



Alice Ruby, **Mayor**

Council Members

- Holly Johnson (Seat A) • Chris Maines (Seat B) • Misty Savo (Seat C)
- Curt Armstrong (Seat D) • Tracy Hightower (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.	OCTOBER 1, 2015
------------------------	------------------	------------------------

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

- a. Regular Council Meeting of September 10, 2015page 5

4. APPROVAL OF CONSENT AGENDA

- a. Adopt Resolution No. 2015-56, A Resolution of the Dillingham City Council Amending the Bank Signature Cards for City Safety Deposit Boxes Due to a Change in Personnel page 13

APPROVAL OF AGENDA

5. STAFF REPORTS

- a. City Manager and Staff Reports page 15
- b. Standing Committee Reportspage 43

6. PUBLIC HEARINGS

- a. Adopt Ordinance No. 2015-14, An Ordinance of the Dillingham City Council Authorizing City Owned Property be Authorized for Sale page 55

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

8. ORDINANCES AND RESOLUTIONS

- a. Adopt Ordinance No. 2015-14, An Ordinance of the Dillingham City Council Authorizing City Owned Property be Authorized for Sale page 55
- b. Introduce Ordinance No. 2015-15, An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Chapter 2.68, Planning Commission, Section 2.68.130, Duties and Functions, and Section 11.08.010, Speed Limits, to Act on Requests for Changes in Speed Limits page 63

- c. Introduce Ordinance No. 2015-16, An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Section 4.30.080 to Make a Minor Correction to Change Responsive Bidder to Responsible Bidder, and Amend Section 4.30.100 E. to Add Notice of Intent to Award to the Competitive Sealed Bid Process page 67
- d. Introduce Ordinance No. 2015-17, An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Chapter 2.27, City Clerk, to Add Records Manager Under Power-Duties Consistent with Essential Job Duties page 73
- e. Adopt Resolution No. 2015-51, A Resolution of the Dillingham City Council Creating a Marijuana Advisory Committee page 77
- f. Adopt Resolution No. 2015-57, A Resolution of the Dillingham City Council Approving the Ambulance Fund and Establishing Criteria for its Use page 81
- g. Adopt Resolution No. 2015-58, A Resolution of the Dillingham City Council Approving Installation of Buried Utilities at Lot 7A, Block 2, Spruce Street
(Clerk Note: This document was not prepared in time for distribution, but will be circulated under separate cover on Wed. Sept. 30)

9. UNFINISHED BUSINESS

- a. Citizen Committee Appointments
 - 1) Planning Commission, 1 Seat Open
 - 2) Library Advisory Board, 2 Seats Open page 93
- b. DLG Petition to Annex Nushagak Commercial Fishing Waters Update
- c. Interim Task Force Borough Feasibility Study Update

10. NEW BUSINESS

- a. Special Meeting Scheduled for October 15, 2015 (DMC 3.70.040) *(Clerk Note: DMC 2.09.020 Special Meetings. No business shall be transacted at the meeting that is not mentioned in the notice.)*
 - 1) Certify the October 6, 2015 Election
 - 2) Public Hearing/Adopt Ordinance No. 2015-15, Add Request to Change Speed Limits
 - 3) Public Hearing/Adopt Ordinance No. 2015-16, Add Notice of Intent to Award
 - 4) Public Hearing/Adopt Ordinance No. 2015-17, Add Records Manager Under Clerk Duties
 - 5) Approve Action Memorandum No. 2015-20, Award Contract for Engineering Lift Stations
 - 6) Introduce Ordinance No. 2015-18, Add Subsection on Senior Exemption
 - 7) Introduce Ordinance No. 2015-19, Amend Force Filing

8) Swearing in Ceremony of Newly Elected Council Members

11. **CITIZEN'S DISCUSSION (Open to the Public)**
12. **COUNCIL COMMENTS**
13. **MAYOR'S COMMENTS**
14. **EXECUTIVE SESSION**
15. **ADJOURNMENT**

1. CALL TO ORDER

A regular meeting of the Dillingham City Council was held on Thursday, September 10, 2015, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Alice Ruby called the meeting to order at 7:06 p.m. The regular meeting was preceded by a workshop to review the quarterly financial statements at 6:30 p.m.

2. ROLL CALL

Mayor Alice Ruby was present.

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

Holly Johnson	Paul Liedberg	Chris Maines
Tracy Hightower	Misty Savo	Curt Armstrong

Staff in attendance:

Rose Loera	Bernadette Packa	Dan Pasquariello
Navin Bissram		

Guest(s) in attendance: Attorney Brooks Chandler – attended via teleconference

3. APPROVAL OF MINUTES

- a. Regular Council Meeting of August 6, 2015
- b. Special Council Meeting of August 17, 2015

MOTION: Chris Maines moved and Holly Johnson seconded the motion to approve the minutes of August 6, 2015 and August 17, 2015.

VOTE: The motion passed unanimously by voice vote.

4. APPROVAL OF CONSENT AGENDA

- a. Resolution No. 2015-55, A Resolution of the Dillingham City Council Expressing Gratitude and Thanks to President Obama

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

VOTE: The motion passed unanimously by voice vote.

APPROVAL OF AGENDA

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to approve the agenda.

VOTE: The motion passed unanimously by voice vote.

5. STAFF REPORTS

a. City Manager and Staff Reports

City Manager Loera reported on the following in addition to her staff report:

- Followup from last meeting, water and sewer billing concerns: There were two customer concerns, both were anomalies, and both were resolved and a verbal report had been shared with the Council;
- Landfill: Newly hired public works assistant will work half-time at public works and half-time as an attendant at the landfill;
- Public Works has almost completed placing rip rap around the sea wall; another 600 tons is required;
- Dock repair: repairs have yet to be made by the company that caused the damage; insurance co. has approved the City to find a source to make the repairs; and
- DMV has been closed, and scheduled to reopen on Monday.

MOTION: Paul Liedberg moved and Tracy Hightower seconded the motion to add to the Code Committee's To Do List to review allowing an employee to be on the school board.

VOTE: The motion passed unanimously by voice vote.

- Port Director has asked to consider a change in the code to "Any vessel launched and/or moored in the harbor without a prior registration will be subject to charges"; will bring this item back with more information; and
- AML training in November for newly elected officials, discount for early sign-up.

Discussion ensued.

- Notice for Hazard Mitigation training, Sept. 14 & 15, was circulated to various staff;
- Contributions by volunteers as reported on by the animal control officer was much appreciated.

b. Standing Committee Reports

Finance and Budget Committee: Paul Liedberg reported on their activities of which a copy of the minutes of August 17 were included in the packet.

Carlson House Advisory Committee: Holly Johnson reported on their meeting of September 8:

- Survey results were in and the committee was providing an additional opportunity for more community input at their next meeting scheduled tentatively for October 29; and
- A lot of the furniture had been moved to the school house, including all of the books.

6. PUBLIC HEARINGS

Mayor Ruby opened the public hearing on Ordinance No. 2015-13 (SUB-1).

