



Alice Ruby, **Mayor**

Council Members

- Tracy Hightower (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

REGULAR MEETING	7:00 P.M.	NOVEMBER 3, 2016
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1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

- a. Regular Council Meeting, October 6, 2016 page 5
- b. Special Council Meeting, October 13, 2016page 15

4. APPROVAL OF CONSENT AGENDA

- a. Adopt Resolution No. 2016-64, A Resolution of the Dillingham City Council Amending the Investment Account Signature Authority Forms for City Investment Accounts Due to a change in Personnel and Council Members.....page 23
- b. Adopt Resolution No. 2016-65, A Resolution of the Dillingham City Council Amending the Bank Signature Cards for Wells Fargo Checking Account Due to a Change in Council Members.....page 25
- c. Adopt Resolution No. 2016-66, A Resolution of the Dillingham City Council to Offer Thanks and a Commendation to Holly Johnson for Her Service on the Dillingham City Council.....page 27

APPROVAL OF AGENDA

5. STAFF REPORTS

- a. City Manager and Staff Reports page 29
- b. Standing Committee Reportspage 59

6. PUBLIC HEARINGS

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

8. ORDINANCES AND RESOLUTIONS

- a. Introduce Ordinance No. 2016-12, An Ordinance of the Dillingham City Council Authorizing City Owned Property to be Soldpage 63
- b. Adopt Resolution No. 2016-67, A Resolution of the Dillingham City Council Authorizing the City Manager to Waive the Competitive Bid Process and Award a Contract to Repair the Damaged Small Lift Stationpage 69
- c. Adopt Resolution No. 2016-68, A Resolution of the Dillingham City Council Supporting Full Funding (\$18,160,055) for the State of Alaska Municipal Harbor Facility Grant Program in the FY 2018 State Capital Budgetpage 75
- d. Adopt Resolution No. 2016-69, A Resolution of the Dillingham City Council in Support of the Addition of Port and Harbor Employees to the List of Employees covered by AS 12.55.135.....page 81
- e. Adopt Resolution No. 2016-70, A Resolution of the Dillingham City Council Supporting Proposed Changes to Alaska Statutes Chapter 30.30 and 05.25 Improving the Management and Prevention of Derelict Vesselspage 87
- f. Adopt Resolution No. 2016-71, A Resolution of the Dillingham City Council Supporting the State of Alaska Adopting the Following Fine Print Note to the 2017 National Electrical Code Article 555.3: “FPN: The 30mA requirement can be applied to all feeder circuits or all branch circuits in lieu of the main overcurrent protection device”.....page 93

9. UNFINISHED BUSINESS

- a. Council Committee Appointmentspage 99
- b. Citizen Committee Appointments
 - 1) Planning Commission, 2 Seats Open
 - 2) Senior Advisory Commission, 1 Seat Open
 - 3) Library Advisory Board, 2 seats Openpage 101
- c. Annexation Update
- d. Interim Task Force Borough Feasibility Study Update
- e. Dillingham to Manokotak Road Feasibility Studypage 103

10. NEW BUSINESS

- a. Action Memorandum No. 2016-22, Award Contract for Design of Lake Road Fire Station Extensionpage 131

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

12. COUNCIL COMMENTS

13. MAYOR'S COMMENTS

14. EXECUTIVE SESSION

- a. Legal Matter – Dillingham & Manokotak Annexation Petitions
- b. Finance Matter – Bingman Property Sale Negotiations
- c. Personnel Matter – Manager's Contract

15. ADJOURNMENT

1. CALL TO ORDER

A regular meeting of the Dillingham City Council was held on Thursday, October 6, 2016, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:07 p.m. The meeting was preceded by a workshop at 6:30 p.m. on the landfill.

2. ROLL CALL

Mayor Alice Ruby was present.

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

Holly Johnson	Chris Maines	Misty Savo	Curt Armstrong
Andy Anderson	Paul Liedberg		

Staff in attendance:

Rose Loera	Navin Bissram	Janice Williams	Ken Morton
Dan Pasquariello	Courtenay Carty		

Guest(s): Attorney Charles Cacciola– attended via teleconference

3. APPROVAL OF MINUTES

- a. Regular Council Meeting, September 1, 2016
- b. BOE Hearing, September 28, 2016

MOTION: Chris Maines moved and Holly Johnson seconded the motion to approve the minutes of September 1, and September 28.

VOTE: The motion passed unanimously by voice vote.

4. APPROVAL OF CONSENT AGENDA

There was no consent agenda.

APPROVAL OF AGENDA

MOTION: Holly Johnson moved and Chris Maines seconded the motion to approve the agenda as revised October 4, 2016.

VOTE: The motion passed unanimously by voice vote.

5. STAFF REPORTS

- a. City Manager and Staff Reports

City Manager reported on the following items not included in her report:

- Correct vacancies to read looking to hire one police officer;

- City Assessor – adding all properties to an electronic database; planning to review 1/3 of all properties over each of the next three years;
- AkDOT visit: airport project to stabilize the base will operate at night only to avoid disrupting air traffic; Downtown Streets project still working on R-O-Ws, if not all completed by January or February 2017, won't go out for bid in 2017, pushed to 2018; paving from Kananak to Waskey Road in 2018;
- Wastewater System: reclassifying the system could bring on other issues; still studying the data;
- Gary Gordon not looking to renew his contract that expires in January; will assess projects list for future need to contract for assistance with special projects;
- City Planner on maternity leave October 19;
- Lift Stations: plan is to get them all repaired; and
- Installing a 3rd well as backup for two existing wells, 6" line same as the high school, which after the City replaced the over-sized pump, and cleaned it, it improved the flow; 8" well would cost as much; present capacity meets the City's needs.

Mayor Ruby asked Manager Loera to congratulate the Fire Dept. for pursuing a Code Blue Grant for \$50,000, noting every bit helps, and commended the Police Department for resolving the Ella Olsen case.

b. Standing Committee Reports

Chris Maines, Code Review Committee: reviewed a new proposed ordinance that would codify a process for reviewing liquor license applications.

Paul Liedberg, Finance & Budget Committee: reported from the minutes of their meeting.

Mayor Ruby, Port of Dillingham Advisory Committee: discussed use of alcohol in the harbor, noting current practice is to allow alcohol in the cabin and not interfere unless there disruptive behavior; discussed erosion issues as well.

Andy Anderson, Territorial School Committee: initial meeting was mainly for a tour of the facility; recommended adding several seats filled by a member of the public.

Mayor Ruby, School Facility Committee: reviewed school's capital projects list; scheduled an annual inspection of the school to update the existing inventory list.

6. PUBLIC HEARINGS

There were no public hearings.

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

- a. Attorney Dan Coffey – Kvichak Pacific LLC Liquor License Application for Transfer of License to New Location

Attorney Coffey reported his client was asking the Council to reverse their protest, understood there were concerns, but had the City communicated their concerns about inadequate notice to

the public and allowed for sufficient time to reply prior to the application being taken up by the council, it could easily have been addressed. He provided an aerial view of the proposed location, noting it would be 700' from nearest home, there would be a buffer zone, wouldn't clear cut the property, the heavy vegetation would remain on the backside, and the building would be accessible from the Lake Road only.

Frank Woods, member of the Choggiung Ltd. Board, noted the Choggiung Investment Corp. owned the Raspberry Flats 4-plex adjacent to the proposed site. The Board heard about the City's protest through the grapevine, prior to that no one was aware of the transfer. He noted there were lots of residences in the area, and the Board had turned down offering alcohol at the Bristol Bay Diner which served adults as well as children, concerned the perception it would make, and further aggravate an already existing alcohol problem. He noted he was appalled that ABC Board would recognize the Alaska Journal of Commerce as adequate noticing when the local newspaper, Bristol Bay Times, would have reached a larger audience.

Mike Keenan, owner of Kvichak Pacific LLC, noted he had used the Alaska Journal of Commerce, which was recognized by the Board, when he purchased Dillingham Liquor Store five and a half years ago, signage was posted on the property and at the Post Office, which he felt met the statutory requirements. He was looking to construct a 900' square foot building, would anticipate \$100K a year going to the COD in the form of sales and property tax revenue, and would hire 2 ½ local employees. He anticipated little foot traffic, noting it was against state law to consume alcohol in the store or on the premises.

Jessica Denslinger, resident on Raspberry Road, thanked the Council for protesting the liquor license application, noting she had presented a written protest earlier.

James Denslinger, thanked the Council for protesting the application and providing an opportunity to present before the Council, further commenting he drove the Lake Road daily, and never saw a public notice in the area.

Ayla Budrow, noted she lived on Raspberry Road also, that she and her children walked the road daily, and never saw an ad. She had presented a written protest earlier, and was concerned the neighborhood would not be safe with a liquor store nearby.

Ed Budrow, thanked the Council for protesting the application, agreed with his spouse that opening a liquor store would not be conducive to the safety of his family.

John Montooth, thanked the Council for their service to the City, and presented himself as a resident of the area, a real estate agent and a high school teacher. He posed the question would the Council buy a home within proximity of a liquor store. He referred to a study that was done in California that showed having a liquor store within .5 miles, lowered property values by several percentage points and from his own personal experience as the owner of an apartment complex it made it harder to retain tenants. He perceived there would be a caravan along the Manokotak trail in the winter driving through the neighborhood, and the activity would be detrimental to the area.

Juliana Montooth, thanked the Council for listening to their comments, noted she was a resident within .5 mile radius, concerned there would be an increase in crime with a potential of

consuming alcohol in public, and concerned with increased vehicle and snow machine traffic to pick up liquor.

Tom Mueller, resident of Dillingham, claimed responsibility for posting the sign on the property and the post office noting a sign was posted set back between Raspberry and the end of the lot on May 20, and visible from the Lake Road. He noted the people he talked to were in favor of the store. He noted the area was no stranger to commercial activity.

Kim Parker, manager of downtown Dillingham Liquor Store, commented customers were encouraged by the new proposed location saving them travel time. She noted management ran a tight operation with an extensive "do not sell to" list, had had no violations, and worked closely with law enforcement.

8. ORDINANCES AND RESOLUTIONS

- a. Adopt Resolution No. 2016-55, A Resolution of the Dillingham City Council Approving the 2017-2022 Capital Improvement Plan and Adopting the FY18 Legislative Priorities List

MOTION: Holly Johnson moved and Chris Maines seconded the motion to adopt Resolution No. 2016-55.

Discussion ensued regarding item 12, Nerka Roads Project:

- Spoke it generally lacked support from the neighbors, including concerns about increase in speeding already a problem; and
- Commented whether it would be more in line to recommend changes to satisfy the residents in lieu of dropping the project.

Mayor Ruby commented it was her understanding this project wouldn't be removed from the city's general community capital projects, just wouldn't be listed under the legislature priorities.

