



CITY COUNCIL SPECIAL MEETING

Monday, May 22, 2023 at 5:30 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

CITY COUNCIL SPECIAL MEETING CITY HALL COUNCIL CHAMBERS / 5:30 p.m.

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

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

<https://us02web.zoom.us/j/85054690228?pwd=dGRYRmxnQ2JtS2NQSERHekFJZDZCdz09>

Meeting ID: 850 5469 0228; passcode: 690400

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

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)

SPECIAL BUSINESS

1. Adopt Resolution 2023-17; A Resolution of The Dillingham City Council to Waive the Competitive Bid Process to Authorize the City Manager to Contract Pape Material Handling to Repair the City Dock's Hyster 1050 and Hyster 800 Forklifts.
2. Adopt Action Memorandum 2023-07; Authorize the City Manager to Purchase a Tow Behind Spreader
3. Adopt Action Memorandum 2023-13; Repair the Harbor Floats
4. Adopt Action Memorandum 2023-14; Increase Salary for Chief of Police Position
5. Interim Police Chief

COUNCIL COMMENTS

MAYOR'S COMMENTS

EXECUTIVE SESSION

6. Personnel Matter - City Manager Position

Matters which by law are required to be confidential.

ADJOURNMENT

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2023-17

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL TO WAIVE THE COMPETITIVE BID PROCESS TO AUTHORIZE THE CITY MANAGER TO CONTRACT PAPE MATERIAL HANDLING TO REPAIR THE CITY DOCK'S HYSTER 1050 AND HYSTER 800 FORKLIFTS.

WHEREAS, the Hyster 1050 and Hyster 800 forklifts are primary equipment for off-loading pallets and barge items at the City Dock; and

WHEREAS, Pape Handling Material has worked with the City in completing maintenance and repair on the dock equipment in past years and are familiar with both forklift models; and

WHEREAS, with barge season and the fishing season this repair is vital to operation of the Dock which will be hindered if the forklifts are not repaired; and

WHEREAS, staff requested Pape Material Handling to provide an estimate for the repair of the Hyster 1050 and Hyster 800 forklifts; and

WHEREAS, the repair will entail two crane technicians traveling from Seattle to Dillingham with supplies; and

WHEREAS, the repair of the forklifts will be charged to the Dock Fund Balance; and

WHEREAS, Dillingham Municipal Code (DMC) 4.30.120, allows waiving of purchase restrictions if the City Council finds that it is not in the public interest to follow the procurement procedures as established for the contracting of professional services, the City Council may, following approval of a resolution stating such, proceed to negotiate with a selected supplier or suppliers for subject services; and

WHEREAS, the waiver is based on the criteria outlined in DMC 4.30.130, Exemptions, B. 4, The services are of a professional nature requiring specialized knowledge and judgment.

NOW, THEREFORE, BE IT RESOLVED that the City Council authorizes the City Manager to waive the competitive bid process and award Pape Material Handling to repair the Hyster 1050 and Hyster 800 forklifts for an estimated cost of \$145,579.84, which includes the travel, materials, and work that will be performed.

PASSED and ADOPTED by the Dillingham City Council on May 22, 2023.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Greta Hayden-Pless, Acting City Clerk

City of Dillingham
Fiscal Note

Agenda Date: May 4, 2023

Dock equipment repairs for H800E and H1050Hds

ORIGINATOR: Finance Director

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED: \$146,220		FUNDING SOURCE	
		City of Dillingham	
FROM ACCOUNT		Project	
2300 8120 70 70 0000 0	Dock Equipment Maintenance	Repairs and Maintenance on Dock Equip	
TO ACCOUNT:	VERIFIED BY: Anita Fuller	Date: 5/3/2023	

EXPENDITURES

OPERATING	FY23	FY24	FY25	FY26
2300 8120 70 70 0000 0	\$ 146,220.00			
TOTAL OPERATING	\$ 146,220.00	\$ -	\$ -	\$ -

CAPITAL	\$ -			
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REVENUE	-			
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FUNDING

General Fund	\$ -	\$ -		
TOTAL FUNDING	\$ -	\$ -	\$ -	\$ -

POSITIONS

Full-Time				
Part-Time				

Analysis: (Attach a separate page if necessary)
Budgeted revision required to be covered by Dock fund balance.

