

I. CALL TO ORDER

A regular meeting of the Dillingham City Council was held on Thursday, June 4, 2015, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Alice Ruby called the meeting to order at 7:17 p.m. The meeting was preceded by a workshop to review the FY 2016 proposed budget.

II. ROLL CALL

Mayor Alice Ruby was present.

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

Holly Johnson	Chris Maines	Misty Savo
Tracy Hightower	Curt Armstrong	

Council Members absent:

Paul Liedberg-absent and excused

Staff in attendance:

Rose Loera	Bernadette Packa	Dan Pasquariello
Anita Fuller	Carmen Jackson	

III. APPROVAL OF MINUTES

- A. Regular Council Meeting, May 14, 2015
- B. Board of Equalization Organizational Meeting, April 23, 2015
- C. Board of Equalization Regular Meeting, May 28, 2015

MOTION: Chris Maines moved and Holly Johnson seconded the motion to approve the minutes of May 14, 2014, April 23, 2015, and May 28, 2015.

VOTE: The motion passed unanimously by voice vote.

IV. APPROVAL OF CONSENT AGENDA

- A. Resolution No. 2015-32, A Resolution of the Dillingham City Council Expressing Thanks and a Commendation to Carol Shade, Finance Director
- B. Resolution No. 2015-33, A Resolution of the Dillingham City Council Expressing Thanks and a Commendation to Jody Seitz, City Planner

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

VOTE: The motion passed unanimously by voice vote.

APPROVAL OF AGENDA

MOTION: Misty Savo moved and Holly Johnson seconded the motion to approve the agenda.

VOTE: The motion passed unanimously by voice vote.

V. STAFF REPORTS**A. City Manager and Staff Reports**

City Manager Loera reported on the following:

- City owned Rental Properties to be referred to the Code Committee;
- Invitation to File: being developed by the City Attorney;
- Code change will need to distinguish between scheduled and non-scheduled aircraft before airplanes can be assessed;
- Grandma's House: gave historic background on its development and commented on status of funding;
- Mayor Sale: postponed until further notice, but surplus vehicles/equipment will go up for sealed bid soon; and
- Property Tax Notices: Carmen Jackson was asked to present on this topic.

Carmen Jackson:

- Clarified information obtained from the Assessor regarding errors and omissions from the property tax notices; and
- Pointed out the need for a written process identifying tasks and assigning responsibility for completion.

Alice Ruby:

- Expressed appreciation for notification of the receipt of the jail contract; and
- Determined the new agenda format was acceptable.

B. Standing Committee Reports

Carlson House Committee: Holly Johnson reported that a survey will be sent out to the general public to discover what they would like done with the property. Items will be cleared out of the building. The Tool Shed located by the Alaska Department of Fish and Game office is to be emptied, and the shed will be sold. All items will be reviewed to determine if they will be retained or sold.

VI. PUBLIC HEARINGS

Mayor Ruby opened the public hearing on Ordinance No. 2015-08.

- A. Adopt Ordinance No. 2015-08, An Ordinance of the Dillingham City Council Amending Title 8 of the Dillingham Municipal Code to Prohibit Disposal of

Hazardous Materials in the City Owned Solid Waste Disposal Facility and
Establishing a Penalty for Any Violation

There being no public comments, the public hearing closed.

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

There was no citizen's discussion.

VIII. ORDINANCES AND RESOLUTIONS

- A. Adopt Ordinance No. 2015-08, An Ordinance of the Dillingham City Council Amending Title 8 of the Dillingham Municipal Code to Prohibit Disposal of Hazardous Materials in the City Owned Solid Waste Disposal Facility and Establishing a Penalty for Any Violation

MOTION: Holly Johnson moved and Chris Maines seconded the motion to adopt Ordinance No. 2015-08.

VOTE: The motion to adopt Ordinance No. 2015-08 passed unanimously by voice vote.

- B. Adopt Resolution No. 2015-34, A Resolution of the Dillingham City Council Establishing the Rate of Levy of Tax, the Date Taxes are Due, and the Delinquent Date for Calendar Year 2014, and Accepting the Certification of the Tax Roll

MOTION: Holly Johnson moved and Chris Maines seconded the motion to adopt the laydown version of Resolution No. 2015-34.

City Manager Loera and Mayor Ruby clarified information in the laydown.

VOTE: The motion to adopt Resolution No. 2015-34 passed unanimously by voice vote.

- C. Introduce Ordinance No. 2015-09, An Ordinance of the Dillingham City Council Adopting the Budget and Appropriating Funds for the FY2016 City of Dillingham Budget

MOTION: Holly Johnson moved and Chris Maines seconded the motion to introduce Ordinance No. 2015-09.

VOTE: The motion to introduce Ordinance No. 2015-09 passed unanimously by voice vote.

- D. Introduce Ordinance No. 2015-10, An Ordinance of the Dillingham City Council Amending Chapter 15.04 of the Dillingham Municipal Code to Allow for a Review of Permit Applications by a Registered Professional Engineer at the Cost of the Applicant, and to Establish Criteria for Issuing Floodplain Development Permits for Functionally Dependent Uses and Modify Variance Standards

MOTION: Holly Johnson and Tracy Hightower seconded the motion to introduce Ordinance No. 2015-10.

VOTE: The motion to introduce Ordinance No. 2015-09 passed unanimously by voice vote.

- E. Introduce Ordinance No. 2015-11, An Ordinance of the Dillingham City Council Retaining Certain Tax Foreclosed Property for Public Use

MOTION: Holly Johnson moved and Chris Maines seconded the motion to introduce Ordinance No. 2015-11.

VOTE: The motion to introduce Ordinance No. 2015-11 passed unanimously by voice vote.

