



## CITY COUNCIL REGULAR MEETING

Thursday, May 13, 2021 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.*

#### VIRTUAL MEETING INFORMATION

Attend by joining Zoom [www.zoom.us](http://www.zoom.us) :

<https://us02web.zoom.us/j/88482396680?pwd=RDdlQ1ZSQzcrVVo2aDZyYy92RXZvdz09>

Meeting ID 884 8239 6680, participant #, passcode 276431;

Or dial one of the numbers listed below:

(346)248-7799 or (669)900-6833

#### CALL TO ORDER

#### ROLL CALL

#### APPROVAL OF MINUTES

- [1.](#) Adopt Minutes of April 1, 2021, Regular Council Meeting.

#### APPROVAL OF CONSENT AGENDA

#### APPROVAL OF AGENDA

#### STAFF AND COMMITTEE REPORTS

- [2.](#) Staff Reports

#### PUBLIC HEARINGS

3. Ordinance 2021-03; An Ordinance of the Dillingham City Council Amending Section 8.16.010, and Section 8.16.020 to Reflect E911 Responsibilities
4. Ordinance 2021-04; An Ordinance of the Dillingham City Council Amending Chapter 8.18 and Repealing 8.30.020 to Provide a Uniform Process for Reviewing Marijuana License Applications
5. Ordinance 2021-05: An Ordinance of the Dillingham City Council Amending the Budget by Adopting Budget Amendment No. 1 and Appropriating Funds for the FY2021 City of Dillingham Budget

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

Teresa Duncan

#### ORDINANCES AND RESOLUTIONS

- [6.](#) Adopt Ordinance 2021-03; An Ordinance of the Dillingham City Council Amending Section 8.16.010, and Section 8.16.020 to Reflect E911 Responsibilities
- [7.](#) Adopt Ordinance 2021-04; An Ordinance of the Dillingham City Council Amending Chapter 8.18 and Repealing 8.30.020 to Provide a Uniform Process for Reviewing Marijuana License Applications
- [8.](#) Adopt Ordinance 2021-05: An Ordinance of the Dillingham City Council Amending the Budget by Adopting Budget Amendment No. 1 and Appropriating Funds for the FY2021 City of Dillingham Budget
- [9.](#) Adopt Resolution 2021-08; A Resolution of the Dillingham City Council to recognize the disproportionate amount of murdered indigenous people that are citizens of the city of Dillingham and to bring awareness to the issues of missing and murdered indigenous people especially women and girls
- [10.](#) Adopt Resolution 2021-09; A Resolution of the Dillingham City Council authorizing the City Manager to waive the purchasing requirements to award a contract to Agnew Beck for updating the Dillingham comprehensive plan
- [11.](#) Adopt Resolution 2021-10; A Resolution of the Dillingham City Council amending the bank signature card and investment accounts signature authority forms due to a change in staff

## UNFINISHED BUSINESS

### [12.](#) City Manager Recruitment

Citizen Committee Appointments

- [13.](#) • Library Advisory Board, one seat.
- School Facility Committee, one seat.
- Senior Advisory Commission, two seats.
- Friends of the Landfill, two seats.
- Planning Commission, two seats.

Planning Commission letter of interest.

Progress Report

*Carlson House*

*Territorial School*

## NEW BUSINESS

- [14.](#) Adopt Action Memorandum 2021-06; Authorize Task Order No.8 to CRW Engineering for CIP Annual Process - FCI Assistance.

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

**COUNCIL COMMENTS**

**MAYOR'S COMMENTS**

**EXECUTIVE SESSION**

Personnel Issue: Manager Report

**ADJOURNMENT**

- [15.](#)



## CITY COUNCIL REGULAR MEETING

Thursday, April 01, 2021 at 7:00 PM

### MINUTES

#### CALL TO ORDER

A regular meeting of the Dillingham City Council was held on Thursday, March 4, 2021, via video and audio conferencing, in Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:15 p.m. The meeting was preceded by a workshop on FY21 Budget Revision No. 1.

#### ROLL CALL

Mayor Ruby was present.

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

Andy Anderson	Curt Armstrong	Gregg Marxmiller
Chris Napoli	Aksel Buholm	Bill Rodawalt

#### APPROVAL OF MINUTES

1. Adopt Minutes of March 4, 2021, Regular Council Meeting
2. Adopt Minutes of March 9, 2021, Special Council Meeting

MOTION: Chris Napoli moved and Andy Anderson seconded the motion to approve the minutes of March 4, and March 9, 2021 in block.

VOTING Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

#### APPROVAL OF CONSENT AGENDA

#### APPROVAL OF AGENDA

MOTION to amend the agenda to move executive session before adjournment and approve the agenda as amended made by Chris Napoli Seconded by Bill Rodawalt

VOTING Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

#### STAFF REPORTS AND COMMITTEE REPORTS

In addition to the written reports the following items were mentioned:

3. Staff Reports
  - Public Safety and the Chief of Police were commended for the extraordinary job done handling the recent shooting at Kakanak Hospital.
  - A formalized notice was given that Emergency Ordinance 2.0 was issued on March 30, 2021. Emergency Ordinance 2.1 was issued on March 31, 2021. EO 2.1 amended one word which was a drafting error.
  - Staff was recognized for continuing education work.

- During the recent cold period the public safety lobby has been open for homeless individuals

#### 4. Committee Reports

##### Code Review Committee:

- Met March 11, recommendations for Ordinance 2021-03 and Ordinance 2021-04 are in the packet.
- Paul Liedberg, Friends of the Landfill presentation regarding need for updated fee schedule for electronics.

##### Finance & Budget Review Committee:

- Committee has been working on the FY21 Budget Revision No. 1.

#### **PUBLIC HEARINGS** (limited to 3 minutes in duration)

5. Ordinance 2021-02; An Ordinance of the Dillingham City Council Extending the Expiration Date of Ordinance 2020-22(S)

Liz Clark, spoke in opposition.

Cameron Poindexter, spoke in opposition.

Jack Savo Jr., spoke in opposition.

Robert Cambron, spoke in opposition.

Kaleb Westfall, spoke in opposition.

Casey Dschaak, spoke in opposition.

Michelle Abrams, spoke in opposition.

Dan Dunaway, spoke in opposition.

Jeannie Timmerman, spoke in opposition.

Dr. Asher, spoke in opposition.

Norm Van Vactor, spoke in favor.

Robert Scott, spoke in opposition.

Tiera Schroeder, spoke in favor.

#### **CITIZEN'S DISCUSSION** (Prior Notice or Agenda Items) (limited to 3 minutes in duration)

Megan Armstrong, spoke in support of Ordinance 2021-02. Noted the deteriorating condition of the roads. Stated a need for a Public Works Director.

Kaleb Westfall, spoke in opposition to Ordinance 2021-02.

Jack Savo Jr., spoke in opposition to Ordinance 2021-02.

Courtenay Carty, spoke regarding difficulties experienced with quarantine requirements, requesting testing out of quarantine to be an option. Noted trouble with road maintenance.

Jon Clouse, spoke regarding necessary medical travel and quarantine requirements resulting in negative impacts, i.e. school attendance, mental health issues, and family visits. Noted not all are eligible for vaccination.

Mariah Smith, spoke in opposition to Ordinance 2021-02.

Cameron Poindexter, spoke in opposition to Ordinance 2021-02. Noted Choggiung Limited Resolution 2021-02 urging the City to use a strong health safety recommendation policy.

Casey Dschaak, spoke in opposition to Ordinance 2021-02.

Liz Clark, spoke in opposition to Ordinance 2021-02.

#### **ORDINANCES AND RESOLUTIONS**

6. Adopt **Ordinance 2021-02**; An Ordinance of the Dillingham City Council Extending the Expiration Date of Ordinance 2020-22(S)

MOTION: to adopt Ordinance 2021-02 made by Andy Anderson, Seconded by Curt Armstrong.

- Extension keeps ability to respond swiftly to changing situation possible.
- Attorney confirmed vaccinated v. non vaccinated status is legal.
- City has authority to declare emergency regardless of State's expiration.

MOTION: to amend the effective date August 6, 2021 made by Aksel Buholm, Seconded by Bill Rodawalt.

VOTING Yea: Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

VOTING No: Council Member Buholm

Motion to amend fails.

VOTING Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

Motion to adopt passes.

7. Introduce **Ordinance 2021-03**; An Ordinance of the Dillingham City Council Amending Section 8.16.010, and Section 8.16.020 to Reflect E911 Responsibilities

MOTION: to introduce Ordinance 2021-03 made by Chris Napoli, Seconded by Andy Anderson.

VOTING Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

8. Introduce **Ordinance 2021-04**; An Ordinance of the Dillingham City Council Amending Chapter 8.18 and Repealing 8.30.020 to Provide a Uniform Process for Reviewing Marijuana License Applications

MOTION: to introduce Ordinance 2021-04 made by Andy Anderson, Seconded by Bill Rodawalt.

VOTING Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

9. Introduce **Ordinance 2021-05**: An Ordinance of the Dillingham City Council Amending the Budget by Adopting Budget Amendment No. 1 and Appropriating Funds for the FY2021 City of Dillingham Budget

MOTION: to introduce Ordinance 2021-05 made by Bill Rodawalt, Seconded by Curt Armstrong.

VOTING Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

10. Adopt **Resolution 2021-06**; A Resolution of the Dillingham City Council Establishing the Level of Funding for the Dillingham City School District for the Fiscal Year Ending June 30, 2022

MOTION: to adopt Resolution 2021-06 made by Andy Anderson, Seconded by Chris Napoli.

VOTING Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

11. Adopt **Resolution 2021-07**; A Resolution of the Dillingham City Council Approving a Long Term Encroachment For Nushagak Cooperative Across Seward Street for Future Supplemental Heat, Power, and Communication Work

MOTION: to adopt Resolution 2021-07 made by Gregg Marxmiller, Seconded by Bill Rodawalt.

VOTING Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

## UNFINISHED BUSINESS

12. City Manager Recruitment Update

Written report available in the meeting packet.

13. Citizen Committee Appointments

- Library Advisory Board, two seats.
- School Facility Committee, one seat.
- Senior Advisory Commission, two seats.
- Friends of the Landfill, two seats.
- Planning Commission, two seats.

Mayor Ruby recommended Shelly Lutes to the Library Advisory Board.

MOTION: to concur with Mayor Ruby's recommendation made by Chris Napoli, seconded by Andy Anderson.

VOTING: Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

## Progress Report

There was no Progress Report.

## NEW BUSINESS

14. Approve **Action Memorandum 2021-04**; Authorize the City Manager to collaborate with Nushagak Cooperative for a Community Clean-Up, May 14-16

MOTION to approve Action Memorandum 2021-04 made by Chris Napoli, seconded by Andy Anderson.

VOTING: Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

15. Adopt **Action Memorandum 2021-05**, Authorize the City to waive 2021 property tax force file fee for assessment returns filed with an appeal by April 1. 2021.

MOTION to approve Action Memorandum 2021-05 made by Andy Anderson, seconded by Bill Rodawalt.

Council Member Marxmiller informed council he has a conflict of interest, with a direct financial benefit.

VOTING: Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong

Abstained: Council Member Marxmiller

## CITIZEN'S DISCUSSION (Open to the Public) (limited to 3 minutes in duration)

Kaleb Westfall, spoke regarding disappointment in adoption of Ordinance 2021-02.

Zoe Vitkis, spoke regarding the need to keep the homelessness issue a priority.

John Heyano, stated the need for increased wages for city positions.

Tiera Schroeder, requested more council involvement with the homelessness committee.

### **COUNCIL COMMENTS**

Aksel Buholm, spoke in favor of the DSCD \$1.5 million appropriation request.

Chris Napoli

- Noted the homelessness committee, stating updates will help with acquiring grants.
- Stated the Facility Committee should evaluate/identify maintenance upkeep and additional needs.

Gregg Marxmiller

- Acknowledged the tribal history of stewardship in the area.
- Requested the wage study be on the May 6<sup>th</sup> agenda.
- Noted importance of supporting each other.
- Commented the homeless task force would like to move to a more formal situation.

Bill Rodawalt

- Stated concern regarding problems that arise from quarantine.
- Noted the need to stay nimble with changes in emergency orders.
- Commented there is a need to maintain masks.
- Spoke in favor of more council involvement on the homelessness issue.

Andy Anderson, expressed thanks for the city equipment report.

### **MAYOR'S COMMENTS**

- Noted some groups are more at risk for COVID than others. Spoke regarding the need to take care of each other, different techniques are used to accomplish that.
- Appreciated council adoption of Ordinance 2021-02. Stated need for Manager to talk about E.O.'s.
- Remarked citizen committee generating more interest in the homelessness issue than city could. Stated will see what can be done to formalize, noting staff shortages.
- Commented Lobbyist is retiring in June.
- A moment of silence was observed to recognize those lost since the last meeting.

### **EXECUTIVE SESSION**

Personnel Matter

MOTION: Andy Anderson moved and Bill Rodawalt seconded the motion to enter into executive session to discuss a Personnel Matter. [10:13 p.m.]

VOTING Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Armstrong, Council Member Marxmiller

MOTION: Chris Napoli moved and Gregg Marxmiller seconded the motion to exit executive session. [11:16 p.m.]

VOTING Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Armstrong, Council Member Marxmiller

MOTION to accept modification to contract for the City Manager extending to August 6<sup>th</sup>. Seconded by Aksel Buholm.

VOTING: Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

### **ADJOURNMENT**

Mayor Ruby adjourned the meeting at 11:17 p.m.

\_\_\_\_\_  
Mayor Alice Ruby

[SEAL]

ATTEST:

\_\_\_\_\_  
Lori Goodell, City Clerk



**Mayor**  
Alice Ruby

**Interim City Manager**  
Gregg B. Brelsford



**Dillingham City Council**  
Chris Napoli  
Bill Rodawalt  
Aksel Buholm  
Curt Armstrong  
Andy Anderson  
Gregg Marxmiller

## MEMORANDUM

**Date:** May 7, 2021  
**To:** Mayor and City Council  
**From:** Gregg B. Brelsford, Interim City Manager  
**Subject:** Interim Manager Monthly Report for May 13, 2021 City Council Meeting

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This is my last meeting with this esteemed group of elected City officials. My farewell remarks are at the end of this report.

### 1. **Audit**

On April 23, 2021, the Finance Director completed the City's transmission of information to the auditor and it is now in the auditor's hands. The auditor currently estimates that they will provide a draft audit report to the Council at its June 3, 2021 meeting – this includes providing the draft by May 28 for inclusion in the Council packet. Her current schedule for a final audit presentation to the Council is June 17, 2021.

### 2. **Renewal of City Insurance with APEI for FY22**

Also on April 23, 2012, the Finance Director completed and submitted the application to APEI to renew the City's municipal insurance policy. This accomplished a discount in the premium for timely submission. The application comprises about 70 pages of detailed material – this is a significant accomplishment.

### 3. **AML Conference of Young Alaskans Aug 1-4, 2021**

Alaska Municipal League will host this year's Conference with a municipal focus, addressing critical issues facing local governments. Participants will help by contributing their perspectives, drafting and deliberating upon questions facing local governments:

1. How could local control be enhanced within the unorganized borough?
2. What is an appropriate transition from general law to home rule local governments?

3. How should a tax base be evaluated to make sure that revenues are in place to provide services?
4. What role do local governments have in ensuring quality of life and sustainability of communities?
5. What should the relationship be between the State and its political subdivisions?

The application deadline was May 10, 2021. The City promoted this event to the Superintendent of the Dillingham City School District and on the City's website and Facebook page and the Dillingham Trading Facebook page.

[https://www.akml.org/conferences-events/coya/?fbclid=IwAR3GEI3HMoVC2fDSWy4dk\\_1SwS4aUXmAj073N66RX1U8ws4JfIsNnqwgUvE](https://www.akml.org/conferences-events/coya/?fbclid=IwAR3GEI3HMoVC2fDSWy4dk_1SwS4aUXmAj073N66RX1U8ws4JfIsNnqwgUvE)

#### **4. Dillingham Police Department Modified Staffing Schedule**

The Police Chief and the Interim Manager will start recruiting experienced lateral-hire patrol officers. This is the first time the department will especially emphasize this focus. To be competitive with other rural Alaska police departments, and bring in more highly-experienced officers, the department will begin transitioning to a patrol officer staffing schedule based on two-weeks-on and two-weeks-off. This is necessary because of the undeniable practical realities of weakening rural Alaska police operations. Thank you to the Chief of Police and the Finance Director for working closely with the Mayor, this Council, and me to get this ball rolling.

The Dillingham Police Department currently has about 50% of its patrol officer positions open – 3 out of 7. This weakness has persisted for some time now. The Department has been recruiting since October 2020 and to date has had only two applicants – one was hired and is going to the Academy soon and the other left after four months. There were no other applicants since October. Many other rural Alaska police departments face the same shortages and have similarly modified their staffing schedules: Sitka, Sand Point, Galena, Kotzebue and Nome to name a few. I give great credit to the Chief for looking over-the-horizon and seeing what's coming – a likely permanently diminished patrol function that cannot cover the community 24x7 – and providing the leadership to effectively address this problem before it gets any worse and to start to turn-it-around.

#### **5. City Lease of State Land at the Airport**

This is to supplement my report on this subject at the March 4 and April, 2021 Council meeting. The state leasing officer for this case, Brandon Tucker, recently said that the lease cannot be renewed for less than 5 years – I have not pursued a renewal. On March 25 the State sent a letter, received in our office on April 13, cancelling the lease as of April 12. It gave the City 60 days, until May 25, 2021 to remove its vehicles and equipment. Any City property on the site after that would be considered abandoned. I am working extensively

with Norman and Cynthia to get the vehicle and equipment moved by the May 25 deadline. The City will likely have to abandon the building because it is not easily “movable.”

On April 14, the day after we received the March 25 notice of cancellation, I spoke with Mr. Tucker. We agreed the state would be flexible with the May 25 deadline. I wrote to him on April 27 to give a heads up that Mr. Hladick would become Interim Manager on May 15 and said that Mr. Hladick may need some time to get his arms around this situation and may write him seeking the flexibility he and I discussed. On April 28, Mr. Tucker wrote to tell us the procedure for requesting any needed flexibility.

## 6. Encouragement for Covid Vaccination

The Mayor and Kelsa are developing a plan to encourage people to get vaxed and/or tested. The general idea is to offer prizes and other rewards to people for getting fully vaccinated, including asking DLG businesses to give discounts or donate prizes. There is also the idea of a raffle.

## 7. American Rescue Plan of 2021 (ARP)

This is the Covid-19 stimulus bill signed by the President on March 11, 2021. This bill includes funding for municipalities. According to an AML spreadsheet of ARP funding for Alaskan municipalities, Dillingham may get a total of about \$1,102,705, and this would be provided in two tranches. These figures are provisional and estimated. We also do not yet what strings will be attached to it. The City Lobbyist and Finance Director will be tracking this.

## 8. Public Works Department

- a. Jean Barrett was appointed to be the Interim Public Works Director as of April 14, 2021.
- b. Recruitment. The City is now recruiting for a new Director.
- c. Equipment Maintenance and Repair. In my April 1, 2021 report to the Council, I said that I had discovered, among other things, a significant, long-term lapse in maintaining the PW Department’s equipment. Further, that this will require a sustained and focused effort, and currently unknown amount of funding, to correct it. The April 1 report began to identify the nature and scope of the maintenance issues with the PW equipment. This report updates that information. **Three pieces of vital Caterpillar heavy equipment were found to be inoperable and out of commission. Now, two are operable and the third should become operable when the needed parts arrive. This will bring them all back into commission. The past-due maintenance on others has also been accomplished.**

The PW fleet of about 46 pieces of equipment and trucks, as of March 2021. This is equipment vital to the City's infrastructure, including road maintenance, snow removal, water and wastewater treatment, port operations, landfill operations, facilities maintenance and upkeep. Only limited financial information has been developed but it is likely numerous pieces will need to be replaced and others will need significant investment to restore them to operating condition. Additionally, further investment will need to be made in supplies, tools and manpower to maintain the equipment as needed.

As promised in the April 1 report, I retained NC Machinery to do an on-site assessment of the Caterpillar equipment noted in that report. Their staff, Donald Yon, was on-site between April 21-27, 2021. I met with Donald three times. His preliminary report is attached as Exhibit 1, and NC's formal report and cost of repair/replace estimate is attached as Exhibit 2.

**Big Ticket Item:**

Repairs, replacement and materials are needed to get the Public Works Caterpillar 160H grader fully operable. It is barely operable and is likely to fail in the "near future," without serious repair and maintenance. The *repair* cost estimate ranges from \$67,610 if only minimal intervention is need to \$140,000 if more is needed. If the higher cost appears necessary, the City may wish to consider buying a *replacement* piece of equipment which could cost \$350,000.00 plus freight. See Exhibit 3 for details.

**9. Landfill Fire Recovery Project**

We have established a Landfill Fire Recovery Project. The objective of the Project is to recover from the loss caused by the fire by replacing the damaged building, vehicles, and equipment and returning this part of the Landfill to its original level of functioning and operation as much, and as soon, as possible. We seek to get to this point before winter returns.

There are four components to the Project: (i) removal of the fire-debris including the damaged building, vehicles and equipment, (ii) replacement of the damaged building, vehicles and equipment, (iii) securing a full and fair payment of all of the insurance funds due to the City to help with items (i) and (ii), including the related consultant costs, such as Julie, engineers, and others, as needed, and (iv) ensure a full and proper accounting for the use of these insurance funds on the Project and management, by all of you, of the project budget.

There are four team members: Jean is the Project Director, Cynthia is the Project Manager, Anita is the Project Finance Manager, and Julie Cisco, a license insurance adjuster with decades of Alaska experience, and decades of commercial fishing in the

Bay, the insurance claims Manager. This a complicated project. It requires extensive teamwork and coordination. Each of these team members is a highly skilled leader and professional. They are especially qualified to accomplish this important Project and bring it home “on-budget” and “on-time.”

**10. Fleet Letters to Thousands of Cannery Workers and Fisherman re City Covid-safety Rules**

Richard Thompson, the EOC Manager, has circulated a fleet letter to the canneries and fishing organizations involved in the 2021 Dillingham commercial fishing season. The letter explains the City’s current Covid-safety rules and provides the Internet location to see more details at the City’s Covid-19 web page. They send the letter to their employees and fishermen. We very roughly estimate that thousands of people will see this information this season.

**11. Waste Management v City of Dillingham Law Suit**

This litigation continues to proceed through the legal steps toward trial. Anita and I talked with the City’s attorney on this matter, Charles Cacciola on April 29, 2021 to review a position sent from Waste Management. We concluded that, currently, the parties are still some distance apart on resolving this short of trial.

**12. Representing the City in regional, statewide and other zoom meetings**

I’ve continued to represent and advocate for the City at a number of extra-cities zoom meetings with processors, health providers, the state EOC and health officials, regarding Covid-19 planning. This has kept Dillingham visible at the top levels of the State EOC, Unified Command, and senior State health decisionmakers. Among other things, this include the State EOC Incident Commander and city managers from around the state all comparing notes on Covid-issues and plans in our communities. This also included the BBNA Regional Covid Update zoom calls. The Mayor moderated the April 27 meeting. Recently, this included a Bristol Bay-region BBRSDA zoom call with about 60 people on April 6.

**13. Interim City Manager Gregg Brelsford Farewell and Transition to Interim Manager Chris Hladick**

May 14, 2021 is my last day as Interim City Manager. Chris Hladick, a former Dillingham City Manager, takes over as Interim on May 15. The Mayor, Chris and I have coordinated closely to ensure a smooth and successful transition. I have a prepared list of bullet points of current and prospective issues for him to address during his tenure.

It has been a special privilege and high honor to serve with Mayor Ruby, this Council and the good citizens of Dillingham. I served from January 19 – May 14, 2021. The City is very fortunate to have your leadership, as was I. Thank you for this opportunity. A brief

summary of what was accomplished during this time follows here. A table of this information is attached as Exhibit 4. A copy of a May 5, 2021, KDLG article about my farewell statement to the community is attached as Exhibit 5 - <https://www.kdlg.org/post/interim-city-manager-gregg-breelsford-reflects-his-time-dillingham>

a. Two Paradigm Changes

First, EO 2.1 created a new architecture for current Covid-safety rules based on full vaccination status, or recovery from prior Covid-infection: no travel quarantine, no pre-arrival negative test in prior 3-days. EO 2.1 balanced the City's history of carefully protecting citizens from Covid and starting to incrementally move toward a return to pre-Covid normalcy. A policy analysis discussing the extensive medial and other research underlying EO 2.1 accompanied it.

Second, the City started the planning, budgeting, and transition to a two-week-on / two-weeks-off for police patrol officers. As noted at paragraph 4 above, the City currently about 50% understaffed and without this change it this weakness will likely become worse. A number of other rural Alaska police departments have adopted this model in order to overcome the same staffing weaknesses we are facing. Numerous spreadsheets accompanied this new staffing model that demonstrate the extensive research underlying it.

b. Prevented Legal Liability to the City

Two potentially legally harmful personnel cases were resolved without legal liability to the City.

c. Maintained Strong City-Tribe Relations

A tribal concern about city property taxes was resolved. A concern by BBAHC regarding EO 1.1's travel quarantine was satisfactorily addressed by accommodating their request to amend the MOA between the two organizations.

d. Overcame Delays in Completing Critical City Financial Documents

Two long-term delays in critical City financial documents were resolved.

- i. Audit. The city's work on the audit was finished on April 22 after an approximately 6-month delay from the normal schedule of November or December. See paragraph 1 above.
- ii. FY21 budget revision. The FY 21 budget revision was approved by the Council on April 1, 2021, approximately 3 months after the normal schedule of January.

d. Lowered the Temperature of Tensions in Some Areas of the City's Operations

The temperature of some tension was lowered in the following areas: (i) a City-Tribal property tax issue, noted above, and (ii) the City's Covid-19 Task Force. I understand that past Task Force meetings were somewhat "noisy" and "contentious," I started my tenure with a request to the members that was honored during my time as Interim, "disagreements are OK, let's be courteous and respectful in speaking with each other."

e. Resolved Long-time Public Works' Director's Absence

I understand that the former Public Works Director was absent from Dillingham since October 2020, and during another prior period as well. This was resolved in early March 2021, an Interim Public Works Director hired (Jean Barrett) and recruitment for a permanent Director started.

f. Renewed Maintenance and Repair of Public Works Department's Caterpillar Equipment

I learned in March 2021 that maintenance on the Public Works Department's Caterpillar equipment had fallen behind such that three pieces had been inoperable for a substantial time, and others were significantly behind schedule. NC Machinery was retained to do an onsite inspection in April. Two of these pieces are now operable and the third will be when the required part comes in (it is an "old" part and hard to find now). We also make significant progress on catching up on long-delayed maintenance. *See* paragraph 8 above.

f. Landfill Fire Recovery Project Initiated and Insurance Claims Pressing Forward

There was extensive damage to one building and some vehicle and equipment. Thankfully, no one was hurt. The City has notified the insurance company of the fire and started processing a claim, however I learned that the claim was not being "pushed" along. This situation has been addressed and the City is now actively pressing the insurance company to process the claim and help us get the recovery started. More detail on this is provided above.

g. Aleknagik 911 Services

A non-trivial amount of the City's emergency resources was being used to support Aleknagik because the City was handling their 911 calls. It was determined that the City's resources should be limited to serving the City's taxpayers and people within its boundaries. In agreement with Aleknagik, the City reduced its 911 service area

to City boundaries, freeing Aleknagik to work directly with the Alaska State Troopers on its 911 services.

h. Waste Management Law Suit Against the City

I made numerous efforts to meet with Waste Management in Dillingham to discuss this matter – they never acknowledged this outreach and never provided us with all of the invoice and other documentation we requested in order to understand their claims. To increase the protection of the City in this litigation, I authorized the City attorney to file an Offer of Judgement with the court.

i. Fuel Spill at Harbor

I worked with Bristol Bay Fuel to resolve the cleanup of their fuel spill at the harbor in a way this satisfactory to the City and them, and preserves the City’s legal rights for later if it becomes necessary.

j. Covid-19

The city supported the PHN by providing the Council Chambers for her many Covid-vaccine clinics.

The City also obtained funding from the State of Alaska to provide “health equity” clinics for testing and vaccines – out-reach service for people who have fallen through the cracks because they were not yet been able to get tested or vaccinated. (working hours, no transportation, etc.).

I made Covid-19 status reports to the Council every-other Monday at 5:00pm during my tenure.

k. Social Media Use Expanded

I made numerous social media posts on the City and Dillingham Trading Facebook pages and the City’s webpage to promote City-messaging and increase the City’s visibility and virtual presence in Dillingham. This included modeling City Covid-leadership by posting pictures and messages of the Interim City Manager getting Covid-19 tests and vaccine shots and encouraging others to do the same.

l. Fire Hall – Lake Road

I worked extensively with the Fire Chief, and the Planner, to synchronize the finalization of the Lake Road fire hall and a transition of vehicle and equipment from the Airport building on leased airport land.



m. Leadership Development

I conducted numerous discussions with Department Heads, collectively in Department Head meetings, and individually, about leadership, fiduciary duty, leadership development, and leadership values.

n. Sexual Harassment Training for All City Staff

Unfortunately, sexual harassment is not infrequent in today’s world – despite all the publicity about the harm it causes and the penalties for doing it. Indeed, we dealt with one case during my tenure (the details are confidential). All city staff received this training. This sends the right message to city staff, that this is wrong and will be sternly addressed. It also secured a discount on our insurance premiums, and positions the City as strongly as possibly for defending a claim later if necessary.

Thank you. It has been an honor and privilege to serve with you in the greatest city in Alaska!

**EXHIBIT 1**

Interim City Manager's report to May 13, 2021 City Council Meeting

City of Dillingham Public Works Department Caterpillar equipment status as of March 15, 2021, compiled by Julie Cisco (black), and updated by Donald Yun, NC Machinery, April 27, 2021 (red)

#192 2014 Caterpillar 816F Compactor Inoperable, water in fuel system, possibly from fuel caps being left off. Fuel system needs to be purged. Needs service and repairs. **Now operable – it can be used but still needs significant further maintenance.**

Drained the tank and filled with clean diesel, ran machine and it has a fuel leak coming from #1 bonnet on fuel pump it's also has an engine miss.

#104 2012 Caterpillar 160M Grader Inoperable; multiple steering faults, hydraulic and coolant leaks. Needs diagnostics, service and repairs. **Now operable, rated as an 8 on a scale of 10 being the best.**

Changed #3 injector and updated software, Steering faults (steering misalignment) is the operator needs to align the joystick with the front wheels at star up. Both fitting for brakes on the left tandem need repaired, oil leak around the fuel pump and circle needs adjusting. The parts did not show up so put engine back together with old parts and we'll have to comeback unless John can get the state to enter the trim file for the injector.

#120 1998 Caterpillar 960F Loader Inoperable; possible fuel injector problems. Needs diagnostics, service and repairs. **Still inoperable as of April 29, 2021 because the ordered parts were bumped by Alaska Airlines Gold Service for 5 consecutive days and never arrived before the NC representative returned to Anchorage. Should become operable when the parts arrive.**

Replaced the fuel transfer pump and priming pump and got machine running, but the governor has been gotten into and now run at or near full throttle all the time. Governor well need to be rebuilt a or replaced with new one. The engine sounded pretty good while running. Speaking with the mechanic it sounds like the tilt cylinder needs resealed for it leaks off. Did not want to run machine with the governor messed up.

#188 2006 Caterpillar Excavator 345CL Operable, needs service and possibly repairs.

Did not have the oil to change hydraulic oil and filter, but did look over machine and it looks pretty good.

#119 1999 Caterpillar D5M Dozer Operable, needs service and possibly repairs.

**Performed 500-hour service**

#106 1998 Caterpillar 160H Grader Operable; needs service and possibly repairs. Has 12,000 hours.

Repaired electrical system strobe light, tail lights and backup alarm and backup light. Had to replace the rocker switch in cab for lights. Transmission gear 2,5 did not work troubleshot problem and replaced the solenoids for second and fifth gear. Ordered all 8 solenoids cause after speaking with the mechanic the oil in the transmission was milking white and full of water (which will cause the solenoids to stick) and we'll have to replace the other pretty soon as needed. Clutch #4 is close to being worn out, life can be extended if the operators stay out of 6 and 7 forward gear and 2 reverse gear. To repair transmission well need to be removed and rebuilt. The blade and circle need tightening up also (a matter of removing shims and adding shims).

