

**1. CALL TO ORDER**

A regular meeting of the Dillingham City Council was held on Thursday, May 4, 2017, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:02 p.m. This was preceded by a Workshop to present on the FY18 School Budget.

**2. ROLL CALL**

Mayor Alice Ruby was present.

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

Curt Armstrong	Misty Savo	Chris Maines
Paul Liedberg	Tracy Hightower	

Council members absent and excused: Andy Anderson

Staff in attendance:

Don Moore	Janice Williams	Ken Morton	Dan Pasquariello	Navin Bissram
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Guests: Danny Frazier Chris Napoli

**3. APPROVAL OF MINUTES**

- a. Regular Council Meeting, April 13, 2017

MOTION: Chris Maines moved and Tracy Hightower seconded the motion to approve the minutes of April 13, 2017.

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

**4. APPROVAL OF CONSENT AGENDA**

- a. Proclamation – Alaska Legal Services Corporation Day
- b. Adopt Resolution No. 2017-18, A Resolution of the Dillingham City Council to Offer Thanks and Commendation to Rose Loera for Her Service in Her Role as the Dillingham City Manager from July 2012 to April 2017
- c. Adopt Resolution No. 2017-19, A Resolution of the Dillingham City Council Amending the Bank Signature Card for Wells Fargo Checking Account Due to a Change in Personnel
- d. Adopt Resolution No. 2017-20, A Resolution of the Dillingham City Council Amending the Investment Account Signature Authority Forms for City Investment Accounts Due to a Change in Personnel

MOTION: Chris Maines moved and Tracy Hightower seconded the motion to approve the consent agenda.

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

### APPROVAL OF AGENDA

MOTION: Chris Maines moved and Paul Liedberg seconded the motion to approve the agenda.

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

## 5. STAFF REPORTS

### a. City Manager and Staff Reports

City Manager reported on the following items in addition to his report (laydown):

- City appears to be in really good shape;
- Has been in contact with the City's lobbyist Cliff Stone, feeling is the legislature will be session for at least 120 days;
- Reminded all of Community Clean-Up; Chief commented if you find a hypodermic needle to leave it alone, mark where it is, and Fire Dept. does provide containers for sharps.

Mayor Ruby recommended sending the two requests for code changes mentioned in the City Clerk's report to the Code Committee. There was no objection.

### b. Standing Committee Reports

Chris Maines, Code Review Committee: continuing to work through a review of all sales tax exemptions.

Paul Liedberg, Finance and Budget Committee: held a number of budget meetings, looking at recommending the implementation of a tobacco excise tax, working on passing on the cost of processing credit cards to the user.

Mayor Ruby reported the budget would be presented at a workshop June 1 and then introduced at the June 1 Council meeting.

## 6. PUBLIC HEARINGS

Mayor Ruby reported she would be asking the Council to postpone action on these two ordinances to the June agenda since the required advertising did not make it in the Bristol Bay Times.

Mayor Ruby opened the public hearing on Ordinance No. 2017-03 and Ordinance No. 2017-04.

- a. Adopt Ordinance No. 2017-03, An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code to Add Two New Offenses, To Add a Fine for Two Existing Offenses, and to Replace the Language for an Existing Offense

- b. Adopt Ordinance No. 2017-04, An Ordinance of the Dillingham City Council Amending the Budget by Adopting Budget Amendment No. 1 and Appropriating Funds for the FY2017 City of Dillingham Budget

There being no comments the public hearing closed.

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

Ronnie Johnson reported he and several others had removed some of trees along Squaw Creek Road with more to come. He felt the road in its present condition was in need of emergency repair, and was asking for it to be graded.

Richard Clark reported on a water and sewer line that was installed on his property many years ago without his approval. He was aware that the City would be extending the line, referring to the resolution in the packet authorizing an encroachment, but should there be any more increases in his sewer rates, he would not pay for the sewer anymore.

**8. ORDINANCES AND RESOLUTIONS**

- a. Adopt Ordinance No. 2017-03, An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code to Add Two New Offenses, To Add a Fine for Two Existing Offenses, and to Replace the Language for an Existing Offense

**MOTION:** Misty Savo moved and Chris Maines seconded the motion to postpone action on Ordinance No. 2017-03 to the June 1 meeting.

