

1. CALL TO ORDER

A regular meeting of the Dillingham City Council was held on December 7, 2017 at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:12 p.m. The meeting was preceded by a workshop to review the sales tax exemption ordinance and Tobacco Excise Tax Ordinance at 6:00 and 6:30 p.m. respectively.

2. ROLL CALL

Mayor Ruby was present.

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

Tracy Hightower Curt Armstrong Andy Anderson Aksel Buholm
Paul Liedberg

Chris Maines was excused

Staff in attendance:

Tod Larson Lori Goodell Navin Bissram

3. APPROVAL OF MINUTES

- a. Regular Council Meeting, October 5, 2017
- b. Special Council Meeting, October 12, 2017
- c. Special Council Meeting, November 7, 2017

MOTION: Paul Liedberg moved and Tracy Hightower seconded the motion to approve the minutes of October 5, 2017, October 12, 2017, and November 7, 2017.

VOTE: The motion passed unanimously by voice vote.

4. APPROVAL OF CONSENT AGENDA

- a. Adopt Resolution No. 2017-45, A Resolution of the Dillingham Council to Offer Thanks and Commendation to Misty Savo for her Service on the Dillingham City Council.
- b. Adopt Resolution No. 2017-48, A Resolution of the Dillingham City Council Amending the Investment Account Signature Authority Forms for City Investment Accounts Due to a Change in Council Members and Personnel
- c. Adopt Resolution No. 2017-49, A Resolution of the Dillingham City Council Amending the Bank Signature Card For Wells Fargo Checking Account Due to a Change in Council Members and Personnel

MOTION: Tracy Hightower moved and Andy Anderson seconded the motion to approve the consent agenda.

VOTE: The motion passed unanimously by voice vote.

APPROVAL OF AGENDA

MOTION: Tracy Hightower moved to approve the agenda with the deletion of item 14, Executive Session, a. Legal Matter – Annexation, Paul Liedberg seconded the motion.

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

5. STAFF REPORTS

a. City Manager and Staff Reports

City Manager reported on the following items:

- The Melissa Ann Peters Memorial Award was given to Tiffany Bennett at the EMS Symposium in November. This award is granted annually and is a significant achievement;

Discussion:

- An update of the status of Squaw Creek Road was requested. Funds for this project have not yet been appropriated. The City Manager will reach out to Curyung Tribal Council and discuss reactivating the MOU committee;
- The current structure of dock fees is referred to the Finance & Budget Committee;
- The library is utilizing volunteers. This fosters interest in community facilities.

b. Standing Committee Reports

Alice Ruby, Code Review Committee:

- The Committee has been working on the sales tax exemption ordinance.

Paul Liedberg, Finance and Budget Committee:

- The Committee has spent most of their time working on the tobacco excise tax ordinance;
- The city financials have been reviewed;
- The city's health insurance renewal options were discussed, a plan was chosen and forwarded to council for approval.

6. PUBLIC HEARINGS

- a. 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

There being no comments the public hearing closed.

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

- a. Glen Szymoniak, Dillingham City School District Superintendent

Mr. Szymoniak did not attend the meeting.

8. ORDINANCES AND RESOLUTIONS

- a. Adopt 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

MOTION: Andy Anderson moved and Paul Liedberg seconded the motion to adopt Ordinance 2017-08

Discussion:

- The major changes are the tax increase from \$2,000 to \$5,000, and removal of \$10,000 revenue exemption in obtaining a business license;
- The effective date will be changed to March 1, 2018 to allow time for public notice.

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

- b. Introduce Ordinance No. 2017-09, An Ordinance of the Dillingham City Council Amending Chapter 2.12.050 to Modify Posting Time of Adopted Ordinances

Ordinance 2017-09 is scheduled for a public hearing prior to the February 1, 2018 Regular City Council meeting. No further action taken at this time.

MOTION: Paul Liedberg moved and Andy Anderson seconded the motion to introduce Ordinance 2017-09

VOTE: The motion to introduce Ordinance No. 2017-09 passed unanimously by voice vote.