- a. Adopt Ordinance No. 2015-13 (SUB-1), An Ordinance of the Dillingham City Council Authorizing the Disposal of Municipal Property to Ben McDowell DBA Motive Power Marine and EPC LLC by Lease

There being no public comments, the public hearing closed.

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

There was no citizen’s discussion.

8. ORDINANCES AND RESOLUTIONS

- a. Adopt Ordinance No. 2015-13 (SUB-1), An Ordinance of the Dillingham City Council Authorizing the Disposal of Municipal Property to Ben McDowell DBA Motive Power Marine and EPC LLC by Lease

MOTION: Tracy Hightower moved and Holly Johnson seconded the motion to adopt Ordinance No. 2015-13 (SUB-1).

VOTE: The motion to adopt Ordinance No. 2015-13 (SUB-1) passed unanimously by voice vote.

- b. Introduce Ordinance No. 2015-14, An Ordinance of the Dillingham City Council Authorizing City Owned Property be Authorized for Sale

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to introduce Ordinance No. 2015-14 and schedule for a public hearing October 1, 2015.

VOTE: The motion to introduce Ordinance No. 2015-14 passed unanimously by voice vote.

- c. Adopt Resolution No. 2015-51, A Resolution of the Dillingham City Council Creating a Marijuana Advisory Committee *(Clerk Note: This item will be a handout at the Council meeting.)*

MOTION: Chris Maines moved and Holly Johnson seconded the motion to adopt Resolution No. 2015-51.

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to postpone Resolution No. 2015-51 and refer it to the Code Review Committee.

VOTE: The motion to postpone Resolution No. 2015-51 passed with Chris Maines, Paul Liedberg, Holly Johnson, Curt Armstrong, and Tracy Hightower in favor, and Misty Savo opposed.

- d. Adopt Resolution No. 2015-52, A Resolution of the Dillingham City Council Rescinding Resolution No. 2015-48, Which Authorized Foreclosure Proceedings on Delinquent Property Taxes for the Years 2009-2014

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to adopt Resolution No. 2015-52.

Mayor Ruby noted by adopting this resolution it would rescind the prior Resolution No. 2015-48, and by not adopting it, the existing Resolution No. 2015-48 would stand and staff would begin the foreclosure process. A foreclosure workshop was being planning to explain the foreclosure process.

Discussion ensued:

- Concerned in comparing spreadsheets from the original Resolution No. 2015-35, that was replaced with Res. No. 2015-48, that there were some inconsistencies.

Manager Loera provided an explanation.

VOTE: The motion to adopt Resolution No. 2015-52 failed with Paul Liedberg, Chris Maines, Curt Armstrong, Misty Savo, and Tracy Hightower opposed, and Holly Johnson in favor.

- e. Adopt Resolution No. 2015-53, A Resolution of the Dillingham City Council Authorizing the City Manager to Advertise a Request for Proposal for Engineering Services for Lift Station Equipment

MOTION: Holly Johnson moved and Paul Liedberg seconded the motion to adopt Resolution No. 2015-53.

VOTE: The motion to adopt Resolution No. 2015-53 passed unanimously by voice vote.

- f. Adopt Resolution No. 2015-54, A Resolution of the Dillingham City Council Authorizing the City Manager to Continue to Contract with Alaska Assessment Assistance as a New Owner

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to adopt Resolution No. 2015-54.

Manager Loera reported a new contract with Alaska Assessment Assistance would be processed with Robert Dudley.

VOTE: The motion to adopt Resolution No. 2015-54 passed unanimously by voice vote.

9. UNFINISHED BUSINESS

- a. Citizen Committee Appointments
 - 1) Planning Commission, 1 Seat Open
 - 2) Library Advisory Board, 2 Seats Open

There were no letters of interest filed.

- b. DLG Petition to Annex Nushagak Commercial Fishing Waters Update

There was nothing to report.

- c. Interim Task Force Borough Feasibility Study Update

There was nothing new to report.

10. NEW BUSINESS

- a. Action Memorandum No. 2015-17, Authorize the City Manager to Contract with Elite Mechanical to Replace the Dock Lift Station

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to adopt Action Memorandum No. 2015-17

VOTE: The motion to adopt Action Memorandum No. 2015-17 passed unanimously by voice vote.

- b. Action Memorandum No. 2015-18, Authorizing the City Manager to Contract with Bristol Alliance Fuels for Purchase of Fuel and Gasoline at a Fixed Price Per Gallon for the Period Covering Oct. 2, 2015 through Oct. 1, 2016

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to adopt Action Memorandum No. 2015-18.

Misty Savo shared that she felt uncomfortable voting because of her employer's relationship and thought it would be cause for her to abstain. Mayor Ruby stated there was not a conflict of interest financially unless Misty felt her employment was at risk. She further noted the Manager was recommending to go with the lowest responsible bidder as advertised in the request for proposal. Further discussion with Council input determined the council member would have to be directly impacted financially in order to abstain. Misty felt that was not the case.

Discussion ensued:

- City Clerk could remind the Council annually the definition for conflict of interest.

VOTE: The motion to adopt Action Memorandum No. 2015-18 passed unanimously by voice vote.

- c. Action Memorandum No. 2015-19, Authorization to Apply a Credit Adjustment on Personal Property Taxes Assessed to Bristol Bay Cellular

MOTION: Paul Liedberg moved and Holly Johnson seconded the motion to adopt Action Memorandum No. 2015-19.

Manager Loera reported the city did not have anything in its code for how far back a credit adjustment could be made.

VOTE: The motion to adopt Action Memorandum No. 2015-19 passed unanimously by voice vote.

- d. Schedule a Workshop on the Foreclosure Process

MOTION: Holly Johnson moved and Chris Maines seconded the motion to schedule a foreclosure workshop for Thursday, October 22, 2015, at 5:30 p.m.

VOTE: The motion passed unanimously by voice vote.

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

Ted Krieg addressed the Carlson House property. He encouraged the Council to consider the wishes of Mary Carlson to preserve it as a historical property. He recommended really getting the word out about the next meeting to make sure those in the community who were interested in getting involved can attend.

12. COUNCIL COMMENTS

Chris Maines: None

Curt Armstrong: None

Tracy Hightower:

- Remember to vote October 6.

Paul Liedberg:

- Thanked Alice and Rose for all their work and representing the City well as well as the whole community for their efforts in putting together the welcome for the President’s visit; and
- Expressed appreciation for the veterinary clinic’s work and helping to maintain the program.

Misty Savo:

- Appreciated the City’s, especially the police force, and the hospital’s participation in getting the presidential visit organized;
- Expressed appreciation for the animal control officer’s community outreach at the animal shelter;
- Appreciated the welcome ceremony that was put on by the School District; and
- Expressed good luck to the cross country team this weekend.

Holly Johnson:

- Relayed school has started, Squaw Creek Road is still a problem, there is no bus transportation, and winter is coming;
- Commented the American Legion was designing an arch over the entryway to the memorial park, designing a plaque, and were removing the existing rotting structure; and
- Expressed thanks for the work on the presidential visit.

