

I. CALL TO ORDER

The Special Meeting of the Dillingham City Council was held on Wednesday, November 27, 2013, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Alice Ruby called the meeting to order at 12:18 p.m.

II. ROLL CALL

Mayor Alice Ruby was present.

Council Members present and establishing a quorum (a quorum being four):

Holly Johnson, Seat A
Chris Maines, Seat B
Bob Himschoot, Seat C
Keggie Tubbs, Seat D
Paul Liedberg, Seat F

Tracy Hightower, Seat E – absent and excused

Staff in attendance:

Rose Loera, City Manager
Janice Williams, City Clerk

III. APPROVAL OF AGENDA

MOTION: Bob Himschoot moved and Keggie Tubbs seconded the motion to approve the agenda.

VOTE: The motion to approve the agenda passed without objection.

IV. SPECIAL BUSINESS

A. Administer Oath of Office – Holly Johnson, Seat A

City Clerk Janice Williams administered the oath of office to new Council member Holly Johnson, Seat A.

B. Action Memorandum No. 2013-33, Awarding a Contract to KME Kovatch for the Purchase of a 2,800-3,000 US Gallon Tender for the Volunteer Fire Department

MOTION: Keggie Tubbs moved and Paul Liedberg seconded the motion to approve Action Memorandum No. 2013-33.

Manager Loera noted after the bids came in, an addendum had been distributed to the three responsive bidders for a 6 X 6 truck, with a request for a cost and delivery of no more than 240 days. The low responsive bidder was KME Kovatch, but the bid was \$200 less than the original bid.

Fire Chief Heyano contacted a reputable trucking company for advisement on the cost to add 4 X 6 or 6 X 6, which was around \$30K. He also did a reference check. Manager Loera was recommending awarding the contract to KME, and if a contract could not be negotiated would work with the next responsive bidder. One of the bidders, General Fire was disqualified because the firm could not meet the timeline for delivery, and the next responsive bidder Fort Garry, their bid was \$389,998.

MOTION: Bob Himschoot moved and Chris Maines seconded the motion to amend the action memorandum to add to the subject title "or to the next responsive bidder".

GENERAL CONSENT: There was no objection to the motion.

MOTION: The motion to approve the amended Action Memorandum No. 2013-33 passed unanimously.

(Clerk Note: The match amount noted in the AM was corrected from 10% to 5%.)

- C. Resolution No. 2013-73, A Resolution of the Dillingham City Council Amending the Community Block Grant Amount Requested from \$850,000 to \$795,000 for the Design of the Public Safety Building(s) and Repealing Resolution No. 2013-66

MOTION: Paul Liedberg moved and Bob Himschoot seconded the motion to approve Resolution No. 2013-73.

Manager Loera reported the Council had recently approved a resolution to apply for a CDBG grant, but at the time it was based on an estimated amount. Resolution 2013-73 would correct that amount to be \$795,000, a lower rate that would match the grant request that would be mailed out by the end of the week in order to meet the deadline of December 6.

VOTE: The motion to approve Resolution No. 2013-73 passed unanimously.

- D. Request for a Late Filed Appeal – Follow Up

Mayor Ruby reported on the evaluation prepared in Finance for a late filed appeal presented by Earlene George. She noted the process for filing for a late filed appeal had been changed in code earlier in the year, but if the Council felt the City should waive their code and consider the request for a late filed appeal they could.

City Clerk Williams reported on the new process noting the appeals were mailed out March 17 with a 30-day period to file an appeal. The Board of Equalization ruled on the late filed appeals and at that point the appeal period closed. No more late filed appeals would be accepted. However, she noted a member of the public always had an opportunity to come before the City Council to hear their case.

Discussion:

- understood the City had changed its code because of the City's history of receiving multiple requests to hear a late filed appeal, but felt she wasn't notified of the opportunity to appeal until after the fact;

- noted it was unfortunate BBHA had not updated their records and presented them to the City in a timely manner, but did not feel it was the City's error; and
- asked if she was appealing the \$65 change in the property taxes or because she was seeing an assessment increase from no longer qualifying for the 85% reduction from HUD, which should be taken up with them, and felt an informal contact might be in order.

Manager Loera noted she would follow up with staff to be sure Earlene George was contacted by phone to understand the issues and receive a copy of the evaluation.

MOTION: Keggie Tubbs moved and Bob Himschoot seconded the motion to provide her an opportunity to have a hearing.

City Clerk noted that in the past the City would schedule a meeting of the BOE to rule on whether or not to hear the late filed appeal. The BOE would then meet, and if they ruled in favor of hearing the late filed appeal it would then go to the City's appraiser, and the BOE would come together to rule on the new appraised value. The request was now before the Council. If accepted the appeal would go to the appraiser to value the property and then convene a meeting of the BOE to rule on the new appraised value.

MOTION WITHDRAWN: Keggie Tubbs asked to withdraw his motion, seconded by Bob Himschoot.

Mayor Ruby confirmed that at the December 5 Council meeting the Council would either get a report on how the issue was resolved, or it would be back on the agenda for a vote on whether or not to allow for the late filed appeal.

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

There was no citizen's discussion.

VI. COUNCIL COMMENTS

Holly Johnson:

- commented she was looking forward to being on the Council.

Bob Himschoot:

- welcomed Holly Johnson.

Paul Liedberg:

- welcomed Holly Johnson and wished everyone a Happy Thanksgiving.

Chris Maines:

- wished everyone a Happy Thanksgiving.

Keggie Tubbs:

- noted he echoed Paul's comments.

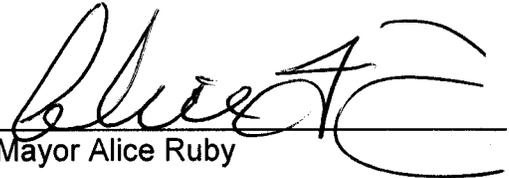
VII. MAYOR'S COMMENTS

- reported the City was hosting an event on where woodcutting was allowed, Tuesday, December 11, with a presence from DNR, Togiak Refuge, BBNA, and Choggiung;
- noted there was a Christmas tree lighting ceremony hosted by the Chamber of Commerce on Sunday at 5:00 p.m.;
- noted the Council packets for the December 5 meeting would be distributed on Monday, December 2 due to the short week; and
- wished everyone a Happy Thanksgiving.

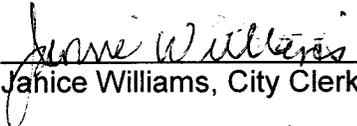
VIII. ADJOURNMENT

Mayor Ruby adjourned the meeting at 12:59 p.m.




Mayor Alice Ruby

ATTEST:


Janice Williams, City Clerk

Approval Date: Dec 5, 2013