



CITY COUNCIL REGULAR MEETING

Thursday, August 11, 2022 at 7:00 PM

AGENDA

In compliance with the Americans with Disabilities Act, individuals needing special accommodations / during this meeting should notify the City of Dillingham at 907-842-5212 at least three working days before the meeting.

MEETING INFORMATION

Council Workshop / City Operations Update / 6:00 p.m.

**CITY COUNCIL REGULAR MEETING
CITY HALL COUNCIL CHAMBERS / 7:00 p.m.**

Limited Seating Available

141 Main Street, Dillingham, AK 99576 (907) 842-5212

This meeting will also be available at the following online location:

<https://us02web.zoom.us/j/85654172970?pwd=RHQ3TVZDN1RsR0lvcVN5aGlwT0MvUT09>

Meeting ID: 856 5417 2970; participant #, passcode: 806222

Or dial (346) 248-7799, or (669) 900-6833

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

- [1.](#) Minutes of June 16, 2022, Regular City Council Meeting

APPROVAL OF CONSENT AGENDA

APPROVAL OF AGENDA

STAFF REPORTS

- [2.](#) City Manager & Staff Reports
- [3.](#) Committee Reports

PUBLIC HEARINGS

CITIZEN'S COMMENTS (Prior Notice or Agenda Items)

4. Friends of the Landfill

ORDINANCES AND RESOLUTIONS

- [5.](#) Introduce Ordinance 2022-06; An Ordinance of the Dillingham City Council Adopting a False Claims Act

- [6.](#) Adopt Resolution 2022-23; A Resolution of the Dillingham City Council Supporting Curyung Tribal Council's BBEDC Arctic Tern Grant Application for Participation at the 2022 AFN Elders and Youth Conference

UNFINISHED BUSINESS

- 7. Landfill Report

Committee Appointments

- Port Advisory Committee - 3 seats*
- Senior Advisory Commission - 3 seats*
- Planning Commission - 1 seat*

No letters of interest received.

NEW BUSINESS

- [8.](#) Wood Tikchik State Park Management Council
- 9. Park Project Update
- [10.](#) Committee Review

CITIZEN'S DISCUSSION (Open to the Public)

COUNCIL COMMENTS

MAYOR'S COMMENTS

ADJOURNMENT

- [11.](#)

Minutes



CITY COUNCIL REGULAR MEETING

Thursday, June 16, 2022 at 7:00 PM

MINUTES

CALL TO ORDER

A regular meeting of the Dillingham City Council was held on Thursday, June 16, 2022, at the Dillingham City Council Chambers and via video conferencing, in Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:03 p.m. The meeting was preceded by a workshop on the FY23 budget.

ROLL CALL

Mayor Ruby was present.

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

Michael Bennett	Perry Abrams	Chris Napoli
Curt Armstrong	Kaleb Westfall	Aksel Buholm

APPROVAL OF MINUTES

- Minutes of June 2, 2022, Regular Council Meeting

MOTION: Aksel Buholm moved and Chris Napoli seconded the motion to approve the June 2, 2022, council meeting minutes.

VOTING Yea: Council Member Napoli, Council Member Armstrong, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Buholm

APPROVAL OF CONSENT AGENDA

- Adopt **Resolution 2022-20**; A Resolution of the Dillingham City Council Commending Jean Barrett For His Years of Service To The City of Dillingham

MOTION: to move Adoption of Resolution 2022-20 to item 6 under Ordinance and Resolutions, made by Aksel Buholm.

There were no objections.

APPROVAL OF AGENDA

MOTION to approve the amended agenda made by Aksel Buholm, seconded by Kaleb Westfall.

VOTING Yea: Council Member Napoli, Council Member Armstrong, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Buholm

STAFF REPORTS

- Legislative Report - Representative Bryce Edgmon
 - Session ended 18th of May.
 - Oil prices have gone up significantly. Increased revenue for State, PFD approved at \$3,200.
 - School and DOC have increased funding. Community Assistance is fully funded.

- School Bond Debt Reimbursement will be funded at 100% this year. Legislature approved back funding for three years, this item has not yet been approved by the Governor.
 - A state Federal Infrastructure office is being set up to administer the Federal Infrastructure Act funds. Blue Book, cliff notes for programs and agencies regarding funding.
 - A Capital Budget is in this years budget and will be used for deferred maintenance and school construction maintenance.
 - PCE hours have been increased to 750 kwh.
 - Broadband office and advisory board have been established. Getting high speed, reliable broadband should not be deterred by money.
 - Recommended to invite the DOT Director and/or the Infrastructure Coordinator from the Dunleavy Administration to address funding and inflation.
4. City Manager Report
- Attended the Pebble Mine workshop and EPA hearing.
 - Visited with the Tribal Council.
 - Metal section at the landfill is still smoldering. The metal pile is under observation. There is no timeline on when it this section will reopen. DEC and the Insurance Company have been notified.
 - Wildfire is approximately 9 miles away. Masks are available at the city, tribal council building and the hospital. The state is working on suppression.
 - City property project; process to clarify records and identify ownership, and determine valuation continues. Planning Director thanked for work done to date.

PUBLIC HEARINGS

5. Ordinance 2022-05; An Ordinance of the Dillingham City Council Adopting the Budget Appropriating Funds for the FY2023 City of Dillingham Budget

There were no comments.

CITIZEN'S COMMENTS (Prior Notice or Agenda Items)

There were no comments.

ORDINANCES AND RESOLUTIONS

6. Adopt **Resolution 2022-20**; A Resolution of the Dillingham City Council Commending Jean Barrett For His Years of Service To The City of Dillingham
- MOTION: to adopt Resolution 2022-20 made by Aksel Buholm, seconded by Kaleb Westfall.
- VOTING Yea: Council Member Napoli, Council Member Armstrong, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Buholm
- Jean Barrett was presented with a plaque to commemorate his time with the city.
- Stated float arms need to be replaced to keep the harbor viable.
 - Noted the importance of the harbor to the community.
7. Adopt **Ordinance 2022-05**; An Ordinance of the Dillingham City Council Adopting the Budget Appropriating Funds for the FY2023 City of Dillingham Budget
- MOTION: to adopt Ordinance 2022-05 made by Aksel Buholm, seconded by Perry Abrams.
- VOTING Yea: Council Member Napoli, Council Member Armstrong, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Buholm

8. Adopt **Resolution 2022-21**; A Resolution Of The Dillingham City Council Authorizing The City Manager To Approve A Collective Bargaining Agreement Between The City Of Dillingham And Public Employees Local 71

MOTION: to adopt Resolution 2022-21 made by Aksel Buholm, seconded by Kaleb Westfall.

- Agreement went to staff on Monday. They unanimously approved the CBA.

VOTING Yea: Council Member Napoli, Council Member Armstrong, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Buholm

9. Adopt **Resolution 2022-22**; A Resolution Of The Dillingham City Council Authorizing The City Manager To Approve A Collective Bargaining Agreement Between The City Of Dillingham And The Public Safety Employee Association

MOTION: to adopt Resolution 2022-22 made by Aksel Buholm, seconded by Kaleb Westfall.

- Final negotiation meeting completed. CBA to be updated with changes and will go to staff for their vote.

VOTING Yea: Council Member Napoli, Council Member Armstrong, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Buholm

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

CITIZEN'S DISCUSSION (Open to the Public)

There were no comments.

COUNCIL COMMENTS

Curt Armstrong:

- Noted we are on spring break.

Chris Napoli:

- Noted the plaque for Port Director Jean Barrett, mentioned it meant a lot to him.
- Stated the FY23 budget process went very smooth this year.
- Mentioned the increased funding from the State, and the positive impact to our budget.

Perry Abrams:

- Commented on the work done to get FY23 budget balanced.
- Recommended activating a committee to address issues being expressed in the community.

Kaleb Westfall:

- Encourage to see the right sized budget for Dillingham.
- Noted moving in the right direction for city employees.
- Commented on how invested local businesses were, specifically noted the response to the recent fire at the landfill. Businesses thanked for their contribution to the community.

Aksel Buholm:

- Noted Jean Barrett's contribution to the city.
- Mentioned the Fire Departments efforts regarding the recent landfill fire.
- Stressed the need to be safe when fishing.

MAYOR’S COMMENTS

- Noted strategic planning initiated an outreach plan. Consider partnerships, stake holders, etc., and holding reception type events.
- Public information campaign to include council and staff, stepping up information on social media, the city webpage and regular conversation on the radio. Relay the forward-looking approach being taken by council and the city.
- Stated the Public Outreach Committee can be reactivated.
- Attended the town meeting UTBB regarding Pebble Mine. City stance has not changed.
- Thanked Jean for his time, effort, and commitment.
- Noted efforts made to fill in gaps at the city; harbor, dock, public works, and public safety.
- Appreciated all those who stepped up to help with the landfill fire.
- Wished all a safe summer, and good fishing.

ADJOURNMENT

Mayor Ruby adjourned the meeting at 8:28 p.m.

Mayor Alice Ruby

[SEAL]

ATTEST:

Lori Goodell, City Clerk

Approval Date: _____

City Manager and Staff Reports



MEMORANDUM

DATE: 07/27/2022
TO: Robert Mawson, City Manager
FROM: Kelsa Brandenburg, Executive Assistant/HR
SUBJECT: August Department Staff Report

STAFF REPORT

New Employees:

Alysa Olson – Accounting Technician I
Kelli Wallona – Harbor Assistant
Timothy Allison – Rotational Police Officer
Rodger Goddard – Rotational Police Officer
James Elmore – Fire Department Laborer (Temporary)
Kyrie Singson, Jade Nguyen, Elizabeth Palmer, Brandie Olson, Nathaniel O’Lena – Seasonal EMTs (Temporary)
Eli Livermont, Bradley Wilson, Cara Tilden, Zoe Tilden, Hugh Reynolds, Raelin Roque, Ashlyn Lopez – Community Clean Up Crew (Temporary)
Megan Green – Records Management, Planning Department (Temporary)
Jamal Romie – BBEDC Summer Intern, Library Aide
Cheyenne Roehl – BBEDC Summer Intern, Senior Center Assistant
Kaylee Lopez – BBEDC Summer Intern, Ambulance Driver

Resignations / Terminations / Layoffs:

Kaylee Brockman – Harbor Assistant
Alysa Olson – Accounting Technician I
Katie Lutz – Rotational Police Officer
Daniel Gonzalez-Fawcett – Rotational Police Officer
Paul Schneringer – Corrections Officer
Kathy Yukluk-Solis – Dispatcher II
Bradley Wilson, Cara Tilden, and Hugh Reynolds – Community Clean Up Crew
Elizabeth Palmer – Seasonal EMT

Transfers:

CJ Roque – Acting Harbor Master/Heavy Equipment Operator
Aquila Kapotak – Police Officer/Corrections Sergeant
Rodger Goddard – Rotational Police Officer to Police Sergeant

Positions being advertised for:

Corrections Officer
Police Officer
Heavy Equipment Operator
Fleet Mechanic
Buildings & Grounds Foreman
Buildings & Grounds Assistant
Dock Yard Assistant/Heavy Equipment Operator
Water/Wastewater Operator I
Accounting Tech I – Cashier
Executive Assistant/HR
Fire Department Office Assistant



MEMORANDUM

DATE: August 4, 2022
TO: Robert Mawson, City Manager
FROM: Lori Goodell, City Clerk
SUBJECT: Department Report

STAFF REPORT

2022 Elections:

The 2022 election cycle consists of three elections.

