



Alice Ruby, **Mayor**

Council Members

- Holly Johnson (Seat A) • Chris Maines (Seat B) • Misty Savo (Seat C)
- Curt Armstrong (Seat D) • Andy Anderson (Seat E) • Paul Liedberg (Seat F)

DILLINGHAM CITY COUNCIL

David B. Carlson Council Chambers

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

SPECIAL MEETING	7:00 P.M.	OCTOBER 13, 2016
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1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. CITIZEN’S DISCUSSION (Prior Notice or Agenda Items)

5. SPECIAL BUSINESS

- a. Certify the Election of October 4, 2016, Adopt Resolution No. 2016-62, A Resolution of the Dillingham City Council Accepting the Certification of the Canvassing Committee Results and Certifying the October 4, 2016 Regular City Election page 3
- b. Adopt Resolution No. 2016-63, A Resolution of the Dillingham City Council Accepting a Grant Under the Terms of the BBEDC Community Block Grant Program.....page 11
- c. Approve Action Memorandum No. 2016-21, Award Contract for Dillingham Library Vinyl Sidingpage 17
- d. Schedule a BOE Hearing in October
- f. Change Code Committee’s Meeting from October 13
- g. Consideration of Liquor License Protestpage 21
- h. Executive Session
 - 1) Manager’s Contract

6. CITIZEN’S DISCUSSION (Open to the Public)

7. COUNCIL COMMENTS

8. MAYOR’S COMMENTS

- a. Swearing in Ceremony of Newly Elected Council Members

9. ADJOURNMENT

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2016-62

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL ACCEPTING THE CERTIFICATION OF THE CANVASSING COMMITTEE RESULTS AND CERTIFYING THE OCTOBER 4, 2016 REGULAR CITY ELECTION

WHEREAS, the Election Judges tallied the votes cast at the polls on October 4, 2016, and then serving as the Canvassing Committee, met on October 6, 2016, and tallied the votes of Absentee and Questioned ballots cast by voters; and

WHEREAS, the tallies recorded by the Canvassing Committee are as follows:

City Council Seat A; a three year term ending October 2019			
Name	Poll Votes	Absentee/Questioned	Total
Tracy G. Hightower	79	3	82
DuWayne M. Johnson	68	4	72
*Write-ins	0	0	0

City Council Seat B; a three year term ending October 2019			
Name	Poll Votes	Absentee/Questioned	Total
Christopher Maines	123	8	131
*Write-ins	0	0	0

School Board Seat A; a three year term ending October 2019			
Name	Poll Votes	Absentee/Questioned	Total
Tonya (Tatiana) O'Connor	132	6	138
Write-ins	0	0	0

*A write-in vote is counted only if the write-in named has met the qualifications to run and has filed a letter of intent with the City Clerk's office prior to the election.

Ballots Cast on Election Day	151	Ballots Counted on Election Day	151
Absentee in Person Ballots Received	5	Absentee in Person Ballots Counted	5
Absentee by Mail Ballots Received	2	Absentee by Mail Ballots Counted	2
Absentee by Personal Rep Ballots Recd	1	Absentee by Personal Rep Ballots Counted	1
Questioned Ballots Received	2	Questioned Ballots Counted	0
Number of Spoiled or Mismatched	0	Mismatched Ballot Counted	0
Total Ballots Issued	161	Total Ballots Counted	159

NOW, THEREFORE, BE IT RESOLVED by the Dillingham City Council that the October 4, 2016, Regular City Election was held valid to the best of our knowledge; and

BE IT FURTHER RESOLVED that the results are certified as follows:

1. That Tracy G. Hightower was elected to Council Seat A, a three year term ending October 2019, having received the greatest number of votes cast for this seat.
2. That Christopher Maines was reelected to Council Seat B, a three year term ending October 2019, having received the greatest number of votes cast for this seat.
3. That Tonya O'Connor was reelected to School Board Seat A, a three year term ending October 2019, having received the greatest number of votes cast for this seat.

PASSED and ADOPTED by the Dillingham City Council on October 13, 2016.