13. MAYOR’S COMMENTS

Mayor Ruby:

- Thanked the community for the amount of effort that was put forward for the President’s visit, appreciated the posters that were made, the veterans helping to entertain the staff, it was all very impressive;
- Noted Sen. Edgmon had invited the OMB Director to Dillingham on Sept. 21 for public meeting;
- Noted housing is a huge issue in the community and she was researching some answers; and
- Expressed a thank you for the support she was given over the past few weeks; and
- Asked for a moment of silence to recognize those lost since the last meeting.

14. EXECUTIVE SESSION

A. Legal Matter

1) Public Safety – Investigations Report Update .

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to enter into executive session to discuss Legal Matters, Public Safety – Investigations Report Update, and Annexation [8:35 p.m.].

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

Mayor Ruby invited Rose Loera and Dan Pasquariello into the executive session, which was later attended by Attorney Brooks Chandler via teleconference.

MOTION: Holly Johnson moved and Misty Savo seconded the motion to come out of executive session [10:02 p.m.].

VOTE: The motion to come out of executive session passed unanimously by voice vote.

15. ADJOURNMENT

Mayor Ruby adjourned the meeting at 10:02 p.m.

Mayor Alice Ruby

ATTEST: [SEAL]

Janice Williams, City Clerk

Approval Date: _____

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2015-56

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AMENDING THE BANK SIGNATURE CARDS FOR CITY SAFETY DEPOSIT BOXES DUE TO A CHANGE IN PERSONNEL

WHEREAS, the signature cards for the city's checking accounts at Wells Fargo Bank needs to be updated due a change in personnel;

NOW, THEREFORE, BE IT RESOLVED by the Dillingham City Council that the following persons are authorized to have access on behalf of the City to the City's two safety deposit boxes with Wells Fargo Bank:

Rose Loera
Navin Bissram
Anita Fuller
Bernadette Packa
Janice Williams

PASSED and ADOPTED by the Dillingham City Council on October 1, 2015.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Misty Savo
Curt Armstrong
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: September 24, 2015
To: Mayor and City Council
From: Rose Loera, City Manager
Subject: September Report

Vacancies – Director of Planning & Police Officer.

Contracts/Agreements Signed – signed contract with Elite Mechanical for the replacement of the dock lift station.

Needing an additional Task Order Bristol Engineering Services Corp (BESC) to update our Landfill Operations Plan and Permit Requirements. The Task Order will not exceed \$13,072. With all the changes that have been made at the Landfill our Operations Plan that was updated needed additional work in order to be compliant with DEC. The Plan needed to address further our disposal of our geotubes, new incinerator ash testing, methane monitoring etc. These updates also need to be addressed in the Landfill Permit. The additional work requires an engineer certifying and citing the regulatory authority. We are currently not in compliance and DEC is requiring us to update ASAP.

We will be contracting with BESC to provide on-call engineering support services for the construction of the Dock Lift Station with a not to exceed fee of \$19,979. We need an engineer to certify the project in order to be accepted by DEC and the granting agency. We are using BESC since Foster has been non-responsive.

Grants – none

Landfill – we currently have budgeted for staff at the landfill two full-time operators, two operators that work 600 hours and we just hired a half-time attendant who collects the fees. As stated before it takes two people to burn the trash as the bin they use to load and unload the garbage into the incinerator needs two people to maneuver. We are looking at purchasing a piece of equipment that could move the bin around with just one person. The cost of this is about \$8,400, which will be funded from the Equipment Replacement Account.

I'm recommending that we bring one of the seasonal employees to a full time position. This would amount to approximately a \$54,118 increase in the landfill budget for FY 16. If we cannot burn our garbage we will have to cover it with 6" of gravel on a daily basis according to DEC.

We would need approximately 300 yards of cover daily at \$13 a yard which equates to about \$3,900 a day. To cover for 60 days amounts to about \$234,000.

Increasing the part-time employee to full time is recommended. We will continue to try different schedules to get the right staffing at the landfill.

Request for Proposals (RFPs) – advertising for the Equipment Replacement RFP for the lift stations.

Veteran's Memorial – Nushagak Electric can put a light into the Veteran's Memorial at no charge. I provided the information to the American Legion and informed them they can work directly with Nushagak.

Bingman Properties – following my report is the Public Auction advertisement for the Bingman property that is now being advertised.

Lagoon Outfall Line – we need to purchase an additional 300 ton of rip rap to secure the lagoon outfall line from further erosion. This will cost us about \$41,000 that is not budgeted. The work needs to be done this fall to prevent further damage to the line this winter. The line is now exposed.

Another problem that we have with the Lagoon is that the river is moving toward the lagoon and is about 200' away from the lagoon. We need to address this sooner rather than later. Both Gary and Pancho will be working on what this is going to cost us for a project for the 2017 budget.

Refer to Code Committee – The attorney that is handling the Knutsen vs. COD case identified an issue with our Personnel Policy and how it refers to Title 2 of our code. He states that the City's Personnel Policy states "Personnel files are confidential as defined in Title 2 of the Dillingham Municipal Code and open only to the City Manager, the employee, the department or agency head, the personnel record keeper and the payroll technician who must handle the records for processing." 1.20 The City Code states "Records required by state law or city ordinance to be kept confidential are not open to inspection". 2.01.040. So, regarding authority, we have the personnel policy pointing to the city code but the city code then points to state law or city ordinance. There is no additional city ordinance that declares the records confidential. He believes the pertinent state law applies to state employees not city employees. AS 39.25.080. If this is correct, then the City should have a separate ordinance declaring the personnel records are confidential. It could be an amendment to 2.01.040.

School Bond Refinancing – I spoke with the Alaska Bond Bank and was informed that the time they were going to refinance our School Bond the market was not favorable for a decent return. Another factor is the State's rating was negative which made refinancing in Alaska to have a possible negative outcome. At this time the refinancing is on hold and they will notify us when it becomes viable again. They will hold our resolution and agreement until the New Year and if it happens then we will need to pass another resolution.

Strategic Planning – when do you want me to have this session??

Out of the Office – September 24 – 30 – International City/County Management Association (ICMA) Conference

Personal Leave October 8 – 13, & October 30 – November 6

Attachment: Public Auction Notice



PUBLIC AUCTION

The Bid Information Package can be found on the City's website.

The City of Dillingham will sell by **Sealed Bid Auction** all of the property described in the **2015 Bidders Information Packet**. The property will be sold for all cash, "as-is", "where-is", with no warranties, expressed or implied.

Generally, the properties consist of apartment buildings, some units of which are occupied; one single family home; one warehouse constructed out of steel shipping containers; and vacant land. In addition, there are utility structures in various states of disrepair.

All bids must be received at City Hall no later than 4:00 PM on Tuesday, Nov. 3, 2015.

The successful buyer will be purchasing, for one price, ten (10) separately described parcels as shown on the maps included herewith.

