

I. CALL TO ORDER

The Regular Meeting of the Dillingham City Council, preceded by a workshop at 6:00 p.m. to review the FY10 audit with Mikunda, Cottrell, was held on Thursday, March 3, 2011, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Alice Ruby called the meeting to order at 7:02 p.m.

II. ROLL CALL

Mayor/Council Members present:

Mayor Alice Ruby
Elizabeth Pearch, Seat A
Scott King, Seat B
Bob Himschoot, Seat C – attended via teleconference
Sue Mulkeit, Seat E
Tim Sands, Seat F

Council Members absent:

Keggie Tubbs, Seat D - excused

Staff in attendance:

Steve Cropsey, Interim City Manager
Doug Dombroski, Sergeant-at-Arms
Dan Boyd, Animal Control Officer
Jody Seitz, Planning Director
Carol Shade, Finance Director
Janice Williams, City Clerk

III. APPROVAL OF MINUTES

A. Regular Meeting, February 3, 2011

MOTION: Sue Mulkeit moved and Tim Sands seconded the motion to approve the minutes of the February 3, 2011 regular council meeting.

Discussion: None

VOTE: The motion passed unanimously.

B. Special Joint Meeting, February 22, 2011

MOTION: Tim Sands moved and Sue Mulkeit seconded the motion to approve the minutes of the February 22, 2011 special joint meeting.

Discussion: None

VOTE: The motion passed unanimously.

IV. APPROVAL OF CONSENT AGENDA

There was no consent agenda.

APPROVAL OF AGENDA

MOTION: Tim Sands moved and Sue Mulkeit seconded the motion to approve the agenda as presented.

Discussion: None

VOTE: The motion passed unanimously.

V. STAFF REPORTS

A. Mayoral Special Presentation

Mayor Ruby presented three Spirit of Youth Awards. The Spirit of Youth award recognition certificates go to a youth or group of youths to show appreciation for acts such as community service, overcoming challenges, and environmental efforts. The awards were presented to students, Victoria Lynn Anderson and Tamrit Grewal, Victoria for her interest in the health field as an Emergency Trauma Technician, and working part-time to improve her responder skills, and Tamrit Grewal for her involvement with Rebels to the Pebble, traveling to Anchorage for community presentation. It also recognized the group Rebels to the Pebble for hosting rallies in Dillingham and providing hope that natural, sustainable resources will be protected.

B. City Manager Report

City Manager Cropsey reported:

- the public works department conducted a test run with the new pumper truck and resolved that it would be able to keep up with the inflow into the lift station without having to contract for additional services;
- a survey crew had been in town to survey the new force main alignment;
- the chain link kennels had arrived for the opening of the animal shelter on March 1;
- an RFP for the repair work on the senior center had been prepared and distributed to three architectural firms to be returned by March 24, the cost to be paid by the insurance company;
- the pump in the new well was putting out 10 gal. of water per minute when it should have a minimum flow of 60 gal. per minute; the pump should be covered under warranty; and
- the burn box at the landfill is in bad shape, it would need some patchwork, and he would budget the cost for repair.

Discussion:

- asked if the \$6.6M of assessed property values was a correct figure for exemption from property tax due to qualifying as a senior citizen or a disabled vet, confirmed this was correct;
- asked if the manager would provide a summary in the April packet council of the needed renovations at the senior citizen center;
- asked if the city was looking at options in the long-term and need to revise the solid waste management plan, Mgr. Cropsey answered it needed to be, that the state would prefer an incinerator, which was very expensive, but could possibly build a burn box that was vented and the off gases reburned in the vent, but should have a preliminary

engineering review done of how the city can satisfy the State's requirements, repair the burn box in the meantime; the City basically has two years to come up with a solution;

- asked if there was any resolution to the problem with Bingman's trash disposal, Mgr. Cropsey answered he would have to confer with the police department and would get back to the council; and
- asked if there was a resolution to the overload of work in the vehicle maintenance shop, Mgr. Cropsey answered he would be proposing an additional mechanic, and this would be brought to the finance committee.

Mayor Ruby asked if there was any objection to assigning the Code Committee the task of adding the senior citizen and disabled veteran property exemption policy to the Code as pointed out in the City Clerk's report. No objection was noted.

C. Standing Committee Reports

There were no committee reports.

VI. PUBLIC HEARINGS

There were no public hearings.

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

A. Melanee Tiura, representing the Tobacco Coalition

Ms. Tiura reported that the tobacco coalition does a lot of work helping people to quit using tobacco. The State was finding better results preventing youths from starting using tobacco. The coalition was looking at the possibility of a local flat tax on each pack of cigarettes and chewing tobacco, which could bring in \$60,000-\$90,000 a year.

