

**1. CALL TO ORDER**

A regular meeting of the Dillingham City Council was held on Thursday, May 10, 2018, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:16 p.m. This was preceded by a Workshop, DSCD Superintendent Szymoniak presented the FY19 School Budget to the City Council.

**2. ROLL CALL**

Mayor Ruby was present.

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

Tracy Hightower	Curt Armstrong	Andy Anderson	Chris Maines
Paul Liedberg	Aksel Buholm		

Staff in attendance:

Tod Larson	Lori Goodell	Dan Pasquariello	Anita Fuller
Leaca Young			

**3. APPROVAL OF MINUTES**

- a. Regular Council Meeting, April 5, 2018
- b. BOE Organizational Meeting, April 26, 2018

**MOTION:** Chris Maines moved and Aksel Buholm seconded the motion to approve the minutes of April 5, 2018, and April 26, 2018.

Minor typographical errors were corrected.

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

**4. APPROVAL OF CONSENT AGENDA**

- a. Adopt Resolution 2018-05, A Resolution of the Dillingham City Council Expressing Thanks and Commendation to Ms. Sophie Woods

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

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

**APPROVAL OF AGENDA**

**MOTION:** Andy Anderson moved to approve the agenda and Paul Liedberg seconded the motion.

**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:

- CIP graph was developed from the current CIP list and follows the same order of priority. Identify funding options and bring to the June 7<sup>th</sup> meeting. BBEDC has grant writing help with funding search

available. DEC and USDA are also possible funding options. Seven projects have been identified as high need. Risk assessment to be made in conjunction with the priority level.

- A pad has been put in at the landfill for fish waste this season with an electrified fence. This is done to increase safety by reducing bear activity not only at the landfill but for the surrounding area residence. Hours will be specified, including access for a few hours on regular closed days, and closure at night. Public will be notified of the new fish waste method.
- Neil Barten, wildlife biologist for Alaska Dept. of Fish and Game, spoke in favor of the fish waste efforts. He noted the past method encouraged bear activity, and safety was a concern with the site being so near to trees and brush, with unlimited hours. The new procedure is cleaner and will be less attractive to bears, the hours are reasonable.

Discussion:

- Dumpster location is not necessarily user friendly. A ramp would be helpful. Hours of operation can be adjusted if needed.
- Council is in favor of moving forward and implementing the Fish Waste plan.
- Appreciation for the ice machine repairs were expressed.
- DEC grant extension has been received. This grant is limited to water infrastructure projects. Representative Edgmon and his staff were instrumental in helping to secure the extension. Engineering plan for project will go forward; goal is to have action ready for the June 21<sup>st</sup> council meeting.

b. Standing Committee Reports

Chris Maines, Code Review Committee:  
Nothing to report

Paul Liedberg, Finance and Budget Committee:  
FY2019 Budget was worked on

**6. PUBLIC HEARINGS**

- a. Ordinance No. 2017-10(Sub-2), An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Title 4 – Revenue and Finance by the Addition of a new Chapter 4.24 Imposing an Excise Tax on Cigarettes and Tobacco Products (*Introduced April 5, 2018*)

Gina Carpenter thanked council for work on tobacco tax ordinance. She stated this will have a positive impact and improve health and wellbeing. The philosophy of go big, go fast with health being the primary goal has proven effective. A big tax with recurrent and repeated increases will deter the youth from using tobacco products. She also indicated the POD plan will be shared as an attachment to the Emergency Operations Plan that the city is currently working on.

- b. Ordinance No. 2018-02, An Ordinance of the Dillingham City Council Amending the Budget by Adopting Budget Amendment No. 1 and Appropriating Funds for the FY2018 City of Dillingham Budget (*Introduced April 5, 2018*)

There were no comments.

- c. Ordinance No. 2018-03, An Ordinance of the Dillingham City Council Amending Title 4.20.050, Sales Tax Exemptions to Adjust the Tax Cap (*Introduced April 5, 2018*)

JD Palin thanked council for revising tax cap, noting the decrease will help L&M remain competitive.

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

- a. Neil Barten, Fish Waste at Landfill

Spoke during staff reports

b. Leaca Young, Executive Assistant, reported on her recent recruitment trip. Many contacts were made from Seward to Fairbanks. Dillingham job advertisements are now being pushed out to more contacts and has an extended outreach.

## 8. ORDINANCES AND RESOLUTIONS

- a. Adopt Ordinance No. 2017-10(Sub-2), An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Title 4 – Revenue and Finance by the Addition of a new Chapter 4.24 Imposing an Excise Tax on Cigarettes and Tobacco Products (*Introduced April 5, 2018*)

MOTION: Chris Maines moved and Andy Anderson seconded the motion to adopt Ordinance 2017-10(Sub-2).

Discussion:

- Concern was voiced about 4.24.170 inspections, stating three years is too long, and records are not always kept locally.
- A roll call vote was requested.
- Three years is a good idea to maintain records for the possibility of an audit.
- Fixes to the ordinance, if needed, can happen at a later date.

VOTE: The motion to adopt Ordinance 2017-10(Sub-2) passed by majority roll call vote, five in favor with Tracy Hightower opposing.

- b. Adopt Ordinance No. 2018-02, An Ordinance of the Dillingham City Council Amending the Budget by Adopting Budget Amendment No. 1 and Appropriating Funds for the FY2018 City of Dillingham Budget (*Introduced April 5, 2018*)

MOTION: Paul Liedberg moved and Chris Maines seconded the motion to adopt Ordinance 2018-02.