Resolution 2023-17

PREPARED BY: Anita Fuller

May 3, 2023

DEPARTMENT: Finance

APPROVED BY: _____



MATERIAL HANDLING

9892 40th Ave South
Seattle, WA 98118
Phone: 206-518-1160
Email: sdavies@papemh.com

Thursday, May 11, 2023

City Of Dillingham Attn:Dean Heyano
810 2Nd Ave W.
Dillingham, AK 99576

Dear Dean,

Thank you for the opportunity to provide this estimate for servicing your equipment.

Table with columns: Make, Model, S/N, Unit#. Rows include: HY H1050HDS & H800E A917E01599K & D117E01902D, Travel Time, Round Trip Airfare & 8 Nights Lodging For 2 Techs. (\$11,400.00), H800E Carriage & Ss Repairs + Full 1000Hr. Filter 'C' Service (\$48,938.87), H1050Hds Carriage & Ss Repairs + Full 1000Hr. Filter 'C' Service (\$70,951.47), Carry Over H1050 Repair To Replace Control Valve & Calibrate (\$14,289.50). Totals: \$145,579.84.

The prices listed on this proposal are based on performing all work listed, and may change if all work is not completed collectively. Should you elect to perform only certain items, we will re-quote them to reflect any price changes.

Freight on Inbound Parts: Unless otherwise specified, out of stock items are shipped in ground and typically takes 4 to 5 business days. Please indicate below if you would like expedited freight for an additional charge.

Next Day Air | 2nd Day Air | 3rd Day Select

All prices are valid 30 days from the date of this estimate. This proposal does not include cartage, freight charges on incoming parts, major castings, or machine work. It is based on doing the complete job, and is subject to 10% variance. Related costs include shop supplies, miscellaneous hardware, environmental charges, disposal fees, etc. To schedule these repairs, or if you have any questions or require further information, please contact either myself or our Product Support Manager.

Respectfully Submitted,

Date Accepted _____

Sam Davies
- Product Support Representative

PO # _____

Signed _____



Statewide Machinery Inc
 1403 PO Box
 Dillingham, AK 99576
 907-344-5402
 www.smialaska.com

Estimate 1000 Section . Item 1.

ADDRESS City of Dillingham PO BOX 889 Dillingham, AK 99576	DATE 05/08/2023	TOTAL \$128,459.05	EXPIRATION DATE 06/08/2023
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DATE	ACTIVITY	QTY	RATE	AMOUNT
	Labor H800E Carriage and Ss repairs plus Full 1000 Hr Service, complete repairs in progress Parts and Labor	1	45,608.73	45,608.73
	Labor H1050Hds Carriage and Ss Repairs plus Full 1000 Hr Filter Service, complete repairs in progress. Parts and Labor, complete work in progress	1	69,275.26	69,275.26
	Labor Complete 1050Hds Control Valve Repair Parts and Labor	1	13,575.06	13,575.06

Hyster 1050HDS Serial# A917E01598K	SUBTOTAL	128,459.05
Hyster 800 E Serial # D117E01902D	TAX	0.00

Prices valid for 30 days.
 Additional parts and freight required that are not on site
 may be additional cost and subject to availability.
 Terms: Net 15 days- weekly progress billings. Signed
 Work Authorization required prior to work.
 Schedule: Can begin work with 2 days of authorization

TOTAL	\$128,459.05
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THANK YOU.

Accepted By

Accepted Date

Mayor
Alice Ruby

City Manager
Robert Mawson




Dillingham City Council

Section . Item 1.

Kim Johnson
Michael Bennett
Aksel Buholm
Curt Armstrong
Kaleb Westfall
Perry Abrams

MEMORANDUM

Date: May 18, 2023
To: Honorable Mayor and City Council
From: Lori Goodell, Acting City Manager 
Subject: Review of request for Hyster maintenance / repairs

In the May 4, 2023, regular council meeting packet resolution 2023-17 was submitted for council consideration. The resolution authorizes annual maintenance and repairs for the Hyster 800 and 1050, equipment critical for dock operations. Historically this work has been done by Pape Material Handling and the resolution was presented to council with that established relationship in mind.