- August 16 Primary Election Day
- October 4 Local Municipal Regular Election Day
- November 8 General Election Day

The Primary and General Elections are run by the State of Alaska. The City of Dillingham offers the council chambers as the polling place for the community. In person absentee voting begins 15 days prior to each election. For the state elections absentee voting will be available 10:30 a.m. – 2:30 p.m. in the council chambers. Absentee voting for the local election will be available during regular business hours in the clerk's office. If not already registered, voters can submit the paperwork to be registered on the State of Alaska Division of Elections website <https://voterregistration.alaska.gov/> or can fill out the form in my office. To vote in any election a voter must be registered thirty days prior to the election.

Local Election Update:

I have sent letters to the incumbents whose seat expire will expire this year. The first ad for the October 4th election will be in the August 4 Bristol Bay Times. This ad is for notice of elected offices to be filled. I am currently working with Dominion Voting to verify the new optical scanning unit will be ready for the October election.

Municipal Code Updates:

The Mayor mentioned in a recent meeting the Clerk would be looking at code to see what might need to be updated. To that end I have requested all departments look at code specific to their responsibilities and submit any requests for updating code. Below is the list to date:

- DMC 9.38 Disorderly Conduct. Request to make it more in line with AS 11.61.101 and include section for drinking and public intoxication.
- Harbor, "dry" when tied up to floats, and in the park.
- Harbor, parking with fees and fines.
- DMC 17.29. Street Naming. Naming of private drive with three or more residents.

Assessment of code for recommended updates will be ongoing.

Training:

I attended the Northwest Clerks Institute Professional Development IV training in June. This training covered Client Connection, Leadership Focus, Maintaining Professional Composure, and Keys to Resilience. It was an amazing week, networking with clerks from several states, enhancing learned skills, and cultivating a culture of self-care. This training can be used toward acquiring the MMC designation.

Dillingham Fire Department:

The evening of August 2nd, the Dillingham Fire Department responded to two back-to-back house fires. In the capacity of Acting City Manager I watched the City Fire Department personnel and Volunteer Fire Fighters work tirelessly to extinguish the fires. It was impressive to observe so many entities working collaboratively to achieve the best result possible, while keeping safety a priority. I noted the following working hard to keep the community safe; Dillingham Fire Department, Dillingham Volunteer Fire Department and Rescue Squad, Department of Public Safety, Nushagak Cooperative, State of Alaska Department of Transportation and Public Facilities, and the Department of Public Works. I have a better understanding of what it takes to battle a fire, and an enormous amount of respect for all those involved in this service.

CITY CLERK STRATEGIC PLAN PROJECTS:**Records Management:**

The State of Alaska Archivist still has not submitted an audit report based on their April 18 – 22 visit to Dillingham. I have begun to talk with departments regarding updating the retention schedule specific to their department. Refining the schedule to make it more applicable to the municipal needs should aid in retention and destruction. When all department schedules have been updated an attorney review will take place. After the attorney review a resolution will be sent to council to adopt the new schedule.

STANDING ITEM(S):

Liquor & Marijuana License Renewals/Transfers/New Licenses. There are currently no licenses for review.

Commission/Board Seats Vacant.

- Wood Tikchik State Park Management Council, recommendation to the Governor's office.
- Senior Advisory Commission, five seats.
- Port Advisory Committee, three seats.
- Planning Commission, one seat.

Certificate of Completion

This is to certify that

Lori Goodell

City of Dillingham

Has successfully completed

Northwest Clerks Institute, Professional Development Four

Conducted by

Washington State University, Date

(24 MMC Hours)

Joann Tilton

June 16, 2022

Joann Tilton, Northwest Clerks Institute Director

Date





MEMORANDUM

DATE: August 4, 2022
TO: City Manager
FROM: Anita Fuller, Finance Director
SUBJECT: Finance Department Staff Report

STAFF REPORT

Statistics: June as of 8/4/2022

Payroll run: 2

Cash Receipts: \$778,811.64

All Payments: \$598,549.53 (includes \$177,206.42 for payroll)

Statistics: July as of 8/4/2022

Payroll run: 3

Cash Receipts: \$1,903,529.62

All Payments: \$747,929.28 (includes \$334,629.49 for payroll)

Important deadlines:

15th of each month utility payments due; last day of month utility bills created and sent

11/1/22 First half of property taxes due

12/1/22 Second half of property taxes due

Audit

- FY21 Audit final response turned in and pending review.
- FY22 Audit scheduled week of October 24, 22 and December 5, 2022

Staffing changes

- Account Tech I – Cashier position open (temporarily filled from 6/22/22-7/8/2022)
Filled by Basil Tilden starting 08/08/2022
- Two staff were out for extended absences due to illness
- Call In Support – Cameron Malstrom has been helping remotely and will be in Dillingham for 5 weeks starting 07/25/2022.

Grant Reporting

- IMLS quarterly report.
- ANTHC quarterly report
- Curyung Ice Machine Pass through quarterly report.

Collections

- Signed 1 promissory notes for real property and utility balances.
- Foreclosure listing for 2018 Action have passed the period of redemption (4 properties at \$21,309). Litigation report requested in March.
- Foreclosure listing for 2019 Action have passed the period of redemption (5 properties at \$8,256). Litigation report requested in March.
- Foreclosure list for potential 2022 Action 33 properties at \$89,606.

Budget

- FY23 Budget approved and implemented
- Notice received from State of Alaska that the FY21 Bond Reimbursement will be made for a potential income of at least \$740,000
- SOA sent payment for FY17 bond reimbursement of \$174,184 and FY20 Bond reimbursement of \$382,404 on 07/22/2022.

Revenue and Expense review March 2022 –

Subject to Finance and Budget Committee approval

Other Departmental Concerns

- Completed US Census Bureau report for payroll
- Completed Alaska Department of Labor and Workforce Development for payroll
- Fiscal Year End as of 06/30/2022
- Implemented new salary schedule for all employees as of 07/01/2022
- Mailed out property tax invoices 07/08/2022
- Upgraded AccuFund Finance software 07/22/2022
- Organized storage closet
Thank you to the fire department and summer cleanup crew for assistance
- Remodeling of the break room – sink is installed and cabinet installed

Safety Committee

- Conducted 1st meeting of the fiscal year
 - Defined objectives
-



MEMORANDUM

DATE: 07/27/2022
TO: Robert J Mawson
FROM: Scott Runzo FDC
SUBJECT: June/July Monthly Report

STAFF REPORT

- **Rescue and fire calls**
- **46 EMS calls**
- **2 Fire calls**

Fire/EMS activity:

- We have had 3 seasonal EMTs (Emergency Medical Technician) from out of town and one local EMT working until the middle of September. They started about the second week in June. We also have had 1 temporary fill in.
- We also have one full-time driver that is being funded by BBEDC. This position ends at the end of September.
- We are now fully moved into the Harbor office. This has worked out very well with location and facilities.
- The new 911 system should begin the installation process towards the middle to end of August.
- The new Scott refill system should also be installed by the end of August.
- The landfill fire challenged our resources and workforce, but over-all it was encouraging to see the Fire department volunteers and the community work so well together.
- The landfill fire brought to our attention that soon we need to invest in a small attack pumper to replace the old unit at the downtown station. There are units out there that could fit our needs.
- After the landfill fire Eng 1 our attack pumper broke down and is out of service. Have not got a timeframe yet on when it will be back in service.
- We are scheduled to have an EMT-1 training starting this Fall.
- Four individuals from the department will be attending the Rural Firefighting training hosted by the State Fire Office at the beginning of August.
- The fire department will be having an open house sometime in September to try to recruit new people



MEMORANDUM

DATE: July 26, 2022
TO: Robert Mawson, City Manager
FROM: Sonja Marx, Librarian
SUBJECT: Department Report

STAFF REPORT

We have had good attendance for our Summer Reading Program that started June 24th. It is nice to finally have this annual event held within the library, in-person, once again. This year we incorporated some different themes for the event. The State library's program is "Read Beyond the Beaten Path." We are the first library in Alaska to use checkerslibrarytv.com for our Summer Reading Program event, "Off Road Adventures". The children watch a different downloadable video each week which includes adventures with Snoozer & Checkers while reading books, along with a "how to" craft project to work on in the library, and activity sheets to take home. The library provides a snack for the participants along with prizes for the children's participation during the week as they log how many books and/or minutes they have read. It has been rewarding seeing them return each week with their progress reports.

Starting July 15th, we were pleased to have Sarah Bailey join us on Friday mornings from the DCSD. She has been hired through the LINKED grant to help us with the SRP event for the younger ages at the library to promote literacy this summer. She is also at the library Monday through Thursday from 12 noon to 2 pm to provide tutoring for any students over the summer. Having her here has allowed me to start the Fork Farms Hydroponic Growing System with the older children in the museum area. This is a unit that was purchased with funding from the state through the Interlibrary Cooperation Grant that we applied for and were awarded. Soon we will be harvesting our first crop of different lettuces and basil sometime in August. The system came with curriculum for K-12. We plan to continue this project as the new school year begins, inviting those interested to participate in this STEM learning experience.

Through the BBEDC Summer Youth Internship program, we were able to hire Jamal Romie to work at the library this summer as a Library Aide/Clerk. He jumped right into the job and has been doing great! We also advertised for a Seasonal Library Assistant; however, no one has applied for the position.

I was able to attend my first in-person library conference training opportunity since the pandemic shut down participation at such events. IMLS grant funds were used for this continuing education event that was held in Anchorage in July called "Designing for the Future – the Post Pandemic Library Workshop".

This was the description of the training event I was able to attend for the library:

“The past couple of years have been challenging to say the least. The COVID pandemic, economic insecurity, increased political polarization and social unrest have severely tested our country and affected how members of the public interact with one another. **Designing for the Future** is an interactive workshop that will guide participants on how social and behavioral changes from the pandemic will affect the future design and operation of libraries and other public institutions. The Alaska State Library has partnered with NYU professor and space planning expert [David Vinjamuri](#) to offer Designing for the Future workshops in Anchorage, Juneau and Fairbanks. During the workshop participants will examine seven fundamental issues related to library space planning and design.