**CITY OF DILLINGHAM**  
**PO BOX 889**  
**DILLINGHAM 99576-0889**

CUSTOMER NO.	CONTACT	PHONE NO.	FAX NO.	Work Order No.
9993029				
QUOTE NO.	P.O. NO.	DATE	Email	
172187		2021-05-03		
MAKE	MODEL	SERIAL NO.	UNIT NO.	
AA				
NOTES				

**SEGMENT: 01**      PERFORM REPAIR EQUIPMENT ( )  
 NOTES:  
 160H- REMOVE AND INSTALL TRANSMISSION.  
 REBUILD TRANSMISSION IN ANCHORAGE  
 REBEARING AND REASEAL TRANSMISSION. REPLACE  
 SOLENOIDS, VALVES, FRICTION DISCS, ELECTRICAL  
 PARTS, INSTALL UPGRADED PISTONS TO INCREASE WEAR  
 LIFE. BENCH TEST INCLUDED.  
 MISC PARTS FOR \$5000 IS FOR WORN HOSES, LINES  
 GASKETS ETC FOUND WHEN REMOVING TRANSMISSION.  
 \*\*FREIGHT NOT INCLUDED\*\*FLUIDS/OILS NOT INCLUDED\*\*

**Parts**

Part Number	Description	Qty	Unit Price	Ext Price
TRANSMISSIONS	TRANSMISSIONS	1	34,000.00	34,000.00
/160				
MISC PARTS	MISC HOSES, LINES, GASKETS ETC	1	5,000.00	5,000.00
			<b>Total Parts:</b>	39,000.00

**Labor**

Description	Qty	Ext Price
REMOVE AND INSTALL TRANS/ ADJUST CIRCLE AND BLADE	40	7,700.00
REMOVE AND INSTALL TRANS/ ADJUST CIRCLE AND BLADE	22	5,610.00
		<b>Total Labor:</b>
		13,310.00

**Misc**

Description	Qty	Ext Price
MISC SUPPLIES, CONSUMABLES	1	1,000.00
		<b>Total Misc:</b>
		1,000.00

**Segment 01 Total:**      53,310.00

**SEGMENT: 02**      PERFORM MAINTENANCE ON REPAIR EQUIPMENT ( )

NOTES:  
 160M2- INSTALL NEW INJECTOR.  
 ADJUST CIRCLE AND BLADE  
 REPAIR OILS LEAKS, ESTIMATED.  
 REPLACE WATER PUMP

**Parts**

Part Number	Description	Qty	Unit Price	Ext Price
269-5304	SEAL	1	2.43	2.43
269-5305	SEAL	1	1.32	1.32
147-0182	SEAL-O-RING	1	2.57	2.57
557-9567	PUMP GP-WATE	1	532.91	532.91
<b>Total Parts:</b>				539.23

**Labor**

Description	Qty	Ext Price
PERFORM REPAIRS	16	3,080.00
PERFORM REPAIRS	8	2,040.00
<b>Total Labor:</b>		5,120.00

**Misc**

Description	Qty	Ext Price
MISC SUPPLIES, CONSUMABLES	1	375.00
<b>Total Misc:</b>		375.00

---

**Segment 02 Total:**      6,034.23

**SEGMENT: 03**      TROUBLESHOOT ENGINE ( )

NOTES:  
 816F- TROUBLESHOOT MISFIRE.  
 PARTS ARE ESTIMATED, MORE PARTS MAY BE REQUIRED TO  
 COMPLETE REPAIRS

**Parts**

Part Number	Description	Qty	Unit Price	Ext Price
PARTS	ESTIMATED PARTS	1	1,500.00	1,500.00
<b>Total Parts:</b>				1,500.00

**Labor**

Description	Qty	Ext Price
TROUBLESHOOT/ REPAIR	16	3,080.00
TROUBLESHOOT/ REPAIR	8	2,040.00
<b>Total Labor:</b>		5,120.00

**Misc**

Description	Qty	Ext Price
MISC SUPPLIES, CONSUMABLES	1	400.00
<b>Total Misc:</b>		400.00

---

**Segment 03 Total:**      7,020.00

**SEGMENT: 04**      PERFORM REPAIR EQUIPMENT ( )

NOTES:  
 960F-  
 REMOVE AND INSTALL GOVERNOR, HAVE GOVERNOR REBUILT  
 IN ANCHORAGE.  
 REMOVE AND INSTALL TILT CYLINDER.  
 REBUILD CYLINDER IN ANCHORAGE.  
 REPAIR MISC LEAKS

**Parts**

Part Number	Description	Qty	Unit Price	Ext Price
TILT CYLINDER	RESEAL TILT CYLINDER IN ANCHORAGE, PARTS AND LABOR	1	1,753.00	1,753.00
MISC PARTS	ESTIMATED PARTS TO REPAIR LEAKS	1	1,000.00	1,000.00
10R-0994	GOVERNOR GP	1	1,520.85	1,520.85
10R-0994	CORE	1	1,115.31	1,115.31
<b>Total Parts:</b>				5,389.16

**Labor**

Description	Qty	Ext Price
REMOVE AND INSTALL GOVERNOR / TILT CYLINDER, REPAIR MISC LEAKS	16	3,080.00
REMOVE AND INSTALL GOVERNOR / TILT CYLINDER, REPAIR MISC LEAKS	4	1,020.00
<b>Total Labor:</b>		4,100.00

**Segment 04 Total:** 9,489.16

**SEGMENT: 05**      TRAVEL TO/FROM WORK SCHEDULING ( )

NOTES:  
 TRAVEL TO/FROM DILLINGHAM, FOR TWO TRIPS.  
 CUSTOMER TO PROVIDE LODGING UNLESS OTHERWISE SPECIFIED

**Labor**

Description	Qty	Ext Price
TRAVEL TIME	16	2,480.00
<b>Total Labor:</b>		2,480.00

**Misc**

Description	Qty	Ext Price
EXCESS BAGGAGE FEES	2	1,000.00
MEALS WHILE ON SITE FOR BOTH TRIPS	1	1,000.00
CAR RENTAL	2	1,200.00
AIRFARE FOR TWO ROUND TRIP TICKETS	1	1,200.00
<b>Total Misc:</b>		4,400.00

**Segment 05 Total:** 6,880.00

**Total Segments:** 82,733.39

**SUB TOTAL (BEFORE TAXES)** 82,733.39

**TOTAL ESTIMATE** 82,733.39

- This estimate will expire 30 days from the estimate date.
- Price excludes Freight Charges, Operating Supplies/EPA Fees and Overtime.
- Terms: Net 10th Prox.
- Sales Taxes where applicable are not included with the above prices.

**Mayor**  
Alice Ruby

**Interim City Manager**  
Gregg B. Brelsford



**Dillingham City Co**

Section . Item 2.

Chris Napoli  
Bill Rodawalt  
Aksel Buholm  
Curt Armstrong  
Andy Anderson  
Gregg Marxmiller

**MEMORANDUM**

EXHIBIT 3

**Date:** May 7, 2021

**To:** Mayor and City Council

**From:** Gregg B. Brelsford, Interim City Manager

**Subject:** **Repairs, replacement and materials needed to get the Public Works Caterpillar 160H grader fully operable** – preliminary cost estimate: \$67,610 but could be more  
Based on NC Machinery proposal #172187, dated May 3, 2021, Segment 01 (this is included in the larger proposal provided at Exhibit XX of the Interim Manager’s Report to the May 13, 2021 City Council meeting)

---

Repairs, replacement and materials are needed to get the Public Works Caterpillar 160H grader fully operable.

**Justification**

This is a vital piece of the Public Works fleet, being used year-round for road maintenance and snow removal / management.

The grader is currently semi-operable; it does not shift into all gears. To continue using it as is would be unproductive and possibly lead to further damage. The blade was also identified as needing adjustment to perform correctly. The body of the grader is good and has years of useful life left if fully maintained.

**Estimated Cost**

The NC Machinery tech who was on site in April did diagnostics and provided an estimate of repairs as follows:

Remove and replace transmission	\$34,000.00
Hoses, seals, solenoids, electrical parts	\$ 5,000.00
Labor remove and replace transmission and adjust blade	\$ 13,310.00
Supplies and consumables	\$ 1,000.00
Travel expenses, excess baggage	\$ 2,200.00
Freight, fluids and oils (estimated)	<u>\$ 10,000.00</u>
<b>Subtotal</b>	<b>\$ 67,610.00</b>

The NC Machinery tech did not have the equipment to run full diagnostics on the grader engine. There is a possibility it will need repairs, up to and including a major overhaul, depending on the findings after the transmission is repaired and the grader can be run. If that is the case, the **repair** figure could double to **\$140,000.00**. If that is the case, the City should look at a **replacement** piece of equipment which could **\$350,000.00 plus freight**.

**Mayor**  
Alice Ruby

**Interim City Manager**  
Gregg B. Brelsford



**Dillingham City Co**

Section . Item 2.

Chris Napoli  
Bill Rodawalt  
Aksel Buholm  
Curt Armstrong  
Andy Anderson  
Gregg Marxmiller

**MEMORANDUM**

EXHIBIT 4

**Date:** May 7, 2021  
**To:** Mayor and City Council  
**From:** Gregg B. Brelsford, Interim City Manager  
**Subject:** Interim City Manager’s Report to May 13, 2021 City Council meeting  
Summary of Interim Manager Major Accomplishments / Activities:  
January 19 - May 14, 2021

This is a general, not a detailed, summary of what was accomplished during my 4-month tenure – does not include routine day-to-day tasks and activities. All were accomplished through thorough careful due diligence. This is also not a statement about any “unfinished business” on the table when I started the position. A city’s business is always in flux and never “finished.” A new city manager always begins with tackling “unfinished business” as well as addressing newly arising circumstances.

<b>Task</b>	<b>Status on January 19, 2021</b>	<b>Status on May 14, 2021</b>
<b>Covid Emergency Orders</b>	EO 1.1 in place	EO 2.1 crafted and issued <sup>1</sup>
	City-Health Professionals meetings	Revived these City meetings w/ BBAHC and PHN
<b>Police Department Patrol Officer Staffing</b>	Unsustainable staffing model - Significant number of patrol officer positions chronically vacant and dominated by entry-level personnel	Transitioning to two-weeks-on / two-weeks-off staffing model like many other rural Alaska cites – sustainable, and attracts more experienced personnel
<b>Protected City from Potential Legal Liability Personnel</b>	Two cases	Resolved ADA exposure without liability to City
<b>City-Tribal Relations Strengthened</b>		City accommodated BBAHC amendment request regarding village-staff travel

<sup>1</sup> The new Covid-safety paradigm is based on the new degree of extensive vaccinations in Dillingham and new CDC guidelines for vaccinated people. As of April 30, 2021, about 60% of the people in Dillingham aged 16 and older are fully vaccinated, according to the Dillingham Public Health Nurse. EO 2.1 furthers two important objectives (i) provide reasonable incentives for more community-members and travelers to get vaccinated, because we all benefit from higher levels of vaccination, and (ii) continue to protect our community by maintaining critical Covid-safety measures. It provides a fair and reasonable balance of continuing key past Covid-safety measures and moving forward toward returning to our pre-Covid normal lives.



			City resolved tribal p issue
	<b>Sexual Harassment and Discrimination Training</b>		First staff training on this topic – secured insurance premium discount
			Reduced potential City legal liability by proactively training staff and strengthen legal-defense posture
	<b>FY20 Audit</b>	Behind schedule	City responsibility finished
	<b>FY21 Budget Adjustment</b>	Behind schedule	Finished
	<b>FY22 Budget</b>	Behind schedule	Back on track
	<b>Covid-19 Task Force</b>	Contentious – broadly diverse points of view	Courteous, respectful, calm exchanges for viewpoints and provision of health information
	<b>Covid-related: Winter to Summer 2021</b>		60% DLG eligible people fully vaxed <sup>2</sup>
			Opened Council Chambers to PHN testing and vaccine clinics
			Public Service Announcements crafted, recorded by community leaders and broadcast regularly on KDLG-March to June – 2/day, 3x/week
	<b>Represent DLG on multiple, continuing statewide and other Covid-19 zoom meetings</b>		Keep DLG visible and advocate for DLG on zoom: State EOC and Unified Command; Bristol Bay regional; BBRSDA; AML Local Govt ECHO; BBNA [weekly and as generated]
	<b>Covid-related: Summer 2021</b>		
	<b>City-delivered tests and vaccine shots</b>		State funding secured – targeted start is mid-May
	<b>Fleet Letters</b> – to processors and fisherman organizations reaching thousands of individuals		Done

<sup>2</sup> April 30, 2021, state PHN presentation to City’s Covid-19 Task Force. The City did not deliver vaccinations but supported the vaccinations in many other valuable ways, some of which are described in this document.

<b>Public Works Department</b>		
<b>Former Director</b>	Physically absent approximately 8 of last 12 months	No longer employed by the City
<b>Interim Director</b>		Appointed – Jean Barrett
<b>New Director</b>		Recruitment underway
<b>Heavy Equipment - Caterpillar</b>	Inoperable (3 major pieces – graders/loaders) and chronic absence of maintenance	3 major pieces operable, catch-up on maintenance started, maintenance schedule established; obtained cost-estimates for future repair / replacement / maintenance
<b>Landfill Fire Recovery Project</b>	Nothing organized – limited, isolated efforts, insurance claims languishing	Project structure and team organized to <i>remove</i> debris and damaged building, vehicles and equipment, <i>replace</i> same, <i>prosecute</i> insurance claims and <i>secure</i> compensation, and ensure proper accounting of funds and expenditures: on-budget and on-time
<b>Fuel Spill at Harbor</b>		Recovery underway; City’s potential legal claims documented and preserved
<b>Waste Management v DLG law suit</b>	Filed on January 18, 2021	Waste Management not pushing this litigation – City filed Offer of Judgement to strengthen City’s position in resolving
<b>Aleknagik 911 Services</b>	Handled by DLG police	Handled by Aleknagik and Alaska State Troopers
<b>Fire Hall – Lake Road</b>		Progress toward finishing construction, coil door
		Developed plan to relinquish state-land lease and building and move vehicles and equipment to here
<b>FY22 Insurance (APEI)</b>		Application timely filed - secured insurance premium discount
<b>Social Media</b>		Increased City messaging and presence on local social media (Facebook, City webpage)

	<b>Leadership</b>		Modeled City and Covid-safety leadership – post pictures of Manager tests and vaccine shots
			Coached department heads on leadership-development responsibility and resources
			Encouraged them to join their respective Alaska and national professional associations
	<b>Police Department Equipment and Vehicle Repair</b>	Repairs behind schedule	Installed industrial-strength lock on jail isolation room – 5 months after first requested; progress on 2 disabled vehicles (new engine; repairs to engine computer)

# Interim City Manager Gregg Brelsford reflects on his time in Dillingham

By [ISABELLE ROSS](#) · MAY 5, 2021

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*Brelsford tackled a number of tasks during his time as Dillingham manager, among them, implementing the city's COVID-19 regulations.*



*Gregg Brelsford. Tuesday, May 4, 2021.*  
CREDIT IZZY ROSS/KDLG

Listen

Listening...

11:14

*KDLG's Izzy Ross speaks with interim City Manager Gregg Brelsford about his time in Dillingham.*

Dillingham Interim City Manager Gregg Brelsford will leave his position next week.

Brelsford served as the Bristol Bay Borough's manager for two years. He worked closely with Dillingham's former city manager, Tod Larson, ahead of last year's fishing season.

“It was very intense, it was very confusing, very fragmented, very fluid, very unpredictable,” he said. “So Tod and I formed a bond being the two city managers in the bay going through that together, and trying to manage the COVID risk in the first year when everything was new.”

Brelsford stepped up in January, a month after Larson left. He tackled a number of tasks during his time as Dillingham manager, including implementation of the city’s COVID-19 regulations. He said his experience in the borough gave him an understanding of what was at stake when making those decisions for small communities that see a large influx of people during the summer.

“Both communities have a large surge. And so during the COVID era that’s especially scary,” he said. “It’s especially challenging to try and be protective for the community as a whole in terms of COVID, and yet continue life as much as possible, particularly business activity.”

Faced with the COVID-19 vaccine rollout and the changing environment this spring, he solicited a wide range of public opinions as he crafted Dillingham’s new emergency declaration. He also published a contentious emergency order that removed the travel quarantine, but only for vaccinated people and those who had recovered from a previous COVID-19 infection.

“I tried to craft a balance between the historical model of COVID safety regulation, as well as trying to move it forward incrementally in the direction toward more of a return to pre-COVID normal life,” he said.

The city is still on the search for a permanent city manager. Brelsford decided to leave his position when it became clear the city wouldn’t find one before his six-month contract ended. Looking ahead, he said he wants to spend more time with his family.

“One of the things that COVID did, for I think everybody in the country, is that it made us realize that we’re mortal, and that we should be thinking about what are we going to do with the time that we have in our life,” he said. “I want to make sure I spend it with my kids. So that’s a hard stop.”

Among his summer plans, Brelsford will go scuba diving and skydiving with his son.



*Brelsford has completed around 625 jumps. He plans to skydive with his son this summer.*

Brelsford’s last day is May 14. Chris Hladick, the former Alaska Region 10 administrator for the Environmental Protection Agency, will then take over as Dillingham’s interim city manager.

# *City of Dillingham*

## House District 37 / Senate District S

~ 4/30/2021 ~

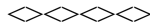
( Day 102 )

### *32<sup>nd</sup> Alaska State Legislature ~ 1<sup>st</sup> Session*

## APRIL 2021 – LEGISLATIVE REPORT

*Cliff Stone / City Lobbyist*

*~ Legislature heading towards a favorable budget for municipalities across Alaska ~*



I'm going to mirror some of the report by Nils Andreassen for the Alaska Municipal League he sent out today as that is the business at hand.

The great news is that there is currently full funding for school bond debt reimbursement and Community Assistance, targeted relief for communities who have lost more in revenue than they gain in ARPA funding. Like Nils reported, the Community Assistance; if it stays as proposed by the House, the amount should be similar to that which you received a few years back (based on a full \$30 million); otherwise the FY22 amount should be just a little more than you received last year. The Senate will discuss the budget next week. Once their version is finalized, it will be voted on and the final version will come out of a conference committee made up of both House and Senate members. From today, they only have 19 days in which to complete the people's business. A special session still looms large as this moves forward.

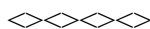
One of the goals of leadership is to roll as much of the ARPA monies into the operating budget from HB 181 and its companion SB 128. Those are the appropriation bills for ARPA.

AML is laser focused on the ARPA monies. In case you missed Nil's comments in an earlier report, it is worth repeating.

"We're making ARPA a priority because it can make the biggest difference, we think, and that's where legislative attention will be focused, in many ways.

- We're building collaboration and identifying needs related to water/sewer, broadband, childcare, and school construction/maintenance.
- Our Shared Service staff is strengthening its capacity to support members in their compliance and reporting.
- We're exploring what role we can play in making sure that you have at least awareness of grant opportunities. We have launched this webpage on our site to share information and will organize a funders' forum in the near future to hear from grantmakers.
- More importantly we want to be sure that AML members can access [these grants](#) competitively. On this front, a grant writing or management service might be helpful, which could function as part of a pooled effort."

On roughly May 10<sup>th</sup> the U.S. Treasury will provide final allocations for communities and the State, and give clear direction as to their use and implementation. We imagine that will throw something of a wrench in the budget process, but their current planning should be adaptable to what comes out. AML will host a webinar on May 12<sup>th</sup>, to walk through with members everything that we learn from the Treasury guidance.



## BILLS OF INTEREST

The following bills are highlighted as items of interest for your community. I will follow these more closely as the session proceeds. The House has introduced 196 bills to date and various resolutions. The latest count for the Senate is 134 bills and a variety of resolutions. See “Budget Bills” highlighted later in this report. As in the past, if you see a bill that you want tracked, I will be happy to do so and report accordingly.

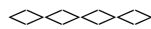
**HB 1 – Audit of CARES Act Funds**  
**HB 4 – COVID-19 related**  
**HB 37 – Income Tax, PF, and ERA**  
**HB 55 – PERS related/Peace officers and Firefighters**  
**HB 56 – Power Cost Equalization (PCE)**

**HB 73 / SB 53 – PF Advisory Vote**  
**HB 75 / SB 55 – Employer Contributions to PERS**  
**HB 76 – Extending the COVID-19 Disaster Emergency**  
**HB 123 – State Recognition of Tribes**  
**HB 188 – Seafood Product Development Tax Credit**

**SB 6 – PERS/TRS Retirement Incentives**  
**SB 37 – PERS/TRS Retirement Plans**  
**SB 56 – Extending the COVID-19 Disaster Emergency**  
**SB 81 – VPSO Program – Grants**  
**SB 93 – Health Insurance: All-Payer Claims Database**  
**SB 108 – State Recognition of Tribes**  
**SB 130 – Electronic Pull-tab Games**

**SJR 10 – Constitutional Amendment: In Person Public Education**  
**SR 2 – COVID-19 Emergency Declaration**

Be sure to check out the latest Legislative Updates from the Alaska Municipal League (AML). I try not to repeat any information that is presented there. It is an excellent source of the bills and topic matters that are important to towns and villages all across Alaska. If you haven’t registered for Legislative Updates for AML Members meetings, you may be able to [use this link for Zoom](#); or dial in by calling +1 253 215 8782 - Meeting ID: 881 8150 7680 Passcode: 449972.



## BUDGET BILLS 2021

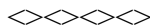
For a handy reference, below are the budget-type bills that have been introduced so far this year. They will be considered through out this first session. Currently many of these bills are being considered in the respective Finance Committees. Other bills have been assigned to various other committees. The House version of the operating budget will be probably be passed out over this weekend with debate in the Senate following. *Please note that HB 93 and its companion SB 74 as drafted by the governor, does not contain any monies for your breakwater or harbor projects. The only avenue to have these projects inserted into the bills for consideration is up to your representatives – Senator Hoffman and Rep. Edgmon.*



- **HB 68 / SB 48 – Supplemental Appropriations (FY21)**
  - **HB 69 / SB 49 – FY22 Operating Budget**
  - **HB 70 / SB 50 – FY22 Capital Budget with reappropriations and making supplemental appropriations**
  - **HB 71 / SB 51 – FY22 Mental Health Budget**
  - **HB 84 / SB 68 – FY22 Supplemental, Reappropriations, and Appropriations from the CBR**
  - **HB 72 / SB 52 – Appropriation from the ERA for payment of the PFD**
  - **HB 37 – Income Tax, PF Earnings Reserves**
  - **HB 57 – CBR Sweep Provisions**
  - **HB 67 – K-12 Appropriation for Academic Recovery from COVID-19**
  - **HB 92 – Revenue Anticipation, Borrowing and Credit**
  - **HB 93 / SB 74 – G.O. Bonds: State Infrastructure Projects**
  - **HB 141 – Appropriation Limit; Government Budget**
  - **HB 165 – Appropriations: Earnings Reserve to Permanent Fund**
  - **HB 169 – Appropriations: Education and Pupil Transportation**
  - **HB 181 – Appropriations: Special American Rescue Plan Act**
- 
- **HJR 1 – Constitutional Amendment: Permanent Fund, POMV, and Earnings**
  - **HJR 6 / SJR 5 – Constitutional Amendment: Budget Reserve Appropriation Limit**
  - **HJR 7 / SJR 6 – Constitutional Amendment: Permanent Fund and PFD’s**
  - **HJR 8 / SJR 7 – Constitutional Amendment: State Tax Voter Approval**
  - **HJR 10 – Constitutional Amendment: Permanent Fund and POMV and Dividend**
  - **HJR 10 – Constitutional Amendment: Permanent Fund and ERA**
- 
- **SB 100 – State Income Tax**
  - **SB 102 – Amend Compact for a Balanced Budget**
  - **SB 128 – Appropriations: Special American Rescue Plan Act**

*Create Your Own Budget for the State of Alaska*

Commonwealth North has created an **online tool** that allows Alaskans to modify most aspects of Alaska’s budget, so revenues match up with expenses. As many of you know, Alaska is at a budget crossroads, and difficult decisions must be made to preserve essential services and ensure Alaska remains a vibrant and successful place to live, work and play. While the tool isn’t perfect, I think users will gain a deeper insight into our state budget and get an idea how budget cuts, taxes and investments in state services impact our bottom line. In case the link above doesn’t work: <https://www.akbudget.com/>



### **COVID-19**

The COVID-19 Disaster Extension legislation (**HB 76**) is awaiting action by the full Senate as I write. The measure prohibits the governor from employing the revised program legislative process (RLP’s) to distribute any federal COVID related funding. The bill would require the governor to call the legislature into special session to appropriate the funds.

Alaska’s vaccination effort continues to be one of the best in the nation. As of earlier this month, nearly one-in-three Alaskans (253,240 people) have received their first shot while more than one-in-five (177,827 people) are fully vaccinated.

Vaccination coverage is highest among Alaska residents age 65 and older – the group most vulnerable to COVID-19. As of today, roughly 72% of Alaskans in that age group have received one dose of the vaccine and 64% are fully vaccinated – a number that includes 90% of residents at Alaska’s Pioneer Homes.

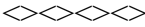
In coordination with Tribal partners and local communities, the State’s vaccination efforts have been successful with some communities in Alaska reaching extremely high vaccination rates.

The following state resources can be helpful for getting the vaccine. Use Alaska’s PrepMod website to book online or use the Vaccine Providers List to call the providers in your community directly. For scheduling or information about COVID-19 vaccine in Alaska: www.covidvax.alaska.gov If you need assistance to book your appointment, call Vaccine Scheduling Call Center at 907-646-3322.

A handy reference tool that everyone can access is the state’s “Vaccine Updates” signup at the following: <https://public.govdelivery.com/accounts/AKDHSS/signup/16046>

As I posted in the past few months, if you or anybody in the community suspects they’ve been a target of fraudulent information or requests regarding COVID-19 vaccines, they should **notify the Medicare Information Office at [hss.medicare@alaska.gov](mailto:hss.medicare@alaska.gov) via email or call 1-800-478-6065 immediately!**

**REMEMBER – COVID VACCINES are FREE.**



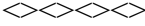
**GOVERNOR'S CORNER** <http://gov.alaska.gov>

***Handy phone numbers for Governor’s offices: Anchorage: 907-269-7450 and Juneau: 907-465-3500***

On April 16<sup>th</sup>, the governor released his proposal for use of the \$1.02 billion in federal funds of the American Rescue Plan Act (ARPA) that will be directed to the State for discretionary COVID-19 recovery efforts. Go to the following website for the full release: <https://gov.alaska.gov/newsroom/2021/04/16/dunleavy-announces-proposal-for-use-of-federal-american-rescue-plan-act-funds/>

Former state trooper and wildlife trooper Jim Cockrell has been named the new Commissioner of Public Safety. Our paths crossed back in the mid-2000’s as I was a special legislative liaison for the then commissioner under the Murkowski Administration. Mr. Cockrell should serve Alaska well.

The governor has also appointed Ms. Amanda Holland as the acting commissioner of Administration.



**TESTIFYING**

If you are planning to testify on any particular bill or subject matter, check the committee calendar the day of or the day before the scheduled hearing as sometimes a bill is rescheduled or cancelled at the last minute. You should also be able to ascertain if they are even accepting public testimony on any particular day. If you can’t attend a hearing at your local LIO you can participate by using the following numbers.

The **toll-free number** can only be used if you have had prior approval to call in from the appropriate committee chair. That number will be distributed upon your request and subsequent approval.

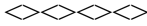
**In Juneau the number is: (907) 463-5009.**

Go to: <http://www.akleg.gov/basis/start.asp> for a complete description of a bill that is up in committee. Fiscal notes and other documents that the legislative office has posted in regards to that particular bill should also be available. Type in the appropriate bill/resolution number in the space provided.

Remember – Bills that have already been heard or previous scheduled in committee can come back to that body without prior notification.

**Live on the Web** [ [www.360north.org](http://www.360north.org) ]

Most committee hearings can be seen and heard on Gavel Alaska/360 North on the web or look for Cable Channel-18 in Juneau. You can also access schedules, various programs, and online archives from the website above. *Note: With COVID-19 restrictions, Gavel Alaska may not be broadcasting as normal. You might have to go to the following website: [www.alaskalegislature.TV](http://www.alaskalegislature.TV)*



**WEBSITES OF INTEREST**

**! COVID-19 ~ Information ! / <https://covid19.alaska.gov>**

In Alaska, a COVID-19 Help Line has been set up at **211** or dial: 1-800-478-2221

**During the COVID-19 public health emergency, the Capitol is closed to the public. To reach your legislator, please find Senate contact information [here](#) and House of Representatives contact information [here](#). For the latest COVID-19 information, please visit the [Alaska Department of Health & Social Services](#).**

Schools can get more help at: [aksmartstart2020@alaska.gov](mailto:aksmartstart2020@alaska.gov)

\* U.S. REAL ID Compliant license – deadline extended to October 1, 2021.  
- <http://doa.alaska.gov/dmv/>

**Online Public Notices for Alaska** <https://aws.state.ak.us/OnlinePublicNotices/default.aspx>

**2021 Alaska Legislature Publications List** <http://akleg.gov/publications.php>

**2021 1<sup>st</sup> Session Staff Contacts** <http://akleg.gov/docs/pdf/Legislator-Staff-List.pdf>

**2021 Legislators by District** <http://akleg.gov/docs/pdf/Legislators-by-District.pdf>

**2021 House/Senate Committees** <http://akleg.gov/docs/pdf/commlist.pdf>

**2021 Senate Finance Subcommittee** <http://akleg.gov/docs/pdf/SFINSubcmte21.pdf>

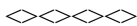
**2021 Legislature Photo Sheet** <http://akleg.gov/docs/pdf/Legislator-Photo-Sheet.pdf>

**Representative Bryce Edgmon: 907-465-4451 // Senator Lyman Hoffman: 907-465-4453**

**Congressional Delegation websites**  
<http://murkowski.senate.gov/public>      [www.sullivan.senate.gov](http://www.sullivan.senate.gov)      <http://donyoung.house.gov>

**DC Phone Nr**  
Murkowski: 202-224-6665      Sullivan: 202-224-3004      Young: 202-225-5765

**Anchorage Phone Nr**  
Murkowski: 907-271-3735      Sullivan: 907-271-5915      Young: 907-271-5978



~ End Report ~

*Enjoy your family and friends while staying safe and strong! ~ Cliff*



**MEMORANDUM**

**DATE:** April 28, 2021  
**TO:** Gregg Brelsford, Interim City Manager  
**FROM:** Kelsa Brandenburg, Executive Assistant/HR  
**SUBJECT:** April Department Staff Report

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**STAFF REPORT**

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**New Employees:**

**Resignations / Terminations / Layoffs:**

Darren Napoli – Harbor Assistant  
Danny Miller – Harbor Assistant

**Transfers:**

Jean Barrett – Port Director *and* Interim Public Works Director  
CJ Roque – On-call Heavy Equipment Operator to Full Time/Regular Heavy Equipment Operator

**Position Vacancies:**

City Manager  
Fire Department Coordinator  
Public Works Director  
Assistant Finance Director  
Dock Assistant/Equipment Operator  
Harbor Assistant  
Police Officer  
Dispatcher  
Senior Center Cook  
Executive Assistant/HR  
Seasonal EMT (4 positions)



## MEMORANDUM

**DATE:** May 7, 2021  
**TO:** Gregg Brelsford, Interim City Manager  
**FROM:** Lori Goodell, City Clerk  
**SUBJECT:** Staff Report

### STAFF REPORT

**BOE:**

The Board of Equalization Hearing was held April 27, 5:30 p.m. All appeals were settled prior to the hearing.

**INFORMATIONAL ITEM:**

Please note the Choggiung Limited letter to the City of Dillingham, and Resolution 2021-02 are in the informational section of the packet. These items arrived too late to be included in the April packet.

**AAMC/IIMC Training:**

The following courses have been completed:

Oregon Association of Municipal Recorders

Mid-year academy; Built For The Storm

Vermont Municipal Clerk

Virtual Athenian Leadership Dialogue, Rousey – My Fight/Your Fight

Maine Town & City Clerk Assoc.

Athenian Dialogue, Greenlights

Upcoming training:

Northwest Clerk Institute Professional Development II, June 8-10 & 15-17, held virtually.

AAMC annual conference November 17-20 in Anchorage at the Hotel Captain Cook.

**Ordinances:**

There are three ordinances in the May 13<sup>th</sup> city council meeting packet.

*Ordinance 2021-03*; Update to DMC 8.16, Enhance 911 System

*Ordinance 2021-04*; Update to DMC 8.18 and 8.30, Review of Liquor License, and Marijuana Regulation

*Ordinance 2021-05*; FY21 Budget Revision

**STANDING ITEM(S):**

**Liquor & Marijuana License Renewals/Transfers/New Licenses.** (Indicate any licenses due to expire.) There are currently no licenses for review.

**Commission/Board Seats Vacant.**

- 
- Library Advisory Board, one seat. Rebekah Fonkert has replaced Deven Lisac as the UAF BB Campus representative.
  - School Facility Committee, one seat.
  - Senior Advisory Commission, two seats.
  - Friends of the Landfill, two seats.
  - Planning Commission, two seats.

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**Helpful Tips for Zoom Meetings:**

- Get familiar with the participant pane and the tools available; i.e. raising hand.
- Turn off notifications on your computer and remove distractions.
- Only turn on your video when speaking.
- Keep yourself muted, and only unmute when you are recognized by the chair to speak or are making a motion.
- Try to keep your comments brief.



# Northwest Clerks Institute

and

Oregon Association of Municipal Recordors  
Award this Certificate of Completion to

Lori Goodell, CMC  
City of Dillingham, Alaska

for

***"Built for the Storm"***

Mid-Year Virtual Academy

Presented Dr. De Hicks

March 31 & April 1, 2021

A handwritten signature in black ink that reads "Joann L. Tilton".

Joann L. Tilton

Northwest Clerks Institute Director

**IIMC Approved for 3 CMC Education Points or 3 MMC Education Points – 6 Hours**

# ATHENIAN DIALOGUE CERTIFICATE OF PARTICIPATION OF THE BOOK

MY FIGHT/YOUR FIGHT BY RONDA ROUSEY AND MARIA BURNS ORTIZ

This Certifies that on

April 11, 2021

Lori Goodell

City Clerk

Actively participated in this Athenian Dialogue for 3 CMC/MMC points

Sponsored by the City/Town Clerks of Vermont

**INTERNATIONAL INSTITUTE OF  
MUNICIPAL CLERKS**

APRIL 13, 2021

DATE



*Dawn E. Michanowicz*

DAWN E. MICHANOWICZ, MMC  
ATHENIAN FACILITATOR



**Mayor**  
Alice Ruby

**Interim-Manager**  
Gregg Brelsford



**Dillingham City Co**

Section . Item 2.

Chris Napoli  
Bill Rodawalt  
Aksel Buholm  
Curt Armstrong  
Andy Anderson  
Gregg Marxmiller

## MEMORANDUM

**Date:** 30 April 2021  
**To:** Gregg Brelsford, Interim City Manager  
**From:** Richard Thompson, EOC  
**Subject:** Monthly Report – April 2021

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April's COVID-19 positive test numbers for the City of Dillingham from the State of Alaska were reported as 2 local cases and 2 cases involving persons claiming residency in Dillingham testing positive elsewhere. Dillingham Census Area positive test numbers were reported by SOA as 17 cases.

Inbound travel to Dillingham during the month of April remained consistent with March at 339 forms submitted between 23 March 2021 (the last report date) and today. Multiple people are occasionally listed on the same form. Using the figure of 14% more travelers than forms submitted an estimate of 386 travelers arriving in Dillingham via Alaska Air in April. It is unknown how many travelers arrived via other air carriers or where they came from.

City of Dillingham Emergency Order 2.1 went into effect on 2 April 2021. City of Dillingham documents such as the travel forms, the associated Frequently Asked Questions page, Travel to Dillingham – Summer 2021 page and linked files were updated. Through the remainder of the month very few of the resulting calls to the EOC with questions from the public regarding EO 2.1 were negative.

Attached is a copy of a public service "fleet letter" mailer that went out to 15 fisheries companies and organizations outlining the City of Dillingham's travel and quarantine regulations for summer 2021. It was intended to provide a very straight forward, simply stated, overview and was aimed at inclusion in the fleet and membership information packets that usually go out this time of year. We currently have information from individual callers that this information has reached the membership of at least two of the major processors for this end of Bristol Bay.

The MOA with the State of Alaska to provide mobile testing and vaccination services to underserved and transient populations is moving forward. Planning for print (banners, signs and fliers) and radio spots has been done and signatures are pending for the MOA itself and a resulting contract with Capstone to provide the testing, and potential, vaccination clinics in the harbor and elsewhere in the community helping to increase vaccine uptake in the fisheries and communities of our region.