MOTION: Misty Savo moved and Curt Armstrong seconded the motion to amend Resolution No. 2016-55 to remove items 12 and 13 from the list, corrected to remove item 12 of 13 from the list.

VOTE: The motion to amend Resolution No. 2016-55 to remove item 12 passed unanimously by voice vote.

VOTE: The motion to adopt Resolution No. 2016-55 as amended passed unanimously by voice vote.

- b. Adopt Resolution No. 2016-56, A Resolution of the Dillingham City Council Approving a Long Term Encroachment Permit for Nushagak Cooperatives to Install Electric Service at the Dillingham Small Boat Harbor

MOTION: Holly Johnson moved and Chris Maines seconded the motion to adopt Resolution No. 2016-56.

VOTE: The motion to adopt Resolution No. 2016-56 passed unanimously by voice vote.

- c. Adopt Resolution No. 2016-57, A Resolution of the Dillingham City Council Approving a Long Term Encroachment Permit for Nushagak Cooperatives to Extend the Utility Easement Along the Waskey Road Corridor

MOTION: Paul Liedberg moved and Holly Johnson seconded the motion to adopt Resolution No. 2016-57.

VOTE: The motion to adopt Resolution No. 2016-57 passed unanimously by voice vote.

- d. Adopt Resolution No. 2016-58, A Resolution of the Dillingham City Council Designating Wastewater System Upgrades - Aeration as the Number one Local State Funding Priority for Fiscal Year 2017

MOTION: Holly Johnson moved and Chris Maines seconded the motion to adopt Resolution No. 2016-58.

VOTE: The motion to adopt Resolution No. 2016-58 passed unanimously by voice vote.

- e. Adopt Resolution No. 2016-59, A Resolution of the Dillingham City Council Authorizing the City Manager to Advertise for an Invitation to Bid for the Purchase of a Fully Equipped Ambulance

MOTION: Holly Johnson moved and Chris Maines seconded the motion to adopt Resolution No. 2016-59.

VOTE: The motion to adopt Resolution No. 2016-59 passed unanimously by voice vote.

- f. Adopt Resolution No. 2016-60, A Resolution of the Dillingham City Council Authorizing the City Manager to Advertise for a Request for Proposal for Designing the Repairs to the Senior Center

MOTION: Holly Johnson moved and Chris Maines seconded the motion to adopt Resolution No. 2016-60.

VOTE: The motion to adopt Resolution No. 2016-60 passed unanimously by voice vote.

- g. Adopt Resolution No. 2016-61, A Resolution of the Dillingham City Council Authorizing the City Manager to Pursue an USDA Loan/Grant for Wastewater System and Water System Improvements

MOTION: Holly Johnson moved and Chris Maines seconded the motion to adopt Resolution No. 2016-61.

VOTE: The motion to adopt Resolution No. 2016-61 passed unanimously by voice vote.

9. UNFINISHED BUSINESS

a. Citizen Committee Appointments

- 1) Planning Commission, 2 Seats Open

MOTION: Chris Maines moved and Holly Johnson seconded the motion to concur with the Mayor's recommendation to appoint Kim Williams to the Planning Commission.

VOTE: The motion passed unanimously by voice vote.

- 2) Senior Advisory Commission, 1 Seat Open

Mayor Ruby directed the city clerk to research the appointment of Jackie Russell to the Senior Advisory Commission.

b. Annexation Update

Mayor Ruby reminded Council the LBC hearings were scheduled for the last week in November.

c. Interim Task Force Borough Feasibility Study Update

Mayor Ruby reported the next meeting was scheduled for the following week.

10. NEW BUSINESS

- a. Approve Action Memorandum No. 2016-18, Authorize the City Manager to Execute a Contract for Janitorial Services to Advanced Building Cleaners

MOTION: Holly Johnson moved and Chris Maines seconded the motion to approve Action Memorandum No. 2016-18.

VOTE: The motion to approve AM No. 2016-18 passed unanimously by voice vote.

- b. Approve Action Memorandum No. 2016-19, Authorize the City Manager to Execute a Purchase Agreement with JJC Enterprises for the Sale of the 1967 Manitowoc Crane

MOTION: Holly Johnson moved and Paul Liedberg seconded the motion to approve Action Memorandum No. 2016-19.

VOTE: The motion to approve AM 2016-19 passed unanimously by voice vote.

- c. Approve Action Memorandum No. 2016-20, Award Contract to Alaska West Supply for Drilling a New Water Well and Pump Purchase

MOTION: Holly Johnson moved and Chris Maines seconded the motion to approve Action Memorandum No. 2016-20.

VOTE: The motion to approve AM No. 2016-20 passed unanimously by voice vote.

d. Reschedule December 1, 2016 Council Meeting to December 8, 2016

MOTION: Chris Maines moved and Holly Johnson seconded the motion to reschedule the December 1 Council meeting to December 8.

VOTE: The motion passed unanimously by voice vote.

e. Reschedule October 13 Code Review Committee Meeting to October 20

MOTION: Holly Johnson moved and Paul Liedberg seconded the motion to reschedule the October 13 Code meeting to October 20.

VOTE: The motion failed with Misty Savo in favor and Paul Liedberg, Holly Johnson, Chris Maines, Curt Armstrong, Andy Anderson, and Chris Maines opposed.

f. Special Meeting Scheduled for October 13, 2016

MOTION: Holly Johnson moved and Chris Maines seconded the motion to schedule a special meeting for October 13, 2016 with the following items.

- 1) Certify the October 4, 2016 Municipal Election, Resolution No. 2016-62
- 2) Approve Action Memorandum No. 2016-21, Award Contract for Downtown Fire Hall Coiling Door
- 3) Approve Action Memorandum No. 2016-22, Award Contract for Dillingham Library Vinyl Siding
- 4) Schedule a BOE Hearing in October
- 5) Executive Session – Personnel Matter

i. Manager’s Contract

MOTION: Chris Maines moved and Holly Johnson seconded the motion to amend the agenda to include item 6. Change the Code Committee Meeting Date.

VOTE: The motion to add item 6 to the agenda passed unanimously

MOTION: Holly Johnson moved and Paul Liedberg seconded the motion to amend the agenda to add item 7. Consideration of Liquor License Protest.

VOTE: The motion to add item 7 passed unanimously by voice vote.

VOTE: The motion to adopt the amended agenda passed unanimously by voice vote.

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

There was no citizen's discussion.

12. COUNCIL COMMENTS

Chris Maines:

- Spoke in appreciation of moving the December meeting for personal reasons.

Paul Liedberg:

- Thanked Public Works for the research on a possible reclass of the sewer lagoon; and
- Thanked staff and all the volunteers who keep the city running.

Misty Savo:

- Thanked Public Safety for doing a stellar job, and for solving a case that had been pending for some time, for their hard work, and their rapport with the community.

13. MAYOR'S COMMENTS

Mayor Ruby:

- Commented Senator Murkowski would be at the Senior Center from 4P-6P, following day;
- Noted she and the manager were invited to a separate meeting with Sen. Murkowski;
- Noted staff had met with one of her aids and discussed support for erosion projects;
- Commented she and the manager had attended a brown bag luncheon at the University, which will be ongoing while the legislature is in session;
- Asked Manager to advertise for interest from the public to be on the Territorial School Committee, and bring back possible appointees at the November meeting;
- Thanked Holly in advance for her term on the Council, and working on the various committees;
- Thanked the election judges and city clerk for their work on the elections;
- Asked for a moment of silence to recognize those lost especially the loss in Manokotak of a long time citizen.

14. EXECUTIVE SESSION

a. Legal Matter

1) Dillingham & Manokotak Annexation Petitions

MOTION: Holly Johnson moved and Chris Maines seconded the motion to enter into executive session to discuss legal matters, Bingman Foreclosure Sale, Dillingham & Manokotak Annexation Petitions, and Update from Public Safety Department [9:03 p.m.].

VOTE: The motion to enter into executive session passed unanimously by voice vote.

Holly Johnson and Chris Maines excused themselves.

Manager Loera, Janice Williams, and Dan Pasquariello attended the executive session.

MOTION: Misty Savo moved and Paul Liedberg seconded the motion to exit the executive session [10:05 p.m.].

VOTE: The motion passed unanimously by voice vote.

15. ADJOURNMENT

Mayor Ruby adjourned the meeting at 10:05 p.m.

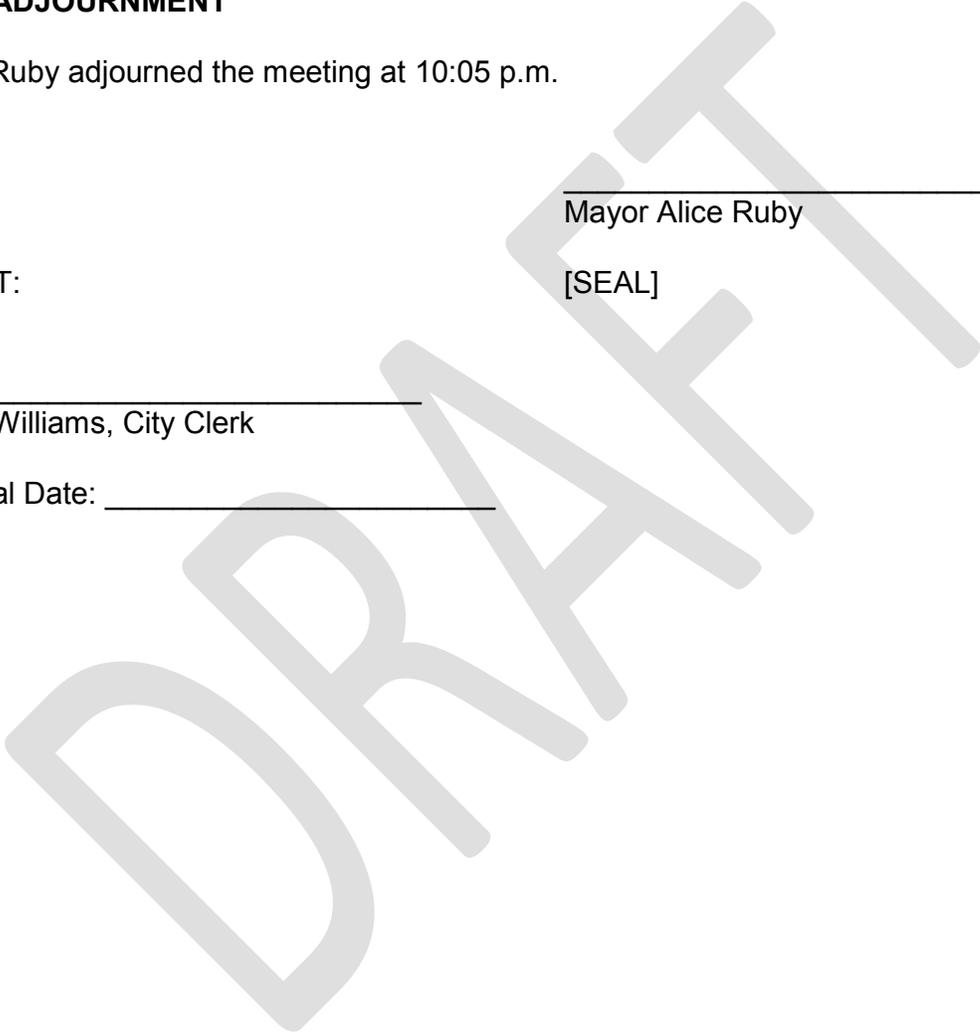
Mayor Alice Ruby

ATTEST:

[SEAL]

Janice Williams, City Clerk

Approval Date: _____



1. CALL TO ORDER

A special meeting of the Dillingham City Council was held on Thursday, October 13, 2016, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:01 p.m.

