



## CITY COUNCIL REGULAR MEETING

Thursday, June 01, 2023 at 7:00 PM

### AGENDA

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

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#### MEETING INFORMATION

#### AMENDED AGENDA

#### CITY COUNCIL REGULAR MEETING

CITY HALL COUNCIL CHAMBERS / 7:00 p.m.

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

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

<https://us02web.zoom.us/j/82958010359?pwd=dwphaxewrmpgrvnrsvnc2d3yw1zz09>

Meeting ID: 829 5801 0359; passcode: 585259

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

1.

#### CALL TO ORDER

#### ROLL CALL

#### PLEDGE OF ALLEGIANCE

#### APPROVAL OF MINUTES

2. Minutes of May 4, 2023, Regular Council Meeting

#### APPROVAL OF CONSENT AGENDA

#### APPROVAL OF AGENDA

#### STAFF REPORTS

3. Standing Committee Reports

4. City Manager and Staffing Reports

#### PUBLIC HEARINGS

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

#### ORDINANCES AND RESOLUTIONS

5. Introduce Ordinance 2023-04; An Ordinance of the Dillingham City Council Adopting the Budget and Appropriating Funds for the FY2024 City of Dillingham Budget

6. Adopt Resolution 2023-18; A Resolution of The Dillingham City Council Revising Membership Seats and the Process for Nomination of the Library Advisory Board.
7. Adopt Resolution 2023-19; A Resolution of the City of Dillingham to become a Participant of the Green Star Program
8. Adopt Resolution 2023-20; A Resolution of the Dillingham City Council Authorizing the City of Dillingham to Accept a Grant from the Alaska Department of Natural Resources for a Firebreak at the Landfill

**UNFINISHED BUSINESS**

9. Harbor Floats Repair Update
10. Dock Forklift Repairs Update

Citizen Committee Appointments

**NEW BUSINESS****CITIZEN'S DISCUSSION** (Open to the Public)**COUNCIL COMMENTS****MAYOR'S COMMENTS****ADJOURNMENT**

**File Attachments for Item:**

2. Minutes of May 4, 2023, Regular Council Meeting

# Minutes



## CITY COUNCIL REGULAR MEETING

Thursday, May 04, 2023 at 7:00 PM

### MINUTES

*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.*

#### ROLL CALL

A regular meeting of the Dillingham City Council was held on Thursday, May 4, 2023, at the Dillingham City Council Chambers and via video conferencing, in Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:00 p.m.

#### PLEDGE OF ALLEGIANCE

#### APPROVAL OF MINUTES

1. Minutes of April 6, 2023, Regular Council Meeting
2. Minutes of April 17, 2023; Special Council Meeting

MOTION: Kim Johnson moved, and Perry Abrams seconded the motion to approve the April 6, 2023 and April 17, 2023 council meeting minutes in block.

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

#### APPROVAL OF CONSENT AGENDA

There was no consent agenda.

#### APPROVAL OF AGENDA

MOTION: To approve the agenda made by Kim Johnson, seconded by Perry Abrams.

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

#### STAFF REPORTS

3. Manager and Staff Reports
  - Buildings and Grounds Foreman has been hired and has begun on facility repairs.
  - A Harbor Master has been hired and is assessing the needs of the harbor for season preparation.
  - Received a fully executed jail contract.
  - Working with Finance Director to review positions and wages for FY24 budget.
  - Requested clarification on Scott Pak training for Fire Department
  - New internal infectious control policy is under review with city attorney, due to recent incident with exposure to ensure employee safety.

- Currently applying for a no match required grant with the Department of Natural Resources with grant writing assistance from BBEDC and Agnew Beck, that will fund a fire break around the metal pile at the landfill.
- Clarified once RFP is distributed for Sewer Lagoon Aeration project after CRW evaluation, Council Action will be required.
- Specified dock Hysters' repairs are partly routine maintenance and repairs required from last year, Pape will provide a detailed list when on-site.
  - Clarified currently we have 1 operational Hyster and 1 out of commission awaiting repairs Hyster.
- Spoke in support of Friends of the Library book sale.
- Confirmed no update on MOU from BBHA regarding 'Grandma's House'.

#### 4. Standing Committee Reports

*Code Review Committee:*

- Held a meeting on April 13, 2023
  - Discussed liquor license renewal for Windmill Grille, provided incomplete application for Code Review meeting, complete application in City Council packet.

*Finance and Budget Committee:*

- Held a couple workshops to work on the budget revision.
- Next focus is finalizing FY24 budget to present to Council by early to mid-June.
- Have been making progress on the fish tax ordinance.
  - Conducted a meeting with Peter Pan to gain insight and opinions from a processor's point of view. Gained great insight and continuing to work on tax.
- Clarified that Mary Carlson Estate expenditures are minimal with just insurance, no utilities at property.
  - Including an expenditure for insurance for items on display in the museum from the Estate.

### PUBLIC HEARINGS

There was no public hearings.

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

#### 5. Mark Lisac, Written Comment

*Citizens in attendance:* Mark Lisac, Jennifer Evridge

- Spoke in support of the creation of a fish tax to increase City revenue.
- Stressed the time this matter has been in discussion.
- Spoke in opposition of Resolution 2023-17 with minimal information in quote and for not pursuing local contracts when available.
- Encouraged keeping revenue within the community if possible.

### ORDINANCES AND RESOLUTIONS

#### 6. Introduce Ordinance 2023-03(A); An Ordinance of the Dillingham City Council Amending the Budget by Adopting Budget Amendment No.1 And Appropriating Funds for the FY2023 City of Dillingham Budget

MOTION: To adopt Ordinance 2023-03(A); made by Kaleb Westfall, seconded by Kim Johnson.

- Noted budget has been updated as recently as May 3, 2023
- Noted main difference is produced by the addition to the Dock.

- Demonstrated which fund balances will be impacted by changes.

VOTING Yea: Council Member Johnson, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Armstrong, Council Member Buholm.

7. Adopt Resolution 2023-08; A Resolution of the Dillingham City Council Authorizing Foreclosure Proceedings on Delinquent Property Taxes for the Years 2018-2022

MOTION: To adopt Ordinance 2023-08; made by Kaleb Westfall seconded by Perry Abrams.

- Stated progress is outlined in DMC.
- Last finalized foreclosure completed in November 2022.
- Clarified foreclosure proceeding should occur every year, it is done due to lack of payments.
- City gives numerous chances for owners to submit payment to remove their property off the foreclosure list.
- Noted once legal process is completed a title search is conducted.

VOTING Yea: Council Member Johnson, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Armstrong, Council Member Buholm.

8. Adopt Resolution 2023-15; A Resolution of the Dillingham City Council Requesting the State of Alaska Legislature Increase the Base Student Allocation and Annually Adjust for Inflation

MOTION: To adopt Ordinance 2023-15; made by Kim Johnson seconded by Michael Bennett.

- Noted the importance of supporting the schools and our legislators.
- Expressed thanks to Greta and Lori for their work on this issue and worked with Representative Edgmon's Office.

VOTING Yea: Council Member Johnson, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Armstrong, Council Member Buholm.

9. Adopt Resolution 2023-17; A Resolution of The Dillingham City Council to Waive the Competitive Bid Process to Authorize the City Manager to Contract Pape Material Handling to Repair the City Dock's Hyster 1050 and Hyster 800 Forklifts.

MOTION: To adopt Resolution 2023-17 made by Kaleb Westfall, seconded by Michael Bennett.

- Expressed the time sensitive nature of the repairs with fishing season and barge schedule approaching.
- Advised postponement to special meeting to allow time to obtain multiple quotes.
- Noted if local option is available, that is the amendable option for community support and should be considered.

MOTION: To postpone Resolution 2023-17 with direction for the manager to solicit bids made by Kim Johnson, seconded by Aksel Buholm.

- Spoke in opposition of RFP process due to specialized nature of the repairs and the time sensitive nature.
- Noted conducting direct solicitations in place of RFP process to obtain quotes from multiple companies.

VOTING Yea: Council Member Johnson, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Armstrong, Council Member Buholm.

## UNFINISHED BUSINESS

## Citizen Committee Appointments

**NEW BUSINESS**

## 10. Liquor License Renewal, 2652 Windmill Grille

MOTION: Michael Bennett moved to waive the right to protest Liquor License Renewal, 2652 Windmill Grille, seconded by Kim Johnson.

- Expressed once completed application was received from State of Alaska, Code Review Committee had no objections.

VOTING Yea: Council Member Johnson, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Armstrong, Council Member Buhholm.

## 11. Adopt Action Memorandum 2023-07; Authorize the City Manager to Purchase a Tow Behind Spreader

MOTION: To adopt Action Memorandum 2023-07 made by Perry Abrams, seconded by Kaleb Westfall.

- Noted research mechanic presented as a single source item which is reason that the RFP process was negated.
- Noted increase to efficiency on road maintenance with purchase.
- Expressed concern on model and specifications of sander.
- Noted other models of sanders would be more efficient for City use.
- Spoke in opposition to this model of tow-behind-spreader.

MOTION: to postpone Action Memorandum 2023-07 with direction to Manager to conduct more research made by Perry Abrams, seconded by Aksel Buhholm.

VOTING Yea: Council Member Johnson, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Armstrong, Council Member Buhholm.

## 12. Adopt Action Memorandum 2023-08; Authorize the Purchase of Two GMC Yukon's for the Department of Public Safety

MOTION: to adopt Action Memorandum 2023-08 Action Memorandum 2023-08 made by Michael Bennett, seconded by Aksel Buhholm.

- Current city vehicles placed in constant rotation due to condition.
- Assistant Finance Director Sorenson located these two vehicles through service contracts, since vehicles were originally slotted for Homer PD.
- Clarified the vehicles would be altered to meet Police requirement.
- Discussed pros and cons of leasing versus buying.
- Requested the creation of a maintenance schedule and adherence to such.

VOTING Yea: Council Member Johnson, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Armstrong, Council Member Buhholm.

## 13. Adopt Action Memorandum 2023-09; Approve Salary for Patrol Officer

MOTION: to adopt Action Memorandum 2023-09 made by Kim Johnson, seconded by Perry Abrams.

- Personnel regulations specify that the City Manager can only authorize hiring of Step 4, above that requires Council approval.
- Candidate demonstrates highly desirable experience and skills.

VOTING Yea: Council Member Johnson, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Armstrong, Council Member Buholm.

14. Adopt Action Memorandum 2023-10; Approve Contract with the State of Alaska Department of Corrections for the Regional and Community Jail for FY23

MOTION: to adopt Action Memorandum 2023-10 made by Michael Bennett, seconded by Perry Abrams.

- Memorialize the contract with the State of Alaska.

VOTING Yea: Council Member Johnson, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Armstrong, Council Member Buholm.

15. Adopt Action Memorandum 2023-11; Approve Contract Addendum with Carmen Jackson for Special Projects

MOTION: to adopt Action Memorandum 2023-11 made by Kim Johnson, seconded by Kaleb Westfall.

- Noted will assist the finance department with day-to-day operations and clean up.

VOTING Yea: Council Member Johnson, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Armstrong, Council Member Buholm.

16. Adopt Action Memorandum 2023-12; Authorize CRW Engineering for project completion of Aerated Lagoon Facility Improvements Project

MOTION: to adopt Action Memorandum 2023-12 made by Kaleb Westfall, seconded by Michael Bennett.

- Expressed how project has been active for some time and the end time frame for funding is coming up soon.
- CRW conducted the original project work in 2018, they have updated the quote, with project management included.
- Advised next step would be to begin RFP process.

VOTING Yea: Council Member Johnson, Council Member Abrams, Council Member Westfall, Council Member Bennett, Council Member Armstrong, Council Member Buholm.

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

*No comments were made.*

## **COUNCIL COMMENTS**

### **Kaleb Westfall:**

- Noted reminder to revisit funding to the DCSD.
- Expressed excitement for Hyster's to be repaired and get them ready for the season.
- Noted support towards new hires and optimism for better serving the community.
- Spoke in favor of moving away from leasing vehicles and moving forward with buying instead.

### **Michael Bennett:**

- Expressed desire to see contracts going through the RFP process in place of waving the requirements.

### **Aksel Buholm:**

- Advised Mark Lisac to come to the next Finance and Budget Committee Meetings to see the progress on the Fish Tax. Thanked him for his letter to the council.
- Noted appreciation to all City employees, especially the ones who often don't get publicly seen. When staff are thanked, it refers to all staff.

