

I. CALL TO ORDER

A Special Meeting of the Dillingham City Council was held on Tuesday, January 18, 2011, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Alice Ruby called the meeting to order at 7:00 p.m.

II. ROLL CALL

Mayor/Council Members present:

Mayor Alice Ruby
Elizabeth Pearch, Seat A
Bob Himschoot, Seat C
Keggie Tubbs, Seat D
Sue Mulkeit, Seat E
Tim Sands, Seat F

Seat B is vacant

Staff in attendance:

Steve Cropsey, Interim City Manager
Tammy Judd, Senior Center Director
Cheryl Bird, Sergeant-at-Arms
Ruth Steele, Interim Finance Director
Carol Shade, Finance Director

III. APPROVAL OF MINUTES

A. Regular Meeting, January 6, 2011

MOTION: Tim Sands moved and Elizabeth Pearch seconded the motion to approve the minutes of January 6, 2011.

Discussion:

- commented the clerk's note in the minutes instructing to withdraw a motion before amending a previous motion could be listed on a separate document outside of the minutes.

VOTE: The motion passed unanimously.

IV. APPROVAL OF AGENDA

MOTION: Tim Sands moved and Bob Himschoot seconded the motion to approve the agenda as presented.

VOTE: The motion passed unanimously.

V. STAFF REPORTS

A. City Manager Report

Steve Cropsey:

- reported that he had met with the Mayor and appreciated the opportunity to get a report on the issues that concern the City; and
- reported he had attended a regular staff meeting that day, found it very helpful, and staff unanimously thanked Ruth Steele for her service.

VI. PUBLIC HEARINGS

A. Adopt Ordinance No. 2011-01, An Ordinance of the Dillingham City Council Amending the Budget and Appropriating Funds for the FY 2011 City of Dillingham Budget

Mayor Ruby opened the public hearing on Ordinance No. 2011-01, and there being no one who wished to present testimony the public hearing closed.

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

There was no citizen's discussion.

VIII. SPECIAL BUSINESS

A. Adopt Ordinance No. 2011-01, An Ordinance of the Dillingham City Council Amending the Budget and Appropriating Funds for the FY 2011 City of Dillingham Budget

MOTION: Keggie Tubbs moved and Tim Sands seconded the motion to adopt Ordinance No. 2011-01.

Discussion: None

MOTION: Keggie Tubbs moved the previous question. *(Clerk note: the effect of this motion is to immediately stop debate).*

VOTE: The motion to adopt Ordinance No. 2011-01 passed unanimously.

B. Resolution No. 2011-07, A Resolution of the Dillingham City Council Amending the Bank Signature Cards for the City Bank Accounts Due to a Change in Personnel

MOTION: Keggie Tubbs moved and Tim Sands seconded the motion to adopt Resolution No. 2011-07.

Discussion: None

MOTION: Keggie Tubbs moved the previous question. *(Clerk note: the effect of this motion is to immediately stop debate).*

VOTE: The motion to adopt Resolution No. 2011-07 passed unanimously.

- C. Resolution No. 2011-08, A Resolution of the Dillingham City Council Expressing Thanks and a Commendation to Donald Moore

MOTION: Sue Mulkeit moved and Keggie Tubbs seconded the motion to adopt Resolution No. 2011-08.

Discussion: None

MOTION: Elizabeth Pearch moved the previous question. *(Clerk note: the effect of this motion is to immediately stop debate).*

VOTE: The motion to adopt Resolution No. 2011-08 passed unanimously.

- D. Resolution No. 2011-09, A Resolution of the Dillingham City Council Approving an Amendment to Task Order No. 2 with Sheinberg Associates to Provide Additional Consulting Support through the Next Steps of the Annexation Process

MOTION: Keggie Tubbs moved and Tim Sands seconded the motion to adopt Resolution No. 2011-09.

Discussion: None

MOTION: Keggie Tubbs moved the previous question. *(Clerk note: the effect of this motion is to immediately stop debate).*

VOTE: The motion to adopt Resolution No. 2011-09 passed unanimously.

- E. Resolution No. 2011-10, A Resolution of the Dillingham City Council Approving Task Order No. 1 with MBL Group, LLC to Provide an Additional Survey for the Staffing Study

MOTION: Keggie Tubbs moved and Elizabeth Pearch seconded the motion to adopt Resolution No. 2011-10.

Discussion: None

MOTION: Sue Mulkeit moved the previous question. *(Clerk note: the effect of this motion is to immediately stop debate).*

VOTE: The motion to adopt Resolution No. 2011-10 passed unanimously.

- F. Resolution No. 2011-11, A Resolution of the Dillingham City Council Approving a Temporary Contract with Dillingham City School District to Assist with a Senior Citizen Lunch Program

MOTION: Tim Sands moved and Keggie Tubbs seconded the motion to adopt Resolution No. 2011-01.

