

**I. CALL TO ORDER**

The Regular Meeting of the Dillingham City Council was held on Thursday, February 6, 2014, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Alice Ruby called the meeting to order at 7:11p.m. This meeting was preceded by a workshop at 6:00 p.m. to review the FY 2014 quarterly financial statements and the FY 2014 mid-year budget amendments.

**II. ROLL CALL**

Mayor Alice Ruby was present.

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

Holly Johnson, Seat A  
Chris Maines, Seat B  
Bob Himschoot, Seat C  
Tracy Hightower, Seat E  
Paul Liedberg, Seat F

Keggie Tubbs, Seat D – absent and excused

Staff in attendance:

Rose Loera, City Manager  
Carol Shade, Finance Director  
Dan Pasquariello, Chief of Police/Sergeant at Arms  
Jody Seitz, Planning Director  
Janice Williams, City Clerk

**III. APPROVAL OF MINUTES**

A. Regular Council Meeting – January 9, 2014

**MOTION:** Chris Maines moved and Tracy Hightower seconded the motion to approve the minutes of January 9, 2014.

**VOTE:** The motion to approve the minutes of January 9, 2014 passed unanimously.

**IV. APPROVAL OF CONSENT AGENDA**

There was no consent agenda.

**APPROVAL OF AGENDA**

**MOTION:** Paul Liedberg moved and Tracy Hightower seconded the motion to approve the agenda as presented.

**VOTE:** The motion to approve the agenda passed unanimously.

**V. STAFF REPORTS**

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**A. City Manager Report**

City Manager Loera reported on the following:

Staffing Changes – Stephanie McCumber was promoted to the Fire Dept. Coordinator position; close to hiring a Fire Dept. Asst.; Public Works Director would be supervising the landfill; had hired a Heavy Equipment Operator;

Landfill Status – DEC will no longer allow open burning after June 1, 2014; advertising for an incinerator or thermal conversion system, CH2M Hill preparing to file for a new landfill permit application; can include an interim plan while the City worked on its long term plan, but not interested in spending down the existing \$1.9M legislative appropriation for a temporary solution, but if needed staff was researching the price of a bailer, the City's crushing equipment was not heavy enough to compact the garbage;

All Tide Dock – should be receiving a check for \$275K for repair work that was already paid out; Public Safety Facility Planning Process Phase I – looking at 27,000 sq ft to accommodate fire dept., public safety, corrections, and Army National Guard, a cost of \$20M; three sites had been preferred, of which one was at the hockey arena, and two were located in the flood zone around the harbor area, researching if it could be built in the flood zone;

Request to extend Harbor Lease Lot #3 – City will be going out to bid; not interested in losing any parking area;

Strategic Planning Session – March would not work, looking at April 12;

WAANT Unit – State Troopers were advertising to fill the vacant position and looking to bring in someone at least once a month until it was filled;

DOT Open House, March 26, evening - discuss major projects to be completed, and then travel to Aleknagik the day after;

Two New Patrol Cars on site – waiting to get the decals attached.

**Discussion:**

- asked City Manager to follow up on Planning Director's recommendation to revise its code to correct "Five" Year Capital Improvement program to "Six"; and
- spoke in favor of the City not just focusing on one option for the landfill.

**B. Standing Committee Reports**

Paul Liedberg, Chair of Code Review Committee reported a special meeting with Chris Beck was held January 30 to bring in the gravel operators to get their input on a proposed ordinance to regulate material sites; will be meeting with Planning Commission on Saturday, from 9 to 11 AM, everyone welcome to attend, then review comments with Code Review Committee on Monday, Feb. 10, at 4:30 PM.

Mayor Ruby, Acting-Chair, Finance and Budget Committee, reported the committee had looked at a report on the health care increases, that part of it came from the number of claims filed over the last year; from the mid-year budget review would revisit the three positions that were being recommended; would drop research on a scale for the landfill, the priority was to get the landfill certified; felt it was not necessary to analyze the E911 rates at this time since they had been changed in the last several years.