### **MAYOR'S COMMENTS**

- Conveyed communication with the processor's is continuing.
  - Had an excellent meeting with Peter Pan and had great insight.
  - Stated a reminder that while the process is slow there is still progress on the fish tax.
- Reminded the Council of the Planning Commission Workshop on May 15, 2023, for the first meeting regarding the Comprehensive Plan with Agnew Beck.
- Noted a housing meeting on May 15<sup>th</sup> with various representatives from different organizations to discuss housing strategy.
- A Moment of silence was observed for those lost since the last meeting.

### **EXECUTIVE SESSION**

#### 17. Personnel Matter - City Manager

MOTION: Michael Bennett moved, and Kaleb Westfall seconded the motion to move into executive session to discuss a personnel matter of City Manager. [8:07 p.m.]

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

Council Member Johnson requested to be excused for a family matter.

MOTION: Michael Bennett moved, and Perry Abrams seconded the motion to exit executive session. [8:46 p.m.]

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

### **ADJOURNMENT**

Mayor Ruby adjourned the meeting at 8:46 p.m.

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Mayor Alice Ruby

[SEAL]

ATTEST:

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Greta Hayden-Pless, Acting City Clerk

Approval Date: \_\_\_\_\_



**File Attachments for Item:**

3. Standing Committee Reports

# Standing Committee Reports



# CODE REVIEW COMMITTEE MEETING

Thursday, April 13, 2023 at 5:30 PM

## MINUTES

## CALL TO ORDER

The Code Review Committee met on Thursday, April 13, 2023, in the Dillingham City Council Chambers, and via video conferencing, in Dillingham, AK. Council Member Kim Johnson chaired the meeting and called the meeting to order at 5:31 p.m.

## ROLL CALL

Committee Members present and establishing a quorum (a quorum being four):  
Mayor Alice Ruby Kim Johnson Michael Bennett  
Lori Goodell Greta Hayden-Pless

Committee Members excused:

Kaleb Westfall

## APPROVAL OF MINUTES

## 1. Minutes of Thursday, February 23, 2023; Code Review Committee Meeting

**MOTION:** Michael Bennet moved, and Alice Ruby seconded the motion to approve the February 23, 2023 minutes.

VOTING Yea: Alice Ruby, Kim Johnson, Lori Goodell, Michael Bennett, Greta Hayden-Pless

## APPROVAL OF AGENDA

**MOTION:** Alice Ruby moved, and Michael Bennet seconded the motion to approve agenda.

VOTING Yea: Alice Ruby, Kim Johnson, Lori Goodell, Michael Bennett, Greta Hayden- Pless

## UNFINISHED BUSINESS

2. Library Advisory Board

- Mayor Alice Ruby concurs with the Library Advisory Board recommendation.
  - Additional would recommend the following changes as well to the Board:
    - Remove the Mayor elected chair, the committee has always appointed their own chair.
    - Removing the committee seats designated to Bristol Bay Campus and the School District.
    - Endorse the board's recommendation.
- Create a resolution to reflect changes needed to LAB membership. Notify the LAB regarding update to LAB and present at the next Code Review Meeting..

## NEW BUSINESS

### 3. Liquor License Renewal; 2652 Windmill Grille

Dillingham AK

**Code Review Committee Meeting**

April 13, 2023

MOTION: Michael Bennett moved to recommend to protest the Liquor License Renewal of 2652 Windmill Grille based on lack of AB29 and an incomplete AB17, and Alice Ruby seconded the motion.

- Requested missing forms (AB29 and AB17) be obtained from the State of Alaska.
- Sales tax paid to the City on 12/02/2021 indicate business was operated during 2021.

VOTING: Yea: Alice Ruby, Kim Johnson, Lori Goodell, Michael Bennett, Greta Hayden- Pless

4. Establish Dumpster Ordinance

MOTION: Michael Bennett moved to postpone to December 31, 2023, with a sunset clause, and Alice Ruby seconded the motion.

- Conveyed understanding of citizen's complaint to be aimed at requiring a mandate of dumpster screens.
- Discussed how City of Dillingham currently doesn't have the manpower to enforce such a mandate.
- Noted the possibility of creating an incentive to business owners to screen their dumpsters.
  - Asked staff and public to consider incentive suggestions over the next 6 months to offer to the Committee.

VOTING: Yea: Alice Ruby, Kim Johnson, Lori Goodell, Michael Bennett, Greta Hayden- Pless

**PUBLIC COMMENT/COMMITTEE COMMENTS**

Mayor Alice Ruby:

- Expressed thanks to Greta Hayden-Pless for her work as Acting City Clerk and appreciation to Lori Goodell for her teachings.
- Michael Bennett, Lori Goodell, and Kim Johnson concurred with Mayor Ruby's sentiment.

**ADJOURNMENT**

The meeting adjourned at 5:46 p.m.



Kimberly Johnson (May 23, 2023 11:30 AKDT)

Kimberly Johnson, Chair

ATTEST:



Greta Hayden-Pless, Acting City Clerk

Approval Date:

5/11/23

**File Attachments for Item:**

4. City Manager and Staffing Reports

# **City Manager and Staffing Reports**

**May 18, 2023**

To: Mayor and City Council, City of Dillingham  
From: Chris Hladick, Lobbyist

**Alaska Regular Session Ending Report**

**2023 Legislative Session**  
***33<sup>rd</sup> Legislature – 1<sup>st</sup> Session***

**Note:** *The Regular Session (121 days) concluded last night. A special session was called by the Governor – to commence immediately and run for up to thirty (30) days. See press release below. While a number of bills were adopted this session, a number of key bills failed to pass – including the annual Operating, Capital, and Mental Health Budgets.*

*The special session may go on for a while! But the key issues remain the same. The BSA increase is only a one-time appropriation and the PFD is being argued as we speak.*

**Governor Dunleavy Calls Legislature into Immediate Special Session**

**Wednesday, May 17, 2023 (Juneau)** – This evening, Governor Mike Dunleavy issued a proclamation for a 30-day special session to begin **Thursday, May 18, 2023, at 10:00 a.m.**

The call for the special session is limited to the FY24 budget.

“Unfortunately, the House and Senate could not agree on an operating and capital budget and other important pieces of legislation. The people of Alaska need stability to ensure that necessary state services are funded,” said Governor Dunleavy. “As a result, I’m calling a special session so the House and Senate can continue working together to arrive at a base operating budget that will provide for state government and essential services.

The special session will be called in Juneau on Thursday, May 18 at 10:00 a.m. On the call will be the FY24 budget. “I have faith in the legislature that an operating budget can be completed and passed in short order.”

Click [here](#) for a copy of the proclamation.

**Bills Passed during 2023 Regular Session:**

<b>Bill</b>	<b>Short Title</b>	<b>Prime Sponsor(s)</b>	<b>Status Date</b>
<a href="#">HB 8</a>	ELECTRIC-ASSISTED BICYCLES	REPRESENTATIVE CARRICK	05/11/2023
<a href="#">HB 23</a>	FILIPINO AMERICAN HISTORY MONTH	REPRESENTATIVE MINA	05/12/2023
<a href="#">HB 51</a>	DESIG. REFRIGERANT USE; PFAS USE/DISPOSAL	REPRESENTATIVE WRIGHT	05/17/2023
<a href="#">HB 56</a>	VETERINARIANS; CONTROLLED SUBSTANCE DATA	REPRESENTATIVE RUFFRIDGE	05/13/2023
<a href="#">HB 61</a>	LIMITATIONS ON FIREARMS RESTRICTIONS	REPRESENTATIVE TILTON	05/17/2023
<a href="#">HB 62</a>	RENEWABLE ENERGY GRANT FUND	REPRESENTATIVE EDGMON	05/03/2023
<a href="#">HB 69</a>	RECLASSIFICATION OF FIRST CLASS CITIES	REPRESENTATIVE CRONK	05/13/2023
<a href="#">HB 78</a>	AK COMMUNITY HEALTH AIDE APPRECIATION DAY	REPRESENTATIVE MCCORMICK	04/19/2023
<a href="#">HB 79</a>	APPROP: SUPPLEMENTAL	HOUSE RULES BY REQUEST OF THE GOVERNOR	03/31/2023
<a href="#">HB 103</a>	EXTEND ALASKA MINERALS COMMISSION	REPRESENTATIVE CRONK	04/17/2023
<a href="#">HB 112</a>	PROFESSION OF PHARMACY	REPRESENTATIVE RUFFRIDGE	05/17/2023
<a href="#">HB 123</a>	ARTICLES OF INCORPORATION FOR ANCSA CORPS	REPRESENTATIVE C.JOHNSON	05/13/2023
<a href="#">HB 128</a>	OIL TERMINAL FACILITY	HOUSE TRANSPORTATION	05/15/2023
<a href="#">HB 141</a>	ESTABLISHING DON YOUNG DAY	HOUSE RULES	05/16/2023
<a href="#">SB 10</a>	HUNTING/TRAPPING/FISHING: DISABLED VETS	SENATOR KIEHL	03/08/2023
<a href="#">SB 25</a>	REPEALING FUNDS, ACCOUNTS, AND PROGRAMS	SENATOR KAUFMAN	05/10/2023

<a href="#"><u>SB 38</u></a>	INTERFERENCE WITH EMERGENCY SERVICES	SENATOR WILSON	05/11/2023
<a href="#"><u>SB 48</u></a>	CARBON OFFSET PROGRAM; CARBON STORAGE	SENATE RULES BY REQUEST OF THE GOVERNOR	05/17/2023
<a href="#"><u>SB 57</u></a>	ADULT HOME CARE; MED ASSIST.; HEALTH INFO	SENATE RULES BY REQUEST OF THE GOVERNOR	05/10/2023
<a href="#"><u>SB 58</u></a>	MEDICAID ELIGIBILITY: POSTPARTUM MOTHERS	SENATE RULES BY REQUEST OF THE GOVERNOR	05/05/2023
<a href="#"><u>SB 80</u></a>	2023 REVISOR'S BILL	SENATE RULES BY REQUEST OF LEGISLATIVE COUNCIL	04/20/2023
<a href="#"><u>SB 81</u></a>	OFFICE VICTIMS' RIGHTS: COMP, APPTMT	SENATE RULES BY REQUEST OF LEGISLATIVE COUNCIL	05/16/2023
<a href="#"><u>SB 86</u></a>	REJECT COMPENSATION COMM RECOMMENDATIONS	SENATE FINANCE	03/20/2023
<a href="#"><u>SB 87</u></a>	LUMBER GRADING PROGRAM	SENATOR BJORKMAN	05/01/2023
<a href="#"><u>SB 98</u></a>	AK PERM FUND CORP. & PCE ENDOWMENT FUND	SENATE FINANCE	05/16/2023
<a href="#"><u>SB 119</u></a>	STATE IDENTIFICATION CARD FOR PRISONERS	SENATOR MYERS	05/13/2023
<a href="#"><u>SB 123</u></a>	LICENSE REQUIREMENTS: COMM. DRIVERS	SENATE TRANSPORTATION	05/12/2023
<a href="#"><u>SB 126</u></a>	ARCHITECT/ENGINEER REGISTRATION BOARD	SENATE LABOR & COMMERCE	

**Bills Introduced This Week:**

**SENATE**

<b>Bill</b>	<b>Short Title</b>	<b>Prime Sponsor(s)</b>
<a href="#"><u>SB 149</u></a>	FOOD STAMP PROGRAM ELIGIBILITY	SENATOR GIESSEL
<a href="#"><u>SB 150</u></a>	ESTABLISH STATE LOTTERY BOARD/LOTTERIES	SENATOR KAUFMAN
<a href="#"><u>SB 151</u></a>	MISSING/MURDERED INDIGENOUS PEOPLE;REPORT	SENATOR OLSON
<a href="#"><u>SB 152</u></a>	COMMUNITY ENERGY FACILITIES; NET METERING	SENATOR WIELECHOWSKI
<a href="#"><u>SB 153</u></a>	OVERTIME PAY EXEMPTION	SENATE RULES BY REQUEST OF THE GOVERNOR

<a href="#"><u>SB 154</u></a>	BIDDER PREF MILITARY CAREER SKILLS PROG	SENATOR WIELECHOWSKI
<a href="#"><u>SB 155</u></a>	PORT OF ALASKA; PORT AUTHORITY	SENATE FINANCE
<a href="#"><u>SB 156</u></a>	COMM PSSG VESSEL ENVIRONMENTAL COMPLIANCE	

***HOUSE***

<b>Bill</b>	<b>Short Title</b>	<b>Prime Sponsor(s)</b>
<a href="#"><u>HB 202</u></a>	OPIOID OVERDOSE DRUGS IN SCHOOLS	REPRESENTATIVE D.JOHNSON
<a href="#"><u>HB 203</u></a>	PAYMENT OF WAGES; PAYROLL CARD ACCOUNT	REPRESENTATIVE MCKAY
<a href="#"><u>HB 204</u></a>	OVERTIME PAY EXEMPTION	HOUSE RULES BY REQUEST OF THE GOVERNOR
<a href="#"><u>HB 205</u></a>	CRIMINALIZE ABORTION; PRIVACY; COURTS	REPRESENTATIVE EASTMAN
<a href="#"><u>HB 206</u></a>	DAY CARE MATCHING BENEFIT PROGRAM	REPRESENTATIVE ORTIZ

**Major News Articles / Political Items of Interest**State Budget/Programs[Alaska Senate sends budget to House with hours left before legislative session ends](#)

The Alaska House has less than six hours to either agree to the Senate's spending plan or send the Legislature into a special session.

