CITY OF DILLINGHAM ALASKA

CITY COUNCIL SPECIAL MEETING
Thursday, October 22, 2026 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

Agenda (amended)

CITY COUNCIL SPECIAL MEETING
CITY HALL COUNCIL CHAMBERS / 5:30 p.m.
141 Main Street, Dillingham, AK 99576 (907) 842-5212

This meeting will also be available at the following online location: Zoom: Meeting ID: 920 483 0473; passcode: 99576 Or dial: 1(719)359-4580 or 1(253)205-0468

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CALL TO ORDER

• Mayor Alice Ruby called the special meeting to order at 5:32 p.m.

ROLL CALL

Present in Person

- Tracy Hightower
- Steven Carriere
- Curt Armstrong
- Kevin McCambly
- Alice Ruby, Mayor

Present via Zoom

- Kaleb Westfall

Absent at Roll Call

- Triston Chaney (arrived later)

Quorum Established

Staff present included City Manager Jack Savo Jr. and City Clerk Abigail Flynn.

• Triston Chaney joined via Zoom during approval of the agenda, before voting began.

PLEDGE OF ALLEGIANCE

• The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Topics discussed:

• Timing of ordinance business at a special meeting.

• An open agenda to accommodate the fire-chief commendation and oath of office.

Motion: Approve the agenda.

- Moved by Steven Carriere; seconded by Tracy Hightower.
- The main motion, as amended to make an open agenda, carried unanimously.

Motion: Amend approval of the agenda to allow items to be taken out of order.

- Moved by Kevin McCambly; seconded by Kaleb Westfall.
- Amendment carried 5–1. Yes: Chaney, Hightower, Armstrong, Westfall, and McCambly. No: Carriere.

CITIZEN'S DISCUSSION - PRIOR NOTICE OR AGENDA ITEMS

Topics discussed:

- Bristol Bay Fuels' protest of the proposed fuel-contract award and comparability of fuel products.
- Bid timing relative to barge deliveries, revised pricing, and a request for reconsideration or rebidding.
- Lewis Byrne, representing Bristol Bay Fuels, presented the company's protest of the proposed fuel-contract award. He raised concerns about fuel specifications, bid timing, and pricing, and requested reconsideration or rebidding.

SPECIAL BUSINESS

1. Public Hearing for Ordinance 2026-16 - Committee Code Update

Topics discussed:

- Planning Commission meeting schedules, 72-hour special-meeting notice, and public participation.
- Property-owner notice and land-use concerns involving adjacent property; written testimony for the record.
- Mayor Ruby opened the public hearing at 5:43 p.m. and closed it at 5:52 p.m.
- Samantha Holmberg testified concerning Planning Commission meeting notices, property-owner participation, and land-use issues involving adjacent property. Her written testimony was submitted for the meeting record.

2. Ordinance 2026-16 - Committee Code Update

Topics discussed:

- Planning Commission involvement in reviewing changes to its meeting requirements.
- School Facility Committee meeting frequency, authority to call special meetings, and minutes and reporting duties.
- Committee concurrence, staff workload, and delaying action for further review.

Motion: Adopt Ordinance 2026-16.

- Moved by Steven Carriere; seconded by Curt Armstrong.
- The adoption motion was not voted on; consideration was tabled.

Motion: Table Ordinance 2026-16.

- Moved by Kaleb Westfall; seconded by Kevin McCambly.
- Motion carried unanimously.

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- Council requested Planning Commission review of the proposed meeting changes and further consideration of School Facility Committee provisions concerning special meetings and reporting responsibilities.
- Carriere raised a point of order during discussion concerning McCambly's remarks about committee concurrence.

Under the open agenda, items 10 and 11 were taken up next.

10. Resolution 2026-37 - Commendation for Retired Fire Chief Norman Heyano

Topics discussed:

- Norman "Koolie" Heyano's volunteer service, leadership, and retirement as Fire Chief.
- Mentoring firefighters, emergency response, and appreciation for his family's support.

Motion: Adopt Resolution 2026-37.

- Moved by Steven Carriere; seconded by Tracy Hightower.
- Motion carried unanimously.
- The resolution commending Norman "Koolie" Heyano upon his retirement as Volunteer Fire Chief was read aloud, recognizing 55 years of volunteer service and 25 years as Fire Chief.

11. Oath of Office for New Fire Chief Jonathan Jeremy Larson

Topics discussed:

- Jonathan Jeremy Larson's acceptance of the Volunteer Fire Chief position and the Mayor's confidence in his leadership.
- City Clerk Abigail Flynn administered the oath of office to Jonathan Jeremy Larson as Volunteer Fire Chief.

3. Ordinance 2026-13 - Deputy and Acting City Clerk

Topics discussed:

- Council ratification of the deputy clerk appointment within 60 days and approval if the Council does not act.
- Consistency with deputy city manager language, acting clerk appointments, and notice of temporary designations.
- Prior Council direction, Code Review Committee involvement, and the correction identifying the Deputy City Clerk.

Motion: Introduce Ordinance 2026-13.

- Moved by Steven Carriere; seconded by Tracy Hightower.
- Motion carried 4–2. Yes: Chaney, Hightower, Carriere, and Armstrong. No: Westfall and McCambly.
- Public hearing set for November 5, 2026.
- Staff identified a correction to specify "Deputy City Clerk" in the final sentence of proposed subsection 2.27.025(B).

