1. CALL TO ORDER

A regular meeting of the Dillingham City Council was held on 07, September, 2017 at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:00 p.m. The workshop to review the FY17 financial statements was canceled. The meeting was preceded by a tour of the new ambulance at 6:45 p.m.

2. ROLL CALL

Mayor Ruby was present.

Council members present and establishing a quorum (a quorum being four):
Tracy Hightower Curt Armstrong Paul Liedberg Andy Anderson

Council members absent and excused: Misty Savo Chris Maines

Staff in attendance:
Don Moore Courtenay Carty Rodney Etheridge Janice Williams

Guest: Attorney Charles Cacciola – attended via teleconference

3. APPROVAL OF MINUTES

a. Regular Council Meeting, August 3, 2017

b. Special Council Meeting, August 25, 2017

c. Special Council Meeting, August 26, 2017

MOTION: Curt Armstrong moved and Paul Liedberg seconded the motion to approve the minutes of August. 3, August 25, and August 26.

VOTE: The motion passed unanimously by voice vote.

4. APPROVAL OF CONSENT AGENDA

There was no consent agenda.

APPROVAL OF AGENDA

The agenda was amended by adding Resolution No. 2017-38; A Resolution of the Dillingham City Council Expressing Thanks and Commendation to Ms. Janice Williams.

MOTION: Misty Savo moved and Tracy Hightower seconded the motion to adopt Resolution No. 2017-38; A Resolution of the Dillingham City Council Expressing Thanks and Commendation to Ms. Janice Williams.

VOTE: The motion to adopt Resolution 2017-38 passed unanimously by voice vote.

MOTION: Misty Savo moved and Paul Liedberg seconded the motion to approve the agenda as amended.

VOTE: The motion passed unanimously by voice vote.

Ms. Williams was presented a copy of Resolution 2017-38 and a key to the City. A 10 minute break was called at 7:05 p.m.

5. STAFF REPORTS

a. City Manager and Staff Reports

City Manager reported on the following:

- City personnel changes; Lori Goodell has accepted the Executive Assistant position and will start on September 13, and Ms. Williams is leaving as City Clerk. Also the Fire Department Office Assistant has resigned;
- Sewage lagoon; work continues to correct the issues and be in compliance with the October 1 deadline with DEC. An extension will be applied for the construction the is necessary for a proper repair;
- City Clerk position is appointed by City Council as outlined in City Code and serves as primary benefit to the council;
- Employee health insurance will have a new rate schedule in October;
- A letter was received on the City Jail contract, no offer yet, but the city will be paying close attention the issue;
- Inquiry from citizens regarding latest bid award not going to the lowest bidder; paper work shows that there were four bids received on four classes of material. It has been verified that lowest bidder was awarded on all;
- Animal control ordinance does apply to cats;
- Bears have been sighted inside city limits in populated areas. This brings up public safety concerns. No serious human interaction has taken place but there has been some property damage noted. Recommendation to assess fish disposal at the landfill;
- Peter Pan and Icicle Seafoods made donations to the Library and Senior Center; and
- Proposed Council review Assistant City Manager position. Creating this position would reflect the work currently being done and assist during times of administration transition.

Discussion:

- Jail contract included other communities as well as Dillingham. There are significant changes. Feedback from the Chief will be important;

- Sewage lagoon areas of concern include physical facilities and the readings. Expectation is that the new aeration installation will show compliance. City records show timely filing;
- A selection committee for City Clerk will be addressed under Council Comments;
- Staffing recommendation will be addressed in Finance Committee or a Special Meeting.
- Code Committee proposed change in wording regarding notice postings from three days to three working days;

b. Standing Committee Reports

- Code Committee – Ordinance is in packet regarding changes to business license and sales tax license. Recommend two public hearings to reach maximum community involvement.
- Finance Committee – meeting set for September 18 to review financial statement and discuss tobacco tax.

6. PUBLIC HEARINGS

There were no public hearings.

7. CITIZENS DISCUSSION (Prior Notice or Agenda Items)

Gina Carpenter reported on the planned disaster preparedness event scheduled for November 30th. The focus will be dispensing flu shots and stated there will be enough for anyone who is interested in receiving a shot. This event will involve schools, the hospital as well as city employees. Public Health has gotten approval to a graduated public health nurse position.

Neil Barton, Fish and Game Wildlife Management Biologist, reported that the fish tank is a draw for bears from as far away as forty miles. He is willing to work with the city towards a solution to the fish waste issue.

8. ORDINANCES AND RESOLUTIONS

a. Introduce Ordinance No 2017-07, An Ordinance of the Dillingham City Council Amending Chapter 4.20 to Add an Exemption from Taxation on Real Property

MOTION: Tracy Hightower moved and Andy Anderson seconded the motion to introduce Ordinance 2017-07

VOTE: The motion to introduce Ordinance No. 2017-07 passed unanimously by voice vote.

b. Introduce Ordinance No 2017-08, An Ordinance of the Dillingham City Council Amending Chapters 4.20.050 Exemptions, and Chapter 4.16 Business License to Remove Exemption for Not Requiring a Business License if Sales are Less

than Ten Thousand Dollars in a Calendar Year and Provide a Definition for Home Business

MOTION: Misty Savo moved and Paul Liedberg seconded the motion to introduce Ordinance 2017-08, and to hold a public hearing on Oct. 5 and Nov 2, and a workshop on Oct. 5, 2017.

- Edit 4.16.040 Fee to read each applicant shall be, accompanied by;
- Council advocates to holding several public meetings given the extent of proposed changes;
- Discussed the suggestion change from $2,000 to $5,000; noted it was about midpoint comparing with other communities;
- Organizations would have to demonstrate they were a 501(c)3 or 4, which was a change;
- Suggested a workshop before council meeting given the magnitude of the changes; and
- Consider the title and if it properly reflects the ordinance.