**Capitol Live: Senate delays budget until final day, increasing negotiating pressure on House**

The Senate has upped the gamesmanship with the House by adjourning for the day without taking action on the budget bill, meaning a compromise plan will need to be debated by and pass through both chambers during a 13-hour period Wednesday to avoid a special session. Senate President Gary Stevens said the budget was not debated or passed during Tuesday's floor session because differences with the House have not been resolved, and he doesn't want to send a bill to them that fails to pass and thus ensures a special session.

<https://www.juneauempire.com/news/capitol-live-underwater-oil-prices-special-session-odds-rise-and-tax-trio-oddities/>

**Alaska Legislature called into special session after House adjourns without final budget vote**

The Alaska Legislature is set to start a special session Thursday morning after failing to reach agreement on state budget by the midnight deadline Wednesday that marked the end of the annual regular session. The House adjourned at 9 p.m. without taking a vote on a budget, three hours after the Senate sent over a take-it-or-leave it spending plan.

<https://www.adn.com/politics/alaska-legislature/2023/05/17/senate-sends-budget-to-house-with-hours-left-before-legislative-session-ends/>

**Special session set to begin Thursday after Legislature adjourns without budget**

*House refuses to consider Senate spending bill sent over hours before adjournment deadline*

The Alaska Legislature adjourned without passing a budget Wednesday night, as the House refused to consider the revised version of the spending plan sent over by the Senate just five hours before the midnight deadline, prompting Gov. Mike Dunleavy to call a special session beginning at 10 a.m. Thursday.

<https://www.juneauempire.com/news/special-session-set-to-begin-thursday-after-legislature-adjourns-without-budget/>

Politics/Policy Calls**Dunleavy never introduced the sales tax he promised was ready three weeks ago**

While our dependence on oil surpassed Seward's Folly as a point of discussion decades ago, It's been about three weeks since [Gov. Mike Dunleavy discovered the "folly"](#) of basing state government finances on oil prices. "To simply ride oil in a do-or-die situation for the state of Alaska is folly. It's probably not a good idea," Dunleavy announced, contradicting the blithe assumptions and promises that marked his campaigns for governor in 2018 and 2022.

[Read More](#)

**Senate passes bill to impose statewide tax on e-cigarettes**

Imposing a 25% statewide tax on retail e-cigarette products passed the state Senate with its sponsor saying he's "reasonably confident" that it will not be vetoed by Gov. Mike Dunleavy, as happened with similar legislation last fall.

<https://www.juneauempire.com/news/senate-passes-bill-to-impose-statewide-tax-on-e-cigarettes/>

**Alaska Legislature fails to block pay raises for lawmakers, governor and cabinet**

Alaska state legislators failed to block a 67% pay raise for themselves and a roughly 20% salary increase for the governor and his cabinet.

<https://www.adn.com/politics/alaska-legislature/2023/05/16/alaska-legislature-fails-to-block-pay-raises-for-lawmakers-governor-and-cabinet/>

**Julie Coulombe: The illusion of compromise**

In coming to Juneau, I had every intention to approach the legislature with an open mind, build bridges, and work toward consensus. It is important to me to always keep what is best for Alaska at the forefront.

<https://mustreadalaska.com/julie-coulombe-the-illusion-of-compromise/>

**Ban on gun store shutdowns during disasters passes Senate**

A bill prohibiting state and municipal officials from closing firearms businesses such as retail stores and shooting ranges during declared disasters passed the state Senate by a 17-3 vote, clearing the way for it to be sent to Gov. Mike Dunleavy.

<https://www.juneauempire.com/news/ban-on-gun-store-shutdowns-during-disasters-passes-senate/>

**Alaska House follows Senate to pass bill authorizing sale of carbon credits from state land**

The Alaska House of Representatives on Tuesday passed a bill that would allow the state to set up a system for using state land to sell carbon-offset credits. The House action amounted to final passage of the bill, which was approved the [previous day by the state Senate](#).

<https://www.adn.com/politics/alaska-legislature/2023/05/17/alaska-house-follows-senate-to-pass-bill-authorizing-sale-of-carbon-credits-from-state-land/>

**Mayor**  
Alice Ruby

**Manager**  
Robert Mawson



**Dillingham City Cc**

Section . Item 4.

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

## MEMORANDUM

**Date:** 05/25/2023

**To:** Lori Goodell, Acting City Manager

**From:** Kelsa Brandenburg, Administrative Services Manager

**Subject:** May Monthly Report – Administration/HR

---

### Acknowledgements and Recognitions:

- I would like to recognize Greta Hayden-Pless. She is resigning and her last day will be June 2. She has an exciting new opportunity, so I'm super happy for her and selfishly bummed out for me and the City. She stepped into the Acting Clerk role while still maintaining her assistant duties; filling her already full plate. She is very helpful and a good little mind reader.
- I would also like to recognize the City staff. Every single one deserves a daily thank you and as much appreciation as one can extend.

### Department Accomplishment and Opportunities:

- Participated in job interviews for the Fire Department, Public Safety, Harbor, and BBEDC.
- The seasonal EMTs have been hired as well as the BBEDC Seasonal EMT position.
- The Senior Center Cook position has been filled by the Cook's Assistant.
- BBEDC Youth Intern Harbor Assistant will be starting at the Harbor on June 5.
- We'll be doing Supervisor Training during our DH Meetings starting June 6.
- Working with LMJ to get a Starlink Business setup at City Hall. The library will also be getting a grant funded Starlink Package.
- Assisted in applying for a grant through the Alaska Department of Health for COVID-19 funding for a hook truck at the Landfill to assist with getting the Landfill's transfer site up and running in an effort to prevent disease, like COVID-19.

### Projects – Progress and Public Impacts:

- Working with Department Heads to schedule interviews as applications are received.
- Advertising and recruiting for open positions.
- Updating and assisting in the management of website and City facebook page.
- Ida Noonkesser is retiring at the end of June. Yeah, IDA!. Lucky for us – we've received a letter of interest.

### Upcoming Calendar Items:

- Greta Hayden-Pless has resigned and her last day will be June 2.
- I plan to be back in Dillingham mid-July.
- LMJ is scheduled to come to Dillingham June 6, 7, & 8.

**Mayor**  
Alice Ruby

**Manager**  
Robert J Mawson



**Dillingham City Co**

Section . Item 4.

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

## MEMORANDUM

**Date:** May 22, 2023

**To:** Lori Goodell, Acting City Manager

**From:** Greta Hayden-Pless, Acting City Clerk

**Subject:** Monthly Report

---

### Acknowledgements and Recognitions:

- Thank you to Angela Thames with Nushagak Cooperative and Desi Bond with the Curyung Tribal Council for the supplies, help, and coordinating for the Community Cleanup
- Thank you to Kelsa Brandenburg for being an incredible admin manager.
- Friends of the Landfill for their help with the Community Cleanup.

### Department Accomplishment and Opportunities:

- Worked with the Senate on correcting the city account of Employer of Lobbyist.
- Coordinated with Alaska Airlines to update the media associated with Dillingham for marketing purposes.
  - We provided 3 pictures that resemble the community, as well as a marketing script for the City of Dillingham.
  - Two of the photos used were taken by Dillingham Resident Pat Walsh.
- Attended a meeting with Peter Pan discussing Fish tax and was given great insight and direction. I have updated the draft resolution with possible solutions amendable to all. That will be presented at the Finance and Budget Committee meeting 5.29.23.
- Created a resolution of support for the proposed Base Student Allocation.
  - Worked with Representative Edgmon's Office for review.
- Prepared special council meeting for May 22, 2023.
- Sent out letters on property appeal forms with case number or notice of late file.
  - Worked with the assessor on settlements and BOE meeting.
- Organized the BOE hearing for May 18, 2023.
- Assisted in organizing housing luncheon May 15 2023, with catering, room rental, and payment.
- Completing all work duties for Acting City Clerk and Administrative Services Assistant.

- Submitted two weeks' notice with an end date of June 2, 2023 as Acting City and Administrative Services Assistant.

## Projects – Progress and Public Impacts:

- No update on partially signed MOU between MEAL, BBHA, and COD. Awaiting response from BBHA.
- Coordinated with Nushagak Coop, Curyung Tribal Council, and Friends of the Landfill for the May Community Cleanup. We organized bags, gloves, and trash sticks distribution with Friends of the Landfill taking charge.
  - To increase community involvement we created a contest, using before and after photos of the cleanup site posted to Facebook tagged with #DLGcleanup, the cleanest site determined by public Facebook poll received a prize/es. We limited this to individuals or groups of 4 or smaller.
  - Employees were encouraged to volunteer for an hour or two to clean up our section, which is the bike path to Windmill Hill.
  - Overall, the cleanup was a success with community involvement, making Dillingham beautiful, and just having fun in general.
- Some City Departments participated in the Kids2College program with the University of Alaska, where 5<sup>th</sup>-8<sup>th</sup> graders came to our offices to hear about our position, what we do, how we obtained it, and our educational background. The departments involved include Planning Office, Administration, Finance, Fire & EMT, and Clerk. It was a 2-hour time block with multiple groups of kids.
  - Finance department did an amazing job creating an interactive game to showcase how the finance department works with having the kids use fake money to pay the cashier and watch the process that payment goes through.

## Upcoming Calendar Items

06.08.2023 Code Review Committee  
 06.15.2023 City Council Regular Meeting  
 06.19.2023 Finance and Budget Committee Meeting

## Public Feedback:

- Receive several complaints on the condition of Squaw Creek Road.

**Mayor**  
Alice Ruby

**Manager**  
Robert J Mawson



**Dillingham City Co**

Section . Item 4.

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

## MEMORANDUM

**Date:** May 22, 2023

**To:** Lori Goodell, Acting City Manager

**From:** Daniel Miller, Harbor Master

**Subject:** Monthly Report

---

### Acknowledgements and Recognitions:

- Hired Daniel Miller as the Harbor Master and Kaylee Brockman as the Assistant Harbor Master

### Department Accomplishment and Opportunities:

- With help from John Trusty, the Buildings and Grounds Foreman, conducted maintenance and repairs to render it operational.
- Cleaned and organized Harbor Office to make it a more efficient workplace.
- Met with Public Works Foreman, Billy Noonkesser, and developed tentative plans on multiple projects.
- Requested more life jackets through the Kids Don't Float program.
- New credit card reader and payment system operational.
- Assisted with the pre-dredge surveying.

### Projects – Progress and Public Impacts:

- Having float-arm floats repaired via Statewide Machinery.
- Having Stellar crane on the bulkhead and Grove repaired via Statewide Machinery.
- Researching options for repair/replacement of ice machine.
- Installing new signage.
- Developing new “truck with trailer” parking area in the two southernmost lease lots.
- Developing “food court” area for use by vendors: Whites Bites, Fireweed Bistro.

### Upcoming Calendar Items

- Dredgers awaiting repair of Link Belt crane at the dock before they can begin.
- Hoping to get the South docks out sometime during the week of June fourth.

### Public Feedback:

- Several individuals concerned about having the ice machine operational.
- One compliant about not having the bath house opened yet (planning to open it during our open hours starting when dredge crew arrives).

**Mayor**  
Alice Ruby

**Manager**  
Robert Mawson



**Dillingham City Co**

Section . Item 4.

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

## MEMORANDUM

**Date:** May 22, 2023

**To:** Lori Goodell, Acting City Manager

**From:** Anita Fuller, Finance Director

**Subject:** Monthly Report – May 2023

---

### Acknowledgements and Recognitions:

Statistics: As of date of report.

Cash Receipts: \$402,359

All Payments: \$304,542 (includes \$194,129 for 2 payrolls) two more payable runs scheduled

### Department Accomplishment and Opportunities:

#### *Accomplishments*

- Denied Service list to be posted 05/25/2023
- Foreclosure list to clerk for publication 05/25/2023

#### *Staffing changes*

- Assistant Finance Director – Position became open 12/14/2022. AFD, Revenue Cycle Manager position is still open. Jon Sorensen AFD, Purchasing and Disbursements started 05/19/2023 on site.
- Anthony Reynolds completed training for Deductions from Wages.

