

**I. CALL TO ORDER**

The regular meeting of the Dillingham City Council was held on Thursday, April 2, 2009 at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Alice Ruby called the meeting to order at 7:00 p.m.

**II. ROLL CALL**

Mayor Alice Ruby present

Council Members present:

Keggie Tubbs  
Bob Himschoot  
Steve Hunt  
Sue Mulkeit  
Tim Sands  
Carol Shade

Staff/Project Manager(s) in attendance:

Janice Shilanski, City Manager  
Fred Parnell, Public Works Director  
Richard Thompson, Chief of Police  
Staci Fieser, Finance Director  
Karen McCambly, City Clerk

**III. APPROVAL OF MINUTES**

A. Minutes of Preceding Meetings

1. Regular Meeting, March 19, 2009

MOTION: Tim Sands moved and Sue Mulkeit seconded the motion to approve the minutes of March 19, 2009.

Discussion: None.

VOTE: The motion passed unanimously.

*Clerk Note: revise page 8 of 10 to state: requested that a notice to fuel companies be sent before expires. Also note that according to Robert's Rules what the Mayor says before the vote is how the motion reads.*

**IV. APPROVAL OF CONSENT CALENDAR**

MOTION: Keggie Tubbs moved and Tim Sands seconded the motion to approve the consent calendar.

Discussion: None.

VOTE: The motion passed unanimously.

### **APPROVAL OF AGENDA**

Mayor Ruby informed Council that agenda item XII. Executive Session will be removed from the agenda

MOTION: Tim Sands moved and Steve Hunt seconded the motion to approve the agenda as amended.

Discussion: None.

VOTE: The motion passed unanimously.

## **V. STAFF REPORTS**

### **A. City Manager Report**

City Manager Shilanski:

- stated that the department reports will be submitted once a month;
- noted Annexation report in Information Section provided by Barb Sheinberg;
- spoke in favor of Interim Finance Director Ruth Steele;
- reported that Water Treatment Plant is ready to go out to bid;
- commented that the City can get a start on building in July or August;
- noted that the stand pipe will have to be worked on next year during the month of June; and
- stated that it has been an honor working with Staci and farewell.

Mayor Alice Ruby

- commented on grants leveraged by the City for the Water Treatment Plant and that it has been excellent job of getting a project done.

### **B. Standing Committee Report**

Finance and Budget Committee:

- requested to discuss recommendation for resolutions under individual items; and
- stated that the April schedule has been revised since the last Council meeting.

Public Outreach Committee:

- stated the meeting date would be set after reviewing schedule.

Facilities Committee:

- meeting date has not been finalized updates will be given as decided.

Port Commission:

- stated that Clerk's Office will send out meeting date notices;

- commented that after polling citizen members it was decided to work with the City Manager on planning;
- noted that there is a possibility of holding a meeting the week of April 6<sup>th</sup> as the Special Project Manager will be in town; and
- spoke in favor of polling citizen's calendars by e-mail.

## **VI. PUBLIC HEARINGS**

There was no public hearing.

## **VII. CITIZEN DISCUSSION (Prior Notice or Agenda Items)**

There was no citizen's discussion.

## **VIII. ORDINANCES AND RESOLUTIONS**

- A. Resolution 2009-14, A Resolution of the Dillingham City Council Adopting the State of Alaska Group Health Care and Life Insurance Benefits Plan.

MOTION: Tim Sands moved and Bob Himschoot seconded the motion to adopt Resolution 2009-14.

Mayor Ruby explained that the City Manager provided lay down information and noted that the resolution is the result of research by staff to seek out a policy that would provide benefits similar to what the City had previously but would help save money. Mayor Ruby stated that it was before the Council because in order to activate it in time for next budget year, the Council would have to give staff authority to pursue the program. It was also reported that through the budget process and staffing study that the Finance Committee has been reviewing they will figure out how fits in with overall benefit package. Mayor Ruby commented further that timing requires the Council to act now so that it can be in place by July 1<sup>st</sup> when the other benefit package expires.

The City Manager noted that included in packet document number two was the comparison of health insurance premiums for the last six years. It was noted that premiums have steadily risen which led to staff being put to the task of finding a comparable health plan with lower premiums. The City Manager reported that the City is looking at the State of Alaska group health care plan offered to their employees. It was stated that if adopted, the city will see a 23% decrease over the last year while still providing a good plan for employees.

Discussion:

- commented that in FY09 employees were faced with an increased deductible of \$750 with City's increased cost of premiums;
- asked if in FY10 the City would be able to go back to \$500 and whether the out of pocket max for family would still \$2,750;
- noted that this change in policies would save the City over \$290k providing the same basic coverage while lowering the premiums; and
- spoke in favor of the research conducted commenting that City is looking forward to the staffing study with the attempt to address City's staffing issues overall.

VOTE: The motion passed unanimously.