VOTE: The motion to introduce Ordinance No. 2017-08 passed unanimously by voice vote.

c. Resolution No. 2017-35, A Resolution of the Dillingham City Council Supporting a Long Term Encroachment Permit for the Properties Being Developed by the Bristol Bay Housing Authority at both Dave McClure and Cedar Subdivisions

MOTION: Tracy Hightower moved and Misty Savo seconded the motion to adopt Resolution No. 2017-35.

VOTE: The motion to adopt Resolution No. 2017-35 passed unanimously by voice vote.

d. Resolution No. 2017-36, A Resolution of the Dillingham City Council Authorizing the City Manager to Advertise a Request for Proposals for Design of the Dillingham Sewer Lagoon Aeration System

MOTION: Misty Savo moved and Andy Anderson seconded the motion to adopt Resolution No. 2017-36.

VOTE: The motion to adopt Resolution No. 2017-36 passed unanimously by voice vote.

e. Resolution No. 2017-37, A Resolution of the Dillingham City Council Authorizing and Instructing the City Manager and City Clerk to Take All Necessary Actions to Collect Delinquent Personal Property for Tax Years Owed by Certain Individuals for Tax Years 2016 and Earlier by Distraint and Sale of Personal Property

MOTION: Paul Liedberg moved and Misty Savo seconded the motion to adopt Resolution No. 2017-37.

VOTE: The motion to adopt Resolution No. 2017-37 passed unanimously by voice vote.

9. UNFINISHED BUSINESS

a. Citizens Committee Appointments

1) Planning Commission, 2 Seats Open
There were no letters of interest

2). Senior Advisory Commission, 2 Seats Open

MOTION: Misty Savo moved and Paul Liedberg seconded the motion to concur with the Mayors recommendation to appoint Billy Backford and June Ingram to the Senior Advisory Commission

VOTE: The motion passed unanimously by voice vote.

3). Library Advisory Board, 4 Seats Open

MOTION: Tracy Hightower moved and Andy Anderson seconded the motion to concur with the Mayors recommendation to appoint Erica Tweet, Conor Downey, Lacey Calvert, and Megan Gunderson to the Library Advisory Board.

VOTE: The motion passed unanimously by voice vote.

b. Progress Report – Territorial School

City Manager has reached out to Curyung Tribal Council but nothing to report at this time

c. Progress Report – Carlson House Property

The City Manager has heard from US Fish and Wildlife, but nothing new to report

d. Progress Report – City Manager Hire

Mayor noted this item will be addressed in Executive Session

10. UNFINISHED BUSINESS

a. Action Memorandum No. 2017-15, Award a Contract to Bristol Alliance Fuels for FY18 Fuel Purchases

MOTION: Paul Liedberg moved and Tracy Hightower seconded the motion to approve Action Memorandum No. 2017-15.

VOTE: The motion to approve Action Memorandum No. 2017-15 passed unanimously by voice vote.

11. CITIZENS DISCUSSTION (Open to the Public)

Bob Himshoot congratulated the City Clerk noting some tough situations handled while he served on City Council. He also voiced concern raising the sales tax cap stating this could be a tipping point for local business owners selling big items such as outboards and snowmobiles.

12. COUNCIL COMMENTS

Curt Armstrong:

- Thanked Janice Williams for her time and effort given in the last ten years.

Misty Savo:

- Stated she is grateful Janice is leaving the City as she will be working at the same place of employment.

Paul Liedberg:

- Noted he will miss Janice's work, and her presence in many way and stated she will be tremendously missed.

Andy Anderson:

- Thanked Janice, and expressed things should improve at Nushagak, and;
- Thanked Don Moore, noting he has only one more meeting to attend.

Tracy Hightower

- Echoed everyone's comments, noting Nushagak's gain is our loss.

13. MAYOR'S COMMENTS

Mayor Ruby:

- Thanked the City Clerk, stating she will really miss her;
- Several Council members will be contacted to serve on a small committee to interview City Clerk applicants;
- City Manager staffing recommendation will be reviewed more in depth; as well as the whole management staff. A date will be set to schedule a workshop to look at staffing and the fiscal impact;
- A meeting on Manokotak road may be possible in November, a poll of council will be taken to determine their choice of options;
- Sited complaints about the ice machine being down most of the summer. Ice needs to be made or the City should get out of the business to deliver; and
- A moment of silence was asked for to recognize all those lost since the last meeting.

14. EXECUTIVE SESSION

a. Legal Matter – Knik Construction Co. vs. Board of Equalization, City of Dillingham

b. Personnel Matter – Manager Contract Negotiations

MOTION: Misty Savo moved and Andy Anderson seconded the motion to enter into executive session to discuss Legal Matter, Knik Construction Co. vs. Board of Equalization, City of Dillingham, and Personnel Matter, Manager Contract Negotiations. [8:36 p.m.]

VOTE: The motion passed unanimously by voice vote.

Mayor Ruby invited Don Moore to the executive session, and Janice Williams to attend executive session regarding item a.

MOTION: Misty Savo moved and Tracy Hightower seconded the motion to exit executive session. [9:22 p.m.]

VOTE: The motion passed unanimously by voice vote.

MOTION: Paul Liedberg moved and Misty Savo seconded the motion to appeal the Knik Decision.

VOTE: The motion failed unanimously by voice vote.

15. ADJOURNMENT

Mayor Ruby adjourned the meeting at 9:29 p.m.

Mayor Alice Ruby
[SEAL]

ATTEST:

Lori Goodell, Acting City Clerk

Approval Date: 10/5/2017