Buyer consideration should be given to:

- Total area is approximately 7+ acres.
- There may be only one well serving all parcels.
- Sale of the real property will include all non-tenant owned personal property. A list of tenant owned property will be provided prior to the bid deadline.
- Anything, including debris and personal property (excluding tenant property), left on the real property as of the date of the auction, shall be conveyed to the buyer.
- The City will not be responsible for any debris removal or clean up.
- All tenants are on a month-to-month rental agreement. These agreements were in place with the owner prior to the City's ownership. The new owner will be responsible for negotiating occupancy, conditions, and rental rates with existing tenants.
- A list of occupied units and rental rates will be available Nov. 1, 2015.

Minimum Bid \$380,000.



STATE CAPITOL
P.O. Box 110001
Juneau, AK 99811-0001
907-465-3500
fax: 907-465-3532



550 West Seventh Avenue, Suite 1700
Anchorage, AK 99501
907-269-7450
fax 907-269-7461
www.Gov.Alaska.Gov
Governor@Alaska.Gov

Governor Bill Walker
STATE OF ALASKA

July 21, 2015

The Honorable Sylvia Burwell
Secretary
U. S. Department of Health and Human Services
Hubert H. Humphrey Building
200 Independence Avenue, SW, Room 120F
Washington, DC 20201

Dear Secretary Burwell:

I am pleased to formally notify you of my intention to expand Medicaid in Alaska, effective September 1, 2015.

I would like to express my sincere appreciation for the positive response to my December 8, 2014 request for technical assistance from your agency. The response was immediate, and your staff have provided valuable support over the last eight months. I would also like to request your ongoing assistance, both in the near term with the work we must do to implement expansion, and over the longer term with reform initiatives.

Medicaid Expansion in Alaska

On July 16, my office transmitted a letter to the Legislative Budget and Audit Committee indicating my intent to begin accepting the federal funds to expand Medicaid in Alaska. Under State law this committee has 45 days to respond to my letter. The 45-day notice period is a critical time period. I respectfully request that Health and Human Services (HHS) continue to provide technical assistance on an expedited schedule to assist the Alaska Department of Health and Social Services (DHSS) as they prepare to enroll newly eligible Alaskans.

Expansion Readiness

Last week the Centers for Medicare and Medicaid Services (CMS) approved a one-year extension for compliance with Essential Benefits Package timeliness requirements for certain services under our Alternative Benefits Package (ABP) State Plan Amendment (SPA). The timely approval is appreciated. I would like to request prompt consideration during this 45-day notice period of two additional issues as we prepare for Medicaid expansion:

1. Expedited consideration of Alaska's E14 waiver request that will allow us to move recipients from two State-funded programs into the expansion group categorically.
2. Expedited Resolution of CMS questions regarding the adequacy of Alaska's adult dental coverage, which is governed in State statute. Alaska's limited adult dental benefit under Medicaid was carefully crafted to meet both federal and State legislative requirements, and

The Honorable Sylvia Burwell
Medicaid Expansion in Alaska
July 21, 2015
Page 2

reopening the dental benefit at this time could pose a substantial challenge for Alaska's Medicaid program.

Support for Continuation of Reform and Sustainability Efforts

Our reform efforts are integral to expansion and critically important to the long term success of Alaska's Medicaid program. During our meeting in February, I shared with you a memo from Commissioner Valerie Davidson outlining demonstration waivers DHSS will be seeking. I have included a copy of that memo. DHSS is working with the Alaska Tribal Health system to develop a proposal. The demonstration waivers identified in the February memo remain a priority for DHSS.

Some have claimed that HHS will no longer have an interest in assisting our State with various reform efforts now that I have announced my intention to expand Medicaid. I have ensured the public that we will keep moving forward. DHSS has secured a contractor to identify various reform initiatives. A final report, with specific reform initiatives, will be presented to the Alaska Legislature in January 2016. Also, DHSS recently release a Request for Proposals for development of 1915(i) and 1915(k) home and community-based service options. I request reassurance that HHS will continue to provide a high level of support via technical assistance and timely approvals.

Funding Opportunities

My final request is whether there are any opportunities for Alaska to take advantage of financial assistance to support our reform activities. The previous administration failed to apply for earlier grants that would have assisted our State in this regard, such as those offered under the premium rate review or state innovation models programs. If your agency has funding available under these or other programs that could support Medicaid and health reform in Alaska, we would be very interested.

I look forward to your confirmation of support for Alaska's Medicaid expansion and reform efforts. Your continued support and attention to expansion and reform efforts in Alaska has been, and will continue to be, a critical factor in the successes to come.

Sincerely,



Bill Walker
Governor

Enclosure

cc: The Honorable Valerie Davidson, Commissioner, Alaska Department of Health and Social Services

Department of
Health and Social Services



THE STATE
of ALASKA
GOVERNOR BILL WALKER

Office of the Commissioner
Anchorage
3601 C Street, Suite 902
Anchorage, Alaska 99503-5924
Main: 907.269.7800
Fax: 907.269.0060

Juneau
350 Main Street, Suite 404
Juneau, Alaska 99801-1149
Main: 907.465.3030
Fax: 907.465.3068

MEMORANDUM

DATE: February 18, 2015

TO: Bill Walker
Governor

FROM: Valerie J. Davidson 
Commissioner

SUBJECT: Medicaid Recommendations for Secretary Burwell, Health & Human Services

This memo outlines proposals for your meeting with Secretary Sylvia Mathews Burwell, who committed at your last meeting to provide technical assistance for Alaska's Medicaid reform and expansion efforts. Secretary Burwell can assist Alaska in efforts towards reform and expansion through innovative Medicaid demonstration waivers under the Social Security Act. These demonstrations allow states to creatively design programs to deliver, provide access to, and reimburse medically necessary services with Medicaid dollars. The Secretary through the Centers for Medicare and Medicaid Services (CMS), an agency within the U.S. Department of Health and Human Services (HHS), has broad authority to approve demonstration waivers.

Descriptions of the demonstration waivers we will be seeking are provided below. This list is by no means a comprehensive list of the demonstration waivers or options that the DHSS intends to pursue. However, your scheduled meeting with Secretary Burwell presents an opportunity to begin the dialogue on demonstration waivers that could have a significant benefit for both Medicaid recipients and the State's budget.

Our Legislature may make expansion of Medicaid contingent on reform efforts due to our current budget situation. We have already fielded questions from a legislative office about the amount of state general fund dollars spent on Medicaid travel and other services for Indian Health Service beneficiaries. Thus, most of the following recommendations address these concerns.

Please feel free to refer them to me for any additional questions at val.davidson@alaska.gov or on my cell at 907-343-9100.