4. Ordinance 2026-17 - Foreclosed Property Disposal near 2002 Kanakanak Road

Topics discussed:

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- Negotiated sale to an adjacent owner compared with competitive disposal or retaining the property.
- The parcel's size, access use, and suitability for development.
- Foreclosed-property disposal procedures, legal review, public notice, and timing of adoption.

Motion: Introduce Ordinance 2026-17.

- Moved by Steven Carriere; seconded by Tracy Hightower.
- Motion carried 4–2. Yes: Chaney, Hightower, Carriere, and Armstrong. No: Westfall and McCambly.
- Public hearing set for the December regular Council meeting.
- Staff was directed to bring back the original property report and address the proposed disposal method, authority for a negotiated sale to an adjacent owner, and applicable notice and timing requirements.

5. Ordinance 2026-18 - Foreclosed Property Disposal near 307 Airport Road and Downtown

Topics discussed:

- Scheduling the public hearing in December to allow time to confirm applicable disposal requirements.

Motion: Introduce Ordinance 2026-18.

- Moved by Steven Carriere; seconded by Kevin McCambly.
- Motion carried unanimously.
- Public hearing set for the December regular Council meeting.

6. Ordinance 2026-19 - Retain Foreclosed Property for a Public Purpose

Topics discussed:

- Possible road widening, public access, drainage, and utility infrastructure.
- Future development needs, housing potential, and possible later disposal of remaining land.

Motion: Introduce Ordinance 2026-19.

- Moved by Steven Carriere; seconded by Curt Armstrong.
- Motion carried unanimously.
- Public hearing set for the December regular Council meeting.
- Staff was asked to address whether remaining land could be suitable for future housing or disposal.

7. Resolution 2026-34 - Accept and Certify Election Results

Topics discussed:

- Certification of the October 6 election and appreciation for candidates and election workers.
- Student participation in the election booth.

Motion: Adopt Resolution 2026-34.

- Moved by Steven Carriere; seconded by Kaleb Westfall.
- Motion carried unanimously.

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• The Council accepted the certification of the Canvassing Committee and certified the October 6, 2026 Regular City Election.

8. Resolution 2026-35 - Award Fuel Contract

Topics discussed:

• Bristol Bay Fuels' protest and whether the bids offered comparable fuel products.

• No. 1 and No. 2 diesel, energy value, seasonal use, and cold-weather performance.

• Original and revised pricing, potential savings, and evaluation of the lowest-cost options.

• Approving, modifying, or rejecting the proposed award; rebidding and the current contract's expiration.

Motion: Adopt Resolution 2026-35.

• Moved by Steven Carriere; seconded by Curt Armstrong.

• Motion failed 2–4. Yes: Armstrong and Westfall. No: Chaney, Hightower, Carriere, and McCambly.

• The stated direction upon failure of the resolution was for staff to restart the bidding process and return with an evaluated recommendation.

9. Resolution 2026-36 - Health Insurance Renewal

Topics discussed:

• Premera's 3.05 percent renewal increase compared with broader insurance increases.

• Staffing levels, bidding eligibility, and maintaining employee benefits.

• Correction of the City Manager's title in the resolution.

Motion: Adopt Resolution 2026-36.

• Moved by Steven Carriere; seconded by Tracy Hightower.

• Motion carried unanimously.

• The Council authorized renewal with Premera Blue Cross. Staff reported a 3.05 percent increase. The reference to "Acting City Manager" was identified for correction to "City Manager."

13. Alaska Municipal League Conference Attendance

Topics discussed:

• Priority for new-member training and availability of interested Council members.

• Registration, airfare, lodging, meal per diem, and transportation costs within the travel budget.

• City project talking points, advocacy, advance staff information, and sharing conference materials and recordings.

• By consensus, Tracy Hightower was given first priority to attend the December 7–11 AML conference as a new Council member, subject to availability.

• Steven Carriere, Kevin McCambly, and Kaleb Westfall were to work with the City Clerk to reduce costs and accommodate attendance within the existing Council travel budget. Westfall requested registration only. Carriere would forgo meal per diem and a rental vehicle; McCambly offered to arrange accommodations and transportation.

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• The City Manager committed to provide Council members with project information and legislative talking points before the conference, allowing time for questions and staff responses.

• The Mayor requested that attendees bring back conference materials for distribution to the Council.

COUNCIL COMMENTS

• No additional comments were offered.

MAYOR'S COMMENTS

Topics discussed:

• Appreciation for election workers, including students.

• Early-voting participation and personal encouragement to increase voter turnout.

• Mayor Ruby thanked the City Clerk and election workers, including the student workers, and encouraged Council members to promote voter participation in the upcoming election.

12. Oaths of Office for Newly Re-elected Council Members

• City Clerk Abigail Flynn administered the oaths of office to Steven Carriere, Curt Armstrong, and Tracy Hightower before adjournment.

ADJOURNMENT

• Mayor Ruby declared the meeting adjourned at 7:10 p.m.

ATTEST:

_____ _____

Abigail Flynn, City Clerk Date of Approval

[SEAL]

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