Alice Ruby, Mayor

ATTEST:

SEAL:

Janice Williams, City Clerk

A meeting of the Canvassing Committee was held on Thursday, October 6, 2016, in the City Council Chambers.

1. CALL TO ORDER

Precinct Chair Keggie Tubbs called the meeting to order at 12:30 p.m.

2. ROLL CALL

Canvass Committee Members present:

Keggie Tubbs Curt Armstrong Dana Clark Sherry Christensen

Absent and excused: Marilyn Rosene Pearl Strub

Staff Present:

Janice Williams

3. APPROVAL OF AGENDA

MOTION: Dana Clark moved and Sherry Christensen seconded the motion to approve the agenda.

VOTE: The motion passed unanimously by voice vote.

4. SPECIAL BUSINESS

a. Mismarked Ballot

Janice Williams noted there were no mismarked ballots.

b. Questioned Ballots

1) Tally Questioned Ballots

Janice Williams referred to the Question Verification Voter form with comments provided by the Nome Election office. A review was made on each of the two questioned ballots that were received. After the review, no ballots were determined to be eligible because they did not meet the Dillingham Municipal Code voter qualifications.

MOTION: Sherry Christensen moved and Curt Armstrong seconded the motion to reject the two questioned ballots.

VOTE: The motion passed unanimously by voice vote.

c. Absentee Ballots

(Clerk Note: All valid absentee ballot types are set to the side and opened at the same time. The ballots are shuffled before they are counted.)

1) Tally Qualified Absentee Voting in Person Ballots

Keggie Tubbs referred to the Absentee in Person Register for the absentee ballots cast in person, and went through the list one-by-one, verified the check mark provided by staff meant they were a registered voter and asked the committee members to comment on whether or not they questioned the residency of any one individual.

MOTION: Curt Armstrong moved and Sherry Christensen seconded the motion to accept the five absentee voting in person ballots.

VOTE: The motion passed unanimously by voice vote.

2) Tally Qualified Absentee Voting by Personal Representative Ballots

Janice Williams read off the name of the one absentee voting by personal representative ballot. She verified the voter was a registered voter who resided within Dillingham limits.

MOTION: Sherry Christensen moved and Curt Armstrong seconded the motion to accept the one absentee voting by personal representative ballot.

VOTE: The motion passed unanimously by voice vote.

3) Tally Qualified Absentee Voting by Mail Ballots

There were two mail-in ballots issued. Janice Williams verified both ballots were received at City hall by the noon deadline on October 6. She verified the two voters were registered voters who resided within Dillingham limits.

MOTION: Dana Clark moved and Curt Armstrong seconded the motion to accept the two absentee voting by mail ballots.

VOTE: The motion passed unanimously by voice vote.

Keggie Tubbs oversaw the opening of the accepted ballot envelopes that were set aside, the privacy sleeves removed and the ballots placed on the table. A recount was made to verify there were a total of eight ballots.

The Committee determined to make a hand count of the absentee and questioned ballots, with one member reading the ballot, one watching while the ballot was read, two members tallying the votes, and one watching the tallies being made.

The ballot results were read aloud by Keggie Tubbs and entered on the Certification of the Canvassing Committee Report/Official Tally Report.

d. Write-in and Voided Ballots

(Clerk Note: DMC 3.70.030, Record of canvass, states the minutes shall indicate the disposition of all questioned, absentee, write-in and voided ballots.)

Voided (spoiled) ballots: There were no voided (spoiled) ballots.

Write-ins: No one had filed a letter of intent as a write-ins. A write-in vote is counted only if the write-in named has met the qualifications to run and has filed a letter of intent with the City Clerk's office prior to the election.

e. Approve the Official Tally Report

MOTION: Sherry Christensen moved and Dana Clark seconded the motion to approve the Official Tally Report.

VOTE: The motion passed unanimously by voice vote.