#### *Grant Reporting*

- FY23 NTS grant reporting is in progress. FY24 NTS Grant application in progress.
- ARPA reporting in progress.
- LINKED grant quarter invoice completed.
- Jail contract submitted by 05/24/2023.

#### *Budget*

- FY23 Budget revision: 4/7/2023 – Completed budget revision.
- FY24 Budget workshops: 4/11/2023 – Initial overview completed. Remaining workshops are 05/23/2023, 05/29/2023 and 05/31/2023

## Projects – Progress and Public Impacts:

### Audit

- FY22 Audit final work postponed to November 27, 2023.

### Projects

- APEI insurance renewal completed 04/21/2023.
- Development of software to manage personal property tax assessments. On hold.

## Upcoming Calendar Items:

- 15<sup>th</sup> of each month utility payments due; last day of month utility bills sent.
- 07/01/2023 property tax invoices

## Public Feedback:

- How does a person or entity get off of the denied service list? Once the Denied Service List is posted the person or entity listed needs to make a payment in full to the Finance department at City Hall. The Finance department will produce a 'Denied City Services Delinquency is Cured' form and city services will be restored.
- How does a property owner get removed from the foreclosure list? When the foreclosure list is posted with the court then payment in full must be made of the outstanding property tax and foreclosure fees. Contact the finance department for the current balance due. When full payment is made the city will file for a certificate of redemption with the court to show the debt has been resolved.

## Revenue and Expense Report:

- Due Finance & Budget being held on 05/29/2023, report is delayed until next regular council meeting.



## MEMORANDUM

**DATE:** 03/22/23  
**TO:** City Manager  
**FROM:** 04/26/22 to 05/22/23  
**SUBJECT:** Police Department Report

### STAFF REPORT

#### **The Dillingham Police Department:**

##### **Patrol Department:**

Currently has 7 officers which includes:

- Officer O'Malley was hired and started her first work rotation on 05/17/23.
- 2 resident officers Myself (Sgt. Craig Maines), and Officer Aquila Kapotak.
- Officer Aquila Kapotak is at the Fairbanks UAF CTC Police Academy from 03/06/23 to 06/10/23. Leaving us short one officer at this time.
- 5 rotating officers which include Officer Judson Hack, Officer Adam Krahn, Officer Douglas Johnson, Officer Douglas Jones and Officer Tracy O'Malley.
- Officer Jacob Sliek resigned on 05/18/23 and will not be returning.
- Officer Doug Jones has not been back to work due to an injured finger. There is no update when he will return to work.

With Officer Kapotak at the Academy and Officer Jones on leave, this leaves us with 5 working officers.

At the current man power for the Patrol Dept., there is only 2 to 4 officers available in Dillingham at a given time. Which means there is only one officer on each shift at a given time. These are not ideal working conditions for officer safety.

Between 04/26/23 to 05/22/23 the Police Department have received 165 calls for service which included animal calls, medical calls, traffic calls, disturbances, security checks, welfare checks, and criminal investigations.

- 17 individuals placed in T-47 custody
- 9 individuals arrested for criminal investigations.
- 7 criminal investigations

We continue to advertise police positions, but the applications have slowed down. Hopefully we see more applicants before summer hits.

**Corrections Dept.:**

Currently has 5 Corrections Officers which includes the Corrections Supervisor.

-The Jail has been open and running smoothly.

Stats:

-166 Man-Days Served in the Dillingham Jail

-22 inmates have been housed

-17 T-47 holds

**Dispatch Dept.:**

Currently has 5 Dispatchers, which includes the Supervisor.

-Chelsea Wassily with DOT, continues part-time to provide work when needed.

This is a partial month with 150 calls for service. Dates 04/26/23 to 05/22/23 Of those calls there were:

16.5% Animal Calls (11)

21% Medical Assists (16.5)

9% Motor Vehicle Accidents (6)

The majority of the calls were Disturbances of various types and suspicious circumstances.

Our 911 continues to have troubles, and generates error message and alerts.

Our Radio Comm is also generating alerts. We are actively working with the manufacturer to get them to a more consistent operation.

The computer room needs a more efficient cooling system as the days get warmer.

**Animal Control:**

ACO is on leave for the next couple weeks.

**DMV:**

For the period of April 26, 2023 to May 22, 2023

Division of Motor Vehicle

- 08 – Commercial D/L
- 43 – Driver License
- 12 – Identification Cards
- 01 – HC Permits (No Fee)
- 03 – Miscellaneous Fees
- 47 – Vehicle Registration

**City of Dillingham**

**Page 2 of 7**

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

- 35 – Title / Lien
- 11 – Boat Registration
- 06 – Road Test

Customer Assist:

- 01 – License Services
- 14 – AK Written Test

- The Dillingham DMV hours is open Monday thru Friday from 10am to 2pm.
- Operation is going OK.
- Got BBEDC approval for intern for the position of DMV/Amin assistant.

Below is the ideal growth plan for the Police Department. Please review and consider for the future.

**Dillingham Police Department Growth Plan:**

This would be an ideal Starting point to focus on for the Police Forces Growth

**PATROL DEPARTMENT**

**RESIDENT POSITIONS:**

**Chief of Police:**

Oversee all Public Safety  
 (Patrol, Correction, Dispatch, Animal Control, DMV, & Admin)  
 Attend Meetings  
 Fulltime Resident Officer  
 Starting Salary: 130,000 – 150,000 (DOE)

**Lieutenant**

Starting Pay: 45.50 – 49.50 (DOE)  
 Resident Position  
 Lead Investigator  
 Training/Instructor/FTO  
 Oversea Patrol Division  
 Attend Meetings  
 Make Patrol Schedules

**Sergeant:**

Starting Pay: 42.50 – 44.50 (DOE)

**Resident Sergeant #1:**

Supervisor Day Shift/Night Shift  
Review Cases  
Lead Investigator  
Training/Instructor/FTO  
Attend Meetings

**Resident Sergeant #2:**

Supervisor Day Shift/Night Shift  
Review Cases  
Lead Investigator  
Training/Instructor/FTO  
Attend Meetings

**Police Officer:**

Starting Pay: 38.50 – 40.50 hr (DOE)

**Resident Patrol Officer #1:**

School Resource Officer  
DARE Officer  
Shift Coverage: Day/ Mid  
Training/Instructor/FTO

**Resident Patrol Officer #2:**

WAANT Officer  
Shift Coverage: Day/ Mid/ Night  
Training/Instructor/FTO

**Resident Patrol Officer #3:**

Airport Officer Duties  
Harbor Officer Duties  
Shift Coverage: Day/ Mid/ Night  
Training/Instructor/FTO

**Resident Patrol Officer #4:**

Airport Officer Duties  
Harbor Officer Duties  
Shift Coverage: Day/ Mid/ Night  
Training/Instructor/FTO

**ROTATIONAL POSITION:**

2 Weeks On/ 2 Weeks Off

168 work hours

Starting Pay: 33.50 – 35.50 hr (DOE)

**Rotation Patrol Officer #1:**

Shift Coverage: Day/ Mid/ Night  
14 days, 12 hour shifts  
Standard Patrol Officer

**Rotation Patrol Officer #2:**

Shift Coverage: Day/ Mid/ Night  
14 days, 12 hour shifts  
Standard Patrol Officer

**Rotation Patrol Officer #3**

Shift Coverage: Day/ Mid/ Night  
14 days, 12 hour shifts  
Standard Patrol Officer

**Rotation Patrol Officer #4**

Shift Coverage: Day/ Mid/ Night  
14 days, 12 hour shifts  
Standard Patrol Officer

**Rotation Patrol Officer #5**

Shift Coverage: Day/ Mid/ Night  
14 days, 12 hour shifts  
Standard Patrol Officer

**Rotation Patrol Officer #6**

Shift Coverage: Day/ Mid/ Night  
14 days, 12 hour shifts  
Standard Patrol Officer

## **ANIMAL CONTROL DEPARTMENT**

### Animal Cont. Supervisor

Starting Pay: 32.50 – 34.50 (DOE)

Supervise Animal Cont. Officers

    Make ACO schedules

    Training/Instructor/FTO

    Review/Handle Animal Calls

### Animal Cont. Officer #1

Starting Pay: 28.50 – 30.50 (DOE)

Handle Animal Calls

Issue Citations

### Animal Cont. Officer #2

Starting Pay: 28.50 – 30.50 (DOE)

Handle Animal Calls

Issue Citations

## **DISPATCH DEPARTMENT**

### Dispatch Supervisor

Starting Pay: 32.50 – 34.50 (DOE)

    Make Dispatch Schedule

    Training/Instructor/FTO

    Review/Handle Dispatch Calls

### Dispatch Officer #1

Starting Pay: 28.50 – 30.50 (DOE)

Handle Calls

Monitor Radio Traffic

Dispatch Officers to calls

### Dispatch Officer #2

Starting Pay: 28.50 – 30.50 (DOE)

Handle Calls

Monitor Radio Traffic

Dispatch Officers to calls

### Dispatch Officer #3

Starting Pay: 28.50 – 30.50 (DOE)

Handle Calls

Monitor Radio Traffic

Dispatch Officers to calls

### Dispatch Officer #4

Starting Pay: 28.50 – 30.50 (DOE)

Handle Calls

Monitor Radio Traffic

Dispatch Officers to calls

### Dispatch Officer #5

Starting Pay: 28.50 – 30.50 (DOE)

Handle Calls

Monitor Radio Traffic

Dispatch Officers to calls

## **CORRECTIONS DEPARTMENT**

Corrections Supervisor  
 Starting Pay: 32.50 – 34.50 (DOE)  
 Make Dispatch Schedule  
 Training/Instructor/FTO  
 Review/Handle Dispatch Calls

### Corrections Officer #1

Starting Pay: 28.50 – 30.50 (DOE)  
 Monitor Inmates in Jail  
 Filling Court papers  
 Maintaining the Jail

### Corrections Officer #2

Starting Pay: 28.50 – 30.50 (DOE)  
 Monitor Inmates in Jail  
 Filling Court papers  
 Maintaining the Jail

### Corrections Officer #3

Starting Pay: 28.50 – 30.50 (DOE)  
 Monitor Inmates in Jail  
 Filling Court papers  
 Maintaining the Jail

### Corrections Officer #4

Starting Pay: 28.50 – 30.50 (DOE)  
 Monitor Inmates in Jail  
 Filling Court papers  
 Maintaining the Jail

### Corrections Officer #5

Starting Pay: 28.50 – 30.50 (DOE)  
 Monitor Inmates in Jail  
 Filling Court papers  
 Maintaining the Jail

## **OTHER POSITIONS**

### Admin Assistant/Grant Writer:

Find and Write Grants for Police Funding  
 Supply Ordering and Filing  
 Cross trained in Corrections and Dispatch  
 40 hour weeks  
 Starting pay: 28.50 hr

### DMV/Admin Assistant

Handle DMV  
 Supply Ordering and Filing  
 40 hour weeks  
 Starting pay: 28.50 hr

## **POSSIBLE SOURCES OF FUNDING:**

APSC (Alaska Police Standards Council) offers Funding

Alaska TSA/DOT

Dillingham City School District

Curyung Tribal

GRANT FUNDING (will require a fulltime grant writer for the police department)

AST WAANT grant funding

Other.....

EOR

***Sgt. Craig Maines***

**Mayor**  
Alice Ruby

**Manager**  
Robert Mawson



**Dillingham City Cc**

Section . Item 4.

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

## MEMORANDUM

**Date:** May 22, 2023

**To:** Lori Goodell, Acting City Manager

**From:** Sonja Marx, Librarian

**Subject:** Monthly Report

---

### Acknowledgements and Recognitions:

We welcome back Rene Johnson to the Library. She was hired under the LINKED grant as our Librarian Assistant last fall, took a leave of absence from December to May, and rehired on May 8th. Both she and Helen Nelson are sharing the position for the summer.

This is the first year in many years that the Dillingham Public Library has not applied for the BBEDC Seasonal Employee position and the Youth Internship.

Jenice Cox has served on jury duty for two months. She also just completed the requirements for certification as an EMT-1, serving our community on the Dillingham Volunteer Fire and Rescue Squad.

### Department Accomplishment and Opportunities:

Our Librarian Aide, Jonas Tweet, will be taking a leave of absence until the middle of July as he attends RAHI in Fairbanks at UAF. While he's doing this schooling, our other Librarian Aide, Lane Ito, will be covering his 14 hours a week in addition to his current 14 hours a week. We are thankful Jonas has this opportunity to attend this program to further his education. And we are glad Lane can take on the extra hours as a trained employee.

