at the Maximum Achievement Program alternative high school in Dillingham. I have served previously as a member of the Dillingham Planning Commission and served as chair there for about one year.

I am writing to express my interest in filling City Council Seat D for the remainder of the current term.

Thank You for Your Consideration,

Bill Rodawalt

Kimberly Williams
PO Box 653
Dillingham, AK 99576
(907) 842-2521 or 843-0875

November 18, 2014

Alice Ruby, Mayor
City of Dillingham
PO Box 889
Dillingham, AK 99576
cityclerk@dillinghamak.us

Re: Letter of Interest
City Council Seat D Vacancy

Dear Mayor Ruby,

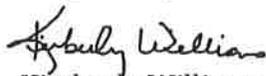
I am interested in serving on the City Council Seat D. As a resident of Dillingham, I have the qualifications to fulfill Seat D.

Born and raised in Dillingham and a graduate of Dillingham School District, I have knowledge that would add value to the working of the Council. I currently sit on the Dillingham City School Board and understand from past practice this doesn't prohibit a resident from serving on both bodies.

I served on the Curyung Tribal Council until 2013 and from that service understand the working relationship between the two organizations that benefit all residents of Dillingham.

I hold a Master of Public Administration degree from UAA and Bachelor of Science in Biological Sciences from UAF. If my education and experience meets with what you believe the City of Dillingham needs, please do not hesitate to contact me.

Respectfully,


Kimberly Williams