2. ROLL CALL

Mayor Alice Ruby was present.

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

Holly Johnson	Chris Maines	Misty Savo	Curt Armstrong
Andy Anderson	Paul Liedberg		

Staff in attendance:

Rose Loera	Janice Williams	Ken Morton	Dan Pasquariello
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Guest(s): Attorney Charles Cacciola– attended via teleconference

4. APPROVAL OF AGENDA

MOTION: Holly Johnson moved and Chris Maines seconded the motion to approve the agenda.

MOTION: Holly Johnson moved and Misty Savo seconded the motion to amend the agenda to remove the executive session, and change items f to e and g to f.

VOTE: The motion to amend the agenda passed unanimously by voice vote.

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

Kim Parker, General Manager of the Dillingham Liquor Store, asked the Council to remove their protest, noting there are no zoning laws in Dillingham separating residential from commercial properties. There have been zero violations since Mike Keenan took over, operate the store in a socially responsible manner, with high regard for law, they enforce a restricted sales list. They had 187 signatures on their petition they handed in supporting the proposed business.

John Montooth commented that he did not believe Mr. Keenan’s representation of the projected tax revenues was accurate, that studies show that the presence of a liquor store decreases residential property values, and that, as a high school teacher, he believed the location would lead to increased availability of alcohol to minors because the location was distant from law enforcement, and that it was too far from the police station for appropriate response. He also expressed concern that the location was right on the winter trail to Manokotak, a local option community, and that this strategic location was Kvichak’s intent. He presented a petition with 133 signers.

Diane Folsom reported she resided within distance of the proposed location and expressed concerns that there are school bus stops on both sides. She believed a liquor store would

greatly increase traffic on the Manokotak trail and in the neighborhood. When she sold her store, she agreed to the continued use of the trail, but never anticipated the increased use from a liquor store.

Ron Bowers stated liquor cans and bottles always litter the road and would feel sorry for someone living within the vicinity of a package store. He noted the owners are conscientious but they can't always be patrolling, and the state troopers and DPD don't have the resources to address the addition of a liquor store. He stated that there's no Trooper patrol of the Manokotak trail. He noted with his 41 years experience in emergency medical services, of which 23 are in Dillingham, there's insufficient emergency service coverage in an area with a liquor store, which increases the demand for such services. He expressed that Dillingham already has problems with public alcohol consumption and this will make it worse.

Rex Spofford noted he lived within 400 yards of the proposed location. He opposes a liquor store in an area that is primarily residential. Mr. Spofford's comments focused on the diversion of alcohol to local option areas. Manokotak trail is winter "interstate" to local option areas. Diversion and importation would be much more difficult to intercept given its remote location. The state's alcohol interdiction resources are already thin, and would not further benefit the community given the example of downtown with inebriation issues. Allowing a transfer to such a strategic location is irresponsible. Further, the area has no sidewalks to give intoxicated pedestrians wide berth.

Sean Carlos, cited an increase of people driving drunk would be expected, and there would be less of a chance to get caught given lack of sufficient police patrol, something he felt was a losing battle having experienced it himself in Togiak. He noted he bordered the snow machine trail and would expect to see intoxicated riders in the area.

Justin Hilario, an Alaska State Trooper, noted a majority of his cases were alcohol related crimes, already problems with intoxicated drivers driving up Aleknagik Road. He feared the new location would increase drunk driving. He noted Manokotak is a dry village and no regular law enforcement. New location would increase diversion into a dry community. He noted the location in a residential area far away from law enforcement and other resources increases intoxicated people passing out on lawns and break-ins.

Juliana Montooth, noted almost all of the neighbors had signed the petition, and asked why this location was chosen. It was clear to them that it was not in the best interest of Dillingham or the surrounding villages, which had mostly voted themselves dry. She noted it would be far from the police station, and close to snow machine trails where emergency medical teams would have a difficult time responding.

Lance Nunn noted he was the CEO of Choggiung, Limited. He said that his corporation had recently been working to increase the availability of housing in the area. The presence of a liquor would decrease the likelihood that Chog would invest in housing in the area, because he believed that a liquor store was incompatible with residential housing in Dillingham.

Ayla Budrow voiced her concern her neighboring driveway would become one of the main paths to the liquor store, and would be detrimental to the neighbors' surroundings as well as the dry villages.

Jessica Denslinger, submitted letters to the ABC Board and the Council, recommended that the Council could further this discussion and adopt an ordinance or hold a special election that would have legal grounds to stop a liquor store from being located in a housing area.

Frank Woods, thanked the Council for their stand, thanked KDLG for their daily newscast, but felt there was a loophole allowing the applicant to advertise in the Alaska Journal of Commerce and that it would be acceptable to meet the statutory requirements. From an enforcement side and a safety side, he was against this transfer, noting his experience with rescue efforts generally involved alcohol.

Suzie Nunn, noted she agreed with the comments in opposition, lived on a bordering property of the proposed transfer location. She felt all of the issues, littering, access from the dry villages, increased drunk driving, safety of the houses due to vandalism, would make her oppose this transfer.

Lou Ann Nunn, supported opposition to placing a liquor store in a residential area, and asked the Council to make the right choice, and take a strong stand to oppose the application.

Gabe Dunham, lived up the road from the proposed site, commented since late summer there appeared to be a car in a ditch about every weekend ostensibly from an alcohol related accident.

Mike Keenan, noted he owned two licenses for six years, no violations, responsible operators, and if approved for the transfer would continue to operate that way. He cited there were a number of commercial businesses along the Lake Road, and The Rack had a beer and wine license, which he felt would be more problematic with people consuming alcohol. He noted he had looked for a long time for a location, but there were few areas to purchase, and happenstance the lot he purchased was near the Manoktoak trail, had not targeted it purposefully.

Sergeant Nieves, State Troopers, reported they were barely treading water as it was, dealing with contraband and drug issues with limited staff, and having to cover an extensive area. He noted his resources could be tied up covering an alcohol related accident that would shut down the road. He felt the temptation would be too high for a dry village where a bottle of R&R could go for \$200, and there would be little oversight in the proposed area with a majority of the residents at work during the day. He noted agencies that deal with substance abuse, like Jake's Place, were experiencing budget cuts.

John Montooth, noted he had several lots about the same size, not sure they were good options for a liquor store, but had them listed for several years along the Lake Road, and would be further away from the Manokotak Trail.

Michele Smith, lived on Mossberry, appreciated living in a safe area on the Lake Road, and would hate to see the area compromised from the additional traffic and the problems it could bring. She felt maybe zoning should be discussed.

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

MOTION: Chris Maines moved and Holly Johnson seconded the motion to adopt Resolution No. 2016-62.

VOTE: The motion to adopt Resolution No. 2016-62 passed unanimously by voice vote.

- 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

MOTION: Holly Johnson moved and Chris Maines seconded the motion to adopt Resolution No. 2016-63.

Mayor Ruby disclosed she was responsible for overseeing the grant program, but did not benefit financially.

VOTE: The motion to adopt Resolution No. 2016-63 passed unanimously by voice vote.

- c. Approve Action Memorandum No. 2016-21, Award Contract for Dillingham Library Vinyl Siding

MOTION: Holly Johnson moved and Chris Maines seconded the motion to approve Action Memorandum No. 2016-21.

VOTE: The motion to approve AM No. 2016-21 passed unanimously by voice vote.

- d. Schedule a BOE Hearing in October

Mayor Ruby appointed Paul Liedberg to take Holly Johnson's place on the Board of Equalization.

MOTION: Chris Maines moved and Holly Johnson seconded the motion to authorize the City Clerk to poll for a hearing date.

VOTE: The motion passed unanimously by voice vote.

- e. Change Code Committee's Meeting from October 13

MOTION: Chris Maines moved and Holly Johnson seconded the motion to authorize the City Clerk to poll for a hearing date.

VOTE: The motion passed unanimously by voice vote.

- f. Consideration of Liquor License Protest

Mayor Ruby reported the City had filed a letter of protest based on a lack of public notice, was approached by the applicant to rescind the protest, the Council considered the request and wanted to seek maximum public input, placed the item on its agenda, and the Council could now decide if it wanted to lift its protest.

Discussion ensued regarding the protest process to the Alcohol Beverage Control Board.

MOTION: Paul Liedberg moved and Holly Johnson seconded the motion to withdraw the City's protest of the license transfer for discussion purposes.

Discussion:

- Commented it might be more strategic to withdraw the protest in its current form and take some different action that more defined the public interest; and
- Commented once there was adequate public notice the city then received the comments it would otherwise have received if properly notified.

Mayor Ruby noted it was her understanding the Council didn't have to withdraw the protest, the City would participate in the LBC hearing and elaborate further on the issues of concern.

VOTE: The motion to withdraw the City's protest failed unanimously with all Council members voting by voice vote to oppose the withdrawal.

Mayor Ruby asked staff to keep the Council posted if they could participate telephonically.

Atty. Cacciola commented the Council had suggested asking the ABC to reconsider its noticing requirements, felt it was highly unlikely they would change, but the City could add noticing requirements in its code.

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

Ken Morton, Public Works Director, presented on the scheduled water outage. He noted during the N&N fire, the fire suppression system worked, but was unable to shut off the water due to a faulty valve. The city likewise was unable to shut off the water due to its faulty valve located outside the store. The City then planned an outage, identified several valves it thought could do the job, but had to widen the berth when one of the valves ultimately did not work, and affected a part of downtown that wasn't originally planned for the outage, including the schools which put them out of service for about a ½ hour. On a separate issue, he noted the recent damage to the lift station luckily did not affect the pumps, and was still under investigation.

Lance Nunn thanked the Council again for taking their stand to protest the liquor license transfer, and applauded the public works staff for all of their work to get N&N back on line.

