

**1. CALL TO ORDER**

A regular meeting of the Dillingham City Council was held on Thursday, September 10, 2015, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Alice Ruby called the meeting to order at 7:06 p.m. The regular meeting was preceded by a workshop to review the quarterly financial statements at 6:30 p.m.

**2. ROLL CALL**

Mayor Alice Ruby was present.

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

Holly Johnson	Paul Liedberg	Chris Maines
Tracy Hightower	Misty Savo	Curt Armstrong

Staff in attendance:

Rose Loera	Bernadette Packa	Dan Pasquariello
Navin Bissram		

Guest(s) in attendance: Attorney Brooks Chandler – attended via teleconference

**3. APPROVAL OF MINUTES**

- a. Regular Council Meeting of August 6, 2015
- b. Special Council Meeting of August 17, 2015

**MOTION:** Chris Maines moved and Holly Johnson seconded the motion to approve the minutes of August 6, 2015 and August 17, 2015.

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

**4. APPROVAL OF CONSENT AGENDA**

- a. Resolution No. 2015-55, A Resolution of the Dillingham City Council Expressing Gratitude and Thanks to President Obama

**MOTION:** Holly Johnson moved and Chris Maines seconded the motion to approve the consent agenda.

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

**APPROVAL OF AGENDA**

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

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

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**5. STAFF REPORTS**

a. City Manager and Staff Reports

City Manager Loera reported on the following in addition to her staff report:

- Followup from last meeting, water and sewer billing concerns: There were two customer concerns, both were anomalies, and both were resolved and a verbal report had been shared with the Council;
- Landfill: Newly hired public works assistant will work half-time at public works and half-time as an attendant at the landfill;
- Public Works has almost completed placing rip rap around the sea wall; another 600 tons is required;
- Dock repair: repairs have yet to be made by the company that caused the damage; insurance co. has approved the City to find a source to make the repairs; and
- DMV has been closed, and scheduled to reopen on Monday.

**MOTION:** Paul Liedberg moved and Tracy Hightower seconded the motion to add to the Code Committee's To Do List to review allowing an employee to be on the school board.

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

- Port Director has asked to consider a change in the code to "Any vessel launched and/or moored in the harbor without a prior registration will be subject to charges ...."; will bring this item back with more information; and
- AML training in November for newly elected officials, discount for early sign-up.

Discussion ensued.

- Notice for Hazard Mitigation training, Sept. 14 & 15, was circulated to various staff;
- Contributions by volunteers as reported on by the animal control officer was much appreciated.

b. Standing Committee Reports

**Finance and Budget Committee:** Paul Liedberg reported on their activities of which a copy of the minutes of August 17 were included in the packet.

**Carlson House Advisory Committee:** Holly Johnson reported on their meeting of September 8:

- Survey results were in and the committee was providing an additional opportunity for more community input at their next meeting scheduled tentatively for October 29; and
- A lot of the furniture had been moved to the school house, including all of the books.

**6. PUBLIC HEARINGS**

Mayor Ruby opened the public hearing on Ordinance No. 2015-13 (SUB-1).

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- a. Adopt Ordinance No. 2015-13 (SUB-1), An Ordinance of the Dillingham City Council Authorizing the Disposal of Municipal Property to Ben McDowell DBA Motive Power Marine and EPC LLC by Lease

There being no public comments, the public hearing closed.

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

There was no citizen's discussion.

**8. ORDINANCES AND RESOLUTIONS**

- a. Adopt Ordinance No. 2015-13 (SUB-1), An Ordinance of the Dillingham City Council Authorizing the Disposal of Municipal Property to Ben McDowell DBA Motive Power Marine and EPC LLC by Lease

MOTION: Tracy Hightower moved and Holly Johnson seconded the motion to adopt Ordinance No. 2015-13 (SUB-1).

VOTE: The motion to adopt Ordinance No. 2015-13 (SUB-1) passed unanimously by voice vote.

