



CITY COUNCIL REGULAR MEETING

Thursday, November 04, 2021 at 7:00 PM

AGENDA

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

MEETING INFORMATION

COUNCIL WORKSHOP / FINANCIAL OUTLOOK / 6:00 p.m.

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

Limited Seating Available - Masks Required
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/81686407266?pwd=ZzJVMm1iMGRkSDR0d3NIQnlGb08wQT09>

Meeting ID: 816 8640 7266; participant #, passcode: 982511

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

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

- [1.](#) Minutes of October 7, 2021; Regular Council Meeting
- [2.](#) Minutes of October 14, 2021; Special Council Meeting
- [3.](#) Minutes of October 19, 2021; Special Council Meeting
- [4.](#) Minutes of October 22, 2021; Special Council Meeting
- [5.](#) Minutes of October 28, 2021, Special Council Meeting

APPROVAL OF CONSENT AGENDA

- [6.](#) Adopt Resolution 2021-29; A Resolution of the Dillingham City Council to Offer Thanks and Commendation to Andy Anderson for his Service on the Dillingham City Council
- [7.](#) Adopt Resolution 2021-30; A Resolution of the Dillingham City Council to Offer Thanks and Commendation to Gregg Marxmiller for his Service on the Dillingham City Council

APPROVAL OF AGENDA

STAFF REPORTS

- [8.](#) Department Reports

PUBLIC HEARINGS

9. An Ordinance of the Dillingham City Council Amending the Budget by Adopting Budget Amendment No. 1 and Appropriating Funds for the FY2022 City of Dillingham Budget

CITIZEN’S DISCUSSION (Prior Notice or Agenda Items)

ORDINANCES AND RESOLUTIONS

- [10.](#) Adopt Ordinance 2021-08; An Ordinance of the Dillingham City Council Amending the Budget by Adopting Budget Amendment No. 1 and Appropriating Funds for the FY2022 City of Dillingham Budget
- [11.](#) Adopt Resolution 2021-08; A Resolution of the Dillingham City Council Amending the Bank Signature Card and Investment Signature Authority Forms Due to a Change in Council Members

UNFINISHED BUSINESS

- [12.](#) Approve Action Memorandum 2021-12; Approve Library's Five Year Plan

[13.](#) *Committee Appointments*

- Council Committees
- School Facility Committee, one seat.
- Senior Advisory Commission, four seats.
- Friends of the Landfill, three seats. Two letters of Interest.
- Port Advisory Committee, one seat.

Progress Report

Carlson House Property
Territorial School

NEW BUSINESS

14. City Manager Transition Plan
- [15.](#) Approve Action Memorandum 2021-13; Authorize the City Manager to enter into a renewal contract with Premera Blue Cross Blue Shield of Alaska and Navia for an HRA

CITIZEN’S DISCUSSION (Open to the Public)

COUNCIL COMMENTS

MAYOR’S COMMENTS

EXECUTIVE SESSION

16. Personnel Matters

ADJOURNMENT

- [17.](#) Informational Items



CITY COUNCIL REGULAR MEETING

Thursday, October 07, 2021 at 7:00 PM

MINUTES

CALL TO ORDER

A regular meeting of the Dillingham City Council was held on Thursday, October 7, 2021, at the Dillingham City Council Chambers and via video conferencing, in Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:03 p.m.

ROLL CALL

Mayor Ruby was present.

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

Andy Anderson Curt Armstrong Chris Napoli Gregg Marxmiller

Council members excused:

Aksel Buholm Bill Rodawalt

APPROVAL OF MINUTES

1. Minutes of September 2, 2021, Regular Council Meeting
2. Minutes of September 20, 2021, Special Council Meeting
3. Minutes of September 22, 2021, Special Council Meeting

MOTION: Chris Napoli moved and Andy Anderson seconded the motion to approve the September 2, 2021, regular council minutes, the September 20, 2021, special council meeting minutes, and the September 22, 2021, special council meeting minutes, in block.

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

APPROVAL OF CONSENT AGENDA

There was no consent agenda.

APPROVAL OF AGENDA

MOTION to approve the agenda made by Chris Napoli, Seconded by Curt Armstrong.

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

REPORTS

4. Staff Reports
 - Noted request to reschedule regular council meeting in December due to proximity to Thanksgiving holiday.
 - Requested feedback regarding signature requirements on the 5 year library plan.
 - Commented the rotating schedule for Police Officers seems to be working well.

MOTION: Chris Napoli moved and Andy Anderson seconded the motion to move the regular December City Council Meeting to December 9, 2021 due to being so close to the Thanksgiving Holiday.

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

5. Committee Reports

Finance & Budget Committee meeting Sept. 27:

- Reviewed August Revenue / Expense report.
- Noted the audit is on schedule.
- Reviewed and recommend Ordinance 2021-08.

Code Review Committee meeting Sept. 16:

- Trapping in city limits will continue on the next agenda.
- Public comment policy is underway.
- To-do list update.

PUBLIC HEARINGS

There was no public hearing.

CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)

Kaleb Westfall: inquired regarding how funding works for Resolution 20201-24, BBEDC grant writing assistance program.

ORDINANCES AND RESOLUTIONS

6. Introduce **Ordinance 2021-08**; An Ordinance of the Dillingham City Council Amending the Budget by Adopting Budget Amendment No. 1 and Appropriating Funds for the FY2022 City of Dillingham Budget

MOTION: to introduce Ordinance 2021-08 made by Andy Anderson, seconded by Chris Napoli.

- This Ordinance has been reviewed and recommended by the Finance & Budget Committee.

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

7. Adopt **Resolution 2021-22**; A Resolution of the Dillingham City Council Declaring Removed Harbor Boat Ramp Planks as Surplus Materials

MOTION: to adopt Resolution 2021-22 made by Gregg Marxmiller, seconded by Andy Anderson.

- Port Advisory Committee has been unable to meet. However, the Port Director contacted committee members regarding this matter.

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

8. Adopt **Resolution 2021-23**; A Resolution of the Dillingham City Council Supporting NUSHWAC's BBEDC's Arctic Tern Application for Participation at the 2nd Annual Pumpkin Patch

MOTION: to adopt Resolution 2021-23 made by Andy Anderson, seconded by Curt Armstrong.

- Mayor Ruby and Council Member Napoli disclosed they work for BBEDC but do not receive any financial gain from this program.

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

9. Adopt **Resolution 2021-24**; A Resolution of the Dillingham City Council Supporting Grant Writing Assistance Under BBEDC's Grant Writing Assistance Program

MOTION: to adopt Resolution 2021-24 made by Gregg Marxmiller, seconded by Andy Anderson.

- Mayor Ruby and Council Member Napoli disclosed they work for BBEDC but do not receive any financial gain from this program.
- BBEDC maintains a contract with a consulting firm, a block of time is awarded for specific purposes outlined in the grant application. A resolution is also needed by the Tribal Government.
- This application is separate from the Grant Writer RFP.

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

10. Adopt **Resolution 2021-25**; A Resolution of the Dillingham City Council Authorizing the City of Dillingham to Apply for Loans from the Alaska Department of Environmental Conservation Alaska Clean Water Fund and Alaska Drinking Water Fund for Infrastructure Planning Projects

MOTION: to adopt Resolution 2021-25 made by Chris Napoli, seconded by Andy Anderson.

- Repayment plan is twenty years. Some of the principal is qualified to be forgiven.
- A rate study is needed.
- Continued development is critical to be eligible for further funding.

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

11. Adopt **Resolution 2021-26**; A Resolution of the Dillingham City Council Encouraging Inter Governmental Cooperation in Regards to ARPA

MOTION: to adopt Resolution 2021-26 made by Gregg Marxmiller, seconded by Curt Armstrong.

- The City of Dillingham was given an information invitation from the Tribe regarding project lists for ARPA funding.
- This resolution will be shared with local tribal entities to encourage inter-governmental cooperation.

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

UNFINISHED BUSINESS

12. City Manager Recruitment Update

- Face-to-face interviews are scheduled for the week of October 18, 2021.

Citizen Committee Appointments

13. Commission/Board Seats Vacant.

- School Facility Committee, one seat.
- Senior Advisory Commission, four seats.
- Friends of the Landfill, three seats.

- Planning Commission, one seat. One letter of interest.
- Library Advisory Board, three seats. Three letters of interest.
- Port Advisory Committee, one seat.