- A return to territoriality
- The concierge is here...forever
- The adaptable library
- The library a municipal point of service
- The library as community & civic hub
- Delivering services outside of the library
- The engaged staff”

And finally, for this Department Report that covers the two months of June & July, I’m happy to say our annual Friends of the Library Book Sale at the Old Territorial Building is happening once again, thanks to the youth who have been hired this summer to work on projects throughout the city. Currently, the book sale is Monday, Wednesday & Friday from 11 am to 2 pm until August 12th, 2022. Donations are received for the books. We were unable to hold this event for the past two summers due to Covid-19.

Library Stats report May 23rd - July 24th, 2022:

**Patron Visits: 1,133 Computer Use: 154 *Wireless Use: 997 Story Hour: 71
Other Visits (including SRP): 107 Museum Use: 179 Movies Shown: 0
AWE Station Use: 9 Volunteer Hours Logged: 11**

Next Library Advisory Board meeting to be scheduled; two open seats need to be filled.

The Friends of the Library Board is now complete and operational after the pandemic.

The Library will be closed Monday, September 5th, 2022 for Labor Day.

***The WiFi usage report was offline for most of July; there was much more usage than reported.**



MEMORANDUM

DATE: August 1, 2022
TO: Robert Mawson, City Manager
FROM: Patty Buholm, Planning Director
SUBJECT: August 2022 Monthly Report

STAFF REPORT

Planning Commission

The last Planning Commission meeting was held on June 8, 2022. The Planning Commission has 1 vacant seat, Seat F (term ends December 2022). Active recruitment has been occurring by posting flyers in public places, City social media account, and the City Website. The next Planning Commission meeting is scheduled for Wednesday August 24, 2022 and a Planning Commission Workshop is scheduled for August 25, 2022.

Permitting

Land Use Permits:

I have processed five (5) Land Use Permits, with 5 pending.

Harbor Lot Leases:

Alaska Appraisal and Consulting Group is still working to complete the Harbor land appraisal report. This is a requirement per resolution of the Council to be completed every 3 years for Lease Lots.

Encroachment Permits: Receive and processed one (1) Short Term Encroachment Permit. An easement will need to be approved through the Planning Commission and then Council approval. This is to address the land use for the supplemental heat project that Nushagak Cooperative is working on (Dillingham Municipal Code 5.30.100).

Burial Registry/Burial Permits: The burial permit form and burial registry form have been created. They have been posted on the City Website and are available to the public.

Cemeteries: The Planning Department is still in the process of finding the deed to the City Cemetery lands that were gift deeded by ANCSA 14 (c.) land transfers to Municipalities. I have had close communication with Choggiung Limited, LLC. Land Manager during this process.

Preliminary Plat Applications: None received

Requests for Proposal (RFP/ITB)

The Aerated Lagoon Facility Improvements Project (RFP 2022- 02) closed on 4/28/2022, with no bids submitted. No other movement on this RFP. This grant funding will close on 8/23/22.

Meetings/Trainings

Attended weekly Department Head Meetings and the July all staff training/meeting. I attended the weekly meetings for the Downtown Streets Project through July 15th. Several meetings were conducted with the Mapping Company and the MARS program developers for address correction process and the E-911 (Enhanced 911 software) concerns. I meet with Alaska Native Tribal Health Consortium (ANTHC) during their visit to Dillingham to assess our infrastructures and how they could assist the City of Dillingham with water/wastewater, sewer lagoon, and the landfill grants and future funding. ANTHC will be completing a report based off their findings and have agreed to assist where they can. ANTHC does have grant writers, project engineers, and project managers available to assist the City for projects that have approved funding.

Projects:

The Downtown Streets project closed on July 15, 2022. A final project walk-through occurred on 7/29/2022 with no outstanding issues. The as-builts will be forwarded to the City of Dillingham within a months' time so the impacted change of infrastructure can be updated. Four (4) staff from the City of Dillingham, two (2) from the General Contractor JJC Enterprises, and Five (5) from the State of Alaska attended the walk through.

The Playground Equipment donated by the Bristol Bay Native Association (BBNA) Head Start Program is set to be completely installed by the first part of August. The Planning Department has been assisting with coordination of permitting, trash pickup, and other items as needed. The Planning Department will participate Beaver Round Up Summertime Celebration with a table of informational flyers and open positions within the City of Dillingham and this is also the time of the opening for the new donated playground equipment located in the downtown park area next to the soccer field and basketball court.

General Communications:

- I have been working with AECOM Technical Services and Curyung Tribal Council to update the Hazard Mitigation Plan required by FEMA. This will be the first Multi-Jurisdictional Plan for Dillingham.
- I have been updating addresses throughout Dillingham. These updates include correction of address, requesting private roads be named that have 3 or more residential homes, identifying homes without addresses, and access to these homes. The addressing updates are being completed in coordination with the Enhanced 911 system that is scheduled to launch in Dillingham this fall.
- Some streets and access points have been identified as having the same name, or no names which is being actively worked on to correct.
- A general informational flyer was hand delivered to most local business on June 28, 2022, which consists of an introductory letter of myself and the importance of applying for a Land Use Permit (Dillingham Municipal Code 18.08.010).
- This same general informational flyer along with Address Posting was included in the Property Tax Invoices that Finance mailed out the beginning of July (Dillingham Municipal Code 17.30.050).
- The Planning Department has been working closely with the City Manager to complete a Resource Library/War Room in the 3rd floor conference room. This will consolidate information from multiple areas of the City into one location. The library is available for use and scheduled to be completed the second week in August.

-
- The Harbor Improvement meeting with Acting Harbor Master CJ Roque was extremely informative regarding planning for use of Harbor land. A broad plan was created to improve parking, food trucks logistics, and general land use while respecting the Harbors intent to service the needs of the fishing community.
 - A few contractors have inquired about the permitting process in preparation of the Nerka Road Improvement project. However, there is currently no new information about this project.
 - The Planning Department had a Temporary Worker, Megan Green, for the summer. The main goal was completion of the Resource Library/War Room. Megan has been extremely helpful in gathering documents from all departments for this library. Megan's last day will be on August 5, 2022 but has agreed to remain on as a call-in temporary worker for special projects. She has done an outstanding job of labeling and cataloging the available resources and information that is on-site. Thank you for all the detailed work!
 - The Planning Department assisted the Youth Group by providing an active list of needed projects to be completed as well as covering/supporting the Adult Lead.
 - The Planning Department assisted with the Book Sale that occurred at the Territorial School.
 - I have had several communications with Nushagak Cooperative for on-going projects. I have been unable to secure a certified electrician to complete the overhead power to the buried transforms around the dock area. This is a need so the power poles can be removed to increase the ground area for the Dock workers.
 - An updated MOA was signed with the City of Dillingham, BBNA Food Bank, and SeaShare for land use at the Boat Harbor for the refrigerated shipping container on 6/15/22. The electrical panel that was knocked over in the winter is still not operational as we do not have access to an electrician.
 - The Army Corp of Engineers came to Dillingham and inspected the Bulkhead near the Dock. No major deficiencies were noted and a report is forthcoming.
 - The Beach Bacteria Testing that was conducted by Alaska Water Laboratories LLC has concluded for the 2022 year but will resume again in the spring of 2023.
 - July was an extremely busy month with multiple items occurring simultaneously. It would be greatly beneficial to the Planning Department to hire temporary help again next summer as some items would have not completed without Megan's help.
-

Planning Department
PO Box 889
Dillingham, Alaska 99576

Office: 907-842-3785
Email: planner@dillinghamak.us



June 22, 2022

Hello,

My name is Patty Buholm, and I'd like to introduce myself as the new Planning Director for the City of Dillingham. I am looking forward to a positive working relationship with you and your business. Some of my duties include issuing Land Use Permits. These Permits are set through the Dillingham Municipal Code (DMC).

According to the DMC, different permits apply for different projects or events. The full Code can be found on the City of Dillingham website at www.dillinghamak.us. Please note that the Land Use Permits are necessary even if building on your private property.

Please note that obtaining a General Land Use Permit is as easy as filling out a short application (that can be found on our website) and paying a small processing fee.

Reasons for completing a Land Use Permit (Title 18.08.010):

- Promote orderly development
- Lesson congestion
- Enhance fire and safety and public order
- Protect public health and general welfare while preventing overcrowding
- Stimulate the systematic development of transportation systems, utilities, recreation and other public facilities
- Avoid a Work Stop Order or a monetary fine

Please note that Land Use Permits are not the only permits that you may need to complete your project. There are several permits and/or forms that could be applicable to your project, such as an encroachment permit, variance, or property forms.

Most permits can take 15 to 30 days to fully process. If you are unsure if your current or future project may need a permit, just ask the Planning Department.

I am available during regular business office hours 8am until 5pm, Monday through Friday. I am also available by email; planner@dillinghamak.us or my direct office phone at **907-842-3785**. I look forward to working with you building our future.

Sincerely,

Patty Buholm
Planning Director, City of Dillingham

Did you know that displaying your building's address is required in Dillingham?

Dillingham Municipal Code Chapter 17.30 ADDRESSING

17.30.050 Maintenance of Addresses

The property owner of a building with an assigned address is responsible for displaying and maintaining the assigned number in a conspicuous location which is clearly visible from the road which the address is assigned. The number should be placed on the building, and when the building is not visible from the road, the number should also be placed at the primary entry driveway.

Questions and Answers about Posting your Address

Question: Why am I being asked to post my physical address on my house?

The City of Dillingham would like you to post your physical address on your home, business building, or end of driveway (if the building or house address is not visible from the street):

- *First Responders, Police, Fire and Rescue Personal will have a shorter response time if an emergency were to occur at your business or home.*
- *Assists delivery of packages or special deliveries.*
- *It is a Dillingham Municipal Code requirement*

Question: What if I don't know my physical address or don't have one?

The City of Dillingham Planning Department can help find your address or assign a new one to you. The Planning Department can be called at 907-842-3785.

Question: How big of numbers should I use?

Although there is no set size for the numbers or letters, it is recommended to display 4 inch tall and a contrasting color to the building it is secured to. Reflective numbers are an added security that your address will not be missed!

Question: What if I live in an apartment, do I still have to have an apartment number?

Yes! If you live in an apartment, your front door should have an apartment number posted on or next to your main entry. The building should also have a clear address outside the main door to your building. If it does not have a clear visible address posted, please contact your landlord so they can arrange that to occur.

Question: What if I live on a road and there are multiple homes? Does each home need a different address, or can we all share the same address?

YES! Each home does need a separate address and a driveway name. Each home on the driveway should have its address posted on or next to the front door and is visible from the driveway.

Question: What if I don't want to post my address on my house or in the driveway?

Citations can be issued for non-compliance of this Municipal Code, which can be \$95.00 per day!

The City of Dillingham is requesting that ALL business buildings, rentals, residential homes, and apartment buildings, have a visible address posted. This is in coordination with the Enhanced 911 system roll out.