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Mayor Ruby, School Facility Committee, reported most of the discussion was about the assessment on the Territorial School, the cost of \$1.8 M just to make it habitable and safe, and would plan to move the March meeting to April and bring back a recommendation to the Council.

**VI. PUBLIC HEARINGS**

There were no public hearings.

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

There was no citizen's discussion.

**VIII. ORDINANCES AND RESOLUTIONS**

- A. Introduce Ordinance No. 2014-01, An Ordinance of the Dillingham City Council Amending the Budget by Adopting Budget Amendment No. 1 and Appropriating Funds for the FY 2014 City of Dillingham Budget

MOTION: Paul Liedberg moved and Bob Himschoot seconded the motion to introduce Ordinance No. 2014-01.

VOTE: The motion to introduce Ordinance No. 2014-01 passed unanimously.

- B. Introduce Ordinance No. 2014-02, An Ordinance of the Dillingham City Council Amending DMC Section 2.09.010, Regular Meetings, to Remove the Obligation to Hold a Council Meeting the Third Thursday in April and May to Review the Budget

MOTION: Chris Maines moved and Paul Liedberg seconded the motion to introduce Ordinance No. 2014-02 (SUB-1).

VOTE: The motion to introduce Ordinance No. 2014-02 (SUB-1) passed unanimously.

- C. Introduce Ordinance No. 2014-03, An Ordinance of the Dillingham City Council Amending Chapter 4.20 of the Dillingham Municipal Code to Exempt from Sales Tax Sales of Electricity and Telephone Services to Users Outside the city, Professional Services Provided Outside the City, and Non-Commercial Personal Property Ordered for Delivery from Outside and Delivered to a Person Within the City

MOTION: Bob Himschoot moved and Tracy Hightower seconded the motion to introduce Ordinance No. 2014-03.

VOTE: The motion to introduce Ordinance No. 2014-03 passed unanimously.

- D. Adopt Resolution No. 2014-09, A Resolution of the Dillingham City Council Approving the Application to the Rasmuson Foundation for a Tier I Grant for the Senior Center

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MOTION: Chris Maines moved and Holly Johnson seconded the motion to approve Resolution No. 2014-09.

VOTE: The motion to approve Resolution No. 2014-09 passed unanimously.

- E. Adopt Resolution No. 2014-10, A Resolution of the Dillingham City Council Authorizing the City to Complete a Questionnaire for a Loan from the Alaska Drinking Water Fund

MOTION: Tracy Hightower moved and Holly Johnson seconded the motion to approve Resolution No. 2014-10.

VOTE: The motion to approve Resolution No. 2014-10 passed unanimously.

- F. Adopt Resolution No. 2014-11, A Resolution of the Dillingham City Council Authorizing the City to Apply for a Loan from the Alaska Clean Water Fund

MOTION: Paul Liedberg moved and Chris Maines seconded the motion to approve Resolution No. 2014-11.

Manager Loera noted the resolution would authorize the City to apply for a low interest loan if it was needed.

VOTE: The motion to approve Resolution No. 2014-11 passed unanimously.

- G. Adopt Resolution No. 2014-12, A Resolution of the Dillingham City Council Approving the Legislative Reauthorization of the Dillingham Library and Museum Building Roof Repairs, Number 13-DC-317

MOTION: Tracy Hightower moved and Bob Himschoot seconded the motion to approve Resolution No. 2014-12.

Manager Loera reported the City had not used all the funds from its appropriation for the roofing project and would need Council approval for the legislature to reappropriate the remaining money to repair the rest of the building that had major structural issues.

VOTE: The motion to approve Resolution No. 2014-12 passed unanimously.

- A. Adopt Resolution No. 2014-13, A Resolution of the Dillingham City Council Authorizing a Land Sale Contract on Foreclosed Property

MOTION: Paul Liedberg moved and Tracy Hightower seconded the motion to approve Resolution No. 2014-13.