TALLY VOTES		
	Name	Absentee/Questioned
COUNCIL SEAT A	Tracy G. Hightower	3
	DuWayne Johnson	4
	Write-ins	0
	Name	Absentee/Questioned
COUNCIL SEAT B	Christopher Maines	8
	Write-ins	0
	Name	Absentee/Questioned
SCHOOL BD SEAT A	Tonya (Tatiana) O'Connor	6
	Write-ins	0

f. Questioned Ballot Voter Statements

Janice Williams reported that following the meeting, a statement for Keggie Tubbs's signature would be distributed to each voter who filled out a questioned ballot, informing them if it was rejected or accepted, and the reason for the decision.

(Clerk Note: The Official Tally Report and the minutes of the Oct. 6 Canvassing Committee meeting will be presented at a Special Council Meeting, October 13 to certify the election.)

5. OTHER BUSINESS

There was no other business.

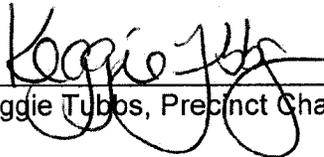
6. COMMITTEE COMMENTS

Janice Williams asked the committee to consider recommending an amendment to code that states a ballot will not be mailed to a local address. The committee agreed with this recommendation.

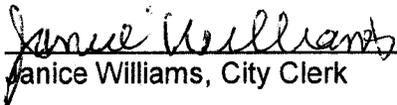
Keggie Tubbs commended the committee members for being such an awesome group.

7. ADJOURNMENT

Keggie Tubbs adjourned the meeting at 12:47 p.m.


Keggie Tubbs, Precinct Chair

ATTEST:


Janice Williams, City Clerk

Attachment: Certification of Canvassing Committee Results/Official Tally Report

District: 37-714
 Precinct: Dillingham
 Election: October 4, 2016

BALLOT STATEMENT

		First Unused Ballot #	Starting Ballot #	Total Used
1. Number of people who signed the precinct register:	<u>151</u>			
2. Number of questioned ballot envelopes:	<u>2</u>			
3. Number of voted special needs ballot envelopes:	<u>0</u>			
4. Number of issued special needs ballots not returned:	<u>0</u>			
5. Number of spoiled or mismarked paper ballots:	<u>0</u>			
6. Total number of ballots issued: (add together lines 1 – 5)	<u>153</u>			
7. Total number Paper ballots used:	<u>254</u>	- <u>101</u>	=	<u>153</u>
8. Total number of voted touch screen ballots:				<u>0</u>
9. TOTAL BALLOTS USED: (add together lines 7 and 8 – this number should match line 6)				<u>153</u>

CERTIFICATION: We, the undersigned, certify that the above is correct to the best of our knowledge and that the number of ballots used, subtracted from the number of ballots received, equals the number of ballots destroyed.

Election Worker: Kassie [Signature]
 Election Worker: Dana Clark
 Election Worker: Marilyn Roene

Election Worker: [Signature]
 Election Worker: [Signature]
 Election Worker: Neil C. Arns

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2016-63

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL ACCEPTING A GRANT UNDER THE TERMS OF THE BBEDC COMMUNITY BLOCK GRANT PROGRAM

WHEREAS, the Bristol Bay Economic Development Corporation (BBEDC) will provide Community Block Grant (CBG) funding in order to provide BBEDC communities with the opportunity to fund projects that promote sustainable community and regional economic development; and

WHEREAS, the City of Dillingham is a duly organized governing entity, eligible to participate in the Bristol Bay Economic Development Corporation (BBEDC) Community Block Grant (CBG) Program; and

WHEREAS, has elected to receive \$100,000 for the purpose of upgrading six sewage lift stations within the community, and

WHEREAS, City of Dillingham affirms that the project(s) listed above meet(s) one or more of the economic criteria for the CBG including:

- The project(s) will lead to economic growth that is sustainable by and within the community or region.
- The project(s) contribute to the reduction of poverty.
- The project(s) will contribute to employment and/or long term income generating opportunities for the residents and that the number of short-term and long term jobs that will be created and/or retained can be demonstrated.
- The project(s) provide economic and social benefits for residents.

WHEREAS, the description of and budget for the projects to be accomplished are attached to this resolution; and

WHEREAS, City of Dillingham acknowledges receipt of and agreement to conform to the BBEDC policies for the CBG program;

NOW, THEREFORE, BE IT RESOLVED that the City of Dillingham, approves and authorizes the submittal of the attached grant packet for participation in the BBEDC CBG program.