ALASKA WAIVER OPPORTUNITIES:

1. Travel as a Tribal Service (If this demonstration waiver is approved, it would also include Air Ambulance and Emergency Transportation Services (see recommendation 3 below)

- Issue: When a Medicaid beneficiary is also an IHS beneficiary and is seen in an IHS facility (including Alaska's tribally operated facilities), Alaska is reimbursed at 100% FMAP. However, currently transportation and accommodation services for IHS beneficiary referrals to Indian Health Service (IHS) facilities are only reimbursed at regular Federal Medical Assistance Percentage (FMAP) rates.
- Recommended Change: Transportation and accommodation services should be considered an essential part of the tribal health care service in Alaska. The match rate should adjust to the characteristics of the provider as follows:
 - 100% FMAP for an Indian Health Service Medicaid beneficiary receiving services at a tribal health facility (this recommendation);
 - 63% for Children's Health Insurance Program (current);
 - 100-90% for the new Medicaid expansion population (current); and
 - 50% for regular Medicaid (current), exclusive of the above 3 categories
- Justification: With Alaska's size and distance between an individual's home community and nearest location of medically necessary services, travel becomes a critical access to care issue. Families are already riding on snow mobiles, boats, all-terrain vehicles, small planes, ferries, and larger airplanes simply to get the level of health care they need. In our state, these vulnerable Alaskans are merely trying to address their health care needs in an appropriate medical setting, while they are expecting a child, battling cancer, or addressing other critical health issues that are simply not available in their home communities. Many come from small traditional villages, where individuals still speak their indigenous language.
- Types of Services
 - Pre-maternal homes, patient housing facilities, hotels, meals, air travel, ground transportation, medevacs
 - Expectant moms often spend several weeks at pre-maternal homes prior to their delivery date if they are experiencing complications and/or if the facility close to their home community does not have the appropriate level of OB care.
 - Cancer patients often spend several weeks in hub communities and stay at hotels while receiving treatment
- Outcome: **Approximately \$20-30M annual state general fund (GF) savings** for Alaska Natives and American Indians based on the \$40-60M currently expended in travel costs for Alaska Natives and American Indians from rural areas.

2. Referrals for Alaska Natives & American Indians from a tribal health facility to a non-tribal facility should be 100% FMAP. This could be accomplished through HHS policy or a waiver.

- Issue: When IHS facilities refer Medicaid beneficiaries to non-IHS facilities, the state only receives 50% FMAP.
- Recommended Change: Referrals from an IHS facility to non-IHS facility would receive 100% FMAP for IHS beneficiaries. This is consistent with recent changes in federal regulations to exclude IHS beneficiaries from cost sharing for all IHS facility referred services to a non-IHS facility.
- Justification: The Alaska Tribal health system depends upon referrals to other specialty care facilities. In a state as small as Alaska, economies of scale do not allow tribal providers to offer a full range of specialized services. However, when those referrals occur, the state only receives 50% FMAP.
- Types of Service: All referred services.
- Outcome: **Approximately \$158M annual state GF savings** (half the \$316 million total to non-tribal providers). In FFY12, the total expenditures to tribal health facilities for health care services to IHS beneficiaries were approximately \$178M. Total expenditures to non-tribal providers for health care services provided to Alaska Natives and American Indians were approximately \$316M.

3. Air Ambulance and Emergency Transportation Services as Tribal Service:

(This particular point would be rolled into #1, if approved. However, if for some reason #1 was not allowed, then #3 is essential)

- Issue: Federal policy is unclear about when tribal air ambulance and emergency transportation services can be claimed at 100% FMAP.
- Recommended Change: CMS should clarify policy to clearly permit 100% FMAP claiming for air ambulance and emergency transportation services provided by entities with 51% or more tribal ownership. In addition, IHS policy should clarify that such entities should be added to the IHS facility list.
- Justification: On April 22, 2004, the HHS Departmental Appeals Board ruled that CMS had incorrectly reimbursed the State of Alaska DHSS for air ambulance service claims provided by a tribal health facility to Alaska Native and American Indian recipients at 50% vs. 100% FMAP. (Docket No. A-02-109) As a result, the State was allowed to retroactively claim an additional \$1.9M.
- Types of Service: Air ambulance or emergency transportation.
- Outcome: **Approximately \$10M annual state GF savings.**

4. An 1115 Waiver from Institution for Mental Diseases Provisions

- Issue: Under current Federal law, Medicaid will not reimburse any services for adult patients who receive treatment at an Institution for Mental Diseases (IMD). An IMD is “a hospital, nursing facility, or other institution of more than 16 beds that is primarily engaged in providing diagnosis, treatment, or care of persons with mental diseases.”
- Recommended Change: Approve an 1115 Waiver permitting Medicaid payment of services in IMDs, allowing federal match for residential substance abuse and mental health treatment services.
- Justification: Alaska’s small population and large geography contribute to a limited provider supply. Larger facilities allow for more efficient delivery of services. Eliminating the exclusion would enable the State to obtain federal match for services that are now funded entirely through state GF. Provides Federal match for adults with serious mental illness to be treated in facilities such as Alaska Psychiatric Institute (API), North Star Hospital, and all substance abuse and serious mental illness facilities with over 16 beds. Encourage other, private facilities to develop programs for adults with serious mental illness, by providing a source of revenue.
- Type of Service: residential substance abuse and mental health treatment services.
- Outcome: **Approximately \$10M annual state GF savings.**



THE SECRETARY OF HEALTH AND HUMAN SERVICES

WASHINGTON, D.C. 20201

AUG 31 2016

The Honorable Bill Walker
Governor of Alaska
Juneau, AK 99811

Dear Governor Walker:

Thank you for your letter informing me of your plans to expand Medicaid in Alaska. I appreciate your leadership on this critical issue, as well as the opportunity to meet with you in July. Expanding Medicaid will lower the number of Alaskans without health insurance coverage by providing access to quality and affordable care, reduce the uncompensated care burden on Alaska's health care providers, and bring additional federal resources into the state's economy, promoting jobs and growth. HHS has been happy to work with you to take this important step toward better serving Alaska residents, and we stand ready to continue to assist you as you work to improve the health of Alaskans.

I would like to respond to the specific areas of interest you identified in your letter:

Expansion Readiness

We recognize that targeted enrollment strategies can help transition eligible people to coverage quickly and accurately, and minimize administrative burdens and burdens to state systems. For that reason, CMS is approving Alaska's request for a streamlined enrollment waiver under section 1902(e)(14)(A) of the Social Security Act. We are also continuing to work with your staff to develop an approach to adult dental coverage to assure that it is sufficient in amount, duration and scope to reasonably achieve its purpose.

Support for Continuation of Reform and Sustainability Efforts

We are committed to working with you and your team to develop strong, sustainable approaches for Alaska's Medicaid program and to serve your beneficiaries. In our conversations, you have made clear the importance of improving access to and the quality of care for Alaska Natives. You asked that HHS better support some services provided by Indian Health Service/Tribal facilities to Medicaid eligible Alaska Natives by extending the availability of 100 percent Federal Medical Assistance Percentage (FMAP) for the cost of these services. As a result of these discussions, CMS intends to update its guidance so that CMS' policy on the availability of 100 percent FMAP better supports the delivery of care and access to certain facility services, including non-emergency medical transportation, for Alaska Native and American Indian (AI/AN) populations generally.