Letters of Interest, Planning Commission and Library Advisory Board

Mayor Ruby recommended Ginger White as the DCSD Library Advisory Board Member, Sondra Long as the UAF Library Advisory Board Member, Rebekah Fonkert to the Library Advisory Board, and Bert Luckhurst to the Planning Commission.

MOTION to concur with the Mayor's recommendations made by Chris Napoli, Seconded by Gregg Marxmiller.

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

- Gabe Dunham's resignation letter was noted. He was thanked for his participation on the Friends of the Landfill Committee and on the Port Advisory Committee.

Progress Report

Carlson House Property
Territorial School

There was no update.

NEW BUSINESS

14. Approve **Action Memorandum 2021-10**; Authorize the City Manager to sign a two-year contract with NEOGOV to use their on-line on-boarding platform.

MOTION: to approve Action Memorandum 2021-10 made by Andy Anderson, seconded by Chris Napoli.

- This will assist with recruiting efforts, and streamline processes.

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

15. Approve **Action Memorandum 2021-11**; Authorizing the City Manager to Award a contract for RFP 2021-03, IT Services

MOTION: to approve Action Memorandum 2021-11 made by Chris Napoli, seconded by Andy Anderson.

- Remote access for IT services is not as effective as on-site.
- On-site visits will provide increased efficiencies.

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

16. Schedule Joint Meetings

- MOU Committee, November 10.
- Joint School Board / City Council, November 8.

CITIZEN'S DISCUSSION (Open to the Public)

Dan Dunaway: Spoke in favor of the boat ramps going to Lake Aleknagik Recreation Site. Voiced concern regarding the vacant State Wildlife Biologist position.

COUNCIL COMMENTS

Chris Napoli:

- Commented the installation of planks at Wood Tikchik State Park will be a benefit to Dillingham.
- Thanked Andy Anderson and Gregg Marxmiller for their service on City Council.
- Welcomed new council members.

Curt Armstrong:

- Noted there is one more meeting with Council Member Anderson, and Marxmiller.

Gregg Marxmiller:

- Stated it has been a pleasure to serve on City Council and the citizens of Dillingham.
- Commented he appreciates all who participate, things he has learned, and looking forward to being in the audience.

Andy Anderson:

- Noted the great city staff, make their job easier.
- Thanked council for great entertainment the last six years.
- Stated he is proud to have served.

MAYOR'S COMMENTS

- Reminded Council of the Oct. 14, 2021 special council meeting to certify the election.
- AML Newly Elected Official Training is virtual. Two spots have been reserved.
- City Manager is out of town for a family emergency.
- Outgoing Council Members thanked. Their commitment and stability, good attitudes, and sense of humor were noted.
- Incoming Members welcomed. Stated new energy is always good, discussion and debate lead to better decisions.
- A moment of silence was observed for those lost since the last meeting.

ADJOURNMENT

Mayor Ruby adjourned the meeting at 8:08 p.m.

Mayor Alice Ruby

[SEAL]

ATTEST:

Lori Goodell, City Clerk

Approval Date: _____



CITY COUNCIL SPECIAL MEETING

Thursday, October 14, 2021 at 5:30 PM

MINUTES

CALL TO ORDER

A special meeting of the Dillingham City Council was held on Thursday, October 14, 2021, at the Dillingham City Council Chambers and via video conferencing, in Dillingham, Alaska. Mayor Ruby called the meeting to order at 5:30 p.m.

ROLL CALL

Mayor Ruby was present.

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

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

APPROVAL OF AGENDA

MOTION to approve the agenda made by Chris Napoli, Seconded by Andy Anderson.

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

CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)

There were no comments.

SPECIAL BUSINESS

1. Adopt Resolution 2021-27; A Resolution of the Dillingham City Council Accepting the Certification of the Canvassing Committee Results and Certifying the October 5, 2021 Regular City Election

DMC 3.7.040 B, Upon certification of a valid election, the city council shall direct the clerk to deliver to each person elected to office a "certificate of election" signed by the mayor and the clerk and authenticated by the seal of the city

MOTION to adopt Resolution 2021-27 made by Gregg Marxmiller, Seconded by Andy Anderson.

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

2. Oath of Office for Newly Elected Council Members

DMC 2.06.040 Election of Members, The regular term of office begins on the first Monday following the certification of election.

- The oath of office was taken by Kaleb Westfall, who was elected to council seat E, and Perry Abrams, who was elected to council seat F.

COUNCIL COMMENTS

Andy Anderson:

- Welcomed new council members.
- Commented he enjoyed the last six years serving on council.

Gregg Marxmiller:

- Wished luck to the incoming council members.
- Expressed appreciation for the election work done by Canvass Committee and City Clerk.
- Thanked the people of Dillingham, noting it was a good learning experience.
- Stated he is looking forward to having extra time.

Bill Rodawalt:

- Thanked Andy and Gregg for their service.
- Welcomed new council members.

Aksel Buholm:

- Thanked Andy and Gregg for their service, stating he enjoyed working with them.
- Welcomed Kaleb and Perry.
- Congratulated the Mayor on her re-election.

Curt Armstrong:

- Thanked Andy and Gregg.
- Welcomed Perry and Kaleb. Commented they will do a good job and is looking forward to working with them.

Chris Napoli:

- Thanked Gregg and Andy (big shoes to fill with all the positions he fills).
- Stated he is looking forward to working with Perry and Kaleb.

MAYOR'S COMMENTS

- Thanked Andy and Gregg, noting both have gone above and beyond. Serving on committees, and meetings, especially during the difficulty of the pandemic, and manager transitions.
- Welcome to Kaleb and Perry. Fresh blood and fresh ideas are a good thing.
- Chris Hladick is planning on returning to Dillingham Sunday, so will be here next week for the in-person manager candidate visits.
- Reminded council to set aside time for the Community Reception and Special Meetings on Tuesday and Friday. Andy and Gregg will be invited into executive session, but will not have a vote regarding city manager hire.
- The Community Reception will be noticed.

ADJOURNMENT

Mayor Ruby adjourned the meeting at 5:45 p.m.

Mayor Alice Ruby

[SEAL]

ATTEST:

Lori Goodell, City Clerk

Approval Date: _____



CITY COUNCIL SPECIAL MEETING
Monday, October 19, 2021 at 7:00 PM

MINUTES

CALL TO ORDER

A special meeting of the Dillingham City Council was held on Tuesday, October 19, 2021, at the Dillingham City Council Chambers and via video conferencing, in Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:01 p.m.

ROLL CALL

Mayor Ruby was present.

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

| | | |
|----------------|----------------|--------------|
| Kaleb Westfall | Curt Armstrong | Chris Napoli |
| Aksel Buholm | Perry Abrams | |

Council members excused:

Bill Rodawalt

APPROVAL OF AGENDA

MOTION to approve the agenda made by Chris Napoli, Seconded by Aksel Buholm.

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

SPECIAL BUSINESS

- Executive Session – Personnel Matters

MOTION: Aksel Buholm moved and Perry Abrams seconded the motion to enter into executive session to discuss personnel matters. [7:02 p.m.]

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

Robert Mawson, Gregg Marxmiller, and Tim Pearson were invited to the Executive Session.

MOTION: Kaleb Westfall moved and Chris Napoli seconded the motion to exit executive session. [9:35 p.m.]

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

CITIZEN’S DISCUSSION (Prior Notice or Agenda Items)

There were no comments.

COUNCIL COMMENTS

There were no comments.

MAYOR'S COMMENTS

Thanked all for attending.

ADJOURNMENT

Mayor Ruby adjourned the meeting at 9:36 p.m.

Mayor Alice Ruby

[SEAL]

ATTEST:

Lori Goodell, City Clerk

Approval Date: _____



CITY COUNCIL SPECIAL MEETING

Monday, October 22, 2021 at 7:00 PM

MINUTES

CALL TO ORDER

A special meeting of the Dillingham City Council was held on Friday, October 22, 2021, 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.

ROLL CALL

Mayor Ruby was present.

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

| | | |
|----------------|----------------|--------------|
| Aksel Buholm | Curt Armstrong | Chris Napoli |
| Kaleb Westfall | Perry Abrams | |

Council members excused:

Bill Rodawalt

APPROVAL OF AGENDA

MOTION to approve the agenda made by Aksel Buholm, Seconded by Chris Napoli.