Rex Spofford and Jessica Denslinger reported from conversations with the ABC agency, they came away with the Board paid a lot of attention to City Councils when a protest met their standard that it was not arbitrary, capricious or unreasonable. They recommended the Council review the resolution that was offered.

7. COUNCIL COMMENTS

Chris Maines:

- Noted the Code Committee was currently working on a liquor license ordinance and asked to add more requirements for liquor license transfers and prohibit the transfer of a license to a residential area to the Code Committee.

Discussion ensued regarding without zoning could the City prohibit the transfer of a license to a residential area, not assign to Code Committee at this time, but have administration formulate a direction the Council could consider, recognizing marijuana sales will be something the Council is going to have to address.

- Thanked Holly Johnson for her time on the Council and welcomed Tracy back.

Curt Armstrong:

- Thanked Holly for her time on the Council and making the community a better place.

Misty Savo:

- Thanked Holly for her service, a lot of responsibility but doesn't always receive a lot of praise, thanked those that ran, and welcomed Tracy to the Council.

Paul Liedberg:

- Thanked the fire department and public works for their work on the recent fire;
- Thanked the public for their attendance and contributions; and
- Thanked Holly for her service on the Council, and welcomed Tracy back.

Andy Anderson:

- Thanked Holly for her years of service, and welcomed Tracy back.

Holly Johnson:

- Commented she enjoyed her time on the Council, appreciated the experience, didn't feel she would have the time it took to fully devote to it, but might reconsider in the future.

8. MAYOR'S COMMENTS

Mayor Ruby:

- Thanked Holly for her time on the Council, and mostly appreciated her leadership on the Carlson House Committee;
- Noted she had forwarded a letter supporting the Board of Fish holding their meeting in Dillingham in 2018;
- Noted she would circulate a list of vacancies on committees and seek input, and looking to appoint at the next meeting;
- Asked staff and attorney to follow up on what was required on the liquor license hearing on October 26.

- a. Swearing in Ceremony of Newly Elected Council Members

Janice Williams performed the swearing in ceremony and delivered the oath of office to candidates Tracy Hightower and Christopher Maines.

9. ADJOURNMENT

Mayor Ruby adjourned the meeting at 8:53 p.m.

Mayor Alice Ruby

ATTEST:

[SEAL]

Janice Williams, City Clerk

Approval Date: _____

DRAFT

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2016-64

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AMENDING THE INVESTMENT ACCOUNT SIGNATURE AUTHORITY FORMS FOR CITY INVESTMENT ACCOUNTS DUE TO A CHANGE IN PERSONNEL AND COUNCIL MEMBERS

WHEREAS, Navin Bissram was hired as the City’s Finance Director and began his employment with the City of Dillingham on August 17, 2015; and

WHEREAS, Andy Anderson was elected to the City Council at a Regular City Election held October 6, 2015; and

WHEREAS, the signature authority forms for the City’s investment accounts at Wells Fargo Investment Services, Piper Jaffray, Alaska Municipal League Investment Pool, and Time Value Investments will need to be reflect the changes in personnel;

NOW, THEREFORE, BE IT RESOLVED by the Dillingham City Council that the following persons are authorized to give instructions on behalf of the City of Dillingham on the funds that are now and shall be deposited in the above mentioned investment institutions..

Rose Loera	City Manager
Alice Ruby	Mayor
Tracy Hightower	Council Member
Chris Maines	Council Member
Misty Savo	Council Member
Neil C. Armstrong	Council Member
Andy Anderson	Council Member
Paul Liedberg	Council Member
Navin Bissram	Finance Director

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on November 3, 2016.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2016-65

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AMENDING THE BANK SIGNATURE CARD FOR WELLS FARGO CHECKING ACCOUNT DUE TO A CHANGE IN COUNCIL MEMBERS

WHEREAS, the Regular City Election was held October 6, 2015, and Andy Anderson was elected to the City Council; and

WHEREAS, the signature cards for the City’s checking accounts at Wells Fargo Bank will need to be reflect the change in Council Members;

NOW, THEREFORE, BE IT RESOLVED by the Dillingham City Council that the following persons are authorized to sign checks on behalf of the City of Dillingham on the funds that are now and shall be deposited in Wells Fargo Bank.

Rose Loera	City Manager
Alice Ruby	Mayor
Tracy G. Hightower	Council Member
Chris Maines	Council Member
Misty Savo	Council Member
Neil C. Armstrong	Council Member
Andy Anderson	Council Member
Paul Liedberg	Council Member

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on November 3, 2016.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2016-66

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL TO OFFER THANKS AND A COMMENDATION TO HOLLY JOHNSON FOR HER SERVICE ON THE DILLINGHAM CITY COUNCIL

WHEREAS, Holly Johnson was appointed to the Dillingham City Council in November 2013, ran for election in October 2014 and was elected to fill the remainder of a two year seat that expired October 2016; and

WHEREAS, Council members' responsibilities include making legislative decisions dealing with topics such as the allocation of funding to provide for public services, community development projects, or issues of land use and budget matters; and

WHEREAS, Holly Johnson took her role seriously contributing to the decision-making process; and

WHEREAS, Holly Johnson participated in other Council committee meetings, including chairing the Carlson House Committee, which was responsible for seeking suggestions from the public for the future of the property and its contents; and

WHEREAS, the responsibilities of a Council member can often take them away from other priorities and places a great demand on their time;

NOW, THEREFORE, BE IT RESOLVED that the City offers its thanks to Holly Johnson for offering her time, participation, and leadership while serving on the Dillingham City Council.

PASSED and ADOPTED by the Dillingham City Council on November 3, 2016.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Tracy Hightower
Chris Maines
Misty Savo
Curt Armstrong
Andy Anderson
Paul Liedberg

MEMORANDUM

Date: October 28, 2016
To: Mayor and City Council
From: Rose Loera, City Manager
Subject: October Monthly Report

Vacancies – Police Officer & Fleet Mechanic

Contracts/Agreements Signed – We have contracted with PND Engineering for \$16,500 for design and repair of the Dock. This will be covered by our insurance company. PND designed the dock originally and assisted the City when it experienced a gap near the sheet piling in 2013 that required emergency repairs.

Attached is letter from Michael Halko asking permission to proceed with submission of a lease agreement with the State for the development of a trail system by the airport. Attached is a map of the area. There will be no cost to the City and community members will be maintaining it. I am recommending that we move forward with this lease agreement as it will benefit the community as an additional trail to use for hiking and school activities.

Grants – Rasmuson Grant, for the Sr. Center repairs is on their 11/17 board meeting. According to the staffer I'm working with its looking good for funding. They will have a stipulation that we provide them a 5 year plan on O & M for the building.

BBEDC approved the \$100,000 from the 2016 Community Block Grant to be used as a match for the lift stations.

BBEDC awarded us funding to send two council members to the AMLJIA conference 11/14 – 18th. The first part of the week is newly elected council member training and last half is the conference itself.

Request for Proposals (RFPs) – The Small Lift Station was damaged last week. In order to get it repaired before winter sets in we had to shorten the bid time frame for advertising and in order to get the contract on the November council agenda. We are working with our insurance company on the repairs. A resolution to waive the competitive bid process and awarding the contract is in the packet.

We have issued an RFP for putting together the Air Quality Permit that DEC is requiring us to have for the landfill. We are advertising it for 2 weeks and believe it will come in at \$13,000 or

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.

less. It will also cost us \$8,000 for DEC to review. We will need to do a mid-year budget adjustment for this cost and budget in 2018 \$1,500 annual review.

School Bond Refunded – about \$8.425 million of our bond has been refunded at an interest rate of 2.27%. About \$1.42 million of the bond was not refunded. The total bond is \$9.845 million with a maturity in 2027. The savings will be \$1.1 million over the lift of the bond.

Code Committee – the Chief of Police is recommending that we develop a trespass ordinance with a fine in our code. They are constantly running after people charged with trespass and there is no jail time and the State gets the funding when caught and we do all the work. If we develop an ordinance and a fine we'd at least get something for our efforts.

Property Next to Lake Road Fire Station (LRFS) – I was approached by Melvin Schroeder who owns the property around the LRFS. There is about one acre on the east side of the building that he wants the City to own. The Fire Department has expressed interest in the property as it will allow us to expand if needed. The process will probably need to go through BIA for surveying and pricing since the property is in restricted status. I will be verifying with BBNA Realty office on the process. I will update as this offer evolves.

Out of the Office – November 4 & 21 – 25, 2016

**Rose Loera
City Manager
Dillingham, Alaska 99576**

October 28, 2016

Subject: Community Trail system request

Greetings Rose,

The purpose of this correspondence is to request city approval to proceed with the submission of a lease agreement with the State of Alaska's Department of Rural Airports Leasing Office for the development of a trail system. (See attached map).

The proposed land is designated as non- aeronautical and is outside the gated area of the airport facilities. It is envision that the trails would be used for fitness, educational cultural activities for our community. The trails would be open to all but it is envisioned that a principle user would be the Dillingham City Schools who are in full support of this proposal the Superintendent, current and previous principals of the High School/Middle School.

The initial lease would be for 5 years and allow for trail development exclusive of bridges and boardwalks. Signage is permitted but no permanent structures.

Development and maintenance of the trails would be accomplished by community members.

It is requested that the city allow the processing of the online application (Sample Attached)

I would be willing to assist the designated city representative in submitting this application since the Airport Leasing Officer took the time oriented me to the website and process.

This is truly a wonderful opportunity to utilize a resource on our doorstep. As this years' cross country coach it opens up an off the road system "home course "for our teams and an excellent venue for safe Regional Events.

Thank you for your consideration respectfully,

Michael G. Halko

City of Dillingham
House District 37 / Senate District S

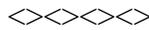
~ 10/27/16 ~

29th Alaska State Legislature ~ 2nd Interim

OCTOBER 2016 – LEGISLATIVE REPORT

Cliff Stone / City Lobbyist

~ Alaska receives extension to REAL ID Act federal requirements ~



In a press release by the governor’s office, the state has received notification from the U.S. Department of Homeland Security (DHS) that Alaska has received an extension for compliance with the *REAL ID Act* until June 6, 2017. For the duration of the extension, federal agencies may accept Alaska driver’s licenses and state-issued identification cards for official purposes.

The *REAL ID Act* of 2005, Public Law 109–13, 119 Statute 302, enacted May 11, 2005, is an Act of Congress that modifies U.S. federal law pertaining to security, authentication, and issuance procedures standards for state driver’s licenses and identification (ID) cards, as well a various immigration issues pertaining to terrorism.

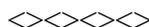
In 2008, the Alaska Legislature passed a law prohibiting the use of state funds to implement the *REAL ID Act*. While the Alaska Division of Motor Vehicles (DMV) has implemented best practices to prevent driver’s license fraud and qualify the state agency for compliance extensions, federal officials have warned this will not continue in the future.