Jenice Cox will also make a change in her hours, going from 30 to 20 hours a week, during the summer, as she flags for the Nerka Road project from June to August.

### Projects – Progress and Public Impacts:

The Dillingham Public Library applied for e-rate funding again this year. We received many more bids this year than we have in the past. SpaceX was awarded as our vendor;

providing StarLink (Service plan 1 TB Priority Access). We are in the process of ordering the equipment to be set in place for our internet service with them to begin July 1, 2023.

We are also looking forward to LMJ Consulting coming in June to work on our computers in house; getting patron and staff computers up to speed.

### **Upcoming Calendar Items:**

The Friends of the Library will be having their annual gently used books and plant sale June 3, 2023 at the Old Territorial School building. See the attached flyer for the details.

The Summer Reading Program “Find Your Voice” will be held at the Dillingham Public Library during June and July for all ages. For more information, see the attachment.

The LINKED grant is also having a Community Literacy Treasure Hunt on Saturday, May 27<sup>th</sup>. The Dillingham Public Library is a participant for this event. Check out the flyer.

### **Public Feedback:**

We continue to see new visitors daily to the library checking out materials and using the provided internet. Come July 1<sup>st</sup>, we are looking forward to faster internet service!

### **List of Attachments:**

#### **Library Stats report April 24<sup>th</sup> - May 21<sup>st</sup>, 2023:**

**Patron Visits: 601 Computer Use: 61 Wireless Use: 429  
Story Hour: 22 Museum Use: 35 Game Night: 17  
AWE Station Use: 5 Volunteer Hours Logged: 7**

**Next Library Advisory Board meeting scheduled for September 5, 2023.**

**Friday, May 26<sup>th</sup> from 6-8 pm is the last Game Night until next Fall.**

5/22/23, 3:10 PM  
Mail - Sonja Marx - Outlook

# 2023 Summer Reading Program

**FIND YOUR VOICE**




June 6 - July 27  
Dillingham Public Library  
1:30 - 2:30 p.m.

Tuesdays: Elementary Ages  
Wednesdays: Middle/High School Ages  
Thursdays: ages 0 thru 4  
Adults: Individual Reading Challenge

[https://outlook.office.com/mail/id/AAQIAjDySOTlxM2tlLTg4ZDcND8ZS1N2JmLTEyYmMyMDQzNTd1NQAEBCVidRQa@ml7ktBgM%2Faw%3D...](https://outlook.office.com/mail/id/AAQIAjDySOTlxM2tlLTg4ZDcND8ZS1N2JmLTEyYmMyMDQzNTd1NQAEBCVidRQa@ml7ktBgM%2Faw%3D) 1/1

## Community Literacy Treasure Hunt

When: Saturday, May 27 @ 2 pm

Who: Anyone! Teams of 2 or more, a driver/wheels helps

Where: starts and ends at Dillingham Elementary Gym

What: Your team will use a map and a treasure hunt sheet to navigate the City of Dillingham to locate and complete tasks. The first team back with all their items & tasks completed wins the Grand Prize!

Snacks and drinks provided by:  


Grand prize: \$100 Gift Card from  
**Bailey's**  
Participation Prizes from:  


## Book & Plant Sale

**JUNE 3**  
**TERRITORIAL SCHOOL**  
**FRINEDS OF THE LIBRARY**

**10:00-2:00 P.M.**

Accepting donations at the library until June 2nd. Call 842-5610 for drop off times.



**Mayor**  
Alice Ruby

**Manager**  
Robert Mawson



**Dillingham City Co**

Section . Item 4.

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

## MEMORANDUM

**Date:** 5/25/2023

**To:** Lori Goodell, Acting City Manager

**From:** Patty Buholm, Planning Department

**Subject:** Monthly Report for May 2023

---

### Acknowledgements and Recognitions:

Thanks to the Public Works Department Staff (Billy Noonkesser, Max Bennett, Chris Maines, Patrick Backford) for working to correct the issue and thanks to Jon Taylor, State of Alaska DOT, M&K Enterprises, and JJC Enterprises for their input with the road closure and correction of City land located at Dragnet Drive.

### Department Accomplishment and Opportunities:

The planning department continues to locate City properties and identify areas where leases are necessary.

### Projects – Progress and Public Impacts:

- Working with both Acting City Manager, Lori Goodell, and Administrative Services Manager, Kelsa Brandenburg, the Road Restrictions issued by the State of Alaska DOT will now be advertised on the City of Dillingham website and shared on social media. Although some within the City Offices and DOT Offices were aware of the road restrictions, it was discovered that more public outreach was needed when Dragnet Drive failed.
- A copy of the draft plat completed by Edge Surveying was hand delivered to the landowner, of which is an easement through his property on Squaw Creek Road who has agreed to grant an easement to the City. A separate copy was emailed to BBNA Land Management office to assist with being BLM/BIA Compliant. Historically, BLM and BIA have a longer turnaround time than anticipated.
- Continued collaboration occurs with CRW for the Wastewater Lagoon Generator concrete slab. CRW is not done with engineering for the slab, however when it is completed, an RFP will be created and put out for bid to complete the concrete pour.
- Nushagak Electric is currently shorted staff and the power poles have not been removed from the Dock area, but they are aware it needs to be completed and are waiting for staff to return from maternity leave.
- I am working with a local fuel company regarding Floodplain compliancy. This work is in its early stages however I do not foresee any issues for continued non-compliance.

- I have been working with Harbor Master Danny Miller and Public Works Foreman Noonkesser on the temporary harbor parking plan.
- Bristol Environmental Remediation Services is scheduled to be in Dillingham to complete the samples for the DEC mandatory Ground Water Wells Monitoring at the Landfill on May 30, 2023. Another sample is set to occur in November 2023 with Bristol Environmental Remediation Services.
- The State of Alaska Department of Transportation (DOT) Department Downtown Streets Rehabilitation Project is still not closed, however and has had no change at this point. I will share information as it is received.
- The Nerka Road Improvements project has been underway and currently has most of the downed branches and vegetation removed. JJC Enterprises has had great communication with the Planning Department with Public Notices, which continue to be put on the website and social media with assistance from Kelsa, Administrative Services Manager.
- Resolution 2023-01 was passed by the Planning Commission. This resolution is recommending to the Dillingham City Council to become a participating member of the Green Star Communities Program, the resolution and program flyer are enclosed.
- An RFP was put out to bid for the Aerated Lagoon Project on 5/23/2023 and is available on the website for anyone to review under the Bids and RFP's tab. The bidding process will stop on June 13, 2023 and a pre-construction meeting will be held on June 13, 2023 at 2:00pm in the Council Chambers hosted by CRW Engineering via zoom, but I will be present in the Chambers and running the Zoom meeting.
- A burial reversal process has to be created as it has been identified as a common practice in our region. It is accustomed for people in our area not be able to bury their loved ones at their final resting place due to frozen grounds/lack of equipment, so it is acceptable to temporarily bury their loved ones in Dillingham until the following year when the ground is soft enough to hand dig the final resting in their respective community. I have been working with both Kelsa and Greta on the legalities of this process.

**Upcoming Calendar Items:**

The June Planning Commission meeting is scheduled for June 10, 2023.

**Public Feedback:****Permits Issued:****Land Use Permit:**

4 Special Land use permits are currently in the advertising phase before a SLUP can be issued. I have been working closely with Anita in Finance for the billing section of the SLUP.

**List of Attachments:** Lagoon Improvements Request for Bids



## **REQUEST FOR BIDS AERATED LAGOON FACILITY IMPROVEMENTS**

The City of Dillingham is soliciting sealed bids for a firm possessing the skills and ability required to construct the Aerated Lagoon Facility Improvements to include the following scope of work:

The replacement of aeration and baffle equipment in the existing lagoon systems, the replacement of aeration manifold from the Blower Building to the new aeration headers, the construction of a new pre-treatment pond for hauled wastewater (including inlet and outlet control structures), the construction of a gravity sewer line from the pre-treatment pond to the inlet of the existing lagoon system, and all other site work as shown on the Drawings and described in the Specifications.

A contract to award will be authorized at a subsequent City Council Meeting. The contract will be for 210 days.

Bid documents can be found at <https://www.dillinghamak.us/rfps>

Inquiries should be directed to Patty Buholm, Planning Director at [planner@dillinghamak.us](mailto:planner@dillinghamak.us)

### **SPECIFICATIONS**

#### **Submittal Requirements and Information**

To be considered, one original and four copies of the bid must be delivered to the address below, on or before the deadline of no later than 2:00 p.m. AKST on June 13, 2023. Bids must include original signatures by an individual able to legally represent the firm. Late bids will not be opened or evaluated.

Please mark the envelope to identify the project: **AERATED LAGOON FACILITY IMPROVEMENTS**

Delivery instructions – mail or hand deliver in a sealed envelope to:

City Clerk's Office  
City of Dillingham  
PO Box 889  
Dillingham, AK 99576

**Electronic and faxed bids will not be accepted.**

**A pre-bid conference will be held on June 2, 2023 at 10:00 a.m. in the upstairs of City Hall.**

**File Attachments for Item:**

5. Introduce Ordinance 2023-04; An Ordinance of the Dillingham City Council Adopting the Budget and Appropriating Funds for the FY2024 City of Dillingham Budget

# Ordinances and Resolutions

## NON-CODE ORDINANCE

Introduced: June 1, 2023  
 Public Hearing Scheduled for: June 15, 2023  
 Enacted: June 15, 2023

CITY OF DILLINGHAM, ALASKA  
**ORDINANCE NO. 2023-04**

**AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL ADOPTING THE BUDGET AND APPROPRIATING FUNDS FOR THE FY 2024 CITY OF DILLINGHAM BUDGET**

WHEREAS, the City Council has approved the Operating Budget and Capital Improvement Budget for FY24 to the City Council in accordance with Title 4 of the Dillingham Municipal Code pursuant to A.S. 20.20.500(3); and

WHEREAS, duly advertised public workshops 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 2023 budget at 13 mills; and

WHEREAS, the budget presented, reviewed and changed is in accordance with sound and efficient municipal management principles. The City Council should have the power to transfer appropriated monies from one General Government Fund or Special Revenue Fund to another and from one Capital Project to another by resolution and the City Manager should have the power to transfer funds from one line item object to another object code within a fund and within a Capital Improvement Project; and

WHEREAS, additional FY 2024 funds are available for appropriation by ordinance;

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

1. The FY 2024 Operating Budget and Capital Improvement Budget as recommended by the City Manager is hereby adopted for the City of Dillingham.
2. The amounts set forth in the budget by the City Council for the respective departments and/or funds shall be, and hereby are, appropriated for the fiscal year ending June 30, 2024.
3. The City Council shall have the power to transfer approved and appropriated General Fund or Special Revenue Fund monies from one 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 object code 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 \$ 24,951,988

**Section 4. Revenues**

General Fund

Taxes

General Sales Taxes	3,300,000
Remote Sales Taxes	425,000
Alcohol Sales Taxes	280,000
Transient Lodging Sales Taxes	120,000
Gaming Sales Tax	65,000
Tobacco Tax	350,000
Marijuana Tax	90,000
Penalty & Interest – Sales Tax	15,000
Real Property Taxes	2,460,000
Personal Property Taxes	555,000
Penalty & Interest – Property Tax	70,000
Business License	17,000

Other Revenue

Telephone Gross State Tax	70,000
Raw Fish Tax	670,000
Shared Fisheries	30,000
Revenue Sharing (community support)	75,352
Payment in Lieu Taxes (PILT)	460,000
Jail Contract Revenue	720,000
Motor Vehicle Tax	25,000
Ambulance Fees	65,000
Lease and Rental Income	35,000
Administrative Overhead	216,205
PERS on Behalf	111,687
PERS Forfeiture Fund	5,000
All Other Revenues	147,750

**Total General Fund Revenues**

**10,377,994**

## Special Revenue &amp; Other Funds Revenues

Water	231,749
Waste Water	461,700
Landfill	298,387
Port – Dock	808,660
Port – Harbor	142,512
Asset Forfeiture	2,000
E-911	65,000
Senior Center (Includes grants)	121,697
Library Grants	54,170
Debt Service	754,693
Mary Carlson Estate	4,000
<b>Total General Fund &amp; Special Revenues</b>	<b><u>2,944,568</u></b>