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

SPECIAL BUSINESS

1. Executive Session – Personnel Matters

MOTION: Aksel Buholm moved and Chris Napoli seconded the motion to enter into executive session to discuss subjects that tend to prejudice the reputation and character of any person.

[7:02 p.m.]

Bill Vajda, Tim Pearson, and Gregg Marxmiller were invited to the Executive Session.

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

MOTION: Kaleb Westfall moved and Chris Napoli seconded the motion to exit executive session.

[9:28 p.m.]

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

CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)

There were no comments.

COUNCIL COMMENTS

There were no comments.

MAYOR'S COMMENTS

Mayor Ruby thanked all for attending.

ADJOURNMENT

Mayor Ruby adjourned the meeting at 9:29 p.m.

Mayor Alice Ruby

[SEAL]

ATTEST:

Lori Goodell, City Clerk

Approval Date: _____



CITY COUNCIL SPECIAL MEETING

Monday, October 28, 2021 at 6:30 PM

MINUTES

CALL TO ORDER

A special meeting of the Dillingham City Council was held on Thursday, October 28, 2021, at the Dillingham City Council Chambers and via video conferencing, in Dillingham, Alaska. Mayor Ruby called the meeting to order at 6:30 p.m.

ROLL CALL

Mayor Ruby was present.

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

| | | |
|----------------|----------------|--------------|
| Aksel Buholm | Curt Armstrong | Chris Napoli |
| Kaleb Westfall | Perry Abrams | |

Council members excused:

Bill Rodawalt

APPROVAL OF AGENDA

MOTION to approve the agenda made by Aksel Buholm, Seconded by Perry Abrams.

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

CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)

There were no comments.

SPECIAL BUSINESS

1. Executive Session – Personnel Matters

MOTION: Kaleb Westfall moved and Perry Abrams seconded the motion to enter into executive session to discuss personnel matters. [6:32 p.m.]

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

Tim Pearson, and Chris Hladick were invited to attend the executive session.

MOTION: Kaleb Westfall moved and Perry Abrams seconded the motion to exit executive session. [8:00 p.m.]

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

COUNCIL COMMENTS

Mr. Tim Pearson was thanked for his work.

MAYOR'S COMMENTS

There were no comments.

ADJOURNMENT

Mayor Ruby adjourned the meeting at 8:00 p.m.

Mayor Alice Ruby

[SEAL]

ATTEST:

Lori Goodell, City Clerk

Approval Date: _____

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2021-29

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL TO OFFER THANKS AND COMMENDATION TO ANDY ANDERSON FOR HIS SERVICE ON THE DILLINGHAM CITY COUNCIL

WHEREAS, Andy Anderson was elected to the Dillingham City Council October 2015, and re-elected in October of 2018, serving the community for six years; and

WHEREAS, Council members make legislative decisions dealing with topics such as the allocation of funding to provide for public services, community development projects, or issues of land use and budget matters; and

WHEREAS, the most recent term was even more difficult and demanding due to the COVID-19 Pandemic and the unexpected City Manager transition; and

WHEREAS, Andy Anderson demonstrated a strong commitment to the community and to the responsibilities of a City Council member; and

WHEREAS, Andy Anderson offered valuable insight during times of transition and growth within the City of Dillingham, contributing from his wide base of knowledge and experience; and

WHEREAS, Andy Anderson participated in many other Council committee meetings, as well as serving as the Chair on the Finance and Budget Committee; and

WHEREAS, the responsibilities of a Council member require the dedication of a great deal of personal time with no remuneration and Andy Anderson has given generously throughout his tenure.

NOW, THEREFORE, BE IT RESOLVED that it is with sincere thanks that the Mayor, City Council, and City staff offers their gratitude and a commendation for Andy Anderson’s selfless time, participation, and leadership while serving on the Dillingham City Council.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on November 4, 2021.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Lori Goodell, City Clerk

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2021-30

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL TO OFFER THANKS AND COMMENDATION TO GREGG MARXMILLER FOR HIS SERVICE ON THE DILLINGHAM CITY COUNCIL

WHEREAS, Gregg Marxmiller was elected to the Dillingham City Council October 2018, serving the community for three years; and

WHEREAS, Council members make legislative decisions dealing with topics such as the allocation of funding to provide for public services, community development projects, or issues of land use and budget matters; and

WHEREAS, the most recent term was even more difficult and demanding due to the COVID-19 Pandemic and the unexpected City Manager transition; and

WHEREAS, Gregg Marxmiller demonstrated a strong commitment to the community and to the responsibilities of a City Council member; and

WHEREAS, Gregg Marxmiller offered valuable insight during times of transition and growth within the City of Dillingham; and

WHEREAS, Gregg Marxmiller, participated in many other Council committee meetings, as well as serving as on the Code Review Committee; and

WHEREAS, the responsibilities of a Council member requires the dedication of a great deal of personal time with no remuneration and Gregg has given generously throughout his tenure;

NOW, THEREFORE, BE IT RESOLVED that it is with sincere thanks that the Mayor, City Council, and City staff offers their gratitude and a commendation for Gregg Marxmiller's selfless time, participation, and leadership while serving on the Dillingham City Council.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on November 4, 2021.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Lori Goodell, City Clerk

City Manager Report

October 29, 2021

RE: November 4 Council Meeting

1. Community Partners: I have sent a letter to Ekuk Village Tribal President Robert Heyano and Curryung Tribal First Chief Tom Tilden requesting to meet to discuss ways the City of Dillingham and tribes can work together for the betterment of Dillingham.
2. Housing: I have reached out to AFHC CEO Bryan Butcher to begin discussions on available programs to build housing in Dillingham. There is a housing grant program for healthcare, education and police workers. When I worked in Unalaska we took advantage of this program to meet housing needs of employees. Worth checking out.
3. School Board/City Council meeting. We have set an agenda for this joint meeting. As part of the long term Sustainability Plan the Council needs to understand the finances of the School. With two new council members this is an opportune time to meet to discuss.
4. Capital Projects Priority: The council needs to meet to discuss capital projects. I feel that your number one project should be the Harbor Float project. This should be on the next agenda to make it official, I would have Agnew Beck work on the grant via BBEDC immediately.
5. The City, with the help of Kelsa Brandenburg has developed a Covid Policy for employees which includes a FAQ section. It is in final editing and I will make sure the council gets a copy when it's completed next week.
6. Council meetings generally: I am recommending that you go to two council meetings per month. Maybe one of them is a workshop. There is a lot of work to be done and a month between meetings is too much time. It's a council decision you should think about this when a new manager is on board.
7. Auditors: Altman Rogers has been here this week performing field work for the FY 21 fiscal year. If things go well you should have the audited statements back in February which is more the norm and you can give the school a heads up on the local contribution to the schools budget so they can plan their budget.
8. Cash Flow: It's very important that the council keep up with the cash flow not just the revenues and expenditures. You need to discuss what kind of information you need from the Finance Department to develop a dash board that is part of a monthly report to council from Finance.
9. Fire Department will participate in Trunk or Treat on Sunday.
10. On line training for dealing with difficult customers for Municipalities will be the first in a series offered through APEI our insurance providers, which will lead to an opportunity to save \$30K per year if everyone does 5 hours of training. Many of the modules are about safety. New supervisor and new manager training will be held in February.

11. It's been six months since I started as your interim manager. It has been a pleasure working with the department heads and employees of the City of Dillingham. And it's been a pleasure working with the elected officials. Dillingham is a great place to live and work and raise a family. I look forward to working with you in any capacity for which I can be helpful. All the best.



MEMORANDUM

DATE: 10/27/2021
TO: Chris Hladick, Interim City Manager
FROM: Kelsa Brandenburg, Executive Assistant/HR
SUBJECT: October HR Department Staff Report

STAFF REPORT

New Employees:

Judson Hack – 2 on 2 off Lateral Police Officer
Katie Lutz – 2 on 2 off Lateral Police Officer
Tanner Nickels – 2 on 2 off Lateral Police Officer
Saundra Larson – Corrections Officer

Resignations / Terminations / Layoffs:

Trevor Farnsworth – Police Officer
Darrell Tilden – Buildings & Grounds Foreman
Ryan Johnson – Corrections Sergeant

Transfers:

Bill Wiley – Landfill Attendant Full Time/Temporary to Landfill Operator Full Time/Regular

Position Vacancies:

City Manager
Public Works Director
Corrections Officer
Police Officer
Dispatcher
Executive Assistant/HR
Accounting Technician I - Cashier
Buildings & Grounds Foreman
Buildings & Grounds Assistant
Public Works Office Assistant/Landfill Attendant



MEMORANDUM

DATE: October 26, 2021
TO: Chris Hladick, Interim City Manager
FROM: Lori Goodell, City Clerk
SUBJECT: Staff Report

STAFF REPORT

Regular City Election:

This year one race in the municipal election resulted less than a 2% margin. Dillingham Municipal Code does not address this particular situation. Code allows for a recount but seems to tie it to contesting the election. With such a close margin it is common election practice to allow a recount demand separate from contests and without needing to attest to misconduct. I recommend the Code Review Committee review DMC Section 3.70.050 and 3.70.060 for clarification.