Pursuant to HHS' Tribal Consultation Policy, CMS will work with the AI/AN population, and in collaboration with Alaska and other states, to identify the most effective ways of extending the availability of the enhanced matching rate to some additional services that would improve care delivery to AI/AN populations through Medicaid. We look forward to working with Alaska as we develop potential approaches.

You also expressed interest in an 1115 demonstration related to costs of services in an Institution for Mental Disease (IMD). As you know, CMS has launched a section 1115 demonstration initiative available to states seeking to undertake significant improvements in the delivery of substance use disorder (SUD) care. This opportunity is designed to support state efforts to introduce service, payment and delivery system reforms to improve the care for individuals with SUDs.

We also appreciate your commitment to expanding the availability of home and community-based services for Medicaid beneficiaries, and to providing more opportunities for Medicaid beneficiaries to retain their ability to live independently and continue to be a part of their communities rather than in institutions. As you continue to develop approaches to increasing the availability of home and community based care, including through 1915(i) and (k) options, CMS staff will be available to provide technical assistance and work with your team toward approvable approaches as quickly as possible.

Funding Opportunities

You also asked whether financial assistance is available for HHS to support Alaska's reform activities, such as premium rate review or State Innovation Models. The Rate Review grant program has ended and no additional funds can be awarded under this program. While additional funding through the State Innovation Models initiative is not planned at this time, the CMS Innovation Center is considering possible future funding opportunities that include solicitations supporting delivery system reform activities. To stay informed about possible future funding opportunities we encourage your staff to join our online community via the CMS Innovation Center listserv <http://innovation.cms.gov/>.

Again, thank you for your commitment to improving health care in Alaska. HHS remains committed to working with you to improve quality and access to health coverage for all Alaskans. Please do not hesitate to contact me if you have further thoughts or concerns.

Sincerely,

A handwritten signature in black ink that reads "Sylvia M. Burwell". The signature is written in a cursive, flowing style.

Sylvia M. Burwell

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Misty Savo
Curt Armstrong
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: September 22, 2015
To: Rose Loera, City Manager
From: Janice Williams, City Clerk
Subject: Monthly Staff Report

One ordinance is up for a public hearing and adoption October 1.

- Ordinance No. 2015-14, Authorizing City Owned Property be Authorized for Sale (former Bingman Properties)

Three ordinances are being introduced and set for a public hearing October 15.

- Ordinance No. 2015-15, An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Chapter 2.68, Planning Commission, Section 2.68.130, Duties and Functions, and Section 11.08.010, Speed Limits, to Act on Requests for Changes in Speed Limits
- Ordinance No. 2015-16, An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Section 4.30.080 to Make a Minor Correction to Change Responsive Bidder to Responsible Bidder, and Amend Section 4.30.100 E. to Add Notice of Intent to Award to the Competitive Sealed Bid Process
- Ordinance No. 2015-17, An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Chapter 2.27, City Clerk, to Add Records Manager Under Power-Duties Consistent with Essential Job Duties

Sales tax on airplane tickets?

Every so often, someone asks whether the City levies a sales tax on air transport services. Both state and federal law prohibit the levy of sales tax on the transportation of air passengers when the air company is licensed by the FAA and piloted by a certified airman. The state's law is AS 29.45.820.

STANDING ITEM(S):

Liquor License Renewals/Transfers/New Licenses.

Indicate any licenses due to expire. No activity pending at this time.

Commission/Board Seats Vacant.

Planning Commission

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

Library Advisory Board

There are two seats open. There are no letters of interest on file.

Included in the packet is a letter from Deb McLean requesting a change in the U of A's representative from Sarah Andrew to Sandra Long.

TIPSTER(S).

Motion to Introduce an Ordinance

The motion to introduce an ordinance should state a date specific for a public hearing as well. The date of the public hearing is usually included in the "history" of the ordinance located on the first page in the upper right hand corner.

Example: I move to introduce Ordinance No. XXX and schedule for a public hearing on _____.

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 president (Mayor) pro tempore shall exercise all the powers of the chair during temporary absences or disabilities of the mayor may also vote.

Conflict of Interest

DMC 2.03.010 Conflict of interest—Generally.

Every council member, or member of a board or commission of the city shall declare any substantial direct financial interest which he has in an official action of the body and shall ask to be excused from voting on the issue. Other municipal officials or employees may not participate in an official action of the city in which the official or employee has a substantial financial interest.

DMC 2.03.020 Conflict of interest—Voting.

A member intending to abstain from voting shall state the reason for abstaining before the roll call. The presiding member of the council or other municipal body shall determine whether the affected member's participation or vote on the issue would constitute a conflict of interest. The decision of the presiding officer may be overridden by the majority vote of the governing body. If a question is raised under this section at any meeting, then the question shall be determined before the main question is voted upon. The affected member or members may not vote on the determination of conflict of interest.

The Finance Staff Report, which will include the August financial statements, will be distributed on Wednesday, September 30.

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Misty Savo
Curt Armstrong
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: September 22, 2015
To: Rose Loera, City Manager
From: Stephanie McCumber, Fire Coordinator
Subject: September 2015 Department Head Report

Summarization of EMS Responses – 9 Calls; 45.5 Total Man Hours

- 1 Altered Mental Status
- 1 Hypothermia
- 1 Man Down
- 1 Seizure/Convulsions
- 1 Sick Person
- 3 Breathing Problems
- 1 Medevac Transport

Summarization of Fire Responses – 2 Calls; 8 Total Man Hour

- 2 False Alarms

PROJECTS COMPLETED

- Combo training was held for regular business.
- Fire training was held at the Airport. We trained with Airport apparatus and our Dept. apparatus.
- Rescue Squad will be held for run review and expanded scope.
- The Fire Coordinator worked closely with Secret Service during the Presidential visit to ensure coverage of our apparatus in and out of the motorcade.
- We helped establish a Knox Box on the new Courthouse. A Knox Box is a metal box that is placed on the outside of a building to house master keys for that building. They're mainly used with businesses or schools. A few Fire Department personnel have master keys to access those boxes in the case of an emergency. This prevents unnecessary damage when making entry into the building.
- All Ambulance reports are up to date.

ON-GOING PROJECTS

- We are currently working on completing hydrant testing.
- We placed an order with E-Darley for flow test kits, and as soon as they arrive, we will be pump testing our apparatus.
- We are still waiting for laborers to start hose testing.
- The Fire Coordinator has been working on finishing the updated Hazard Mitigation Plan (HMP) with AECOM. The plan is completed and is awaiting review by City Council and Curyung Tribe.

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Misty Savo
Curt Armstrong
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: September 22, 2015
To: Rose Loera, City Manager
From: Sonja Marx, Librarian
Subject: September Monthly Report

At the time of this writing, I am in Colorado helping care for my 84-year-old mother for two weeks. I'm so thankful for the opportunity to help my family in their time of need as we live so far away. The library is in good hands in my absence as the Assistant Librarian, Abigail Flynn, and the other two aides and the school librarian carry on.

