



CITY COUNCIL SPECIAL MEETING

Thursday, August 14, 2025 at 5:30 PM

MINUTES

Our Vision. To have an infrastructure and city workforce that supports a sustainable, diversified and growing economy. We will partner with others to achieve economic development and other common goals that assure a high quality of living, and excellence in education.

MEETING INFORMATION

CITY COUNCIL SPECIAL MEETING

CITY HALL COUNCIL CHAMBERS / 5:30 p.m.

141 Main Street, Dillingham, AK 99576 (907) 842-5212

And via zoom

CALL TO ORDER

Mayor Alice Ruby called the special meeting to order at 5:30 p.m.

ROLL CALL

- **Present:** Bertram Luckhurst, Michael Bennett, Steven Carriere, Curt Armstrong, Mayor Alice Ruby
- **Absent:** Kevin McCambly (excused – traveling), Kaleb Westfall
- **Quorum** established (4 present).

PLEDGE OF ALLEGIANCE

- The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

- **Motion:** Approve agenda with open discussion for Items 2 and 3.
 - Moved by Michael Bennett, seconded by Steven Carriere.
 - **Vote:** Passed unanimously by voice vote

CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)

- **Mayor's Call:** Mayor invited online participants to comment; none spoke.
- **Dan Boyd** – Asked if a financial status report would be presented.
 - Mayor Ruby responded no report would be provided at this special meeting; Finance & Budget Committee meeting scheduled for next week.

SPECIAL BUSINESS

1) Report on Internet connection for Zoom access

- **Staff Report** – Deputy City Manager Jack outlined actions taken:

- Contacted Nushagak Cooperative (ISP) for speed and interaction tests.
- Worked with IT Specialist Kyle Johnson to adjust internal connection methods.
- Configured **dual-ISP system**: Starlink (primary) with Nushagak Cooperative (secondary failover).
- Factors affecting performance: building materials, Wi-Fi strength, wiring/equipment age (CAT5 cabling in use), Zoom platform settings.
- Acknowledgments: William Cheney, Michael Timmerman, Kyle Johnson, and Abigail Flynn for assistance.
- **Q&A**: Councilmember Carriere asked about cabling; Kyle Johnson confirmed CAT5 is in place, with further stress testing planned.
- **Next Steps**: Staff will continue monitoring and keep Zoom access open for council and committee meetings.

2) Process to Move Forward in City Manager Selection

- Council discussed recruitment options and interim support, including:
 - **Executive recruitment firm**: to actively source candidates.
 - **Mentor/consultant**: Engage a professional with municipal management experience (names mentioned: **Chris Hladick, Bill Dann**) to support the Acting City Manager.
 - **Materials requested**: Jack's resume, references, and background check to be provided at next regular meeting.
 - **Recruitment process**: Council preferred reviewing proposals from headhunter firms and potential mentors at the next meeting.
 - **Budget**: Possible use of funds not allocated to former City Manager's salary.
 - **RFP vs. direct proposals**: Some members suggested formal RFPs; others preferred direct proposals for efficiency.
- Council agreed staff will prepare proposals for headhunter services and mentor support for the **September regular meeting**.

3) Resolution No. 2025-32: Appoint Acting City Manager

Motion: Adopt Resolution No. 2025-32 appointing Jack as Acting City Manager.

- Moved by Steven Carriere, seconded by Bertram Luckhurst.
- **Disclosure**: Councilmember Curt Armstrong disclosed familial relationship (Jack is his nephew). Mayor determined no financial conflict of interest; participation allowed.
- **Vote**: Motion passed unanimously by voice vote.

COUNCIL COMMENTS

- Councilmembers thanked Jack for stepping into the Acting City Manager role, acknowledged the weight of responsibility, and expressed support moving forward.

MAYOR'S COMMENTS

- Mayor Ruby thanked staff, specifically **Abigail Flynn**, for meeting setup.
- Encouraged council and public to track upcoming committee meetings, noting the importance of restarting delayed committees.

- Announced she may be absent from some upcoming meetings but urged council to proceed as scheduled.

ADJOURNMENT

- Mayor Alice Ruby adjourned the meeting at 6:06 p.m.

ATTEST:


City Clerk

10/02/2025
Date Approved

[SEAL]