

# Minutes



## CITY COUNCIL REGULAR MEETING

Thursday, March 2, 2023 at 7:00 PM

### MINUTES

#### CALL TO ORDER

A regular meeting of the Dillingham City Council was held on Thursday, March 2, 2023, at the Dillingham City Council Chambers and via video conferencing, in Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:00p.m.

#### ROLL CALL

Mayor Ruby was present.

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

Michael Bennett	Kim Johnson	Curt Armstrong
Perry Abrams	Kaleb Westfall	

Council members excused:

Aksel Buholm

#### APPROVAL OF MINUTES

1. Minutes of February 9, 2023, Regular Council Meeting
2. Minutes of February 16, 2023, Special Council Meeting

MOTION: Kim Johnson moved, and Perry Abrams seconded the motion to approve the February 9, and February 16, 2023, council meeting minutes in block.

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

#### APPROVAL OF CONSENT AGENDA

3. Resolution 2023-06; A Resolution of the Dillingham City Council Amending the Bank Signature Card and Investment Accounts Signature Authority Forms Due to a Change in City Staff.

MOTION: Michael Bennett moved, and Perry Abrams seconded the motion to approve the consent agenda.

MOTION: Michael Bennett moved, and Kaleb Westfall seconded the motion to Amend This Resolution to Replace Chris Napoli with Kimberly Johnson.

VOTING (to amend) Yea: Council Member Johnson, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Armstrong

VOTING (as amended) Yea: Council Member Johnson, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Armstrong

#### APPROVAL OF AGENDA

MOTION: To approve the agenda made by Kaleb Westfall, seconded by Michael Bennett.

MOTION: To amend the agenda to add Pledge of Allegiance after approval of agenda made by Kim Johnson, seconded by Michael Bennett.

VOTING (to amend) Yea: Council Member Johnson, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Armstrong

VOTING (as amended) Yea: Council Member Johnson, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Armstrong

## PLEDGE OF ALLEGIANCE

## STAFF REPORTS

### 4. City Manager and Staff Reports

- Contacted the State of Alaska regarding Jail Contract.
- The Congressional Designated Spending just entered the project application phase.
- Submitted the changes requested to the attorney on the Proposed MOU between MEAL, Bristol Bay Housing Authority, and City of Dillingham.
- Advised Manager to continue with the internal report for Animal Control concern.
- The Senior Center is open to all seniors; senior housing units are owned by BBHA.

### 5. Standing Committee Reports

#### Code Review Committee:

- Reviewed the marijuana license renewals, liquor license renewals and transfers.
- Assessed Ordinances 2023-01 and 2023-02.

#### Finance and Budget Committee:

- Reviewed financial reports.
- Urged city staff to explore existing resources for additional finance department support.
- Reviewed Questica Software proposal. Recommended Council adopt action memorandum for purchase.
- Discussed general budget preparation schedule, to begin in April.
- DCSD presented a draft of their FY23 budget.

## PUBLIC HEARINGS

6. Transfer Liquor License: Olsen's Liquor Store to DariaJohn LLC
7. Liquor License Transfer: Dillingham Liquor Store to DariaJohn LLC

There were no comments made.

## CITIZEN'S COMMENTS (Prior Notice or Agenda Items)

### 8. Amy Brower, DCSD Superintendent:

- Requested to have a joint meeting between City Council and The School Board.

## ORDINANCES AND RESOLUTIONS

9. Introduce Ordinance 2023-01; An Ordinance Of The Dillingham City Council Amending Section 2.09.080 Order Of Business To Include The Pledge Of Allegiance.

MOTION: To adopt Ordinance 2023-01 made by Michael Bennett, seconded by Perry Abrams.

- Expressed concern about impromptu motions at council meetings.

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

10. Introduce Ordinance 2023-02; An Ordinance Of The Dillingham City Council Amending Section 2.68.110 Order Of Business To Include Citizen Comments.

MOTION: To adopt Ordinance 2023-02 made by Kim Johnson, seconded by Michael Bennett.

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

11. Resolution 2023-07; A Resolution of the Dillingham City Council Approving Changes to 10.08 Drug Free Workplace Policy in the Personnel Regulation.

MOTION: To adopt Resolution 2023-07 made by Kim Johnson, seconded by Perry Abrams.

- Introduced to update current policy.
- Expressed new policy will provide additional support tools for supervisors and employees.
- Requested to include the checklist supervisors will use for review.