A representative from Statewide Machinery Inc. (SMI), a local vender, attended the meeting and indicated their company services the equipment used on the dock and would be able to save the City a significant amount on the quote. Also, during the meeting it was noted there seemed to be a lack of detail on the quote submitted. The resolution was postponed allowing time to gather additional information.

SMI was granted access to the Hyster's and submitted a quote of \$128,549.05. Estimate 1008 shows three lines for labor which would "complete repairs in progress."

Pape Material Handling (PMH) was informed the resolution was postponed and invited to provide additional information. A new quote was submitted for \$145,579.84. The quote received lists parts and labor showing increased detail for the work to be done.

Items to consider:

Timing of repair: (No firm date for either company has been secured.)

SMI is local and would be available as their workload allows, no travel involved. Estimate notes work can begin with 2 days of authorization.

PMH will schedule two techs to travel to Dillingham, devoted to project completion within the week of arrival.

Parts:

SMI is not a Hyster dealer, and it is unknown if they will secure factory parts or look at the aftermarket industry.

PMH is a Hyster dealer and guarantees use of OEM factory parts.

Proprietary software:

After replacement of the transmission control valve on the H1050. The transmission software will need to be re-flashed and calibrated. Regardless of who replaces the valve, a factory trained & certified technician with the appropriate software will be required.

These two pieces of equipment are vital to service at the dock. Quick turnaround for maintenance and repairs is critical to uninterrupted dock work. It is important to consider local sources as it can allow for shorter lead time, may decrease costs, and supports the local economy. As most are aware that may not always be the case especially in a remote community located off the road system. In this instance knowledge of equipment (manufacturer rep), and consideration for acquiring of parts are critical to timing of the work as well. With the delay in approval of the work the cylinders no longer available but are on backorder from the factory. As a dealer rep Pape Material Handling will be able to order the parts with a red alert which gives them preference for the first two cylinders that become available.

Additional information.

The difference between the estimates is \$17,030.79.

Pape had originally scheduled this work for the week of May 15, 2023.

SMI is currently working on harbor crane repairs, and float rehabilitation.

PMH knows the equipment intimately, has serviced the two dock Hysters for many years, did a 2022 end of season review, as dealer reps have access to proprietary software and preference for backordered parts.

Recommendation: approve Pape Material Handling for maintenance and repair of the H800 and H1050.

City of Dillingham Action Memorandum
2023-07

Agenda of: May 4, 2023

Action Memorandum No. _____

Subject:

Authorize the City Manager to Purchase a Tow Behind Spreader

City Manager: Recommend Approval

Signature: _____

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Summary Statement:

The City has need for more effective and efficient means of dispersing sand/salt during the winter to address snow and icy road conditions. The mechanic researched products that would fulfill the city's need and found SKE 20 Towed Spreader to be the best option.

Two quotes were received, Yukon Equipment was the low bid for this product.
\$39,825 for the spreader FOB to Seattle
\$ 1,229 shipping to DLG

Action Memorandum No. _____

Summary Statement continued:

PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council on _____.

Mayor

ATTEST: [SEAL]

City Clerk

Route to	Department Head	Date
	Finance Director	
	Public Works Director	
X	City Clerk	

City of Dillingham
Fiscal Note

Agenda Date: May 4, 2023

Model 20 Spreader purchased from Yukon Equipment, Inc and shipped by AML

ORIGINATOR: Finance Director

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED: \$41,054		FUNDING SOURCE City of Dillingham	
FROM ACCOUNT 7120 7620 30 33 0000 0 Major Equipmenet Streets		Project For sanding streets	
TO ACCOUNT:	VERIFIED BY: Anita Fuller	Date:	4/28/2023