**VOTE:** The motion to postpone passed unanimously by voice vote.

- b. Adopt Ordinance No. 2017-04, An Ordinance of the Dillingham City Council Amending the Budget by Adopting Budget Amendment No. 1 and Appropriating Funds for the FY2017 City of Dillingham Budget

**MOTION:** Tracy Hightower moved and Chris Maines seconded the motion to postpone action on Ordinance No. 2017-04 to the June 1 meeting.

**VOTE:** The motion to postpone passed unanimously by voice vote.

- c. Adopt Resolution No. 2017-12, A Resolution of the Dillingham City Council Approving Emergency Maintenance on Squaw Creek Road

**MOTION:** Chris Maines moved and Tracy Hightower seconded the motion to adopt Resolution No. 2017-12.

Don Moore reported the city would do its best considering there was no money in the budget to maintain the road, legally city didn’t have the authority to be on the road, recognized acquiring r-o-w’s were in the works, didn’t want to give the impression the city would start upgrading the road, just want to be sure an ambulance could get through.

MOTION: Misty Savo moved and Chris Maines seconded the motion to strike the eighth Whereas.

The eighth Whereas noted after all the easements to the road are acquired the City will formally accept the road as a City street, felt this was premature at this time noting the extensive amount of work it would take to upgrade the road to meet City standards.

VOTE: The motion to strike the eighth Whereas passed unanimously by voice vote.

MOTION: Misty Savo moved and Chris Maines seconded the motion to add additional language after passable "for emergency vehicles" in the sixth Whereas and in the first paragraph after Now, Therefore, Be it Resolved.

VOTE: The motion to add "for emergency purposes" after passable passed unanimously by voice vote.

VOTE: The motion to adopt the amended Resolution No. 2017-12 passed unanimously by voice vote.

- d. Adopt Resolution No. 2017-21, A Resolution of the Dillingham City Council Approving a Long Term Encroachment for the Properties Located at 119 and 125 E Street to Connect to the City's Sewer Main on Seward Street

MOTION: Chris Maines moved and Paul Liedberg seconded the motion to adopt Resolution No. 2017-21.

Discussion:

- Noted it would be order to research if his rate was based on the size of the line that was accommodating other services.

Don Moore reported he would meet with the property owners and attempt to clarify any issues and resolve concerns before any works was done.

- e. Adopt Resolution No. 2017-22, A Resolution of the Dillingham City Council Authorizing the City Manager to Advertise for a Request for Proposal for Float Design at the Dillingham Small Boat Harbor

MOTION: Misty Savo moved and Chris Maines seconded the motion to adopt Resolution No. 2017-22.

VOTE: The motion to adopt Resolution No. 2017-22 passed unanimously by voice vote.

- f. Adopt Resolution No. 2017-23, A Resolution of the Dillingham City Council Amending the Fee Schedule for the Dillingham Municipal Landfill

MOTION: Paul Liedberg moved and Misty Savo seconded the motion to adopt Resolution No. 2017-23.

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Paul Liedberg reported the increase in landfill rates was necessary to meet the rising cost of operating the landfill.

VOTE: The motion to adopt Resolution No. 2017-23 passed unanimously by voice vote.

- g. Adopt Resolution No. 2017-24, A Resolution of the Dillingham City Council Establishing the Level of Funding for the Dillingham City School District for the Fiscal Year Ending June 30, 2018

MOTION: Chris Maines moved and Misty Savo seconded the motion to adopt Resolution No. 2017-24.

VOTE: The motion to adopt Resolution No. 2017-24 passed unanimously by voice vote.

- h. Adopt Resolution No. 2017-25, A Resolution of the Dillingham City Council Authorizing the City Manager to Advertise a Request for Proposal for Constructing Improvements at the Wastewater Lagoon and the Dock Lift Station

MOTION: Misty Savo moved and Paul Liedberg seconded the motion to adopt Resolution No. 2017-25.

Ken Morton provided a summary of the projects identified in the Resolution.

VOTE: The motion to adopt Resolution No. 2017-25 passed unanimously by voice vote.

## 9. UNFINISHED BUSINESS

- a. Citizen Committee Appointments
  - 1) Senior Advisory Commission, 1 Seat Open

There were no letters of interest on file.

- c. Interim Task Force Borough Feasibility Study Update

Mayor Ruby informed this item would be removed from the agenda since the study was finished.