Governor Walker will be proposing legislation this next legislative session that will allow the DMV to issue both *REAL ID Act* compliant and noncompliant identification cards and driver’s licenses—giving Alaskans a choice. Contact your legislators to let them know how important this issue is.

If the state is not *REAL ID Act* compliant by June 6, 2017, Alaskans will be required to present a passport or other federally issued ID to get on military bases or other federal facilities. This requirement affects businesses, schools, and families in Anchorage and Fairbanks who need access to the military bases in those communities. **If Alaska is not compliant with the Act by January 22, 2018, all residents will have to present a passport or alternative ID acceptable to TSA to board a commercial flight.**

To view the press release, go to the following website. Hyper-links are also imbedded in the text of that document that will allow you to view DHS and state documents pertaining to this matter.

<http://gov.alaska.gov/newsroom/2016/10/state-of-alaska-receives-extension-to-real-id-requirements/>



NOVEMBER GENERAL ELECTION & BALLOT MEASURES

Polls open in Alaska on November 8th from 7:00 a.m. to 8:00 p.m. for the General Election. For information- http://www.elections.alaska.gov/ei_general.php Early and Absentee voting are underway.

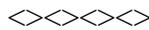
As I indicated in September's report, there will also be two ballot measures for your consideration.

Ballot Measure No. 1 is an initiative. It reads as follows:

This act would instruct the Division of Elections to register a qualified Alaskan to vote when applying for the permanent fund dividend (PFD). If a person registers to vote for the first time through a PFD application, the Division of Elections would compare the person's information to state records to ensure that the person is an eligible voter.

Ballot Measure No. 2 is a proposed constitutional amendment. It reads as follows:

This amendment to Article IX, section 8 of the Alaska Constitution would expand the State's authority to incur debt by letting the State issue general obligation bonds backed by the state for postsecondary student loans.



PFD LAWSUIT

Governor Walker has asked Senator Bill Wielechowski to join the State in requesting an expedited review of the senator's lawsuit challenging the governor's veto of half the amount of money allotted to permanent fund dividend disbursements. This action kept nearly \$667 million in the 'earnings reserve account' of the Permanent Fund. From the numerous fiscal documents I've read on this topic, it appears that future dividends are in jeopardy if the state had proceeded with a normal distribution this year. However, that is my analysis and folks should look at the myriad of studies that have been conducted to draw their own conclusions.

So, as everyone gears up for the first session of the 30th Alaska Legislature, we will not only have this lawsuit looming in the wings, but a senator from the Valley has already indicated that he is going to introduce legislation to restore the full dividend amount.

The entire 26-page lawsuit brief can be reviewed at the link below:

<https://s3.amazonaws.com/arc-wordpress-client-uploads/adn/wp-content/uploads/uploads/2016/09/16121915/img-916122231-0001.pdf>



GOVERNOR'S CORNER <http://gov.alaska.gov>

The governor's office will continue to post press releases and other items of interest at the website above.

Governor Bill Walker and Lieutenant Governor Byron Mallott congratulated Alaska Federation of Native's 2016 Citizen of the Year Mike Toyukak during AFN's 50th annual convention in Fairbanks. They also honored Faith Peters of Tanana when she was presented with the 2016 *Shirley Demientieff Award*. Past honorees from your area include Sally Smith of Dillingham and Lena Andree of Bristol Bay.

The governor also declared October 10th as Indigenous Peoples Day in Alaska and encouraged all Alaskans to celebrate the thriving cultures and values of the Indigenous Peoples of our region and to continue efforts to promote the well-being and growth of Alaska's Indigenous community.

Earlier in the month, Alaska flags flew at half-staff in honor of former Lt. Governor Lowell Thomas Jr. who passed away at the age of 92. He served under the Hammond Administration from 1974 to 1978.



COMMITTEE HEARINGS

Go to the BASIS – <http://www.legis.state.ak.us> ‘Click’ on the appropriate section – Right side of page

Live on the Web [www.360north.org]

Starting up once again in January, committee hearings can be seen and heard on Gavel Alaska/360 North.

Streaming Video

Meetings streamed outside of Juneau are archived to the Legislature’s Vimeo site:

<https://vimeo.com/aklty> or <http://alaskalegislature.tv>



WEBSITES OF INTEREST

2016 2nd Interim list of legislators and staff

http://akleg.gov/docs/pdf/session_phone_list.pdf

2016 House / Senate – Standing and Special Committees <http://akleg.gov/docs/pdf/commlist.pdf>

Legislative Finance website: <http://www.legfin.akleg.gov>

This link provides you with options to view specifics for the Capital and Operating Budgets.

Governor’s Office of Management & Budget (OMB) website - <https://www.omb.alaska.gov>

Pick the *Quick Link* on the right column for your inquiry.

Congressional Delegation websites –

<http://murkowski.senate.gov/public> www.sullivan.senate.gov <http://donyoung.house.gov>



~ End Report ~

Since November 11th is Veteran’s Day, I’d like to take this opportunity to thank the men and women in your community who have served in the armed forces of our country. I appreciate their sacrifices and those of their families on behalf of the United States. ~ Cliff

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Tracy Hightower
Chris Maines
Misty Savo
Curt Armstrong
Andy Anderson
Paul Liedberg

MEMORANDUM

Date: October 25, 2016
To: Rose Loera, City Manager
From: Janice Williams, City Clerk
Subject: Monthly Staff Report

Code Review Committee To Do List

- Will request the Council to add a review of the timeline for foreclosures. This can be codified or adopted as an internal policy or procedure. The timeline would include when the notices are mailed out, the number of notices mailed out, and when the Council will be asked to approve a list of properties subject to the foreclosure process.

Board of Equalization - Law Suit Pending with Knik Construction

At the August 31, 2016, BOE hearing, the Board was asked to determine whether the late filed appeal filed by Knik Construction, [claim they did not receive an assessment notice], met the requirement for ruling on the appeal based on the property owner was unable to comply and file a timely appeal, by demonstrating a compelling reason or circumstance that was beyond the property owner's control and which would prevent a reasonable person under the circumstances from filing a timely appeal. The Board found that the city did mail a notice of assessment in accordance with its code, and as a result did not accept the request for a late filed appeal. The appellant has since appealed the decision of the Board to the Superior Court, in accordance with the rules of appellate procedure of the State of Alaska, within thirty days from the date of the notice which was September 2, 2016.

STANDING ITEM(S):

Liquor & Marijuana License Renewals/Transfers/New Licenses.

Request for transfer of location. Kvichak Pacific LLC, dba Olsen's Liquor Store dated June 24, 2016. At the August 18, 2016 Council meeting, the Council voted to protest the license transfer due to inadequate public notice. Since this day, the City has received public comments at its September 1, October 6 and October 13 council meetings. The Alcoholic Beverage Control Board will receive public testimony at its meeting scheduled for October 26 in Nome. The request for a transfer is scheduled for 1:45 PM. The City

is opening the Council Chambers at 1 PM, for the public to testify via teleconference. The City's Attorney will also attend via teleconference.

Commission/Board Seats Vacant.

Planning Commission (seven community members)

There are two seats open.

The current seats are filled by Gregg Marxmiller, Brad Archer, Kim Williams, Andy Anderson, and Melody Nibeck.

Senior Advisory Commission (seven community members, and one council member)

There is one seat open. There are no letters of interest on file.

The current seats are filled by Flossie Andersen, Johanna Bouker, June Ingram, Jackie Russell, VI Braswell, and Frank Nicholson.

Helpful Tips

Voting

- Four affirmative votes are required for the passage of an ordinance, resolution, or motion.
- The mayor is not a council member and may vote only in the case of a tie.
- The mayor pro tempore shall exercise all the powers of the chair during temporary absences or disabilities of the mayor and may also vote.

When does an elected official's term of office start?

The regular term of office begins on the first Monday following certification of the election, unless a different date is prescribed by local ordinance [*Note: There is no provision for a different date in COD's Municipal Code*]. Each official must be sworn in and sign an oath of office before beginning his/her term of office.

City of Dillingham
 Revenues and Expenditures As of August 31, 2016
 Unaudited Figures

	UnAudited			August 31, 2015		
	Budget - FY17	MTD	YTD	Percent	YTD	INC/DEC
REVENUES:						
General Fund Revenues						
General Sales Tax	\$ 2,700,000	\$ 319,245	\$ 603,054	22%	\$ 638,482	\$ (35,428)
Alcohol Sales Tax	300,000	30,581	30,856	10%	89,361	(58,505)
Transient Lodging Sales Tax	85,000	4,279	34,912	41%	20,915	13,997
Gaming Sales Tax	70,000	-	3,970	6%	5,803	(1,833)
Total Sales Tax	3,155,000	354,105	672,792		754,561	(81,769)
Real Property Tax	1,600,000	(1,950)	1,702,044	106%	1,685,592	16,452
Personal Property Tax	550,000	-	572,790	104%	604,542	(31,752)
Total Property Taxes	2,150,000	(1,950)	2,274,833	106%	2,290,134	(15,301)
Telephone Gross Receipts State Tax	80,000	65,540	65,540	82%	-	65,540
Raw Fish Tax	350,000	-	-	0%	-	-
Shared Fisheries	20,000	-	-	0%	-	-
Revenue Sharing	132,764	132,833	132,833	100%	-	132,833
Payment in Lieu of Taxes (PILT)	430,000	446,018	446,018	104%	-	446,018
State Jail Contract	527,000	-	-	0%	-	-
Admin Overhead	383,145	-	(134)	0%	-	(134)
PERS on Behalf	127,213	9,762	20,833	16%	77,663	(56,830)
Other Revenues	388,376	44,947	58,338	15%	50,580	7,758
Total	2,438,498	699,100	723,427	30%	128,243	595,184
Total General Fund Revenues	\$ 7,743,498	\$ 1,051,255	\$ 3,671,053	47%	\$ 3,172,938	\$ 498,115
Special Revenue Funds Revenues & Transfers	\$ 2,612,327	\$ -	\$ 344,456	13%	\$ 229,720	\$ -
Total Special Revenue Funds Revenues & Transfers	\$ 10,355,825	\$ -	\$ 4,015,509	39%	\$ 3,402,658	\$ -
Special Revenue Funds Revenues & Transfers						
Nushagak Fish Tax	-	-	-	-	-	-
Water	182,951	33,557	34,362	19%	28,305	6,057
Sewer	329,146	58,181	57,360	17%	53,055	4,305
Landfill	764,029	17,561	34,497	5%	29,687	4,810
Dock	653,900	82,106	99,305	15%	7,172	92,133
Dock Insurance Payment	-	-	-	-	-	-
Boat Harbor	203,317	46,712	58,719	29%	39,360	19,359
Asset Forfeiture Fund	-	-	-	-	-	-
E-911 Service	86,760	6,565	12,537	14%	12,042	495
Library Grants	102,543	6,953	6,953	7%	15,381	(8,429)
Senior Center (Grant)	134,459	30,614	30,614	23%	35,661	(5,047)
Senior Center (Non-Grant)	155,222	3,933	10,110	7%	9,057	1,053
Total Special Revenue Funds Revenues & Transfers	\$ 2,612,327	\$ 286,181	\$ 344,456	13%	\$ 229,720	\$ 114,736
Fisheries Infrastructure	-	-	-	-	-	-
Borough Study Fund	-	-	-	-	-	-
Mary Carlson Estate Permanent Fund Revenue	3,000	-	194	6%	(234)	428
Ambulance Reserve Capital Project Fund Revenue	60,500	-	-	#DIV/0!	-	-
Equipment Replacement Capital Project Fund	-	-	-	#DIV/0!	-	-
School Bond Project	-	-	-	#DIV/0!	1	(1)
Public Safety Planning	-	-	-	-	-	-
Debt Service Fund Revenue	1,176,340	-	8,255	1%	8,231	24
Landfill Closure Fund	-	-	-	-	-	-
Total Capital Project Revenues & Transfers	\$ 1,239,840	\$ -	\$ 8,449	1%	\$ 7,998	\$ 451

