

I. CALL TO ORDER

The Special Meeting of the Dillingham City Council was held on Thursday, July 14, 2011, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Alice Ruby called the meeting to order at 7:33 p.m.

II. ROLL CALL

Mayor Alice Ruby present.

Council Members present and establishing a quorum:

Elizabeth Pearch, Seat A
Bob Himschoot, Seat C
Keggie Tubbs, Seat D
Chris Napoli, Seat E
Tim Sands, Seat F

Council Members absent:

Scott King, Seat B, excused

Staff in attendance:

Don Moore, Interim City Manager
Steve Cropsey, Project Manager
Carol Shade, Finance Director
Jayne Bennett, Acting City Clerk

III. APPROVAL OF AGENDA

MOTION: Tim Sands moved and Keggie Tubbs seconded the motion to approve the agenda as presented.

VOTE: The motion passed unanimously.

IV. STAFF REPORTS

A. City Manager Report

Interim Manager Moore reviewed his written report:

- Scandinavian Creek Oil Spill – recent oil spill was being investigated by the State prosecutor; noted it was a federal requirement to have a spill report which required notifying the local authorities of a spill, which didn't happen;
- Knutsen Property – there was some encroachment in the City's right-of-way that needed to be dealt with;
- Snag Point Force Main – DEC had approved a loan for \$2.2 Million which would need to be approved by the Council at a future meeting, probably in August; didn't think it was practical to get the project done this construction season, and allow for bidding out the project and for an approved contractor to coordinate inventory needed for the project;

had a visit from key Army Corp personnel and there may be some other promising options to fix the problem that were being researched;

- Fireworks Permit – had issued a permit to a long time vendor for the July 4th holiday in accordance with the code which gave Manager approval to do so, but was not recommending a future permit for this area, because the site was within close proximity to a major fire that had haphazard materials stored nearby; and
- Commissioner of Corrections visit – onsite visit to discuss the possibility of a combined public safety and corrections facility, and resolve concerns with the corrections facility contract.

Discussion:

- asked if the fireworks vendor should be contacted regarding the concerns that were voiced with the site, answered the owner was informed of the concerns; and
- asked that a follow up letter be sent to the vendor soon in anticipation of vendor purchasing an inventory of fireworks for New Year's.

V. ORDINANCES AND RESOLUTIONS

- A. Resolution No. 2011-55, A Resolution of the Dillingham City Council Awarding a Contract for the Tower Road Paving Project to Quality Asphalt Paving (QAP)

MOTION: Tim Sands moved and Chris Napoli seconded the motion to approve Resolution No. 2011-55.

Manager Moore reported that the Resolution had been amended to include in the Now, Therefore Be Resolved section, item no. 1 was revised from the base bid of \$487,000 to \$467,000 and had added the two additive alternates totaling \$186,000 for a total of \$653,000.

Project Manager Cropsey commented that the resolution was intended to award the last phase of the project, the City being the contracting agent. He verified the City would not be committing more than \$925,000, which was the grant amount the City had received from the Denali Commission. He would present a budget further along in the agenda to identify the difference between the grant amount of \$925,000 and the total bid awarded for Phase II for \$653,000.

MOTION: The motion to adopt Resolution No. 2011-55 as amended passed unanimously.

- B. Resolution No. 2011-62, A Resolution of the Dillingham City Council Awarding the IT Contract to TekMate

MOTION: Tim Sands moved and Chris Napoli seconded the motion to approve Resolution No. 2011-62.

Staff reported that a request for IT support services had gone out to bid and had received three bids, and was recommending TekMate. The contract did not include computer support services for the public safety department, which would be a separate bid and contract for the specialized services required of that department.

Discussion:

- asked how TekMate's proposed fee schedule compared with BBIT's contract fees for FY 2011, answered it might be hard to compare with this coming year with the new finance software being implemented in the fall which might require more hours.

VOTE: The motion to adopt Resolution No. 2011-62 passed unanimously.