Mayor Ruby suggested looking at current statutes, because the City may be restricted from singling out one item, and research how the proposed tax could be structured.

B. Deanna Hardin, Happy Tails

Deanna Hardin reported that she was surprised and dismayed that the City did not renew her contract to provide the City with an animal shelter, that she had to hear it on the radio. She compared her services with the City's new contract arrangement and did not see how it would be more cost effective than her contract. She noted that on her own she had retained some of the animals that went past the ten day stay, so she could find them a good home. She asked the City to rethink the direction they had taken and that she be given an opportunity to renegotiate a contract.

VIII. ORDINANCES AND RESOLUTIONS

A. Introduce Ordinance No. 2011-02, An Ordinance of the Dillingham City Council Authorizing the Disposition and Sale of Foreclosed Property

MOTION: Tim Sands moved and Sue Mulkeit seconded the motion to introduce Ordinance No. 2011-02.

City Manager Cropsey explained that this ordinance would declare two foreclosed properties were not needed for a public purpose. He referred to the information memorandum attached to the ordinance. He noted before the properties could be disposed of, a full disclosure would need to be made about the condition of the property, including possible contaminants, and based on this and how much was owed to the City, the City would have an idea of how much the minimum bid needed to be. He felt the apartment building would most likely not have a conventional lender interested in it, due in part to the partial construction which would limit the ability to get a loan from a conventional banker. He noted the City had the right as the owner to set the conditions for bidding, including financing arrangements. He commented the City had rented apartments in the past to house contractors hired for long-term projects, and he thought there might be an opportunity to sell the building to a private party with the provision that the City, for example, could have a lease on two of the apartments for a period of time for so much a month, providing the City with temporary housing for various needs. He recommended that the City get a proper buyer with assurance that unfinished construction on the building be completed as part of the bid documents. There are other liens on the apartment building.

Discussion:

- asked if the former owner were to buy back the property, could the City require that the construction be completed and the septic fixed if needed, Mgr. Cropsey answered the fire marshal could be contacted for building code requirements, but he would look into it.

VOTE: The motion to introduce Ordinance No. 2011-02 passed unanimously.

- B. Resolution No. 2011-17, A Resolution of the Dillingham City Council Thanking Deanna Hardin of Happy Tails for Providing a Temporary Shelter for the City's Stray and Abandoned Animals and for Her Dedication in Finding Homes for Homeless Pets

MOTION: Tim Sands moved and Elizabeth Pearch seconded the motion to adopt Resolution No. 2011-17.

Discussion: None

VOTE: The motion to adopt Resolution No. 2011-17 passed unanimously.

- C. Resolution No. 2011-18, A Resolution of the Dillingham City Council Thanking Linda Cook of Homeward Bound Pet Rescue, Fairbanks, Alaska for Extending a Helpful Hand

MOTION: Tim Sands moved and Elizabeth Pearch seconded the motion to adopt Resolution No. 2011-18.

Discussion: None

VOTE: The motion to adopt Resolution No. 2011-18 passed unanimously.

- D. Resolution No. 2011-19, A Resolution of the Dillingham City Council Thanking Everts Air Cargo for its Support in Assisting with Animal Rescue

MOTION: Tim Sands moved and Elizabeth Pearch seconded the motion to adopt Resolution No. 2011-19.

Discussion: None

VOTE: The motion to adopt Resolution No. 2011-19 passed unanimously.

- E. Resolution No. 2011-20, A Resolution of the Dillingham City Council Thanking Renata Hoskins and the Dedicated Volunteers of Alaska Dog and Puppy Rescue, Wasilla, Alaska, for Including Dillingham and Other Outlying Areas in its Animal Rescue Efforts

MOTION: Tim Sands moved and Elizabeth Pearch seconded the motion to adopt Resolution No. 2011-20.

Discussion: None

VOTE: The motion to adopt Resolution No. 2011-20 passed unanimously.

- F. Resolution No. 2011-21, A Resolution of the Dillingham City Council Thanking Golden Heart Pet Assistance League, North Pole, Alaska, for Holding a Spay And Neutering Clinic in Dillingham

MOTION: Tim Sands moved and Elizabeth Pearch seconded the motion to adopt Resolution No. 2011-21.

City Manager Cropsey announced an anonymous donor was willing to pay for the spaying and neutering of any animals adopted from the animal shelter between now and the time of the clinic.

Discussion: None

VOTE: The motion to adopt Resolution No. 2011-21 passed unanimously.