**Mayor**  
Alice Ruby

**Interim City Manager**  
Gregg B. Brelsford



**Dillingham City Co**

Section . Item 2.

Chris Napoli  
Bill Rodawalt  
Aksel Buholm  
Curt Armstrong  
Andy Anderson  
Gregg Marxmiller

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The 2021 Bristol Bay fishing season is just around the corner and the City of Dillingham wants to help you to be prepared. A lot has changed for the better since last summer. Here are a few tips regarding the City's current Emergency Order to help you arrange your travel through and to Dillingham.

- As of April 2, 2021, the City began operating under Emergency Order No. 2.1. We encourage you to stay posted on current Orders because the City continues to revise our Orders as the COVID medical situation evolves. It is posted on-line at: <https://www.dillinghamak.us/eoc/page/covid-19-documents>
- All travelers must file a travel form. This year the process is much simpler. You submit the form in person, by email, fax or mail. If you email it, you'll get an electronic receipt. Check your spam folder if the receipt doesn't arrive within a few minutes. Once the City has received your form that's it – nothing more to do.
- If you're asymptomatic and you can demonstrate fully vaccinated status + two weeks you do not need a negative test result prior to arrival and do not need to quarantine once you get here.
- The same is true if you can demonstrate that you have recovered from a prior COVID-19 infection within the last 90 days – no pre-arrival testing and no quarantine.
- If you don't have a complete vaccination course + two weeks, or haven't recovered from COVID-19 within the past 90 days, you will need to be able present proof of a negative test result taken within 72 hrs. prior to arrival in Dillingham (children age 10 years and under exempt), and quarantine at your own expense for either 10 days (followed by 4 days of self-monitoring) without a COVID-19 test, or 7 days with a negative COVID-19 test result from a test taken on the 5th day.
- If you refuse any required testing a mandatory 10-day travel quarantine with no test out is necessary.
- If you arrive without your negative test results you must quarantine until the test results catch up with you.
- Your employer's Community and Workforce Protective Plan must be read and followed.

We hope that you will respect the concerns of the citizens of Dillingham, and the Bristol Bay Region, regarding COVID-19 and act in good faith to minimize contact with our community members to help make the 2021 season as safe and productive as possible for all of us. Thank you.

Have questions about COVID-19 related requirements in the City of Dillingham? You can find information about travel and other COVID-19 requirements in our Frequently Asked Questions file on the City of Dillingham website or by contacting our Emergency Operations Center.

<https://www.dillinghamak.us/eoc/page/covid-19-emergency-orders-frequently-asked-questions>

[www.dillinghamak.us](http://www.dillinghamak.us)

email: [eoc@dillinghamak.us](mailto:eoc@dillinghamak.us)  
phone: (907) 842-2321



## MEMORANDUM

**DATE:** April 29, 2021  
**TO:** City Manager  
**FROM:** Anita Fuller, Finance Director  
**SUBJECT:** Finance Department Staff Report

### STAFF REPORT

#### Statistics March:

Payroll run: 1 (2<sup>nd</sup> payroll in progress at time of report)  
 Cash Receipts: \$453,386.54  
 All Payments: \$ 1,083,749.78 (includes \$911,584.23 for 2 payroll)  
 CARES Funding Received: \$3,404,480.51  
 CARES Funding Spent: \$2,931,696.68  
 CARES Funding Encumbered: \$472,783.83

#### Important deadlines:

15<sup>th</sup> of each month utility payments due; last day of month utility bills created and sent  
 July 1: Property Tax Invoices mailed out

Due to the global Pandemic the Finance office is closed to foot traffic. Staff were available to take payments by phone, mail and the drop box at the front door to support social distancing.

Calls from tax payers with questions are being received from the assessment notices mailed.

#### Audit work progress

- All progress was completed on 04/22/2021
- Senior Auditor received review 04/23/2021
- Audit to clerk 05/28/2021
- Audit to council 06/03/2021

#### Proposed Budget timeline

- May 17, 2021 complete FY22 Budget review and presented to F&B Committee
- June 3, 2021 Introduce FY22 Budget

- 
- June 3, 2021 present resolution to set the mill rate
  - Approximately June 17, 2021 Adopt FY22 Budget

### **APEI Insurance Renewal**

City met the Deadline of April 23, 2021 for the FY22 insurance renewal to meet the on time reporting deadline. Work is being done now to meet the Premium credit application deadline of May 1, 2021.

### **Denied Service Notice**

On April 19, 2021 all delinquencies not cured received a notice of Denied service. .

### **Grant Reporting**

NTS Renewal application was submitted by April 15, 2021.

Quarterly grant reports have been filed for:

- CARES (Monthly reporting)SART, public safety
- ANTHC, wastewater treatment
- Curyung, ice machine at harbor
- JAG, police officer t
- NTS, senior center support (In process)
- Jail Contract, SOA (In process)

### **Payroll Reporting**

941 and ESC reports submitted



## MEMORANDUM

**DATE:** April 27, 2021  
**TO:** Gregg Brelsford, Interim City Manager  
**FROM:** Sonja Marx, Librarian  
**SUBJECT:** Department Report

### STAFF REPORT

The Dillingham Public Library continues to faithfully serve the patrons of this community, even in the midst of this pandemic. Materials such as books and movies are checked out, including interlibrary loan requests sent from other libraries. With the snow finally starting to melt, we are looking forward to a summer of being open to the public. We are especially excited about our annual Summer Reading Program for the children of our community. This year's theme is "Reading Colors Your World".

We applied again this year for two BBEDC employment positions at the library this summer. An MOA was signed for the Youth Internship; a Library Aide/Clerk working 20 hours a week for 16 weeks. A Seasonal Librarian Assistant (same amount of hours) was also requested to cover the needs at the library during the busy summer. As the FY22 budget process is underway for the library, we are now looking at increasing the current hours of the Librarian and the Assistant Librarian an additional ten hours a week each to cover the loss of the 20 hour a week School Librarian we will not have this fall.

The Library Advisory Board had a great Work Session on April 21<sup>st</sup> going over the Five-Year Plan with the addition of our new LAB member. Seat A was filled by Shelly Lutes; seat C is still vacant.

April ended with all the grants completed and submitted for the funding of the library. These included the IMLS grant through Curyung, two Alaska State Library grants (PLA and ILC), e-rate funding, and a newly offered ARPA grant opportunity in May. These are all vital in sustaining the library's budget.

#### Library Stat report March 23<sup>rd</sup> - April 26<sup>th</sup>, 2021:

**Patron Visits: 480 Computer Use: 48 Wireless Use: 278 Story Hour: 11**  
**Other Visits (including Classes): 79 Museum Use: 35 Movies Shown: 0**  
**AWE Station Use: 2 Volunteer Hours Logged: 3**

**Library Advisory Board regular meeting is scheduled for Wednesday, May 5<sup>th</sup>, 2021 at 5:30 pm.**



## MEMORANDUM

**DATE:** April 30, 2021  
**TO:** Gregg Brelsford, Interim City Manager  
**FROM:** Cynthia Rogers, Director, Planning & Grants Management  
**SUBJECT:** Department Report

### STAFF REPORT

#### Planning Commission

The next Planning Commission meeting has been set for May 12, at 5:30 pm.

#### Permits

- Land Use Permits – Two permits are pending.
- Conditional Use Permits – One permit is pending.
- Encroachment Permits – One permit is pending.

#### DOT&PF Dillingham Downtown Streets Rehabilitation

**Project No.: Z571800000/0001335**, DOT has issued a suspension of work until May 15, 2021. We are refreshing on possible impacts and opportunities to complete work in conjunction with the project. The City will again be posting information to residents regarding traffic pattern changes and closures, if requested by project manager.

#### DEC SRF (State Revolving Fund), Alaska Clean Water & Drinking Water – Draft Intended Use Plans for FY22

DEC has released the FY22 Draft Intended Use Plans for the AK Clean Water and Fund and Drinking Water Fund: <https://dec.alaska.gov/water/technical-assistance-and-financing/state-revolving-fund/intended-use-plans/>.

Public comment will be taken through May 15. Upon adoption, the IUPs will serve to determine the award of loans for drinking water and water pollution control projects during FY22. City rankings on the project priority list for quarter 1:

#### CW Point Source Projects

- #8 - DLG Waterfront Wastewater System Upgrade (Design) - \$44,000.  
 #9 - DLG Waterfront Wastewater System Upgrade (Construction) - \$604,000.

#### CW Sustainable Infrastructure Planning

- #3 - DLG Wastewater Rate Study - \$30,000, with \$30,000 estimated principal forgiveness.  
 #4 - DLG Wastewater Master Plan - \$70,000, with \$45,000 estimated principal forgiveness.

#### DW Projects

- #2 - DLG Water System Improvements, Phase II - \$1,576,000, with \$500,000 estimated principal forgiveness.  
 #3 - DLG Water System Improvements, Phase III - \$1,384,000.

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#12 - DLG Waterfront Water System Upgrades (Design) - \$44,125.

#13 - DLG Waterfront Water System Upgrades (Construction) - \$560,000.

***DW Sustainable Infrastructure Planning***

#5 - DLG Water Rate Study - \$30,000, with \$30,000 estimated principal forgiveness.

**Dillingham Multi-Jurisdictional Hazard Mitigation Plan Update**

The Division of Homeland Security & Emergency Management, Department of Military and Veterans Affairs, has contracted with LeMay Engineering & Consulting, Inc. to assist the City and the Curyung Tribe in the update of our HMP, utilizing FEMA funding to fully cover the cost. We will be reviewing the HMP in May for update, gathering a list of stakeholders for outreach, providing additional studies and reports to LeMay for impact to the HMP, and expect to have a joint meeting sometime in June. Public participation will be key and is expected to follow in late July and August, with a target date for a completion in September. A current FEMA compliant HMP allows the City to maintain eligibility for a number of FEMA funding programs.



**FY19 Capital Improvement Project Priorities  
Progress Update April 2021**

**\*Special Project – Bingman Clean-Up** **\$300,000 (estimate)**

To address the clean-up of hazardous substances, a Phase II Environmental Site Assessment will be sought. EPA Brownfields Assessment Grant awards will be announced in spring 2021. Other funding avenues are being explored. The City anticipates completion of project phases within 5 years, to include assessment, clean-up, planning, development, and/or reuse of the site.

Construction: \$300,000 (estimate)

- Funding established by Council as the insurance settlement from fire.

Project Timeline:

- TBD – Pending Funding Identification

**\*Special Project – Emergency Communications System** **\$730,000 (estimate)**

An overall public safety emergency communications system package to support mission critical communications for the City of Dillingham. The system will consist of portable radios, companion equipment, and all software and hardware required to operate the portable radios. This includes furnishing, installing, programming, and testing radios, batteries, antennas, and software and hardware and will include support and maintenance services for year two through six. The system programming and implementation schedule has been set for May 19-26.

Project Timeline:

- May, 2021 – Equipment programming and implementation (Completion NLT June 30, 2021)

**\*Special Project – Landfill Shop Replacement** **TBD (estimate)**

A fire destroyed the heated landfill shop building and several vehicles/equipment. The fire was discovered on January 4. With the fire investigation concluded, steps are being taken to plan for debris removal, assessment of the foundation condition, and design planning. An engineer's estimate and ITB can then be developed and solicitation released. APEI, the City's insurer, has indicated reimbursement will be at 125% of stated value (building and equipment), with a \$5,000 deductible. The total insurance settlement is not yet known.

Project Timeline:

- TBD – Pending the above



**#1 – Wastewater System Upgrades, Aeration** **\$922,331 (estimate)**

The City received an extension of the DEC Approval to Construct the Lagoon Improvements project to April 10, 2025, on April 15, 2021. Currently working on development of the solicitation.

Design: \$89,891 (estimate)

- Bristol Engineering has been contracted to complete the design for this project.
- ANTHC funding has been used for the design expenses.

Construction: \$832,440 (2021 estimate)

- City to develop RFP.
- ADEC SRF Loan Questionnaire submitted August 31, 2018; AK Clean Water Fund, Point Source Project Priority, Q3 prioritized #3.
- ADEC SRF Loan Application for \$650,000 submitted on 1/29/2020.
- SFY20 Q2 Project Priority List indicates a potential subsidy of \$335,000.
- Loan Agreement received from ADEC SRF in the amount of \$650,000, with \$335,000 subsidy through loan forgiveness, 20 year term, 1.5%.
- Loan Agreement returned to ADEC SRF on 2/24/2021.
- Funding alternative is USDA Water and Waste Disposal Loan and Grant Program; ANTHC Grant

Project Timeline:

- January 22, 65% Design
- March 22, 95% Design & ADEC review & permission to construct
- April 10, DEC approval to construct received
- May 3, 100% Design
- TBD, RFP Release, RFP scoring, evaluation, and recommendation for contract
- TBD, Construction begins; Project close out

**#2 – Public Safety Server Room Fire Protection** **\$67,000 (estimate)**

Scheduling for system certification visit still pending availability of the subcontractor.

Construction: \$67,000 (estimate)

- RFP awarded to Wolverine Supply, Inc.
- E-911 Grant funding will be used for this project.

Project Timeline:

- December, 2018 Installation of Clean Agent System
- August, 2019 Air Sealing of Server Room
- TBD, GNW Fire Services air sealing and system certification; project close out

**#3 – Landfill Groundwater Monitoring Wells** **\$432,095 (estimate)**

Substantial completion was achieved on February 26, 2020. Final pay request processed. Project will be closed out after receipt of final engineer's payment request. Bristol has provided DEC a response for 2-year quarterly sampling requirements and criteria that must be met for returning to semi-annual sampling.

Design: \$23,202 (estimate)

- Bristol Engineering has been contracted to complete the design for this project.

- City funding will be used for the design costs.
- Cost overrun of \$5,404.00 due to project delay (originally \$17,798)

**Construction:** \$161,928 (estimate)

- ADEC SRF Loan Questionnaire submitted August 31, 2018; AK Clean Water Fund, Non-Point Source Project Priority, Q3 prioritized #2.
- ADEC SRF Loan Application submitted March 12, 2019 for \$331,575.
- ADEC SRF Loan Re-Application submitted October 10, 2019 for \$366,897.03 (to reflect cost overrun).
- ADEC SRF Loan agreement in the amount of \$367,000 was signed on December 18, 2019, with a subsidy amount of \$137,610, and repayment amount of \$229,390 (1.5%, 20 year term).
- Funding alternative is USDA Water and Waste Disposal Loan and Grant Program.
- RFP was developed by Bristol Engineering; Denali Drilling was only bidder for the project.
- Cost overrun of \$29,918.03 due to project delay (originally \$132,010).

**Additional Project Costs:** \$246,965 (estimate)

- Bristol Engineering has been contracted for these services at \$199,565.
  - Administration, \$298.
  - Construction Oversight, Sampling and Reporting, \$199,267.
- Cost Overruns due to project delay and longer spring construction duration:
  - Bristol Engineering (expected overage), \$47,400.

**Project Timeline:**

- October, 2018, Project Manual/Permit Set
- November, 2018, ADEC review and approval to construct
- January, RFP Release
- February, RFP scoring, evaluation, and recommendation for contract
- March, Contract awarded
- April, On-site evaluation determined construction should be delayed until fall
- January 2020, Construction NTP issued
- February 26, 2020, Substantial Completion
- January, 2021, Project (construction) close out
- February, 2022, Quarterly sampling requirement met

**#4 – Water System Improvements, Downtown Streets Support \$3.68M (estimate)**

Phase I is nearly complete, except for the water improvements under the DOT project footprint. As-builts have been received. Expecting final pay request from the engineer soon.

**Design:** \$224,715 (estimate)

- CRW Engineering Group LLC has been contracted to complete the design for this project. Additionally, CRW is expected to handle ROW, easement, ADEC permitting, temporary construction permits, and construction administration for the City.
- City funding will be used for 30% of the design costs; MMG 28308 will be used for 70% of the design costs.

**Construction, Phase I (DOT Project Footprint & Downtown Core):** \$2,334,861.35 (estimate)

- CRW to develop RFP.

- ADEC SRF Loan Questionnaire submitted November 30, 2018; AK Clean Water Fund, Point Source Project Priority, Q3 prioritized #17.
- MMG 28308 will provide 70% up to approximately \$1.4M total cost, with 30% matching.
- ADEC SRF Loan Application for \$600,000 submitted 4/10/19, was approved on 8/27/19.
- Funding alternative is USDA Water and Waste Disposal Loan and Grant Program.
- Expected URSA billing (DOT Project Footprint) is estimated at \$364,515. This number may change based on project actuals.
- Apparent Low Bidder (Downtown Core): JJC Enterprises, \$1,622,734.
- Change Order 1 & Adjustments: \$340,943.85

Additional Project Costs: \$224,205 (estimate)

- CRW Engineering Group, LLC, Construction Support/Inspection/Materials Testing, \$224,205.
- Current billings of approximately \$125,000.

Construction, Phase II: \$1,350,939 (estimate)

- ADEC SRF Loan Questionnaire submitted on February 26, 2021.

Construction, Phase III: \$1,158,600 (estimate)

- ADEC SRF Loan Questionnaire submitted on February 26, 2021.

Project Timeline (Phase I):

- January 9, 75% Design (All Phases)
- February 11, 100% Design for Phase I (DOT Footprint)
- February 27, 100% Design (All Phases)
- August, RFP Release; RFP scoring, evaluation, and recommendation for contract
- September 2019, Contract awarded; Construction begins May 18
- February 2021, Phase I Project close out (excludes URSA work under DOT footprint)

**#5 – Lake Road Fire Hall Addition**

**\$773,200 (estimate)**

LCG Lantech has been contracted for construction support and Dagen Nelson has rejoined us for inspection as the Special Projects Coordinator, with support from EMC Engineering for materials testing. Wolverine Supply, Inc. is now under contract and broke ground in early October 2020. Currently, a substantial completion review list has been generated and the contractor is working on addressing these items. Additional costs in the amount of \$23,729.01, for change orders to add a coiling door and CO detector, are being evaluated.

Design:

- LCG Lantech Inc. and RSA Engineering, Inc. have provided 100% design and specifications for this project.

Construction: \$744,000.00 (estimate)

- City of Dillingham, GO Bond
- Funding alternative is USDA Community Facilities Loan and Grant Program.
- RFP to be developed by Bristol Engineering.

Additional Project Costs: \$29,200 (estimate)

- LCG Lantech, Inc. will be contracted for these services.
- City personnel may handle some tasks, others will be assigned to LCG Lantech via Task Orders.

- Permitting, Bid Assistance, and Construction Administration, \$12,000, T&M, NTE fee.
- Project Inspection, Contract Administration, \$17,200, T&M, NTE fee.

Project Timeline:

- June, RFP Release
- July-August, RFP scoring, evaluation, and recommendation for contract, contract awarded
- October 2020, Construction begins
- June 2021, Project close out

**#6 – Harbor Float Replacement \$5.2M (estimate)**

This project is pending funding identification.

Design:

- PND Engineers, Inc. has provided 75% design for this project.
- Additional design funding needed to move design to 100%.

Construction: \$5.2M (estimate)

- The City is currently exploring funding options through federal appropriations.
- Funding alternatives are AKDOT&PF Harbor Facility Grant Program and USDA Public Works and Economic Development Facilities Program (Grants).
- City to develop RFP.

Project Timeline:

- TBD pending funding

**#7 – D Street & Seward Street Rehabilitation Project \$3,294,735.96**

The final as-builts have been received from the contractor. The project is closed out as of March 9.

Design: \$154,329

- PND Engineering, Inc. has been contracted to complete the design for this project.

Construction: \$2,909,203.96

- City of Dillingham, GO Bond
- Funding alternative is USDA Community Facilities Loan and Grant Program.
- RFP to be developed by PND.
- Apparent Low Bidder: JJC Enterprises, \$2,494,737; contracted for \$2,194,737
- Total value of CO to date, \$714,466.96

Additional Project Costs: \$231,203

- PND Engineering, Inc., Construction Support, \$88,568
- EMC Engineering, LLC, Inspection/Materials Testing, \$142,635

Project Timeline:

- March 2021, Project close out

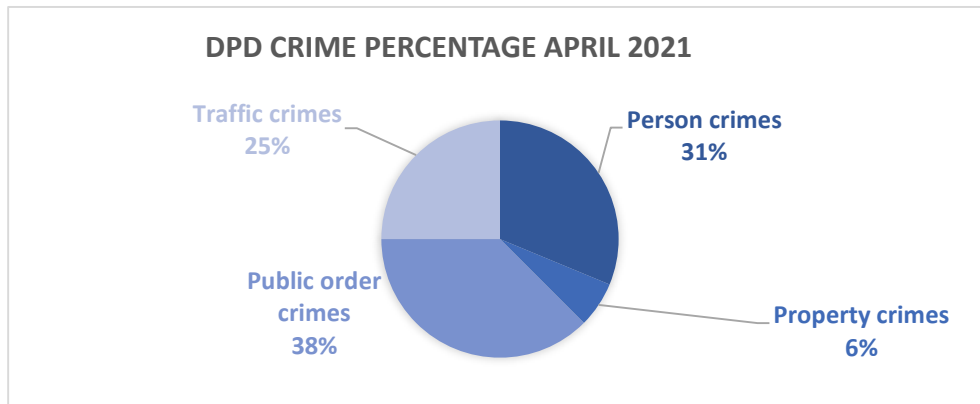


## MEMORANDUM

**DATE:** 4-27-2021  
**TO:** Interim-City Manager Gregg Brelford  
**FROM:** Chief Daniel Pasquariello  
**SUBJECT:** Public Safety Department Report **MAY 2021**

### STAFF REPORT

*Reporting dates 3/24/21 to 4/27/21*



### PATROL

Officer Lowery resigned, after working 7 years as a patrol officer. He took a newly created position as an Alaska DOC Pre-trial Enforcement Officer. The position as regular hours and his salary is 25% higher. We will miss him but wish him well in his new position. Since this position is based in Dillingham we will continue to work with him.

So, we now have 3 vacant officer positions, a 62% staffing level. We have been advertising locally, statewide, and nationally for 6 months and have received only two applications. We hired both applicants. One left after only four months and the other will have to attend a 16 week police academy later in the summer, further reducing our staffing level.

Our difficulty in recruiting and retaining police officers caused us to evaluate our recruiting and scheduling practices. A meeting was held with the Chief, the City manager, Finance Director,

the Mayor, and the chairs of the Finance /Budget committee, and the Code committee. A plan for a two week rotational schedule, similar to north slope workers, to try and attract experienced certified police officers. The plan was presented and approved. Below is the text of the power point presented at the meeting by the Chief:

- Police departments throughout Alaska (and the USA) are having a difficult time recruiting and retaining police officers in this current climate of anti-police sentiment
- The problem is extremely dire in rural Alaska
- DPD has been advertising for police officers for the past 6 months, both statewide and nationally. We have received only 2 applicants, and hire both of them. One was a local raw recruit and one was an Alaska certified lateral hire
- After 4 months of working for us the lateral hire resigned and moved back to his place of residence in another Alaskan community
- We try to recruit local, non-experienced raw recruit, but rarely find any interested persons
- We hire raw recruits at salary step level 1
- When we hire raw recruits they must be field trained from scratch for a minimum of three months (12 weeks) in order for them to learn the very basic of police skills
- During this time the raw recruit is not autonomous, cannot work shifts alone, and does not provide competent service to the public
- The raw recruit must then be sent to the Sitka police academy, at great city cost, for four months (16 weeks) in order to be eligible for APSC certification
- During their first year the raw recruit will be either in training, or out of town for 28 weeks, more than half of the year
- A lateral hire officer is an experienced police officer that has been trained and certified in either Alaska or another state
- We hire lateral officers at salary level step 4
- If hired the officer will require minimal field training for one month (4 weeks) to familiarize themselves with DPD operations
- If the officer is Alaska certified the city will incur no academy costs
- If the officer is certified from another state the city will incur the costs of a 2 week re-certification academy in Sitka
- The officer will be able to provide competent police service to the public right away
- Retaining experienced out of town applicants is extremely difficult due to them/their families not wanting to live in such a small, isolated community like Dillingham
- Dillingham is competing with other small rural police departments to attract experienced lateral officers
- Most other small rural PD's pay a higher starting salary then we do
- Small PD's that pay less than we do are on the road system, a huge attractant
- All small rural Alaska police departments are having trouble recruiting and retaining experienced police officers

“Several Alaska police departments have hired non-resident officers to alternate shifts, including Bethel, North Slope Borough, Fort Yukon, Kotzebue...It’s a solution that more remote police departments struggling with turnover have adopted...It is far more widespread than we have seen in the past.”

Bob Griffiths, Executive Director of the Alaska Police Standards Council

- Many of the small rural Alaska police departments that we are competing with to attract lateral hire officers have adopted the 2 on/2 off rotating schedule
- Even the Alaska State Troopers have adopted 2 week on/2 week off schedules for their most rural posts (Togiak being one of them)
- In order to compete with them Dillingham needs to adopt the 2 on/2 off rotating police schedule model
- A lateral hire officer would work fourteen 12 hour days (84 hour pay period) and be off for fourteen days
- City will pay airfare for officer ANC-DLG round trip (twelve trips = \$7,200 a year)
- Officer would live in the city-owned Senior Center apartment and pay minimal rent. This will provide revenue to the Senior Center department
- Officer would be given a sign-on bonus, currently \$10,000, to attract applicants.
- While seemingly high, the city will not have to pay academy/training, the costs of which are many times greater
- DPD becomes a much more attractive place to work since officers/families will be able to live elsewhere
- The hiring pool will increase from just locally/statewide to nationally
- Experienced officers will be able to provide immediate quality, competent service to the public
- Living full-time in bush Alaska requires serious mental toughness and a desire to live here due to isolation.
- Attracting persons with the required toughness and desire is getting harder and harder
- Essentially having a vacation every 2 weeks will allow officers time to de-stress
- Policing is changing in Alaska and throughout the nation
- The Dillingham Police department will fall by the wayside if a solution to officer recruitment and retention is not found
- A 2 week on/2 week off rotating schedule may be that solution, providing higher quality officers, at a great savings of training costs and overtime coverage

Officer Farnsworth continues to work as part of the AST Anchorage Airport Interdiction Team (AAIT) task force. The below metrics show **the amount of drugs that were headed for Dillingham** that were seized this month by the AAIT task force:

Heroin	89 grams
Meth	73 grams
3 persons charged with drug offenses	

The Alaska Police Officers Association (APOA) provided us links to free on-line webinars. Many officers took advantage of the training, accumulating multiple certificates. The Chief made two 8 hour webinars mandatory:

Verbal De-escalation  
Confronting Bias in law Enforcement

These two topics are currently major issues in American policing today.

## **DISPATCH**

We still have a vacant dispatcher position, keeping us at an 80% staffing level.

## **CORRECTIONS**

The Alaska Court System "TrueFiling" system is currently up and operational. When learning any new system all agencies involved are experiencing minor issues, but we are slowly getting them all resolved.

Public Works repaired/replaced the torn off paneling in cell #6.

## **ANIMAL CONTROL**

The ACO held an annual rabies shot clinic at the shelter. We gave 46 rabies shots and sold 2 4 Dog licenses. This event could not this successful without the help of some wonderful volunteers:

Melany Eakin from Environmental Health  
Paul Lieberg  
Patty Buholm and her daughter Tricia

A raven was observed dangling from a tree by some monofilament fishing line in HUD. The ACO responded with the assistance of ADF&G personnel. The plan was to free the bird by shooting the fishing line with a shotgun. After further thought Nushagak Cooperatives personnel were contacted and the raven was freed using pike pole.

The same day as the raven incident AST brought a prisoner to the jail from the airport. The prisoner had a small Chihuahua dog with them. After the prisoner was placed in the jail AST went to take the dog out of their patrol car and give it to the ACO. The dog escaped and fled down Alaska St. with a trooper in foot pursuit. The dog ran into the ADF&G fenced yard and disappeared. The prisoner was from Anchorage and the dog, never before having been in Dillingham was obviously in a panic. Two troopers, two DPD officers, the ACO, and emotional



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support K-9 Vinny showed up at the yard. Passers-by stopped wondering what excitement was occurring since here were so many officers/vehicles present. Unable to find the dog the prisoner (*owner*) was taken from the jail to the scene. The dog was soon safely apprehended and taken to the pound.

### **DMV**

We are still not giving road tests to avoid having our agent be in a confined space with persons during this pandemic.

Dillingham Police Activity 2021	Jan	Feb	March	April	May	June	July	August	Sept	October	Nov	Dec	2021 total	Division
Total Calls Dispatched	217	196	217	263										Dispatch
Disapcthed to DPD	168	149	184	194										
Dispatched to Animal Control	26	21	9	20										
Dispatched to Fire/EMS	10	19	13	30										
Dispatched to AST	13	10	10	19										
Calls handled by DPD patrol	168	149	184	194										Patrol
Arrests by DPD (felony)	*	1	5	1										
Arrests by DPD (misdemeanor)	10	9	10	3										
T-47s by DPD	9	12	8	13										
Citations issued by DPD	13	5	3	14										
Incident reports by DPD	21	23	27	20										
Inmates held at jail	21	28	29	19										Corrections
Title 47s held at jail	9	12	8	13										
Animal impounds	8	6	3	9										Animal Control
Animals surrendered to shelter	*	*	*	2										
Animals returned to owners	7	5	3	7										
Animals adopted out	*	1	*	2										
Animials sent to other rescue groups	7	*	*	3										
Rabies/parvo shots	18	17	13	56										
Euthanasias	1	*	2	2										
Citations issued	*	*	1	1										
Driver's license/IDs issued	51	66	66	110										DMV
Titles/registrations	28	41	40	60										
Boat registrations	*	5	3	10										
CDLs	2	2	4	3										
Road tests	*	*	*	*										
Written tests	4	*	2	16										



## MEMORANDUM

**DATE:** 4-29-2021  
**TO:** Gregg Brelsford, Interim City Manager  
**FROM:** Jean Barrett, Port and Public Works Director  
**SUBJECT:** Monthly Report

### STAFF REPORT

The month of April has been a busy one in both the Port and Public Works departments. I returned from vacation on April 5<sup>th</sup> and was appointed the Interim Public Works Director on the 7<sup>th</sup>, it has been nothing short of a whirlwind since.

#### PORT

- The City dock opened the doors on April 5<sup>th</sup> and started off with clearing snow and opening the buildings and readying them for the busy summer ahead.
- We are expecting the first barge of the season on May 5<sup>th</sup> and another on or around the 11<sup>th</sup>.
- With the help of the PW Department we cleared all the snow from the dock, allowed it to dry to a point and just finished up grading and compacting the entire area.
- We will need to bring in a surveyor to look at the surface and determine where our grade is and calculate how much material we can take off before building it back up to a grade that meets our outer lip of the dock. Most of the material is mud and does not compact as the D1 material we have had in the past. This is something I will work into the next budget.
- The Mechanics have been busy working on changing fluids and filter on the Hysters. They have also been greasing them for the startup of operations. They are both in fairly good shape and running well.
- The Crane has yet to be started up and moved to the dock face. We won't need it for the first two barges but will need it to launch the dredge off of the dock around the 12<sup>th</sup> of May.
- I met with Cynthia, Dillingham City Planner, Will Chaney, Nushagak Electric, and Dean Heyano Dillingham Dock Supervisor about removing all of the overhead electric near the dock ware house. This is the year to do it as the state has other work planned.

## **PUBLIC WORKS**

Being appointed to the Public works position I had a pretty good punch list of things I wanted to see done and fixed before spring hit. I will start this section with the streets department.

### **STREETS**

- With the amount of snow we had this year we need to address that first in order to maintain the roads. We had to first control the water and runoff and to do that we had to control the snow. We were able to do just by winging the snow away from the roads and then ditching them to move the runoff to culverts and low areas. We are now at the point of grading the neighborhoods and side roads. It is all looking good for a smooth breakup.
- I filled the position of Equipment Operator with CJ Roque, this position had been open all winter without any effort to fill it. CJ has worked for the City in the past and is a valuable asset to have in this position. I also brought on long time COD operator Herman “Nup” Shade to help out. Between the two of them running graders it freed up two workers to move a majority of the snow piles from around town. This helped so much with the amount of run off we had to deal with and almost all that was left has been melted off at the time of this report.
- We are clearing snow from the road down to the Kanakanak beach. We need to bring in some gravel to offset the erosion and come up with a plan to keep this from happening whenever there is an easterly wind with wave action.

### **LANDFILL**

- I try to get to the landfill once a day and help the crew with direction on what I see as deficiencies and directions,
  - The landfills big problem is that they have many equipment issues. They have no running loader. The Case 821 is down and in need of some serious love. There was some damage to this machine from the fire we had earlier this year, I am working on getting some insurance money to repair this.
  - The trash compactor (metal wheeled) is running, not well but running, it had a fuel leak and has a miss in the engine.
  - The Cat 960 is old and in very tough condition. We continue to limp this machine along, investing good money after bad into a machine that has passed its useful life. I suggest we use this until it dies again (and it will) all while looking for a replacement for it.

### **WATER WASTE WATER**

- All is running smoothly in this department as usual. They are doing maintenance on the blower motors at the lagoon at this time.
- They will be vacuuming the sand and debris out of the storm drains as they thaw.
- The generator at the water treatment plant has been a bit neglected and is now on a scheduled monthly regiment for testing in case of emergency.

- 
- This department's vehicle is inoperable and is in need of replacement they have been using the mechanics shop truck all winter.

### **SHOP**

The Shop is working as hard as they can, this is a busy time of year for them and are down to one employee at this time,

- Public works foreman Billy Noonkessor along with the Streets equipment operators are helping clean and organize the shop, remove winter gear from the graders and storing it for the summer, cleaning up the yard and organizing equipment.
- Last week we had a mechanic from NC Machinery in town to work on our CAT equipment. I won't go into much detail here as City Manager Brelsford is summarizing this all in his report. I believe John, our mechanic learned a lot from the guidance of the NC mechanic.

### **BUILDINGS AND GROUNDS**

The B&G crew have been cleaning boilers and boiler rooms, this should keep the buildings boilers running better and more efficiently

- B&G Foreman is in the process of looking into getting our waste oil system back up and running. It had been mothballed and we have been operating off of regular heating fuel for some time now all while the "waste oil tanks" continue to fill up. We have no other alternative for the almost 16,000 gallons of waste oil we have sitting on premises other than to burn it. This will save us money to a point and allow us to continue to take oil at the harbor in the summer. I have an idea to help us burn this oil at the landfill when we get the shop rebuilt.