EXPENDITURES

OPERATING	FY23	FY24	FY25	FY26
7120 7620 30 33 0000 0	\$ 41,054.00			
TOTAL OPERATING	\$ 41,054.00	\$ -	\$ -	\$ -

CAPITAL	\$ -			
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REVENUE	-			
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FUNDING

General Fund	\$ -	\$ -		
TOTAL FUNDING	\$ -	\$ -	\$ -	\$ -

POSITIONS

Full-Time				
Part-Time				

Analysis: (Attach a separate page if necessary)
Budgeted funds are available

AM2023-07

PREPARED BY: Anita Fuller April 28, 2023

DEPARTMENT: Finance

APPROVED BY: _____

Mayor
Alice Ruby

City Manager
Robert Mawson



Dillingham City Council
Kim Johnson
Michael Bennett
Aksel Buholm
Curt Armstrong
Kaleb Westfall
Perry Abrams

MEMORANDUM

Date: May 18, 2023
To: Honorable Mayor and City Council
From: Lori Goodell, Acting City Manager *LG*
Subject: Request for tow behind spreader

The Public Works Department recognizes a need for additional equipment to address sanding. Public Works Foreman, William Noonkesser notes the following in support of acquiring the Epoke SKE20 Sander:

- The city does not have the current means to keep all of our roads sanded up to the standard needed.
- We currently only have 1 truck bed sander that cannot keep up with the demand.
- Buying another truck bed sander is not an option as there is not another truck to mount it on.
- This model of sander is perfect as it connects to our dump truck which has a much better capacity than the smaller sander and can get far more roads done in one go.
- The sander holds 2.16 cubic yards, and the dump truck has additional sand that can be dumped into the sander as needed.
- If another sander is not acquired the city will need to continue to utilize local contractors next winter which is costly and subject to company availability.

Attachment: Epoke 20 brochure and specs



- [Epoke North America](#)
- [Products](#)
- [Dealer Locations](#)
- [Contact Us](#)
- [Login](#)



SKE 20

8

[Products](#) > [Towed Spreaders](#) > SKE 20

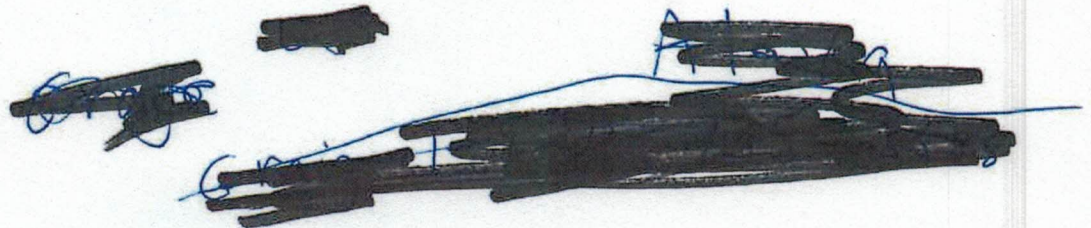


SKE 20 Towed Spreader

Epoke SKE 20 - road speed related towed spreader

with the following standard features and included options:

- Spring base and spring base adjustment
- Transmission
- Solid support wheel
- 3" draweye
- Rubber base for salt
- One-sided transmission
- 24% reduction
- Lights
- Electric remote
- Agitator
- Delivery roller with 3 mm cams
- 7.5 X 10/14 ply tires



TECHNICAL DATA: **Metric** **Imperial**

Capacity	1.65 cubic meters	2.16 cubic yard
Total Width	2195 mm	86.4 inches
Track Gauge	1530 mm	60 inches
Spreading Width	1918 mm	75.5 inches
Weight	720 kg	1588 lbs.
Linear Working Range (Salt) @ typical application rates	52.1 km	32.4 miles

Need a Parts Book or Operation Manual?