City Manager Cropsey reported the proposed contract was a cooperative effort between the City and the School District to provide the seniors with a hot lunch for approximately \$5.50 per lunch.

Senior Director Tammy Judd reported the contract was pretty close to what it should be, that she was still working on some of the wording with the granting agency. She reported seniors would attend the school cafeteria at noon, some would be shuttled by the Senior Center bus and others would drive themselves. She noted some of the logistics were still being worked out, like where the seniors would be dropped off, and seating arrangements. She reported the principal was excited about having this opportunity for the children and elders to interact and she would be open to providing other activities during the day, such as the use of the library.

Discussion:

- asked if staff would be working with the school staff, answered city staff would be keeping track of the numbers and paperwork; and
- asked if the contract arrangement could jeopardize the grant, answered the grant would have to be revised to include a subcontract line, since the City would be subcontracting the lunch program.

VOTE: The motion to adopt Resolution No. 2011-11 passed unanimously.

- G. Schedule a Workshop for 6:00 p.m. February 3 Prior to the Regular Council Meeting to Present the FY10 Audit

MOTION: Tim Sands moved and Bob Himschoot seconded the motion to schedule a workshop for 6:00 p.m. on February 3, 2010 to review the audit.

Discussion:

- asked staff to add a review of the FY10 audit on the next Finance and Budget Committee meeting scheduled for January 31 and a recommendation would come back to the Council.

VOTE: The motion to adopt Resolution No. 2011-11 passed unanimously.

- H. Action Memorandum No. 2011-05, Suspend Steve Cropsey's Contract for the School Bond Renovation Project and Approve an Employment Agreement for Interim City Manager Position

MOTION: Keggie Tubbs moved and Tim Sands seconded the motion to approve Action Memorandum No. 2011-05.

City Manager Cropsey noted the contract was an at-will contract, that the Council could terminate the services of the Interim City Manager at any time with cause immediately, and without cause with a two week's notice/severance. He noted his contract could be terminated before April 15, if the City found someone permanent before then.

Discussion: None

MOTION: Keggie Tubbs moved the previous question. *(Clerk note: the effect of this motion is to immediately stop debate).*

VOTE: The motion to approve Action Memorandum No. 2011-05 passed unanimously.

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

There was no citizen's discussion.

X. COUNCIL COMMENTS

Elizabeth Pearch:

- acknowledged Tammy Judd and the others who were involved in bringing the Senior Center up to speed; and
- welcomed Steve Cropsey and thanked Janice Williams again for her time as interim city manager.

Bob Himschoot:

- echoed thanks to staff and appreciated Tammy Judd's recognition of Ida Noonkesser in her role in helping to clean up the Senior Center; and
- welcomed Steve Cropsey and Carol Shade in her new position as finance director; and
- thanked Ruth Steele and Janice Williams.

Keggie Tubbs:

- welcomed Steve Cropsey and thanked Ruth Steele for returning to the City and helping out.

Sue Mulkeit:

- echoed all the thank you comments, appreciated Tammy Judd for doing a good job and getting things done, and welcomed Steve Cropsey.

Tim Sands:

- welcomed Steve Cropsey and thanked Ruth Steele;
- acknowledged Tammy for doing a good job; and
- thanked Janice Williams for filling in as interim city manager, and thanked all the city staff for keeping things running.

XI. MAYOR'S COMMENTS

Mayor Ruby:

- acknowledged she was happy to have Steve Cropsey and Carol Shade on board;
- thanked Ruth and Janice for filling in on a moment's notice;
- reported that council members who are were interested in attending the Southwest Alaska Municipal Conference should get with City Clerk, and also for those interested in going to Juneau for a legislative trip more information would be forthcoming;
- noted Keggie Tubbs would serve as mayor pro tempore while she was out of town several days next week; and
- reminded the Council to try and make the informational meeting with DCRA staff at the Bristol Inn the following day.

XII. EXECUTIVE SESSION

A. Legal Matter

MOTION: Tim Sands moved and Elizabeth Pearch seconded the motion to go into executive session under DMC 2.09.050, regarding legal matters [7:27 p.m.].

Mayor Ruby invited Steve Cropsey and Janice Williams into executive session.

Discussion: None

VOTE: The motion passed unanimously.

MOTION: Tim Sands moved and Sue Mulkeit seconded the motion to come out of executive session [8:11 p.m.].

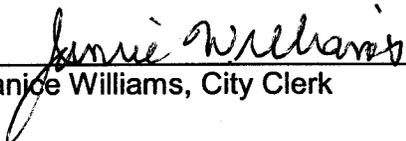
GENERAL CONSENT: The motion passed without objection.

XIII. ADJOURNMENT

Mayor Alice Ruby adjourned the meeting at 8:12 p.m.


Alice Ruby, Mayor

ATTEST:


Janice Williams, City Clerk