### **ASSISTANT**

All too often the administrative assistant is overlooked at the shop, Chelsea Decker does a great job of ordering Parts, organizing paperwork and purchase requests and reconciling the receipts from the landfill. Chelsea does much more than that, she is the glue that holds all the little things together.



**MEMORANDUM**

**DATE:** April 26, 2021  
**TO:** City Manager  
**FROM:** Ida R. Noonkesser, Director  
**SUBJECT:** Department Report

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**STAFF REPORT**

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During the month of March, the Senior Center served 514 home delivered meals to 56 individuals.

We are still accepting applications for our cook position. In the meantime, I am preparing the meals so we can continue service to our elders.

I have applied for a BBEDC summer intern. All paperwork has been submitted to the City Office and BBEDC. I am hopeful we will get an applicant for the summer. Having an intern during the summer is always helpful and I get the chance to train interns as cooks and help them get their SafeServ Food Handlers card.

I am in the process of working on a contract with the school district to provide lunches for the elders in emergencies due to staffing or other unplanned closures. A big thank you to the Superintendent at DCSD for being willing to work with us to help the elders as needed. Having this backup plan is an important part of our grant application to the state for our services at the Senior Center.

CODE ORDINANCE

Introduced: April 1, 2021  
Public Hearing: May 13, 2021  
Adopted: May 13, 2021

CITY OF DILLINGHAM, ALASKA

**ORDINANCE NO. 2021-03**

**AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AMENDING SECTION 8.16.010, AND SECTION 8.16.020 TO REFLECT E911 RESPONSIBILITES**

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BE IT ENACTED BY THE DILLINGHAM CITY COUNCIL:

**Section 1. Classification.** This is a code ordinance.

**Section 2. Amendment to Section 8.16.010.** Dillingham Municipal Code Section 8.16.010 is hereby amended to read as follows [new language **underlined and emboldened** and deleted text displayed in ~~strike-out font~~]:

**8.16.010 Enhanced 911 emergency reporting system.**

A. Any local exchange telephone company or wireless telephone company providing service within the city, ~~the area between Dillingham and Aleknagik, and Aleknagik~~ shall cooperate with the city of Dillingham in the establishment and operation of an enhanced 911 system to serve the entire city, ~~the area between Dillingham and Aleknagik, and Aleknagik.~~

B. The city council designates the entire city, ~~the area between Dillingham and Aleknagik, and Aleknagik~~ as the enhanced 911 service area for the City of Dillingham.

**Section 3. Amendment to Section 8.16.020.** Dillingham Municipal Code Section 8.16.020 is hereby amended to read as follows [new language **underlined and emboldened** and deleted text displayed in ~~strike-out font~~]:

**8.16.020 Definitions.**

In this chapter, unless the context indicates otherwise, the pertinent terms are defined as follows:

“911 service area” or “enhanced 911 service area” means the area within the city, ~~between Dillingham and Aleknagik, and Aleknagik~~ that has been designated to receive an enhanced 911 system under Section 8.16.010.

“City” means the City of Dillingham, ~~which will include the area between Dillingham and Aleknagik, and Aleknagik.~~

“Enhanced 911 equipment” means any equipment dedicated to the operation of, or use in, the establishment, operation or maintenance of an enhanced 911 system, including customer premises equipment, automatic number identification or automatic location identification controllers and display units, printers, cathode ray tubes, recorders, software and other essential communication equipment.

“Enhanced 911 system” or “system” means a telephone system consisting of network, database, and enhanced 911 equipment that uses the single three-digit number, 911, for reporting a police, fire, medical, or other emergency situation, and which enables the users of a public telephone system to reach a public safety answering point to report emergencies by dialing 911. An “enhanced 911 system” includes the personnel required to acquire, install, operate and maintain the system.

“Local exchange access line” means a telephone line that connects a local exchange service customer to the local exchange telephone company switching office and has the capability of reaching local public safety agencies, but does not include a line used by a carrier to provide interexchange services.

“Local exchange service” means the transmission of two-way interactive switched voice communications furnished by a local exchange telephone company including access to enhanced 911 systems.

“Local exchange telephone company” means a telephone utility certificated under AS [42.05](#) to provide local exchange service.

“Public safety answering point” means a twenty-four-hour local communication facility that receives 911 service calls and directly dispatches emergency response services or that relays calls to the appropriate public or private safety agency.

“Wireless telephone” means a telephone that is not a wireline telephone and includes cellular and mobile telephones; each wireless telephone number is considered to be a separate wireless telephone; service for wireless telephone customers who receive monthly or periodic bills sent to an address within a designated enhanced 911 service area.

**Section 4. Effective Date.** This ordinance is effective upon adoption.



PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on  
May 13, 2021.

\_\_\_\_\_  
Alice Ruby, Mayor

[SEAL]

ATTEST:

\_\_\_\_\_  
Lori Goodell, City Clerk

CODE ORDINANCE

Introduced: April 1, 2021  
Public Hearing: May 13, 2021  
Adopted: May 13, 2021

CITY OF DILLINGHAM, ALASKA

**ORDINANCE NO. 2021-04**

**AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AMENDING CHAPTER 8.18 AND REPEALING 8.30.020 TO PROVIDE A UNIFORM PROCESS FOR REVIEWING MARIJUANA LICENSE APPLICATIONS**

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BE IT ENACTED BY THE DILLINGHAM CITY COUNCIL:

**Section 1. Classification.** This is a code ordinance.

**Section 2. Amendment to Chapter 8.18 - Review of Liquor Licenses.** Dillingham Municipal Code Chapter 8.18 is hereby amended to read as follows [new language **underlined and emboldened** and deleted text displayed in ~~strike-out font~~]:

Chapter 8.18  
**REVIEW OF LIQUOR AND MARIJUANA LICENSES**

Sections:

- 8.18.010 Definitions.
- 8.18.020 Review of liquor license **and marijuana license** applications.
- 8.18.030 Consideration by council.
- 8.18.040 Local regulatory authority.**

**8.18.010 Definitions.**

When used in this chapter, the following words and phrases shall have the meanings set forth in this section:

~~“Board” means the Alaska Alcoholic Beverage Control.~~

**“Control office” means the State of Alaska Alcohol and Marijuana Control Office.**

**“License” means both liquor license and marijuana license unless otherwise specified or required by context.**

~~“License location” means the lot or parcel, and structure, where a licensed premises (as defined in AS 04.21.080 and 3 AAC 306.990) would be located pursuant to a liquor license application that is subject to review under this chapter.~~

~~“Licensed premises” is defined as provided in AS 04.21.080.~~

~~“Liquor license” means any of the licenses or permits described in AS 04.11.080.~~

**“Marijuana license” means any license or permit authorized or governed by AS Chapter 17.38.**

**8.18.020 Review of liquor license applications.**

A. Upon receiving notice from the ~~Board~~ **control office** of an application for the issuance, renewal, transfer of location or transfer to another person of a liquor license or marijuana license for a license location in the city, including without limitation an application to transfer a license to a license location in the city under AS 04.11.400(m) or 3 AAC 306.060, the city shall refer the application for review to the planning office, finance office and police department within three working days. Comments will be documented on the city's liquor license application review form.

1. Planning office ~~to assure~~ **shall determine** whether any structure, or use of land or a structure, including parking requirements, at the license location **or proposed in the application** conforms to Title 18;
2. Finance office ~~to shall~~ **shall** determine whether the business operated under the license is, or persons named on the application are, delinquent in the payment of any of the following:
  - a. Sales tax or penalty and interest on sales tax arising from the operation of the business conducted under the license;
  - b. Property taxes; penalties or interest on real or personal property applied to the business operated under the license;
  - c. Charges for a utility service provided for the benefit of the business conducted under the license;
  - d. Both state and city business license are current; and
3. Police department ~~to shall~~ **shall** determine whether, in the opinion of the chief of police, there has been an excessive number of convictions or arrests for unlawful activity at the license location, police reports of unlawful activity at the license location, or police dispatches to the license location.

B. New and transfer licenses will be scheduled for a public hearing before the city council. The planning office will be responsible for overseeing that the public is notified as follows:

1. The applicant shall post a public notice sign on **or at** the ~~subject property~~ **license location** describing the **license location** owner, applicant, request, and date of the public hearing. The sign shall be at least twenty-four inches in width by thirty-six inches in height, with lettering at least one inch in height. The sign shall be visible from the highest traveled public right-of-way adjacent to the ~~property~~ **license location**.
2. At least two weeks prior to the date of the scheduled public hearing, the city planner shall mail a public notice announcing the **license location** owner, applicant, request, location of the proposed use and date of the public hearing to all property owners within five hundred feet of the **license location** boundary; and
3. At least two weeks prior to the date of the scheduled public hearing, the city planner shall publish notice of the time and place of the hearing in the manner required by Section 2.08.020.

C. The liquor license application review form will be reviewed by the code review committee meeting for a recommendation to the city council.

**8.18.030 Consideration by council.**

If the council decides to protest the issuance, renewal or transfer of a license it shall state the basis of the protest and ~~must be sent~~ **shall deliver the protest** to the ~~Board~~ **control office** with a copy of the application review form. The protest must be received by the ~~Board~~ **control office** within sixty days of the city having received notice of the application.

**8.18.040 Local regulatory authority.**

**The city council is designated as the “local regulatory authority” as that term is used in AS Chapter 17.38 and any implementing legislation or rule-making.**

**Section 3. Repeal of 8.30.020.** Dillingham Municipal Code Section 8.30.020 is hereby repealed.

**Section 4. Effective Date.** This ordinance is effective upon adoption.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on May 13, 2021.

\_\_\_\_\_  
Alice Ruby, Mayor

[SEAL]

ATTEST:

\_\_\_\_\_  
Lori Goodell, City Clerk

NON-CODE ORDINANCE

Introduced: April 1, 2021  
Public Hearing: May 13, 2021  
Enacted: May 13, 2021

CITY OF DILLINGHAM, ALASKA  
**ORDINANCE NO. 2021-05**

**AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AMENDING THE BUDGET BY ADOPTING BUDGET AMENDMENT NO.1 AND APPROPRIATING FUNDS FOR THE FY2021 CITY OF DILLINGHAM BUDGET**

WHEREAS, the City Council has approved the Operating Budget and Capital Improvement Budget for FY 2021 in accordance with Title 4 of the Dillingham Municipal Code pursuant to A.S. 20.20.500(3); and

WHEREAS, duly advertised public meetings were held and the City Council reviewed the budget amendment recommendations presented; and

WHEREAS, the City Council has set the rate of levy of property tax for the City of Dillingham for FY 2021 budget at 13 mills; and

WHEREAS, the budget presented, reviewed and changed is in accordance with sound and efficient municipal management principles; and

WHEREAS, additional FY 2021 funds are available for appropriation by ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Dillingham City Council that:

1. The FY 2021 Operating Budget and Capital Improvement Budget Amendment No. 1 as recommended by the City Manager is hereby adopted for the City of Dillingham.
2. The amounts set forth in Budget Amdendment No1 by the City Council for the respective departments and/or funds shall be, and hereby are, appropriated for the fiscal year ending June 30, 2021.
3. The City Council shall have the power to transfer approved and appropriated General Fund or Special Revenue Fund monies from fund to another and from one Capital Project to another by resolution.
4. The City Manager shall have the power to transfer funds from one line item to another within a fund and within a Capital Improvement Project.

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

**Section 1. Classification.** This ordinance is a non-code ordinance.

**Section 2. Severability.** If any portion of this ordinance or any application thereof to any person or circumstances is held invalid, the remainder of the ordinance and the application to other persons or circumstances shall not be affected thereby.

**Section 3. Appropriation summary.** The total appropriation from the Treasury in Section 6 was a total of \$ 17,962,104 .

**Section 4. Revenues**

General Fund

Taxes

General Sales Taxes	3,200,000
Alcohol Sales Taxes	260,000
Transient Lodging Sales Taxes	85,000
Gaming Sales Tax	65,000
Tobacco Tax	370,000
Penalty & Interest – Sales Tax	20,000
Real Property Taxes	2,119,000
Personal Property Taxes	508,000
Penalty & Interest – Property Tax	65,000

Other Revenue

Telephone Gross State Tax	65,000
Raw Fish Tax	475,000
Shared Fisheries	9,000
Revenue Sharing (community support)	75,700
Payment in Lieu Taxes (PILT)	484,000
CARES Act Funding	0
Jail Contract Revenue	535,367
Ambulance Fees	40,000
Lease and Rental Income	35,000
Administrative Overhead	205,776
PERS on Behalf	174,058
PERS Forfeiture Fund	95,000
All Other Revenues	204,200

**Total General Fund Revenues** 9,090,101

Special Revenue & Other Funds Revenues

Water	228,744	
Waste Water	464,244	
Landfill	323,675	
Port – Dock	780,186	
Port – Harbor	142,762	
E-911	75,000	
Senior Center (Includes grants)	183,364	
Library Grants	82,052	
Debt Service	50,000	
Mary Carlson Estate	4,000	
CIP Revenue from Investments	2,000	
Bond Revenue	<u>3,500,000</u>	
<b>Total General Fund &amp; Special Revenues</b>		<b><u>5,836,027</u></b>
<b>TOTAL REVENUES</b>		<b><u>14,926,128</u></b>

**Section 5. Transfers**

Transfers from General Fund to Other Funds

Water	0	
Wastewater	0	
Landfill	314,584	
Senior Center	147,413	
Ambulance Replacement	40,000	
Equipment Replacement	0	
Capital Projects	377,000	
SRF Loans Payments	68,000	
Streets Bond Payment	186,500	
Firehall Bond Payment	47,000	
School Bond payment	<u>1,061,550</u>	
<b>Total Transfers from Gen. Fund</b>		<b>2,242,047</b>

Transfers from Dock Fund to Harbor Funds

Harbor Operations	78,786	
Ice Machine	0	
Bathhouse	<u>13,500</u>	
<b>Total Transfers from Dock Fund</b>		<b>92,286</b>

Transfers from Department to Department

From E-911 to Dispatch	<u>51,000</u>	
<b>Total Transfers between Departments</b>		<b><u>51,000</u></b>

**TOTAL TRANSFERS**  
**TOTAL REVENUES AND TRANSFERS**

**2,385,333**  
**17,311,461**

**Section 6. Appropriations.**

General Fund Government Operations

City Council	32,950
City Clerk	125,413
Administration	334,659
Finance	665,770
Legal	60,000
Insurance	277,057
Non-Departmental	112,700
Planning	243,934
Foreclosures	2,000
IT	189,303
Meeting Hall	800
PS Administration	140,580
PS Dispatch	443,738
PS Patrol	895,270
PS Corrections	627,058
PS DMV	48,152
PS Animal Control Officer	107,201
PS Fire Department	302,918
PS EOC	40,000
PW Administration	219,326
PW Buildings & Grounds	305,780
PW Shop	557,440
PW Streets	451,017
Library	111,144
City School District	1,300,000
Transfer Subsidy for Special Revenue	<u>2,242,047</u>

**Total General Fund Appropriations**

**9,836,257**

Special Revenue & Other Funds Appropriations

Water	214,964
Waste Water	256,057
Landfill	638,259
Port-Dock	756,494
Port-Harbor	217,048
Port Harbor – Ice Machine	4,000
Port Harbor – Bathhouse	14,000
E-911	51,000
Senior Center	330,777
Library Grants	82,052
Mary Carlson Estate	2,146
Ambulance Replacement Fund	267,000



Bond Projects	3,500,000	
Debt Service	1,413,050	
Equipment Replacement/Reserve	-0-	
Capital Project (Planning) Fund	<u>379,000</u>	
<b>Total Special Rev &amp; Other Appropriations</b>		<b><u>8,125,847</u></b>
<b>TOTAL APPROPRIATIONS</b>		<b><u><u>17,962,104</u></u></b>

<b>Total Revenues and Transfers</b>	<b>17,311,461</b>
<b>Total Appropriations</b>	<b><u>17,962,104</u></b>
<b>Net Increases (Decreases) to Fund Balance</b>	<b><u><u>(650,643)</u></u></b>

**Section 7. Fund Balance Explanation**

Ambulance Reserve Fund balance will be drawn down by \$225,000 for purchase of major equipment. Go Bond funds of \$270,000 will support the CIP Water Improvement expenditures. General Fund balance will be drawn down by \$155,643.

**Section 8. Effective Date.** This Ordinance is effective upon passage.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on May 13,

SEAL

\_\_\_\_\_  
Alice Ruby, Mayor

ATTEST:

\_\_\_\_\_  
Lori Goodell, City Clerk

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2021-08

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL TO RECOGNIZE THE DISPROPORTIONATE AMOUNT OF MURDERED INDIGENOUS PEOPLE THAT ARE CITIZENS OF THE CITY OF DILLINGHAM AND TO BRING AWARENESS TO THE ISSUES OF MISSING AND MURDERED INDIGENOUS PEOPLE ESPECIALLY WOMEN AND GIRLS**

WHEREAS, there has been and continues to be a disproportionate amount of Missing and Murdered Indigenous People especially Indigenous Women and Girls; and

WHEREAS, On November 26, 2019 the 45th President of the United States of America, Donald Trump, issued Executive Order 13898, Establishing the Task Force on Missing and Murdered American Indians and Alaska known as Operation Lady Justice; and

WHEREAS, the Curyung Tribal Council approved Resolution 2020-15 authorizing the development of a Missing and Murdered Community Action Plan; and

WHEREAS, the 46<sup>th</sup> President of the United States Joseph Biden proclaimed May 5, 2021, as Missing and Murdered Indigenous Persons Awareness Day; and

WHEREAS, there has been and continues to be a disproportionate amount of Missing and Murdered Indigenous people especially Indigenous Women and Girls; and

WHEREAS, according to a study commissioned by the Department of Justice, in some Tribal communities, American Indian women face murder rates that are more than 10 times the national average murder rate; and

WHEREAS, the disappearances and murders of Native men, women, and children is often directly connected to domestic violence, sexual assault or trafficking, which is a direct threat to the citizens of Dillingham, and

WHEREAS, the Council of the City of Dillingham recognizes the pain and loss of Families in our community that have had members gone missing or have been murdered, and

NOW, THEREFORE, BE IT RESOLVED the City of Dillingham supports a cooperative effort to address this issue. We encourage other businesses, organizations, public institutions and community members to learn and teach others about the acute crisis facing Native People especially women and girls.

PASSED and ADOPTED by the Dillingham City Council May 13, 2021.

\_\_\_\_\_  
Alice Ruby, Mayor [SEAL]

ATTEST:

\_\_\_\_\_  
Lori Goodell, City Clerk

**CURYUNG TRIBAL COUNCIL**

**RESOLUTION 2020-15**

**A RESOLUTION TO BEGIN ADDRESSING THE DISPROPORTIONALLY HIGH RATES OF MISSING AND MURDERED INDIGENOUS WOMEN OF CURYUNG BY DEVELOPING A MISSING AND MURDERED COMMUNITY ACTION PLAN**

- 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. 103-454, *see* 85 Fed. Reg. 5462, 5466 (Jan. 30, 2020), and
- WHEREAS,** The Curyung Tribal Council is the federally recognized Tribe for the community of Dillingham, Alaska; and
- WHEREAS,** The mission of the Curyung Tribal Council is to serve tribal members, to preserve our cultural values, to protect our sovereign and inherent rights and to promote our social, economic, and political progress; and
- WHEREAS,** The Curyung Tribal Council acknowledges that indigenous women, including Our women and children suffer from disproportionately high rates of violence, going missing, and being murdered; and
- WHEREAS,** The Curyung Tribal Council recognizes Alaska Native people are over represented in the Missing and Murdered data, including men, women, and children; and
- WHEREAS,** This issue is known collectively across Native communities as “Missing and Murdered Indigenous Women, MMIW and #MMIW”; and
- WHEREAS,** Many Alaska Native and Native American tribal communities are working desperately to address MMIW through acknowledgement, research, advocacy, activism, and justice; and
- WHEREAS,** At the October 2019 Alaska Federation of Natives (AFN) convention, the Federation adopted Resolution 19-8 “Calling Upon the Inherent Responsibility of the State, Federal, and Local Governments to Acknowledge the Disproportionally High Rates of Violence Against Women of Indigenous Communities and Missing and Murdered Indigenous Women; and
- WHEREAS,** On November 26, 2019 the 45<sup>th</sup> President of the United States of America, Donald Trump, issued Executive Order 13898, Establishing the Task Force on Missing and Murdered American Indians and Alaska Natives to “enhance the operation of the criminal justice system and address the legitimate concerns of American Indian and Alaska Native communities regarding missing and murdered people – particularly missing and murdered indigenous women and girls” known as Operation Lady Justice; and
- WHEREAS,** At the regularly scheduled monthly meeting on June 9, 2020 the Curyung Tribal Council reviewed the above said information as well as related statistics on missing and murdered indigenous women and recognized the need for data and activism on this issue, in doing so approved Resolution 2020-15 in concept; and

**RESOLUTION 2020-15 – PAGE 2**

**WHEREAS,** On August 26, 2020 the Trump Administration Opens Operation Lady Justice Task Force Cold Case Office in Anchorage, Alaska; and

**WHEREAS,** The Missing and Murdered Indigenous Persons Coordinator, E. Ingrid Cumberlidge, Contractor in the United States Attorney’s Office, the District of Alaska has been working with the Curyung Tribal Administrator on this issue has solicited tribal participants for a pilot project to build a Missing and Murdered Community Action Plan.

**WHEREAS,** The Curyung Tribe is committed to working with local and state law enforcement to promote public safety and protect all people.

**NOW THEREFORE BE IT RESOLVED** that Curyung Tribal Council hereby authorizes the Curyung Tribal Council to work with the Missing and Murdered Indigenous Persons Coordinator, Contractor in the United States Attorney’s Office, the District of Alaska to develop a Missing and Murdered Community Action Plan on behalf of our tribal citizens and within our tribal community.

**CERTIFICATION:**

This resolution was duly considered and adopted at a meeting of the Curyung Tribal Council in Dillingham, Alaska on this 10<sup>th</sup> day of November, 2020, at which a quorum of Council members were in attendance via teleconference.

**ATTEST:**

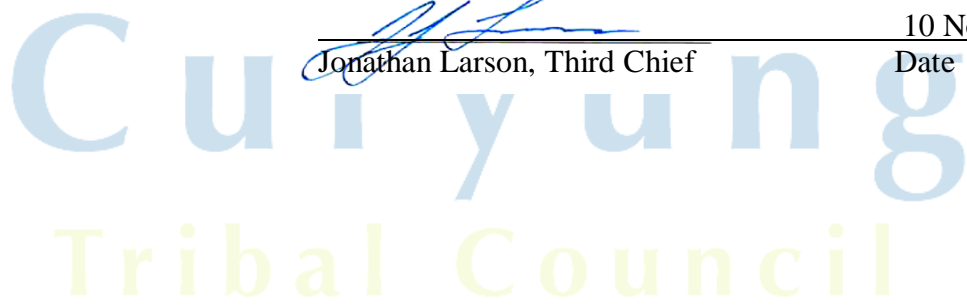
  
\_\_\_\_\_  
Thomas Tilden, First Chief  
Curyung Tribal Council

\_\_\_\_\_  
10 November 2020  
Date

Attest:

  
\_\_\_\_\_  
Jonathan Larson, Third Chief

\_\_\_\_\_  
10 November 2020  
Date



## CITY OF DILLINGHAM, ALASKA

**RESOLUTION NO. 2021-09****A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY MANAGER TO WAIVE THE PURCHASING REQUIREMENTS TO AWARD A CONTRACT TO AGNEW BECK FOR UPDATING THE DILLINGHAM COMPREHENSIVE PLAN**

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WHEREAS, the City of Dillingham Municipal Code 2.68.160 (A)(1) requires that the planning commission prepare and recommend to city council, a comprehensive plan consisting of maps and related texts for the systematic development of the city; and

WHEREAS, the current comprehensive plan was developed in 2010 with assistance from Agnew Beck; and

WHEREAS, the comprehensive plan is in need of updating to reflect current needs and goals for the City; and

WHEREAS, the Planning Commission has met and requested funding to facilitate an update to the comprehensive plan; and

WHEREAS, this update to the comprehensive plan will provide the basis for orderly development in the municipal boundary, as the community realizes its vision for the future; and

WHEREAS, the City of Dillingham believes efficiencies will be gained by utilizing Agnew Beck to provide these services as they have worked extensively with the City in development of prior projects as well as development of past comprehensive plans; and

WHEREAS, the public interest would best be served by waiving the purchasing restriction procedures and is requesting a waiver 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; and

WHEREAS, the attached proposal from Agnew Beck reflects an estimated total for the contract of \$51,800.

NOW, THEREFORE, BE IT RESOLVED:

- 1) The Dillingham City Council waives the purchasing restrictions as stated above to contract for updating the comprehensive plan in an amount not to exceed \$51,800;
- 2) That the attached proposal will be used to guide the scope of work.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on May 13, 2021.

\_\_\_\_\_  
Alice Ruby, Mayor

[SEAL]

ATTEST:

\_\_\_\_\_  
Lori Goodell, City Clerk

City of Dillingham  
Fiscal Note

Agenda Date: May 13, 2021

Contract with Agnew::Beck Consulting, LLC for an updated comprehensive plan to reflect current needs and goals for the City of Dillingham

ORIGINATOR: Finance Director

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED: \$51,800		FUNDING SOURCE	
		<b>City of Dillingham</b>	
FROM ACCOUNT 1000 7060 10 18 0000 0 Contractual/Professional		Project Comprehensive planning	
TO ACCOUNT:	VERIFIED BY: Anita Fuller	Date:	3/24/2021

EXPENDITURES

OPERATING	FY21	FY22	FY23	FY24
1000 7060 10 18 0000 0	\$ 10,000.00	\$ 41,800.00		
<b>TOTAL OPERATING</b>	<b>\$ 10,000.00</b>	<b>\$ 41,800.00</b>	<b>\$ -</b>	<b>\$ -</b>

CAPITAL	\$ -			
---------	------	--	--	--

REVENUE	-			
---------	---	--	--	--

FUNDING

General Fund	\$ 10,000.00	\$ 41,800.00		
<b>TOTAL FUNDING</b>	<b>\$ 10,000.00</b>	<b>\$ 41,800.00</b>	<b>\$ -</b>	<b>\$ -</b>

POSITIONS

Full-Time				
Part-Time				

Analysis: (Attach a separate page if necessary)

PREPARED BY: Anita Fuller May 7, 2021  
 DEPARTMENT: Finance  
 APPROVED BY: \_\_\_\_\_

**RESOLUTION 2021-05**  
**A RESOLUTION OF THE DILLINGHAM PLANNING COMMISSION**

**Requesting funding to update the  
2010 Comprehensive Plan**

WHEREAS, the City of Dillingham Municipal Code 2.68.160 (A)(1) requires that the planning commission prepare and recommend to city council, a comprehensive plan consisting of maps and related texts for the systematic development of the city; and

WHEREAS, the planning commission has prioritized updating the comprehensive plan as the municipal code requires; and

WHEREAS, the current comprehensive plan was the result of an extensive public process in 2010; and,

WHEREAS, this update to the comprehensive plan will provide the basis for orderly development in the municipal boundary, as the community realizes its vision for the future; and

WHEREAS, the planning director has received a proposal for a comprehensive plan update from Agnew::Beck, the firm that completed the 2010 comprehensive plan; and

WHEREAS, the planning commission supports funding a contract in the amount of \$51,880 for this project; and

NOW THEREFORE, BE IT RESOLVED that the Dillingham Planning Commission requests FY22 funding for the Comprehensive Plan Update through the Dillingham City Council.

ADOPTED by the Dillingham Planning Commission this 12<sup>th</sup> day of May, 2021.

Kaleb Westfall, Chair	Cynthia Rogers, Planning Director





# Dillingham Comprehensive Plan Update

Proposal for Professional Services  
April 2, 2021

Engage  
Plan  
Implement





April 2, 2021

Cynthia Rogers, Planning Director  
City of Dillingham  
P.O. Box 889  
Dillingham, AK 99576  
*sent via e-mail: [planner@dillinghamak.us](mailto:planner@dillinghamak.us)*

Dear Cynthia,

Thank you so much for reaching out to our firm seeking a cost estimate for updating the Dillingham Comprehensive Plan. We would welcome the opportunity to support the City of Dillingham. Our firm has a long history of work in Dillingham and would start this project with a strong sense of the physical, regulatory and political landscape of the community. As you know, we worked with the community on the current Dillingham Comprehensive Plan completed in 2010. In addition, we drafted Dillingham municipal zoning code to address gravel extraction in 2013, helped with facility planning for a new public safety and fire department building (2013-2014), provided on-call planning services in 2016, including processing subdivision applications, and most recently conducted a training for the Planning Commission on March 25, 2017 which addressed the roles and responsibilities of planning commissioners. Further back in time, Agnew::Beck worked on expanding tourism to Dillingham and assisted the City with a proposal for creating a new multi-purpose building to house City offices, recreation activities, and the Sam Fox Museum.

These previous projects and other work in the region have provided our team with a familiarity of the issues facing the community. Among these are ongoing efforts to respond to land use issues with a limited staff; making the best use of waterfront commercial and industrial areas adjacent to a compact downtown; promoting economic development and diversification in a time of decreasing budgets; the challenges of accommodating development, particularly the provision of water and wastewater systems, in a community with large areas of wetlands and floodplains; and the challenges of providing access and infrastructure where boundaries of parcels and structures are not always well defined.

Please find enclosed a proposed scope of work and cost estimate. Please note that during the Covid-19 pandemic, Agnew Beck has had to modify its travel policies. We understand that our communities may be opening up over the course of the project, but the safety of our staff and communities is paramount to Agnew::Beck. If Agnew::Beck policy or governmental order restricts travel, we are prepared to accommodate all public meetings remotely. We have conducted a number of public meetings for various projects by Zoom over the course of 2020, ranging from smaller, targeted public outreach for a City of Palmer Community and Economic Analysis in support of a possible annexation petition to a large regional meeting for the Association of Village Council Presidents' Comprehensive Economic Development Strategy, which brought together participants from across the Yukon-Kuskokwim Delta.

We are happy to adjust this scope of work and cost estimate to better suit the needs of the City. We've also provided a bit of background about our firm and the staff members that are available and interested to work with Dillingham. Again, thank you for the opportunity and don't hesitate to get in touch.

Sincerely,



Tanya Iden, Principal

Agnew::Beck Consulting | 441 West Fifth Avenue, Suite 202 | Anchorage, AK 99501  
thea@agnewbeck.com | 907.222.5424 | www.agnewbeck.com

# Scope of Work and Cost Estimate

Dillingham Comprehensive Plan Update	Principal		Senior Associate		Associate		Total
	hours	rate	hours	rate	hours	rate	
May 2020 - June 2022		\$170		\$130		\$100	
<b>Task</b>							
<b>1. Project Kick-Off and Administration (May)</b> Teleconference meeting with AB team and Dillingham Planning Director (with Planning Commissioners if desired) to review and refine the scope, outline project responsibilities, and clarify project timeline. Identify a citizen advisory or planning work group (could be the Planning Commission). Highlight current issues and opportunities as identified by meeting attendees. Includes ongoing check-in meetings with Client Project Manager (City Planner), regular reporting and general communications to keep the project moving forward.	2	\$340	32	\$4,160	6	\$600	\$5,100
<b>2. Community Assessment (Jun - Aug)</b> Update Dillingham regional context using readily available local, state, and federal data sources. Telephone interviews with key Dillingham Commissioners, City Council members or staff regarding current issues and opportunities the plan will address.	4	\$680	24	\$3,120	40	\$4,000	\$7,800
<b>3. Planning Commission Worksession(s) (Aug - Sep)</b> Meet via teleconference (video conference, if available) with the Dillingham Planning Commission (and/or Planning Work Group) to review key areas of the 2010 Plan to update with attention to implementation status and confirm current issues the plan update will address.	4	\$680	18	\$2,340	18	\$1,800	\$4,820
<b>4. Public Meeting #1 (Sep-Oct)</b> Facilitate a community work session by Zoom or in Dillingham to record community input on the community vision, strengths and goals; updated community assessment data (Task 2); and emerging issues and opportunities. Meet with key organizations and stakeholders. <i>(If in-person, assumes minimum of 2-days in Dillingham; plus travel and facilitation preparation. Meeting(s) may also be held remotely via Zoom.)</i>	2	\$340	40	\$5,200	48	\$4,800	\$10,340
<b>5. Draft Comprehensive Plan (Oct-Mar)</b> Draft comprehensive plan using information gathered to date. Perform additional analysis and facilitation on key issues as needed. Release draft plan for internal (Planning Work Group) review, then for public review.	4	\$680	24	\$3,120	48	\$4,800	\$8,600
<b>6. Public Meeting #2 Review Draft Plan (Mar-Apr)</b> Facilitate a work session in Dillingham to review the draft plan update. Meet with Planning Commission members to identify key workable components of an annual review process, and with other key individuals as needed to complete plan review and revision. Collect and record public comments. <i>(If in-person, assumes minimum of 1-day in Dillingham; plus travel and facilitation preparation. Meeting(s) may also be held remotely via Zoom.)</i>	2	\$340	24	\$3,120	24	\$2,400	\$5,860
<b>6. Final Plan Revisions (Apr-May 2022)</b> Revise the draft plan based on review and comments. Prepare the final plan and submit to the City of Dillingham for the city to carry through the approval process. Develop and submit an annual Comprehensive Plan Review process for the Planning Commission.	2	\$340	12	\$1,560	24	\$2,400	\$4,300
Travel *							\$4,460
Expenses **							\$600
<b>TOTAL***</b>	<b>20</b>	<b>\$3,400</b>	<b>174</b>	<b>\$22,620</b>	<b>208</b>	<b>\$20,800</b>	<b>\$51,880</b>

## EXCLUSIONS + TERMS

\* Travel - Roundtrip from Anchorage.

\*\* Other Expenses - Include costs for phone and related equipment and services required in the normal performance of the contract. Costs for services required to produce informational, advertising or meeting materials are included in this budget; however, costs for printing, mailing or otherwise distributing these materials, or for paid advertising or other public notices are not included in this budget and would be paid for directly by client, as needed. Digital versions of all final materials will be submitted in an organized manner to the client for future editing, use and reproduction. Rights to final versions of all materials are transferred to the client upon conclusion of the project. A::B reserves the right to use any and all project materials for educational and marketing purposes. A::B reserves the rights to any draft or conceptual materials developed in the course of the project, or other materials specified in the terms of the contract.