- F. Adopt Resolution No. 2015-35, A Resolution of the Dillingham City Council Authorizing Foreclosure Proceedings on Delinquent Properties for the Years 2009-2014

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to adopt Resolution No. 2015-35.

City Manager Loera noted that Charles Elston should be removed from the list.

MOTION: Holly Johnson moved and Chris Maines seconded adopting the laydown version of Resolution No. 2015-35 as amended to remove Charles Elston from the list.

VOTE: The motion to adopt Resolution No. 2015-35 as amended passed unanimously by voice vote.

- G. Adopt Resolution No. 2015-36, A Resolution of the Dillingham City Council Approving a Long Term Encroachment Permit for Installation of Conduit at 237 Main Street

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to adopt Resolution No. 2015-36.

VOTE: The motion to adopt Resolution No. 2015-36 passed unanimously by voice vote.

- H. Adopt Resolution No. 2015-37.SBP, A Resolution of the Dillingham City Council Approving the Use of the Remaining School Bond Funds

MOTION: Holly Johnson moved and Chris Maines seconded the motion to adopt Resolution No. 2015-37.SBP.

City Manager Loera informed the Council that the funds were from the interest earned.

VOTE: The motion to adopt Resolution No. 2015-37.SBP passed unanimously by voice vote.

- I. Adopt Resolution No. 2015-38, A Resolution of the Dillingham City Council Expressing Support for and Authorizing a Contribution to Complete a Feasibility Study of a Manokotak-Dillingham Road

MOTION: Holly Johnson moved and Chris Maines seconded the motion to adopt Resolution No. 2015-38.

Mayor Ruby presented information concerning the seriousness of Manokotak to proceed with the project, and encouraged the Council to vote in favor as the project would build relations between the two communities.

VOTE: The motion to adopt Resolution No. 2015-38 passed unanimously by voice vote.

IX. UNFINISHED BUSINESS

A. Citizen Committee Appointments

1. Planning Commission, 2 Seats Open

MOTION: Chris Maines moved and Holly Johnson seconded the motion to concur with the Mayor's recommendation to appoint Bradford Archer to the Planning Commission.

VOTE: The motion to concur with the Mayor's recommendation to appoint Bradford Archer to the Planning Commission passed unanimously by voice vote.

2. Library Advisory Board, 2 Seats Open

There was nothing to report.

B. Annexation Update

There was nothing to report.

C. Interim Task Force Borough Feasibility Study Update

There was nothing to report.

X. NEW BUSINESS

- A. Action Memorandum No. 2015-08, Contract with JJC Enterprises, Inc. for Equipment Rental

MOTION: Chris Maines moved and Holly Johnson seconded the motion to approve Action Memorandum No. 2015-08.

VOTE: The motion to approve Action Memorandum No. 2015-08 passed unanimously by voice vote.

- B. Action Memorandum No. 2015-09, Contract with JJC Enterprises and Aleknagik Enterprises for Gravel Supplied and Delivered to the City for FY16

MOTION: Chris Maines moved and Tracy Hightower seconded the motion to approve Action Memorandum No. 2015-09.

VOTE: The motion to approve Action Memorandum No. 2015-09 passed unanimously by voice vote.

- C. Action Memorandum No. 2015-10, Contract with State of Alaska Dept. of Corrections for the Regional and Community Jail for FY16

MOTION: Tracy Hightower moved and Holly Johnson seconded the motion to approve Action Memorandum No. 2015-10.

VOTE: The motion to approve Action Memorandum No. 2015-10 passed unanimously by voice vote.

- D. Action Memorandum No. 2015-11, Contract Amendment No. 2 Extending a Contract with Consulting Alaska for Lobbying Services

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to approve Action Memorandum No. 2015-11.

City Manager Loera clarified the cost was reduced not to exceed \$31,000.

VOTE: The motion to approve Action Memorandum No. 2015-11 passed unanimously by voice vote.

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

Chris Corsen, representing G&S management Services, LLC:

- Read a letter from the company concerning payment by the City for work done on the Incinerator Building at the Landfill;
- Presented a historic report on completion of punch list items; and
- Requested payment to be made.

XII. COUNCIL COMMENTS

Chris Maines:

- Mentioned plans to add items to the Code Committee list in the future.

Holly Johnson:

- Offered a warm welcome to Interim Finance Director Carmen Jackson.

XIII. MAYOR'S COMMENTS

Mayor Ruby:

- Commented on the letter from G&S Management Services, LLC; and
- Requested a report from the City Manager for the next meeting packet regarding the issue.

City Manager Loera responded by pointing out that some punch list items viewed as critical by the City are not viewed the same way by G&S Management Services, LLC.

XIV. EXECUTIVE SESSION

- A. Legal Matter – City of Dillingham vs. Jim Bingman
- B. Personnel Matter – Manager’s Contract

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to enter into executive session to discuss Legal Matter – City of Dillingham vs. Jim Bingman and Personnel Matter to discuss City Manager’s Contract 8:26 p.m.

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

Mayor Ruby invited Carmen Jackson and Bernadette Packa into the executive session for the first item.

MOTION: Chris Maines moved and Misty Savo seconded the motion to come out of executive session 10:01 p.m.

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

MOTION: Chris Maines moved and Misty Savo seconded to approve the City Manager’s contract.

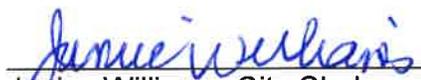
VOTE: The motion to approve the City Manager’s contract passed unanimously by voice vote.

XV. ADJOURNMENT

Mayor Ruby adjourned the meeting at 10:03 p.m.


 Mayor Alice Ruby
 [SEAL]

ATTEST:


 Janice Williams, City Clerk

Approval Date: June 18, 2015