[CLICK HERE TO REQUEST A MANUAL](#)

Contact Us

1-888-334-2464

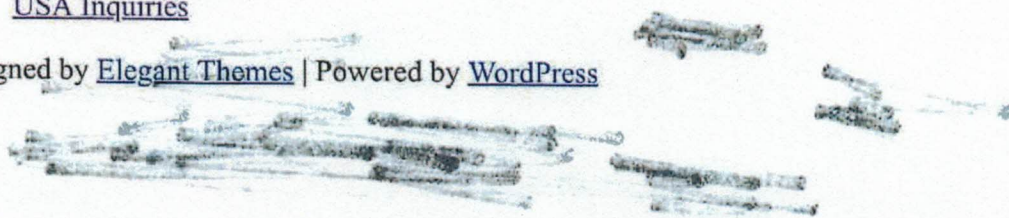
- [Product Information](#)
- [Canadian Sales](#)
- [Canadian Dealers](#)

Sourcewell Awarded Contract: 080818-EPK



- [Canadian Dealers](#)
- [Canadian Sales Inquiries](#)
- [Product Information](#)
- [USA Inquiries](#)

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THE EPOKE ADVANTAGE

epoke is innovation

From the original spinner disc through ongoing advancements in runway, walkway and road maintenance, Epoke is innovation!

environment

Epoke's advanced control system ensures accurate rates and precise placement of material- reducing environmental impact!

ease of use

Compact size, big results!

endurance

We build it. We Back it! Manufactured to ISO standards with quality components - Epoke spreaders are built to last and backed with an industry best warranty!

economy

From reductions in material use to long life components... save money on materials, save money on your spreader life cycle cost!

Epoke dealers are chosen because of their expertise and commitment to providing superior customer service and solutions. Our dealer program provides comprehensive and ongoing training as well as integrated customer support. Service you can rely on, equipment you can depend on - a team you can trust!

Epoke North America Inc.

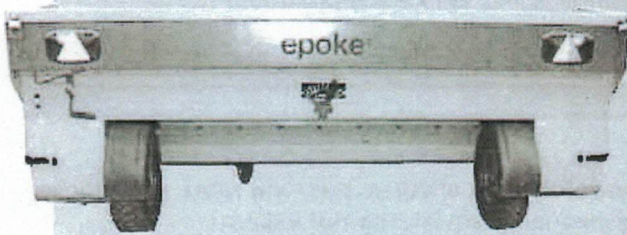
2458 Huntley Road,
Stittsville, ON Canada, K2S 1B8

Tel. 613 838-2300
Toll Free 888 334-2464
Fax 613 838-2336

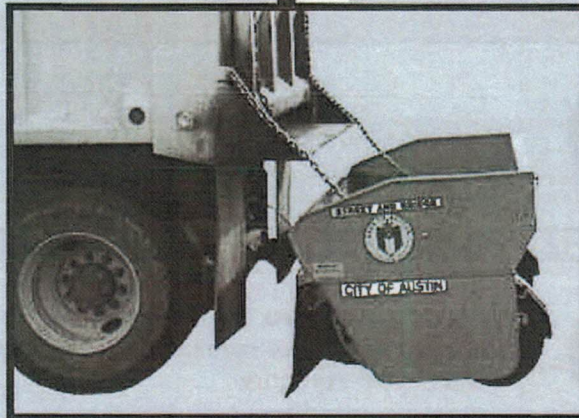
www.epokena.com

TK, TMK & PSL Series

TKB12-280

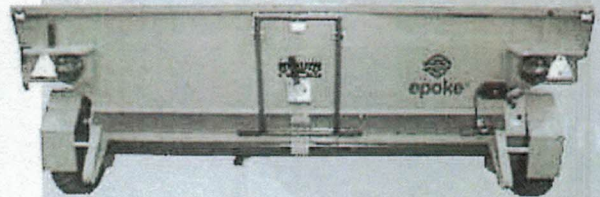


- Towed- road speed related
- Municipal Grade
- Spreads when driving forward **and backward**
- Optional hopper empty sensor



Capacity	1.2 m ³	1.6 cubic yard
Total Width	2800 mm	110"
Track Gauge	1800 mm	71"
Spreading Width	2500 mm	98"
Weight	710 kg	1565 lbs

TMK10-275



- Towed- road speed related
- Contractor Grade
- Spreads when driving forward (only)
- Optional hopper empty sensor