During September 30th – October 5th, I will be attending the 2015 ARSL annual conference (Association of Rural and Small Libraries) in Little Rock, Arkansas. All expenses for this conference are covered by a Continuing Education Scholarship from the State of Alaska; what a wonderful opportunity to represent small, rural libraries from Alaska and to glean from others throughout the nation. I feel privileged to participate.

We have been working hard on the Alaska Public Library Assistance (PLA) Grant final report & technology report (data, statistics, and how the \$6,650 was spent for FY15).

The Friends of the Library had a meeting September 12th at the library. Come see the beautiful rugs they purchased for the library; one has the FOL fish logo displayed on it! They also discussed planning another movie event for October.

A new boiler was installed this month by Dagen Nelson and Public Works. Thanks!

Library Stat report for August 31st – September 19th, 2015:

Patron Visits: 1,836 Computer Use: 393 Wireless Use: 439
Story Hour: 20 Other Visits (including students): 227 Museum Use: 20
Movies Shown: 1 AWE Station Use: 23 Volunteer hours logged: 4

Next Library Advisory Board meeting, to be announced
Next Friends of the Library Meeting scheduled Sat. Oct. 3rd at 10am in the Library
Library will be closed Monday, October 12th for Columbus Day

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Misty Savo
Curt Armstrong
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: September 21, 2015
To: Rose Loera / City Manager
From: Jean Barrett / Port Director
Subject: September Monthly report

The following is a quote from Dillingham City Clerk Janice Williams in an e-mail I received from her. **“Egads. Where did the time go?”** I feel the same way Janice. Fall is in the air and it won't be long until the port offices are closed for the season, just yesterday we were gearing up for the summer rush and now it is all but over.

City Dock

This month at the City dock has been fairly mundane.

- We have had a few barges in picking up some of the equipment from the road job and also the bridge job and from the looks of the yard we are going to need a few more. There has been a few loads moved onto smaller vessels that were headed up the Nushagak river
- Over the past year we have been slowly working and waiting for repairs on the damage done to our dock. A very heavy barge made a hard docking last spring. After little or no progress we have decided, along with our insurance company, AMLJIA, to go ahead and have the work done ourselves and bill the tug company for the damages. We have contacted PND engineers to assist us in coordinating the repairs as they were the original all tide dock engineers. We are awaiting their next move.
- As I mentioned in my last report, I had polled other harbors around the state to inquire about any rat problems. Of the small handful of replies I have received none have admitted to any problems of this nature. Several times over this month I have made trips past the area we thought we had seen droppings, and there were no new sign of any infestation. When questioned the dock crew mentioned seeing the resident weasel roaming around

Harbor

- Ten is the number for the day. Just ten more fishing vessels in the harbor at the time of this report, along with four skiffs and two barges. I hope to have them all either out of the water or moved to the North bulkhead by Thursday in order to make an attempt at getting the last of the floats out of the harbor before the end of the month
- I have submitted for reimbursement from the Curyung the last two months of electric bills and a new door for the ice machine from the community block grant that the tribe is so graciously sharing with us for maintenance and operation on the ice machine.
- All of the waterlines to the ice machine, bulkhead and the south end have been drained and winterized.
- The East side floats and ramps have been pulled from the water and are in line waiting next spring's splashdown.
- I have started some cleanup on the cities newly acquired property between the harbor and the Kanakanak road. Several vehicles have been hauled to the landfill and just this last weekend with the help of the DHS Wolverine wrestlers we were able to move six dump truck loads to the landfill as well. We hope to make another push next weekend. Thanks to the wrestling team and their coaches.
- The highlight of September was of course getting to meet and shake hands with the President of the United States (POTUS). I was fortunate to be able to be at the airport when he and his entourage landed. The atmosphere was electric in Dillingham and I would like to say we cleaned up very nicely! Way to go Dillingham!

That is all from the port office for the short month of September.

*No Port of Dillingham Advisory Committee meeting is scheduled at this time.

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Misty Savo
Neil Armstrong
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: September 22, 2015
To: City Manager Rose Loera
From: Chief Dan Pasquariello
Subject: **October 2015 Council Report** (*reporting period 8-25-15 to 9-22-15*)

POLICE:

- ❖ 381 Calls for service
- ❖ 29 Incident reports
- ❖ 16 Persons arrested
- ❖ 13 Title 47/Protective custody
- ❖ 22 Citations issued

One of our officers attended a week-long Child Forensic Interview training course. The training is for the investigation of Child Sexual Abuse. The cost of the training was paid for by the BBAHC Child Advocacy Center.

One of our officers assisted a presentation at head Start put on by BBAHC. The presentation was about the proper use of child car seats.

The department is partnering with Kanakanak Hospital for the annual Drug Take Back Event on 9/29. Persons will be able to take unused or expired medications to the police station lobby. The medications will then be inventoried and properly disposed of.

CORRECTIONS:

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

DISPATCH:

- ❖ 495 Calls for service
- ❖ 77% Dispatched to Dillingham Police
- ❖ 15% Dispatched to Alaska State Troopers
- ❖ 4% Dispatched to EMS/Fire
- ❖ 4% Dispatched to Animal Control
- ❖ 97 911 calls received

The department is in the process of changing its internet service. The current DPD satellite connection (*which is also used by the Port, Public Works, and the Senior Center*) is slow and

the lack of speed and connectivity lag time is not allowing us to be properly serviced by our TekMate IT personnel. Additionally the State is shutting down their internet portal through which we currently run our APSIN computer (*Dispatch*) and Automated Fingerprint machine (*Corrections*). We have been working with Tekmate, Nushagak Cooperatives, and State IT personnel to find a solution for our internet issues. We will be switching to a Nushagak Co-op DSL line. This service change will actually save us money.

ANIMAL CONTROL:

- ❖ 4 Dogs returned to owners
- ❖ 4 Dogs impounded
- ❖ 4 Cats abandoned
- ❖ 2 dogs adopted out
- ❖ 10 rabies/parvo shots given
- ❖ 2 citations issued

DMV:

- ❖ 42 Registrations/Titles
- ❖ 35 Driver's License/IDs
- ❖ 3 CDLs
- ❖ 2 Road tests

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Misty Savo
Curt Armstrong
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: September 24, 2015
To: Rose Loera, City Manager
From: Francisco Garcia, Public Works Director
Cc: Dillingham City Council
Subject: Monthly Staff Report

Street Dept.

- Grading roads;
- Cut brush away from signs;
- Finished placing rip rap over sea wall at snag point;
- Hauling ditch rock from 19 mile pit to shop;
- Filling pot holes around town;
- Hauling gravel from harbor to shop.

Water/Sewer Dept.

- Conducted monthly water and sewer sampling;
- Keeping lift stations, sewer treatment and water treatment plant cleaned;
- Completing monthly DMR reports and turning them in to D.E.C.;
- Assisted fire department with fire hydrant testing;
- Cleaning out all sewer lines and manholes;
- Winterized water line at the south end of boat harbor;
- Assisted street department with brush cutting.