## 10. NEW BUSINESS

- a. Action Memorandum No. 2017-05, Authorize City Manager to Execute Contract with HUB International Northwest LLC Broker for Alaska Public Entity Insurance for Insurance Coverages

MOTION: Chris Maines moved and Paul Liedberg seconded the motion to approve Action Memorandum No. 2017-05.

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Don Moore referenced his write up that compared the value of the services provided by AML/JIA with the savings in premiums going with APEI.

VOTE: The motion to approve Action Memorandum No. 2017-05 passed unanimously by voice vote.

- b. Action Memorandum No. 2017-06, Authorize City Manager to Execute Contracts to Purchase Aggregate from Bristol Construction Services, JJC Enterprises, and Bennett Enterprises

MOTION: Tracy Hightower moved and Chris Maines seconded the motion to approve Action Memorandum No. 2017-06.

VOTE: The motion to approve Action Memorandum No. 2017-06 passed unanimously by voice vote.

- c. Action Memorandum No. 2017-07, Authorize City Manager to Enter into Purchase Agreements with Cruz Construction, Snag Point Trucking and Snow Removal, JJC Enterprises, and Bennett Enterprises for Heavy Equipment Rentals

MOTION: Paul Liedberg moved and Tracy Hightower seconded the motion to approve Action Memorandum No. 2017-07.

VOTE: The motion to approve Action Memorandum No. 2017-07 passed unanimously by voice vote.

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

Chris Napoli, School Board President, thanked the Council for supporting the \$1.3Million contribution to the School District for their FY18 Budget.

## 12. COUNCIL COMMENTS

Chris Maines:

- Thanked Dillingham City School District reps for presenting their school budget and appreciated hearing of the high numbers of students graduating; and
- Noted he would be in next week's graduating class to receive a Master's Degree in Anthropology.

Paul Liedberg:

- Congratulated Chris Maines for earning his Master's Degree; and
- Thanked staff for all the work they do as well as the school personnel and School Board.

Misty Savo:

- Recognized Public Works for their good works at the landfill to successfully get the community to sort their trash;
- Thanked the School District for doing such an amazing job, noting she appreciated the staff and administration and how far they had come in the past seven years;

- Noted it was the end of school year graduation and proms coming up; and
- Congratulated Deb McLean who would be retiring this summer noting she had done some pretty amazing work for the University.

Tracy Hightower:

- Congratulated Pedro and Samantha Gonzalez for the birth of their son; and
- Congratulated former Council Member Bob Himschoot for his recent hire as manager of Nushagak Cooperative.

**13. MAYOR'S COMMENTS**

Mayor Ruby:

- Urged all to participate in the Community Clean-Up;
- Thanked all the City staff noting the City was fortunate to have the staff it does;
- Asked Paul to take the Council's best wishes to Maryanne, appreciated he can work as a Council Member at this time when it was not always easy; and
- Asked for a moment of silence to recognize those lost since the last meeting.

**14. EXECUTIVE SESSION**

- a. Personnel Matter – City Manager Recruitment

MOTION: Chris Maines moved and Tracy Hightower seconded the motion to enter into executive session to discuss Personnel Matter, City Manager Recruitment [8:35 p.m.].

VOTE: The motion passed unanimously by voice vote.

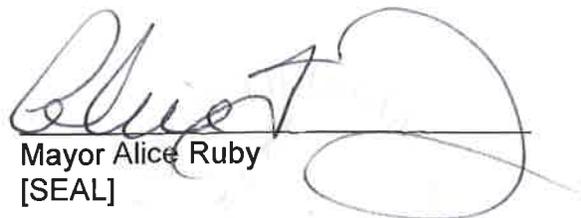
Mayor Ruby invited Don Moore and Janice Williams to the executive session.

MOTION: Chris Maines moved and Tracy Hightower seconded the motion to exit the executive session [8:42 p.m.].

VOTE: The motion passed unanimously by voice vote.

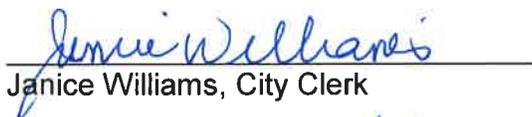
**15. ADJOURNMENT**

Mayor Ruby adjourned the meeting at 8:42 p.m.



Mayor Alice Ruby  
[SEAL]

ATTEST:



Janice Williams, City Clerk

Approval Date: 6/1/17