- b. Introduce Ordinance No. 2015-14, An Ordinance of the Dillingham City Council Authorizing City Owned Property be Authorized for Sale

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to introduce Ordinance No. 2015-14 and schedule for a public hearing October 1, 2015.

VOTE: The motion to introduce Ordinance No. 2015-14 passed unanimously by voice vote.

- c. Adopt Resolution No. 2015-51, A Resolution of the Dillingham City Council Creating a Marijuana Advisory Committee (*Clerk Note: This item will be a handout at the Council meeting.*)

MOTION: Chris Maines moved and Holly Johnson seconded the motion to adopt Resolution No. 2015-51.

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to postpone Resolution No. 2015-51 and refer it to the Code Review Committee.

VOTE: The motion to postpone Resolution No. 2015-51 passed with Chris Maines, Paul Liedberg, Holly Johnson, Curt Armstrong, and Tracy Hightower in favor, and Misty Savo opposed.

- d. Adopt Resolution No. 2015-52, A Resolution of the Dillingham City Council Rescinding Resolution No. 2015-48, Which Authorized Foreclosure Proceedings on Delinquent Property Taxes for the Years 2009-2014

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MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to adopt Resolution No. 2015-52.

Mayor Ruby noted by adopting this resolution it would rescind the prior Resolution No. 2015-48, and by not adopting it, the existing Resolution No. 2015-48 would stand and staff would begin the foreclosure process. A foreclosure workshop was being planning to explain the foreclosure process.

Discussion ensued:

- Concerned in comparing spreadsheets from the original Resolution No. 2015-35, that was replaced with Res. No. 2015-48, that there were some inconsistencies.

Manager Loera provided an explanation.

VOTE: The motion to adopt Resolution No. 2015-52 failed with Paul Liedberg, Chris Maines, Curt Armstrong, Misty Savo, and Tracy Hightower opposed, and Holly Johnson in favor.

- e. Adopt Resolution No. 2015-53, A Resolution of the Dillingham City Council Authorizing the City Manager to Advertise a Request for Proposal for Engineering Services for Lift Station Equipment

MOTION: Holly Johnson moved and Paul Liedberg seconded the motion to adopt Resolution No. 2015-53.

VOTE: The motion to adopt Resolution No. 2015-53 passed unanimously by voice vote.

- f. Adopt Resolution No. 2015-54, A Resolution of the Dillingham City Council Authorizing the City Manager to Continue to Contract with Alaska Assessment Assistance as a New Owner

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to adopt Resolution No. 2015-54.

Manager Loera reported a new contract with Alaska Assessment Assistance would be processed with Robert Dudley.

VOTE: The motion to adopt Resolution No. 2015-54 passed unanimously by voice vote.

## 9. UNFINISHED BUSINESS

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

There were no letters of interest filed.

- b. DLG Petition to Annex Nushagak Commercial Fishing Waters Update

There was nothing to report.

- c. Interim Task Force Borough Feasibility Study Update

There was nothing new to report.

**10. NEW BUSINESS**

- a. Action Memorandum No. 2015-17, Authorize the City Manager to Contract with Elite Mechanical to Replace the Dock Lift Station

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to adopt Action Memorandum No. 2015-17

VOTE: The motion to adopt Action Memorandum No. 2015-17 passed unanimously by voice vote.

- b. Action Memorandum No. 2015-18, Authorizing the City Manager to Contract with Bristol Alliance Fuels for Purchase of Fuel and Gasoline at a Fixed Price Per Gallon for the Period Covering Oct. 2, 2015 through Oct. 1, 2016

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to adopt Action Memorandum No. 2015-18.

Misty Savo shared that she felt uncomfortable voting because of her employer's relationship and thought it would be cause for her to abstain. Mayor Ruby stated there was not a conflict of interest financially unless Misty felt her employment was at risk. She further noted the Manager was recommending to go with the lowest responsible bidder as advertised in the request for proposal. Further discussion with Council input determined the council member would have to be directly impacted financially in order to abstain. Misty felt that was not the case.

