

I. CALL TO ORDER

The special meeting of the Dillingham City Council was held on Thursday, August 25, 2008 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:

Steve Hunt
Sue Mulkeit
Tim Sands
Keggie Tubbs

Council Members absent

Billy Maines - excused

Staff in attendance:

Janice Shilanski, Interim City Manager
Lori Goodell, Interim City Clerk
Richard Thompson, Chief of Police
Staci Fieser, Finance Director
Jody Seitz, Planning Director

III. APPROVAL OF AGENDA

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

Discussion: None

VOTE: The motion passed unanimously.

IV. CITIZEN'S DISCUSSION (Open to Public)

None

V. ORDINANCES AND RESOLUTIONS

- A. Resolution No. 2008-26, A Resolution of the Dillingham City Council Amending Bank Signature Cards for City Bank Accounts due to a Change in Personnel.

MOTION: Keggie Tubbs moved and Tim Sands seconded the motion to approve Resolution 2008-26.

Discussion: None.

MOTION: Question called by Keggie Tubbs. No objections. *(Clerk Note: the effect of this motion is to immediately stop debate.)*

VOTE: The motion passed unanimously.

- B. Resolution No. 2008-27.SBP, A Resolution of the Dillingham City Council Authorizing the City Manager to Waive the Advertising Requirements by Newspaper for the Attic Insulation Project in the High/Middle School Roof and Award the Bid for the Polyurethane Foam and Fire Retardant to the Lowest Responsible Bidder.

MOTION: Tim Sands moved and Keggie Tubbs seconded the motion to approve Resolution 2008-27.

Steve Cropsey, Project Manager:

- commented the school condition survey was discovered after original status/project budget discussed; and
- stated a consolidated budget from survey is in the packet; and
- noted the draft budget does not reflect \$600,000 from sprinkler grant; and
- reported the submitted balanced budget cuts soft costs of equipment, overhead and contingency with no physical effect to project; and
- shared the brief description of tasks given in report reference the numbering associated with task; and
- commented the status of leaks associated with completed roof are due to 50 year old vents; and
- noted the sheet metal flashing has been sanded and repaired and the vents will be evaluated for replacement when the HS/MS project is underway; and
- informed Council that construction projects have unforeseen potential problems; and
- noted project manager will need the authority to deal with change orders as new issues arise; and
- state the Council will be kept apprised of changes and budgets through out the project; and
- reported the insulation project is underway; and
- noted that Council approved A&E firm, materials have been expedited and the City will provide materials saving time and reducing costs, and the project went out to bid for contractor on 8/22; and
- stated this resolution expedites the materials procurement process and awards UCSC with the materials contract.

VOTE: The motion passed unanimously.

- C. Resolution No. 2008-28, A Resolution of the Dillingham City Council Declaring Water System Improvement Projects as the Number One Priority for all State Funding Requests for FY2009.

MOTION: Tim Sands moved and Sue Mulkeit seconded the motion to approve Resolution 2008.28.

Jody Seitz, Planning Director

- stated that to meet ADEC funding requirements the #1 priority must be submitted by Aug. 31; and
- commented the City Water/Sewer Master Plan defines water as the #1 priority; and
- noted the City has been working with BEESC on water projects; and
- reported a chart showing water projects will be in the Sept. 4 packet and will include funding information; and
- informed Council a new well is being looked at behind the high school; there must be a 200 ft. confirmed safe zone area around the well prior to drilling; and
- stated other projects include; new water source, water treatment plant, water tower.

Discussion: None.

VOTE: The motion passed unanimously.

VI. NEW BUSINESS

A. Appoint Council Member.

Mayor Ruby informed Council that three letters of interest have been received, all are good active citizens. Advised the main focus for Council during this time period will be to complete the recruitment process for City Manager.

RECOMMENDATION: Mayor Alice Ruby recommended to appoint Carol Shade as the new Council Member due to her experience in small business and planning.

MOTION: Keggie Tubbs moved and Tim Sands seconded the motion to concur with Mayor Ruby's recommendation.

Discussion:

- reported the appointment is for two months; and
- noted that due to short appointment timeframe, Councilmember Shade can stay on Planning Commission or take a leave of absence; and
- recommended that letters of thanks be sent to all who submitted letters of interest.

VOTE: The motion passed unanimously.

VII. COUNCIL COMMENTS

Sue Mulkeit:

- thanked Fire Dept., Public Safety, and the airport for assistance in moving a deceased body.

Steve Hunt:

- no comments.

Tim Sands:

- thanked staff for keeping the city running.

Keggie Tubbs:

- reminded Council that Tuesday, August 26, 2008 is the primary election; please vote.

VII. MAYOR'S COMMENTS

Alice Ruby:

Turned the floor over to City Manager, Janice Shilanski who spoke to the Council regarding the following:

- discussed the challenges facing the Public Works (PW) department; and
- spoke about the turnover and lack of leadership ongoing for sometime in PW; and
- noted the Water/Sewer operator retired after many years with the city, no one has replaced him; and
- commented that stable leadership is needed to retain the good employees on staff; and
- stated she has spoken with Steve Cropsey regarding a temporary position to fill in during recruitment, which can be lengthy; and
- commented that Steve Hardin has also been contacted but he is unavailable until late October; and
- reported that no applications have been received for PW Director to date; and
- stated a plan for PW Director transition will be submitted at the Sept. 4 meeting.

Alice Ruby

- encouraged all to be safe and successful upriver.

XV. ADJOURNMENT

Mayor Ruby adjourned the meeting at 7:47 p.m.



Alice Ruby, Mayor

ATTEST:



Lori Goodell, City Clerk