Burial Registry Form
City of Dillingham ▪ PO Box 889
Dillingham, AK 99576 ▪ (907)842-5211

For the death of _____
Who died at _____ Alaska, on the ____ day of _____, 20____

Notice of Internment given by:

Name _____
Address _____

Phone _____
Email _____
Relation to Deceased _____

Date of Burial _____
Cemetery Name _____
Location _____
Plot Number _____

City Official (Clerk, Planner, Manager) Date _____

The Burial Registry must be completed prior to any burial within city limits, unless completing a Burial Permit.

Please make the arrangements for burial with the cemetery and/or landowner. The City of Dillingham cannot grant permission for an individual to be buried on private/church land. Prior to the burial, it is recommended that you confirm the ownership of your chosen location if outside of a registered cemetery.

****This form serves as a record of burial.***

****This form is not required when an individual is buried within a city cemetery, however, a Burial Permit must be used in that instance.***



Burial Permit for City Cemeteries

City of Dillingham ▪ PO Box 889
Dillingham, AK 99576 ▪ (907)842-5211

For the death of _____

Who died at _____ Alaska, on the ____ day of _____, 20____

Notice of Internment given by:

Name _____

Address _____

Phone _____

Email _____

Relation to Deceased _____

Date of Burial _____

Cemetery Name _____

Location _____

Plot Number _____

City Official
(Clerk, Planner, Manager)

Date

The Burial Permit must be completed prior to any burial within city owned cemeteries.

The Burial Permit is not required when an individual is being buried within a private/church cemetery, however a Burial Registry Form must be used in that instance.

City Cemeteries:

“Kanakanak Cemetery” (open to burials)
Access through Olsonville Road
Dillingham, AK 99576

“Downtown Dillingham Cemetery” (closed to burials)
120 W. 1st Ave.
Dillingham, AK 99576

“Evergreen Cemetery” (open to burials)
Located off John Pearson Ln
Dillingham, AK 99576

2022 City of Dillingham and Curyung Tribal Council Multi-Jurisdictional Hazard Mitigation Plan

Our community is launching an effort known as the 2022 Multi-Jurisdictional Hazard Mitigation Plan. Over the next few months, we will work with a consultant to assess risks posed by natural disasters and develop strategies to protect life and property in Dillingham from future hazard events.

Hazards addressed in our plan include the following:

- **Climate Change**
- **Earthquake**
- **Erosion**
- **Flooding**
- **Permafrost Degradation**
- **Severe Weather**
- **Wildfire**
- **Volcano**

Once our plan is completed and approved by FEMA, our community will be eligible to apply for and receive certain types of nonemergency disaster assistance, including funding for mitigation projects identified in our plan.

To learn more about hazard mitigation planning, please visit: <https://www.fema.gov/emergency-managers/risk-management/hazard-mitigation-planning>

To learn more about our plan, please contact Jessica Evans at jessica.evans@aecom.com, Courtenay Carty at tribaladmin@curyung.com, or Patty Buholm at planner@dillinghamak.us. We will provide an update once a draft plan is developed.



Memorandum of Understanding

This Memorandum of Understanding (the Memorandum) is made on this June 15, 2022 by and between:
 City of Dillingham P.O. Box 889, Dillingham, Alaska 99576, hereinafter referred to as the City,
 and
 BBNA Food Bank, 1500 Kakanak Road, POBox 310, Dillingham AK 99576,
 And
 SeaShare, a 501c3 nonprofit, 600 Ericksen Av NE, Ste. 310, Bainbridge Island, WA 98110

Purpose

The purpose of this Memorandum is to provide the framework for achieving the various aims and objectives related to placing a freezer container at the harbor to store donated frozen food.

Obligations of the Partners

The Partners acknowledge that no contractual relationship is created between them by this Memorandum, but agree to work together in the true spirit of partnership to ensure that there is a united, visible and responsive leadership of the Project and to demonstrate financial, administrative and managerial commitment to the Project by means of the following individual services.

Cooperation

The activities and services include, but are not limited to:

The City agrees to host a 40 foot freezer van (provided by SeaShare) onsite, and allow access for the purpose of receiving, storing, and distributing frozen food donations. The City will work with local electrical supplier to connect adequate power for the unit.

BBNA food bank will be responsible for the 40 foot freezer unit. SeaShare has an established account with the local electrical supplier and pays for its share of electricity and upgrades needed to provide power at the location determined by the port. BBNA food bank and SeaShare will work with the City, and the local power supplier, to ensure that ongoing costs, and other responsibilities are maintained.

Liability

No liability will arise or be assumed between the Partners as a result of this Memorandum.

Dispute Resolution

In the event of a dispute between the Partners in the negotiation of the final binding contract relating to this Project, a dispute resolution group will convene consisting of the Chief Executives of each of the Partners together with one other person independent of the Partners appointed by the Chief Executives. The dispute resolution group may receive for consideration any information it thinks fit concerning the dispute. The Partners agree that a decision of the dispute resolution group will be final. In the event the dispute resolution group is unable to make a compromise and reach a final decision, it is understood that neither party is obligated to enter into any binding contract to complete the Project.

Term

The arrangements made by the Partners by this Memorandum shall remain in place from June 15, 2022 until June 20, 2023. The term can be extended only by agreement of all or the Partners.

Assignment

Neither party may assign or transfer the responsibilities or agreement made herein without the prior written consent of the non-assigning party, which approvals shall not be unreasonably withheld.

Amendment

This Memorandum may be amended or supplemented in writing, if the writing is signed by the party obligated under this Memorandum.

Understanding

It is mutually agreed upon and understood by and among the Partners of this Memorandum that:

- a. Each Partner will work together in a coordinated fashion for the continuation of the Project.
- b. In no way does this agreement restrict involved Partners from participating in similar agreements with other public or private agencies, organizations, and individuals.
- c. To the extent possible, each Partner will participate in the maintenance of the Project.
- d. Nothing in this memorandum shall obligate any Partner to the transfer of funds. Any endeavor involving reimbursement or contribution or funds between the Partners of this Memorandum will be handled in accordance with applicable laws, regulations, and procedures. Such endeavors will be outlined in separate agreements that shall be made in writing by representatives of the Partners involved and shall be independently authorized by appropriate statutory authority. This Memorandum does not provide such authority.
- e. This Memorandum is not intended to and does not create any right, benefit, or trust responsibility.
- f. This Memorandum will be effective upon the signature of both Partners.
- g. Any Partner may terminate its participation in this Memorandum by providing written notice to other Partner.

The following Partners support the goals and objectives of the freezer to store donated frozen food:

Signatories

This Agreement shall be signed on behalf of The City of Dillingham, BBNA Food Bank, and SeaShare. This Memorandum of Understanding is executed and agreed to by



 City of Dillingham

6/15/22

 Date



 BBNA Food Bank

6/15/22

 Date



 Jim Harmon, SeaShare

6/15/2022

 Date

Dillingham Area Beaches Bacteria Testing

Project Information

The Alaska Department of Environmental Conservation (DEC) has heard community concerns of potential bacteria water quality pollution from fishing vessel operation in Nushagak Bay, especially during the busy summer season.

When and where will the monitoring occur?

To address the community water quality concerns, DEC has partnered with Alaska Water Laboratories to collect water samples at three Dillingham area beaches during the summers of 2022 and 2023 before, during, and after the commercial fishing season. Waters samples will be collected by trained individuals and shipped to Alaska Water Laboratories for analysis. Results will be posted on DEC’s web page as soon as they are available.

Monitoring locations include Snag Point, Scandinavian Beach, and Kakanak Beach. These locations are areas of recreational use and where contact with water is more likely. Additionally, these locations were sampled previously approximately 12 years ago allowing for comparison. The study’s data will provide information on the water quality at these locations and assist in identifying potential sources of bacteria, if any. A final project report will be developed and shared with the community.



Proposed beaches for sampling during the summers of 2022 and 2023

What are Bacteria?

Water sampling is occurring to check for levels of Fecal Coliform and Enterococci bacteria. These bacteria occur naturally in the gut of all warm-blooded animals and are used as indicators of potential sewage pollution. Commonly documented health issues from swimming in or ingesting bacteria contaminated recreational waters include gastrointestinal illness, respiratory illnesses, skin rashes, and ear, eye, and wound infections.

Are fish safe to eat?

Yes, fish are safe to eat, however we recommend you rinse fish with clean water after they have been harvested from areas with elevated bacteria levels. Please follow safe food handling recommendations and cook seafood to a minimum internal temperature of 145 degrees Fahrenheit to destroy any bacteria. Note that freezing alone does not kill pathogens.

For Additional Project Information Contact:

Sarah Apsens
DEC Water
(907) 262-3411

sarah.apsens@alaska.gov

Laura Eldred
DEC Water
(907) 376-1855

laura.eldred@alaska.gov



DEC Water Program Website:
<https://dec.alaska.gov/water/water-quality/>





MEMORANDUM

DATE: 07/29/22
TO: City Manager
FROM: 06/01/22 to 07/30/22
SUBJECT: Police Department Report

STAFF REPORT

The Dillingham Police Department: -

-Patrol Division currently has 5 officers which includes 3 resident officers Myself (Sgt. Craig Maines), Officer Martin Gardiner and Officer Aquila Kapotak who is in training.

2 rotating officers which include Officer Judson Hack and Officer Rodger Goddard.

Officer Rodger Goddard was promoted to Sergeant and will be transitioning to a full time residential officer by December.

Patrol hired Officer Timothy Allison who had to resign due to a family emergency.

Officer Douglas Johnson was hired and will be starting on 08/08/22.

Officer Daniel Gonzalez-Fawcett resigned from the police department in the beginning of July.

Patrol is slowly seeing applications come in.

Corrections Dept.

Currently has 2 Corrections Officers. DOC shut the jail down due to reports of the jail not being fully manned.

Dispatch.

Dispatch currently has one open position. Kathy Yukluk-Solis resigned.

The Patrol Dept. is hoping to see more applicants over the next couple of weeks to try and fill the empty police positions.

Ideally the Patrol Dept. needs to grow in force. An ideal number for patrol would be 15 officers which would include 1 Chief, 2 Sergeants, 6 Resident Officers and 6 rotational officers. A 15 man department would allow better 24_7 coverage for the City of Dillingham as well as better Officer Safety. This would also allow us to hopefully have more officers in Dillingham. Police Departments across the nation all suffer from open positions. Stats show police departments always have about 25% of their positions

City of Dillingham

Page 1 of 2

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.

open. 25% of the positions are always having officers coming and going. For smaller departments this means less officers will be available. Dillingham has been an 8 man police force for over 30 years. Since I've worked for the police department I've seen 2 to 3 positions always open on average. The 25% rule. If we had a higher man power more positons we would hopefully have more available officers.