MOTION: Made by Kaleb Westfall, seconded by Michael Bennett to postpone Resolution 2023-07 to next meeting for discussion.

VOTING (to postpone) Yea: Council Member Johnson, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Armstrong.

## UNFINISHED BUSINESS

12. Juneau Legislative Trip

- Informed that Lobbyist, Chris Hladick would recommend the appropriate time to attend.

Citizen Committee Appointments

Library Advisory Board (1)

Senior Advisory Commission (5)

Port Advisory Committee (2)

13. Letter of Interest; Senior Advisory Commission

Mayor Ruby recommended the appointment of Liz Johnson to the Senior Advisory Commission.

MOTION: To concur with Mayor Ruby's recommendation to appoint Liz Johnson to the Senior Advisory Commission made by Michael Bennett, seconded by Perry Abrams.

- Clarified this gives only appointment to Senior Advisory Board.
- Expressed concern for age requirement not being met.
- Requested confirmation on identity of candidate.

Mayor Ruby withdrew recommendation and will place on next agenda.

## NEW BUSINESS

14. Marijuana License Renewal, 16915 Bristol Bay Bud

MOTION: Michael Bennett moved to waive the right to protest the Marijuana License Renewal of Bristol Bay Bud, and Perry Abrams seconded the motion.

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

15. Marijuana License Renewal, 25324 Alaska Grown Cannabis
16. Liquor License Renewal, 2787 Olsen's Liquor Store
17. Liquor License Transfer, 2787 Olsen's Liquor Store
18. Liquor License Transfer, 1405 Dillingham Liquor Store

MOTION: Michael Bennett moved to waive the right to protest: Alaska Grown Cannabis, Olsen's Liquor Store renewal, Olsen's Liquor Store transfer, and Dillingham Liquor Store transfer, seconded by Kaleb Westfall.

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

19. Action Memorandum 2023-04; Authorize the City Manager to Purchase Four Water Pumps.

MOTION: To adopt Action Memorandum 2023-04 made by Michael Bennett, seconded by Kaleb Westfall.

- Noted that some of current water pumps in the pump houses are original, and replacement is essential.
- No asphalt will be disturbed.

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

20. Action Memorandum 2023-05; Confirm the Purchase of Questica Budget Software.

MOTION: To adopt Action Memorandum 2023-05 made by Perry Abrams, seconded by Kaleb Westfall.

- Stated a presentation was given to the Finance and Budget Committee.
- Noted software would reduce staff time and labor.
- All finance staff, department heads, admin staff, city council members, and the public will have access.
- Data is highly transferable between programs.

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

### **CITIZEN'S DISCUSSION** (Open to the Public)

#### Tom Mueller:

- Expressed concern that dumpsters around town not getting picked up, lead to overflow. Desire to keep the town clean.

### **COUNCIL COMMENTS**

#### Perry Abrams:

- Requested update on advertisement for Public Works Director Position.

#### Michael Bennett:

MOTION: To Direct Code Review Committee to Draft a possible ordinance for Dumpster Confinement made by Michael Bennett, seconded by Perry Abrams.

- Appreciated citizen's suggestion for dumpsters.

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

- Requested an updated list of City owned properties for review.

Kim Johnson:

- In Code (chapter 2.84), no age requirement specified. Identify of Senior Advisory Commission candidate confirmed.

MOTION: To appoint Elizabeth Johnson to Senior. Advisory Commission made by Kim Johnson, seconded by Michael Bennett.

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

Kaleb Westfall:

- Noted trouble with hearing specific microphones over zoom, investigation of this issue will ensue promptly.

**MAYOR’S COMMENTS**

- Acknowledged the request for the joint meeting between the School and City Council.
- Urged council members to hold on additional work requests to the Acting City Manager until next month.
- Requested council members make a motion to add to future agendas in place of impromptu motions. Give the public a chance to comment.
- A moment of silence was observed for those lost since the last meeting.

**EXECUTIVE SESSION**

21. Personnel Matter Update, *Matters which by law are required to be confidential.*

MOTION: Michael Bennett moved and Perry Abrams seconded the motion to enter into executive session to discuss personnel matter. [8:08 pm]

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

MOTION: Michael Bennett moved, and Perry Abrams seconded the motion to exit executive session. [8:33] PM

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

**ADJOURNMENT**

Mayor Ruby adjourned the meeting at 8:33 p.m.

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Mayor Alice Ruby

[SEAL]

ATTEST:

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Greta Hayden-Pless, Acting City Clerk

Approval Date: \_\_\_\_\_