



## CODE REVIEW COMMITTEE MEETING - AMENDED

Thursday, November 13, 2025 at 5:30 PM

### MINUTES

*Our Vision. To have an infrastructure and city workforce that supports a sustainable, diversified and growing economy. We will partner with others to achieve economic development and other common goals that assure a high quality of living, and excellence in education.*

#### **MEETING INFORMATION**

CODE REVIEW COMMITTEE MEETING -Amended Marijuana License Renewals  
CITY HALL COUNCIL CHAMBERS  
141 Main Street, Dillingham, AK 99576 (907) 842-5212

#### **Zoom call-in instructions used for all public meetings:**

Zoom call-in: 1-719-359-4580, Meeting ID: 920 - 483 - 0473, Passcode: 99576

Phone access is more stable than video access. If the Zoom meeting freezes or drops, video access will be limited.

#### **CALL TO ORDER**

The meeting was called to order at 5:30 PM.

#### **ROLL CALL**

Committee Members Present:

Steve Carriere (Chair)

Alice Ruby (Mayor)

Kaleb Westfall (was here for roll call but left during approval of the agenda)

Jack Savo (Acting Manager)

Triston Chaney (via Zoom;)

Abigail Flynn (clerk)

Kevin McCambly (joined briefly after roll call and then left again, after asking to be excused for a school board meeting.)

Quorum established.

#### **APPROVAL OF MINUTES**

1. Minutes from Past Code Review Meetings



02.28.2024

11.16.2023

The recording is missing for 09.28.2023 so if this scheduled meeting took place, there is no record.

Note: All other Code Committee minutes from past meetings back to 2021 can be found on the city website at <https://www.dillinghamak.us/meetings>

Motion: Alice Ruby moved to approve. Kaleb Seconded.

After discussion, the motion on the floor became approving the 2/28/24 and 11/16/23 minutes. Minutes approved without corrections.

### **APPROVAL OF AGENDA**

A motion to amend the agenda to add "Election of Officers" failed for lack of a second.

(During the discussion of whether to amend the agenda to add "Election of Officers," a committee member made an Objection to Consideration of a Question, a procedural motion permitted under Robert's Rules of Order. The objection, if sustained by a 2/3 vote, would prevent the assembly from considering the proposed amendment.)

The clerk advised the chair that this type of objection requires the body to vote on whether to sustain the objection. A roll-call vote was taken, and the objection did not receive sufficient support. Therefore, the objection failed, and the proposed amendment to the agenda failed for lack of a second.)

Action:

Motion to approve the agenda as presented.

Motion: Alice Ruby

Second: Jack Savo

Roll call vote:

Yes –Savo, Carriere, Chaney, Ruby.

No- Westfall

Motion Carried. Agenda approved.

McCambly did not vote due to late arrival. Westfall left the meeting at this point.

### **OLD BUSINESS**

### **NEW BUSINESS**

2. Make Recommendations to the Council on Marijuana License Renewals for:

Businesses:

Alaskan Grown Cannabis

Green Degree



Motion to recommend no protest for both renewals.: Alice Ruby, Second: Abigail Flynn

Action:

Roll call vote: All present voted yes.

Motion carried unanimously.

### 3. To Do List

#### **Action Item:**

Requested by Finance and Budget: O 2025-XX DMC 4.15.125 Settled Appeals v1

Action:

Motion to recommend adoption of amendments to Ordinance 2025-XX regarding BOE settled appeals made by Alice, Seconded by Abigail

Roll call vote: Unanimous approval by those present.

Motion carried

#### **Discussion Items:**

##### 1. Code of Conduct / Personnel Regulations for Elected & Appointed Officials

Staff will research options and return with examples and recommendations.

No action taken.

##### 2. Items Requested by Other Committees

Committee agreed to leave space on future agendas for urgent items.

No action taken.

##### 3. Spreadsheet of Unfinished Topics from Old Minutes

Staff reported several historic code items needing review.

No action taken.

##### 4. Tax Exemptions – Tribal Fee Simple Property



Staff directed to research and provide multiple options. Letters pausing billing were sent to tribal entities.

No action taken.

5. Items From 2022 To-Do List

Election Code updates and Sales Tax Code review remain active items.

No additional action.

4. Choose alternate meeting dates for December due to AML travel 12/11/2025 and Possibly for January due to need to reschedule Regular Council Meeting to the Second Thursday in January due to New Year's day.

Dates not available, Dec 6-15

December:

Tentative dates: Dec 16, 17, or 18 (staff to confirm). (Clerks note: Final date chosen was December 17<sup>th</sup>)

January: Tentative date: Jan 15.

**PUBLIC COMMENT/COMMITTEE COMMENTS**

No public comments. Members thanked staff and Chair Steve Carriere.

**ADJOURNMENT**

Meeting adjourned at 6:38 PM.

Attest

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Abigail Flynn, City Clerk

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Approval Date