Capacity	1.0 m ³	1.3 cubic yard
Total Width	2750 mm	108"
Track Gauge	2330 mm	92"
Spreading Width	2000 mm	79"
Weight	400 kg	882 lbs

PSL 6.5

Capacity	600 liters	3/4 cubic yard
Total Width	1980 mm	78"
Spreading Width	1770 mm	70"
Weight	315 kg	695 lbs

- 3 Point Hitch Mount
- Self Loading
- Requires 2 tractor hydraulic circuits:
 - Loading
 - Spreader operation



SKE Series

SKE 15



- Towed- road speed related
- Municipal Grade
- Optional 0.5 m³ (0.7 cubic yards) hopper extension

Capacity	1.25 m ³	1.64 cubic yard
Total Width	1665 mm	66"
Track Gauge	1000 mm	31"
Spreading Width	1390 mm	55"
Weight	600 kg	1323 lbs

SKE 8



- Towed- road speed related
- Municipal Grade
- Optional Combi Liquid Kit:
 - On new builds or can be retrofit on existing units
 - 360 liter (95 gallon) liquid tanks



Capacity	750 liters	1 cubic yard
Total Width	1285 mm	51"
Track Gauge	790 mm	31"
Spreading Width	1008 mm	40"
Weight	400 kg	880 lbs

SKE 20



Towed- road speed related
Municipal Grade

Capacity	1.65 m ³	2.16 cubic yard
Total Width	2195 mm	86"
Track Gauge	1530 mm	60"
Spreading Width	1920 mm	76"
Weight	720 kg	1588 lbs

City of Dillingham Action Memorandum
2023-13

Agenda of: May 22 2023

Action Memorandum No. _____

Subject:
Repair Harbor Floats

City Manager: Recommend Approval

Signature: *Paul Goodell*

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Summary Statement:

The Dillingham Small Boat Harbor's current float system is the original installed float system that is 30+ years old. Historically, a rubber compound is painted on the bottom of the "float arm floats" to help keep water from penetrating through the worn bottoms. Last season, this method was ineffective, and the floats had to be pumped twice every day, this is a strain on staff time and labor some.

To increase staff efficiency, extend the floats life, and keep the Harbor in working order for this upcoming season and over the next three years. The City Council approves repairs to the four of the floats for \$28,444.61 per float. With two floats receiving repairs now and two floats receiving repairs after the season.

2023-13

Action Memorandum No. _____

Summary Statement continued:

PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council
on _____.

Mayor

ATTEST:

[SEAL]

City Clerk

Route to	Department Head	Date
	Finance Director	
X	City Clerk	

City of Dillingham
Fiscal Note

Agenda Date: May 22, 2023

SMI repair to four float arms

ORIGINATOR: Finance Director

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED: \$113,778		FUNDING SOURCE	
		City of Dillingham	
FROM ACCOUNT		Project	
2400 8120 70 71 0000 0	Equipment Maintenance	Repair of float arms for small boat harbor	
TO ACCOUNT:	VERIFIED BY: Anita Fuller	Date: 5/17/2023	

EXPENDITURES

OPERATING	FY23	FY24	FY25	FY26
7120 7620 30 33 0000 0	\$ 56,889.22	\$ 56,889.22		
TOTAL OPERATING	\$ 56,889.22	\$ 56,889.22	\$ -	\$ -

CAPITAL	\$ -			
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REVENUE	-			
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FUNDING

Dock Fund transfer	\$ 56,889.22	\$ 56,889.22		
TOTAL FUNDING	\$ 56,889.22	\$ 56,889.22	\$ -	\$ -

POSITIONS

Full-Time				
Part-Time				

Analysis: (Attach a separate page if necessary)

AM2023-13

Harbor funds will be used if available. Transfer from Dock funds will be used when harbor goes over budget.

PREPARED BY: Anita Fuller

May 17, 2023

DEPARTMENT: Finance

APPROVED BY: _____



Statewide Machinery Inc
 1403 PO Box
 Dillingham, AK 99576
 907-344-5402
 www.smialaska.com

Estimate Section . Item 3.