VOTE: The motion passed unanimously by voice vote.

- c. Adopt Ordinance No. 2018-03, An Ordinance of the Dillingham City Council Amending Title 4.20.050, Sales Tax Exemptions to Adjust the Tax Cap (*Introduced April 5, 2018*)

MOTION: Tracy Hightower moved and Chris Maines seconded the motion to adopt Ordinance 2018-03.

VOTE: The motion passed unanimously by voice vote.

- d. Introduce Ordinance No. 2018-04, An Ordinance of the Dillingham City Council Adopting the Budget and Appropriating Funds for the FY 2019 City of Dillingham Budget

MOTION: Chris Maines moved and Tracy Hightower seconded the motion to introduce Ordinance 2018-04.

A workshop will be held prior to the June 7<sup>th</sup> meeting.

VOTE: The motion passed unanimously by voice vote.

- e. Adopt Resolution No. 2018-06; 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, 2019

MOTION: Andy Anderson moved and Paul Liedberg seconded the motion to adopt Resolution 2018-06.

Discussion:

- DCSD was thanked for coming and giving the budget presentation.
- City has tight budget, with deep cuts being made, school contribution is above state requirements, and may need to be reassessed in the future.
- School district administration seems excessive.
- A roll call vote was requested.

VOTE: The motion passed by majority roll call vote, five in favor with Aksel Buholm opposing.

**9. UNFINISHED BUSINESS**

a. Citizen Committee Appointments

1) Senior Advisory Commission, 2 Seats Open

2) Library Advisory Board, 1 Seat Open

There were no letters of interest.

b. Progress Report

1) Dave Carlson House Property

2) Territorial School

There are no updates at this time.

**10. NEW BUSINESS**

a. Action Memorandum 2018-03, Authorize Contract with Carmen Jackson as a Consultant to the City Finance Department

MOTION: Chris Maines moved and Andy Anderson seconded the motion to authorize a contract with Carmen Jackson.

VOTE: The motion passed unanimously by voice vote.

b. Action Memorandum 2018-04, Approve salary for the Planning Director

Action on this item is delayed and will be considered after executive session

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

Gina Carpenter spoke regarding the terrible condition of the road in front of the post office. She stated it is scary and inquired if there was an "in-kind" that could help with funding; a creative community fix.

Russell Nelson stated the school works hard to spend every dollar efficiently. It is important to maintain the buildings so the condition does not deteriorate to avoid the need for a bond to fix the schools.

Donivan Andregg thanked the council for being progressive with the tobacco tax. He noted most tobacco users start as youth not adults.

Patty Buholm commented that short and handicapped people will have difficulty utilizing the fish waste bin.

## 12. COUNCIL COMMENTS

Chris Maines:

- Requested a Territorial School Committee meeting; he has some ideas to share.
- Noted he will be out of state on June 7<sup>th</sup>, there will be a three hour time difference but he may be available by phone.

Aksel Buholm:

- Thanked Chief of Police for his involvement with activities at the school.
- Thanked City Manager and City Clerk for work.

Paul Liedberg:

- Thanked City Manager and staff for hard work.
- Stated outreach for recruitment is a great move, noting the challenges of vacancies.
- Commented on budgeting struggles, recognizing funding needs for critical infrastructure.

Andy Anderson

- Spoke in support of city staff, noting how shorthanded they have been.

## 13. MAYOR'S COMMENTS

Mayor Ruby:

- Requested council be polled for a meeting time after fishing season is over, with a target of August. A joint School Board/City Council meeting agenda and time will be worked on.
- A School Facility Committee meeting will be scheduled.
- Reminded about the Memorial Day Service, noting she is unclear about any underlying obligations with the dignitaries coming in.
- Asked if savings from public works vacancies could be used to help fund road repairs.

Discussion:

- City Manager will 'MC' the event, public works will straighten up the area and do some dirt work to level the area, as well as bring in a podium. It has not been verified if the Lieutenant Governor will attend; Mayors from surrounding communities will be present.
- Heavy equipment is currently in working order, there is only one operator at this time. Weather conditions have hindered road repairs.
- A moment of silence was observed for all those lost since the last meeting.

## 14. EXECUTIVE SESSION

a. Personnel Matter

MOTION: Chris Maines moved and Aksel Buholm seconded the motion to enter into executive session to discuss Personnel Matter. [8:32 p.m.]

VOTE: The motion passed unanimously by voice vote.

MOTION: Chris Maines moved and Andy Anderson seconded the motion to exit executive session. [9:14 p.m.]

VOTE: The motion passed unanimously by voice vote.

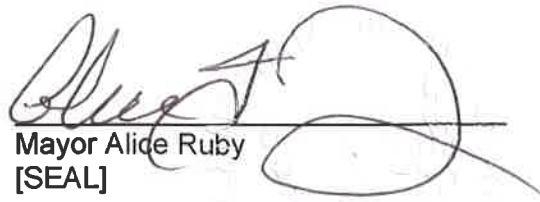
Action Memorandum 2018-04, Approve salary for the Planning Director

MOTION: Chris Maines moved and Aksel Buholm seconded the motion to approve salary for the Planning Director.

VOTE: The motion passed unanimously by voice vote.

**14. ADJOURNMENT**

Mayor Ruby adjourned the meeting at 9:18 p.m.

  
Mayor Alide Ruby  
[SEAL]

ATTEST:  
  
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Lori Goodell, City Clerk

Approval Date: June 7, 2018