



CITY COUNCIL SPECIAL MEETING
Monday, May 22, 2023 at 5:30 PM

MINUTES

CALL TO ORDER

A special meeting of the Dillingham City Council was held on Monday, May 22, 2023, at the Dillingham City Council Chambers and via video conferencing, in Dillingham, Alaska. Mayor Ruby called the meeting to order at 5:40 p.m.

ROLL CALL

Mayor Ruby was present.

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

Aksel Buholm	Curt Armstrong	Michael Bennett
Perry Abrams	Kaleb Westfall	

Council members excused.

Kim Johnson

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

MOTION to approve the agenda made by Kaleb Westfall seconded by Curt Armstrong.

VOTING Yea: Council Member Armstrong, Council Member Abrams, Council Member Buholm, Council Member Bennett, Council Member Westfall

CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)

No comments were made.

SPECIAL BUSINESS

1. Adopt **Resolution 2023-17**; A Resolution of The Dillingham City Council to Waive the Competitive Bid Process to Authorize the City Manager to Contract Pape Material Handling to Repair the City Dock's Hyster 1050 and Hyster 800 Forklifts.

MOTION to adopt Resolution 2023-17 made by Kaleb Westfall, seconded by Curt Armstrong.

- Noted additional quotes were obtained from Statewide Machinery Inc. and Pape Material Handling.
- Clarified that wavier was based upon DMC 4.30.130(B)
- Stated Pape Material Handling was informed of May 4, 2023, Council Action and notified they could resubmit a quote.
- Stated Statewide Machinery Inc. notified the City and Council of withdrawing quote due to feeling lack of support from City Administration and will not be taking any jobs from the City until new administration is brought on.
- Noted Pape Material Handling completed a post season 2022 assessment on the equipment.

- Commented preference to adhere to code RFP process. Commented the RFP process takes a minimum of three weeks.
- Noted past maintenance and repairs were conducted by Pape, who is a Hyster manufacturer rep.
- Disappointment expressed in local vendor unwilling to work with the City in the future, while noting understanding of anger and feeling like the process was completed incorrectly.
- Noted the City is currently using a forklift from AML, while city equipment is out of commission.
- Requested future planning for expected maintenance and equipment needs.

VOTING Yea: Council Member Armstrong, Council Member Abrams.

VOTING No: Council Member Buholm, Council Member Bennett, Council Member Westfall

Motion fails, Resolution 2023-17 not adopted.

2. Adopt **Action Memorandum 2023-07**; Authorize the City Manager to Purchase a Tow Behind Spreader

MOTION to adopt Action Memorandum 2023-07 made by Curt Armstrong, seconded by Kaleb Westfall.

- Noted in discussions with Public Works and Assistant Finance Director of Purchasing, the selection of spreader is the best option based on current conditions with City.
- Expressed concern with spreader, not having suspension, and size, recommended looking at a highway grade spreader over garden variety.
- Suggested adding sand to the Landfill when ordered this winter.

VOTING No: Council Member Armstrong, Council Member Abrams, Council Member Buholm, Council Member Bennett, Council Member Westfall

Motion fails, Action Memorandum 2023-07 not adopted.

3. Adopt **Action Memorandum 2023-13**; Repair the Harbor Floats

MOTION to adopt Action Memorandum 2023-13 made by Kaleb Westfall, seconded by Curt Armstrong.

- Noted this would fix our current floats for a predicted three years, over patching them as have been done in past seasons, which required staff to manually pump the floats twice a day, every day.
- Expressed the importance of looking for a local source if available, Statewide Machinery Inc submitted a quote for this job.
- Specified this work would pertain to four of the six floats, with previous authorization of one float repaired to get the dredging completed as soon as possible.
- Noted that multiple contractors were contacted, and the City went with the most cost-effective repair for the single float repair.
- Clarified two floats would be repaired pre-season and two floats would be repaired post-season.
- Stated unclear on Statewide Machinery Inc quote status after receiving email noting would not be taking any jobs from the City until new administration is brought on.

VOTING Yea: Council Member Armstrong, Council Member Abrams, Council Member Buholm.

VOTING No: Council Member Bennett, Council Member Westfall

Motion fails, Action Memorandum 2023-13 not adopted.

4. Adopt **Action Memorandum 2023-14**; Increase Salary for Chief of Police Position

MOTION to adopt Action Memorandum 2023-14 made by Curt Armstrong, seconded by Kaleb Westfall.

MOTION to Postpone Action Memorandum 2023-14; Increase Salary for Chief of Police Position to the next council meeting made by Kaleb Westfall and seconded by Michael Bennett.