VI. EXECUTIVE SESSION

A. Legal/Personnel Matters

1. City Manager Recruitment
2. Interim City Manager

MOTION: Tim Sands moved and Elizabeth Pearch seconded the motion to go into executive session under DMC, 2.09.050, regarding legal matters [8:04 p.m.].

VOTE: The motion to enter into executive session passed unanimously.

MOTION: Keggie Tubbs moved and Tim Sands seconded the motion to come out of executive session [8:35 p.m.].

GENERAL CONSENT: The motion passed with no objection.

MOTION: Tim Sands moved and Chris Napoli seconded the motion to approve Action Memorandum 2011-14.

VOTE: The motion passed unanimously.

MOTION: Tim Sands moved and Bob Himschoot seconded the motion to appoint Carol Shade as the interim city manager.

VOTE: The motion passed unanimously.

VII. COUNCIL COMMENTS

Tim Sands:

- asked Steve Cropsey to present the budget for Resolution No. 2011-55.

Steve Cropsey reported on the difference of \$272,000, which was the amount of the Denali Commission grant of \$925,000 less the total bid for Phase II of \$653,000. He commented the difference went to offset the Tribe's contribution to the project for Phase I awarded to Bennett Enterprises in the amount of \$1.697 Million.

- thanked Don Moore for his service and wished him well.

Bob Himschoot:

- thanked Don Moore for his time, noting he appreciated all the work he had done for the City.

Chris Napoli:

- thanked Don Moore for stepping in as interim.

Keggie Tubbs:

- thanked Don Moore, appreciated his professionalism, and sorry to see him go; and
- commented that for the Tower Road project, a \$2.3M project, the Tribe had contributed \$1.4M, having committed to pay the bid overage;
- asked that a thank you go out to Bryce Edgmon and others who were key to getting the pavement projects for Wood River Road, airport, and downtown, was so appreciative of the newly paved areas; and
- voiced that he hoped the City would take advantage of the paving equipment while it was in town and fix some of the areas that needed maintenance, by the bank and L&M up to the Senior Center; and
- supported the studies on the Nushagak River way regarding Millrock that needed additional funding to survey the fish streams, part of the City's responsibility to oppose Pebble was to support studies like this that need funding.

MOTION: Keggie Tubbs moved and Bob Himschoot seconded the motion to commit \$5,000 to the project.

VOTE: The motion passed unanimously.

Elizabeth Pearch:

- thanked Don Moore and Carol Shade; and
- shared a citizen's comment suggesting the City move the high school to City property on Waskey Road and sell the existing facility to UAF, might keep students in school that were otherwise distracted by goings on downtown.

Mayor Ruby reported the native corporations were obligated under ANCSA to give municipalities some land, and a rather large parcel on Waskey Road was identified for schools. The survey that was done was never accepted by Choggiung, because there were a large number of errors, and the deed had yet to be turned over to the City.

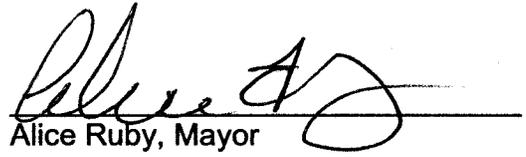
VIII. MAYOR'S COMMENTS

Mayor Ruby:

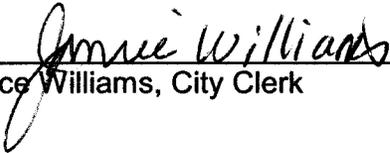
- asked for a report on the Knutsen property on the August agenda;
- commented she had talked to Bryce Edgmon about asking the State to patch holes on the highway outside of the newly paved areas, and noted he and Melody had just had a new baby girl;
- thanked Don Moore for his time, noting she hoped to meet his wife some day; and
- thanked the staff for being at the meeting.

IX. ADJOURNMENT

Mayor Alice Ruby adjourned the meeting at 9:00 p.m.


Alice Ruby, Mayor

ATTEST:


Janice Williams, City Clerk