December Council Meeting:

As a reminder the regular December Council Meeting has been moved to December 9, 2021.

Travel:

I will be attending the Alaska Association of Municipal Clerks Conference held in Anchorage the third week of this month. Following the conference I will travel to Seattle to spend Thanksgiving with family. I will be out of the office November 17 – December 2, 2021. Kelsa Brandenburg will be the Acting City Clerk while I am out of the office.

STANDING ITEM(S):

Liquor & Marijuana License Renewals/Transfers/New Licenses. There are no current license renewals.

Commission/Board Seats Vacant.

- School Facility Committee, one seat.
- Senior Advisory Commission, four seats.
- Friends of the Landfill, three seats.
- Port Advisory Committee, one seat.

Upcoming Meetings:

November 8, Joint School Board / City Council Meeting
 November 11, Code Review Committee
 November 15, Finance & Budget Committee

Thanksgiving Holiday – November 25, and 26



MEMORANDUM

DATE: October 27, 2021
TO: City Manager
FROM: Anita Fuller, Finance Director
SUBJECT: Finance Department Staff Report

STAFF REPORT

Statistics: October as of 10/27/2021

Payroll run: 2

Cash Receipts: \$975,660.37

All Payments: \$1,147,959.05 (includes \$179,669.48.12 for 2 payroll) (excludes final payables)

CARES Funding Received: \$3,404,480.51

CARES Funding Spent: \$2,931,696.68

CARES Funding Encumbered: \$472,783.83

Important deadlines:

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

November 1: First half of property taxes due

November 15: Send Business License Renewal Notices

Mid-November: Send Personal Property Tax Assessment Notices

December 1: Second half of property taxes due

Audit

- FY21 Audit final work began 10/26/2021 and is ongoing

Staffing changes

- Account Tech I – Cashier: open as of 09/01/2021

Employee Health Insurance Renewal

- Option No Bid for 2022 (Action Memorandum 2021-13 is based on this quote)
 - 4% rate increase for medical coverage is guaranteed
 - 0% rate increase for dental coverage
- Option Bid for 2022 Coverage: Premera will offer
 - 7.94% rate increase for medical coverage
 - 3% rate increase for dental coverage
 Options will be presented to F&B at the 11/15/2021 F&B meeting then Council 12/2/2021

Grant Reporting

Quarterly grant reports work completed:

- CARES grant funding – no change
- IMLS Final Report for grant ending 09/30/2021
- Finalized NTS & NSIP FY21 outstanding reporting items
- Assisted with Arctic Tern Pass Thru for Pumpkin Patch Community Project
- JAG Final report (to be completed 10/29/2021)
- ANTHC report (to be completed 10/29/2021)

Budget

- FY22 Budget Amendment to Finance & Budget 09/27/2021
- FY22 Budget Amendment Ordinance introduced to council 10/7/2021
- FY22 Budget Amendment Ordinance proposed adoption 11/4/2021

Budget Revision #1 Detail

Revenue

| | |
|---|----------|
| Real Property Tax: errors discovered | -12,848 |
| Personal Property Tax: errors discovered | -3,516 |
| Public Works-Landfill: AARP Grant +\$5,000 | |
| Insurance Proceeds for skid steer +\$20,000..... | +25,000 |
| CARES Funding +\$472,784 | |
| ARPA COVID Relief Funding +\$284,842 | +757,626 |
| Transfers: | |
| GF to Landfill (includes +30,000 from original budget)..... | +95,250 |
| Dock to Harbor | +23,206 |

Appropriations

| | |
|--|---------|
| City Clerk: APEI Bond Fee for City Clerk..... | +367 |
| Administration: Double accounting for grant writer -\$45,000, | |
| NeoGov for employee onboarding +\$4,371 | |
| APEI Bond for City Manager +\$681 | -39,948 |
| Finance: APEI Bond for Finance Director | +681 |
| IT: Annual G-Suite email Licensing \$5,040 | |
| Change support contract; include 6 on site shared visits \$38,544..... | +43,584 |
| Public Safety-Patrol: Travel for 2 additional 2 week on/off officers | +14,400 |
| Fire Department: Zoll Data System previously paid by CARES funding | +2,600 |
| Public Works Admin: Dude solution software | +5,506 |
| Public Works-Streets: Increase for chipper purchased \$1,034 | |
| Reduce sand budget by \$15,000 (AM 2021-08) | |
| Increase gravel budget by \$33,700 (AM 2021-08) | +19,734 |
| Public Works-Landfill: AARP Grant – Fish waste supplies \$5,000 | |
| Additional gravel for pit run \$12,000 | |
| Skid Steer purchase \$62,500 (Resolution 2021-15) | |

| | |
|--|----------|
| Landfill truck \$5,000 | |
| DEC Routine Compliance fee \$750 | +85,250 |
| Asset Forfeiture: beds for 2wk on/off officers..... | +5,000 |
| CARES Grant: Remaining funds for Emergency Communications system | +472,784 |
| Ambulance Replacement: No stipend paid since 11/2020 | +10,000 |

Fund Balance Change will lower the original decrease in fund balance by \$170,191.00

Proposed Budget Revision #2

Appropriations

| | |
|---|---------|
| Resolution 2021-19 Outfall Pipe | +72,300 |
| Increase Wastewater Contract line item | |
| Action Memorandum 2020-10 Emergency Communications System | +94,587 |
| \$750,000 - Original Contract | |
| \$182,629 - CARES funding spent in FY21 | |
| \$472,784 - Remaining CARES grant funds | |
| \$ 94,587 – Balance to be paid by General Fund | |



MEMORANDUM

DATE: 10/26/21
TO: Chris Hladick, Interim City Manager
FROM: Scott Runzo FDC
SUBJECT: October monthly report

STAFF REPORT

EMS calls:

- 20

Fire calls:

- 1 Report of flames showing from chimney, NCA building at airport -boiler backfire

Fire EMS activity:

- Presented at Head Start and Elementary schools for fire prevention week. Eng 1 and ambulance 2 went to the schools and volunteers handed out material and taught fire safety to over 200 kids.
- Billing process up and running and funds have been received. Still in process of inputting calls from past year
- Volunteers have received stipends for past calls and process established for reporting and payout
- Fire calls from 2021 are being imputed into state system for reinstatement in 2022 for state fire marshal
- Two training sessions for volunteers on EMS and Fire related topics
- Working with dispatch to clarify dispatch protocols and working in tandem with police and fire
- Met with BBAHC for patient transport criteria and protocols
- New radios have been handed out to most all volunteers
- Ambulances have been serviced and winter prep
- 5 volunteers have received or in process of getting badges and training for airport access
- In process of applying for "Code Blue" grant for EMS equipment



MEMORANDUM

DATE: October 26, 2021
TO: Chris Hladick, Interim City Manager
FROM: Sonja Marx, Librarian
SUBJECT: Department Report

STAFF REPORT

The Dillingham Public Library hours have increased. We are now open 6 days a week to the public. See the attached flyer for the new schedule.

On October 18th in the DCSD office, a meeting was held with the Elementary and Middle/High School librarians, the Dillingham Public Library librarian, and the school district regarding a \$3.4 million literacy grant they received to boost reading skills. This is wonderful news for our community! Included in the 5-year budget for library services from this grant are library books for each of the library's collections. This will greatly help the Middle/High School library as they develop their collection for this first year back on the school grounds. Each library will also be a book distribution site throughout the year; the Dillingham Public Library during the summer months. Their book distribution goal is to get 100 books to every child in Dillingham over the 5 year period, at a rate of approximately two books per month. Two literacy specialists will be hired to carry out the logistics associated with book distribution at the different libraries and run after school tutoring programs, family literacy nights, and story times. This will be a great support for the Dillingham Public Library's annual Summer Reading Program. We are so excited to be part of this opportunity given to the children and families of our area.