\*\*\* A::B reserves the right to move budget between tasks, staff and subcontractors so long as costs do not exceed the total budget.

This estimate is good for 90 days from the date of the estimate.

# Firm Qualifications

## About Agnew::Beck



Agnew::Beck Consulting is an award-winning, multidisciplinary consulting firm based in Anchorage, Alaska and Boise, Idaho. We are skilled in analysis, policy development, planning, public engagement, and project implementation. Since 2002, we have helped clients strategically respond to challenges and opportunities to achieve their goals. Our team is committed to effective and efficient project management. We work to build healthy communities locally, regionally and statewide.

Our firm’s areas of specialty include:

- Community Planning
- Strategic Planning + Facilitation
- Capacity Building + Technical Assistance
- Grant Writing + Project Financing
- Organizational Development
- Public Engagement
- Public Policy Analysis + Development
- Rural Development

By combining creativity and vision with practical implementation, Agnew::Beck helps clients accomplish short-term objectives and set out a clear path for long-term success. We are committed, passionate, and practical partners, working together to identify and tackle a project’s most important issues with smart, effective solutions, and with community stakeholders at the center of the process.

“Engage, Plan, Implement” is our approach to helping people, places and organizations get beyond ideas and make things happen.

## Team Members

### Tanya Iden | *Principal, AICP*



Tanya’s dedication to our state is galvanized by her deep Alaska roots – three generations of residents. She loves helping Alaskans articulate shared strengths and values and find solutions that maintain our economic, environmental, and cultural integrity for future generations. Tanya has worked for over ten years at Agnew::Beck as senior planner, managing associate, and now principal and part owner of the company, to help Alaskan communities and organizations thrive. Tanya applies her understanding of strategic planning, community development, public health, and land use in projects ranging from revitalizing neighborhoods to helping agencies and communities be more efficient, effective, and mission driven. Tanya’s training and experience complements her natural skill as a

community-minded facilitator, developing a harmonious rapport with diverse project teams and stakeholders.

**Heather Stewart | Senior Associate, AICP**



Heather is an experienced, practical-minded planner and project manager. She has worked in the planning field since 2001 and in Alaska since 2006, bringing a passion for understanding the unique qualities of individual communities and the right tools for successful implementation. Her strong analytical and communications skills allow her to help clients understand the financial and practical realities of their policies and proposals, navigate complex situations, and translate ideas into viable projects and programs that can be sustained over time. Heather believes that the best plans and proposals are firmly grounded in the knowledge and wisdom of each project’s community of stakeholders, that the most effective solutions are tailored to the particular qualities of each situation, and that the most successful processes are based on listening. Heather’s experiences includes needs assessments, GAP analyses, feasibility studies and business/operations plans for a number of different public and private sector projects. She has assisted with grant writing and compliance reporting for federal funding programs, as well as conducted studies on sustainable capital and program funding and management solutions.

**Anna Brawley | Senior Associate, AICP**

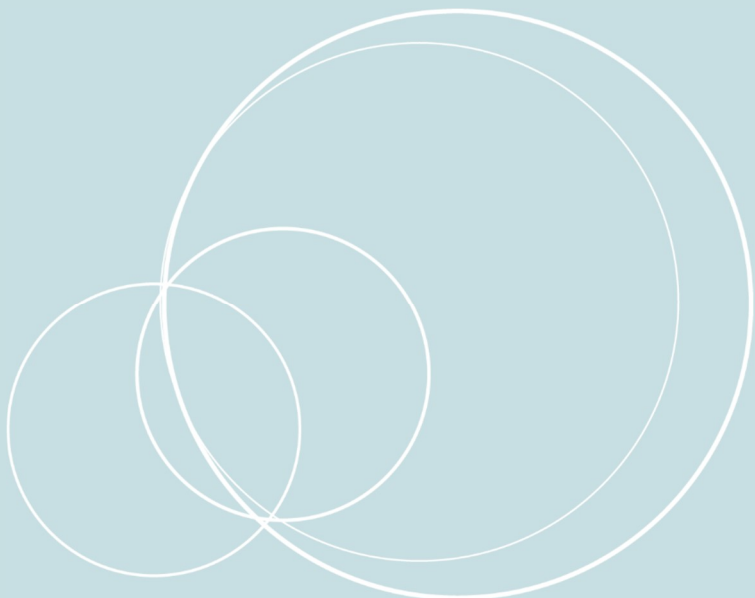


Anna uses her strong education in urban planning, public policy and history to develop strategies and shape planning and implementation efforts in stakeholder engagement, community planning, public health and policy development for Agnew::Beck. Her experience ranges from land use planning, data analysis, GIS analysis, process improvement, policy research, qualitative research methods, web and graphic design, document production, public outreach, and organizational development. She effectively navigates between the details and the big picture and coordinates the actions of the contract team, client staff, partner organizations and other stakeholders to achieve the project’s goals. Anna is also an active volunteer in her community, serving on the boards of Turnagain Community Council and NeighborWorks Alaska.

**Freddie Olin IV | Associate**



Freddie is Koyukon Athabascan, and an enrolled member of the federally recognized tribal government Tanana Tribal Council. He has a decade of experience working on North Slope and wildland firefighting in the Interior and the Lower ’48. Freddie has worked as staff in the Alaska State Senate, Alaska State House, and the Walker-Mallott gubernatorial administration. He has also worked as a professional recruiter for a tribal healthcare organization, and as a consultant for several small consultancies. Freddie is a non-traditional undergraduate student and is expecting December 2021 to receive his Bachelor of Arts in Rural Development, from the University of Alaska Fairbanks Department of Alaska Native Studies and Rural Development.





CITY OF DILLINGHAM, ALASKA

**RESOLUTION NO. 2021-10**

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AMENDING THE BANK SIGNATURE CARD AND INVESTMENT ACCOUNTS SIGNATURE AUTHORITY FORMS DUE TO A CHANGE IN CITY STAFF**

---

WHEREAS, Chris Hladick was hired as the Interim City Manager on May 10, 2021, and

WHEREAS, the signature cards for the City’s accounts at Wells Fargo Bank will need to reflect the change in personnel; and

WHEREAS, the signature authority forms for the City’s investments will need to be reflect the changes in personnel;

NOW, THEREFORE, BE IT RESOLVED by the Dillingham City Council that the following persons are authorized to give instructions on behalf of the City of Dillingham on the funds that are now and shall be deposited in the above mentioned investment institutions..

- |                    |                  |
|--------------------|------------------|
| Chris Hladick      | City Manager     |
| Alice Ruby         | Mayor            |
| Chris Napoli       | Council Member   |
| Bill Rodawalt      | Council Member   |
| Aksel Buholm       | Council Member   |
| Neil C. Armstrong  | Council Member   |
| Andy Anderson      | Council Member   |
| Gregory Marxmiller | Council Member   |
| Anita Fuller       | Finance Director |

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on May 13, 2021.

\_\_\_\_\_  
Alice Ruby, Mayor

ATTEST:

[SEAL]

\_\_\_\_\_  
Lori Goodell, City Clerk

P.O. Box 190694  
ANCHORAGE, AK 99519  
[WWW.TIMPEARSON.NET](http://WWW.TIMPEARSON.NET)

PHONE: (907) 952-3498  
SKYPE: TIMPEARSONAK  
[TIMPEARSONAK@GMAIL.COM](mailto:TIMPEARSONAK@GMAIL.COM)

## MEMO

DATE: April 28, 2021

TO: **Mayor Alice Ruby and Council members: Chris Napoli, Bill Rodawalt, Aksel Buholm, Curt Armstrong, Andy Anderson, Gregg Marxmiller**  
City of Dillingham  
[mayor@dillinghamak.us](mailto:mayor@dillinghamak.us)

FROM: **Tim Pearson**  
Pearson Consulting [timpearsonak@gmail.com](mailto:timpearsonak@gmail.com) (907) 952-3498 c

RE: **City Manager Search – update as of April 28, 2021**

---

### 1. update:

I am looking throughout Alaska as well as nationally for people who have Alaska experience or transferable skills.

### 2. key metrics as of 4/28/21 @ 8:54 PM

**Finalists: 0**

**Current Applications: 8**

**Municipal manager experience: 3**

--Foley, Lee M.  
--Marsh, Patrick\*  
--Meszaros, Scott W.

**Municipal senior staff experience: 1**

--Hassan, Abul

**For-profit experience: 1**

--Zartarian, Robert

**Non-profit experience: 2**

--Brubaker, Daniel A. (Andy)  
--Johnson, Kevin

**Project management experience: 1**

--Donald, Roderick Kevin\*

\*Attached are only the two new applications since the March 22 update since you already have the other applications.

**DISCUSSION:**

**re: search**

I continue networking with individuals about the opportunity. I am looking throughout Southwest Alaska, Alaska, and the U.S.

**re: current applications as of 4/28/21 – 8**

**For those who have Municipal Manager experience:** I notified them that that an Interim City Manager was hired. I let them know that the search is underway and that their resumes are being kept on hand. These are:

**Municipal manager experience: 3**

- Foley, Lee M.
- Marsh, Patrick
- Meszaros, Scott W.

**For those who have Municipal Senior Staff experience:** I notified him that that an Interim City Manager was hired. I let him know that the search is underway and that his resume is being kept on hand. This is:

**Municipal management senior staff experience: 1**

- Hassan, Abul

**For those who have no Municipal experience, but perhaps transferable skills:** I notified them that that an Interim City Manager was hired. I let them know that the search is underway and that their resumes are being kept on hand. These are:

**For-profit experience: 1**

- Zartarian, Robert

**Not-for-profit experience: 2**

- Brubaker, Daniel A. (Andy)
- Johnson, Kevin

**Proeject management: 1**

- Donald, Roderick Kevin

**My desire:**

- to keep to keep Council members and applicants informed of the search status

**other notes:**

We are advertising a starting salary of \$130,000+ DOE & excellent benefits including: PERS, 100% healthcare, deferred compensation.

At least two other municipalities in Alaska are also looking for Municipal Managers:

- City of Seward
- Haines Borough

City of Dillingham

City Manager Applicant List 2021

--current applications received as of April 28, 2021

version 1.0

<i>Last Name</i>	<i>First Name MI</i>	<i>City</i>	<i>State</i>	<i>Zip</i>	<i>Last/Relevant Position</i>	<i>Last/Relevant Employer</i>	<i>City Manager</i>	<i>Resume</i>	<i>150 word Statement</i>	<i>comments</i>	
							<i>(# municipalities)</i>				
<b>Applicants -- municipal manager experience</b>											
1	Foley	Lee	M.	Philippines		City Manager	City of Bethel, AK	1	x	136	AK cities: Bethel
2	Marsh	Patrick		Rochester	MN 55901	City Manager	City of Fitchburg, WI	3	x	211	City of Fitchburg Fitchburg, WI; City of Monona, WI; Village of Coal Valley, IL
3	Meszaros	Scott	W.	Seward	AK 99664	City Manager	City of Seward, AK	2	x	33	AK cities: Seward // other: Meeker, CO
<b>Applicants -- Municipal Senior Department Head experience</b>											
4	Hassan	Abul		Reno	NV	Dir., Dept. of Public Transportation	Municipality of Anchorage	0	x	148	AK cities: Anchorage // other: Head, Motor Vehicles, City & County of Honolulu; Chief of Transportation; Chief of Transportation, Prince George's County, MD
<b>Applicants -- for profit experience</b>											
5	Zartarian	Robert		Cooper Landing	AK 99572	Project Manager ESS	Pogo Mine, AK	0	x	106	General Manager, Alpine Inn Motel, Cooper Landing
<b>Applicants -- nonprofit senior experience (transferable skills)</b>											
6	Brubaker	Daniel	A.	Rarvenel	SC 29470	Executive Director	Red Cross of Albany, GA	0	x	136	responded to: 4 hurricanes, 3 tornadoes, 1 flood / 19 counties of SW GA
7	Johnson	Kevin	P.	Dillingham	AK 99576	Maintenance Manager	BBAHC	0	x	0	
<b>Applicants -- project management experience</b>											
8	Donald	Roderick	K.	Grand Coulee	WA 99133	Tribal Archaeologist/ Wildland Fire Fighter- BAER Team Supervisor	Colville Confederated Tribes/History and Archaeology Program	0	x	149	Ph.D., Archeology

file: DLG\_City\_of\_Dillingham\_City\_Manager\_applicants\_SUMMARY\_2021\_April\_28\_report.xlsx

**RODERICK KEVIN DONALD**

433 Partello Park, Grand Coulee, WA 99133  
 919.449-7988/allterraindonald@gmail.com/ all\_terrain@msn.com

**EMPLOYMENT HISTORY**

**2017-2020 Colville Confederated Tribes/History and Archaeology Program**  
 Tribal Archaeologist/ Wildland Fire Fighter-BAER Team Supervisor

**Program Funding (2018-2020):**

**Outside Funds:** BPA = \$186,000.00, Avista = \$15,000.00,  
 Chelan PUD = \$10,000.00, UCUT = \$18,000.00  
 WDNR/FFSA = \$98,000.00 Total = \$327,000.00

**Internal Funds:** CCT Environmental Trust

Owhi Lake Dam Project = \$14,312.00, Hall Creek Project = \$15,850.00

Upper San Poil Project = \$15,003.00

CCT Forestry

15 Timber Sales = \$150,000.00

Total = \$195,165.00

**Burn Area Emergency Response (BAER) Team Leader and Wildland Firefighter**

- a. Passed Classroom and Pack Fitness Test = Red Card/Moderate (2018-2019)
- b. Completed READ training at Colville National Forest/May 2018 – Present
- c. Completed FEMA training course IS-00700.b Intro to Nat. Incident Mang. Sys

**WDNR Forest Practice Application (FPA) Review**

- a. Secured \$58,000.00 for participation in DNR/Tribal/UCUT FPA discussion as well as the review and commenting period on FPA proposed projects.
- b. Created FPA case study/cost analysis DNR review, additional funding of FPAs.

**Principal Investigator/Project Management/Field Team Supervisor on Federal, State and Municipal Project/Contracts**

- a. BPA Projects on and off reservation
- b. ACOE Rufus Woods/Pac Aqua Project/Working Group
- c. DNR Land Exchange Project and FPAs/Working Group
- d. Chelan County PUD/Rocky Reach Working Group
- e. Other Counties: Okanogan, Ferry, Stevens, Lincoln, Chelan, Pend'oreille, Whatcom, Skagit, Methow District.

Principal Investigator and Project management/review and compliance of Tribal Code, NAGPRA, NEPA, NHPA, ARPA and state laws within the 1.4 million-acre boundary of the CCT an 38 million acres of traditional lands. Supervision of senior archaeology staff. Experience developing business relationships with federal agencies: ACOE, BIA, BOR, USFS, BLM, EPA, BPA, the Columbia River Initiative and the Columbia River Treaty. State agencies include: the WSDOT, WSDNR, WSDAHP, WSDFW, WSDOE.

**2014-Present Duke University/Department of Cultural Anthropology**

Visiting Scholar/ Visiting Instructor/Research Collaborator

Primary responsibilities: teaching, research, curriculum development, classroom management and mentoring undergraduate students.

## **EDUCATION**

- 2018 Data Analytics/Statistical Programming Certification  
2000 Ph.D. Applied Anthropology, University of Oregon.

## **PROFESSIONAL ANTHROPOLOGICAL CREDITIALS (current and previous)**

- 2015-Present WISAARD-Washington Department of Archaeology and Historic Preservation  
2003-Present Register of Professional Archaeologists ([www.rpanet.org](http://www.rpanet.org))  
1992-Present Secretary of Interior Standards for Professional Ethnographer and Archaeologist

## **CURRENT REPORTS**

- 2020 Friedlander Timber Sale Report/Principal Investigator/On file-Colville Confederated Tribes (CCT)  
2019 Owhi Lake Dam Restoration Project/Principal Investigator/On file-CCT  
2019 BPA Colville-Republic Transmission Line Project/Principal Investigator/On-File-CCT  
2018 Harberd FPA Report/On file – CCT  
2018 Upper SanPoil Restoration Project/Principal Investigator/On file-CCT  
2017 Hall Creek Restoration Project/Principal Investigator/On File-CCT  
2017 Tim Seaman/Leavenworth Report/ On file-CCT

## **PREVIOUS REPORTS**

- 2003 Results of Phase I Pedestrian Survey/Cultural Resource Inventory of the Installation of a Protective Fence Around the Foley Creek Riparian Restoration Project Area. Cultural Resource Inventory report prepared for and on file with the Deschutes Resources Conservancy, Bend, Oregon.
- 2001 Results of Archaeological Phase I Sub-Surface Testing at AZ AA: 15:127[ASM] Near the City of Three Points in Pima County, Arizona. Cultural resource inventory report prepared for Tierra Realty and Development. Report on file with the Arizona State Historic Preservation Office/Arizona State Museum, Tucson, AZ.
- 1995-1996 An Archaeological Phase I Pedestrian Survey of the Ofu-Olosega Road Project. Cultural Resource Inventory report prepared for American Samoa Power Authority. Report on file at the American Samoa State Historic Preservation Office.  
<http://www.ashpo.org/index.php/down3.html>
- 1995 Internal Evaluation for the Office of Archives and Records Management: Report prepared for the University of Oregon Planning, Public Policy and Management's (PPPM) Micronesia and South Pacific Program. Project funded by the Department of Interior and PPPM. Report on file with the Department of Administrative Services, Office of Archives and Records Management, American Samoa Government.  
[http://darkwing.uoregon.edu/~mspp/news\\_summer95/amsamoa.html](http://darkwing.uoregon.edu/~mspp/news_summer95/amsamoa.html)

- 1992 Cultural Resource Monitoring Report for the Napili Gardens Townhouse Complex, Maui. Report prepared by Archaeological Consultants of the Pacific (formerly Archaeological Consultants of Hawaii) to satisfy NHPA Section 106/110 compliance. Report on file at the Hawaii State Historic Preservation Office, Honolulu.
- 1990 An Ethnographic Bibliography of the Ochoco National Forest and Surrounding Areas of Interest. Bibliography prepared for the Cultural Heritage Program, Ochoco and Deschutes National Forests. Report on file at the Ochoco National Forest, Supervisor's Office. Prineville, Oregon.
- 1990 Wild and Scenic River Corridor Study for the Chewaucan River. Cultural Resource Inventory report prepared for the Fremont-Winema National Forest NHPA Section 106/110 compliance. Report on file at the Oregon State Historic Preservation Office (Salem, Oregon) and the Fremont-Winema National Forest, Lakeview, Oregon.
- 1989 Fitzcraft Timber Sale. Cultural Resource Inventory report prepared for the Fremont-Winema National Forest NHPA Section 106/110 compliance. Report on file at the Oregon State Historic Preservation Office (Salem, Oregon) and the Fremont-Winema National Forest, Lakeview, Oregon (Brian E. Hemphill, R. Kevin Donald, Coleen M. Hemphill and Jean A. Nelson).
- 1989 Orchid Timber Sale. Cultural Resource Inventory report prepared for the Fremont-Winema National Forest NHPA Section 106/110 compliance. Report on file at the Oregon State Historic Preservation Office (Salem, Oregon) and the Fremont-Winema National Forest, Lakeview, Oregon. (with Jean A. Nelson).
- 1989 Willow Hawk Timber Sale. Cultural Resource Inventory report prepared for the Fremont-Winema National Forest NHPA Section 106/110 compliance. Report on file at the Oregon State Historic Preservation Office (Salem, Oregon) and the Fremont-Winema National Forest, Lakeview, Oregon. (with Jean A. Nelson).
- 1989 Blue Springs Timber Sale. Cultural Resource Inventory report prepared for the Fremont-Winema National Forest NHPA Section 106/110 compliance. Report on file at the Oregon State Historic Preservation Office (Salem, Oregon) and the Fremont-Winema National Forest, Lakeview, Oregon. (with Jean A. Nelson).
- 1989 Pan Timber Sale. Cultural Resource Inventory report prepared for the Fremont-Winema National Forest NHPA Section 106 compliance. Report on file at the Oregon State Historic Preservation Office (Salem, Oregon) and the Fremont-Winema National Forest in Lakeview, Oregon. (Brian E. Hemphill, Coleen M. Hemphill, R. Kevin Donald and Jean A. Nelson).

## **PREVIOUS ARCHAEOLOGICAL EXPERIENCE**

- 2002 Applied Archaeological Research. Portland, Oregon. Archaeologist. Assisted with field-testing and excavations at prehistoric sites along the Northern Columbia River.

- 2001 Tierra Realty and Development. Tucson, Arizona. Archaeologist. Field-testing, NHPA Section 106 review and compliance. Cultural Resource Inventory report writing.
- 2000 Public Works Department, City of Springfield. Springfield, Oregon. Project Manager and Ethnographer. Collected, analyzed and reported on oral histories relevant to the Army Corp of Engineer's ecological restoration of indigenous flora, fauna and water quality regarding the Springfield Millrace.
- 1997 – 1998 Gifford-Pinchot National Forest, Packwood/Randle Ranger District. Packwood, Washington. GS-11 District Archaeologist/Program Manager. Research experience as a full-time supervising archaeologist conducting field test and writing reports on the study of various archaeological data, including human remains.
- 1995 - 1996 Office of Archives and Records Management (OARM). Department of Administrative Services. American Samoa Government. Tutuila, American Samoa. Archival and Records Management Technical Assistant. Census Verification and Certified Statement Services. ASCA Title 4, Ch.12 and ASAC Title 2, Ch.3 and all applicable Federal laws.
- 1995 - 1996 Amerika Samoa Humanities Council (ASHC). Department of Administrative Services. American Samoa Government. Tutuila, American Samoa. Living Museum: Cultural Renaissance and Preservation Project. Principal Investigator/Museum Planning and Grant Writer. Grant Identification Number R-CR95-3-009. "The ASHC provided support for this proposal because the project's aim, to nurture and rekindle interest in and knowledge of the historical and philosophical traditions that originated from the various artwork of Samoa, is a worthy one. Its focus on the inclusion of the diverse ethnic backgrounds of the people now living in Amerika Samoa was highly favored by the Council."
- 1995 American Samoa Power Authority, American Samoa Government. Tutuila, American Samoa. Archaeologist and Principal Investigator. Experience in conducting archaeological field testing as part of the NHPA Section 106/110 review and compliance.
- 1993 Archaeological Investigations Northwest. Portland, Oregon. Bioarchaeologist. Experience in the supervision and monitoring of field excavations of human remains. Osteological identification and data synthesis of human remains. Experience in the supervision of field surveys, excavations, artifact identification and the analysis and synthesis of archaeological data.
- 1991 Applied Research Group (ARG), Bishop Museum. Honolulu, Hawaii. Ethnographic Specialist and Bioarchaeologist. Conducted research in the ethno-archaeological division of the Bishop Museum. Locations of archaeological fieldwork and laboratory work conducted with the ARG include Oahu, Maui and Moloka'i. Experience in museum studies, field testing, excavations, artifact identification and the synthesis of archaeological remains.
- 1989 – 1991 Fremont-Winema National Forest and Ochoco National Forest, Lakeview and Burns, Oregon. GS-7/9 Archaeologist – Experience in the supervision of field testing, site excavation,



artifact identification and the analysis of the field data. Experience in the supervision of the completion of Cultural Resource Inventory (CRI) Reports.

- 1989 Infotec Inc. Fresno, California. Archaeologist. Experience in the supervision of field testing, excavations, monitoring of ground-disturbing activities in right-of-way of natural gas pipeline corridor.
- 1988 PHRI, Inc. Hilo, Hawaii. Bioarchaeologist. Experience in supervising field excavations of human remains, the bioarchaeological lab analysis of human remains.
- 1987 Center for Folklife and Cultural Heritage. Smithsonian Institution. Washington, DC. Academic Award Recipient. Supervised ethnographic experience in the use of photography. Documented cultural preservation via the annual Folklife Festival on the Mall. Certification in Museum Studies and Preservation Techniques.

### **PROFESSIONAL CONFERENCE PRESENTATIONS**

- 2019 Northwest Archaeology Conference, March 20-23, *Symposium: Colville Confederated Tribes History/Archaeology Program General Session: A confluence of traditions and resources.*
- 2018 Northwest Archaeology Conference, March 28-31, *The Mowitch Project- Traditional and Contemporary Methods of Hunting and Use Confederated Tribes of the Colville Reservation*

### **PROFESSIONAL DEVELOPMENT: TRAINING AND COURSEWORK**

2017-Present **ESRI Training:**

- **Getting Started with the Geodatabase** 3.5hrs/Completed 3-14-20
- **Teaching with GIS: Filed Data Collection Using ArcGIS** 5hrs/Completed 3-4-20
- **Basics of Geographic Coordinate Systems** 1.25hrs/ Completed 2-5-20
- **Getting Started with GIS** 3.5hrs/Completed 1-19-20
- **Building Models for GIS Analysis Using ArcGIS** 3.75hrs/Completed 11-15-19
- **Working with Coordinate Systems in ArcGIS** 2.75hrs/Completed 10-23-19
- **GIS for Mining Action: Georeferencing and Digitizing** 3.25hrs/Completed 11-5-19
- **Georeferencing Raster Data Using ArcGIS** 3hrs/Completed 9-28-19

2017-2020 **Burn Area Emergency Response (BAER) Wildland Fire Fighter FEMA Training**

- FEMA IS-00700.b Intro to the National Incident Management System
- Certificate of Clearance for Work Capacity Test – Moderate
- National Wildfire Coord. Group – S-190 Intro to Fire Behavior
- National Wildfire Coord. Group – S-130 Firefighter Training
- National Wildfire Coord. Group – RT-130 Annual Refresher

2017-2020 Heartsaver First Aid CPR AED Training

2017 Data Science and Analytics. The Johns Hopkins Bloomberg School of Public Health.

## **SOFTWARE TOOLS AND APPLICATIONS**

- **ESRI ArcGIS/ArcPro 10.5, Trimble GPS**
- **Statistical Analysis (BASE SAS)**
- **MS Windows and MS Office (Word, Excel, Access, Power Point)**
- **Re:discovery/Proficio Software-cataloguing, curatorial and collections management support.**

## **PROFESSIONAL MEMBERSHIPS**

1997 – Present Society for Applied Anthropology. Fellow

2003 – Present Society of American Archaeology - Member

2003 – Present Register of Professional Archaeologists-Member ([www.rpanet.org](http://www.rpanet.org))

2017 – Present Association of Oregon Archaeologists

2017 – Present Association for Washington Archaeologist

2008 – 2013 North Carolina Archaeological Society – Executive Board Member

**RODERICK KEVIN DONALD**

Curriculum Vitae

433 Partello Park, Grand Coulee, WA 99133

919.449-7988

allterraindonald@gmail.com/ all\_terrain@msn.com

**I. EDUCATION**

- 2017 Data Analytics Certification
- 2000 Ph.D. Cultural/Applied Anthropology, University of Oregon.
- 1995 International Studies 1995 Universidad de Catolica, Santiago, Chile- Oregon State University's Urban and Rural Development in Chile-Summer Session Overseas Program: Oregon State Univ.
- 1992 M.S. Anthropology, University of Oregon.
- 1987 B.S. Anthropology, University of Oregon
- 1987 Certificate in Folklore and Ethnic Studies, University of Oregon English Dept.

**II. EMPLOYMENT HISTORY****2017-2020 Colville Confederated Tribes/History and Archaeology Program**  
Tribal Archaeologist/ Wildland Fire Fighter-BAER Team Supervisor

Principal Investigator and Project management of review and compliance of tribal code, NAGPRA, NEPA, NHPA, ARPA and state laws within the 1.4 million-acre boundary of the Colville Reservation as well as their 38 million acres of traditional lands. Burn Area Emergency Response (BAER) Supervisor/Team Lead on all on-reservation fires. Qualitative and quantitative statistical analysis, ArcGIS/ArcPro, museology, osteology, contract negotiations, developing scopes of work, environmental review and compliance, development of business strategies, project management as a principal investigator or field director, technical writing; supervision of senior archaeology staff. Experience developing business relationships with federal agencies ranges from: the Army Corps of Engineers, the Bureau of Indian Affairs, the Department of Reclamations, the United States Forest Service, the Bureau of Land Management, the Environmental Protection Agency, the Bonneville Power Authority, the Columbia River Initiative and the Columbia River Treaty. State agencies include: the Washington State Department of Transportation, the Washington State Department of Natural Resources, the Washington State Department of Archaeology and Historic Preservation, Washington State Department of Fish and Wildlife, and Washington State Department of Ecology.

**2014-Present Duke University/Department of Cultural Anthropology**

Visiting Scholar/ Visiting Instructor/Research Collaborator

Primary responsibilities here are related to teaching a freshman seminar on world archaeology, human adaptation and sustainability. Other responsibilities include: research, curriculum development, classroom management and mentoring undergraduate students. Additional responsibilities and accomplishments include:

- Increasing student involvement by creating community-based fieldwork opportunities with the Gullah Geechee Cultural Heritage Corridor, a National Park Service Heritage Area. The research is focused on island and coastal ecology and sustainability.
- Reviewing NEPA, the Council on Environmental Quality and NHPA projects to ensure federal and local compliance to preserve cultural and natural resources. GGCHC
- Create, develop and disseminate NEPA and NHPA protocols to community members to promote awareness and clarity of the federal environmental review process.

**2003-Present All-Terrain Ethno-Archaeological Consulting Services, Professional Consultant**

Professional consultant and contract specialist providing services that emphasize NEPA EIS Review and NHPA Section 106 Compliance for ecological restoration and resource claims in Oregon, Arizona, Massachusetts, and North Carolina. Additional responsibilities and accomplishments:

- Principle Investigator - Foley Creek Riparian Restoration Project – NEPA environmental restoration project using the NHPA Section 106 process to evaluate and document the condition of Central Oregon’s Foley Creek’s riparian areas.
- Arizona DOE Technology Literacy Grant: \$15,000 for Visions Unlimited Academy
- Principal Investigator - The Jonahville Cemetery Project – NHPA Section 106 Review and Compliance – negotiated research contract on multi-million-dollar development project to develop a cultural resource inventory report aimed at land-use resource claims for a historical African-American Cemetery.
- Records Manager and Business Officer – Contract with the NC Dept. of Commerce’s Industrial Commission. Records and retention schedule specialist cataloguing paper and electronic records for the NC Industrial Commission. Oversaw the instillation of a new archives building.
- Contract Specialist – Hope Elementary Charter School – (K-5) Data analytics and data modeling to measure variables associated with student performance.
- Contract Specialist – Measurement Inc. – NJ ASK and New York DBQ Training.
- Conservator – Atlas Preservation

**2012-Present University of Arizona/Bureau of Applied Research in Anthropology (BARA)** – kdonald@email.arizona.edu, UIA Residential Scholar (Sept.-Dec. 2013)  
Visiting Scholar

Applied anthropology/archaeology and ethnography were fundamental methods used to conduct research on the dynamics of the government-to-government consultation process as outlined in E.O 13175 and the Advisory Council of Historic Preservation's *'Consultation with Indian Tribes in the Section 106 Review Process: A Handbook*. I applied archaeological and architectural related Federal and State stewardship laws to protect the University Indian Ruins classic Hohokom archaeological site (AZ BB: 9:33). Additional responsibilities and accomplishments include:

- Awarded highly competitive positions as Visiting/Residential Scholar by professional peers
- Made significant contributions to the mission of the Anthropology department through scholarly lectures and interaction with faculty and graduate students
- Protected an historic property worth more than \$750,000.00 via federal and state statutes
- Published 3 book reviews in peer-reviewed journal *Transforming Anthropology*
- Submitted Wenner-Gren Foundation for Anthropological Research Grant
- Selected as a fellow of the Society for Applied Anthropology ([www.sfaa.net](http://www.sfaa.net))

**2010-2012 North Carolina State University/Department of Sociology and Anthropology**  
Lecturer

My duties here ranged from course management, student mentoring, public service, and supervising qualitative and quantitative research with MOU between North Carolina State University (NCSU) and the NC State Historic Preservation Office Research Center. My status was as a dual employee between the NC State Historic Preservation Office (SHPO), Division of Historical Resources and NCSU. My primary responsibilities included teaching and research. Additional responsibilities and accomplishments include:

- Designed and implemented archaeological and osteological curriculum for graduate and undergraduate students
- Increased student participation by instituting a formal partnership between the university and the NC Division of Historical Resources/Research Center
- Appointed to two departmental committees to assess departmental performance and chair graduate student's Master's thesis
- Advanced educational excellence by supervising internships of undergraduate and graduate students in formal quantitative and qualitative research methods

**2010-2011 NC SHPO, Division of Historical Resources/Research Center- Laboratory Scientist**

I applied and regulated federal and state conservation laws of the NC Research Center, the archaeological lab for the state. I worked with various local and state museums, Historic Sites, and state universities providing technical assistance regarding: prehistoric and historic artifact lending, deeds of gifts, artifact identification, artifact processing, artifact preservation, and collections management. Additional responsibilities and accomplishments include:

- Managed state repository ARTCAT SQL server database with more than 11 million artifacts
- Amended Archaeological Curation Standards and Guidelines
- Oversaw more than 30 contracts with state museums and historic sites
- Wrote Memorandum of Understanding (MOU) to facilitate a formal partnership between NCSU and the Research Center

**2009 Meredith College/Department of History and Political Science – Instructor**

My primary responsibilities included teaching. Other responsibilities called for participation in curriculum development, classroom management, and mentoring students. Additional accomplishments include:

- Introduced and encouraged student participation in North Carolina's Historic Sites with visits to Town Creek, Stagville, and the NC Museum of History.
- Provided hands-on examples of ancient tool manufacturing, pottery-making and archaeological artifact identification.