Total Revenues & Transfers

\$ 11,595,665

\$ 1,337,435

\$ 4,023,958

35%

\$ 3,410,656

\$ 613,302

City of Dillingham
Revenues and Expenditures As of August 31, 2016
Unaudited Figures

	August 31, 2016			August 31, 2015		
	Budget - FY17	MTD	YTD	Percent	Actual	INC/(DEC)
EXPENDITURES:						
General Fund Expenditures						
City Council	\$ 52,750	\$ 3,458	\$ 4,328	8%	\$ 7,030	\$ (2,702)
City Clerk	130,571	9,925	25,333	19%	20,141	5,192
Administration	312,893	22,653	52,029	17%	58,861	(6,832)
Finance	604,540	40,001	100,631	17%	114,881	(14,250)
Legal	62,000	7,498	14,835	24%	5,129	9,706
Insurance	166,000	3,528	8,292	5%	5,000	3,292
Non-Departmental	174,644	26,714	36,931	21%	38,098	(1,167)
Planning	142,870	8,305	17,762	12%	2,878	14,884
Foreclosures	5,000	1,812	2,994	60%	36,875	(33,882)
Meeting Hall above Fire Station	3,000	119	352	12%	264	88
Public Safety Administration	166,237	10,662	25,631	15%	25,573	58
Dispatch	469,091	36,575	95,406	20%	76,541	18,865
Patrol	815,416	48,910	137,427	17%	109,169	28,258
Corrections	616,647	44,726	111,698	18%	94,310	17,388
DMV	42,525	3,148	8,085	19%	7,487	598
Animal Control Officer	93,207	6,829	17,287	19%	20,457	(3,170)
PS IT	-	983	1,979	#DIV/0!	1,992	(13)
Fire	232,018	14,200	38,079	16%	23,050	15,029
Public Works Administration	162,023	12,733	31,102	19%	21,328	9,774
Building and Grounds	325,450	20,570	48,892	15%	42,459	6,433
Shop	383,932	25,861	47,963	12%	54,776	(6,813)
Street	461,243	19,497	88,489	19%	107,623	(19,134)
Library	104,194	8,267	24,107	23%	16,790	7,317
City School	1,300,000	-	325,000	25%	325,000	-
Transfers to Other Funds	1,134,305	-	-	0%	-	-
Total General Fund Expenditures	\$ 7,960,556	\$ 376,973	\$ 1,264,630	16%	\$ 1,215,712	\$ 48,918
Special Revenue Funds Expenditures						
Nushagak Fish Tax	-	-	-	-	-	-
Water	241,991	14,500	31,242	13%	25,058	6,184
Sewer	266,290	13,511	32,379	12%	39,935	(7,556)
Landfill	764,029	79,154	157,682	21%	105,739	51,943
Dock	691,009	43,720	127,040	18%	79,769	47,271
Dock (ATD Damages)	-	-	-	-	-	-
Boat Harbor	199,317	16,758	40,500	20%	58,872	(18,372)
Asset Forfeiture Fund	-	-	-	-	-	-
E-911 Service	49,026	-	-	0%	-	-
Library Grants	102,543	7,615	8,388	8%	18,255	(9,867)
Senior Center (Grant)	134,459	9,141	20,888	16%	17,923	2,965
Senior Center (Non-Grant)	155,222	6,801	17,690	11%	18,209	(519)
Total Special Revenue Fund Expenditures	\$ 2,603,886	\$ 191,199	\$ 435,810	17%	\$ 363,760	\$ 72,050
	10,564,442	568,172	1,700,440	16%	1,579,472	
Fisheries Infrastructure Fund	-	-	-	-	-	-
Borough Study	-	-	-	-	-	-
Mary Carlson Estate Permanent Fund	7,000	49	359	5%	262	97
Ambulance Reserve Capital Project Fund	279,000	-	-	0%	-	-
Equipment Replacement Capital Project Fund	70,100	5	5,662	-	52,854	(47,192)
School Bond Project	-	-	-	-	-	-

Public Safety Planning	-	-	-	-	-	-	-	-
Debt Service Fund	-	-	-	-	-	-	-	-
Landfill Closure Fund	1,176,340	-	-	-	-	-	0%	-
Total Capital Project Funds Expenditures	\$ 1,532,440	\$ 53	\$ 6,021	\$ 53,116	\$ (47,095)	\$ 53,116	0%	\$ (47,095)
Total All Expenditures	\$ 12,096,882	\$ 568,225	\$ 1,706,461	\$ 1,632,588	\$ 73,873	\$ 1,632,588	14%	\$ 73,873
Revenues Over (Under) Expenditures	\$ (501,217)	\$ 769,210	\$ 2,317,497	\$ 1,778,068	\$ 539,429	\$ 1,778,068		\$ 539,429

City of Dillingham
 Revenues and Expenditures As of August 31, 2016
 Preliminary Figures - Unaudited

	<u>Fund Bal.</u> <u>6/30/2016</u> <u>UnAudited</u>	<u>FY'16</u> <u>Revenues</u>	<u>FY'16</u> <u>Expenditures</u>	<u>Add or (-)</u> <u>Fund Bal</u>	<u>Fund Bal.</u> <u>8/31/2016</u> <u>Unaudited</u>
General Fund	\$ 3,613,827	\$ 3,671,053	\$ 1,264,630	\$ 2,406,423	\$ 6,020,250
Nushagak Fish Tax	301,838	-	-	-	301,838
Fisheries Infrastructure Fund	67,480	-	-	-	67,480
Borough Study	37,442	-	-	-	37,442
Water & Sewer	127,463	91,722	63,621	28,101	155,564
Landfill	3,509	34,497	157,682	(123,185)	(119,676)
Dock	994,849	99,305	127,040	(27,735)	967,114
Boat Harbor	62,335	58,719	40,500	18,219	80,554
Asset Forfeitures Fund	4,113	-	-	-	4,113
E-911 Service	217,405	12,537	0	12,537	229,942
Library Grants (Books, Erate, etc.)	836	6,953	8,388	(1,435)	(599)
Senior Center	(7,568)	40,724	38,578	2,146	(5,422)
Mary Carlson Estate Permanent Fund	385,584	194	359	(165)	385,419
Ambulance Reserve Capital Project Fund	614,007	-	-	-	614,007
Equipment Replacement Capital Project Fund	151,651	-	5,662	(5,662)	145,989
School Bond Project Capital Project Fund	(2,653)	-	-	-	(2,653)
Public Safety Planning	31,826	-	-	-	31,826
Debt Service	-	8,255	-	8,255	8,255
Landfill Closure Fund	172,044	-	-	-	172,044
Other	(155,469)	-	-	-	(155,469)
Total	\$ 6,620,518	\$ 4,023,958	\$ 1,706,461	\$ 2,317,497	\$ 8,938,016

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Tracy Hightower
Chris Maines
Misty Savo
Curt Armstrong
Andy Anderson
Paul Liedberg

MEMORANDUM

Date: October, 24 2016
To: Rose Loera, City Manager
From: Braden Tinker, Fire Coordinator
Subject: Department Head Report

Summarization of EMS Responses – 11 Calls; 11.9 Total Man Hours

- 1 Bleeding
- 1 Sick Person
- 2 Chest Pain
- 2 Pain
- 1 Unknown
- 1 Seizure
- 1 Traumatic Injury
- 2 Traffic Accident

Summarization of Fire Responses –3 Call; 12 Total Man Hour

+

- 3 Fire Calls

PROJECTS COMPLETED

- Hydrant testing
- Apparatus check-offs are complete,
- Lake Road Station bid was awarded
- Fire Prevention week activities were held at Head start

ON-GOING PROJECTS

- January EMT-1 Class
- Ambulance 1 replacement, (Bid Spec`s). Date (TBD)
- Turnout Gear quotes. (On-Going)
- Hospital Hydrant Testing
- Lake Road Station expansion is being designed by LCG Lantech.
- Ambulance 2 in service at Downtown Station.
- Fire/ Ems training with the integration of Action Training System/ In Progress
- Ambulance and apparatus driver training.

Mayor
Alice Ruby

Manager
Rose Loera



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Paul Liedberg

MEMORANDUM

Date: October 25, 2016
To: Rose Loera, City Manager
From: Sonja Marx, Librarian
Subject: October Monthly Report

The Library Advisory Board is scheduled to meet November 1st. On the agenda, will be discussion regarding the new library hours. There have been many patrons that are not happy with the reduction in hours. Due to staff shortage, we have cut the hours the library will be open to the public from 40 hours a week to 30 hours. Here is our new schedule:

Monday	11 am to 4pm
Tuesday	11 am to 4 pm
Wednesday	11 am to 4 pm
Thursday	11 am to 4 pm
Friday	12 noon to 6 pm
Saturday	10 am to 2 pm

Our PLA grant (Public Library Assistance) from the Alaska State Library (that provides about \$7,000 each year for books, audio visual materials, etc.) requires us to be open at least 25 hours a week based on our population; with five of those hours being after 5 pm or on the weekends. With our new hours, we are in compliance with the grant.

Friends of the Library provided a “scary” display of new books at the library during the Halloween season and showed a movie on Friday, October 21st for the community.