Sgt. Craig Maines

Standing Committee Reports



FINANCE AND BUDGET COMMITTEE

Thursday, May 26, 2022 at 5:30 PM

MINUTES

CALL TO ORDER

The Finance and Budget Committee met on Monday, May 26, 2022, in the City Council Chambers, Dillingham, AK, and via Zoom video conference call. Curt Armstrong called the meeting to order at 5:31 p.m.

ROLL CALL

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

- | | |
|--------------|----------------|
| Alice Ruby | Robert Mawson |
| Anita Fuller | Curt Armstrong |

Committee members excused:

- | | |
|--------------|--------------|
| Perry Abrams | Aksel Buholm |
|--------------|--------------|

APPROVAL OF MINUTES

- Minutes of April 18, 2022, Finance & Budget Committee Meeting

MOTION: Alice Ruby moved and Anita Fuller seconded the motion to approve the minutes of April 18, 2022.

VOTING: the motion passed by unanimous consent.

APPROVAL OF AGENDA

MOTION: Anita Fuller moved and Alice Ruby seconded the motion to approve the agenda.

VOTING: the motion passed by unanimous consent.

STAFF REPORTS

- Revenue & Expense report reviewed. Overall budget is performing at normal levels.
- Denied City Services List has been published.
- Investment representatives have been contacted for review of investment accounts.

COMMITTEE BUSINESS

- FY23 Budget

- Department budgets are near completion. Salaries include a 10% increase.
- Equipment and capital projects are still being finalized.
- Hysters need major maintenance.
- Landfill incinerator still needs water source.
- Inflation costs have been factored in at 20%.
- Narratives will be combined with budget schedules.
- Annual averages historically come in under budget.
- Clarification for equipment repair / replacement schedule requested.
- Expressed appreciated for addressing the ambulance fund.

- Research percentage council stipulated as contribution for the Jail Contract. A statement was adopted by council years ago. State continues to increase expectation on services city provides. Also, City took a position on limitation of number at facility. Evaluation may be needed if contribution exceeds contract.
- Revisit DMV Contract. Is it still practical, DMV is a state responsibility?
- Fee schedule / services to be evaluated.
- Working towards presenting budget from a strategic perspective.
- Tie City Assessment to budget process, show how strategically we are addressing concerns.

Council Member Buholm arrived at 6:23 p.m.

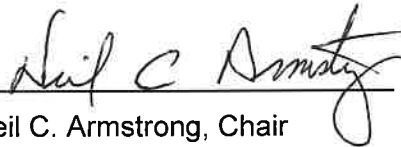
- Next Finance & Budget Committee meeting will be held Tuesday, May 31, 2022, 4:00 p.m.

PUBLIC/COMMITTEE COMMENT(S)

There were no comments.


ADJOURNMENT

The meeting adjourned at 6:29 p.m.



 Neil C. Armstrong, Chair

ATTEST:



Lori Goodell, City Clerk

Approved: May 31, 2022



Council Meeting – Regular

Meeting Date:

Introduced, August 11, 2022

Public Hearing Scheduled, September 1, 2022

Submitted By: City Attorney

Information

TITLE

Ordinance 2022-06; An Ordinance of the Dillingham City Council Adopting a False Claims Act

RECOMMENDED ACTION

I move to introduce Ordinance 2022-06.

SUMMARY OF ISSUE

The ordinance authorizes certain investigative tools and lawsuits by the city to recover double or trebled damages and fines from persons and business who knowingly make or maintain false claims for payment from the city. Most such claims would be the basis for a lawsuit without the ordinance, but the investigative tools, additional damages and fines, and specific definitions make such suits much more viable. More important, and the true goal, is to *deter* false claims before they're made. Having a false claims ordinance provides stronger deterrence than the possibility of a lawsuit based on (somewhat nebulous) common law.

CODE ORDINANCE

Requested by: City Council
Introduced: August 11, 2022
Public Hearing: September 1, 2022
Adopted:

CITY OF DILLINGHAM, ALASKA

ORDINANCE NO. 2022-06

AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL ADOPTING A FALSE CLAIMS ACT

WHEREAS, the Dillingham Municipal Code contains no general prohibition on defrauding or submitting false claims to the City of Dillingham;

WHEREAS, the City of Dillingham should have a system to more effectively combat and prevent fraud and false claims against it;

BE IT ENACTED BY THE COUNCIL OF THE CITY OF DILLINGHAM:

Section 1. Code Ordinance. This is a code ordinance.

Section 2. Amendment of Title 1 Title 1 of the Dillingham Municipal Code is hereby amended by adoption of a new Chapter 1.24, False Claims, to read as follows:

- 1.24.010 Definitions.
- 1.24.020 Liability for false claims and knowing failure to make required payments.
- 1.24.030 Civil actions.
- 1.24.040 Civil investigative tools.
- 1.24.050 Whistleblower protection.

1.24.010 Definitions.

A. The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

1. *"Claim"*

- a. Means any request or demand, whether under a contract or otherwise, for money or property that:
 - i. Is presented to an officer, employee or agent of the city; or
 - ii. Is made to a contractor, grantee, or other recipient, if the money or property is to be spent or used on the city's behalf or to advance a city program or interest, and if the city;
 - (A) Provides or has provided any portion of the money or property requested or demanded; or

- (B) Will reimburse such contractor, grantee, or other recipient for any portion of the money or property which is requested or demanded;
- b. Does not include requests or demands for money or property that the city has already paid to an individual as compensation for government employment or as an income subsidy with no restrictions on that individual's use of the money or property.
2. "*False claim*" means any claim which is, either in whole or part, false or fraudulent.
3. "*Knowing and knowingly*" has the meaning in AS 11.81.900(a) with respect to conduct or to a circumstance, and
- a. Means that a person, with respect to information:
- i. Has actual knowledge of the information;
- ii. Acts in deliberate ignorance of the truth or falsity of the information; or
- iii. Acts in reckless disregard of the truth or falsity of the information; and
- b. Requires no proof of specific intent to defraud; provided, however that acts occurring by mistake or as a result of mere negligence are not covered by this chapter.
4. "*Obligation*" means an established duty, whether or not fixed, arising from an express or implied contractual, grantor-grantee, or licensor-licensee relationship, from a fee-based or similar relationship, from statute or regulation, or from the retention of any overpayment.
5. "*Material*" means having a natural tendency to influence, or be capable of influencing the payment or receipt of money or property.

1.24.020 Liability for false claims and knowing failure to make required payments.

- A. *False claims and failure to make required payments penalized.* Subject to the provisions of subsection B. of this section, a person shall be liable to the city for a civil penalty of not less than \$2,000.00 and not more than \$10,000.00, plus three times the amount of all damages, including consequential damages, which the city sustains because of the act(s) of that person who:
1. Knowingly presents, causes to be presented, maintains, or causes to maintain, a false or fraudulent claim for payment or approval;
 2. Knowingly makes, uses, or causes to be made or used, a false record or statement material to a false or fraudulent claim;
 3. Has possession, custody, or control of property or money used, or to be used, by the city and knowingly delivers, or causes to be delivered, less than all of that money or property;
 4. Is authorized to make or deliver a document certifying receipt of property used, or to be used, by the city and, intending to defraud the city, makes or delivers the receipt without completely knowing that the information on the receipt is true;

5. Knowingly buys, or receives as a pledge of an obligation or debt, public property from an officer or employee of the city knowing that the officer or employee violates a provision of law when selling or pledging such property; for purposes of this subsection A.5., an "obligation" can be an obligation of any person and does not have to be an obligation of the person who knowingly makes, uses, or causes to be made or used, a false record or statement material to such obligation to pay or transmit money or property to the city;
 6. Knowingly makes, uses, or causes to be made or used, a false record or statement material to an obligation to pay or transmit money or property to the city; or
 7. Knowingly conceals or knowingly and improperly avoids or decreases an obligation to pay or transmit money or property to the city, or conspires to do the same; for purposes of this subsection A.7., an "obligation" can be an obligation of any person and does not have to be an obligation of the person who knowingly conceals or who knowingly and improperly avoids or decreases such obligation to pay or transmit money or property to the city; or
 8. Conspires to commit a violation of this subsection A.;
- B. *Reduction in damages for cooperation.* A court may assess not more than two times the amount of damages sustained because of the act of the person described in subsection A., if the court finds that:
1. The person committing the violation of this section had furnished all information known to such person about the violation, to those officials responsible for investigating false claims violations on behalf of the city, within 30 days after the date on which such person first obtained the information;
 2. Such person fully cooperated with any government investigation of such violation; and
 3. At the time such person furnished information about the violation, no criminal prosecution, civil action, or administrative action had commenced with respect to such violation, or the person did not have actual knowledge of the existence of an investigation into such violation.
- C. *Application of the damage multiplier.* The city's damages shall be trebled or doubled pursuant to this section before any subtractions are made for compensatory payments received by the city from any source, including but not limited to the defendant, or before any subtractions are otherwise made because of any offset or credit received by the city from any source, including but not limited to the defendant.
- D. *Exclusion of tax claims under \$10,000.00 and property tax claims.*
1. This section shall apply to claims, records, or statements made under Title 4 of this code or failure to remit taxes, only if the damages pleaded in such action exceed \$10,000.00.
 2. This section shall not apply to the failure to remit property taxes.

1.24.030 Civil actions.

The city attorney shall have the authority to investigate violations of section 1.24.020. If the city attorney believes that a person has violated or is violating such section, then the city attorney may bring a civil action against such person and may join such action or claims with other civil actions or claims. No action or claim may be filed pursuant to this section against the federal government, the state, or any officer or employee thereof acting in official capacity.

1.24.040 Civil investigative tools.

A. Whenever the city attorney has reason to believe that any person may be in possession, custody, or control of any documentary material or information relevant to a possible violation of section 1.24.020, the city attorney is authorized to investigate such violations by taking proof, making a determination of the relevant facts, and issuing civil investigative demands requiring such person:

1. To produce such documentary material for inspection and copying,
2. To answer in writing written interrogatories with respect to such documentary material or information,
3. To give oral testimony concerning such documentary material or information, or
4. To furnish any combination of such material, answers, or testimony.

Such authorization shall not abate or terminate by reason of any action or proceeding brought under this chapter by the city attorney.

B. *Protected material or information.* A civil investigative demand issued under subsection A. may not require the production of any documentary material, the submission of any answers to written interrogatories, or the giving of any oral testimony if such material, answers, or testimony would be protected from disclosure under:

1. The standards applicable to subpoenas or subpoenas duces tecum issued by a court of the State of Alaska to aid in a grand jury investigation; or
2. The standards applicable to discovery requests under the Alaska Rules of Civil Procedure, to the extent that the application of such standards to any such demand is appropriate and consistent with the provisions and purposes of this section.