The Librarian was pleased to give the two city manager candidates a tour of the Dillingham Public Library and the Sam Fox Museum while they were each here interviewing for the city manager position. Each department head was also invited to be part of the interviewing process held in the council chambers during that week.

Library Stat report September 26th - October 23rd, 2021:

Patron Visits: 328 Computer Use: 87 Wireless Use: 191 Story Hour: 24
Other Visits (including Classes): 15 Museum Use: 30 Movies Shown: 0
AWE Station Use: 3 Volunteer Hours Logged: 3.25

Next Library Advisory Board meeting is scheduled for November 9, 2021 at 5:30 pm.

Library will be closed Thursday, November 11, 2021 for Veteran's Day.
Library will be closed Thursday & Friday, November 25th & 26th, 2021 for the
Thanksgiving Day Holidays.

DILLINGHAM PUBLIC LIBRARY

OPEN 6-DAYS A WEEK

New Hours of Operation

Monday: 10 am to 4 pm

Tuesday: 12 noon to 4 pm

Wednesday: 12 noon to 4 pm

Thursday: 12 noon to 4 pm

Friday: 10 am to 4 pm

(with Storytime at 10:30 am)

Saturday: 10 am to 3 pm

Sunday: CLOSED



Face Masks Required for ages 2+
Social Distancing Practiced

CALL (907) 842-5610



MEMORANDUM

DATE: October 26, 2021
TO: Chris Hladick, Interim City Manager
FROM: Cynthia Rogers, Director, Planning & Grants Management
SUBJECT: Department Report

STAFF REPORT

PLANNING COMMISSION

Regular meeting schedule is the second Wednesday of the month at 5:30 pm. The commission held a workshop on Wednesday, October 13 at 5:30 pm on the Comprehensive Plan and will hold another workshop on Wednesday, October 27 at 5:30 pm on the Comprehensive Plan.

ITBS/RFPS

RFP 2021-03, IT Services, closed on August 19. Contract pending release of Notice of Intent to award.
RFP 2021-04, Grant Writing Services, release TBD, expected to close December 2.

DILLINGHAM MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN UPDATE

Working on a critical facilities map, and updating the mitigation action plan. The draft HMP update is pending release. Due to consultant availability, the HMP update schedule has changed and will be released once finalized.

DEC SRF LOANS

The following DEC SRF loan applications are in process:

CW Point Source Projects

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

CW Sustainable Infrastructure Planning

#3 - DLG Wastewater Rate Study - \$30,000, with \$30,000 estimated principal forgiveness.

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

DW Projects

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

DW Sustainable Infrastructure Planning

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

DOT&PF DILLINGHAM DOWNTOWN STREETS PROJECT

The project is nearing shutdown for the season, with some items expected to be completed in the spring. The City continues to stay engaged on project progress and provides regular feedback to the project engineer.



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

ACTIVE/UPCOMING

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

An overall public safety emergency communications system package to support mission critical communications for the City of Dillingham. The system will consist of portable radios, companion equipment, and all software and hardware required to operate the portable radios. This includes furnishing, installing, programming, and testing radios, batteries, antennas, and software and hardware and will include support and maintenance services for year two through six. The system programming and implementation was completed in May. Installation is complete but system needs further testing, evaluation, and (perhaps) expansion to meet coverage needs.

Project Timeline:

August, 2021 – Motorola visit to assess coverage needs

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

Currently working on development of the solicitation. I recently met with ANTHC to discuss the project, and available funding.

Design: \$89,891 (estimate)

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

Construction: \$832,440 (2021 estimate)

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

Project Timeline:

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

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

Scheduling for system certification visit still pending availability of the subcontractor and air sealing of the room. The contractor installed a new door to the server room this month, which will help with air sealing.

Construction: \$67,000 (estimate)

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

Project Timeline:

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

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

Construction phase is completed. The two year period of quarterly monitoring is required and ongoing. Continuing to follow results of quarterly monitoring through final report expected January 2022. The City is working towards approval to transition from the quarterly sampling to semi-annual sampling.

Design: \$23,202 (estimate)

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

Construction: \$161,928 (estimate)

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

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

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

- Bristol Engineering (expected overage), \$47,400.

Project Timeline:

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

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

Phase I is complete, including the water improvements under the DOT project footprint. As-builts have been received for City work; still pending for DOT work completed 2021. Once received, the project will be closed out.

Design: \$224,715 (estimate)

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

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

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

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

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

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

- ADEC SRF Loan Questionnaire submitted on February 26, 2021.
- This project ranked #2 in the ADEC SRF DW Projects. The City is eligible to apply for a loan in the amount of \$1,576,000, with \$500,000 estimated principal forgiveness. The loan would include construction, construction support, inspection, and materials testing.

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

- ADEC SRF Loan Questionnaire submitted on February 26, 2021.
- This project ranked #3 in the ADEC SRF DW Projects. The City is eligible to apply for a loan in the amount of \$1,384,000. The loan would include construction, construction support, inspection, and materials testing.

Project Timeline (Phase I):

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

#5 – Lake Road Fire Hall Addition**\$803,620 (estimate)**

LCG Lantech has been contracted for construction support and Dagen Nelson has rejoined us for inspection as the Special Projects Coordinator, with support from EMC Engineering for materials testing. Wolverine Supply, Inc. broke ground in early October 2020. A substantial completion inspection took place on October 7, 2021 and a substantial completion certificate has been issued. The contractor has received a punch list and list of incomplete items and is working on addressing them. Record drawings and O&M manuals are also pending.

Design:

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

Construction: \$774,420.46 (estimate)

- City of Dillingham, GO Bond
- Funding alternative is USDA Community Facilities Loan and Grant Program.
- RFP to be developed by Bristol Engineering.
- Wolverine contract: \$744,000
- Change Order 1: coiling door, CO detector, and air supply hose, \$30,420.46

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

- LCG Lantech, Inc. will be contracted for these services.
- City personnel may handle some tasks, others will be assigned to LCG Lantech via Task Orders.
- Permitting, Bid Assistance, and Construction Administration, \$12,000, T&M, NTE fee.
- Project Inspection, Contract Administration, \$17,200, T&M, NTE fee.

Project Timeline:

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

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

To address the clean-up of hazardous substances, a Phase II Environmental Site Assessment will be sought. EPA Brownfields Assessment Grant awards have been sought; other funding avenues are being explored. I attended a Regional Brownfield Meeting of Region 10, hosted by CCLR (Center For Creative Land Recycling) on September 22, to receive a MARC Grant Update. FY22 guidelines have been released. Applications are due December 1, 2021. The EPA webinar on October 13 discussed guidelines for site-specific assessment grants. I have initiated CCLR review of a draft FY22 proposal. EPA estimates \$47M available for assessment grants this cycle. Anticipated completion of project phases within 5 years, including: assessment, clean-up, planning, development/reuse.

Construction: \$300,000 (estimate)

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

Project Timeline:

- TBD – Pending funding identification

***Special Project – Landfill Shop Replacement** **\$892,316 (estimate)**

A fire destroyed the landfill shop building on January 4. An assessment of the foundation indicated it is sound, however an assessment of the steel structure indicates areas of warping and instability, therefore it cannot be reused. Determination regarding design planning is needed and contingent on funding. An ITB can then be developed and solicitation released. Estimate is to replace the structure only, 2022 construction costs.

Project Timeline:

- TBD – Pending the above

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

This project is pending funding identification.

Design:

- PND Engineers, Inc. has provided 100% design for this project.

Construction: \$5.2M (estimate)

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

Project Timeline:

- TBD pending funding

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

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

Design: \$154,329

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

Construction: \$2,909,203.96

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

Additional Project Costs: \$231,203

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

Project Timeline:

- March 2021, Project close out



MEMORANDUM

DATE: October 25, 2021
TO: City Manager
FROM: Ida R. Noonkesser, Director
SUBJECT: Department Report

STAFF REPORT

During the month of August, and September the Senior Center served 1259 home delivered meals to 87 individuals. Our ride service is still suspended at this time.

At this time we are still closed to the Public. We sure do miss the presence of the elders in person here at the Center, but given the spread of COVID in the region, we are still trying to be careful about their safety. We are still continuing to serve them lunches, by delivering, and check in with them regularly.