## Project Revenue

LGLR	1,900,000
BBEDC Intern	112,821
ADOH Grants	210,250
EPA Federal Grants	1,000,000
SOA SRF Loan - Lagoon Aeration	670,000
SOA SRF Loan - Waterfront	88,125
SOA SRF Loan - W/S Rate Study	60,000
SOA SRF Loan - Wastewater Plan	70,000
<b>Total General Fund &amp; Special Revenues</b>	<b><u>4,111,196</u></b>
<b>TOTAL REVENUES</b>	<b><u>17,433,758</u></b>

**Section 5. Transfers**

## Transfers from General Fund to Other Funds

Water	0
Wastewater	0
Landfill	1,019,987
Harbor	0
Senior Center	290,429
Ambulance Replacement	56,000
Equipment Replacement	600,000
Capital Projects	100,000
SRF Loans Payments	53,050
Streets Bond Payment	221,750
Firehall Bond Payment	44,000
School Bond payment	319,307
<b>Total Transfers from Gen. Fund</b>	<b><u>2,704,523</u></b>

## Transfers from Dock Fund to Harbor Funds

Harbor Operations	163,243
Ice Machine	18,200
Bathhouse	18,300
<b>Total Transfers from Dock Fund</b>	<b><u>199,743</u></b>

Transfers from Department to Department	
From E-911 to Dispatch	65,000
From Mary Carlson Estate to Library	4,000
From Wastewater to Water	30,245
<b>Total Transfers between Departments</b>	<b>99,245</b>
<b>TOTAL TRANSFERS</b>	<b><u>3,003,511</u></b>
<b>TOTAL REVENUES, TRANSFERS, AND FUNDS</b>	<b><u>20,437,269</u></b>

## Section 6. Appropriations.

### General Fund Government Operations

City Council	100,600
City Clerk	153,383
Administration	871,386
Finance	1,110,041
Legal	65,000
Insurance	328,100
Planning	335,509
Foreclosures	9,000
IT	301,300
PS Administration	352,411
PS Dispatch	658,296
PS Patrol	1,613,669
PS Corrections	836,055
PS DMV	73,503
PS Animal Control Officer	131,130
PS Fire Department	524,073
PS Volunteer Fire Donation	15,000
PW Administration	444,792
PW Buildings & Grounds	382,791
PW Shop	637,594
PW Streets	555,085
Library	193,691
City School District	1,400,000
Transfer Subsidy for Special Revenue	2,704,523

### Total General Fund Appropriations

**13,796,932**

### Special Revenue & Other Funds Appropriations

Water	261,994
Waste Water	940,973
Landfill	1,318,374
Port-Dock	1,127,913
Port-Harbor	301,255
Port Harbor – Ice Machine	22,200
Port Harbor – Bathhouse	18,800
Asset Forfeiture	2,000
E-911	65,000

Senior Center	412,126
Library Grants	54,170
ADOH Grant	210,250
LGLR Grant	1,900,000
SRF Loans	888,125
EPA Federal Grants	1,000,000
BBEDC Intern Grants	112,821
Mary Carlson Estate	6,255
Ambulance Replacement Fund	20,000
Debt Service	1,392,800
Equipment Replacement/Reserve	600,000
Capital Project (Planning) Fund	500,000
<b>Total Special Rev &amp; Other Appropriations</b>	<b><u>11,155,056</u></b>
<b>TOTAL APPROPRIATIONS</b>	<b><u>24,951,988</u></b>

<b>Total Revenues and Transfers</b>	<b>20,437,269</b>
<b>Total Appropriations</b>	<b><u>24,951,988</u></b>
<b>Net Increases (Decreases) to Balance</b>	<b><u>(4,514,719)</u></b>

## Section 7. Fund Balance Explanation

(3,319,694) General Fund Reserves  
 (400,000) Planning Capital Project  
 (509,518) Water/Sewer Fund Reserves  
 (319,252) Port-Dock  
 36,000 Ambulance Reserve Capital Project  
 (2,255) Mary Carlson Estate Fund Reserves  
(4,514,719)

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

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on June 15, 2023.

SEAL

ATTEST:

Lori Goodell, City Clerk

Alice Ruby, Mayor

**File Attachments for Item:**

6. Adopt Resolution 2023-18; A Resolution of The Dillingham City Council Revising Membership Seats and the Process for Nomination of the Library Advisory Board.

## CITY OF DILLINGHAM, ALASKA

## RESOLUTION NO. 2023-18

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL REVISING MEMBERSHIP SEATS AND THE PROCESS FOR NOMINATION OF THE LIBRARY ADVISORY BOARD.**

WHEREAS, the Library Board was established in 2000 through an ordinance in Dillingham Municipal Code Chapter 2.080, Public Library; and

WHEREAS, the City has been working to standardize the format of the various boards and committees, following the adoption of DMC Chapter 2.90, Advisory Boards and Commissions, enacted June 24, 2010, that established future advisory boards and committees of the council would be authorized by resolution; and

WHEREAS, at the November 7, 2013 Council Meeting the Council adopted Ordinance No. 2013-18 which replaced the Library Board with a Library Advisory Board (LAB) structured after Chapter 2.90 and adopted Resolution 2013-71 which moved the LAB rules and responsibilities to a resolution; and

WHEREAS, at the February 5, 2015 Council Meeting the Council adopted Resolution 2015-12 which repealed 2013-71 in its entirety. which updated the structure and responsibilities of the LAB; and

WHEREAS, with the creation of a consortium library agreement in 2006 with the University of Alaska Fairbanks Bristol Bay Campus and Dillingham City School District, with each organization having a designated seat, the LAB became a seven-seat board; and

WHEREAS, the LAB has recommended altering the number of board seats from seven to five with the removal of seats F and G, after moving school appointed Sarah Bailey to the vacant seat E; and

WHEREAS, this recommendation is due to the University of Alaska Fairbanks Bristol Bay Campus and Dillingham City School District withdrawing from the consortium library agreement in 2022.

NOW, THEREFORE BE IT RESOLVED that the Council wishes to amend the Library Advisory Board's structure and responsibilities. These changes are outlined below with [new language **underlined and emboldened** and deleted text displayed in ~~strike out font~~]:

;

1. The Board shall be made up of **five** members nominated by the **board members** and confirmed by the Council. ~~At least two of the members will represent the University of Alaska Fairbanks Bristol Bay Campus and Dillingham Middle/High School.~~
3. The presiding officer shall be recommended by the Library Advisory Board, nominated by **the board members**, and confirmed by the City Council.

4. Members of the Board, ~~with the exception of the two representatives~~, shall serve for three years with seats staggered that expire in September or until their successors are appointed and qualified; provided that the terms of no more than three members shall expire in any one calendar year. ~~The University of Alaska Fairbanks Bristol Bay Campus and Dillingham Middle/High School representatives will be appointed annually in September.~~

BE IT FURTHER RESOLVED that the Library Advisory Board be amended to five seats, with the removal of seats F and G and Sarah Bailey transitioning to seat E. While following the procedural changes as outlined above.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on June ,1 2023.

---

Alice Ruby, Mayor

ATTEST: [SEAL]

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Greta Hayden-Pless, Acting City Clerk

**2.80.040 Library advisory board.**

There shall be a library advisory board created by a resolution. (Ord. 13-18 § 2 (part), 2013.)

**From:** [Sonja Marx](#)  
**To:** [Admin Manager](#); [Lori Goodell](#)  
**Cc:** [Assistant](#); [Robert Mawson](#); [lee ann andrew](#)  
**Subject:** Important info from our LAB meeting to pass on and ask about  
**Date:** Thursday, February 16, 2023 1:29:37 PM

---

- They would like to make the LAB a 5-seat board instead of 7-seats since we no longer have a consortium library agreement with the DCSD and the Campus. UAF BB campus pulled out, so they no longer have a rep for seat G. The DCSD is supporting the library through the LINKED grant. The superintendent appointed Sarah Bailey to be the school rep. The LAB would like to move Sarah Bailey to the vacant seat E and do away with seats F & G. They understand that changing the LAB from seven to five seats needs to go before the City Council to be approved. For the next city council meeting in March? Little too late for tonight's meeting?
- They were working on the volunteer forms/agreement for the library. Instead of reinventing the wheel, they want to know what the city already has in place (paperwork) for volunteers to fill out before volunteering, Kelsa? What forms do they fill out? Are background checks required? Who pays for those? Liability & Insurance coverage needed, Anita? When volunteers fill out the necessary paperwork, who do they turn it in to, Library or City? Who does the screening, checking references, and approves of them volunteering? The city, librarian, LAB?
- The library is extending the hours we are open to:

Monday and Friday open 10 am to 6 pm (10:30 am for story time on Friday and 6-8 pm every other Friday for game night)

Tuesday, Wednesday, and Thursday open 12 noon to 4 pm

Saturday open 10 am to 3 pm

This new schedule can be posted on the city's website and Facebook page. We will also let the FOL know to post it, and we will make signs for the library.

Thanks,  
Sonja

## CITY OF DILLINGHAM, ALASKA

## RESOLUTION NO. 2015-12

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AMENDING THE PROCESS FOR APPROVING THE OPERATIONAL PROCEDURES AND RULES RECOMMENDED BY THE LIBRARY ADVISORY BOARD AND REPEALING RESOLUTION NO. 2013-71**

WHEREAS, the Library Board had offered some changes to Dillingham Municipal Code Chapter 2.080, Public Library; and

WHEREAS, the City Council recommended vetting those suggested changes through the Code Review Committee; and

WHEREAS, the City has been working to standardize the format of the various boards and committees, following the adoption of DMC Chapter 2.90, Advisory Boards and Commissions, enacted June 24, 2010, that established future advisory boards and committees of the council would be authorized by resolution; and

WHEREAS, at the November 7, 2013 Council Meeting the Council adopted Ordinance No. 2013-18 which replaced the Library Board with a Library Advisory Board structured after Chapter 2.90;

WHEREAS, the existing members of the Library Board would be seated on the newly formed Library Advisory Board through the remainder of their terms;

WHEREAS, at their November 7, 2013 the Dillingham City Council adopted Resolution No. 2013-71 establishing a Library Advisory Board;

NOW, THEREFORE BE IT RESOLVED that the Council wishes to retain the Library Advisory Board's structure and responsibilities as follows and outlined in Resolution No. 2013-71, but designate the City Manager, instead of the City Council, as approving library rules and to report those actions to the City Council:

1. The Board shall be made up of seven members nominated by the Mayor and confirmed by the Council. At least two of the members will represent the University of Alaska Fairbanks Bristol Bay Campus and Dillingham Middle/High School.
2. A member shall be a resident of the greater Dillingham area and be a registered voter with the State of Alaska.
3. The presiding officer shall be recommended by the Library Advisory Board, nominated by the Mayor and confirmed by the City Council.
4. Members of the Board, with the exception of the two representatives, shall serve for three years with seats staggered that expire in September or until their successors are appointed and qualified; provided that the terms of no more than three members shall expire in any one calendar year. The University of Alaska Fairbanks Bristol Bay Campus and Dillingham Middle/High School representatives will be appointed annually in September.

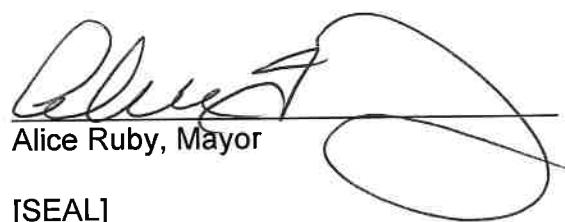
5. The Board shall be advisory to the City Manager and Librarian, and shall assist in preparing rules for the operation of the library, including, but not limited to, general promotion and community outreach, the hours of operation, length of time books or other items may be borrowed and fines, for approval by the City Manager to be reported to the City Council.
6. The Board may not obligate the City of Dillingham, but may serve as advisory to the City Manager on application for, receipt of and/or management of any funds for or by the City of Dillingham for the Public Library.
7. The Presiding Officer shall ensure that written minutes of every meeting are kept and provide copies of the minutes to the City Clerk. All meetings shall be conducted in accordance with Robert's Rules of Order and DMC Chapter 2.90.050, Procedures.
8. The Library Advisory Board shall remain in existence unless otherwise notified by the City Council.

NOW, THEREFORE, BE IT RESOLVED that the City Manager will approve the rules for the operation of the library, including, but not limited to, general promotion and community outreach, the hours of operation, length of time books or other items may be borrowed and fines, and report those items to the Council

BE, IT FURTHER RESOLVED, that Resolution No. 2013-71 is repealed in its entirety.