**2008-2011 NC SHPO, Division of Historical Resources/Cemetery Survey and Stewardship Program – Archaeologist/Program Management (full-time)**

Program Coordinator who developed and implemented all facets of the Cemetery Survey and Stewardship Program (CSSP), a state-level program serving as a clearinghouse on issues related to cemetery law and preservation including NHPA Section 106 Review and Compliance. Applied federal and state conservation laws relevant to resource claims, Section 106 and historic preservation. Additional responsibilities and accomplishments include:

- Successfully built and managed education and conservation program from inception
- Created relational database from scratch: improved efficiency in program management
- Created electronic-based site form resulting in 9% cost saving of program budget
- Provided new resources of ArcGIS and geospatial analysis and predictive modeling
- Increased program awareness: 6 workshops and over 15 public speaking engagements

**2004-2008 University of Arizona/Africana Studies Program – Adjunct Instructor**

Participation in curriculum development, classroom management, mentoring students, serving on program, departmental, and faculty review committees. Additional responsibilities and accomplishments include:

- Taught undergraduate courses in Anthropology, Sociology, Religious Studies
- Set program standard for supplementing traditional curriculum with web-based course
- Increased student participation by providing community-based fieldwork opportunities
- Secured internal funds for national and international conferences
- Designed empirical student-based research project on student retention

**2000-2004 Lewis and Clark College/Dept. of Sociology and Anthropology – Vis. Asst. Prof.**

My primary responsibilities were teaching, research and mentoring students. I participated in curriculum development, classroom management, mentoring students, and served on program, departmental, and faculty review committees. Additional responsibilities and accomplishments include:

- Selected as a finalist out of 150 faculty members for Teacher of the Year Award
- Taught undergraduate anthropology and sociology courses
- Designed empirical community-based projects for student fieldwork opportunities

**III. GRANTS, SCHOLARSHIPS, and AWARDS**

- Nov 2020 Wenner-Gren Foundation for Anthropological Research (in revision)
- July 2016 Peace Corps Liberia Program – declined
- 2013 University of Arizona UIA Residential Scholar (*Sept.-Dec. 2013*)
- 2013-Present Society for Applied Anthropology – Fellow
- 2007 University of Arizona College of Humanities Honorarium - \$500.00 - Invited paper and presentation at the Association for the Study of African American Life and History Convention. Charlotte, North Carolina.
- 2007 University of Arizona Foreign Travel Grant - \$800.00 - Panel Chair and presenter at the Universiti Kebangsaan Malaysia Conference on Language and Nationhood, Kuala Lumpur, Malaysia.

- 2006 University of Arizona College of Humanities Honorarium - \$900.00 – Panel chair and presenter at the Society for Applied Anthropology Conference, Vancouver, British Columbia.
- 2005 University of Arizona College of Humanities Honorarium - \$800.00 – Presenter at the Society for Applied Anthropology Conference, Santa Fe, New Mexico.
- 2003 Drug Policy Alliance Conference Scholarship - \$500.00 - (declined)
- 2001-2002 Finalist- Teacher of the Year - Lewis and Clark College
- 2001 Arizona DOE Technology Literacy Grant - \$15,000 – Visions Unlimited Academy
- 2001-2002 Travel Award - \$500.00 - Lewis and Clark College
- 1994-2000 Laurel Award/Academic Scholarship - \$60,000 – Univ. of Oregon
- 1995 Technical Assistant Award - \$6000.00 - Univ. of Oregon, Planning, Public Policy and Management Program (PPPM)
- 1997-1998 Graduate Student Research Award - \$2500.00 – Univ. of Oregon
- 1995 National Endowment for the Humanities Grant - \$3000.00 - American Samoa Cultural Renaissance Project
- 1993 Graduate Student Research Award - \$2500.00 – Univ. of Oregon
- 1987 Smithsonian Institution - \$3000.00 - Center for Folklife and Cultural Heritage

#### IV. **PROFESSIONAL SERVICE**

Co-Chair MA Thesis, Department of Sociology and Anthropology, NC State University  
 2012 Garrett, Amy (2012). Osteological Analysis of a Late Woodland North Carolina Ossuary: The Piggot Site (31CR14), Carteret County, North Carolina.

##### **Societies and Committees**

- 2012 Anthropology Program Assessment, Department of Sociology and Anthropology, North Carolina State University
- 2008 – 2013 North Carolina Archaeology Society - Executive Board Member



- 2006-2007 Reviewer. High Plains Society for Applied Anthropology. Special Issue on Critical Hermeneutics.
- 2004 – 2008 Africana Studies Program, University of Arizona Program Awards Committee-Organizer, Grant Writing Organizer, Departmental and Curriculum Committee. Lecture and Film Series Committee.
- 2004 – 2008 University of Arizona Community Service  
 (a). Student Retention Program Research  
 (b). Daughters on Campus Day – Invited Guest Lecturer  
 (c). C.A.T.S. Academics Student-Athlete Advisor
- 2000 – 2003 Sociology/Anthropology Department, Lewis and Clark College: Departmental and Curriculum Committee. Student Advisory Committee. Ethnic Studies Student Union Faculty Advisor

#### v. **PUBLICATIONS AND PROFESSIONAL WRITINGS** (\* indicates peer-review)

- Forthcoming The NC Cemetery Survey and Stewardship Project: A Practical Guide to Establishing a State-Level Preservation and Conservation Program. Manuscript\*
- Forthcoming 'Aftermath of Slavery: A Study of the Condition and Environment of the American Negro.' William Sinclair. *North Carolina Historical Review*.
- 2018 'The Origins of Collective Decision-Making.' Andy Blunden. *Transforming Anthropology*. Vol. 26, Issue 2, Pp. 207-208.
- 2015 'Our Historical Society and the Duwamish People: The Importance and Relevance of First-Contact Scenarios. In *Footprints: On the Sands of Time*. A publication of the Southwest Seattle Historical Society. Fall 2015, Issue XCII. p. 4-5.
- 2013 'Theories of Religion.' (ed.) Seth D. Kunin. *Transforming Anthropology*. Vol. 21, Issue 2, pp.207-208.
- 2013 'What Shall We Do with the Negro? Lincoln, White Racism, and Civil War America.' Paul D. Escott. *North Carolina Historical Review*, Volume XC, Number 2. pp. 223-224.
- 2012 Planning, Public Policy and Heritage Preservation: An Example of an Emergent Cemetery Project in North Carolina. Society for Applied Anthropology Newsletter, Feb. 2012 <http://sfaanews.sfaa.net/2012/02/01/planning-public-policy-and-heritagepreservation-an-example-of-an-emergent-cemetery-project-in-northcarolina/>
- 2011 'The St. Louis African American Community and the Exodusters.' Bryan Jack. *North Carolina Historical Review*, Vol. LXXXVIII, No. 1. pp. 109-111.

- 2010 "Melville J. Herskovits and the Racial Politics of Knowledge." Jerry Gershenhorn. *Transforming Anthropology*. Vol. 18 (1). p. 99-100.
- 2010 Historical Narratives and Truth. Sufism: An Inquiry. *Journal of the International Association of Sufism*. Vol. XV. No. 1, p.14-16. \*
- 2009 "A New World: England's First View of America." Kim Sloan. *North Carolina Historical Review*. Vol. LXXXVI. Number 1. January 2009. pp. 101-102.
- 2009 Digging Deep: Primary Sources in Archaeology. *Tar Heel Junior Historian*, 48:2. pp. 26-27.
- 2008 Results of Phase I Pedestrian Survey/Cultural Resource Inventory of the Proposed Hampton Place Residential Construction Project. Jonahville Cemetery Site Report (31MK1080\*\*). Report prepared for the Issac Group, Inc. to satisfy NHPA 106 compliance. On file at the North Carolina State Historic Preservation Office, Raleigh, North Carolina.
- 2008 'Soulsides.' Ulf Hannertz. *Transforming Anthropology*. Vol.16 (1). pp. 89-90.
- 2008 North Carolina's New Cemetery Survey and Stewardship Program. In the *North Carolina Archaeological Society Newsletter* Vol. 18, No. 2.  
<http://www.rla.unc.edu/Archives/NCAS/Newsletters/Volume 18 No 2.pdf>
- 2005 *Mainland Languages in the Pacific Region*. In the Greenwood Encyclopedia of American Regional Cultures: The Pacific Region. Goggans and Difranco (eds.), Westport, Conn., Greenwood Press. pp. 275-282.
- 2005 Cultural Resource Management and the Necessity of Cultural and Natural Resource Collaboration. Gottfried, Gebow, Eskew and Edminster (eds.), Fort Collins, CO. Rocky Mountain Research Station. [http://www.fs.fed.us/rm/pubs/rmrs\\_p036.html](http://www.fs.fed.us/rm/pubs/rmrs_p036.html)\*
- 2004 Culture, Time and Interiority: Hermeneutics and the Process of Appropriation. *International Journal of Humanities and Peace*, Vol. 20, No. 1, pp. 79-83.\*
- 2003 Results of Phase I Pedestrian Survey/Cultural Resource Inventory of the Installation of a Protective Fence Around the Foley Creek Riparian Restoration Project Area. Cultural Resource Inventory report prepared for and on file with the Deschutes Resources Conservancy, Bend, Oregon.
- 2001 Results of Archaeological Phase I Sub-Surface Testing at AZ AA: 15:127[ASM] Near the City of Three Points in Pima County, Arizona. Cultural resource inventory report prepared for Tierra Realty and Development. Report on file with the Arizona State Historic Preservation Office/Arizona State Museum, Tucson, AZ.

- 2000 Two Hundred Years of Art by Black People in the U.S. *El Helicoptero*, Vol. 3&4, No. 1 Eugene, Oregon. pp. 28-35.
- 1999 Springfield Millrace Oral History Project (an environmental restoration project). Report prepared for and funded by the City of Springfield's Public Works Department. Springfield, Oregon. <http://springfieldmillrace.files.wordpress.com/2009/08/oralhistb.pdf>
- 1995-1996 An Archaeological Phase I Pedestrian Survey of the Ofu-Olosega Road Project. Cultural Resource Inventory report prepared for American Samoa Power Authority. Report on file at the American Samoa State Historic Preservation Office. <http://www.ashpo.org/index.php/down3.html>
- 1996 Archival Planning and Policy Development. Report prepared for the University of Oregon Planning, Public Policy and Management's (PPPM) Micronesia and South Pacific Program. Project funded by the Department of Interior and PPPM. Report on file with the Department of Administrative Services, Office of Archives and Records Management, American Samoa Government. [http://darkwing.uoregon.edu/~mspp/news\\_summer95/amsamoa.html](http://darkwing.uoregon.edu/~mspp/news_summer95/amsamoa.html)
- 1995 Internal Evaluation for the Office of Archives and Records Management: Report prepared for the University of Oregon Planning, Public Policy and Management's (PPPM) Micronesia and South Pacific Program. Project funded by the Department of Interior and PPPM. Report on file with the Department of Administrative Services, Office of Archives and Records Management, American Samoa Government. [http://darkwing.uoregon.edu/~mspp/news\\_summer95/amsamoa.html](http://darkwing.uoregon.edu/~mspp/news_summer95/amsamoa.html)
- 1992 Cultural Resource Monitoring Report for the Napili Gardens Townhouse Complex, Maui. Report prepared by Archaeological Consultants of the Pacific (formerly Archaeological Consultants of Hawaii) to satisfy NHPA Section 106/110 compliance. Report on file at the Hawaii State Historic Preservation Office, Honolulu.
- 1990 An Ethnographic Bibliography of the Ochoco National Forest and Surrounding Areas of Interest. Bibliography prepared for the Cultural Heritage Program, Ochoco and Deschutes National Forests. Report on file at the Ochoco National Forest, Supervisor's Office. Prineville, Oregon.
- 1990 Wild and Scenic River Corridor Study for the Chewaucan River. Cultural Resource Inventory report prepared for the Fremont-Winema National Forest NHPA Section 106/110 compliance. Report on file at the Oregon State Historic Preservation Office (Salem, Oregon) and the Fremont-Winema National Forest, Lakeview, Oregon.
- 1989 Fitzcraft Timber Sale. Cultural Resource Inventory report prepared for the Fremont-Winema National Forest NHPA Section 106/110 compliance. Report on file at the Oregon State Historic Preservation Office (Salem, Oregon) and the Fremont-Winema National Forest, Lakeview, Oregon (Brian E. Hemphill, R. Kevin Donald, Coleen M. Hemphill and Jean A. Nelson).

- 1989 Orchid Timber Sale. Cultural Resource Inventory report prepared for the Fremont-Winema National Forest NHPA Section 106/110 compliance. Report on file at the Oregon State Historic Preservation Office (Salem, Oregon) and the Fremont-Winema National Forest, Lakeview, Oregon. (with Jean A. Nelson).
- 1989 Willow Hawk Timber Sale. Cultural Resource Inventory report prepared for the Fremont-Winema National Forest NHPA Section 106/110 compliance. Report on file at the Oregon State Historic Preservation Office (Salem, Oregon) and the Fremont-Winema National Forest, Lakeview, Oregon. (with Jean A. Nelson).
- 1989 Blue Springs Timber Sale. Cultural Resource Inventory report prepared for the Fremont-Winema National Forest NHPA Section 106/110 compliance. Report on file at the Oregon State Historic Preservation Office (Salem, Oregon) and the Fremont-Winema National Forest, Lakeview, Oregon. (with Jean A. Nelson).
- 1989 Pan Timber Sale. Cultural Resource Inventory report prepared for the Fremont-Winema National Forest NHPA Section 106 compliance. Report on file at the Oregon State Historic Preservation Office (Salem, Oregon) and the Fremont-Winema National Forest in Lakeview, Oregon. (Brian E. Hemphill, Coleen M. Hemphill, R. Kevin Donald and Jean A. Nelson).

## VI. RESEARCH-IN-PROGRESS

**National Park Service – Reconstruction Theme Study Inquiry** – location of Reconstruction sites in North Carolina.

**National Park Service - Gullah-Geechee Cultural Heritage Corridor.** Partnership between Duke University's Trinity College of Arts and Sciences, the University of Oregon's Island and Coastal Archaeology Dept. and the Gullah-Geechee Cultural Heritage Corridor Commission. Analysis of coastal environments and cultural resources along the east coast of North America.

**The Cemetery Research Project.** Manuscript. Cultural Resource Management and field-based project in collaboration with the Bureau of Applied Research in Anthropology.

**The Navaho Nation Project.** TCPs, Environmental Policy and Consultation. Field-based project in collaboration with the Bureau of Applied Research in Anthropology.

## VII. AREAS OF INTERESTS

Cultural Anthropology  
The African Diaspora  
Museology

Applied Anthropology  
Native North Americans  
Applied Archaeology

Economic/Political Anth  
Indigenous Populations  
Environmental Anthropology

**VIII. PROFESSIONAL CONFERENCE PRESENTATIONS and INVITED LECTURES**

- 2019 Northwest Archaeology Conference, March 20-23, *Symposium: Colville Confederated Tribes History/Archaeology Program General Session: A confluence of traditions and resources. (Symposium and Panel Co-Organizer and Co-Chair).*
- 2018 Northwest Archaeology Conference, March 28-31, *The Mowitch Project- Traditional and Contemporary Methods of Hunting and Use Confederated Tribes of the Colville Reservation (Symposium and Panel Co-Organizer and Co-Chair).*
- 2017 National Genealogical Society, May10-13, Preservation and Conservation Representative.
- 2015 North Durham Rotary Club, Durham, NC. July 14. *The Relevance of Anthropology/Archaeology to the Modern Era.*
- 2015 Society for Applied Anthropology Annual Meeting, Pittsburgh, PA. March 24-28. *Applied and Environmental Anthropology within the Gullah Geechee Cultural Heritage Corridor*
- 2014 International Cemetery Conservation Summit. Niagara Falls, NY. April 8-10. *The North Carolina Cemetery Survey and Stewardship Program: A Practical Guide to Establishing a State-Level Cemetery Preservation Program.*
- 2014 Society for Applied Anthropology Annual Meeting, Albuquerque, NM. March 18-22. *Indigenous Human Rights: Ecological Policy, Consultation and Decision-Making among the Dine.*
- 2014 Society for Applied Anthropology Annual Meeting, Albuquerque, NM. March 18-22. *Paths and Destinations of Tribal Consultation in the Southwest.*
- 2013 School of Anthropology, University of Arizona. Oct. 31. *Planning, Public Policy and Heritage Preservation: An Example of an Emergent Cemetery Project in North Carolina.*
- 2013 Society for Applied Anthropology Annual Meeting. Denver, CO. March 19-23. *The Cemetery Research Project.*
- 2012 Society for Applied Anthropology Annual Meeting. Baltimore, MD. March 27-31. *Planning, Public Policy and Heritage Preservation: An Example of an Emergent Cemetery Project in North Carolina*
- 2011 South Eastern Archaeological Conference Annual Meeting. Jacksonville, FL. November 2-5. *Preserving Abandoned Cemeteries Hidden in Plain View: An Example of an Emergent Cemetery Program in North Carolina*

- 2011 North Carolina Central University, Department of History's Bishop Lecture Series-Invited Lecture. Durham, NC. April 26. *Historic Preservation and the Cemetery Survey Program*.
- 2009 Statewide Register of Deeds Conference Annual Meeting – Invited Presentation. Raleigh, NC. September 21-22. *Priorities for the New North Carolina Cemetery Survey and Stewardship Program*.
- 2009 Collegium of African American Research Annual Meeting. Bremen, Germany. March 25-29. *Gullah Cemeteries and Modernity: Interpretations of Culture and Ancestors*.
- 2009 Southern Anthropological Society Annual Meeting. Wilmington, NC. March 12-14. Panel Chair. *The Concept of Culture and the Construction of Cognitive Borders*.
- 2008 Southeastern Archaeology Conference Annual Meeting. Charlotte, NC. Nov. 12-15. Invited Presentation. *A Brief Discussion on the Legal History of Cemetery Legislation in North Carolina*.
- 2007 Association for the Study of African-American Life and History Annual Meeting. Charlotte, NC. Oct.3-7. Invited Presentation. *We're Still Here: The Cultural and Archaeological Significance of the Jonahville AME Zion Cemetery*.
- 2007 Language and Nationhood Conference Annual Meeting. Kuala Lumpur, Malaysia. May 15-18. Invited Panel Organizer and Presenter. *The Lived-Experience and the Critical Hermeneutical Tradition*.
- 2006 University of San Francisco, Department of Education. San Francisco, CA. Nov. 17-18. Invited Lecture. *Critical Hermeneutics and the Process of Appropriation*
- 2006 Society for Applied Anthropology Annual Meeting. Vancouver, Canada. March 28-April 2. Panel Organizer and Presenter (w/ Carla Montero). *Populations on the Edge: Towards Inclusive Policies for Afro-Latin Americans*.
- 2005 Western Humanities Alliance Conference Annual Meeting. Tucson, Arizona. Oct 20-22. *The Concept of Culture and the Construction of Cognitive Borders*.
- 2005 Society for Applied Anthropology Annual Meeting. Santa Fe, New Mexico. April 5-10. *Multiculturalism, the Moral Imperative and Interiority in the American Criminal Justice System*.
- 2004 University of Arizona, College of Humanities, Africana Studies Program Spring Lecture Series. Tucson, AZ. April 20. Invited Lecture. *African American Archaeology and the African Burial Ground Project*.
- 2004 The Nature Conservancy Madrean Archipelago II Conference. Tucson, Arizona. May 11-14. *Cultural Resource Management and the Necessity of Cultural and Natural Resource Collaboration*.

- 2003 Western Humanities Alliance Conference Annual Meeting. Salt Lake City, Utah. Oct. 16-18.  
*Culture, Time, and Interiority: Hermeneutics and the Process of Appropriation.*
- 2002 American Anthropological Association Annual Meeting. New Orleans, Louisiana. Nov. 20-24.  
*The Secular Ritual of Incarceration as a Definitional Ceremony.*
- 2000 University of Oregon, College of Humanities Work-in-Progress Lecture Series. Eugene, Oregon.  
Spring. Invited Lecture. *A Crisis of Modernity- A Possibility of Hope: Anthropological Interpretations of Case Histories in the American Criminal Justice System.*
- 1999 University of Oregon, College of Humanities Work-in-Progress Lecture Series. Eugene, Oregon.  
Spring. Invited Lecture. *The Secular Ritual of Incarceration as a Definitional Ceremony.*
- 1998 Society for the Anthropology of Consciousness Annual Meeting. Wilsonville, Oregon. March.  
*The Secular Ritual of Incarceration as a Definitional Ceremony.*
- 1998 Society for Applied Anthropology Annual Meeting. San Juan, Puerto Rico. April 1998.  
(w/Richard P. Chaney). *The Paradox of Incarceration as a Growth Industry in the Light of Hope.*
- 1997 Society for the Anthropology of Consciousness Annual Meeting. Berkeley, California. March. A  
*Crisis of Modernity- A Possibility of Hope: Anthropological Interpretations of Case Histories in the American Criminal Justice System.*
- 1997 Society for Applied Anthropology Annual Meeting. Seattle, Washington. March. *A Crisis of Modernity-A Possibility of Hope: Anthropological Interpretations of Case Histories in the American Criminal Justice System.*

## IX. **PROFESSIONAL ANTHROPOLOGICAL CREDITIALS (current and previous)**

### **Permits and Certifications**

- 2015-Present WISAARD-Washington Department of Archaeology and Historic Preservation
- 2003-Present Register of Professional Archaeologists ([www.rpanet.org](http://www.rpanet.org))
- 1992-Present Secretary of Interior Standards for Professional Ethnographer and Archaeologist
- 2003-2005 Cultural Resource Use Permit (BLM) Oregon and Washington (Permit # OR-40533)
- 2003 Arizona Antiquities Act Blanket Permit (Permit # 2003-125bl)

**x. PREVIOUS ANTHROPOLOGICAL AND ARCHAEOLOGICAL EXPERIENCE**

- 2002 Applied Archaeological Research. Portland, Oregon. Archaeologist. Assisted with field-testing and excavations at prehistoric sites along the Northern Columbia River.
- 2001 Tierra Realty and Development. Tucson, Arizona. Archaeologist. Field-testing, NHPA Section 106 review and compliance. Cultural Resource Inventory report writing.
- 2000 Public Works Department, City of Springfield. Springfield, Oregon. Project Manager and Ethnographer. Collected, analyzed and reported on oral histories relevant to the Army Corp of Engineer's ecological restoration of indigenous flora, fauna and water quality regarding the Springfield Millrace.
- 1997 – 1998 Gifford-Pinchot National Forest, Packwood/Randle Ranger District. Packwood, Washington. GS-11 District Archaeologist/Program Manager. Research experience as a full-time supervising archaeologist conducting field test and writing reports on the study of various archaeological data, including human remains.
- 1995 - 1996 Office of Archives and Records Management (OARM). Department of Administrative Services. American Samoa Government. Tutuila, American Samoa. Archival and Records Management Technical Assistant. Census Verification and Certified Statement Services. ASCA Title 4, Ch.12 and ASAC Title 2, Ch.3 and all applicable Federal laws.
- 1995 - 1996 Amerika Samoa Humanities Council (ASHC). Department of Administrative Services. American Samoa Government. Tutuila, American Samoa. Living Museum: Cultural Renaissance and Preservation Project. Principal Investigator/Museum Planning and Grant Writer. Grant Identification Number R-CR95-3-009. "The ASHC provided support for this proposal because the project's aim, to nurture and rekindle interest in and knowledge of the historical and philosophical traditions that originated from the various artwork of Samoa, is a worthy one. Its focus on the inclusion of the diverse ethnic backgrounds of the people now living in Amerika Samoa was highly favored by the Council."
- 1995 American Samoa Power Authority, American Samoa Government. Tutuila, American Samoa. Archaeologist and Principal Investigator. Experience in conducting archaeological field testing as part of the NHPA Section 106/110 review and compliance.
- 1993 Archaeological Investigations Northwest. Portland, Oregon. Bioarchaeologist. Experience in the supervision and monitoring of field excavations of human remains. Osteological identification and data synthesis of human remains. Experience in the supervision of field surveys, excavations, artifact identification and the analysis and synthesis of archaeological data.
- 1991 Applied Research Group (ARG), Bishop Museum. Honolulu, Hawaii. Ethnographic Specialist and Bioarchaeologist. Conducted research in the ethno-archaeological division of the Bishop Museum. Locations of archaeological fieldwork and laboratory work conducted with the ARG



include Oahu, Maui and Moloka'i. Experience in museum studies, field testing, excavations, artifact identification and the synthesis of archaeological remains.

- 1989 – 1991 Fremont-Winema National Forest and Ochoco National Forest, Lakeview and Burns, Oregon. GS-7/9 Archaeologist – Experience in the supervision of field testing, site excavation, artifact identification and the analysis of the field data. Experience in the supervision of the completion of Cultural Resource Inventory (CRI) Reports.
- 1989 Infotec Inc. Fresno, California. Archaeologist. Experience in the supervision of field testing, excavations, monitoring of ground-disturbing activities in right-of-way of natural gas pipeline corridor.
- 1988 PHRI, Inc. Hilo, Hawaii. Bioarchaeologist. Experience in supervising field excavations of human remains, the bioarchaeological lab analysis of human remains.
- 1987 Center for Folklife and Cultural Heritage. Smithsonian Institution. Washington, DC. Academic Award Recipient. Supervised ethnographic experience in the use of photography. Documented cultural preservation via the annual Folklife Festival on the Mall. Certification in Museum Studies and Preservation Techniques.
- 1986 Microscopy Laboratory. Biology Department. University of Oregon. Eugene, Oregon. Microscopy Lab Technician– Supervised experience and training in the use of the electron scanning microscope (ESM) as well as camera use in microscopic photography and analysis.
- 1985 Dietz Project. Department of Anthropology. University of Oregon. Eugene, Oregon. Archaeological Field Technician. Field survey, artifact collections and training on an Electronic Distancing Machine (EDM) and Theodolite to map the circumference of a five-mile prehistoric lake.
- 1985 – 1987 Department of Anthropology Archaeology Laboratory. University of Oregon. Eugene, Oregon. Archaeological Lab Technician. Supervised experience in microscopy and artifact photography. Supervised experience in artifact identification, cataloging and the analysis.

## **XI. TEACHING EXPERIENCE**

- 2014 – 2017 Visiting Scholar and Instructor. Trinity College of Arts and Sciences. Department of Cultural Anthropology. Duke University. Durham, North Carolina.
- 2010 – 2012 Lecturer. College of Humanities and Social Sciences. Department of Sociology and Anthropology. North Carolina State University. Raleigh, North Carolina.
- 2009 Instructor. School of Arts and Humanities. History and Political Science Program. Meredith College. Raleigh, North Carolina.

- 2004 – 2008 Adjunct Instructor. College of Humanities. Africana Studies Program, University of Arizona. Tucson, Arizona.
- 2000 – 2003 Visiting Assistant Professor. College of Arts and Sciences. Sociology and Anthropology Department. Lewis and Clark College. Portland, Oregon.
- 1998 Instructor. College of Arts and Sciences. Department of Anthropology. University of Oregon. Eugene, Oregon.
- 1992 – 1998 Graduate Teaching Fellow. College of Arts and Sciences. Department of Anthropology. University of Oregon. Eugene, Oregon.
- 1988 – 1989 Graduate Teaching Fellow. College of Arts and Sciences. American Studies Program. University of Oregon. Eugene, Oregon.
- 1988 Instructor. College of Arts and Sciences. Folklore and Ethnic Studies Program. University of Oregon. Eugene, Oregon.

## XII. COURSES TAUGHT

### **Duke University. Department of Cultural Anthropology.**

(89S) Relevance of the Ancient: Introduction to World Archaeology

### **North Carolina State University. Department of Sociology and Anthropology.**

(ANT 252) Introduction to Cultural Anthropology  
 (ANT 253) Unearthing the Past: Introduction to World Archaeology  
 (ANT 310) Native Peoples and Cultures of North American  
 (ANT 595) Special Topics in Bio-Archaeology and Anthropology

### **Meredith College. History and Political Science Program.**

(HIS 250) Introduction to Archaeology

### **University of Arizona. Africana Studies Program.**

(AFAS 220) Introduction to Africana Studies  
 (AFAS 204) African Diaspora Religion and Culture  
 (AFAS 344) African American Religion  
 (AFAS 381) African/Indigenous Religion

### **Lewis and Clark College. Department of Sociology and Anthropology.**

(SOAN 150) Introduction to Cultural Anthropology  
 (SOAN 240) Family in Cross-Cultural Perspective  
 (SOAN 224) Crime and Punishment  
 (SOAN 225) Race and Ethnicity in Global Perspective  
 (SOAN 245) Africa in Cross-Cultural Perspective

**University of Oregon. Department of Anthropology.**  
(ANTH 413/513) Culture and Personality

**University of Oregon. Folklore and Ethnic Studies Program.**  
(FES 407) Cultural Heritage

### **XIII. PROFESSIONAL DEVELOPMENT: TRAINING AND WORKSHOPS**

(\* indicates administered training/workshops)

2017-Present **ESRI Training:**

- **Getting Started with the Geodatabase** 3.5hrs/Completed 3-14-20
- **Teaching with GIS: Filed Data Collection Using ArcGIS** 5hrs/Completed 3-4-20
- **Basics of Geographic Coordinate Systems** 1.25hrs/ Completed 2-5-20
- **Getting Started with GIS** 3.5hrs/Completed 1-19-20
- **Building Models for GIS Analysis Using ArcGIS** 3.75hrs/Completed 11-15-19
- **Working with Coordinate Systems in ArcGIS** 2.75hrs/Completed 10-23-19
- **GIS for Mining Action: Georeferencing and Digitizing** 3.25hrs/Completed 11-5-19
- **Georeferencing Raster Data Using ArcGIS** 3hrs/Completed 9-28-19

2017-2020 Burn Area Emergency Response (BAER) Wildland Fire Fighter FEMA Training

- FEMA IS-00700.b Intro to the National Incident Management System
- Certificate of Clearance for Work Capacity Test – Moderate
- National Wildfire Coord. Group – S-190 Intro to Fire Behavior
- National Wildfire Coord. Group – S-130 Firefighter Training
- National Wildfire Coord. Group – RT-130 Annual Refresher

2017-2020 Heartsaver First Aid CPR AED Training

2017 Data Science and Analytics. The Johns Hopkins Bloomberg School of Public Health.

2013-2017 Collaborative Institutional Training Initiative – Human Subjects Protocol and Clearance. School of Anthropology. University of Arizona.

- Nov. 2013 American Indian Studies Symposium – American Indian Cultural and Sacred Properties. School of Anthropology. University of Arizona.
- 2013 – 2016 Indian Legal Studies Program Ethics Training – Legal Landscapes of Tribal Renewable Energy Development CLE Conference. CLE/ILP-DOE Indian Energy-Proceedings. Sandra Day O’Conner College of Law. Arizona State University.
- 2012 – 2016 Indian Legal Studies Program. Certificate in Professional Responsibility. Navajo Nation Law CLE Conference. State Bar of Arizona MCLE Regulation 101 (G)Rule 45(a) 2., Ariz.R.S.Ct. Sandra Day O’Conner College of Law. Arizona State University.
- August 2013 Gathering, Growing and Gleaning Vital Resources for our African American Museum Spaces/Pre-Conference Workshop. North Carolina African American Heritage Commission
- August 2013 Managing Public Records for Local Government Agencies. North Carolina Department of Cultural Resources. North Carolina Department of Commerce.
- July 2013 Managing Your Inbox: E-mail as a Public Record. North Carolina Department of Cultural Resources. North Carolina Department of Commerce.
- June 2013 Managing Electronic Public Records: Recognizing Perils and Avoiding Pitfalls. North Carolina Department of Cultural Resources. North Carolina Department of Commerce.
- May 2013 Social Media Usage in North Carolina State Government. North Carolina Department of Cultural Resources. North Carolina Department of Commerce.
- April 2013 Digital Preservation Tutorials. Digital Preservation Education for North Carolina State Government Employees. Naming Digital Files, Part 1-4. North Carolina Department of Cultural Resources. North Carolina Department of Commerce.
- June 2011 Cemetery Conservation Training and Workshop. North Carolina Division of Historical Resources. Asheville, North Carolina. \*
- July 2011 Cemetery Conservation Training and Workshop. North Carolina Division of Historical Resources. Wilmington, NC\*
- Nov. 2008 Cemetery Conservation Training and Workshop. North Carolina Division of Historical Resources. Wilmington, NC \*  
<http://www.starnewsonline.com/article/20081107/ARTICLES/811070274>

**XIV. REGIONAL FIELDSITES AND LANGUAGES**

Field sites: Southeast, Pacific Northwest, Southwest, Polynesia.

Languages: English (native speaker) fluent.  
Spanish and French (non-native speaker) proficiency reading and writing  
Hawaiian, Samoan, Navajo and Cherokee (non-native speaker) basic knowledge

**XV. SOFTWARE TOOLS AND APPLICATIONS**

- **ESRI ArcGIS/ArcPro 10.5, Trimble GPS**
- **Data Analytics Certification (BASE SAS 9.4)**
- **MS Windows and MS Office (Word, Excel, Access, Power Point)**
- **Virtual Course Management Systems: Sakai, Moodle, Blackboard**
- **Re:discovery/Proficio Software-cataloguing, curatorial and collections management support.**

**XVI. PROFESSIONAL MEMBERSHIPS**

1997 – Present Society for Applied Anthropology. Fellow

2003 – Present Society of American Archaeology - Member

2003 – Present Register of Professional Archaeologists-Member ([www.rpanet.org](http://www.rpanet.org))

2017 – Present Association of Oregon Archaeologists

2017 – Present Association for Washington Archaeologist

2008 – 2013 North Carolina Archaeological Society – Executive Board Member

**XVII. HONORARY ASSOCIATIONS**

Pi Gamma Mu International Honor Society in the Social Sciences 1992-Present

433 Partello Park, Grand Coulee, WA 99133  
all\_terrain@msn.com/(919)449-7988  
March 2021

Dear City of Dillingham:

I'm an outdoor enthusiast. I spent 25+ days last winter cross country skiing in the northern Rockies and the Northern Cascades.

My most significant financial management experience: working groups, contract negotiations, project reviews, technical report writing in Federal, State and municipal roles. Federal level includes: the National Park Service, the Army Corps of Engineers, the Bureau of Indian Affairs, the Department of Reclamations, the United States Forest Service, the Bureau of Land Management, the Environmental Protection Agency, the Bonneville Power Authority, the Columbia River Initiative and the Columbia River Treaty. State level includes: the Washington State Department of Transportation, the Washington State Department of Natural Resources, the Washington State Department of Archaeology and Historic Preservation, Washington State Department of Fish and Wildlife, and Washington State Department of Ecology. Municipal level includes: Ferry, Stevens, Okanogan, Lincoln, Chelan, Spokane, Skagit, Whatcom, and Pend 'Oreille counties. These experiences involved public outreach, budget management, capital projects (05-05), project management and financial planning. From 2017-2020, I was a FEMA qualified Wildland Firefighter with supervisory experience.

These are some of the reasons you should seriously consider taking a look at me.

Thank you.