I have been busy these past couple weeks with cleaning and organizing the Senior Center, to make room for new items that have donated for our elders use, like walkers, wheel chairs, and crutches.

It has been a little slow, but keeping the Senior center, especially our food service areas, as clean as possible has kept all of us busy. There are few things that need to be done around the building by our Public Works department. They are always helpful, but they have been a little short-handed so some projects like our front door repairs are taking a little longer than we planned. The crew is always helpful though, when we need their help.



MEMORANDUM

DATE: 10-27-21
TO: Interim-City Manager Chris Hladick
FROM: Chief Daniel Pasquariello
SUBJECT: Public Safety Department Report **NOVEMBER 2021**

STAFF REPORT

PATROL

- We currently have 7 sworn officers. We have 3 resident officers (*Chief, sergeant, officer*), and 4 rotational officers.
- We have one vacant resident officer position and are advertising to fill it.
- Our two newest rotational hires, both experienced, certified officers from Missouri have completed their first two-week rotation. They are Officer Katie Lutz, and Officer Tanner Nickels.
- Chief Pasquariello, Sgt. Maines, Officer Gonzalez-Fawcett, and Officer Hack attended a one day training on Sexual Assault and DV Assault. The course was taught in Dillingham by an AAG from the Alaska Dept. of Law.
- Officer Lutz attended a 40 hour on-line training in child forensic interviewing hosted by the State of Alaska.
- Chief Pasquariello attended an online table-top exercise put on by the US DOJ. The exercise concerned a missing child/child abduction. The exercise was part of the Murdered, Missing, Indigenous Person (*MMIP*) initiative and was arranged by the Curyung Tribal Council.
- We hosted a DEA Drug Take-Back day in our lobby. We partnered with BBAHC pharmacy personnel. Citizens came to the building to turn over unused, expired medications. The day was sunny and warm, the table was moved outside, and we had a successful enjoyable day.

DISPATCH

- John Marx was promoted to dispatch supervisor. John has worked as a dispatcher at DPD for many years and is easily adjusting to his new position. John has already attended two online trainings hosted by AST and the FBI to help him with his supervisory duties.
- We have one vacant dispatcher position and are advertising to fill it.

CORRECTIONS

- We hired a new corrections officer, Sandra Larson. She is currently being trained.
- Sadly, our corrections sergeant Ryan Johnson resigned unexpectedly. He worked for DPD for 7 years. He was a valuable member of DPD and will be missed.
- We have 2 vacant corrections officer positions and are advertising to fill them.

ANIMAL CONTROL

- ACO Boyd has been on a well-deserved, long postponed vacation the entire month of October. In his absence the patrol division has been performing double-duty handling emergency animal calls.

DMV

- We received a new DMV computer from the State of Alaska to improve the efficiency of our operations.

NON-CODE ORDINANCE

Introduced: October 7, 2021

Public Hearing Scheduled for: November 4, 2021

Enacted: November 4, 2021

CITY OF DILLINGHAM, ALASKA
ORDINANCE NO. 2021-08

AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AMENDING THE BUDGET BY ADOPTING BUDGET AMENDMENT NO. 1 AND APPROPRIATING FUNDS FOR THE FY 2022 CITY OF DILLINGHAM BUDGET

WHEREAS, the City Council has approved the Operating Budget and Capital Improvement Budget for FY22 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 2022 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 2022 funds are available for appropriation by ordinance;

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

1. The FY 2022 Operating Budget and Capital Improvement Budget Amendment No. 1 as recommended by the City Manager is hereby adopted for the City of Dillingham.
2. The amounts set forth in 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, 2022.
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 \$ 17,681,392 .

Section 4. Revenues

General Fund

Taxes

| | | |
|-----------------------------------|-----------|------------------|
| General Sales Taxes | 2,500,000 | |
| Remote Sales Taxes | 500,000 | |
| Alcohol Sales Taxes | 260,000 | |
| Transient Lodging Sales Taxes | 85,000 | |
| Gaming Sales Tax | 65,000 | |
| Tobacco Tax | 370,000 | |
| Penalty & Interest – Sales Tax | 20,000 | |
| Real Property Taxes | 2,084,565 | -\$12,848 RP Tax |
| Personal Property Taxes | 479,356 | -\$3,516 PP Tax |
| Penalty & Interest – Property Tax | 65,000 | |

Other Revenue

| | |
|-------------------------------------|---------|
| Telephone Gross State Tax | 65,000 |
| Raw Fish Tax | 475,000 |
| Shared Fisheries | 9,000 |
| Revenue Sharing (community support) | 75,700 |
| Payment in Lieu Taxes (PILT) | 460,000 |
| Jail Contract Revenue | 535,367 |
| Ambulance Fees | 55,000 |
| Lease and Rental Income | 35,000 |
| Administrative Overhead | 220,625 |
| PERS on Behalf | 231,326 |
| PERS Forfeiture Fund | 67,033 |
| All Other Revenues | 202,200 |

Total General Fund Revenues

8,860,172

Special Revenue & Other Funds Revenues

| | | |
|------------------|---------|--------------------|
| Water | 233,224 | |
| Waste Water | 464,124 | |
| Landfill | 295,429 | +25,000 AARP Grant |
| Port – Dock | 735,042 | Ins Proceeds |
| Port – Harbor | 170,580 | |
| Asset Forfeiture | 2,000 | |
| E-911 | 65,000 | |

| | | |
|--|---------|------------------|
| Senior Center (Includes grants) | 185,746 | |
| Library Grants | 100,379 | |
| Debt Service | 30,000 | |
| Mary Carlson Estate | 4,000 | |
| Bond Revenue | 0 | |
| Total General Fund & Special Revenues | | 2,285,524 |

| | | |
|--|---------|-------------------|
| Project Revenue | | |
| ANTHC | 155,777 | |
| COVID Relief Funding | 757,626 | <u>+757,626</u> |
| Curyung - Ice Machine | 2,000 | |
| BBEDC Intern | 133,193 | |
| 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 | |
| SOA SRF Loan - Landfill | 59,621 | |
| Insruance Proceeds - Landfill Shop | 350,000 | |
| Total General Fund & Special Revenues | | 2,346,342 |
| TOTAL REVENUES | | 13,492,038 |

Section 5. Transfers

| | | |
|--|-----------|------------------|
| Transfers from General Fund to Other Funds | | |
| Water | 19,731 | |
| Wastewater | 0 | |
| Landfill | 481,367 | +95,250 |
| Harbor | 0 | |
| Senior Center | 167,689 | |
| Ambulance Replacement | 49,500 | |
| Equipment Replacement | 0 | |
| Capital Projects | 140,981 | |
| SRF Loans Payments | 47,400 | |
| Streets Bond Payment | 206,750 | |
| Firehall Bond Payment | 46,000 | |
| School Bond payment | 1,066,250 | |
| Total Transfers from Gen. Fund | | 2,225,668 |

| | | |
|--|--------|---------------|
| Transfers from Dock Fund to Harbor Funds | | |
| Harbor Operations | 70,942 | +23,206 |
| Ice Machine | 0 | |
| Bathhouse | 14,000 | |
| Total Transfers from Dock Fund | | 84,942 |

| | | |
|--|---------------|-------------------|
| Transfers from Department to Department | | |
| From E-911 to Dispatch | 55,468 | |
| Total Transfers between Departments | 55,468 | |
| TOTAL TRANSFERS | | 2,366,078 |
| TOTAL REVENUES AND TRANSFERS | | 15,858,116 |

Section 6. Appropriations.