Discussion ensued:

- City Clerk could remind the Council annually the definition for conflict of interest.

VOTE: The motion to adopt Action Memorandum No. 2015-18 passed unanimously by voice vote.

- c. Action Memorandum No. 2015-19, Authorization to Apply a Credit Adjustment on Personal Property Taxes Assessed to Bristol Bay Cellular

MOTION: Paul Liedberg moved and Holly Johnson seconded the motion to adopt Action Memorandum No. 2015-19.

Manager Loera reported the city did not have anything in its code for how far back a credit adjustment could be made.

VOTE: The motion to adopt Action Memorandum No. 2015-19 passed unanimously by voice vote.

d. Schedule a Workshop on the Foreclosure Process

MOTION: Holly Johnson moved and Chris Maines seconded the motion to schedule a foreclosure workshop for Thursday, October 22, 2015, at 5:30 p.m.

VOTE: The motion passed unanimously by voice vote.

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

Ted Krieg addressed the Carlson House property. He encouraged the Council to consider the wishes of Mary Carlson to preserve it as a historical property. He recommended really getting the word out about the next meeting to make sure those in the community who were interested in getting involved can attend.

## 12. COUNCIL COMMENTS

Chris Maines: None

Curt Armstrong: None

Tracy Hightower:

- Remember to vote October 6.

Paul Liedberg:

- Thanked Alice and Rose for all their work and representing the City well as well as the whole community for their efforts in putting together the welcome for the President's visit; and
- Expressed appreciation for the veterinary clinic's work and helping to maintain the program.

Misty Savo:

- Appreciated the City's, especially the police force, and the hospital's participation in getting the presidential visit organized;
- Expressed appreciation for the animal control officer's community outreach at the animal shelter;
- Appreciated the welcome ceremony that was put on by the School District; and
- Expressed good luck to the cross country team this weekend.

Holly Johnson:

- Relayed school has started, Squaw Creek Road is still a problem, there is no bus transportation, and winter is coming;
- Commented the American Legion was designing an arch over the entryway to the memorial park, designing a plaque, and were removing the existing rotting structure; and
- Expressed thanks for the work on the presidential visit.

13. MAYOR'S COMMENTS

Mayor Ruby:

- Thanked the community for the amount of effort that was put forward for the President's visit, appreciated the posters that were made, the veterans helping to entertain the staff, it was all very impressive;
- Noted Sen. Edgmon had invited the OMB Director to Dillingham on Sept. 21 for public meeting;
- Noted housing is a huge issue in the community and she was researching some answers; and
- Expressed a thank you for the support she was given over the past few weeks; and
- Asked for a moment of silence to recognize those lost since the last meeting.

14. EXECUTIVE SESSION

A. Legal Matter

1) Public Safety – Investigations Report Update .

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to enter into executive session to discuss Legal Matters, Public Safety – Investigations Report Update, and Annexation [ 8:35 p.m.].

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

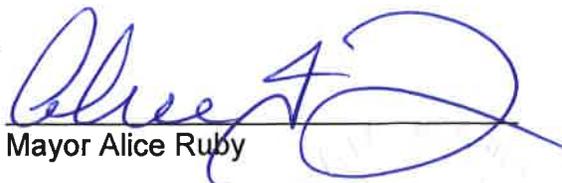
Mayor Ruby invited Rose Loera and Dan Pasquariello into the executive session, which was later attended by Attorney Brooks Chandler via teleconference.

MOTION: Holly Johnson moved and Misty Savo seconded the motion to come out of executive session [10:02 p.m.].

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

15. ADJOURNMENT

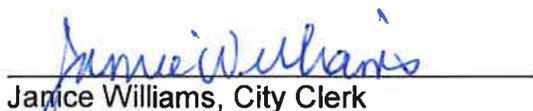
Mayor Ruby adjourned the meeting at 10:02 p.m.



Mayor Alice Ruby

ATTEST:

[SEAL]



Janice Williams, City Clerk

Approval Date: Oct. 1, 2015