Sincerely,

Roderick Kevin Donald

# Patrick Marsh

## ICMA – Credentialed Manager



Tel: 608-212-2707



patmar0620@gmail.com



5990 47th Avenue NW  
Rochester, MN 55901

### EDUCATION

#### Master’s Degree

Major: Public Administration  
Northern Illinois University - 2004

#### Bachelor of Arts

Major: Business/Public Adm.  
Augustana College - 1988

### EXPERTISE

Leadership

Team Management

Economic Development

Tax-Increment Finance

Finance & Budgeting

Planning & Zoning

Land-Use

Sustainability

Transportation

### CAREER OBJECTIVE

To utilize my thirty years of local government experience, including eighteen years of local government management, to provide exceptional local government management in an effort to increase quality of life for residents, business, and, visitors to the community.

### EXPERIENCE

#### City Administrator – City of Fitchburg

*Fitchburg, Wisconsin – September 2015 to January 2021*

- Chief Appointed Official for the City of Fitchburg
- Primary contact for elected officials (Mayor and eight Common Council members)
- Primary contact for business recruiting, retention and expansion
- Responsible for the day-to-day management of fifteen department heads.
- Lead staff for annual budget preparation and management
- Liaison between local organizations such as the Chamber of Commerce and the City

#### City Administrator & Economic Development Director – City of Monona

*Monona, Wisconsin – November 2007 to September 2015*

- Chief appointed official for the City of Monona
- Primary contact for elected officials (Mayor and six Common Council members)
- Primary contact for business recruiting, retention and expansion
- Responsible for the day-to-day management of ten department heads
- Served in the role of Deputy Clerk and assisted with elections, etc.

#### Village Administrator & Economic Development Director –

*Coal Valley, Illinois – June 2003 to November 2007*

- Chief appointed official for the Village of Coal Valley
- Primary contact for elected officials (Village President and six Trustees)
- Primary contact for all planning and economic development activities
- Responsible for the annual budget and daily management of four department heads

# Patrick Marsh

## ICMA – Credentialed Manager



Tel: 608-212-2707



Patmar0620@gmail.com



5131 East Cheryl Pkwy  
Apartment # 207  
Fitchburg, WI 53711

### EXTRA

#### Board of Directors

Illinois City/County Managers  
Association, 2005-2007

#### Board of Directors

Wisconsin City/County Managers  
Association, 2008-2012

#### Board of Directors

Cities & Village Mutual Insurance  
Company, 2014-2015

#### Volunteer Coach

Monona Youth Recreation  
Baseball, Football, Wrestling  
2010-2015

### TECHNICAL SKILLS

Efficient in Microsoft software

Word, Excel

### EXPERIENCE CONTINUED

#### Assistant City Manager – City of Eldridge

*Eldridge, Iowa – December 2002 to June 2003*

- Assisted the City Manager with day-to-day operation of the City
- Assisted the City Manager with budget preparation and management
- Lead staff person for all economic development, planning and zoning activities
- Primary contact for all property maintenance complaints
- Primary liaison between the City Council and City staff

#### Director of Operations – iPower Distribution Group

*Rock Island, Illinois – July 2000 to December 2002*

- Lead staff member for a multi-disciplinary, twelve business conglomeration focused on providing one-stop opportunities for industrial material replacement and operation (MRO)
- Reported to a twelve member Board of Directors on monthly operations of company operations
- Lead staff liaison between member companies and industrial clients (Case IH, John Deere, and, Honeywell)
- Managed eight employees

#### Senior Planner – Bi-State Regional Commission

*Rock Island, Illinois – February 1989 to July 2000*

- Lead staff person for all transit and park and recreational activities in a two state, five county and forty plus local governments in the Quad City Metropolitan Area and adjacent rural counties
- Assisted local governments with land and right-of-way acquisition for multi-use trails throughout the region
- Coordinated multi-use trail development with the state-wide network of regional trail systems in northern Illinois
- Assisted local governments with comprehensive planning and park and recreation master plans

#### Intern – Duane Olivier Associates & City of Moline

*Moline, Illinois – September 1987 to March 1988*

- Assisted local governments with planning documents and asset management inventory systems
- Assisted business consultant with various planning and economic development projects for local governments
- Reviewed local government ordinances for compliance
- Attended city council and village board meetings to experience governing operations of local government



**City of Dillingham – City Manager**

**Most significant accomplishments in municipal management**

**Patrick Marsh**

Mr. Pearson, thank you for the opportunity to tell you about my most significant accomplishments in municipal management. I will start with building a successful staff. I have in both of my most recent positions took the time to evaluate the department heads of the community over an eighteen-month period, prior to making the decisions which of them was on-board to improve the community moving forward. I have successfully replaced six department heads and replaced them with team members that have rejuvenated other staff as well as committee members, commissioners and elected officials. I believe having a quality team in place is the only way to succeed.

Another significant accomplishment that has occurred over the past five years is that of successful growth. I have led the City of Fitchburg, Wi. to be one of the fastest growing communities in the state. We have done so with smart growth, not growth at all cost. we have built housing for all income categories, created employment opportunities for all, ranging from \$15/hours to \$150,000/year plus jobs by focusing on the technical industry, specifically biotech. Coordination with the University of Wisconsin, Madison (located less than five miles away) has assisted in attracting start-ups, new innovative businesses and expansion of existing business in the community.

Thank you for the opportunity to bring this forward.

To: Mayor Alice Ruby

From: Susan Isaacs

Date: March 28, 2021

I would like to submit my name for consideration for appointment to the City of Dillingham's Planning commission.

I have been a resident of Dillingham since 1989. I am part owner of 4 businesses in the City, all of which are fully licensed, insured, and up to date, on all City Taxes.

I have a Bachelor of Science Business Management degree from Pepperdine University and have been a small business owner in this town since I moved here. Before my move to Dillingham, I worked as a management consultant for companies throughout the USA, and lived in California, and New York.

I know that the Planning Commission plays an important role in our City, and makes vital recommendations on CIP projects, changes to the Municipal Code, and acts upon requests for variances and conditional uses.

I understand that as a member of the Planning Commission, I should be available to meet monthly, either in the Council Chambers or Virtually.

Please consider my name for a seat on this Commission. I would be available to begin a term immediately, following acceptance by the City Council.

Thank you.

Susan Isaacs

PO Box 563

Dillingham, AK 99576

Email:

[alaskawest@gmail.com](mailto:alaskawest@gmail.com)

907-843-0473



**City of Dillingham Action Memorandum**  
2021-06

Agenda of: May 13, 2021

**Action Memorandum No.** \_\_\_\_\_

**Subject:**

Authorize Task Order No. 8 to CRW Engineering for CIP Annual Process - FCI Assistance.

---

City Manager: Recommend Approval

Signature: \_\_\_\_\_

---

**Fiscal Note:**  Yes  No

**Funds Available:**  Yes  No

**Other Attachments:**

- CIP Annual Process
- CRW Fee Proposal, Dated April 6, 2021
- Task Order No. 8

---

**Summary Statement:**

CRW was awarded a contract for Engineering Services through AM 2019-01. The City requested and received a proposal to assist with our CIP Annual Process, which includes calculating the FCI for City assets. Task Order No. 8 provides for a NTE (not to exceed) cost for the project of \$26,910, which can be completed this fiscal year.

Action Memorandum No. \_\_\_\_\_

Summary Statement continued:

PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council on May 13, 2021 \_\_\_\_\_.

\_\_\_\_\_  
Mayor

ATTEST: [SEAL]

\_\_\_\_\_  
City Clerk

Route to	Department Head	Date
	Finance Director	
X	City Clerk	

**City of Dillingham  
Capital Improvement Plan  
Annual Update Process**

- 1) Begin with a list of City assets, including buildings and infrastructure.\*
- 2) Update buildings-Infrastructure deficiency list.
- 3) Estimate cost of deficiencies.
- 4) Estimate current cost of replacement value.
- 5) Calculate building-infrastructure FCI (every 3-5 yrs.):

**Facility Condition Index (FCI)**

An industry-standard measure used to compare relative building conditions

$$FCI = \frac{\text{total cost of existing deficiencies}}{\text{current replacement value}}$$



- 6) Rank building-infrastructure by FCI (highest to lowest).
- 7) Generate Deferred Maintenance List (DML) and Capital Renewal List (CRL).
- 8) Referencing the Strategic & Comprehensive Plans, Department Head & City Manager Feedback:
  - a. Identify and rank order the DML and CRL into high priority, poor condition projects;\*\*
  - b. Identify any new high priority projects;
  - c. Combine and rank order those of highest priority.
- 9) Identify potential funding sources for list of highest priority projects.
- 10) Divide list into those with highest potential for funding, average potential for funding, and lowest potential for funding.
- 11) Produce recommended list of Capital Projects for the coming year (\$50,000 or greater).\*\*\*
- 12) Forward draft CIP to the Planning Commission for recommendation to the City Council (public hearing).
- 13) City Council review and approval of the CIP (public hearing).
- 14) Update the Six-Year Capital Improvement Plan.
- 15) Annual CIP submitted in CAPSIS.\*\*\*\*

\*The process can also be used for machinery and equipment deficiencies, needs, and to update replacement schedules.  
 \*\*Prioritization factors: Risk (Health, Safety, Regulatory), O&M impacts (Cost), & may reflect claims experience.  
 \*\*\*Projects less than \$50,000 generally remain on the DML and completed through work orders using operating funds.  
 \*\*\*\*March 3, 2019 was this year's CAPSIS deadline.



April 6, 2021

City of Dillingham  
P.O. Box 889  
Dillingham, Alaska 99576

Attn: Cynthia Rogers, Director, Planning & Grants Management

Re: FCI Assistance  
Proposed Scope & Fee

Dear Ms. Rogers,

It is our understanding that the City of Dillingham is implementing a Facility Condition Index (FCI) to support the annual Capital Improvement Plan (CIP) process. The City has begun to evaluate and assemble information on assets, including a list of City-owned building deficiencies.

The City has requested assistance calculating the FCI for assets, to include replacement value estimates and recommendations for the ongoing FCI effort.

**SCOPE OF SERVICES**

CRW Engineering proposes to provide the following services under this scope of work:

- Review assets and deficiencies lists
- Convert assessments to a CIP template and confirm current conditions
- Provide deficiency correction rough order of magnitude (ROM) cost estimates
- Provide replacement value ROM cost estimates
- Provide general support for the FCI calculations

**DELIVERABLES**

The following deliverables will be provided.

- Draft CIP forms with cost estimates and FCI values
- Final CIP forms with cost estimates and FCI values

**SCHEDULE**

CRW is prepared to begin immediately and provide final deliverables no later than June 1, 2021.

**FEE**

CRW proposes to complete the proposed services on a time and expenses basis in accordance with the attached Fee Proposal. The estimated cost for the work is \$26,910.

Assumptions made in preparing this proposal are as follows:

- 1) All work will be on a time and materials basis in accordance with CRW Engineering's 2019 General Engineering Services contract.
- 2) The City will provide list of assets and deficiencies for up to 20 buildings/facilities. CRW will not make a site visit to Dillingham for this project.

April 6, 2021  
FCI Assistance  
Proposed Scope & Fee

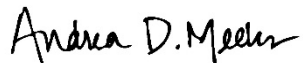
Section . Item 14.

- 3) Dagen Nelson will be available to answer questions about current conditions, obtain and send photographs and discuss corrective measures to address deficiencies.
- 4) Jay Lavoie with Estimations Inc. will provide the estimated costs to correct deficiencies and the estimated costs to replace facilities.

We look forward to assisting the City of Dillingham with this project. If you have any questions or comments regarding this proposal, please don't hesitate to contact me.

Sincerely,

CRW Engineering Group, LLC



Andrea Meeks, P.E.  
Principal/Civil Engineer  
Phone: (907) 646-5645 / email: [ameeks@crweng.com](mailto:ameeks@crweng.com)

**Facility Condition Index (FCI) Assistance  
CONTRACT FEE PROPOSAL**

City of Dillingham, Alaska

**BASIC SERVICES**  
Revised 4/5/21

Task & Subtask Description	Name, Rate & Projected Hours CRW Engineering Group, LLC				Cost \$				
	Andrea Meeks, PE Principal	Michael Leguineche, PE	Shoshanna Johnson, EIT	Administrative Support	Total CRW Labor	Estimation s, Inc. Costs	Expenses	Total Subtask	<b>Total Task</b>
<b>Task 1 - Facility Review</b>									
Review Existing Assessments & Deficiencies Lists		20			\$3,600			\$3,600	
Convert to CIP Template		10	10		\$3,050		\$20	\$3,072	
Confirm Current Facility Conditions & Update Forms	2	20	20		\$6,480		\$20	\$6,502	<b>\$13,174</b>
<b>Task 2 - Cost Estimates &amp; Submittal</b>									
Deficiencies and Facility Replacement Cost Estimates		8			\$1,440	\$8,500	\$20	\$10,812	
Compile and Submit to City for review	2	2	8		\$1,740		\$20	\$1,762	
City Review - Q&A		2			\$360			\$360	
Final Submittal		2	2	2	\$780		\$20	\$802	
<b>Total Tasks</b>	<b>4</b>	<b>64</b>	<b>40</b>	<b>2</b>	<b>\$17,450</b>	<b>\$8,500</b>	<b>\$100</b>	<b>\$26,910</b>	<b>\$13,736</b>
<b>TOTAL BASIC SERVICES:</b>	<b>4</b>	<b>64</b>	<b>40</b>	<b>2</b>	<b>\$17,450</b>	<b>\$8,500</b>	<b>\$100</b>	<b>\$26,910</b>	<b>\$26,910</b>

*Notes and Assumptions:*

- 1) All work will be on a time and materials basis in accordance with CRW Engineering's 2019 General Engineering Services contract.
- 2) The City will provide lists of assets and deficiencies and help to confirm current conditions.
- 3) This does not include a site visit. Work can be completed remotely, working with Dagen Nelson and City staff as needed.



TASK ORDER 8

Engineering Services Task Order No. 8 as approved by Action Memorandum No. 2019-01

PROJECT NAME: City of Dillingham, CIP Projects – FCI Assistance

---

This Task Order pertains to a fee proposal provided to the City of Dillingham (“OWNER”) and CRW Engineering Group, LLC dated April 6, 2021, as part of our contract for Engineering Services (“the AGREEMENT”) described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

PART 1.0 PROJECT DESCRIPTION

The City of Dillingham is seeking assistance with implementing a Facility Condition Index (FCI) of City assets to support the annual Capital Improvement Plan (CIP) process. The City has begun to evaluate and assemble information on assets, including a list of City-owned building deficiencies. The City has requested assistance calculating the FCI for assets, to include replacement value estimates and recommendations for the ongoing FCI effort.

The City requested and received a fee proposal from CRW Engineering to provide this assistance, which shall consist of, but not limited to:

- Review assets and deficiencies lists;
- Convert assessments to a CIP template and confirm current conditions;
- Provide deficiency correction rough order of magnitude (ROM) cost estimates;
- Provide replacement value ROM cost estimates;
- Provide general support for the FCI calculations;
- Deliverables will include draft and final CIP forms with cost estimates and FCI values;
- Schedule will be as provided in the attached proposal, dated April 6, 2021.

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY CONSULTANT

This scope of work is included in the attached proposal, dated April 6, 2021.

PART 3.0 OWNER’S RESPONSIBILITIES

1. The City will provide list of assets and deficiencies for up to 20 buildings/facilities. (CRW will not make a site visit to Dillingham for this project).
2. Dagen Nelson will be available to answer questions about current conditions, obtain and send photographs and discuss corrective measures to address deficiencies.
3. City of Dillingham will review and comment on submittals, as well as provide any additional information needed to complete the task.
4. City of Dillingham will attend project meetings as needed.
5. City of Dillingham will provide timely response to request for information, payment, and other project requirements.

PART 4.0 PAYMENT TO CONSULTANT

Payment shall be on a time and materials basis, with a not-to-exceed amount of \$26,910.00.

This Task Order is executed this 14th day of May, 2021.

City of Dillingham  
“OWNER”

CRW Engineering Group, LLC  
“CONSULTANT”

By: Gregg Brelsford

By: Pete Bellezza, P.E.

Signature: \_\_\_\_\_  
Title: Interim City Manager

Signature: \_\_\_\_\_  
Title: Project Manager

City of Dillingham  
Fiscal Note

Agenda Date: May 13, 2021

CRW Engineering for CIP Annual Process - FCI Assistance

ORIGINATOR: Finance Director

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED:		FUNDING SOURCE	
		City of Dillingham	
FROM ACCOUNT		Project	
1000 7060 10 18 0000 0	Contractual/Professional	CIP Annual Process - FCI Assistance	
TO ACCOUNT:	VERIFIED BY: Anita Fuller	Date:	3/24/2021

EXPENDITURES

OPERATING	FY21	FY22	FY23	FY24
1000 7060 10 18 0000 0	\$ 26,910.00			
<b>TOTAL OPERATING</b>	<b>\$ 26,910.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

CAPITAL	\$ -			
---------	------	--	--	--

REVENUE	-			
---------	---	--	--	--

FUNDING

General Fund	\$ 26,910.00			
<b>TOTAL FUNDING</b>	<b>\$ 26,910.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

POSITIONS

Full-Time				
Part-Time				

Analysis: (Attach a separate page if necessary)

PREPARED BY: Anita Fuller

May 7, 2021

DEPARTMENT: Finance

APPROVED BY: \_\_\_\_\_

\_\_\_\_\_

# Informational packet items

## May 13, 2021



*Solutions for the Future*

Nushagak Electric & Telephone Cooperative, Inc.  
557 Kenny Wren Road • P.O. Box 350 • Dillingham, AK 99576  
Ph: 907-842-5251 • Fx: 907-842-2799 • [www.nushtel.com](http://www.nushtel.com)

**NETC Project Update to City of Dillingham Council  
May 13<sup>th</sup> 2021**

**Nuyakuk Hydro:**



This proposed run-of-river project would generate year-round and produce up to 12 MWs of power, depending on the season and associated river flow. Electricity and optical fiber would be provided to the communities of Dillingham, Aleknegik, Koliganek, New Stuyahok, Ekwook and Levelock, supporting the electric and communications needs of these communities, and Bristol Bay’s incredible wild salmon industry in these communities.

Currently the project is in the resource evaluation stage, NETC is engaged in the Federal Energy Regulatory Commission (FERC) Integrated Licensing Process (ILP). While we are currently in Abeyance to allow for better stakeholder involvement in study plan development during the pandemic, we continue to make progress in through the Aquatics Resource Working Group (ARWG) and resource evaluation that can be conducted safely. Project advancements include:

*This institution is an equal opportunity provider and employer.*

*If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).*

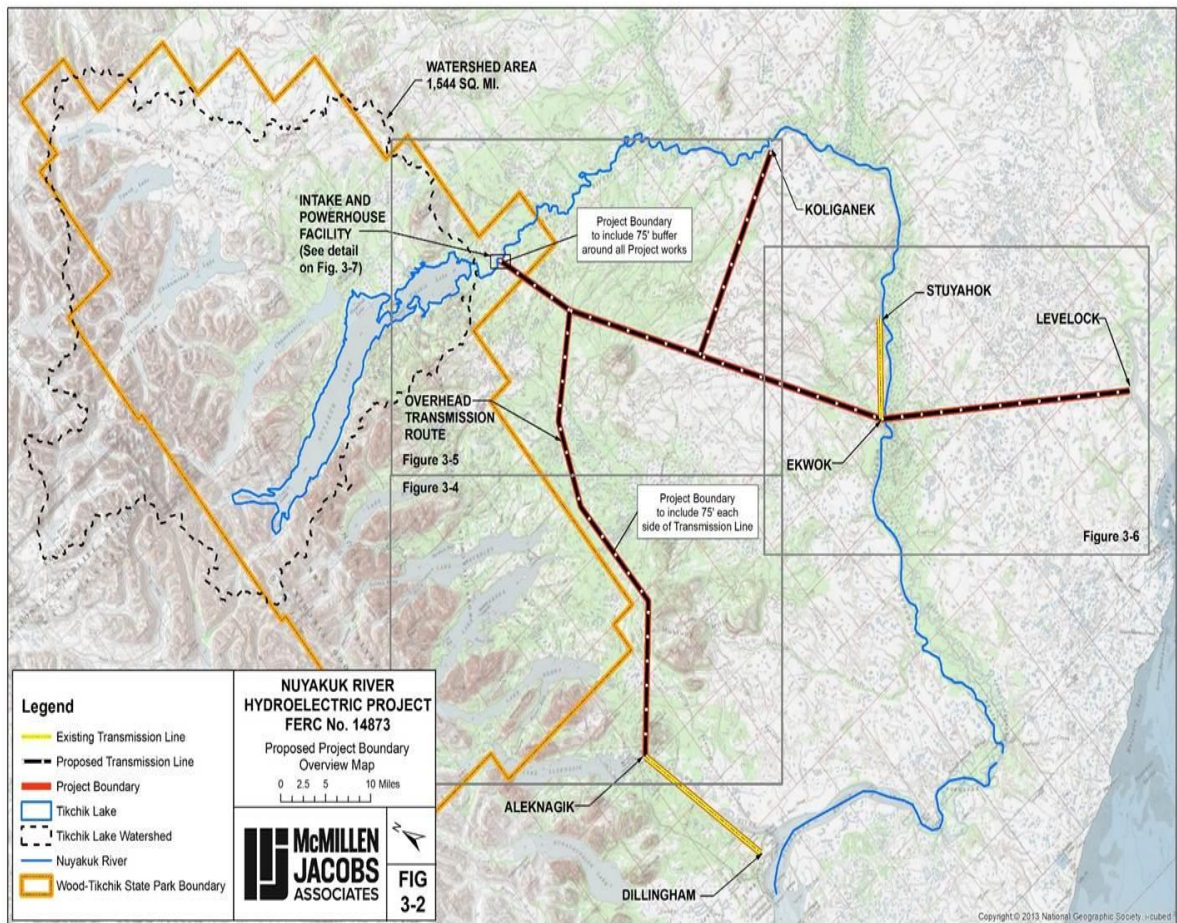


### Solutions for the Future

Nushagak Electric & Telephone Cooperative, Inc.  
557 Kenny Wren Road • P.O. Box 350 • Dillingham, AK 99576  
Ph: 907-842-5251 • Fx: 907-842-2799 • [www.nushtel.com](http://www.nushtel.com)

- Multiple meetings of the ARWG bringing the Project close to a consensus Study Plan
- Development of collaborative efforts for individual studies with BBNA, NMFS, ADF&G and SWASHP
- Site data collection including a LIDAR survey of the falls
- Award of a DOE technical assistance grant (ETIPP) that will give NETC access to NREL and ISER to develop economic evaluation tools

Greater detail on project development and timeline can be found in the recent NETC Annual Meeting presentation provided.



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If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).



### Solutions for the Future

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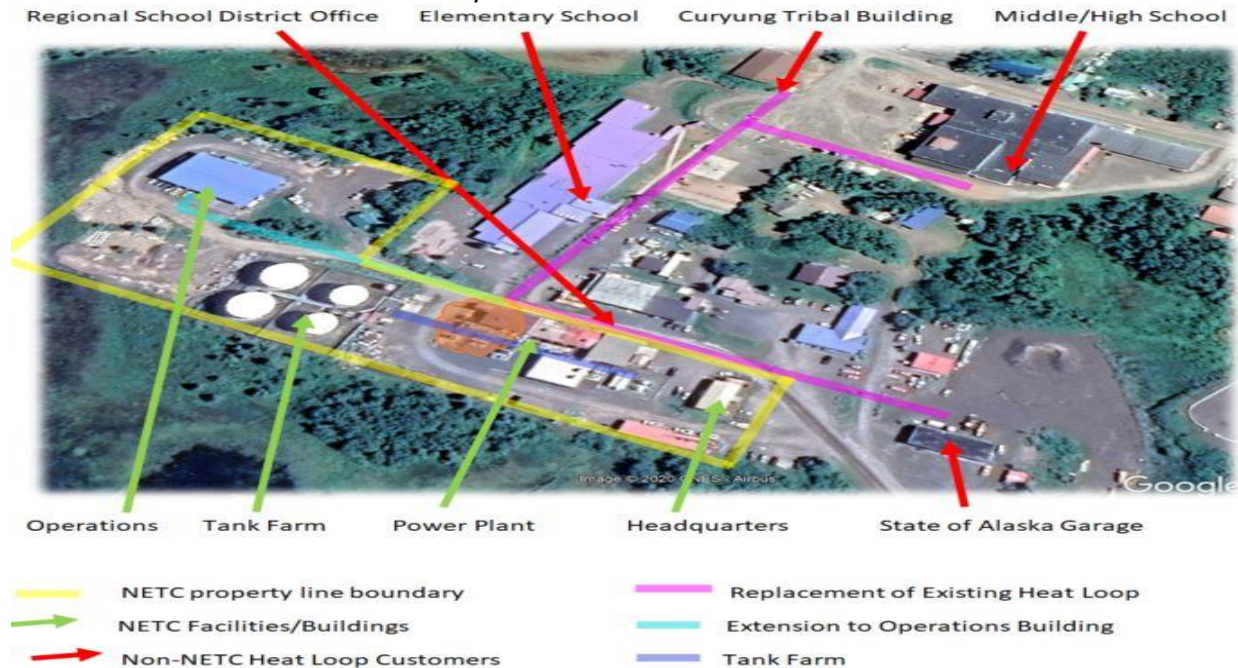
#### Supplemental Heat System Rebuild:

NETC’s Supplemental Heat system provides water jacket heat recovered from our generation units to provide a low-cost heat source to public buildings close to our power plant including the Elementary and High School facilities. This system was installed in the early 1980’s and has exceeded it’s estimated and practical useful life expectancy.

NETC has dedicated funds left from the low interest Rural Utilities Service (RUS) loan used to upgrade our power plant to finance this \$2.34M rebuild project. We have ordered and received materials and are preparing for a 2021 installation effort. Greater detail on project development and timeline can be found in the recent NETC Annual Meeting presentation provided.

#### Project timeline:

- Spring 2021
  - Work with Schools, Tribe, State maintenance to schedule onsite system integration work
  - Organize material for phased installation work
- Summer/Fall 2021
  - Replace Power Plant components
  - Install new distribution piping
  - Install new system at recipient sites
  - Commission the new system



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# NETC Supplemental Heat System



## Rebuild Project



# NETC Supplemental Heat History

- First used water jacket heat in 1973
  - Redirected jacket water to engine preheating circuits
  - Deflected radiator heat flow back into the power plant
  - Before this upgrade engines were hard to start in cold weather and operators wore parkas and bunny boots in the power plant
- Headquarters Building was constructed in 1976
  - Water jacket heat was directly extended through 2" copper pipe to the HQ
  - Pressure sensing automated valves protected the generator from coolant loss due to leaks in the extended system
  - This system remained in service until 1984

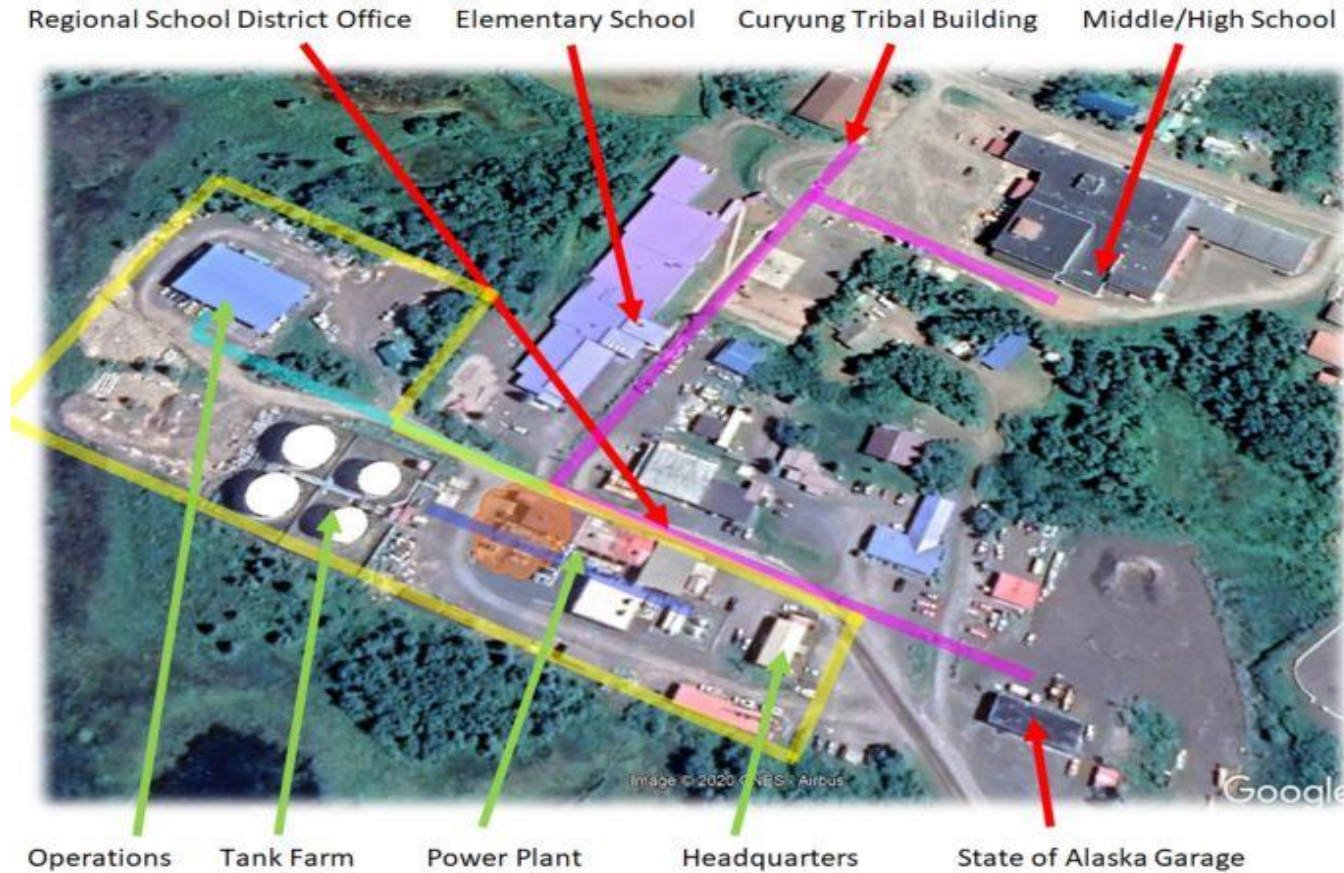
# NETC Supplemental Heat History

- Elementary School was built between 1980 and 1982 (first non-NETC use)
  - Initial supplemental heat extension to the school was direct buried steel pipe
  - Grant funded by SoA, \$150K
  - Supplemental heat billing formula was developed, designed to share savings 50/50
- Heat loop was extended to High School, State Shop, SWRSD and Court House in 1983. Heat exchangers were placed between the water jacket and the waste heat system
  - SoA grant of \$539K
  - NETC funds of \$160K

# Supplemental Heat System Benefits

- Provides a cost saving option for heating several NETC and Community buildings
  - High School
  - Elementary
  - SWRSD Office
  - State Shop
  - Curyung Tribal Office
  - NETC Main Office
- Provides heat for offline generators and tank farm
- Provides revenue to NETC
  - Cost of supplemental heat service derived by measuring BTU's used, computing equivalent diesel cost and splitting the savings with the recipient

# System Rebuild Project



- NETC property line boundary
- NETC Facilities/Buildings
- Non-NETC Heat Loop Customers
- Replacement of Existing Heat Loop
- Extension to Operations Building
- Tank Farm

# System Rebuild Project

- System components are beyond expected lifespan, many are failing or have failed
- The distribution to the State Shop and NETC Main Office have failed and are not recoverable
- The loss of this system would cripple critical functionality such as fuel pre heating
- System Rebuild Cost \$2.34M
  - \$1.75M from USDA Power Plant Upgrade Loan
  - \$590K NETC Capital

# System Rebuild Project

- This project would replace all the critical components including:
  - Pumps and Heat Exchangers
  - Valves, Mixers and Air Separators
  - BTU Meters and Controls
  - Distribution piping
- Project progress to date:
  - Engineering complete
  - Most components ordered and received

# System Rebuild Project

- Project timeline:
  - Spring 2021
    - Work with Schools, Tribe, State maintenance to schedule onsite system integration work
    - Organize material for phased installation work
  - Summer/Fall 2021
    - Replace Power Plant components
    - Install new distribution piping
    - Install new system at recipient sites
    - Commission the new system

**BOARD OF DIRECTORS  
MEETING**

**MARCH 16, 2021  
7PM**

**Nuyakuk River  
Hydroelectric  
Project  
(P-14873)  
Update**





# INTENT

- Describe progress made in feasibility evaluation and licensing process for the proposed project over the past year
- Document current status of study planning and mechanisms in place to finalize program
- Lay out short and long-term schedules for:
  - Finalizing the study program
  - Re-initiating the formal FERC licensing process
  - Remainder of the study program and licensing effort
- Discuss the current and future opportunities for involvement through:
  - Meetings
  - Calls
  - Direct NETC contact

# SUMMARY OF PAST MILESTONES

- Initial Cooperative-driven feasibility assessment (desktop and on-site) – Late 2017/early 2018
- Preliminary Permit Acquired – June 2018
- Internal Study Plan Assessment January 2019- February 2020
- Senate Bill 91 development/approval – Summer 2019 (signed into law on 8/17/19)
- NOI/PAD Filed (ILP Requested) – October 2019
- Agency Kick-off Meeting – November 2019
- FERC Scoping – November 2019 – February 2020
- NETC Organized over 90 Informational Meetings and Presentations (31 in the region) – October 2017- February 2020

# KEY DEVELOPMENTS OVER THE PAST YEAR

- Initial Proposed Study Plan (PSP) filed with FERC – March 2020
- Revised PSP Filed with FERC – April 2020
- Developed a Project website - <https://www.nuyakukhydro.com/>
- Study Planning Meeting w/interested parties – April 2020 (3 meetings)
- Additional coordination needs identified with BBSRI and other resource agencies

# KEY DEVELOPMENTS OVER THE PAST YEAR

- COVID related issues
- FERC Abeyance
- Continued refinement of conceptual project design
- Baseline data collection during abeyance
- Formation and collaboration with the ARWG

# PROPOSED STUDY PLAN

- Initial PSP developed based on internal assessment and agency feedback
  - Aquatics
  - Water Resources
  - Terrestrial
  - Cultural
  - Recreation and Visual
  
- FERC requested additional detail culminating in NETC updating the PSP and re-filing
  
- NETC held a study planning meeting concurrent with the revised filing to provide additional context at the onset of the comment period
  
- Not long after, NETC received a request from BBEDC and other regional entities to delay the licensing process to have further study design dialogue and to accommodate scheduling conflicts associated with the upcoming fishing season