- G. Resolution No. 2011-22, A Resolution of the Dillingham City Council Thanking Northern Air Cargo for its Support in Assisting with Animal Rescue

MOTION: Tim Sands moved and Elizabeth Pearch seconded the motion to adopt Resolution No. 2011-22.

Discussion: None

VOTE: The motion to adopt Resolution No. 2011-22 passed unanimously.

- H. Resolution No. 2011-23, A Resolution of the Dillingham City Council Accepting the Yearend Audit for the Fiscal Year Ending June 30, 2010

MOTION: Tim Sands moved and Elizabeth Pearch seconded the motion to adopt Resolution No. 2011-23.

Discussion:

- thanked staff for another clean audit and an outstanding job managing the budget.

VOTE: The motion to adopt Resolution No. 2011-23 passed unanimously.

- I. Resolution No. 2011-24, A Resolution of the Dillingham City Council Approving the 2010 Update of the Dillingham Comprehensive Plan

MOTION: Tim Sands moved and Elizabeth Pearch seconded the motion to adopt Resolution No. 2011-24.

Discussion:

- congratulated City Planner Seitz for pulling this together and doing a great job, and thanked the Planning Commission and the citizens who worked on it, for it's a good plan; and
- commented the Comp Plan is just the beginning and looking forward to working with the Planning Commission on the next step.

VOTE: The motion to adopt Resolution No. 2011-24 passed unanimously.

- J. Resolution No. 2011-25, A Resolution of the Dillingham City Council Amending the Bank Signature Card for City Bank Accounts Due to a Change in Personnel

MOTION: Tim Sands moved and Sue Mulkeit seconded the motion to adopt Resolution No. 2011-25.

Discussion: None

VOTE: The motion to adopt Resolution No. 2011-25 passed unanimously.

- K. Resolution No. 2011-26, A Resolution of the Dillingham City Council Amending the Bank Signature Card for the City Safety Deposit Box Due to a Change in Personnel

MOTION: Tim Sands moved and Sue Mulkeit seconded the motion to adopt Resolution No. 2011-26.

Discussion: None

VOTE: The motion to adopt Resolution No. 2011-26 passed unanimously.

- L. Resolution No. 2011-27, A Resolution of the Dillingham City Council Supporting a Tidal Energy Technology Development Project

MOTION: Elizabeth Pearch moved and Tim Sands seconded the motion to adopt Resolution No. 2011-27.

City Manager Cropsey noted the only costs associated with the project would be in-kind staff time, dock space, and crane usage.

Discussion:

- asked if staff had been involved in the discussion, confirmed they had.

VOTE: The motion to adopt Resolution No. 2011-27 passed unanimously.

- M. Resolution No. 2011-28, A Resolution of the Dillingham City Council Authorizing City Manager to Apply For and Accept a State of Alaska Division of Forestry Grant in the Amount of \$10,000 for Volunteer Fire Assistance

MOTION: Tim Sands moved and Sue Mulkeit seconded the motion to adopt Resolution No. 2011-28.

Discussion: None

VOTE: The motion to adopt Resolution No. 2011-28 passed unanimously.

IX. UNFINISHED BUSINESS

A. Annexation

Mayor Ruby reminded the Council that April 25 was chosen by the Local Boundary Commission for a public hearing, and that staff and council would need to be gearing up for the hearing. She would be looking to convene the Public Outreach Committee and also set up some neighborhood meetings to update the community on the proposed annexation.

City Planner Seitz spoke in favor of using the Planning Commission as an outreach component and offered up their services to get the word out.

B. City Manager Hire

Mayor Ruby reported this item would be discussed in the Executive Session.

X. NEW BUSINESS

A. Rural CAP, Rural Providers Conference, May 30 - June 3, presentation by Dee Dee Bennis

A presentation was made by Dee Dee Bennis, Rose Fisher and Sam Eveslage. It was noted this would be first time the Rural CAP conference would take place in the Bristol Bay region, and would be conducted in Dillingham in 2011 (the 28th conference) and 2012. The conference would deal with the many wellness issues pertinent to the region, and changing attitudes and beliefs, and would bring in around 200 people from the 31 surrounding villages. For the past year, the staff has been busily working on all the details including housing, and would be looking to contact the public safety department, because of the huge influx of people. Dee Dee complimented the City for including wellness as a main component of the updated Comprehensive Plan. BBNA was looking for sponsorships, and appreciated the use of the City's school facilities for the event. They were asking for ideas including how to welcome participants, and were looking for volunteers. Dee Dee introduced Sam Eveslage as the main point of contact at BBNA for the event.