Library Stat report for September 26th - October 22nd, 2016:

Patron Visits: 2,385 Computer Use: 547 Wireless Use: 503
Story Hour: 20 Other Visits (including students): 233 Museum Use: 34
Movies Shown: 4 AWE Station Use: 19 Volunteer hours logged: 5.5

Library Advisory Board meeting scheduled for November 1st at 5:30 pm at library

**Library will be closed Friday, November 11th for Veteran’s Day,
Thursday and Friday, November 24th & 25th for Thanksgiving**

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Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Chris Maines
Misty Savo
Curt Armstrong
Andy Anderson
Paul Liedberg
Tracy Hightower

MEMORANDUM

Date: 10-24-16
To: Rose Loera / City manager
From: Jean Barrett / Port Director
Subject: October Monthly report

September and October both almost completely in the rear view mirror, where did the time go? With the weather again unseasonably warm we had boats in the harbor into the early part of October, consequently we had the South floats in also. We removed them on the 15th of October. This was the latest they were in the water since I have been at the harbor.

The dock workers are cleaning up after the last AML barge of the season and are awaiting the arrival of the last Alaska Logistics barge sometime early next week.

DOCK

- Since it is October I can fill you in on the amount of fish we moved this year. Despite one of the fish processors moving some fish by airfreight, we moved over 400 freezer containers of fish this year. This was good to see! Unfortunately this also made for a weak year for containers of canned salmon.
- The Link belt crane is working as it should with no hiccups what so ever (knock on wood). We are awaiting feedback from Construction Machinery as to everything that needs winterizing.
- We have had a 3 month long battle to get our large rollup door repaired in the dock warehouse, waiting on some parts first of all and then time for the B&G guys to dedicate to its repair. We hope to have this done in order to move parts and machinery inside for the winter.
- We worked with Navigators Insurance Company to get the damaged pass ramp repaired. They received a quote from AML (they built them) and the ramp in

question is on the barge back to Seattle for winter repair. We should have it back on the first barge of the season.

- The due dates for the dock repair were pushed back as we are bundling both repairs together to make it more attractive to the potential bidders. The bids will now be opened November 17th at 3 PM, with a completion date in early September.

HARBOR

Harbor life, this time of year it is so peaceful and serene. The floats and boats are all gone and everything looks so clean and organized. All of the equipment fared pretty well this year. Some minor welding and refinishing of the float arm floats and we should be ready by first of May for the next salmon season.

- Reimbursement for all ice machine related M&O will be turned into the Curyung tribe to be paid for by a BBEDC grant. The Tribe received and agreed to use a portion to help pay these costs.
- The second of the new lease lots is done and the grand opening of the “Tide Table Coffee” should be next week.

OTHER

- I attended the Annual Association of Harbormasters and Port Administrators that was held in Dutch harbor this year. As a member of the Board of Directors, we flew in a day early for a strategic planning session. The planning session was a good time to work on several things before we presented it to the conference attendees.
 - As a board we came up with resolutions that we felt concerned most of the harbors involved. I will be presenting these to the Finance and budget committee on October 24th prior to bringing them to the Council at the November meeting.
 - I was also asked to attend the AML conference in Anchorage, November 16th, 17th and 18th as a representative of the AAHPA and of course Dillingham. I think I will have a positive influence on some of the smaller communities around Alaska and hopefully help them become players in the port and Harbor community.
- I have been working on my testimony for the Local Boundary Commission coming up at the end of November, with a few more tweaks I will have it ready to present.

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Andy Anderson
Curt Armstrong
Tracy Hightower
Paul Leidberg
Chris Maines
Misty Savo

MEMORANDUM

Date: October 25, 2016
To: City Manager Rose Loera
From: Chief Dan Pasquariello
Subject: **Public Safety November 2016 report**

Reporting dates 9-25-16 to 10-24-16

Police:

- ❖ 398 Calls for service
- ❖ 10 Persons arrested
- ❖ 7 Title 47/Protective custody
- ❖ 7 Citations issued
- ❖ 37 Incident report

Approximately 1 out of 10 calls for police service require an incident report to be completed by officers. A partial breakdown of our incident reports is as follows:

Assault	7
Theft	6
Vehicle accidents	4
Suicide attempts	3
Sexual assault	2
Drug offense	2
Burglary	2
Criminal mischief	2
Trespass	1
DUI	1
Minor Consuming	1
Violation release conditions	1
Arson	1

We have hired a new police officer, who recently moved to Dillingham because of his wife's employment here. The new officer has over 15 years of experience as a police officer in Texas.

*Our Vision. By 2015 to have an infrastructure that supports a sustainable, diversified and growing economy. * We will take a leadership role and partner with others to achieve economic development and other common goals. * We will develop a high quality City workforce to serve the community. * We will promote excellence in education.*

We have been extremely busy this reporting period, working several complicated felony investigations.

We are recommending that the common offenses of Criminal Trespass and Violation of Release Conditions be made into City Ordinance. Under the new SB91 legislation these offenses have been decriminalized, resulting in fines only, no jail time. While this reporting period does not have many of these offenses, they are a couple of our main crimes. If the City turns these into ordinances, then the revenue generated could be placed into City coffers instead of being given to the State.

Corrections:

- ❖ 28 Total Inmates
- ❖ 7 Title 47/Protective custody

Dispatch:

- ❖ 452 Calls for service
- ❖ 88% Dispatched to Dillingham Police
- ❖ 5% Dispatched to Alaska State Troopers
- ❖ 6% Dispatched to EMS/Fire
- ❖ 1% Dispatched to Animal Control
- ❖ 123 911 calls received

Our E-911 system, which had been not operating properly due to a faulty computer drive, has been repaired.

Animal Control:

The ACO is on vacation. No report submitted

DMV:

- ❖ 94 Registrations/Titles
- ❖ 114 Driver's License/IDs
- ❖ 3 CDLs
- ❖ 12 Road tests

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Mayor
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Manager
Rose Loera



Dillingham City Council
Tracy Hightower
Chris Maines
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Andy Anderson
Paul Liedberg

MEMORANDUM

Date: October 25, 2016
To: Rose Loera, City Manager
From: Ken Morton, Public Works Director
Subject: Monthly Staff Report

Streets:

- Graded roads & patched potholes.
- Placed riprap below Snag Point sheet pile wall to reduce scour at the two highest priority sections identified by the Corp of Engineers by dropping rock over wall at high tide. Will refine placement using excavator at low tide. Placement at about half the density recommended by the Corp. Will take measurements to share with Corp and develop an estimate of additional riprap needs to meet Corp recommendations.
- Salted sand and stockpiled for winter use.
- Excavated and replaced a rotted section of storm drain in the Sea Inn parking area.
- Assisted Harbor with the pulling of the last remaining harbor floats.
- Advised UAF that discharge from a newly installed sump drain at the 331 D Street building was contributing to street icing. Suggested an interim solution until final repairs can be made next construction season.
- Transplanted shrubs at library.
- Responded to an emergency callout request from Elite Mechanical at the Hospital. Provided equipment & operator services to help restore a damaged water line.
- Swept Little Larry Road in support DOT's road paint operation.
- Routed surplus (Mayor's Sale) loader to the Dock for outbound shipping.
- Excavated at Landfill to help repair a groundwater monitoring well.

Shop:

- 345C excavator: fabricated & installed "tooth" for bucket;
- Seasonal tire swapping;
- Prepping sanders for winter service;
- Routine equipment / vehicle servicing.

Buildings & Grounds:

City of Dillingham Page 1 of 3
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.

- Public Safety Bldg: cell toilet / drain restored, lighting fixed, disabled shower head replaced, boiler #1 relief valve replaced, air handlers inspected / cleaned / filters replaced, adjusted boilers, standard daily rounds;
- Downtown Firehall: repaired middle ambulance door, seasonal boiler adjustments;
- Lake Road Firehall: replaced upstairs heating zone valve, repaired OH heating unit;
- City Shop: daily adjustment to waste oil filtering / heating system;
- Library: assisted with shrubbery relocation;
- Water Treatment Plant: seasonal boiler adjustment;
- Sewage Lagoon: seasonal boiler adjustment;
- Dock Lift Station: supported backup generator testing with contractor;
- Smalls Lift Station: provided electrical safety checks, braced / shored building walls;
- Landfill: noted need for additional glycol incinerator boiler;
- Dock warehouse garage door repairs underway as time permits;
- Assisted with hydrant winterization and shutdown of water system for N&N.

Water / Sewer:

- The valve in Main Street serving N&N's fire suppression system was not accessible due to ground shifting from freeze / thaw cycles (their service needed to be shut down to allow repairs to occur). Staff forced to shut down a substantial portion of town for about 30 minutes to de-pressurize the line in front of N&N;
- Smalls lift station damaged by a vehicle. See Projects Section;
- Assisted Fire Coordinator with fire hydrant testing;
- Winterized fire hydrant system;
- ADEC requested the City modify the list of locations from which we test our distributed water for the presence of lead / copper (increased attention on this due to what happened in Flint Michigan). Testing to be completed this calendar year.
- Cleared blocked sewer lines for BBNA & State Airport Shop;
- October fecal coliform test results of lagoon effluent are compliant with permit authorizations;
- Little Larry / HUD lift station starter control system failed once. Pumper truck used until pump system could be re-started.

Admin:

- Fleet mechanic position became vacant & recruitment efforts initiated.

Landfill:

- Installed new burner refractory at burner / blower #1. Improvement notable;
- Assisted BEES groundwater testing efforts;
- ADEC advised 10/19, "The Department believes that Dillingham is currently operating in violation of state air quality regulations but also recognizes that you are moving towards coming into compliance. Because this issue has been an ongoing concern since 2013, the Department may consider taking enforcement action if the air quality permit application for operation of the Dillingham Landfill incinerator is not received by January 20, 2017."
 - Staff is drafting a RFP package for permit application / computation services.

Projects:

Smalls Lift Station

- Coordinating with AMLJIA regarding funding the replacement of the Smalls Lift Station structure;
- Requested bids from contractors for same (due 10/26).

Dock Lift Station

- Substantially complete. Waiting delivery / installation of control system to closeout project;
- Anticipate bidding out wet well floor repair spring 2017. Work was not included within project and have not been able to come to mutually acceptable price with Contractor.

2016 Lift Station Repairs Project

- Elite Mechanical providing final paperwork (bonding, updated schedule, bypass pumping plan);
- All materials except the new control panels are in Dillingham – and the new control systems are not scheduled to arrive until late December.
 - The Contractor is evaluating if the new pumps can function with the old control systems until the new control systems can be installed.
 - This has the potential to add delay to the schedule.

New Water Source - Well Drilling

- Executed contract with Alaska West to drill and test a 6" well to validate the location and to potentially provide interim service until such time as an 8" or 10" production well can be installed. Anticipate drilling starting at the end of October.

Sewer Lagoon – resolution of the first two bullets necessary to meet NOV / COBC obligations.