ADDRESS City of Dillingham PO BOX 889 Dillingham, AK 99576	DATE 05/14/2023	TOTAL \$28,444.61	
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DATE	ACTIVITY	QTY	RATE	AMOUNT
	Labor Unloading/Loading/Roating/Draining/Placing/Inspecting/Pressure testing/Undercoating	10	250.00	2,500.00
	Labor Surface Prep: Scraping/Grinding/Air hammering/heating/knock down high spots as need	18.25	250.00	4,562.50
	Labor Tie in new 1/8" mild steel plate to existing steel as needed	50	250.00	12,500.00
	Part 4x8x1/8 mild steel	8	359.20	2,873.60
	Part Metal work done in Anchorage by vendor before shipping	1	820.00	820.00
	Part Welding Supplies	1	1,628.50	1,628.50
	Shipping & Freight Shipping & Freight priority	1	3,380.01	3,380.01
	Haz Mat Fee Haz Mat Fee	1	30.00	30.00
	Shop supply fee Shop Supply Fee	1	150.00	150.00

This price is to repair one float, pressure test, and coat all new metal surfaces with undercoating.	SUBTOTAL	28,444.61	
	TAX	0.00	
	TOTAL	\$28,444.61	

THANK YOU.

Accepted By

Accepted Date

City of Dillingham Action Memorandum
2023-14

Agenda of: May 22 2023

Action Memorandum No. _____

Subject:

Increase Salary for Chief of Police Position

City Manager: Recommend Approval

Signature: Lori Goodell

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Summary Statement:

The City of Dillingham has been without a Chief of Police for the last year. This position is currently being advertised for \$84,968.00 - \$90,168.00 annually. The City desires to select an individual with the experience and leadership essential for the Department of Public Safety to serve the community effectively.

Research shows the following wages for this position:

2021 State of Alaska Department of Labor and Workforce Development \$116,001

2023 HR survey data average Police Chief State of Alaska \$127,180

Further the remote nature of Dillingham has additional cost of living expenses that should be considered in the wage.

Personnel Regulation 9.08 APPOINTEE PAY states the City Manager may approve appointee pay not to exceed step 4. This limits the potential to attract the type of leadership the City knows is crucial for the DPD to flourish.

The City Council authorizes the City Manager to increase the starting salary range up to Level XI Step 12 commensurate with experience and knowledge of applicants.

2023-14

Action Memorandum No. _____

Summary Statement continued:

PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council on _____.

Mayor

ATTEST:

[SEAL]

City Clerk

Route to	Department Head	Date
	Finance Director	
X	City Clerk	

IX. SALARY AND WAGE ADMINISTRATION

9.00. POLICY It is the policy of the City to administer a salary and wage program that complies with all applicable federal and state laws and provides fair and equitable wages and benefits in exchange for fair and equitable performance by the employees.

It is also the policy of the City to develop this program so that wages paid to employees will be reasonably consistent with wages paid by similar organizations for similar skills, working conditions and responsibilities.

9.03. BACKGROUND The City Manager will maintain a program which establishes and monitors job qualifications, responsibilities, and wage and salary standards for City employees.

9.06. REVISIONS AND AMENDMENTS Revisions and amendments to the salary schedule and other components of the wage and salary system, are to be recommended to the City Council by the City Manager. The revisions and/or amendments shall become effective upon approval by the Council. In doing so, the City Manager may:

- a. Compare salary rates within the salary schedule, compensation policies and personnel development of the City and those of like positions of employers in the community and other municipal governments.
- b. Analyze fluctuations in the cost of living and submit such information to the Council.
- c. Make such recommendations based upon economic conditions within the City of Dillingham and expected revenues and budgeted expenses of the City.

9.08. APPOINTEE PAY New employees shall receive the salary assigned step 1 in the range for the position when the new employee possesses the minimum required skills, knowledge, and abilities. If a new employee possesses significant skills and experience above the minimum requirements the department head may recommend, and the City Manager may approve, a higher step level, not to exceed step 4.

9.10. DEMOTION PAY Pay penalties for demotions for disciplinary reasons shall be at the discretion of the City Manager and shall be explained in writing.