Manager Loera reported the City had foreclosed on a piece of property and was looking to contract with the owners with the assistance of the City's Attorney to sell the property back to them.

VOTE: The motion to approve Resolution No. 2014-13 passed unanimously.

**IX. UNFINISHED BUSINESS**

- A. Citizen Committee Appointments
  - 1. Cemetery Committee, 4 Seats Open
  - 2. Planning Commission, 3 Seats Open
  - 3. Senior Advisory Commission, 1 Seat Open
  - 4. Parks and Recreation Committee, 4 Seats Open

Mayor Ruby reported she had received two letters of interest, and was recommending Julie Baltar's reappointment to the Planning Commission and Bernina Venua to the Parks and Rec Committee.

MOTION: Bob Himschoot moved and Chris Maines seconded the motion to concur with the Mayor's recommendations.

VOTE: The motion passed unanimously.

- B. Strategic Planning – Approve a Workshop for April 12, 2014

Mayor Ruby asked the Council to let the City Manager know if April 12 will work for them.

- C. Consider Regulating Material Sites - Update

There was nothing to add.

- D. Request for a Late-Filed Appeal

MOTION: Paul Liedberg moved and Chris Maines seconded the motion to send the draft ordinance to the Code Review Committee.

VOTE: The motion passed unanimously.

- E. Juneau Hill Visit

Mayor Ruby noted the focus of the visit the week of February 10 would be lobbying for the public safety/corrections facility. Council members Paul Liedberg, Chris Maines, Manager Loera, and Chief of Police Pasquariello would be traveling to Juneau.

**X. NEW BUSINESS**

- A. BOE Training Available

Mayor Ruby recommended setting aside at least a couple of hours before a Council meeting, or the night before, and looking at the month of April.

B. Reschedule March 6 Council Meeting to March 13

MOTION: Bob Himschoot moved and Chris Maines seconded the motion to reschedule the March 6 meeting to March 13.

Mayor Ruby noted rescheduling the meeting was to avoid a conflict with the SWAMC conference.

VOTE: The motion passed unanimously.

#### XI. CITIZEN'S DISCUSSION (Open to the Public)

There was no citizen's discussion.

#### XII. COUNCIL COMMENTS

Bob Himschoot:

- thanked the staff and shared he had received a compliment from a resident who was pleased with the response from Public Works on a problem with a lift station.

#### XIII. MAYOR'S COMMENTS

Mayor Ruby:

- noted she was registering for the SWAMC conference, and noted there was money in the budget for a few Council members who might want to attend;
- noted the City had earlier provided three names to the Governor for the Wood Tikchik Parks Board, and were looking for another name now that Bob Himschoot was planning to leave.

Paul Liedberg offered his name.

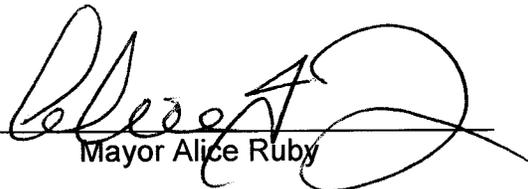
- reported she had yet to draft a resolution on the Chikuminak Dam, but it would be forthcoming;
- reported she had drafted a letter to ask the Board of Fisheries to change their decision to hold their Bristol Bay meetings in Anchorage; and
- asked for a moment of silence to acknowledge all those lost since the last meeting.

#### XIV. EXECUTIVE SESSION

There was no executive session.

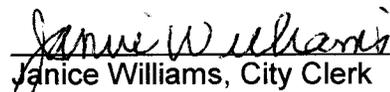
#### XV. ADJOURNMENT

Mayor Ruby adjourned the meeting at 8:06 p.m.

  
Mayor Alice Ruby

ATTEST:

[SEAL]

  
Janice Williams, City Clerk

Approval Date: March 13, 2014