- Spoke in support of increasing the advertised salary for the Chief of Police in order to recruit a viable experienced candidate, which is proving challenging with current pay scale.
- Clarified that the pay scale would not be changing, only allow the City Manager to advertise at the top of the current pay scale.
- Noted some current employees are working in multiple positions due to lack of staff and this would allow some support to that.
- Expressed this would only affect the advertising of the permanent position and not the interim chief position.
- Noted employees working in acting status/ multiple positions are paid the higher wage of the acting status.
- Stated the action memorandum would allow for advertising at the higher range of the current pay scale, not adjust the current pay scale.
- Remarkd concern on undermining other employees with the increase in one salary over entire departments.
- Spoke in support of making recruiting a chief of police and public works director the primary focus to gain needed leadership, and once obtained, to focus on the rest of staff.

VOTING to Postpone Yea: Council Member Armstrong, Council Member Abrams, Council Member Buholm, Council Member Bennett, Council Member Westfall, Council Member Bennett, Council Member Westfall

5. Interim Police Chief

- Noted alarmingly high turnover in patrol officers and the importance of having immediate leadership.
- Clarified there would be a month-by-month contract with applicant.
- Noted Russel Consulting will be conducting the Public Safety assessment on June 6, 2023.
- Reported commonalities on the exit interviews from patrol officers are a lack of leadership and support, leading to feeling unsafe due to those conditions.
- Noted in discussions with Russel Consulting the average salary for Chief of Police is \$140,000 or more.
- Noted that an interim would allow for officer Maines to return to patrol duty and create more support and leadership in the department.
- Council expressed support for the City Manager to recruit an interim chief of police.

COUNCIL COMMENTS

Michael Bennet makes a motion to direct the manager to proceed with a sealed bid RFP process on forklift repairs and research the use of other equipment in the interim, seconded by Aksel Buholm.

Voting Yea: Council Member Armstrong, Council Member Abrams, Council Member Buholm, Council Member Bennett, Council Member Westfall, Council Member Bennett, Council Member Westfall

Michael Bennett makes a motion to direct manager to look into larger and more permanent sanding equipment, seconded by Aksel Buholm.

- Expressed concern with not having knowledge of all of the current equipment and repairs needed of all City owned items due to high turn over
- Noted possibility to look at state owned sanders for sale.

Voting Yea: Council Member Armstrong, Council Member Abrams, Council Member Buholm, Council Member Bennett, Council Member Westfall, Council Member Bennett, Council Member Westfall

Spoke in support of waiting for the budget meeting to review department wages and salaries.

Directed the Finance and Budget Committee to review the department wages and salaries.

Michael Bennet makes a motion to direct the manager to proceed with a sealed bid RFP process for the harbor floats, Aksel Buholm seconds.

- Noted the RFP process will slow down the season with the current condition of the harbor floats.

Voting Yea: Council Member Armstrong, Council Member Abrams, Council Member Buholm, Council Member Bennett, Council Member Westfall, Council Member Bennett, Council Member Westfall

Questioned action of appointing acting city manager while current acting city manager is away 10 days for family emergency.

Aksel Buholm moves to give direction to the code committee to research the appointment of acting manager process, seconded by Michael Bennett.

- Reference DMC 2.21.010 and 2.21.080, city council appoints acting city manager.
- Noted that acting city manager is still working while away, and previously city managers would appoint an acting city manager if gone for short periods of time.
- Recommends sending it to Code Review committee to review.
- Expressed concern on having city council schedule a meeting to appoint acting city manager when manager is only out of town for a short time.

Voting Yea: Council Member Armstrong, Council Member Abrams, Council Member Buholm, Council Member Bennett, Council Member Westfall, Council Member Bennett, Council Member Westfall

Questioned on equipment schedule, the compactor at the port is down and if an RFP can be created to repair it due to hazards created with no compactor.

Clarified two harbor cranes are currently under repair by Statewide Machinery Inc and CMI is conducting an assessment on the link belt for the dock

Noted council would like an update on compactor, cranes, RFP's in next packet

Thank everyone for their work and noted the difficulties present.

MAYOR'S COMMENTS

Spoke in concern of how current staff is working double time and sometimes triple time to ensure things get completed and noted sadness in subjectivity to public criticisms due to position of public servant.

Thank the staff for their hard work and shared appreciation for them.

EXECUTIVE SESSION

6. Personnel Matter - City Manager Position

Matters which by law are required to be confidential.

MOTION: Michael Bennett moved, and Kaleb Westfall seconded the motion to move into executive session regarding City Manager Position. *Matters which by law are required to be confidential.* [7:40 p.m.]


VOTING Yea: Council Member Armstrong, Council Member Abrams, Council Member Buholm, Council Member Bennett, Council Member Johnson, Council Member Westfall

MOTION: Kaleb Westfall moved, and Michael Bennett seconded the motion to exit executive session. [8:28 p.m.]

VOTING Yea: Council Member Armstrong, Council Member Abrams, Council Member Buholm, Council Member Bennett, Council Member Johnson, Council Member Westfall

ADJOURNMENT

Mayor Ruby adjourned the meeting at 8:28 p.m.



Mayor Alice Ruby
[SEAL]

ATTEST:



City Clerk

Approval Date: 8/00/23