9.15. REASSIGNMENT PAY Pay for an employee who has been reassigned due to reduction in force shall be determined at the time of the reassignment with due consideration to the employee's choice of assignment. Past service of the employee will be considered when salary determination is made.

9.20. PAY INCREASES Employees may receive pay increases based on cost of living adjustments for all employees, longevity through their third anniversary, promotion, or possible merit increases for outstanding work beyond their fourth anniversary. Longevity, promotion, and merit increases shall be recommended by the department head and approved by the City Manager based on a written performance evaluation.

2041									
51-8031	Water And Wastewater Treatment Plant And System Operators	30.83	17.87	22.55	29.11	36.82	46.75		
51-4121	Welders, Cutters, Solderers, And Brazers	33.89	23.12	28.83	36.51	37.73	46.57		
51-4122	Welding, Soldering, And Brazing Machine Setters, Operators, And Tenders	24.48	22.22	22.22	22.55	28.83	30.18		

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Protective Service

SOC	Occupation Title	Mean Wage	Wage by Percentile						
			10th	25th	Median	75th	90th		
33-9011	Animal Control Workers	27.03	22.60	24.09	24.29	30.46	36.58		
33-3011	Bailiffs	34.73	15.06	31.15	37.66	39.14	47.90		
33-3012	Correctional Officers And Jailers	32.22	23.04	26.79	31.60	37.15	42.42		
33-3021	Detectives And Criminal Investigators	60.97	37.50	47.88	64.23	72.24	80.50		
33-2021	Fire Inspectors And Investigators	35.54	23.44	29.42	29.43	47.64	47.64		
33-2011	Firefighters	27.56	14.20	22.58	29.00	36.58	38.76		
33-1011	First-Line Supervisors Of Correctional Officers	47.23	37.66	40.71	47.90	50.97	61.04		
33-1021	First-Line Supervisors Of Firefighting And Prevention Workers	42.66	23.29	36.62	43.71	48.44	60.36		
33-1012	First-Line Supervisors Of Police And Detectives	55.77	24.35	47.20	52.45	71.09	79.81		
33-1099	First-Line Supervisors Of Protective Service Workers, All Other	36.97	28.02	29.68	33.76	39.39	54.70		
33-1091	First-Line Supervisors Of Security Workers	32.81	22.95	22.98	29.02	46.71	50.17		

Alaska Statewide Wages 2021
 Department of Labor & Workforce Development


Mayor
Alice Ruby

City Manager
Robert Mawson



Dillingham City Council
Kim Johnson
Michael Bennett
Aksel Buholm
Curt Armstrong
Kaleb Westfall
Perry Abrams

MEMORANDUM

Date: May 17, 2023
To: Honorable Mayor and City Council
From: Lori Goodell, Acting City Manager 
Subject: Leadership for Public Safety

The Dillingham Department of Public Safety has been without a permanent Chief of Police since May of 2022. Sergeant Maines has been working as the Acting Chief since the end of April 2022. Due to extenuating circumstances experienced in the City Manager's office this temporary solution has gone on longer than expected and has resulted in depleted coverage, and support for Patrol Officers. This is not an ideal situation as it places continued expectations on Officer Maines and leaves the department without staff devoted to the duties filled by the Sergeant.

The City currently has recruitment ongoing for the Chief of Police. The reality of finding the right person for this key position can take time. The need for leadership and support continues to be a reoccurring theme in the department.

Furthermore, with the approaching fishing season there is an increased demand for police presence. Unfortunately, we continue to lose Patrol Officers placing additional stress on the remaining staff.

A qualified candidate has been located who is interested in an interim position to assist the City of Dillingham Department of Public Safety. This individual has demonstrated time and knowledge as a Chief of Police, including experience in the State of Alaska.

This individual is recommended by Greg Russell of Russell Consulting. I recommend inviting Mr. Hawkins for a site visit. If the visit proves to be beneficial, I'd like to offer the Interim Chief of Police position on a month-by-month basis at a rate of \$10,000 per month, with housing and vehicle provided. This will free up Officer Maines for the duties he is employed for and provide increased support for the Patrol Officers.