C. *Failure to comply.* If a person directed to respond to a civil investigative demand under this section as part of an inquiry related to a violation of this chapter fails to obey the command of the civil investigative demand without reasonable cause, or if a person in attendance upon such inquiry shall without reasonable cause refuse to be sworn or to be examined or to answer a question or to produce a book or paper or data when ordered so to do by the officer conducting such inquiry, or if a person fails to perform any act required to be performed, the city attorney may institute civil contempt proceedings, move a court to compel compliance, or take any other action authorized by law.

1.24.050 Whistleblower protection.

- A. Any current or former employee, contractor, or agent of any private or public employer who is discharged, demoted, suspended, threatened, harassed or in any other manner discriminated against in the terms and conditions of employment, or otherwise harmed or penalized by an employer, or a prospective employer, because of lawful acts done by the employee, contractor, agent, or associated others in furtherance of an action brought under this chapter or other efforts to stop one or more violations of this chapter, shall be entitled to all relief necessary to make the employee, contractor or agent whole. Such relief shall include but not be limited to:
 - 1. An injunction to restrain continued discrimination;
 - 2. Hiring, contracting or reinstatement to the position such person would have had but for the discrimination or to an equivalent position;
 - 3. Reinstatement of full fringe benefits and seniority rights;
 - 4. Payment of two times back pay, plus interest; and
 - 5. Compensation for any special damages sustained as a result of the discrimination, including litigation costs and reasonable attorney fees.

- B. For purposes of this section, a "lawful act" shall include, but not be limited to, obtaining or transmitting to the city or a government agency documents, data, correspondence, electronic mail, or any other information, even though such act may violate a contract, employment term, or duty owed to the employer or contractor, so long as the possession and transmission of such documents are for the sole purpose of furthering efforts to stop one or more violations of this chapter. Nothing in this title shall be interpreted to prevent any law enforcement authority from bringing a civil or criminal action against any person for violating any provision of law.

- C. An employee, contractor or agent described in subsection A. may bring an action in the appropriate court for the relief provided in this section.

Section 3. Effective Date. This ordinance shall be effective upon adoption.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on September 1, 2022.

Alice Ruby, Mayor
City of Dillingham

ATTEST:

Lori Goodell, City Clerk



Council Meeting – Regular
Meeting Date: August 11, 2022
Submitted By: Administration Department

Information

TITLE

Resolution 2022-23; A Resolution Of The Dillingham City Council Supporting Curyung Tribal Council's Bbedc Arctic Tern Grant Application For Participation At The 2022 AFN Elders And Youth Conference

RECOMMENDED ACTION

I move to adopt Resolution 2022-23.

SUMMARY OF ISSUE

This resolution is a grant requirement, and supports Curyung Tribal Council application.

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2022-23

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL SUPPORTING CURYUNG TRIBAL COUNCIL’S BBEDC ARCTIC TERN GRANT APPLICATION FOR PARTICIPATION AT THE 2022 AFN ELDERS AND YOUTH CONFERENCE

Whereas, the City of Dillingham supports employment and educational activities for youth in the community; and

Whereas, the City of Dillingham supports participation in the 2022 AFN Elders and Youth Conference by youth from the community; and

Whereas, a grant from BBEDC under the Arctic Tern program will allow the Curyung Tribal Council to provide the activities described above;

NOW THEREFORE BE IT RESOLVED that this resolution supports the application for and receipt of a BBEDC Arctic Tern Grant and further supports Curyung Tribal Council youth program.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on August 11, 2022.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Lori Goodell, City Clerk



20 July 2022

Rachel Dawson, Program Director
National Fish and Wildlife Federation
1133 Fifteenth Street, NW, Suite 1000
Washington, DC 20005

RE: City of Dillingham Letter of Support for the BBNC Mapping Project and their Funding Request through the America the Beautiful Challenge Grant

Ms. Dawson and Members of the Application Review Committee,

As Mayor of the City of Dillingham, Alaska, I am writing to express our support for the Bristol Bay Native Corporation's (BBNC) National Wetlands Inventory Mapping Project for the Bristol Bay Region and their request for funding through the America the Beautiful Challenge Grant.

BBNC proposes to use the requested funding to complete the mapping project. Completion of this mapping project will allow BBNC to advance the permitting for many needed community infrastructure projects and improve their advocacy efforts throughout the Bristol Bay Region. Securing this funding will also allow BBNC to provide training and employment for as many local BBNC shareholders as possible.

As a regional hub-community, Dillingham is home to a number of Local, Tribal, State and Federal governments and agencies that are working together to protect the Bristol Bay Region and the residents, businesses and visitors who come to enjoy the beauty, recreational opportunities, and quality of life that this area of Alaska provides.

BBNC is a proven partner in these efforts and we are confident that they will carry out the responsibilities described in their application, as promised. The City of Dillingham will also do what we can to assist and supplement their efforts.

I look forward to your favorable consideration of the BBNC proposal and remain available to provide additional information or answer any questions you may have.

Respectfully,

Alice Ruby, Mayor
City of Dillingham, Alaska

2022 BBEDC Arctic Tern Program

Application

Instructions: Applicant shall use this page as a cover sheet for their application. The remainder of the application may be the following form or may be submitted as a simple narrative in whatever format is desired, provided it contains the information required.



Date 5/4/22

Name & Address of Entity Requesting Grant:

Curyung Tribal Council
P.O. Box 216
Dillingham, AK 99576

Specific Contact Person:

Name: Courtenay Carty
Title: Tribal Administrator
Address: P.O. Box 216
Dillingham, AK 99576

Phone Number: 907-842-2384
Fax Number: 907-842-4510
E-mail Address: tribaladmin@curyung.com

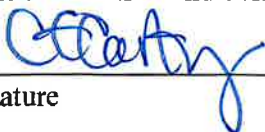
Project Title: DCSD AFN Elders and Youth Delegation

Total Amount Being Requested: \$6,000

Brief Description of Project:

Four MS/HS student delegates and one chaperone to attend the First Alaskans Elders and Youth Conference in ANC on 10/20 -10/22/22. Delegates will meet before and after travel to discuss issues and plan culturally relevant activities in the school.

Signature by an authorized official of the Recipient Organization below acknowledges the intent to operate according to the program purpose and guidelines and assures that all information contained in this application is true and correct.


Signature

21 June 2022
Date

Please note: Applicants in default in any BBEDC programs are no longer eligible to participate in additional BBEDC programs or services until fully compliant.

The following can be used to simply fill in the blanks after each question or the items can be addressed in a simple written narrative provided that all information is included. The preceding cover sheet should be included in any case.

Refer to Program Description and Guidelines for further information.

1. Project Title: DCSD AFN Elders and Youth Conference
2. Describe the number of youths that are expected to be employed or involved.
Approximately 10 DMS/DHS students will attend the conference.
3. Describe the work or activities that the youth are expected to accomplish.
Delegates will meet three times before the conference to discuss contemporary issues, will attend the entire conference, and will continue to meet after the conference to plan culturally relevant activities for the school.
4. Describe the timeline for the entire grant. If the grant includes multiple projects, include timelines for each project. For example, if one project involves employing youth and a second project includes travel, include a timeline for each of the projects.
Group will travel to Anchorage on 10/20/22 and return to Dillingham on 10/22/22. Group will meet before and after travel to the conference.
5. Describe anything that the youth are expected to submit (reports, presentations or other).
Youth are required to provide a report (written, video, written or multimedia) to the Dillingham Parent Advisory Committee.
6. Describe how the youth will be supervised and/or chaperoned. Include the name(s) of the supervisor(s) and/or chaperone(s).
Supervisor: Robyn Chaney, DCSD Federal Programs Coordinator
Chaperones: Norma Hiratsuka, and Brian Heyano
7. Provide a budget that is reasonably detailed.
Please see attached.
8. Attach a resolution from the applicant that includes the following statements:
 - a. The Recipient Organization acknowledges legal responsibility for assuring that all local, state and federal laws will be adhered to in any actions under this grant project.

- b. In accepting this grant, the Recipient agrees to indemnify, release, and hold BBEDC, its directors, officers, employees, contractors and agents, harmless from and against any disputes which might arise from activities and transactions performed or contemplated. This indemnity and release shall include costs and attorney's fees incurred by BBEDC in defending itself from any filed or threatened legal action related to this Grant or Agreement
9. Attach a resolution from other (city or tribal) government organization if appropriate that supports the application.

Narrative Description of Program Budget

(A narrative justification must accompany EACH request for a budget revision)

Section . Item 6.

Grant Recipient: DILLINGHAM CITY SCHOOL DISTRICT

Grant Number: _____

Grant Title: Curyung Tribal Council Artctic Tern **Revision Number:** _____ 00

Chart of Accounts Number	Account Title	Budget Amount	Narrative Description
<i>Required</i>		TOTAL	Please include a COMPLETE description of each line item. Budget revisions must include a justification for each change including the impact on the program originally approved.
310	CERTIFICATED SALARIES	-	
320	NON-CERTIFICATED SALARIES		
360	EMPLOYEE BENEFITS		
390	TRANSPORTATION COSTS		
410	PROFESSIONAL & TECHNICAL		
420	STAFF TRAVEL	500.00	Chaperone Travel
425	STUDENT TRAVEL	5,500.00	Student delgate travel to AFN EY Conference in Anchorage, AK. Includes: airfare, ground transportation, lodging, registration and per diem.
430	UTILITY SERVICES		
440	OTHER PURCHASED SERVICES		
450	SUPPLIES/MATERIALS/MEDIA		
490	OTHER EXPENSES (Dues & Fees)		
480	TUITION & STIPENDS		
510	Equipment		
540	Other Capital Outlay Expenses		

Copy and attach additional pages as needed.

Program Budget

Section . Item 6.