Mayor Ruby welcomed the opportunity to have the conference held in Dillingham and to partner with BBNA. She pointed out that the City's \$1.1 Million annual bond obligation for the school renovations made it possible to hold the conference in the City's school facilities.

B. Action Memorandum No. 2011-07, Approving Supplement No. 2 to the Dillingham Airport Lease Agreement ADA-07809

MOTION: Tim Sands moved and Sue Mulkeit seconded the motion to approve Action Memorandum No. 2011-07.

Discussion: None

VOTE: The motion to approve Action Memorandum No. 2011-07 passed unanimously.

- C. Action Memorandum No. 2011-08, Accept the City Manager's Recommendation to Bring Back a Policy Regarding Animal Shelter Services in Six Months for Council Adoption

MOTION: Tim Sands moved and Elizabeth Pearch seconded the motion to approve Action Memorandum No. 2011-08.

City Manager Cropsey explained that the operational procedures were a work in progress, and a final policy should be reviewed in six months for adoption by the Council.

Discussion: None

VOTE: The motion to approve Action Memorandum No. 2011-08 passed unanimously.

- D. Committee Appointments

Mayor Ruby asked the Council to approve the appointment of Scott King to replace Carol Shade on the Code Committee and appoint Tim Sands as chair of the Code Committee.

MOTION: Elizabeth Pearch moved and Sue Mulkeit seconded the motion to approve the recommended appointments.

Discussion: None

VOTE: The motion passed unanimously.

- E. Action Memorandum No. 2011-09, Appoint Acting City Manager

Mayor Ruby noted this action would appoint Janice Williams as Acting City Manager while Steve Cropsey was absent for a week in March.

MOTION: Tim Sands moved and Sue Mulkeit seconded the motion to approve Action Memorandum No. 2011-09.

Discussion: None

VOTE: The motion to approve Action Memorandum No. 2011-09 passed unanimously.

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

Carol Shade wanted the credit for the unqualified, clean audit from the finance department to go to Frank Barrus, Gregg Burton, Anita Fuller, LaPreal Bauer, and Gretchen Noden, because they were the employees during that fiscal year.

XII. COUNCIL COMMENTS

Bob Himschoot: no comment

Tim Sands:

- stated it has been a year since the condition survey was done on the public safety and fire hall buildings and would like to see some progress made;
- reported while attending the SWAMC conference he had talked to some of the DOT people and they were very complimentary of Jody Seitz, noting she had helped get things furthered along;
- noted he had toured the City's dog kennel and was pleased with it; and
- thanked staff for keeping the City running.

Scott King: no comment

Sue Mulkeit:

- thanked the City employees for keeping things running.

Elizabeth Pearch:

- congratulated Jody Seitz on getting approval of the Comprehensive Plan, and everyone else involved, citizens as well as staff; and
- thanked staff for the A+ audit.

XIII. MAYOR'S COMMENTS

Mayor Ruby noted in the past the City had held informal workshops with no records kept, except an advertisement on an agenda. The City Clerk had done some research with other communities and was recommending workshops be noted as special meetings, which would be recorded similar to the recent special joint meeting with the planning commission. The next time a workshop was scheduled she would ask the Council for their preference.

Mayor Ruby commented that after the Special Joint Meeting with the Planning Commission she thought it would be beneficial for the school superintendent to make a presentation on the state of the schools at the April council meeting. This would be for the purpose of addressing what the school was doing to address certification, curriculum, etc.

Mayor Ruby asked for a moment of silence for those who had passed away.

XIV. EXECUTIVE SESSION

A. Legal Matter

MOTION: Tim Sands moved and Sue Mulkeit seconded the motion to enter into executive session [8:34 p.m.].

GENERAL CONSENT: There was no objection.

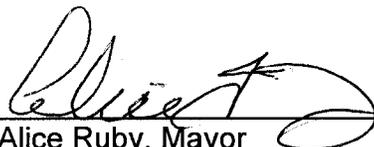
(The council meeting recessed for several minutes.)

MOTION: Tim Sands moved and Elizabeth Pearch seconded the motion to come out of executive session at 9:55 p.m.

GENERAL CONSENT: There was no objection.

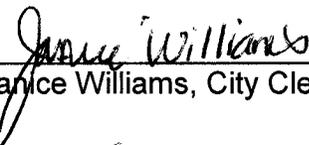
XV. ADJOURNMENT

Mayor Alice Ruby adjourned the meeting at 9:55 p.m.



Alice Ruby, Mayor

ATTEST:



Janice Williams, City Clerk