| | | |
|--|-----------|-----------------------------|
| General Fund Government Operations | | |
| City Council | 45,330 | |
| City Clerk | 175,228 | +367 APEI bond fee |
| Administration | 496,599 | -\$39,948 see staff rpt |
| Finance | 758,498 | +681 APEI bond finance |
| Legal | 60,000 | |
| Insurance | 262,000 | |
| Non-Departmental | 118,800 | |
| Planning | 274,666 | |
| Foreclosures | 6,000 | |
| IT | 260,969 | +43,584 support |
| Meeting Hall | 800 | |
| PS Administration | 202,644 | |
| PS Dispatch | 554,688 | |
| PS Patrol | 1,044,686 | +14,400 addtl travel |
| PS Corrections | 715,440 | |
| PS DMV | 55,797 | |
| PS Animal Control Officer | 113,140 | |
| PS Fire Department | 370,877 | +2,600 Zoll Data Sys |
| PS Volunteer Fire Donation | 15,000 | |
| PS EOC | 52,107 | |
| PW Administration | 399,294 | <u>+5,506 Dude Solution</u> |
| PW Buildings & Grounds | 312,217 | |
| PW Shop | 579,165 | |
| PW Streets | 476,673 | +19,734 chipper & gravel |
| Library | 155,802 | |
| City School District | 1,300,000 | |
| Transfer Subsidy for Special Revenue | 2,225,668 | |
| Total General Fund Appropriations | | 11,032,088 |
| Special Revenue & Other Funds Appropriations | | |
| Water | 252,955 | |
| Waste Water | 291,200 | |
| Landfill | 776,796 | +85,250 Equipment, |
| Port-Dock | 735,042 | pit run, AARP |
| Port-Harbor | 237,822 | |
| Port Harbor – Ice Machine | 5,200 | |
| Port Harbor – Bathhouse | 14,500 | |
| Asset Forfeiture | 5,000 | +5,000 beds |
| E-911 | 55,468 | |

| | | |
|---|-------------------------|---------------------------------|
| Senior Center | 353,435 | |
| Library Grants | 100,379 | |
| CARES Grant BBEDC Intern Grants | 472,784 | <u>+472,784 Emg Comm</u> |
| BBEDC Intern Grants | 133,193 | |
| Mary Carlson Estate | 2,146 | |
| Ambulance Replacement Fund | 20,000 | +10,000 vol. stipend |
| Bond Projects | 0 | |
| Debt Service | 1,396,400 | |
| Equipment Replacement/Reserve | 35,000 | |
| Capital Project (Planning) Fund | <u>1,761,984</u> | |
| Total Special Rev & Other Appropriations | <u>6,649,304</u> | |
| TOTAL APPROPRIATIONS | | <u><u>17,681,392</u></u> |

| | | |
|--|----------------------------------|--------------------------|
| Total Revenues and Transfers | 15,858,116 | |
| Total Appropriations | <u>17,681,392</u> | |
| Net Increases (Decreases) to Fund Balance | <u><u>(1,823,276)</u></u> | +170,191 Less Deficit |

Section 7. Fund Balance Explanation

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

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on November 4, 2021.

SEAL

Alice Ruby, Mayor

ATTEST:

Lori Goodell, City Clerk

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2021-28**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AMENDING THE BANK SIGNATURE CARD AND INVESTMENT ACCOUNTS SIGNATURE AUTHORITY FORMS DUE TO A CHANGE IN COUNCIL MEMBERS**

WHEREAS, Kaleb Westfall and Perry Abrams were elected to the Dillingham City Council at a Regular City Election held October 5, 2021; and

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

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

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

| | |
|-------------------|------------------|
| Chris Hladick | City Manager |
| Alice Ruby | Mayor |
| Chris Napoli | Council Member |
| Bill Rodawalt | Council Member |
| Aksel Buholm | Council Member |
| Neil C. Armstrong | Council Member |
| Kaleb Westfall | Council Member |
| Perry Abrams | Council Member |
| Anita Fuller | Finance Director |

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on November 4, 2021.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Lori Goodell, City Clerk

City of Dillingham Action Memorandum Agenda of: November 4, 2021

Action Memorandum No. 2021-12

Subject:
Approve Library's Five Year Plan

City Manager: Recommend Approval
Signature: 

Fiscal Note: Yes No **Funds Available:** Yes No

Other Attachments:
5 Year plan

Summary Statement:
The existing library plan was approved in 2013. This action updates the current plan. The Library board has approved a draft of a Five-Year Plan at their May 5, 2021 meeting. The plan was reviewed by the Library board chair, Librarian and City Manager. The purpose of this Action Memorandum is for the City Council to review and approve the City of Dillingham Library's Five Year Plan.

Any additional funds that might be needed for this plan would be addressed during the budgeting process by the council.

Action Memorandum No. 2021-12

Summary Statement continued:

PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council
on November 4, 2021.

Mayor

ATTEST:

[SEAL]

City Clerk

| Route to | Department Head | Date |
|----------|------------------|------|
| | Finance Director | |
| | | |
| | | |
| X | City Clerk | |

CITY OF DILLINGHAM LIBRARY FIVE-YEAR PLAN¹
 As Recommended by the Dillingham Library Advisory Board

| CATEGORY | FY22 | FY23 | FY24 | FY25 | FY26 |
|---|--|---|---|--|---|
| Technology & Internet | Replace 2-3 computers | Replace 2-3 computers | Replace 2-3 computers | Upgrade server | Increase internet speed and bandwidth |
| Equipment Needs | Comfy Reading Chair in Children's Section | New Copier | Replace/Upgrade Checkout System and/or Equipment | New Circulation Desk | Reading Nook with Comfy chairs in lower library area |
| Building Needs | New window blinds | New flooring Section 1 | New flooring Section 2 | New flooring Section 3 | Assess/Revitalize steps/ramp |
| Circulation Review & Weeding | The following areas will be evaluated following the library's Weeding and Collection Development Policies. | | | | |
| | Children's and YA Books | Alaska & Local History Collection | Adult Fiction/ Non-Fiction Books | Reference & Media Collections | Magazines & Newspapers |
| Staffing & Volunteers | Current staffing includes 1 part-time librarian and 1 part-time librarian assistant both at 30 hours/week, 2 library aides at 14 hours/week, 1 temporary summer librarian, and a BBEDC student summer intern. | | | | |
| | Develop a volunteer recruitment and training program | <u>Expand Library operating hours</u> Creation of a Library Elective w/ high school | Expand volunteer staffing | Add an additional part-time librarian or librarian assistant | Part-time grant writer |
| LIBRARY BOARD Bylaws, Policy and Procedure Review | The Library Advisory Board meets bi-monthly to review and revise library policies, procedures, bylaws, the budget, to appoint members to available seats, and to address specific topics and issues as they arise. Note: Dillingham City School District and Bristol Bay College seats are appointed annually. | | | | |
| | Review Patron and Checkout Policies | <u>Internet Usage & Safety Policies</u> Position Descriptions | Policy Review | Policy Review | <u>Review Weeding & Collections Policies</u> 5-Year Plan |
| | Officer Elections | | Officer Elections | | Officer Elections |
| Community Outreach ³ | Community outreach will occur in collaboration with the Friends of the Library, Bristol Bay College, Dillingham School District, KDLG Public Radio, and the Dillingham City management team ² . | | | | |
| | <u>Begin Implementation of Community Outreach ideas.</u> Reader's Spotlight Corner | <u>Organize/advertise streaming visits to the Smithsonian & Space Museum</u> Build Library Social Media Presence | <u>Update Library Facebook and City Website pages</u> Annual Community Read-A-Thon | | |

1

| CATEGORY | FY22 | FY23 | FY24 | FY25 | FY26 |
|----------------------------------|--|--|--------------|--|------------------------|
| Children’s Programs ³ | Children’s Programs include the Summer Reading Program, Story Hour, Beaver Round-Up, Battle of the Books, and other special events and holidays. | | | | |
| | Develop an after-school library program for DCSD students (STEM) | Develop a student work program with DMHS to train librarians (student receives credit) | | Develop a library skills and etiquette program to be taught to DCSD students | |
| Grants ¹ | Lead Librarian is responsible for annual review and application of available grants. | | | | |
| | Calendar of regular/annual grants to apply for | | 5 new grants | | Part-time grant writer |

Notes:

- ¹ Funding sources for all items recommended in this five-year plan will be through grants. City of Dillingham general funds will be expended only when available.
- ² Library activities will only be posted on the Dillingham Trading Post and Community Facebook page with prior permission from the City Manager.
- ³ These events are planned with the understanding that the library will follow current City Ordinances related to public health and safety.

Required Signatures:

Library Board Member(s): _____, approved on _____

_____, approved on _____

City Manager: _____, approved on _____

Dillingham City Council: _____, approved on _____

October 26, 2021

Desi Bond, Environmental Coordinator
Curyung Tribal Council
PO Box 216
Dillingham, AK 99576

Alice Ruby, Mayor
City of Dillingham
PO Box 889
Dillingham, AK 99576

Re: Friends of the Landfill

Dear Ms. Ruby,

Cama-i, my name is Desi Bond, and I was promoted to the Environmental Coordinator position for the Curyung Tribal Council in September. I was born and raised in Dillingham, and in communities along the Nushagak River. I attended Mt. Edgecumbe High School and have taken classes through the UAF Bristol Bay Campus throughout the years. I am a very proud resident of our community and wanted to express my interest with the Friends of the Landfill.