PASSED and ADOPTED by the Dillingham City Council on October 13, 2016.

Alice Ruby, Mayor

ATTEST:

Janice Williams, City Clerk

City of Dillingham Information Memorandum

Agenda of: October 13, 2016

Attachment to:

Ordinance No. _____ / Resolution No. 2016-63

Subject:

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL ACCEPTING A GRANT UNDER THE TERMS OF THE BBEDC COMMUNITY BLOCK GRANT PROGRAM

City Manager: Recommend Approval

Signature: *Janice Williams, Acting Mgr*

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- Project Funding

Summary Statement:

Curyung Tribal Council issued a resolution effectively allowing the City to apply for \$100,000 from the 2016 BBEDC Community Block Grant. This grant will be used to match the State DEC Municipal Matching Grant for the wastewater treatment system.

We have a contract with Elite Mechanical for \$1.295 million. The MMG grant will pay for 70% of these upgrades with \$388,500 needed for the 30% match. This will come from the CBG grant for \$100,000, Water & Sewer Special Fund at about \$100,000 with the remaining \$188,500 from the General Fund as appropriated at the 9/1/16 meeting through Resolution 2016-50.

Attachment to:
Ordinance No. _____ / Resolution No. 2016-63

Summary Statement continued:

Route to	Department Head	Date
X	Finance Director	
X	Public Works Director	
X	Planning Director	
X	City Clerk	

Project Funding: 70 % MMG / 30% ANTHC

Project	Funding Source		Contract	Remarks
	70% MMG*	30% Match	Amount	
Dock LS	\$ 835,009	\$ 357,861	\$ 1,192,870	Includes Concrete Work TO
Remaining LS's	\$ 906,986	\$ 388,708	\$ 1,295,694	

\$ 746,569

Total Match Need:	\$ 746,569
Less Resolution 2016-50 UGF (to be used as a last resort):	\$ (550,000)

Additional Needed for Current Contracts: \$ 196,569

\$3M Municipal Matching Grant 28307 Requires 30% Match – Spring 2018 Deadline
ANTHC Wastewater Fund 4423 Requires COBC Compliance

City of Dillingham Action Memorandum Agenda of: _____

Action Memorandum No. _____

Subject:

City Manager: Recommend Approval

Signature: _____

Fiscal Note:	Yes	No	Funds Available:	Yes	No
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Other Attachments:

Summary Statement:

Action Memorandum No. _____

Summary Statement continued:

PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council
on _____.

Mayor

ATTEST:

[SEAL]

City Clerk

Route to	Department Head	Date
	Finance Director	
X	City Clerk	

PROJECT RFP2016-17 Library Vinyl Siding
PROPOSAL SCORING SHEET

Deadline for proposals is: 10/06/2016		3:00 PM	10.03.16	10.04.16	10.05.16		
Date & Time Proposal Received			3:10 PM	9:45 AM	2:51 PM		
VENDOR NAME	Column A	Column B Point Value	Column C Enter Points 1-5	Column D Enter Points 1-5	Column E Enter Points 1-5	Column F Enter Points 1-5	Column G Enter Points 1-5
	Weighting Col. A	Possible Points 1 - 5 (5 being highest score)	Tom Mueller	TC Construction	Dan Amadon AMCON LLC		
List Evaluation Criteria	0		\$27,600.00	\$77,000.00	\$98,615.00		0
	0						0
	0						0
	0			0	0	0	0
	0			0	0	0	0
	0		0	0	0	0	0
	0		0	0	0	0	0
Total Weighted						0	0

MUST PROVIDE PROOF OF LICENSING AND INSURANCE PRIOR TO NOTICE OF AWARD.
 Dillingham Business License
 State of Alaska Business License
 Certificate of Insurance and Worker's Comp
 Proof of Commercial Insurance
 Vehicle Liability Insurance

APPARENT HIGH BIDDER IS HIGHLIGHTED IN ORANGE

ADM107