- B. Resolution 2009-15, A Resolution of the Dillingham City Council Accepting State of Alaska Homeland Security and Emergency Management (DHS&EM) Funds in the Amount of \$12,500.00 for Emergency Management Performance Grant (EMPG).

MOTION: Tim Sands moved and Sue Mulkeit seconded the motion to adopt Resolution 2009-15.

The City Manager reported that the resolution was regular and recurring, that it was applied for in 2008 and that the grant allows for staff to participate in the emergency response planning. It was stated that their salaries are the matching funds and the more time that staff puts into it they match dollar for dollar.

Discussion: None.

VOTE: The motion passed unanimously.

- C. Resolution 2009-16, A Resolution of the Dillingham City Council Approving a 3% COLA.

MOTION: Keggie Tubbs moved and Tim Sands seconded the motion adopt Resolution 2009-16.

The City Manager noted there was a slight wording change that does not change the content of the resolution. For clarification it was reported that in document number three after 25 cents, per hour was added along with 2% COLA increases made both in 2001 and in 1997. It was also stated that the Finance Committee has been working on a staffing study and that one thing put to task was looking at a salary scale study. This included comparing wages to other municipalities where it was found that the City's wages were generally in the lower half when comparing to like jobs. It was reported however that there have been increases since 1997 of a little over 5% in COLA. Noting that the only way starting wages could be increased is to add cost of living increase and if not provided on routine basis then the starting wages no longer become comparable with other communities. It was also stated that as part of the salary study one recommendation is to start with a 3% COLA across the board retroactive to January 1<sup>st</sup>.

The Finance Committee Chairman stated that the committee was in the middle of a staffing salary wage review and that they realize the cost of living has increased substantially over the years. It was reported that the COLA was the way of good faith as an effort to employees in order to show that the City is working on it and are aware of problem. It was noted that it is retro active back to January 1, 2009 for current existing staff members and that the 3% cost of living is included in mid year budget revision. The chairman commented that it is a wage scale increase as the cost of living is temporary but that this increase is permanent. It was further reported that even with these and other revisions that the City would see a slight surplus and that the Finance Committee recommends that this passes.

Discussion: None.

VOTE: The motion passed unanimously.

- D. Resolution 2009-17, A Resolution of the Dillingham City Council Approving Waiving the Job Advertising Requirements to Fill the Position of Interim Finance Director.

MOTION: Tim Sands moved and Keggie Tubbs seconded the motion to adopt Resolution 2009-17.

The City Manger reported that at the last meeting the Council with recommendation of the City Manager approved bringing on an Interim Finance Director until the City could find someone to seat that position on full time basis. It was noted that in personnel regulation the City Manager is given the ok to publicize a part time or temporary position in whatever manner deemed appropriate. It was further noted that the City was bringing on Ruth Steel on an interim basis and that this resolution was a house keeping item that waived advertisement requirements for this position.

Discussion: None.

VOTE: The motion passed unanimously.

- E. Adopt Ordinance 2009-01, An Ordinance of the Dillingham City Council Amending the Budget and Appropriating Funds for the FY 09 City of Dillingham Budget.
- F. Adopt Ordinance 2009-02, An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code 2.12.150 C, Resolutions - Reading, Hearing, Adoption and Posting, Further Defining the Posting Period.
- G. Adopt Ordinance 2009-03, An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code 4.15.070, Assessment Roll and Notice - Assessor to Prepare and Mail, To Define the Timeline for Mailing Assessment Valuation Notices.

MOTION: Keggie Tubbs moved and Tim Sands seconded the motion to postpone action on Ordinances on 2009-01, 2009-02, and 2009-03 to allow for Public Hearing.

Mayor Ruby stated that any ordinance prior to adoption required Council to hold a Public Hearing usually by way of Agenda as a Code requirement.

Discussion: None.

VOTE: The motion passed unanimously.

## **IX. UNFINISHED BUSINESS**

- A. Annexation Petition

Mayor Alice Ruby reported that a message was received from Barb Sheinberg that she had scheduled meetings but was unable to connect with Mike Black and another contact until next week. It was reported that this was the cause of delay in receiving a report. Comments were

made that there were no recommendations for Council to act upon and as an update that Barb is trying to connect with those requested by the Council.

## **X. NEW BUSINESS**

There was no New Business.

## **XI. CITIZEN DISCUSSION (Open to Public)**

There was no Citizen's Discussion.

## **XII. COUNCIL DISCUSSION**

Carol Shade:

- asked whether or not the City has a ride sharing agreement with Aleknagik that would allow for the Aleknagik ride service to pick up elders on Lake Road who may have missed the Senior Center Van; and
- asked whether or not the City would consider looking into an additional tax for the purchase of cigarettes to serve as a deterrent.