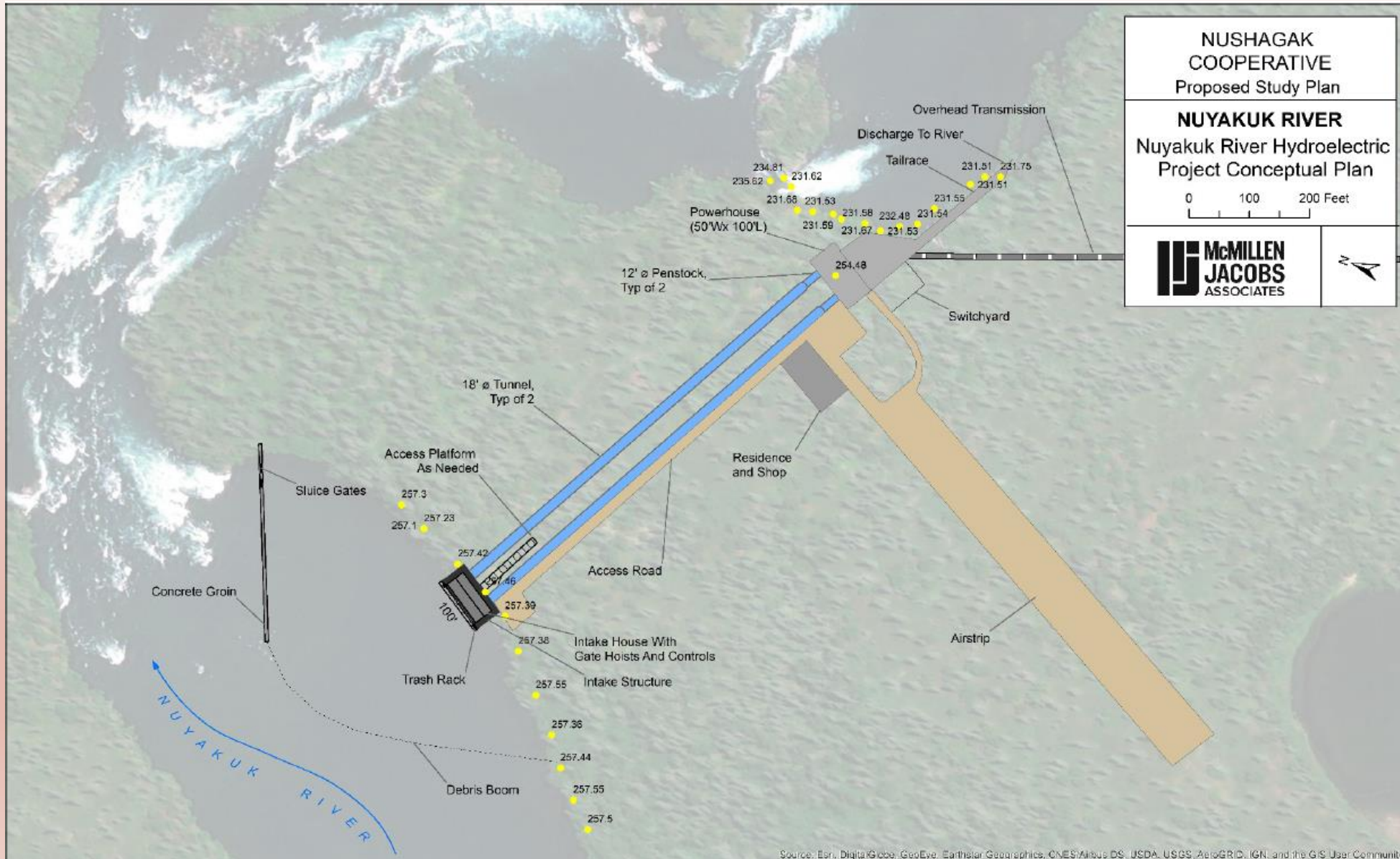
# COVID-19 RELATED ISSUES

- Beginning in March, COVID concerns began escalating in Dillingham and the surrounding region
- Given the phase of the process NETC was in, lack of access to the area and in-person meetings made moving forward nearly impossible
- NETC discussed options with FERC and requested and abeyance
- In their request, NETC cited both the need for additional time to collaborate with BBEDC and other regional entities related to study planning and the issues COVID had created
- FERC immediately approved the request

# ABEYANCE

- Formally approved by FERC on June 9, 2020
- Remains in effect until a revised PSP is filed by NETC and a re-initiation is requested
- Overall federal schedule considerations and restriction still apply
- NETC has an interest in re-engaging in the formal federal process as soon as final agreement on study planning is reached and COVID allows
  - Preliminary permit considerations
  - Length of study program
  - Fundamental document development

# CONTINUED REFINEMENT OF CONCEPTUAL PROJECT DESIGN





# BASELINE DATA COLLECTION

- Certain baseline data and logistical prep is necessary to adequately conduct the studies, regardless of timeframe:
  - Bathymetry
  - Topography
  - Historical streamflow information
  - Temporary lodging for biologists
  
- Acquired necessary permits from State Parks
  
- Temporary cabin construction partially completed in 2020

# BASELINE DATA COLLECTION

- LiDAR data collected
- Site selected for on-site stream gage and historical hydrology analyzed
- Flyovers conducted at multiple flows/seasons to gain an understanding of localized river movement

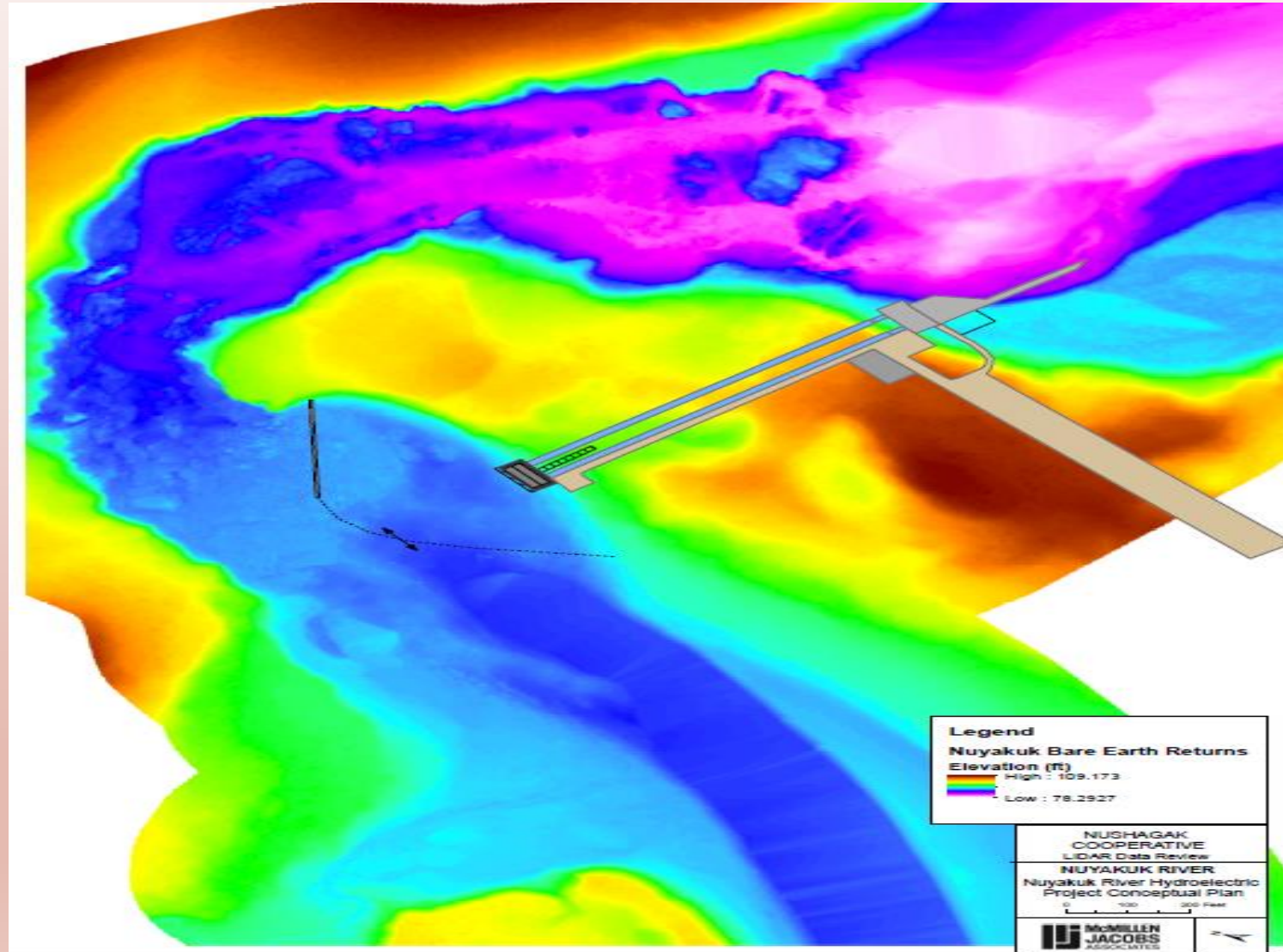
# LIDAR

July 17, 2020



## Nuyakuk River, Alaska Topobathymetric Lidar Technical Data Report

# LIDAR



# LIDAR



# SEASONAL AERIAL ANALYSIS

Section . Item 15.



# AQUATICS RESOURCE WORKING GROUP

- Formed as a fundamental component of the overall licensing process.
- Spans the entire licensing time frame: development, implementation and compliance.
- Provides for sharing of perspectives and engagement in constructive debate on the scope and approach for assessing potential Project impacts and guiding future monitoring.
- Made up of aquatic resource specialists, agency representatives and local entities. Operates according to a Mission Statement.
  - Initial meeting held October 22, 2020
- Subgroup of technical experts that report back to larger ARWG
  - Series of meetings - December 4, 2020 January 21, 2021 March 10, 2021

# AQUATICS RESOURCE WORKING GROUP

- **Status** – making positive progress on achieving the near-term goals of the ARWG
  - Engaged in constructive discussions on several stakeholder concerns of the proposed fish study plan.
  - Identified and discussed the primary differences in perspective regarding the overarching scope and approach toward conducting an impact assessment.
  - Developing a conceptual and analytical framework for fish and the proposed Project that can serve as a guide in the refinement of fish studies.
  - Evaluating the applicability and feasibility of creating a Life Cycle Model for Nuyakuk fish populations and their relationships with the proposed Project.



# AQUATICS RESOURCE WORKING GROUP

## ➤ **Planned Milestone Activities and Products (near-term)**

- Formalize a conceptual and analytical framework to conduct an integrated risk assessment of the proposed Project on fish populations.
- Collaboratively refine the studies of the PSP into a RSP that identifies adequate sampling and analytical methods that can support comparison of baseline and future conditions and inform risk assessments.
- Hold a technical workshop to advance progress on ARWG products.

# AQUATICS RESOURCE WORKING GROUP

- Dialogue with FERC regarding progress made during abeyance
- Re-file the PSP for comment and re-enter the formal FERC ILP
- All requisite federal timelines re-start

# NEXT STEPS

## 2021

- Formalize aquatic study program agreement with the ARWG
  
- File revised PSP for review and comment
  - Re-initiates ILP timeline
  
- Review/respond to PSP comments and develop RSP
  
- Study Plan Determination from FERC

# NEXT STEPS

## 2021

- Stream gage installation
- Complete temporary housing
- Geotechnical analysis
- Initiate study permitting process for 2022 and 2023

# NEXT STEPS 2022 AND BEYOND

- High level
- Many discreet steps incorporated
- Ongoing consultation/meetings/project updates throughout
- Cooperative committed to a transparent process
- Focus on more cost-effective and renewable energy for the region

# NEXT STEPS 2022 AND BEYOND

## Key Milestones

- Comprehensive Study Seasons – 2022 and 2023
- Study Reporting – 2022 and 2023
- Study Reporting Meetings – 2022 and 2023
- Ongoing Infrastructural and Site Analysis and Design – 2022-2024
- Further Geotechnical Analysis – 2023
- Preliminary Licensing Proposal – 2023
- PLP Comment Period – 2023
- Final License Application - 2024

**THANK YOU**

**Questions?**



March 29, 2021

City of Dillingham  
141 Main Street  
Dillingham, AK 99576

Dear Mayor Alice Ruby, Councilmembers, and Interim City Manager Brelsford,

The Choggiung Limited Board of Directors considered and passed Choggiung Resolution 2021-02: Advocating for the City of Dillingham to Re-evaluate the COVID-19 Emergency Declaration and for the City to Replace it With Strong Health Safety Recommendations for the Public and Business on March 27, 2021 (*attached*).

Choggiung’s Board has studied the City’s Emergency Declaration and follow-on Ordinances, the resultant severe negative impact to its shareholders, its employees, its customers, and surrounding support businesses comprised of **People**. These are real **People** living in Dillingham; **People** that wish to be able to make a living, however have been stripped of the opportunity to do so by the impact of ordinances written by and enforced by the City.

Loss of business triggered by the City’s rush to restrict and sustain the restriction of movement of **People** has had lasting and ongoing consequences on the lives of real **People**. Choggiung Limited has suffered a 58% loss of revenue in its local businesses and a 67% loss in its Land Use Permit income leading to a *cut of 40% of the labor hours* we were able to offer **People** over the last twelve months when compared to the prior year. The loss of work has caused innumerable damages to real **People’s** lives.

In our lived experience, the **People** that are employed by us have lost their jobs or most of their income and ability to take care of their family, have incurred new mental health issues, have been fined by the City of Dillingham, have delayed necessary and serious health screenings, have missed important educational opportunities, have gone hungry, and generally have had an inferior quality of life when compared to pre-pandemic conditions. We consider these consequences of the City’s Emergency Declaration and subsequent Ordinances avoidable going forward given positive developments to combat the COVID-19 Pandemic.

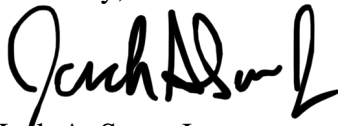
Elected City Officials must recognize the damage inflicted on its citizens in the name of protection and ask the question “is the ongoing enforcement of ordinances that is causing this immeasurable harm to our **People** worth it any longer?” To help answer this, the City must seriously Re-evaluate the Emergency Declaration itself in relation to COVID-19. Choggiung Limited suggests a well-rounded Re-evaluation to include:



1. Access for citizens to a vaccine (currently available and accessible to all high-risk individuals)
2. 60%+ of Dillingham Citizens 20 years and older have been vaccinated with vaccines proven to be efficacious in prevention of serious illness and death.
3. Therapeutics available in case of contraction of disease (many proven, safe options available).
4. 99.95% survival of those who contract COVID-19 pre-vaccine (most everyone survives).
5. Public awareness of COVID-19 & safety precautions.
6. Real accounts of damage caused to **People** other than COVID including mental health issues, physical health declines, job losses, economic opportunity lost, hunger, homelessness, length of time for economic recovery to happen, loss of quality education, missed health screenings, loss of face-to-face time with family and friends etc.
7. Measures taken in other like sized Cities in Alaska currently (Kenai Peninsula, Wasilla has no mask mandate, no travel mandate, no business closure mandates at no great risk to **People** living there)
8. Comparisons of case and death rates from governments that did not mandate measures against COVID to most restrictive (they are similar)
9. A review of safe operating practices implemented by responsible businesses intended to be continued until the threat of COVID subsides.
10. The overall remaining risk to the Community and its **People** from COVID considering vaccines that work to prevent serious illness and death, protective behaviors individuals and businesses practice, and therapeutics against the long-term harm to **People** by enacting and enforcing restrictions on the movement of **People**.

Given Choggiung Limited’s Board Resolution and our understanding and experience with COVID-19, we believe we can reasonably expect the City of Dillingham to reach the same conclusion that we did. For the sake of all **People** in Dillingham, we implore the City to re-evaluate its Emergency Declaration deeply and thoroughly and replace mandates with strong health safety recommendations for the public and business.

Sincerely,



Jack A. Savo, Jr  
Choggiung Limited Chairman



Cameron Poindexter  
President & CEO

Cc: KDLG

**CHOGGIUNG, LIMITED  
BOARD OF DIRECTORS  
Resolution 2021-02**

**Advocating for the City of Dillingham to Re-evaluate the COVID-19 Emergency Declaration and for the City to Replace it With Strong Health Safety Recommendations for the Public and Business**

WHEREAS, Choggiung Limited (“Choggiung”) is an Alaska Native Corporation representing original and descendant shareholders of Dillingham, Ekuk, and Portage Creek numbering 2,229 of which 712 live in Dillingham, Alaska; and

WHEREAS, Choggiung and subsidiaries and partnerships employ between fifty (50) to sixty (60) persons in the City of Dillingham and surrounding area depending on the season; and

WHEREAS, Choggiung and subsidiaries serve thousands of customers (local and non-local) annually in the City of Dillingham; and

WHEREAS, Choggiung and subsidiaries directly contribute between \$3 million and \$4 million in business activity annually through wages, taxes, utilities, material purchases, real estate improvements, many other business expenses, dividends, and other shareholder benefits; and

WHEREAS, the COVID-19 pandemic and subsequent City of Dillingham Emergency Ordinances including travel quarantine and test requirements, and face covering rules have negatively impacted Choggiung’s shareholders, employees, and customers from missed health referrals, fines, employment, proper education and business opportunity; and

WHEREAS, the Ordinances have caused two-thirds of the sports fishing operators on the Nushagak River to cancel their season in 2020 and are likely to cancel again if quarantine and test requirements are not removed while commercial fishing operations of all sorts were allowed to operate; and

WHEREAS, local small business depends on income from the Sports Fishing Industry to cover their business expenses and make a living. Many local small businesses may not be able to succeed and continue on without income beginning in the 2021 season; and

WHEREAS, the total dollar impact to Choggiung and subsidiaries revenue was a loss of approximately \$1,000,000 representing that amount not being paid in wages, supplies, and materials locally and recirculated in the community; and

WHEREAS, the information, public awareness, and solutions to the COVID-19 pandemic have advanced dramatically and significantly including therapeutics, vaccines, precipitous drops in the daily case count and death count, significant hospital capacity increases, decline in death rates of those that contract COVID-19, greater than 50% of Dillingham residents 20 and older have received a vaccine; and

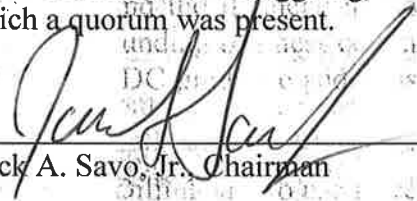
WHEREAS, local and sports fishing businesses along with Choggiung have implemented safety precautions to mitigate the risk of COVID-19 without the guidance or requirement of the City of Dillingham in their day to day operations; and

WHEREAS, the Board of Directors (Board) of Choggiung, in conjunction with management has reviewed Choggiung's financial statements and the financial and operational impacts, impacts to people in our business, impacts to the surrounding business community, and new information about COVID-19 including the most recent CDC guidance and considered the ongoing risk of COVID-19; and


WHEREAS, The Board desires to support the City of Dillingham to use its resources to communicate health safety guidance for individuals and business regarding best practices to deal with COVID-19.

NOW, THEREFORE, BE IT RESOLVED, that the Management of Choggiung is authorized to deliver this resolution and an accompanying letter to the City Manager, City Council Members, and encourage them to come up with strong health safety recommendations for the public and business on COVID-19 best practices and most up to date information from the CDC and other public health authorities.

APPROVED AND ADOPTED by the Board of Directors of Choggiung, Limited at a duly convened meeting held on March 27, 2021, at which a quorum was present.

  
\_\_\_\_\_  
Jack A. Savo, Jr., Chairman

ATTEST:

  
\_\_\_\_\_  
Kevin Tennyson, Secretary

Dillingham City Council,

My name is Robert Cambron – I am the owner of the Dillingham Napa store. I became the owner just over a year ago in March, 2020, just as we headed into the global Covid crisis. While I am newer to the Dillingham community, I am not new to Alaska as I have spent the last 16 years with Alaska as my home and the place where I am raising my family. I also own the Napa store in another great western Alaska community – Bethel.

I would like to speak up regarding the proposed public ordinance to extend the existing Emergency Declaration thru September 3, 2021. Let me start with the acknowledgement that the City leadership has been working hard for the past year to do their best to keep the community safe. Their intentions and efforts have been great! However, it's important to also acknowledge that actions of any government should not be judged based on their *intentions*, but on their *results*. Additionally, review of results *must* include a realistic appraisal of what would have occurred *without* those actions.

It's time to ask the difficult question – do the real benefits of the continued emergency order and mandates really outweigh the “unintended consequences” I will highlight below. Deaths from heart disease, cancer, alcohol, drugs, suicide, etc. all far outnumber the deaths from Covid – and the focus on Covid has only further increased those deaths.

We are more than a year into this new reality with Covid and I want to highlight a few hard realities and facts regarding the *results* of the actions taken by cities across Alaska, including Dillingham:

- First – there is little to no statistical evidence distinguishing communities that went into harsh shutdowns, mandates, travel testing, quarantines, etc. and those communities that remained effectively open. At the end of this letter, I show a chart I put together from State data comparing the Bristol Bay Borough and the Dillingham Census Area.
  - o Both communities have a huge influx of “outsiders” flood their communities during the summer fishing season.
  - o Naknek / King Salmon had much less restrictive requirements during last years fishing season and has (as far as I can tell) let their Emergency Order expire in November, 2020.
  - o Both communities have never had much of a “curve” of cases, especially during the summer months. The statistical analysis is more of a straight line with lots of noise and a few outliers.
  - o Similar comparisons can be made for communities across Alaska, effectively showing that most mandates across the state have had very little to no effect on curbing the spread of the virus.
- Second – There is much data that shows an increased threat to Alaskans thru two very dangerous “unintended consequences” of many of these emergency orders and mandates.
  - o The first is a very apparent increase in the deaths from heart disease, cancer, diabetes, and liver failure. When people are stuck inside, living in fear, and not going to the doctor because of the Covid pandemic – it results in a very real increase in the deaths from these diseases. See the table on Page 4 from the State showing a real increase in deaths from heart disease, cancers, liver disease, etc. How many of our friends and neighbors have died or will die of preventable diseases because they hesitated to go to the doctor early enough to identify a problem during the pandemic due to mandates or restrictions?
  - o The second danger is the real increase in mental health and depression issues that is growing across the state. Much of this can be tied to the reduction in human connections, living in fear, and economic fallout from many of our neighbors losing their jobs and their sense of worth in living. It is hard to statistically quantify this issue because many of the results from this mental health decline may take years to fully play out; however, I think we can all acknowledge the reality of the growing issue and indicators like the number of calls to mental health hotlines that show a significant increase.

- Third – the hyper focus on the dangers from Covid and its attempted remediation thru maski quarantine, etc have created much division, distrust and blaming in our communities. We should be coming together to help each other during our times of need. Instead, we are angry at those that don't do things "our" way and blaming others for the fear and mistrust that we are feeling (example – I've heard "If people like (fill in the blank) hadn't gone to Anchorage for the weekend we wouldn't have had these new positive cases".) Statement like this have no foundation in truth as it is impossible to tell how an airborne virus really spreads or who is "responsible" for it, but this sense of division is the exact opposite of what we should be fostering right now. It must be acknowledged that this division is a byproduct of the fear that is spread by the hyper focus from the government leaders on the virus. As leaders, you must be thoughtful of the unintended results of your actions and focus.
- Last – It is obvious around the state that cities that have taken a strict mandate approach have had disastrous results with their businesses and economic engines that keep the communities running. Honestly – Last year was a hard year for the Dillingham Napa Store as I know it was for many of the other businesses around our community. Sales were down substantially from previous years and as a new owner, it is difficult to cover those reductions in revenues. The summer is what keeps us afloat thru the winter just like so many other local businesses and last summer struggled to carry us thru this last winter in Dillingham. How many more summers like that can the local businesses take without folding – the lodges, tourism, fishing, etc. It affects all of us when these businesses fail.

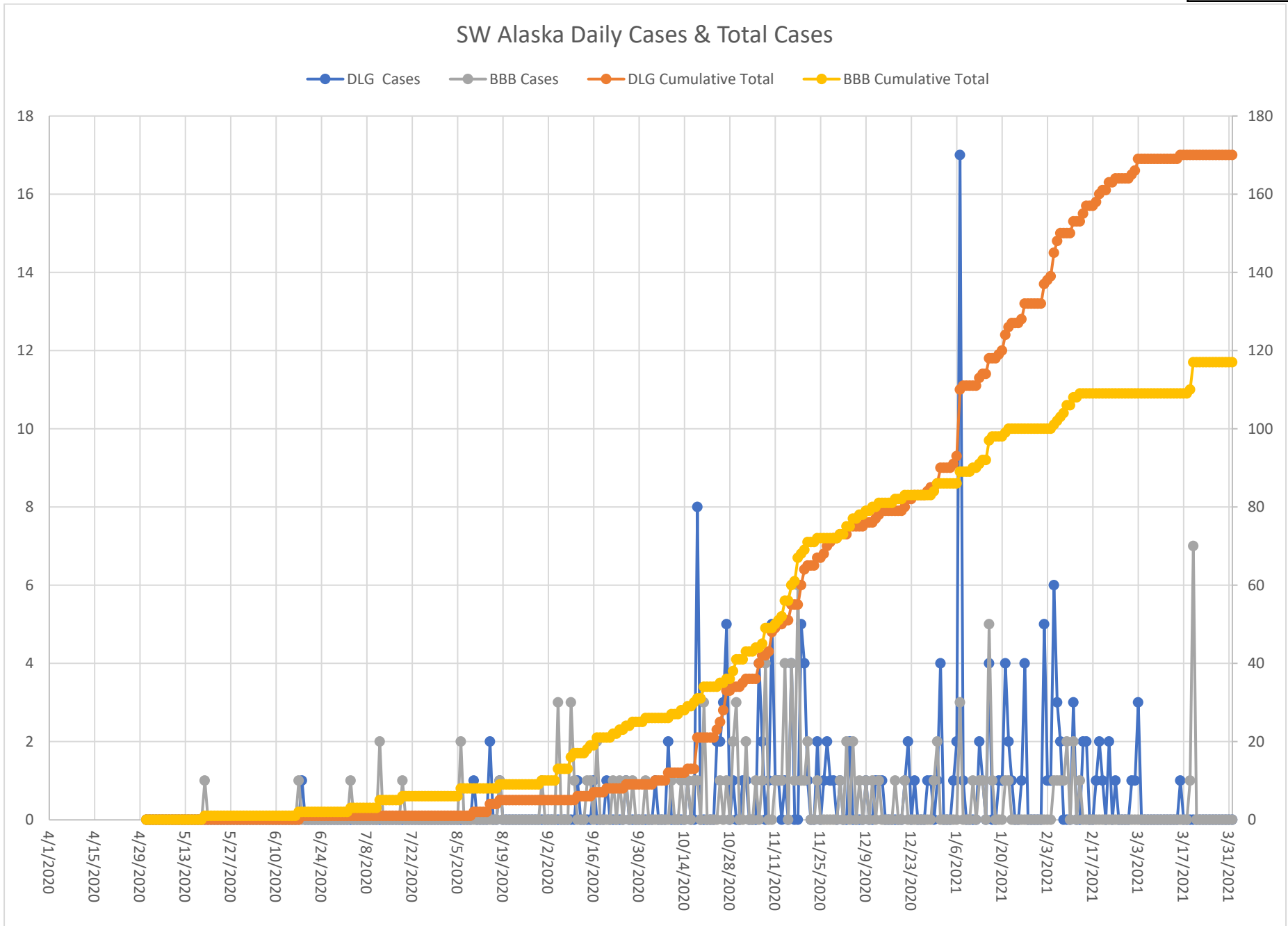
In conclusion – please don't misunderstand me. Covid is a very real disease and can be very dangerous for a *small* portion of the population. Out of the 185 positive cases so far in Dillingham census area, data shows 5 hospitalizations (2.7%) and 1 death (.5%) and those rates are in decline. Data also now shows that the risk is highly dependent on age with the risk to those under 40 less than the flu or other common sicknesses. I have friends and family who have had the disease ranging from no symptoms up through those who have been hospitalized and really struggled with the disease. However, reality also tells us that Covid is here to stay – it's severity will lessen over the years (as every other disease does) and we will get better at treating it, but we will always have Covid among our communities.

To restate the question: do the real benefits of the continued emergency order and mandates really outweigh the "unintended consequences" I have highlighted above. All data shows the disease is in decline in western Alaska, across the state, and thru most of the country. Many Alaskan cities, the state, and many other states have let their disaster declarations expire and are getting back to real life.

We have a decision to make as a community. I say it is time to let the emergency order expire and focus on healing our communities, restoring the human connections, and rebuilding our families and businesses. Instead of spreading fear – lets spread the positive values of a life well lived – of investing in our friends and communities – and of embracing our neighbors whether in life or death. The vaccine is available for all those who want it and there have been very positive advances in the treatment of Covid for the small portion that may get serious symptoms. It's time to stop spreading further fear and division.

Thank you for letting me express my opinion – feel free to contact me directly to discuss any of the details I have discussed above. I enjoy getting into the sources and statistical analysis if anyone wants more information.

Robert Cambron  
[robert@greatlandnapa.com](mailto:robert@greatlandnapa.com)  
907-529-7867



Source: <https://alaska-coronavirus-vaccine-outreach-alaska-dhss.hub.arcgis.com/search?groupIds=41ccb3344ebc4bd682c74073eba21f42>

Table 1: Excess Deaths by Selected Cause, 2017-2019 compared to 2020, Alaska Residents

	ALL CAUSES	INFLUENZA AND PNEUMONIA	DISEASES OF THE HEART	MALIGNANT NEOPLASMS	CHRONIC LOWER RESPIRATORY DISEASES	INTENTIONAL SELF-HARM (SUICIDE)	ASSAULT (HOMICIDE)	MOTOR VEHICLE ACCIDENTS	ALL UNINTENTIONAL INJURIES (including Motor Vehicle Accidents)	CEREBROVASCULAR DISEASES (Stroke)	DIABETES	NEPHRITIS, NEPHROTIC SYNDROME AND NEPHROSIS (Kidney Disease)	CHRONIC LIVER DISEASE AND CIRRHOSIS
Counts	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec
2017	4,428	66	819	926	204	199	78	102	443	190	130	54	121
2018	4,461	70	816	957	221	187	56	95	399	213	123	46	121
2019	4,622	45	842	1,023	202	209	79	93	434	210	111	62	110
Avg. 2017-19	4,504	60	826	969	209	198	71	97	425	204	121	54	117
2020 <sup>1</sup>	5,033	50	861	1,007	201	193	48	77	400	204	164	60	159
Excess Deaths (2020-Avg)	529	-10	35	38	-8	-5	-23	-20	-25	0	43	6	42
Crude Rates per 100,000													
Rate 2017-2019 <sup>2</sup>	613.34	8.22	112.45	131.92	28.46	27.01	9.67	13.16	57.93	27.83	16.52	7.35	15.98
Rate 2020 <sup>1</sup>	690.49	6.86	118.12	138.15	27.58	26.48	6.59	10.56	54.88	27.99	22.50	8.23	21.81
Excess Deaths (2020-Avg)	77.15	-1.36	5.68	6.23	-0.89	-0.53	-3.08	-2.60	-3.05	0.16	5.98	0.88	5.83

<sup>1</sup>2020 estimates are preliminary and subject to change

<sup>2</sup>Used 2017-2019 average population for denominator for 2017-2019 average rate

\*Crude rates based on fewer than 20 events are statistically unreliable and should be used with caution.

\*\*Crude rates based on fewer than 6 events are not reported.

NOTE: Rates are not annualized and only reflect rates for the specified time period, therefore they cannot be compared with annual mortality rates. Statistical significance was not estimated between 2020 and 2017-2019 average estimates

Source: Alaska Division of Public Health, Vital Statistics, Mortality.

Last updated on 1/28/2020

<sup>i</sup> [https://www.cdc.gov/nchs/nvss/vsrr/covid19/excess\\_deaths.htm](https://www.cdc.gov/nchs/nvss/vsrr/covid19/excess_deaths.htm)

<sup>ii</sup> <https://live.laborstats.alaska.gov/pop/>

Source: [http://dhss.alaska.gov/dph/VitalStats/Documents/PDFs/COVID\\_ExcessDeaths.pdf](http://dhss.alaska.gov/dph/VitalStats/Documents/PDFs/COVID_ExcessDeaths.pdf)

Mayor Alice Ruby  
City of Dillingham  
PO BOX 889  
Dillingham, AK 99576

Dear Madam Mayor,

Guardian Flight Alaska is reaching out to you for your support and partnership. Please review the following request for your organization to join us in proclaiming Health Aide Appreciation Day as September 10th. Guardian Flight Alaska has recognized the need for this initiative at the state level. Working with both the house and the senate, a House Bill 198 has been drafted to go to vote during this session. We are requesting the help of health aide organizations, boroughs, and municipalities across the state to ensure the success of this bill.

The work of a Community Health Aide is tireless; they act as round-the-clock first responders, clinicians, travel coordinators, hospitalists, tribal liaisons, and are often related to or close to their patients. Since before statehood, Health Aides have organized and played an integral role in maintaining tribal health and community safety. Through our years of service in rural Alaskan villages, Guardian Flight has first-hand knowledge of the exemplary and compassionate work of the Community Health Aide. Our collaboration with health aide organizations across the state has gifted us with an abiding respect for traditional knowledge and culture. Our partnerships have united us in clinical skill advancement. Guardian Flight Alaska is deeply invested in celebrating Community Health Aides for their broad scope of practice and selfless contributions to their village communities.

Here are ways that you can help:

Declare or proclaim in your region or municipality, a Health Aide Appreciation Day to be celebrated each September 10th. We recognize the importance of each health aide organization in celebrating your staff independently, and this initiative doesn't seek to replace any established celebrations. Aligning with Guardian Flight Alaska on the September 10th date unites all health aide organizations in this effort, and unites the public in honoring them in the same way we honor nurses during nurses week, paramedics during EMS week, etc.

Provide testimony. Currently, our bill is in the process of approval through the House of Representatives. With testimony from important stakeholders, this bill can move forward quicker and with strong support. We will be in touch with language and call-in information as that date nears.

Alaska's community health aide program is garnering national acclaim as other tribal health organizations across the United States adopt the model that Alaska's health aide organizations have used for decades. Now is the time to honor health aides and health aide organizations at the state level. As a vital partner in community service, we hope to align with you in this effort to bring state and national attention to the people who keep our rural village populations safe and healthy.