Shop Dept.

- Keeping up with equipment and vehicle maintenance;
- Repaired driveline on sewer pumper truck;
- Worked on all sanding equipment and are ready to go;
- Re installed track on 790 excavator.

B&G Dept.

- Keeping up on maintenance on city buildings;
- Keeping up with maintenance issues at Bingman apartments;
- Assisted with boiler installation at the library;
- Repaired door on incinerator building;
- Replaced well pump at the landfill.

Landfill Dept.

- Incinerating garbage with no problems;
- Collecting money and keeping up with paper work;
- Picking up trash around the cells;
- Cleaned and put fish bin away for the year;
- We have ordered a lift jack in order to assist the operator in moving the incinerator waste bin by them self since we are short staffed now. This lift will also help in avoiding back and neck injuries.

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Misty Savo
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: September 22, 2015
To: Rose Loera
From: Ida Noonkesser
Subject: Staff Report

During the month of August, the Senior Center served 511 congregate meals to 61 individuals, 181 home delivered meals to 14 individuals, gave 194 assisted rides to 20 individuals and 240 unassisted rides to 24 individuals.

We had four renters in the month of August: birthday party, funeral, potluck, and a meeting. The Pinochle players group also continues to rent the dining room every Friday and every third Saturday the Quilters' Guild continues to rent the Senior Center as well.

The Senior Center got dry and canned food donations from Trident Seafoods worth about \$2,500. Peter Pan also donated fresh produce, frozen and other canned food and fish to the Senior Center.

I discussed renting out the Senior Center tables with the advisory board. In the past we have let people use the tables without renting them. Recently, tables were borrowed and one came back with burn marks on it, and the person who used it said they didn't burn it and refused to pay for the damages. We will not be loaning tables again without an agreement. I will discuss this with the City Manager and we will go from there.

The Advisory Board meeting that was scheduled for September 9th was cancelled due to a lack of quorum.

Our next Advisory Board meeting is scheduled for October 8th, 2015.

1. CALL TO ORDER

The Carlson House Advisory Committee met on Tuesday, September 9, 2015, in the Council Chambers, Dillingham, AK. Chair Holly Johnson called the meeting to order at 5:40 p.m.

2. ROLL CALL

Committee Members present:

Holly Johnson	Rose Loera	Keggie Tubbs
Rae Belle Whitcomb		

Audience participation: Jerry Liboff Ted Krieg

3. APPROVAL OF MINUTES

A. Minutes of May 6, 2015

MOTION: Keggie Tubbs moved and Rae Belle Whitcomb seconded the motion to approve the minutes of May 6, 2015.

VOTE: The motion passed by general consent.

4. APPROVAL OF AGENDA

MOTION: Rose Loera moved and Keggie Tubbs seconded the motion to approve the agenda.

VOTE: The motion passed by general consent.

5. UNFINISHED BUSINESS

a. Review Suggestions Submitted

Manager Loera reviewed the summary of suggestions that were submitted.

Discussion ensued:

- Whatever the use that there be consideration for its long term use.

MOTION: Keggie Tubbs moved seconded by Rae Belle Whitcomb to invite the American Legion to the next meeting to give a presentation regarding their plans for the property.

Discussion ensued:

- Recommend for the next meeting to allow for additional input from the community with more notice.

VOTE: The motion passed unanimously by voice vote.

b. Inventory Update

1) Main House and Tool Shed

- a) Books and Magazines (Thousands)
- b) Bookcases and Curio Shelves on Display
- c) Remaining Inventory in House – Desks, Tables, Large Shelving Units, Bureaus, Bed Frames, Misc. Personal Items
- d) Tax (IRS) and Bank (Investment) Statements – *Recommend Destroy*
- e) Hats and Nursing Uniforms
- f) Tour of Territorial School and Dave Carlson House

Manager Loera reported:

- tool shed was put out for bid and sold; there was only one bidder;
- new utilities (never been used) were installed when the thought was to have a caretaker; and
- some of the old magazines definitely have value.

MOTION: Keggie Tubbs moved and Rose Loera seconded the motion to dispose of the IRS tax statements [and bank statements].

VOTE: The motion passed unanimously by voice vote.

Discussion ensued with suggestions:

- Some of the more valuable stuff could be stored at the museum;
- Will discuss with Tim Troll (foremost Dillingham historian) his thoughts about what he would think is valuable;
- Recruit high school student temporarily to put some of the items on E-Bay;
- Would be in order to set up a timeline for making a recommendation to the Council.

6. NEW BUSINESS

a. Schedule Next Meeting

The next meeting was tentatively set for Thursday, October 29, 2015, at 5:30 p.m. with plenty of notice.

7. PUBLIC/COMMITTEE COMMENTS

Ted Krieg:

- Appreciated being able to participate.

Keggie Tubbs:

- Realized after commenting that IRS statements and bank reconciliations had no public value that one of the attendees may have done their tax returns.

Rae Belle Whitcomb:

- Appreciated holding another meeting to gain more details from the public; and
- Noted it had been her experience that attendance by the public at meetings was very rare; and
- Asked to receive an electronic copy of the committee packets.

Rose Loera:

- Agrees with setting a timeline, may not be ready to make a recommendation after the next meeting, but it is a good idea to get more public input; and
- Might be possible to have a joint sale of some of the garage sale type items at the same time as the Bingman property items sale.

Holly Johnson:

- Agreed it was a good idea if it was possible at all to combine both sales.

8. ADJOURNMENT

The meeting adjourned at 6:45 p.m.

Holly Johnson, Chair

ATTEST:

Janice Williams, City Clerk

Approval Date: _____

1. CALL TO ORDER

The Code Review Committee met on Thursday, September 17, 2015, in the Council Chambers, Dillingham, AK. Chair Chris Maines called the meeting to order at 5:30 p.m.

2. ROLL CALL

Committee Members present:

Chris Maines	Rose Loera	Holly Johnson
Misty Savo	Janice Williams	

Committee Members absent: Mayor Alice Ruby (excused)

3. APPROVAL OF MINUTES

A. Minutes of May 6, 2015

MOTION: Holly Johnson moved and Misty Savo seconded the motion to approve the minutes of May 6, 2015.

VOTE: The motion passed unanimously by voice vote.

4. APPROVAL OF AGENDA

MOTION: Rose Loera moved and Misty Savo seconded the motion to approve the agenda.

VOTE: The motion passed unanimously by voice vote.

5. UNFINISHED BUSINESS

a. Code Committee's To Do List

b. C6/14, Correct Conflicting Language Between Chapter 11 Business District and Chapter 18 Central Business District page 9

Staff recommends that it remain as it is for now. The business district is addressing non ATV use only. It might be more confusing to change it.

MOTION: Rose Loera moved and Holly Johnson seconded the motion to leave the name as Business District.

VOTE: The motion passed unanimously by voice vote.

c. C9/14, Review Records Management Policy