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

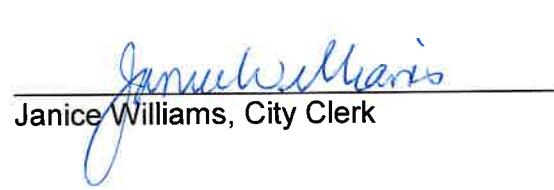
3/5/15



Alice Ruby, Mayor

ATTEST:

[SEAL]

  
Janice Williams, City Clerk

## CITY OF DILLINGHAM, ALASKA

## RESOLUTION NO. 2013-71

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL CREATING A CITY OF DILLINGHAM LIBRARY ADVISORY BOARD**

WHEREAS, the Library Board had offered some changes to Dillingham Municipal Code Chapter 2.080, Public Library; and

WHEREAS, the City Council recommended vetting those suggested changes through the Code Review Committee; and

WHEREAS, the City has been working to standardize the format of the various boards and committees, following the adoption of DMC Chapter 2.90, Advisory Boards and Commissions, enacted June 24, 2010, that established future advisory boards and committees of the council would be authorized by resolution; and

WHEREAS, at the October 10, 2013, Regular Council Meeting, Ordinance No. 2013-18 was introduced as approved by the City Council, and scheduled for a public hearing and adoption at the November 7, 2013 Council meeting;

WHEREAS, Ordinance No. 2013-18 would replace the Library Board with a Library Advisory Board structured after Chapter 2.90;

WHEREAS, the existing members of the Library Board would be seated on the newly formed Library Advisory Board through the remainder of their terms;

NOW, THEREFORE, BE IT RESOLVED, that the Dillingham City Council establishes a Library Advisory Board with the following structure and responsibilities:

1. The Board shall be made up of seven members nominated by the Mayor and confirmed by the Council. At least two of the members will represent the University of Alaska Fairbanks Bristol Bay Campus and Dillingham Middle/High School.
2. A member shall be a resident of the greater Dillingham area and be a registered voter with the State of Alaska.
3. The presiding officer shall be recommended by the Library Advisory Board, nominated by the Mayor and confirmed by the City Council.
4. Members of the Board, with the exception of the two representatives, shall serve for three years with seats staggered that expire in September or until their successors are appointed and qualified; provided that the terms of no more than three members shall expire in any one calendar year. The University of Alaska Fairbanks Bristol Bay Campus and Dillingham Middle/High School representatives will be appointed annually in September.
5. The Board shall be advisory to the City Manager and Librarian recommending operational policies for the library program, and submitting same to the City Council for approval.

6. The Board shall prepare rules for the operation of the library, including, but not limited to, general promotion and community outreach, the hours of operation, length of time books or other items may be borrowed and fines. All rules must be approved by the City Council.
7. The Board may not obligate the City of Dillingham, but may serve as advisory to the City Manager on application for, receipt of and/or management of any funds for or by the City of Dillingham for the Public Library.
8. The Presiding Officer shall ensure that written minutes of every meeting are kept and provide copies of the minutes to the City Clerk. All meetings shall be conducted in accordance with Robert's Rules of Order and DMC Chapter 2.90.050, Procedures.
9. The Library Advisory Board shall remain in existence unless otherwise notified by the City Council.

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

Nov. 7, 2013

SEAL:



Alice Ruby, Mayor

ATTEST:

Janice Williams  
Janice Williams, City Clerk

## City of Dillingham Information Memorandum No. R2013-71

**Subject:** An Ordinance of the Dillingham Municipal Code amending Chapter 2.80 to create a Library Advisory Board by resolution and remove reference to Library Board in the Dillingham Municipal Code

**Agenda of: November 7, 2013**

**Council Action:**

Manager: Recommend approval.

City Manager: Rose Loera  
Rose Loera

Route To:	Department / Individual	Initials	Remarks
X	Library / Sonja Marx	SRM	
X	City Clerk / Janice Williams	JW	

**Fiscal Note:** Yes \_\_\_\_\_ No X Funds Available: Yes \_\_\_\_\_ No \_\_\_\_\_

**Other Attachment(s):** None

**Summary Statement.**

The Library Board had recommended some changes to the library code, which were then added to the Code Committee's to do list. As a result of examining the recommendations, the Code Review Committee discussed the differences between the Library Board and the Friends of the Library, and advised recreating the Library Board as an advisory board to bring it more in line with the committee process.

The Library Advisory Board follows the parameters adopted in Ordinance No. 2010-08, June 2010, establishing future advisory boards and commissions.

The Code Review Committee is recommending to the Council that this resolution be adopted.

**File Attachments for Item:**

7. Adopt Resolution 2023-19; A Resolution of the City of Dillingham to become a Participate of the Green Star Program

## CITY OF DILLINGHAM, ALASKA

## RESOLUTION NO. 2023-19

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL TO BECOME A PARTICIPANT OF THE GREEN STAR PROGRAM.**

WHEREAS, the Green Star Communities Program has come to Dillingham and completed a Landfill Assessment and Action Plan; and

WHEREAS, the Green Star Communities Program has already provided free technical assistance to Dillingham by completing the Landfill assessment, the Landfill action plan, and completed a proposal to secure funding; and

WHEREAS, the Green Star Communities Program requires no financial obligation to become a participating community, receiving free technical assistance for identified environmental goals; and

WHEREAS, additional technical assistance will be provided to the City of Dillingham for creating a 5-year work plan inclusive of short and long terms goals and assistance for the duration of this work plan; and

WHEREAS, the Green Star Communities Program is non-regulatory, thus no reports are mandated by City employees; and

WHEREAS, additional assessments will be conducted on energy, water/wastewater systems, and pollution prevention; and

WHEREAS, the Friends of the Landfill has recommended the City of Dillingham to become a participant of the Green Star Communities Program as documented by the Friends of the Landfill Resolution 2022-01, dated 12/08/2022; and

WHEREAS, the Dillingham Planning Commission is recommending to the Dillingham City Council that participation is approved as documented in Resolution 2023-01 of the Dillingham Planning Commission passed on May 10, 2023.

THEREFORE, BE IT RESOLVED that the Dillingham City Council approves the participation of the City of Dillingham in the Green Star Program.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on June 1, 2023.

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Alice Ruby, Mayor

ATTEST:

[SEAL]

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Greta Hayden-Pless, Acting City Clerk

## RESOLUTION 2023-01

### A RESOLUTION OF THE DILLINGHAM PLANNING COMMISSION

#### **A Resolution of the Dillingham Planning Commission to become a Participant of the Green Star Program.**

WHEREAS, the Green Star Communities Program has come to Dillingham and completed a Landfill Assessment and Action Plan, and

WHEREAS, the Green Star Communities Program has already provided free technical assistance to Dillingham by completing the Landfill assessment, the Landfill action plan, and completed a proposal to secure funding, and

WHEREAS, the Green Star Communities Program requires no financial obligation to become a participating community, receiving free technical assistance for identified environmental goals, and

WHEREAS, additional technical assistance will be provided to the City of Dillingham for creating a 5-year work plan inclusive of short and long terms goals and assistance for the duration of this work plan, and

WHEREAS, the Green Star Communities Program is non-regulatory, thus no reports are mandated by City employees, and

WHEREAS, additional assessments will be conducted on energy, water/waste water systems, and pollution prevention, and

WHEREAS, the Friends of the Landfill has and also recommended the City of Dillingham to become a participant of the Green Star Communities Program as documented by the Friends of the Landfill Resolution 2022-01, dated 12/08/2022.

THEREFORE, BE IT RESOLVED that the Dillingham Planning Commission is recommending to the Dillingham City Council that participation is approved.

APPROVED AND ADOPTED THIS 10<sup>th</sup> DAY OF MAY 2023.



---

Kaleb Westfall, Commissioner



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Patty Buhorn, Planning Director

DILLINGHAM FRIENDS OF THE LANDFILL

RESOLUTION 2022-01

**A RESOLUTION OF THE DILLINGHAM FRIENDS OF THE LANDFILL SUPPORTING  
PARTICIPATION IN THE GREENSTAR FOR COMMUNITIES PROGRAM**

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WHEREAS, the City established the Friends of the Landfill in 2019; and

WHEREAS, the purposes of the Friends of the Landfill include citizen participation in some of the services and programs provided by the landfill; and

WHEREAS, the Greenstar for Communities program administered by the Alaska Forum assists communities in assessing, planning, and funding solid waste practices; and

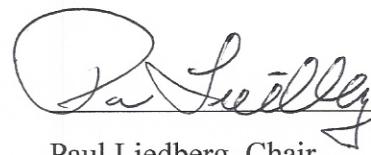
WHEREAS, there would be little or no direct cost to the city to engage in the program and proceed with an assessment of solid waste management practices; and

WHEREAS, a very limited amount of staff time would be required to complete the initial assessment; and

WHEREAS, engagement in the Greenstar for Communities program could be beneficial when applying for grants that support solid waste management.

NOW, THEREFORE, BE IT RESOLVED that the Friends of the Landfill committee encourages the Dillingham City Council to support participation in the Greenstar program.

Passed by the Friends of the Landfill committee on December 8, 2022.



---

Paul Liedberg, Chair



### Green Star® Communities Pre-Site Assessment Form

Congratulations on participating in Green Star® Communities Program! As a participating community, you are leading the way to conserve resources and improve your community's environment. As community and environmental leaders, you have already shown the ability to create efficiency and maintain high standards of resource use. Through this program your efforts and the efforts of others will be shared to build awareness on how we all can be efficient, environmentally friendly, and resource aware.

The Green Star® Communities Program wants to know how we can best help your community. Please describe all innovative ideas and practices you feel are important to your community and then tell us how we can help support further these goals. Please feel free to share any other ideas, thoughts, or concerns you may have to help us determine which of our resources and support tools may best fit your needs.

Thank you for your participation and we look forward to awarding your community with a Green Star®!

Joy Britt, Environmental Programs Director

[jbritt@akforum.org](mailto:jbritt@akforum.org) // 907-531-2211

The Alaska Forum



**Community Questions:**

1. Please explain the ways your community saves or wants to save electricity.
2. Please explain the ways your community saves or wants to save water.
3. Please explain the ways your community saves or wants to save fuel.
4. Please explain any other innovative resource savings, cost reductions, or environmental activities you would like to share.
5. Please describe the top 3 priorities that the Green Star® Communities Program can assist with your community.

Additional information/notes:

# Become a Green Star® Certified Community

Is your community looking to enhance waste reduction, energy conservation, and prevent pollution?

Join the free Green Star® Communities Program to gain the guidance you need and be recognized for your hard work and accomplishments!

## What is the Green Star® Communities Program?

- Promotes community-based conservation and planning efforts to improve landfill operations, waste reduction, energy conservation, wastewater and clean drinking water.
- Provides FREE education and technical assistance to achieve the Green Star® Community Standards.
- Recognition for Green Star® Community awardees at the annual Alaska Forum on the Environment.
- There is no regular reporting, just an initial assessment and workplan
- A non-regulatory, voluntary program funded through the USDA
- Can work within the objectives of your U.S. EPA Indian General Assistance Programs (IGAPs) and Tribal Response Programs (TRPs).





## Green Star® Community Standards

1. Develop a policy expressing the intent to manage air quality, drinking water, wastewater, solid waste, and energy use consistent with the best technology and practices available.
2. Utilize best available practices for managing local air quality.
3. Utilize best available practices for managing energy use with primary emphasis on energy efficiency.
4. Utilize best available practices for managing local drinking water sources and supply systems.
5. Utilize best available practices for managing wastewater collection and disposal systems.
6. Utilize best available practices for minimizing, recycling, collecting, and managing solid waste.
7. Manage household hazardous materials and wastes to reduce impact to human health and the environment.
8. Identify future goals and develop a five-year plan for long-range tasks that address community concerns, reduce environmental impacts, improve community health, reduce energy demand through efficiency and conservation measures, and promote the transition to the use of local, renewable resources.
9. Engage local government, businesses, and community members in their efforts to achieve Green Star® Community Standards.



## Green Star® Communities Enrollment

Thank you for your interest in participating in the Alaska Forum's Green Star® Communities Program!

As a participating community, you are leading the way to conserve resources and promote a healthy environment for your community. The Program's objective is to help your community prioritize their environmental objectives and achieve recognition for your efforts. To achieve your Green Star® Community Award, you will need to meet the Alaska Forum Green Star® Standards.

Thanks to the continued support of the USDA Rural Development, the services provided to communities to participate in this program are covered.

There are several initial steps to begin the process of enrollment:

- 1) Provide the general information identified on the second page. This can be done in an email.
- 2) Ensure you have community support. For communities where the tribal government is a lead or active participant in striving to achieve this award, we recommend a resolution be created. Where city governments are present or a lead and active participant in striving to achieve this award, a similar commitment letter would demonstrate a planned investment in time and effort.
- 3) Submit the above information to Joy Britt, Environmental Programs Director at [jbritt@akforum.org](mailto:jbritt@akforum.org). For any questions, please contact Joy at 907-521-2211.
- 4) In your community, identify a contact who will help with the Green Star® Communities Program. This entails scheduling a site visit to the community and assist through the assessment process.