Grant Recipient: Dillingham City School District

Grant Number: _____

Grant Title: Curyung Tribal Council Arctic Tern

Revision Number: 0

UNIFORM CHART of ACCOUNTS		Account Title	Budget Amount		
			Initial/Current Budget	Revisions (+ or -)	Approved Budget
Required	Optional				
310		CERTIFICATED SALARIES	0.00	0.00	0.00
	314	Director/Coordinator/Manager		0.00	0.00
	315	Teacher	0.00	0.00	0.00
	316	Extra Duty Pay	0.00	0.00	0.00
	317	Certificated Substitutes	0.00	0.00	0.00
	318	Specialists	0.00	0.00	0.00
320		NON-CERTIFICATED SALARIES	0.00	0.00	0.00
	321	Director/Coordinator/Manager	0.00	0.00	0.00
	323	Aides	0.00	0.00	0.00
	324	Support Staff	0.00	0.00	0.00
	329	Substitutes/Temporaries	0.00	0.00	0.00
360		EMPLOYEE BENEFITS	0.00	0.00	0.00
	361	Insurance - Life & Health		0.00	0.00
	362	Unemployment Insurance		0.00	0.00
	363	Worker's Compensation		0.00	0.00
	364	FICA Contribution		0.00	0.00
	365	Retirement Contribution - TRS		0.00	0.00
	366	Retirement Contribution - PERS		0.00	0.00
390		TRANSPORTATION COSTS	0.00	0.00	0.00
410		PROFESSIONAL & TECHNICAL	0.00	0.00	0.00
420		STAFF TRAVEL	0.00	0.00	500.00
425		STUDENT TRAVEL	0.00	0.00	5,500.00
430		UTILITY SERVICES	0.00	0.00	0.00
440		OTHER PURCHASED SERVICES	0.00	0.00	0.00
450		SUPPLIES/MATERIALS/MEDIA	0.00	0.00	0.00
	451	Teaching Supplies	0.00	0.00	0.00
	454	Office Supplies	0.00	0.00	0.00
490		OTHER EXPENSES (Dues & Fees)	0.00	0.00	0.00
		UNALLOCATED** --->	0.00	0.00	0.00
Subtotal Direct Costs			0.00	0.00	6,000.00
Indirect Rate			0.00%	0.00%	0.00%
Indirect Amount			0.00	0.00	0.00
480		TUITION & STIPENDS	0.00	0.00	0.00
510		EQUIPMENT (no indirect charges)	0.00	0.00	0.00
540		OTHER CAPITAL OUTLAY EXPENSES	0.00	0.00	0.00
TOTAL			0.00	0.00	6,000.00

**** UNALLOCATED FUNDS MAY NOT BE ENCUMBERED OR SPENT. A BUDGET REVISION IS REQUIRED.**

A narrative explanation is required for ALL budget revisions.

APPROVAL _____

NAME & TITLE: _____

SIGNATURE _____

DATE _____

TELEPHONE NUMBER _____

Form #05-07-071

Rev 7/2009

Alaska Department of Education and Early Development

CURYUNG TRIBAL COUNCIL

RESOLUTION 2022-11

A Resolution Authorizing Curyung Tribal Council Staff to Submit an Application to the 2019 Arctic Tern Grant Program

WHEREAS, the Curyung Tribal Council (herein the “Curyung Tribe”) is a federally-recognized Indian Tribe listed in the Secretary of the Interior’s annual list of federally recognized Tribes issued in accordance with the Federally Recognized Indian Tribes List Act of 1994, Pub. L. No. 2022-01789, see 87 Fed. Reg. 4636, 4641 (Jan. 28, 2022), and

WHEREAS, the Curyung Tribal Council is the federally recognized Tribe for the community of Dillingham, Alaska; and

WHEREAS, the Curyung Tribal Council staff, in cooperation with the Dillingham City School District (DCSD) has prepared a project application to fund Dillingham City School District students to travel to Anchorage for the 2022 AFN Elders & Youth Conference; and

WHEREAS, the Curyung Tribal Council acknowledges legal responsibility for assuring that all local, state and federal laws will be adhered to in any actions under this grant project; and

WHEREAS, in accepting this grant, the Curyung Tribal Council agrees to indemnify, release, and hold BBEDC, its directors, officers, employees, contractors and agents, harmless from and against any disputes which might arise from activities and transactions performed or contemplated. This indemnity and release shall include costs and attorney’s fees incurred by BBEDC in defending itself from any filed or threatened legal action related to this Grant or Agreement.

NOW THEREFORE BE IT RESOLVED that Curyung Tribal Council hereby supports the 2022 Arctic Tern Grant application as prepared by staff for the travel and participation of DCSD students to the 2022 Alaska Federation of Natives Elders & Youth Conference in Fairbanks, Alaska in October 2022.

CERTIFICATION:

This resolution was duly considered and adopted at a meeting of the Curyung Tribal Council in Dillingham, Alaska on this 10th day of May, 2022, at which a quorum of Council members were in attendance.

ATTEST:



Jonathan “JJ” Larson, First Chief
Curyung Tribal Council

14 June 2022
Date

Attest:



Teresa Seybert, Third Chief
Date

Committee Letter of Interest

Fw: Wood Tikchik Park Management Consideration

Alice Ruby <alice.ruby@dillinghamak.us>

Thu 7/28/2022 5:01 PM

To: Lori Goodell <cityclerk@dillinghamak.us>

From: Dillon R. Bennett <dbennett@bbahc.org>**Sent:** Thursday, July 28, 2022 2:40 PM**To:** Alice Ruby <alice.ruby@dillinghamak.us>**Cc:** Mark Schwantes <mschwantes@hotmail.com>**Subject:** Wood Tikchik Park Management Consideration

Dear Mayor Ruby:

I first came to the park in 1997 and immediately fell in love with it and it's people. My father, two brothers, and I started taking canoe trips into the park every summer after the commercial fishing season and by 2009 we had found a piece of land to purchase and build a cabin on. That was the year I moved permanently to Dillingham. Since then I've spent years roaming, caretaking, big game guiding, fishing, berry picking, and hunting inside the park. The park is very much so a part of my everyday life and I would like to do more to protect it and it's visitors than picking up a piece of trash here and there. I'd like to be considered to be a part of the Wood-Tikchik Park State Management Council.

Thank You,

Mark Schwantes

PO Box 1387

Dillingham, AK 99576

1 (907) 843-1594

mschwantes@hotmail.com

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August 2, 2022

Honorable Mayor Alice Ruby
City of Dillingham

Re: Nomination to the Wood-Tikchik State Park Management Council

Mayor Ruby

I would like to be considered for appointment to the WTSP Management Council.

I am a 39 year resident of Dillingham. From 1984 to 2017, I served as the Fisheries Biologist for the U.S. Fish and Wildlife Service Togiak National Wildlife Refuge.

I have been an active visitor to the Park for all those years as a subsistence and sport hunter and fisher. My family currently owns property adjacent to the Park. We are interested in future Park management and development issues.

I believe that my experiences and knowledge of local and Park issues will be helpful in discussion of Park Management actions, and I am willing to volunteer my time.

Thank you for your consideration

Mark Lisac
P.O. Box 818
Dillingham, AK

2.06.070 Standing committees.

Standing committees of the city council will be code review, finance and budget, and public outreach. These committees will be advisory to the city council in their respective duties. Duties and composition for each committee will be as follows, and each chairperson or designee will report regularly to the city council at their regular meetings:

A. Code review committee will include but not limited to two city council members, mayor, city manager and city clerk. Their duties will be:

1. To review city ordinances as assigned;
2. To recommend revisions, and submit to council for action;
3. May recommend ordinances to be assigned;
4. To announce ordinances to be reviewed to the city council and public;
5. Work cooperatively and be supported administratively by the city clerk, and with the approval of the mayor, may request other administrative or legal advice or assistance when appropriate.

B. Finance and budget committee will include but not limited to two city council members, mayor, city manager, finance director or their designees. The goal of this committee will be to:

1. Guide the city of Dillingham toward long-term financial stability and promote fiscal responsibility;
2. Create and formulate fiscal policies, policy statements, and develop plans to achieve long-term goals for the city;
3. Complete tasks as assigned by the city council.

C. Public outreach committee will include but not limited to two city council members, and mayor. Their duties will be to:

1. Conduct informal meetings on neutral grounds to hear what the residents concerns are and to answer questions;
2. Partition areas in the community to deal with issues in that given area;
3. Meetings will be held between the months of September to May and are to be advertised publicly for maximum attendance;

4. Be responsible for meeting follow-up to those in attendance. (Ord. 04-02 § 1, 2004.)

Chapter 2.90 ADVISORY BOARDS AND COMMITTEES

Sections:

[2.90.010 Authority.](#)

[2.90.020 Appointments.](#)

[2.90.030 Attendance.](#)

[2.90.040 Removal—Vacancy.](#)

[2.90.050 Procedures.](#)

[2.90.060 Expiration.](#)

2.90.010 Authority.

A. The city council may establish advisory boards or committees of the council by resolution as the council may from time to time deem necessary. The resolution authorizing creation of an advisory board or committee shall specify its name purpose or charge, number of seats and such other matter as the council deems appropriate. The resolution may also specify a date certain for when the board or committee may expire. If the authorizing resolution does not specify, the board or committee shall expire in accordance with Section [2.90.060](#).

B. Except as otherwise provided, this chapter shall not apply to appointed commissions or other bodies established by separate ordinance. (Ord. 10-08 § 2 (part), 2010.)

2.90.020 Appointments.

A. A member of an advisory board or committee created under this chapter or a member of any appointed commission or committee established by other ordinance shall be nominated by the mayor and confirmed by the council. A member shall be a resident of the greater Dillingham area and be a registered voter with the state of Alaska. Members shall serve without compensation.

B. Unless provided elsewhere in the code, the presiding officer shall be nominated by the mayor and confirmed by the city council. (Ord. 10-08 § 2 (part), 2010.)

2.90.030 Attendance.

Members of advisory boards or committees established under this chapter shall be charged with the duty to attend all regularly scheduled meetings of the board or committee on which they sit. (Ord. 10-08 § 2 (part), 2010.)

2.90.040 Removal—Vacancy.

A member of the committee may be removed by a majority rule of the council, or by the mayor with

the approval of the council. A vacancy is filled in the same manner as the original appointment. A person appointed to fill a vacancy serves for the remainder of the unexpired term.

- A. A vacancy shall be declared when a member:
1. Fails to qualify and take office within thirty days after confirmation by the council; or
 2. Departs from the city with the intent to remain away for a period of ninety or more days; or
 3. Submits a written resignation that is accepted by the mayor; or
 4. Is physically or mentally unable to attend committee meetings for a period of more than ninety days; or
 5. Misses three or more consecutive regular meetings, unless excused by the committee.
- B. The chairperson of the committee shall be responsible for attendance records. (Ord. 10-08 § 2 (part), 2010.)

2.90.050 Procedures.

- A. Quorum. A majority of all members of a board or committee established under this chapter shall constitute a quorum, but a smaller number may recess from day to day. Every member shall vote on every question unless excused from voting by the presiding officer.
- B. If a member fails or refuses to vote, that member's vote shall be recorded as an affirmative vote on the question. In the case of a tie vote, the question or motion shall be declared defeated.
- C. The presiding officer shall ensure that written minutes of every meeting are kept and provide copies of the minutes to the city clerk. All meetings shall be conducted in accordance with Robert's Rules of Order.
- D. All regular meetings of the committee shall be held in a public place and conducted in accordance with public meetings laws of Alaska. However, this does not automatically ensure participation by nonmembers of the committee. (Ord. 10-08 § 2 (part), 2010.)

2.90.060 Expiration.

- A. Unless the council in its authorizing resolution provides otherwise, an advisory board or committee of the council established under this chapter shall expire as a matter of law six months from the effective date of its authorizing resolution without further action by the council.
- B. All advisory boards or committees of the council in existence as of the effective date of the ordinance repealing and reenacting this chapter are authorized to continue in their present state. (Ord. 10-08 § 2 (part), 2010.)