Tim Sands:

- congratulated the girls high school basketball team for making it to state, other athletes for participating in sports and those who turned out for band;
- thanked all City employees especially Staci and wished her the best of luck;
- welcomed Ruth Steele;
- noted that in regard to the staffing study, the committee is working hard to get salaries adjusted to a more reasonable level as they have already made changes to health care; and
- encouraged those interested to attend the Finance Committee meetings.

Keggie Tubbs:

- noted that the proposal of a cigarette tax increase was brought previously to the council level but that it did not go anywhere, that the idea back then was to use the revenue to help with tobacco cessation which was a bit more complicated;
- reported that Finance Committee did discuss the school contribution amount to be included on the April 16<sup>th</sup> agenda for consideration, that the committee is recommending the same amount given last year status quos;
- noted that because it would be the same amount as last year that information was included in the packet to give a heads up on the lay down in regards to the formula equivalent plus 1%, plus additional above that, looking at \$1.3 million for the school district, with \$1.2 million as the hard amount with 100k for bond payment;
- stated that the Finance Committee is considering more complicated information as they move forward with the wage staffing survey and that they are doing their best to diligently and methodically, make a best educated decision with available information;
- commented that the committee is making a lot of progress, good work has been done and that there are positives coming out of what trying to accomplish; and
- gave condolences to families that have lost loved ones recently.

Sue Mulkeit:

- thanked the City Council;
- wished good luck to Staci;
- commented that cigarette tax was a topic she was going to discuss;
- requested that Nurses and Hospital week be observed;
- asked if the proclamation made at the last meeting was sent to hospital; and
- gave condolences to the families that lost loved ones.

Bob Himschoot:

- noted Sheinberg & Associates report with reference to previous workshop, noting the short couple paragraphs in front stating that it was assumed that the closest annexation to what the City is proposing would be to St. Paul and Togiak with population and square mile ratio, land to water, further stating that it looks like the proposal is beyond what either one of those did;
- commented that after looking at the shaded area that his recollection of the meeting was that the committee was looking at an arbitrary line that included the processors outside of Clarks Point, but not entire district;
- stated that he would hate to get back a report saying the annexation is not feasible because there are too many square miles of water and not have it get completed especially if it is not what was intended; and
- commented that the annexation would be a good opportunity if it can get done, commenting that they would have to wait for the final report and did not want a report to come back negative when it may have been doable if considered a smaller area.

Tim Sands:

- stated that it depends on where fish are caught, not where they are processed and that they would want to include whole fishing district if they wanted to tax all fish caught in district.

Steve Hunt:

- commented that he was pleased with the memorandum from the City Manger in the line about the Potato House timeline set for April 30<sup>th</sup> as it is currently an empty building.

### **XIII. MAYOR DISCUSSION**

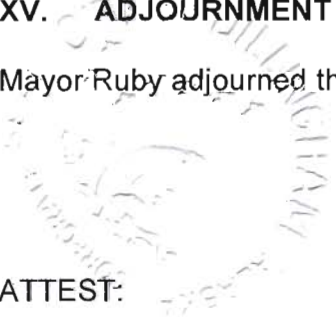
Mayor Ruby:

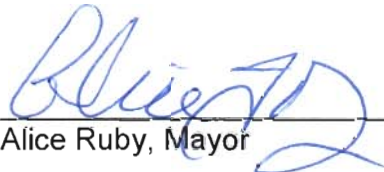
- stated that she would ask Barb Sheinberg questions about the proposed area and find out when the tax takes affect as it is important for future discussions;
- reported that the City received a Water Fluoridation Award;
- spoke in appreciation of the way that the school district has handled the request to the City for contributions for the year noting that in both public meetings and in conversation that the district fully supports the City's efforts staffing study and address issues at the City level even though they are facing issues in the school district;
- reported that a call from Secretary Salazar's staff was received informing the Mayor that the Department of Interior Secretary will be in Dillingham the 13<sup>th</sup> of April;
- noted that the Council was given a copy of press release that descried hearings held in Anchorage and that Salazar wanted to visit rural Alaska and Bristol Bay is his choice;

- reported that the format would be a town meeting in the late afternoon with the possibility of Congressman Begich and other staff attending as well;
- reported that Darlene Triplett was contacted and volunteered the gym for the meeting as Salazar's staff was enthusiastic about towns people and students being involved and that hopefully all Council members will attend as according to Salazar's staff there will be no time for one on one and or small group;
- commented further that the town meeting format will be used, that this is not a hearing, and that it is not just about oil and gas as they are looking to discuss other issues such as energy;
- stated that Dillingham did lose two good friends Henry Shade and Jim Wallman will certainly both be missed; and
- asked for a moment of silence to recognize the passing and also for anyone else that has been lost in our community.

**XV. ADJOURNMENT**

Mayor Ruby adjourned the meeting at 7:44 p.m.



  
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Alice Ruby, Mayor

ATTEST:

  
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Karen McCambly, City Clerk