- c. Introduce Ordinance No. 2017-10, An Ordinance of the Dillingham City Council Establishing a Tobacco Excise Tax

Ordinance 2017-10 is scheduled for a public hearing prior to the January 4, 2018 Regular City Council meeting. No further action taken at this time.

MOTION: Paul Liedberg moved and Aksel Buholm seconded the motion to introduce Ordinance 2017-10

Discussion:

- There is a potential for lost revenue with people ordering product from out of town;
- Small business may not be able to have a cost effective way to implement the needed changes, and may have to discontinue selling tobacco products;
- Tobacco is a luxury item not a necessity;
- Further input from community will be sought.

VOTE: The motion to introduce Ordinance No. 2017-10 passed unanimously by voice vote.

9. UNFINISHED BUSINESS

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

No letters of interest have been received.

- b. Progress Report
 - 1) Dave Carlson House Property

The City Manager will schedule a meeting with Suzanna Henry, the refuge manager.

- 2) Territorial School

The Curyung Tribe has been approached about use of this facility but there has been no response to date.

10. NEW BUSINESS

- a. Action Memorandum No. 2017-18, Authorize Administrative Leave for the Christmas and New Year's Holiday

MOTION: Paul Liedberg moved and Tracy Hightower seconded the motion to approve Action Memorandum No. 2017-18.

Discussion:

- The City of Dillingham does not give out a bonus, but historically given out admin leave;
- This leave is not subject to overtime or holiday pay, and is employee appreciation given by council.

VOTE: The motion to approve Action Memorandum No. 2017-18 passed unanimously by voice vote.

- b. Action Memorandum No 2017-19, Authorize City Manager to enter into a new Contract with Premera Health with an increased deductible; and authorize change in the HRA to reimburse employee expenses from \$1,000 to \$3,000

MOTION: Andy Anderson moved and Paul Liedbeg seconded the motion to approve Action Memorandum No. 2017-19.

Discussion:

- The insurance broker was contacted for quotes and three were provided;
- Two quotes were so costly they were not considered;
- Premera was chosen, with a higher deductible, the HRA account will be adjusted to help offset employee costs, with employee responsible for a small increase only;
- The city benefits can be used as recruitment and retention tool, as they help keep the city more competitive.

VOTE: The motion to approve Action Memorandum No. 2017-19 passed unanimously by voice vote.

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

There was no citizen's discussion.

12. COUNCIL COMMENTS

Tracy Hightower;

- Happy holidays to everyone.

Paul Liedberg;

- Stated he appreciated the SWAMC Summary information provided by the Mayor;
- Thanked all who helped with the Christmas Tree;
- Thanked Navin for his work on the health insurance as well as the liability insurance earlier this year;
- Acknowledged all city employees for their hard work.

Andy Anderson

- Noted another year has passed and we have done well, he does not get complaints;
- Stated it is good to have new City Manager Tod Larson.

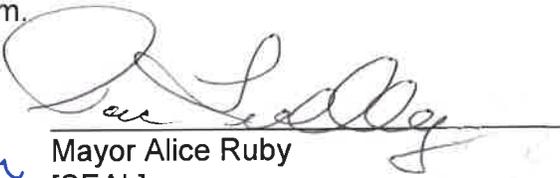
13. MAYOR'S COMMENTS

Mayor Ruby:

- A council training will be scheduled with Melody Nibeck from DCCED;
- The City Clerk will identify a time that works preferably sometime in January;
- Tod Larson is tasked with identifying issues and creating a list of priorities;
- Melody can assist with Strategic Planning;
- A Merry Christmas and Happy New Year was wished to all;
- A moment of silence for those lost since the last meeting was observed.

14. ADJOURNMENT

Mayor Ruby adjourned the meeting at 8:18 p.m.


for Mayor Alice Ruby
[SEAL]

ATTEST:



Lori Goodell, City Clerk

Approval Date: 1/4/18