Purpose of Committee, Board, Commission

Code Review Committee – review city ordinances as assigned, and recommend revisions and ordinances to be presented to the Council

Finance & Budget Committee – guide the city toward long-term financial stability and promote fiscal responsibility, create and formulate fiscal policies, policy statements, and develop plans to achieve long-term goals for the city.

Friends of the Landfill – assist in projects at the landfill as determined appropriate by the Public Works Director. (Sunsets Jan. 31, 2024)

Library Advisory Board – advise the Council on policies and procedures established for library operation.

MOU Committee – recognize area of mutual concern and support, establish a framework for cooperative relations and promote government-to-government communication for the benefit of the community of Dillingham as a whole

Planning Commission – prepare and recommend a comprehensive plan and an annual update of the six-year capital improvement projects plan, suggest changes to the Dillingham Municipal Code in Title 18, Planning and Land Use regulation, and as the platting board act upon requests for variances and conditional uses.

Port Advisory Committee – review issues pertinent to the Port.

School Facility Committee – ensure proper maintenance of school district facilities.

Senior Advisory Commission – advise as to the city’s role and participation in the development and conduct of programs intended to help meet the needs of the elderly in the area, enhancing and enriching their golden years.

Committees/Committee Appointments

	Appointments 11/20	Appointments as of 2/22	Committee make-up and/or Comments
Council Member/Staff Committees			
Code Committee	Chris N-Chair, Greg, Aksel, Alice, Lori, Tod	Chris - Chair, Kaleb, Michael, Alice, Lori, Manager	Mayor, at least 1 Council Member, City Clerk, City Manager
Public Outreach Committee	Council as a whole		Mayor, at least 1 Council Member, City Manager
Finance Committee	Andy-Chair, Curt, Bill, Alice, Anita, Tod	Curt-Chair, Perry, Aksel, Alice, Anita, Manager	Mayor, at least 1 Council Member, City Manager, Finance Officer
Public Committees Advisory to the Council where Council member is appointed			
Port Committee (Mayor Chairs) - appointed by City Council as needed	Alice-Chair, Andy, addtl citizen appointees	Alice-Chair, Kaleb	Mayor, 1 Council Member, other citizens (Dan Dunaway, Robert Heyano, ?, ?)
Senior Advisory Committee - appointed by City Council as needed	None needed at this time	None needed at this time	other citizens
Parks and Rec Committee - appointed by City Council as needed	None needed at this time	None needed	Committee sunsetted
Cemetery Committee - appointed by City Council as needed	None needed at this time	None needed	Committee sunsetted
Marijuana Advisory Committee - appointed by City Council as needed	None needed at this time	None needed	Committee sunsetted
Territorial School Advisory Committee - appointed by City Council as needed	Andy-Chair, PW Director, Manager, Bill Rodawalt, Russell Nelson, David Nicholson	Delay	Inactive
Public Committees upon which the City/Council/Mayor sit/participate			
Alternative School Advisory Committee	None needed at this time	None needed at this time	Dissolved
Curyung Community Wellness Committee	None needed at this time	None needed at this time	Inactive - may have been discontinued
Delta Project/CANDU/other SAFE - city rep appointed by City Council as needed	None needed at this time	None needed at this time	1 City rep, other agency reps, other citizens
Marrulut Eniit Assisted Living (Grandma's House) - City rep appointed by City Council as needed	Chris Napoli	Chris Napoli	all consortium agencies appoint reps (1 City of Dlg), other citizens
Nushagak/Mulchatna Watershed Council - City rep appointed by City Council as needed	None needed at this time	None needed at this time	1 City rep, other organization reps, other community reps
Carlson House Committee -appointed by City Council as needed	None needed at this time	None needed at this time	1 City Council, other individuals that are arts, cultural education and/or preservation or historical education and/or preservation
Community/Cultural Center Committee (joint with Curyung)	None needed at this time	None needed at this time	Inactive
Harvey Samuelson Community/Cultural Center (joint with Curyung)	None needed at this time	None needed at this time	Inactive - involved agencies (BBNA, City, Curyung, BBHA, etc.)
Cooperative Agency Committees upon which City/Council/Mayor sit			
Facility Committee (School District & City) - appointed by City Council as needed	Alice-Chair, Chris Napoli, citizen rep being recruited	Alice-Chair, Chris Napoli, Erin Ohlson	Mayor, 1 Council member, City Manager, Public Works Director, School Board President, 1 School Board member, Superintendent, School Facilities Manager
MOU Committee (Curyung & City) - city reps appointed by City Council as needed	Alice, Andy	Alice, Curt	Mayor, Council Member, City Manager, Tribal Chief, Tribal Chief, Tribal Administrator
School Strategic Plan	None needed at this time	None needed at this time	If school extends invite
BBNA Economic Development Committee - appointed by BBNA as needed	Alice, Alternate-Manager/Planning Director	Alice, Alternate is Manager or Planning Director	Standing invitation from BBNA, community/organizational reps
Housing Working Group (cooperative with Curyung)	Same as MOU	Same as MOU	Mayor, Manager, Council Member, BBHA Manager, BBHA staff, Curyung Tribal Chief, Curyung Administrator
Others			
Wood Tikchik State Park Advisory Council - citizen appointed by Governor as needed	Paul Liedberg	Paul Liedberg	Council nominate 3 candidates as needed - appointed by Gov
Board of Equalization – council appointments are made prior to meeting of BOE		Alice-chair, Perry, Kaleb, Chris, Curt-Alternate	3 Council Members, Mayor
SWAMC Rep – that organization recognizes the Mayor unless other is appointed	same	same	dictated by SWAMC
AML rep - that organization recognizes the Mayor unless other is substituted	same	same	dictated by AML
SWAMC committees – council/citizen appointed by SWAMC Board as needed (sometimes nominated by Council)	None needed at this time	None needed at this time	dictated by SWAMC
Planning Commission - citizens appointed by City Council as needed	As needed	As needed	dictated by code
Library Board - citizens appointed by City Council as needed	As needed	As needed	dictated by code
BBEDC (Alternate Seat) - appointed by Council as needed	Curt Armstrong	Curt Armstrong	dictated by BBEDC
Pebble Fund Board - citizen nominated by Council as needed	As needed	As needed	nominated by City Council
Senior Advisory Committee - citizens appointed by City Council as needed	As needed	As needed	dictated by code
Dillingham Chamber of Commerce (City Liaison appointed by Council when invited by Chamber)	None needed at this time	None needed at this time	dictated by DCC
Historic Commission - appointed by City Council as needed	None needed at this time	None needed at this time	
Friends of the Landfill	Citizen Appointments as needed	Citizen Appointments as needed	dictated by code

2.18.070 Succession.
 Should the office of **mayor** become vacant or should the **mayor** be absent or unable to perform the duties of the office of **mayor**, the order of interim succession shall be determined as follows:
 A. The council member with the longest total period of tenure in office shall assume the office of **mayor pro tempore**.
 B. Should more than one councilmember have the same total period of tenure in office, that councilmember who received the largest plurality at the last election at which such council members were elected shall assume the office of **mayor pro tempore**. (Ord. 77-6 § 2 (part), 1977; Ord. 84-8, 1984; Ord. 86-8 § 1, 1986.)

Curt Armstrong, Mayor Pro Tempore	
Council Members	First Elected (consecutively)
Armstrong	12/14
Napoli	6/18
Buholm	10/20
Abrams	10/21
Westfall	10/21
Bennett	2/22

Informational items



July 29, 2022

Ryan Anderson, Commissioner
Alaska Department of Transportation & Public Facilities
P.O. Box 112500
3132 Channel Drive
Juneau, Ak 99811-2500

Dear Commissioner Anderson:

It has been an exciting year in Dillingham. This has been a great year for our fisheries and we're pleased at the progress on several capital projects. We look forward to also making progress on securing funding for other critical projects and several of those are transportation related.

On behalf of the City, I would like to extend an invitation to you to visit Dillingham in the near future. We would very much like to give you a tour of our harbor, the soon to be complete Downtown Streets project and others.

Looking forward to hearing from you. Thanks in advance.

Sincerely,

A handwritten signature in black ink that reads "Alice A. Ruby". The signature is fluid and cursive.

Mayor Alice Ruby
City of Dillingham

From: Anderson, Ryan (DOT) <ryan.anderson@alaska.gov>
Sent: Saturday, July 30, 2022 6:37 PM
To: Lori Goodell <cityclerk@dillinghamak.us>
Cc: Alice Ruby <alice.ruby@dillinghamak.us>
Subject: RE: City of Dillingham invitation

Thanks so much for the invitation. I do need to make it out to Dillingham for a visit. I'll have my scheduler reach out and find a good time. Looking forward to it.

Ryan

From: Lori Goodell <cityclerk@dillinghamak.us>
Sent: Friday, July 29, 2022 3:04 PM
To: Anderson, Ryan (DOT) <ryan.anderson@alaska.gov>
Cc: Alice Ruby <alice.ruby@dillinghamak.us>
Subject: City of Dillingham invitation

Good afternoon Commissioner Anderson,

See attached letter from Mayor Ruby regarding recent projects in Dillingham, and an invitation to visit.

Lori Goodell, CMC

City Clerk
City of Dillingham
PO Box 889
Dillingham, AK 99576
907-842-5212



BRISTOL BAY AREA HEALTH CORPORATION

Media Contact:
Cynthia Rogers, Public Information Officer
BBAHC Public Relations/Community Engagement
907-842-9267
crogers@bbahc.org

June 28, 2022
For Immediate Release

KANAKANAK HOSPITAL CAPITAL PROJECTS

DILLINGHAM, ALASKA – The Bristol Bay Area Health Corporation is announcing that the Kanakanak Hospital campus will undergo several capital projects this summer, beginning immediately. The improvements include:

- The construction of a new cell for the sewage lagoon, a bluff erosion mitigation measure.
- The replacement of stove pipe with new sewer pipe to modernize the sewer system.
- The relocation of Building 310 (COVID Annex), the expansion, paving and striping of parking areas, and the addition of pedestrian safety features.

The improvement projects were made possible through Indian Health Service Maintenance and Improvement funds to implement facility infrastructure upgrades to enhance the patient experience.

Visitors to the campus should expect new traffic patterns, heavy equipment use, and being directed to park in overflow parking areas. Drivers should slow down, pay attention to signage, and follow flagger instructions. Pedestrians are urged to use caution and be aware of uneven surfaces. Traffic control updates will be posted regularly to our website.

BBAHC contracted with JJC Enterprises, Inc., a local construction company, for completion of these projects and supports the hire of employees in region to keep the communities we serve strong. Thank you for your patience during this time and for doing your part to keep yourself and others safe. Completion of all capital projects is expected by the end of September. For more information, please contact the Projects Department at (907) 842-9221.

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Our Mission: We provide quality healthcare with competence, compassion, and sensitivity.
For more information, please go to www.bbahc.org.