### Community Information Form:

Community Name:

Key Contact Name:

Key Contact Mailing Address:

Key Contact Phone:

Key Contact Email:

Please identify other local Green Star® Community Team Members with names and email addresses below (*optional*):

Contact 2 Name:

Contact 2 Email:

Contact 3 Name:

Contact 3 Email:



**File Attachments for Item:**

8. Adopt Resolution 2023-20; A Resolution of the Dillingham City Council Authorizing the City of Dillingham to Accept a Grant from the Alaska Department of Natural Resources for a Firebreak at the Landfill

## CITY OF DILLINGHAM, ALASKA

## RESOLUTION NO. 2023-20

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY OF DILLINGHAM TO ACCEPT A GRANT FROM THE ALASKA DEPARTMENT OF NATURAL RESOURCES FOR A FIREBREAK AT THE LANDFILL**

WHEREAS, on June 2, 2022 there was a fire at the landfill construction waste monofil (metal pile), and

WHEREAS, subsequent to the fire the Alaska Department of Environmental Conservation (ADEC) inspected the landfill; and

WHEREAS, on November 14, 2022 ADEC informed the City of Dillingham of compliance issues at the landfill and a notice of violation was given; and

WHEREAS, the project will be to remove and manage vegetation within 50 feet to serve as a fuel break.

NOW, THEREFORE, BE IT RESOLVED that:

1. The City is authorized to accept a grant from the Alaska Department of Natural Resources for a firebreak around the metal pile at the landfill.
2. The City Manager is authorized to execute any and all documents that may be required by DNR.
3. The resolution shall become effective immediately upon its passage and approval by the Dillingham City Council.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on June 1, 2023.

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Alice Ruby, Mayor

ATTEST:

[SEAL]

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Lori Goodell, City Clerk

MEMORANDUM OF AGREEMENT

Section . Item 8.

BETWEEN

DEPARTMENT OF NATURAL RESOURCESS, Division of Forestry and Fire Protection

AND

CITY OF DILLINGHAM

FOR MITIGATION OF WILDLAND FUELS AT THE CITY LANDFILL

**ARTICLE 1: PARTIES**

The parties of this Agreement are the State of Alaska, Department of Natural Resources, (DNR) Division of Forestry and Fire Protection (DOF) and The City of Dillingham (Dillingham, The City).

**ARTICLE 2: AUTHORITY and GENERAL INTENT**

AUTHORITIES: Pursuant to AS 41.17.055(e), the State Forester can enter into cooperative agreements as specified under that chapter to complete tasks identified in this document. The Cooperator is a “government agency” that the State Forester can enter into a/this cooperative agreement with.

**ARTICLE 3: PROJECT SCOPE AND RESPONSIBILITIES**

PURPOSE: Per AK-DEC Notice of Violation, Dillingham is to remove and manage all vegetation within 50 feet of the landfill property boundary to serve as a fuel break. Where warranted, gravel can be applied to the fuel break to decrease hazardous fuel regeneration. This scope of work pertains to the project described in detail below.

THE ALASKA DEPARMTENT OF NATURAL RESOURCES, DIVISION OF FORESTRY AND FIRE

PROTECTION WILL:

1. Provide financial compensation for the entire duration of this Agreement, total funding not to exceed (NTE) \$100,000.
2. The DOF will reimburse The City for the wages of the personnel who assist with the prescribed hazardous fuels treatment, including for personnel to manage and secure the

project sites. DOF will reimburse The City for contractor expenses incurred in relation to planning and completing the fuel treatment projects.

**THE CITY OF DILLINGHAM WILL:**

1. Undertake construction of a hazardous fuels break, that is a minimum of 50 feet wide, around the landfill perimeter on City owned lands. To reduce the regeneration of flammable grasses and other wildland fuels, increase the clearing's effectiveness, and increase emergency access and egress, gravel may be distributed over the fuel break. The fuel break must meet the specifications detailed in the 2022 DEC Notice of Violation and adhere to the plans submitted to the DEC.
2. Utilize City or Contractual resources for project engineering, including but not limited to, identifying site boundaries, authoring site-specific prescriptions, and staying within the identified boundaries and prescription.
3. Provide payment to employees and contractors if/when used on this project.
4. Utilize a metric to determine estimated acres treated and update the Division of Forestry quarterly.
5. Assist Division of Forestry with initial public outreach to inform residents of the project, inform the public of any available firewood, and provide updates for continued public information on the project.

**ARTICLE 4: PROJECT SPECIFIC TERMS AND CONDITIONS**

**4.A—FUNDS**

Funding for this agreement is provided by State of Alaska appropriated Capital Improvement Project Funds and is administrated by the Alaska Division of Forestry and Fire Protection.

#### **4.B – FINANCIAL TERMS**

1. DOF will reimburse Dillingham for the wages of personnel who assist with the prescribed hazardous fuels treatment, including for personnel to manage and secure the project sites.
2. DOF will reimburse Dillingham for contractor expenses incurred in relation to the wildland fuels treatment project.
3. DOF will reimburse Dillingham for equipment expenses incurred in relation to the fuel treatment projects.
4. DOF will reimburse Dillingham for the cost of gravel purchased for the sole purpose of meeting the hazardous fuels reduction prescription.

#### **4.C – BILLING PROCESS**

1. Request for payment shall be submitted on City of Dillingham letterhead. Requests shall have verification backup information attached linking to the scope of work outlined in Article 3.

Point of Contact for all pay items:

Ethan DeBauche

Coastal Region Fuels Specialist

101 Airport Rd

Palmer, AK 99645

Ethan.debauche@alaska.gov

#### **4.D – REPORTING**

The City of Dillingham will provide quarterly reports and a final project report to the Division of Forestry. Quarterly reports will include information on estimated acres treated, personnel assigned to the project site(s), contractors used, photos that help illustrate the quarterly accomplishments, along with other pertinent information. DOF may use any photos in other reports and/or social media. A final report is due by May 1, 2024.

#### **ARTICLE 5. POINTS OF CONTACT**

Ethan DeBauche: Coastal Region Fuels Specialist

State of Alaska Division of Forestry

101 Airport Rd

Palmer AK, 99645

Ethan.debauche@alaska.gov

Lori Goodell: Acting City Manager

City of Dillingham

PO Box 889

Dillingham, AK 99576

manager@dillinghamak.us

#### **ARTICLE 6: EFFECTIVE DATE AND PERIOD OF AGREEMENT**

The City will provide quarterly reports and a final project report to the Division of Forestry. Reports will include information on estimated acres treated, personnel assigned to project site, and contractors used along with other pertinent information. DOF encourages Dillingham to include photos that help illustrate the accomplishments and may use these photos in reports and/or social media. A final report is due by May 1, 2024.

## **ARTICLE 7: CHANGES AND AMENDMENTS**

Changes and/or amendments to this Agreement shall be formalized by written amendment that will outline—in detail—the exact nature of the change, including any changes to funding sources, scope of work, location, etc. Any amendment to this Agreement will be executed in writing and signed by the authorized representative of each party. The parties signing this Agreement and any subsequent amendment(s) represent that each has the authority to execute the same on behalf of their respective organizations. No oral statement by any person shall be interpreted as amending or otherwise affecting the terms of this Agreement. Any party to this Agreement may request that it be amended, whereupon the parties will consult to consider such amendment.

This Agreement includes renewal options, to be exercised solely at the discretion of The Division of Forestry and Fire Protection. Renewal periods will not extend past one calendar year. If a renewal option is not exercised by DOF, the Agreement shall be considered expired on the expiration date noted in Article 6 and does not require notification of such by DOF. All exercised renewal options shall be executed via written amendment to the Agreement.

## **ARTICLE 8. TERMINATION**

Either party may terminate this Agreement at any time prior to its expiration date, with or without cause, by giving the other party at least thirty days prior written notice of termination. The party initiating the written notice of termination will not incur any liability or obligation to the terminated party, other than payment of amounts due and owing and performance of obligations accrued, in each case on or prior to the termination date. The party receiving the written notice of termination will take immediate steps to stop the accrual of any additional obligations which might require payment. All funds due after termination will be established based on payments issued prior to termination and, as appropriate, a refund or bill will be issued.

## **ARTICLE 9: DISPUTES**

Where possible, disputes will be resolved by informal discussion between the parties. In the event the parties are unable to resolve any dispute through good faith negotiations, the dispute will be resolved by alternative dispute resolution using a method to be agreed upon by the parties. The outcome of the alternative dispute resolution will be final.

## **ARTICLE 10. WORKPLACE CONDUCT**

The State of Alaska is an equal opportunity employer and does not discriminate in employment on the basis of race, color, religion, sex, national origin, age, disability, marital status, changes in marital status, pregnancy, and parenthood. This includes behavior such as making threats, abusive language, slurs, unwelcome jokes, teasing and other such verbal or physical conduct. Creating a hostile work environment will not be condoned. This includes verbal or physical conduct of a sexual nature, making unwelcome sexual advances or requests for sexual favors, and unreasonably interfering with the work of others.

## **ARTICLE 11: PARTIES RESPONSIBLE FOR THEIR OWN ACTS**

The City of Dillingham and the State of Alaska, including but not limited to the Alaska Department of Natural Resources and/or the Alaska Division of Forestry and Fire Protection, each agree that they will be responsible for their own acts, omissions, or other culpable conduct and neither shall be responsible for the actions or inactions of the other. Each party agrees to defend itself individually from claims, demands, or liabilities arising out of any activities authorized by this Agreement or the performance thereof. In any claim arising out of the performance of this Agreement, whether sounding in tort, contract, or otherwise, and whether alleging sole liability, joint liability, vicarious liability, or otherwise, each party shall defend itself but may assert comparative fault, the sole liability of another, or any other defense, affirmative defense, or request for relief.

**ARTICLE 12: LEGISLATIVE APPROPRIATIONS**

The State is a government entity, and it is understood and agreed that the State's payments herein provided for may be paid from Alaska State Legislative appropriations; and approval or continuation of an agreement is contingent upon Legislative appropriation. The State reserves the right to terminate the agreement in whole or part if, in its sole judgment, the Legislature of the State of Alaska fails, neglects, or refuses to appropriate sufficient funds as may be required for the State to continue such payments; or if the Executive Branch mandates any cuts or holdbacks in spending, or if funds are not budgeted or otherwise available. Further, in the event of non-appropriation, the State shall not be liable for any penalty, expense, or liability; or for general, special, incidental, consequential, or other damages resulting therefrom.

**ARTICLE 13: FORCE MAJEURE**

The parties to this contract are not liable for the consequences of any failure to perform, or default in performing, any of their obligations under this Agreement, if that failure or default is caused by any unforeseeable Force Majeure, beyond the control of, and without the fault or negligence of, the respective party. For the purposes of this Agreement, Force Majeure will mean war (whether declared or not); revolution; invasion; insurrection; riot; civil commotion; sabotage; military or usurped power; lightning; explosion; fire; storm; drought; flood; earthquake; epidemic; quarantine; strikes; acts or restraints of governmental authorities affecting the project or directly or indirectly prohibiting or restricting the furnishing or use of materials or labor required; inability to secure materials, machinery, equipment or labor because of priority, allocation or other regulations of any governmental authorities.

**ARTICLE 14: LAWS AND REGULATIONS**

Nothing in this Agreement is intended to conflict with the Federal, State, or local laws or regulations. If there are conflicts, this Agreement will be amended to bring it into conformation with applicable laws and regulations.

**ARTICLE 15: EXPENDITURE OF FUNDS**

Nothing in this Agreement shall obligate any party in the expenditure of funds or future payments of money in excess of appropriations authorized by law.

**ARTICLE 16: ENTIRE AGREEMENT**

This document is the entire Agreement of the parties, who accept the terms of this Agreement as shown by their signatures below. In the event the parties duly execute any amendment to this Agreement, the terms of such amendment will supersede the terms of this Agreement to the extent of any inconsistency.

Ethan DeBauche	5/26/2023	<i>Ethan DeBauche</i>	5/26/2023
Printed Name	Date	Signature	Date

**Coastal Region Fuels Specialist, Division of Forestry - Point of Contact**

Printed Name	Date	Signature	Date
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**Acting City Manager, Dillingham - Point of Contact**

Printed Name	Date	Signature	Date
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**Deputy Director, Division of Forestry**

Printed Name	Date	Signature	Date
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**Procurement Specialist III, Division of Forestry**