- CRW to provide recommendations on the replacement of blowers 1,2,4 to accommodate existing aeration system;
- CRW developing construction contract for bidding this winter to install effluent flow measurement system;
Construction contract work to also include the rerouting of the HUD force main to flow directly to the lagoon.

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Tracy Hightower
Chris Maines
Misty Savo
Curt Armstrong
Andy Anderson
Paul Liedberg

MEMORANDUM

Date: October 24, 2016
To: Rose Loera
From: Ida Noonkesser
Subject: Staff Report

During the month of September, the Senior Center served 230 congregate meals to 56 individuals, 190 home delivered meals to 21 individuals, gave 159 assisted rides to 19 individuals and 273 unassisted rides to 36 individuals.

Other than our usual groups, we had two individual renters in the month of September for special events. Our usual renter, the Pinochle player's group continues to use the dining room every Friday and every third Saturday.

Advisory Board Seat A is still available. If anyone knows a person who is interested, ask them to please submit a letter to Mayor Alice Ruby and Janice Williams

The MAP school students have started working again at the Senior Center. This year I have two students in the morning, and two in the afternoon. I have the same students as last year with one new addition. I have one community service worker that has been coming to crush the aluminum cans and helping with the cleaning as well. Workers from HOPE have been a great help too. Martin, an employee for HOPE, sweeps the floor when they are here for lunch each day. As always we appreciate our volunteers and the help they give us.

Isaac Wood and Mary Kapatok have been busy helping elders with their paper work. They both work for BBNA (Aging and Disability Resources Center). Both of them help when they can in the kitchen too. It is really nice to have the group that we do at the center.

The exercise room is also available for the elders to use. Non-seniors we charge \$1.00. We also have yarn if anyone is willing to volunteer to teach knitting or crocheting.

Our next Advisory Board meeting is November 9th.

1. CALL TO ORDER

The Finance and Budget Committee met on Monday, October 24, 2016, in the City Council Chambers, Dillingham, AK. Paul Liedberg, Chair, called the meeting to order at 5:29 p.m.

2. ROLL CALL

Committee Members present:

Paul Liedberg	Mayor Alice Ruby	Curt Armstrong	Andy Anderson
Rose Loera	Navin Bissram		

Guest: Jean Barrett

3. APPROVAL OF MINUTES

- a. Minutes of September 19, 2016

MOTION: Andy Anderson moved and Mayor Ruby seconded the motion to approve the minutes of September 19, 2016.

VOTE: The motion passed by unanimous consent.

4. APPROVAL OF AGENDA

MOTION: Andy Anderson moved and Mayor Ruby seconded the motion to approve the agenda.

VOTE: The motion passed by unanimous consent.

5. STAFF REPORTS

Navin Bissram reviewed the August financial statements.

Rose Loera reported ANTHC had earlier reported they would not pay for any work on the lagoon until the City came into compliance, installing flow meters and two pumps. They are hoping to install these items next spring. She noted to borrow from USDA will require a study that could cost the city around \$25,000 and would not be reimbursable.

Follow-up:

- An update will be forthcoming at the November F&B meeting; and
- Staff will be looking to get ANTHC's position in writing.

6. UNFINISHED BUSINESS

- a. Schedule of Fees and Fines

- 1) Landfill

- 2) Ambulance
- 3) Planning

Follow-up:

- Public Works looking to present on landfill fees at the F&B meeting in November or December;
- Fire Dept. to present on ambulance fees at the F&B November meeting;
- Planning to present possibly in January or February.

b. Update – Sales Tax Exemption

Navin Bissram reported the City's Attorney presented a draft of a policy that would provide guidance to help identify non-profits and a revised application for filing an annual request for an exemption as a nonprofit.

Follow-up:

- Present the policy and revised application at the November Finance meeting.

c. Update – Credit Card Processing

Navin Bissman reported Cornerstone Services could provide credit card processing with a slight savings of about \$200/month compared to Wells Fargo. He further noted Wells Fargo would not be able to assess an additional service fee from credit card users that would be remitted to the City. However, the City could do that on their end.

Follow-up:

- Will come back with a recommendation at the November F&B meeting.

d. Update – Evaluation of Declining Sales Tax Revenues

- 1) Compare State Issued COD Business Licenses to City Issued Business Licenses

Navin Bissram reported staff was making progress.

Follow-up:

- Recommended adding to the November F&B agenda a review of the exemption for filing for business license if revenues anticipated to be less than \$10,000 and then provide a more formal recommendation to Code.

e. Policy for Accounts Written Off

- 1) Draft Resolution Establishing a Time Period for Retaining an Account Written Off for Bad Debt

Navin Bissram provided a copy of a current Denied Services List for being delinquent on payment of their account(s), including personal property, utilities, real property, all other receivables mostly activities at dock and harbor. He noted the City's main collection efforts included making phone calls and sending out certified letters.

Follow-up:

- A resolution will be brought back to the next F&B meeting with the suggested edits.

7. NEW BUSINESS

- a. Property Values - Report on Full and True Value

Follow-up:

- Recommended bringing forward the State's report on full and true value to the next F&B meeting along with the assessor's report on full and true value.

- b. Resolutions from AA of Harbormasters and Port Administrators

Jean Barrett presented on four resolutions the Alaska Association of Harbormasters and Port Administrators were asking for support. He noted all harbors belonged to the state at one point, but were turned over to the municipalities. The committee resolutions concerned continued funding, enforcement, abandoned vessels, and amending the National Electrical Code to address the current wording of ground fault protection.

Motion: Andy Anderson moved and Mayor Ruby seconded the motion to recommend the four resolutions be adopted by Council.

Mayor Ruby asked Jean to share the resolution regarding abandoned vessels with Rep. Edgmon.

8. COMMITTEE COMMENTS

Mayor Ruby:

- Noted she looked forward to an analysis of sales tax as it applied to items shipped into Dillingham; and
- Commented bringing back to the agenda a discussion on tobacco tax.

At the next meeting will discuss a strategy for reviewing the FY17 budget in preparation for mid-year budget amendments.

9. ADJOURNMENT

The meeting adjourned at 7:03 p.m.

Paul Liedberg, Chair

ATTEST:

Janice Williams, City Clerk

Approved: _____

DRAFT

CITY OF DILLINGHAM, ALASKA

ORDINANCE NO. 2016-12

AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AUTHORIZING CITY-OWNED PROPERTY TO BE SOLD

WHEREAS, in 2006-2011 Real Property Tax Foreclosure, 3DI-13-00107 CI, the court issued its judgment of foreclosure and decree on multiple parcels of real property and those properties have not been redeemed; and

WHEREAS, the City became the owner of the properties by operation of law upon the expiration of the redemption period;

WHEREAS, the Court issued Clerk’s deeds to the City on July 21, 2015, affirming that the City holds title to all the properties on the foreclosure list; and

WHEREAS, the City may sell properties obtained through foreclosure if the properties are not needed for a public purpose; and

WHEREAS, the City Council has determined that the properties listed below are not needed for a public purpose and should be sold on terms consistent with those set forth below; and

WHEREAS, the properties to be sold were obtained by foreclosure within five years of the date of this ordinance and, pursuant to DMC 5.30.110, the sale of the properties is therefore exempt from the requirements on DMC 5.30.020 and 5.30.030; and

WHEREAS, DMC 5.30.040.C authorizes the City to dispose of a property by negotiated sale to a buyer if the city council determines that the sale or exchange is needed to protect or promote the public interest and the buyer or grantee has been selected without unfair discrimination among similarly situated persons; and

WHEREAS, the City Council hereby finds that disposal of the properties listed below to the adjoining lot owner will further the public purpose of returning the properties to private ownership and allowing the properties to be returned to the municipal real property tax roll; and

WHEREAS, at least one of the parcels included in the sale has long been in a state of disrepair, and the City Council believes the public interest is promoted by selling the property to the adjoining lot owners, Karen and Manuel Brito, in part because as the adjoining lot owners, they can be expected to exercise a higher degree of care in maintaining the property so as not to allow it to be a blight or nuisance in the community; and

WHEREAS, at least one of the parcels included in the sale is believed to include utility connections that serve the adjoining lot owner; and

WHEREAS, the adjoining lot owners may have a valid equitable claim to these utility connections or other substantial improvements located on the parcel(s); and

WHEREAS, because of the adjoining lot owners' potential equitable interest in the parcel(s), and their proximity to the parcels, there are no other persons similarly situated with regard to the properties included in the sale; and

WHEREAS, the City further finds that the properties are more likely to generate higher sale amount if they are sold together than separately; and

WHEREAS, selling the properties as a single unit will decrease the amount of public funds that must be expended to sell the properties; and

WHEREAS, the City intends to sell the properties for the total sale price of \$37,682, which is approximately equal to the amount the former owner is indebted to the City; and

WHEREAS, the former owner shall have been informed of the potential sale and of his statutory right to apply for remittal of excess sale proceeds, if any, within five days after the first publication of this ordinance; and

WHEREAS, the City Council finds it is in the public interest to sell the properties identified below to Karen and Manuel Brito;

NOW, THEREFORE, BE IT ENACTED BY THE DILLINGHAM CITY COUNCIL:

Section 1. This is a non-code ordinance.

Section 2. Property to be Sold. The City Council hereby finds that the following real property is not necessary for a public purpose and should be sold:

Legal Description	Address or Common Description	Former Owner
Fairview L23B	226 Birch Lane	James Bingman Sr.
Fairview L23C	Undeveloped lot between 226 and 204 Birch Lane	James Bingman Sr.

Section 3. Method of Sale. The properties identified above shall be disposed of by negotiated sale pursuant to terms and conditions required by law and approved by the City Manager.

Section 4. Exemptions. To the extent the terms of this ordinance and/or the disposal authorized herein are not consistent with DMC Chapter 5.30, if any, the disposal is hereby declared to be exempt from that section.

Section 5. Effective Date. This ordinance shall be effective upon adoption.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on

_____.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

City of Dillingham Information Memorandum

Agenda of: November 3, 2016

Attachment to: 2016-12

Ordinance No. _____ / Resolution No. _____

Subject:

An ordinance of the Dillingham City Council authorizing city-owned property be offered for sale

City Manager: Recommend Approval

Signature: Rose Doera

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

-An advertisement for a Public Hearing on Ordinance No. 2016-12 is scheduled to appear in the December 1 edition of the Bristol Bay Times as required to be advertised in a local newspaper five days in advance of the public hearing.

Summary Statement:

This ordinance will be scheduled for a public hearing December 8, 2016.

Although, there will be more than 30 days before the public hearing, this ordinance is exempt from the 30-day noticing requirement because DMC 5.30.110 applies to these properties, which specifically exempts this kind of disposal ordinance from DMC 5.30.020 and .030, the latter of which is the 30-day requirement. Normal ordinance rules apply, not the 30-day rule.