I accepted the Environmental Assistant position with the Curyung Tribal Council this past June and fell in love with this line of work! I enjoyed working with the web waste recycling, and the E-waste recycling drives. I have a deeper appreciation and desire to help enrich our community and keep it clean and pristine!

I am very interested in becoming a member of the Friends of the Landfill. To learn new ways to help better our community and brighten up our region by continuous recycling efforts. I am excited for what the future holds with my new position as the Environmental Coordinator. It has been an honor to move up within this department, and I am looking forward to future endeavors.

Quyana for your time, I look forward to hearing from you, and please continue to stay safe and healthy.

Kind Regards,

Desi Bond



Lori Goodell <cityclerk@dillinghamak.us>

Friends of the Landfill Council

1 message

Eric Goddard <esgoddard01@alaska.edu>

Fri, Oct 29, 2021 at 12:15 PM

To: cityclerk@dillinghamak.us

Cc: Alice Ruby <alice.ruby@dillinghamak.us>, Paul Liedberg <paliedberg@yahoo.com>

Hi Mayor Ruby and City of Dillingham,

I would like to formally submit my request to sit on the Friends of the Landfill (FOL) council. As a representative of the UAF Bristol Bay Campus I can continue our contribution towards service regarding this societal and environmental area of importance through formal commitment to the FOL .

Thank you for your consideration,
Eric

--

Eric Goddard
Assistant Professor of Sustainable Energy and Environmental Studies
UAF Bristol Bay Campus
PO Box 1070, Dillingham, AK 99576
Phone: 907-843-2233

City of Dillingham Action Memorandum Agenda of: November 4, 2021

Action Memorandum No. 2021-13

Subject:

Authorize the City Manager to enter into a renewal contract with Premera Blue Cross Blue Shield of Alaska and Navia for an HRA

City Manager: Recommend Approval

Signature:  _____

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

City of Dillingham Medical Plan Analysis for January 1, 2022 Renewal HRA Review

Summary Statement:

Authorize the City Manager to enter into a renewal contract with Premera Blue Cross Blue Shield of Alaska with an increase in Health premiums of 4% and a 0% increase in Dental premiums. This also authorizes the City Manager to enter a renewal contract with Navia for an HRA.

Renewing the City's existing insurance plan with Premera BCBS would cost the City an additional \$26,878.08 (estimated) in 2022.

Action Memorandum No. 2021-13

Summary Statement continued:

PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council
on November 5, 2020

Mayor

ATTEST:

[SEAL]

City Clerk

| Route to | Department Head | Date |
|----------|------------------|------|
| X | Finance Director | |
| X | City Manager | |
| | | |
| X | City Clerk | |

City of Dillingham
January 1, 2022 Renewal



| Current 2021 | Renewal 2022 | No Bid 2022 |
|--|--|--|
| Premera Preferred Choice HS | Premera Preferred Choice HS | Premera Preferred Choice HS |
| \$3,000/20%/\$6,000 Essential Rx \$10/\$25/\$45/30% | \$3,000/20%/\$6,000 Essential Rx \$10/\$25/\$45/30% | \$3,000/20%/\$6,000 Essential Rx \$10/\$25/\$45/30% |

MEDICAL

| | | | |
|------------------------|---------------------|---------------------|---------------------|
| Monthly Premium | \$55,996.01 | \$60,444.25 | \$58,235.85 |
| Annual Premium | \$671,952.12 | \$725,331.00 | \$698,830.20 |
| Difference | \$0.00 | \$53,378.88 | \$26,878.08 |

| Renewal | Renewal | No Bid 2022 |
|--------------------------------|--------------------------------|--------------------------------|
| Premera Adult Dental Optima | Premera Adult Dental Optima | Premera Adult Dental Optima |
| \$1,500/\$50/0%/20%/50% | \$1,500/\$50/0%/20%/50% | \$1,500/\$50/0%/20%/50% |

DENTAL

| | | | |
|------------------------|--------------------|--------------------|--------------------|
| Monthly Premium | \$2,831.83 | \$2,916.71 | \$2,831.83 |
| Annual Premium | \$33,981.96 | \$35,000.52 | \$33,981.96 |
| Difference | | \$1,018.56 | |

| | | | |
|--|---------------------|---------------------|---------------------|
| Combined Medical & Dental Annual Change | \$705,934.08 | \$760,331.52 | \$732,812.16 |
| | | \$54,397.44 | \$26,878.08 |

City of Dillingham

Medical Plan Analysis

January 1, 2022 Renewal

Prepared by: Diana Stewart



| | Current 2021 | | 2022 Renewal | | 2022 Renewal NO BID | |
|--|---|---------------------|---|---------------------|---|--|
| | Premera Blue Cross Blue Shield of Alaska | | Premera Blue Cross Blue Shield of Alaska | | Premera Blue Cross Blue Shield of Alaska | |
| | Preferred Choice Heritage Select \$3,000/20%/\$6,000 | | Preferred Choice Heritage Select \$3,000/20%/\$6,000 | | Preferred Choice Heritage Select | |
| Benefits | In-Network / Out-of-Network | | In-Network | | In-Network | |
| Network Type | | | | | | |
| Deductible - In / Out of Network | | | | | | |
| Individual | \$3,000 / \$6,000 | | \$3,000 / \$6,000 | | \$3,000 / \$6,000 | |
| Family | \$6,000 / \$12,000 | | \$6,000 / \$12,000 | | \$6,000 / \$12,000 | |
| Coinsurance - In / out of network | 20% | | 20% | | 20% | |
| Out-of-Pocket Maximum (Includes Deductible) In / Out of Network | | | | | | |
| Individual | \$6,000 / \$45,000 | | \$6,000 / \$45,000 | | \$6,000 / \$45,000 | |
| Family | \$12,000 / \$90,000 | | \$12,000 / \$90,000 | | \$12,000 / \$90,000 | |
| Benefits | In-Network | | In-Network | | In-Network | |
| Professional Services | | | | | | |
| PCP & Specialist Office Visit | Deductible & Coinsurance | | Deductible & Coinsurance | | Deductible & Coinsurance | |
| Urgent Care | Deductible & Coinsurance | | Deductible & Coinsurance | | Deductible & Coinsurance | |
| Laboratory & X-Ray (non-complex) | Deductible & Coinsurance | | Deductible & Coinsurance | | Deductible & Coinsurance | |
| Therapy | Deductible & Coinsurance | | Deductible & Coinsurance | | Deductible & Coinsurance | |
| Emergency Services | | | | | | |
| Emergency Care - Copay waived if admitted | Coinsurance | | Coinsurance | | Coinsurance | |
| Alternative Care | | | | | | |
| Spinal Manipulations & Acupuncture | PCY | | each PCY | | visits each PCY | |
| Prescription Drugs | Preferred Choice E4 Essentials | | Preferred Choice E4 Essentials | | Preferred Choice E4 Essentials | |
| Deductible | N/A | | N/A | | N/A | |
| Preferred Generic | \$10 Copay | | \$10 Copay | | \$10 Copay | |
| Preferred Brand | \$25 Copay | | \$25 Copay | | \$25 Copay | |
| Preferred Specialty | \$45 Copay | | \$45 Copay | | \$45 Copay | |
| Non-Preferred All Drugs | 30% Coinsurance | | 30% Coinsurance | | 30% Coinsurance | |
| Mail-Order | 90 Days Supply, 2.5x Retail Copay | | 90 Days Supply, 2.5x Retail Copay | | 90 Days Supply, 2.5x Retail Copay | |
| Medical Rates | Counts | 2021 | 2022 | 2022 No Bid | | |
| Employee Only | 21 | \$971.47 | \$1,073.48 | \$1,010.33 | | |
| Employee + Spouse | 7 | \$2,001.26 | \$2,111.39 | \$2,081.31 | | |
| Employee + Child(ren) | 1 | \$1,797.25 | \$2,107.86 | \$1,869.14 | | |
| Family | 7 | \$2,827.01 | \$3,001.94 | \$2,940.09 | | |
| Monthly Premium | | \$55,996.01 | \$60,444.25 | \$58,235.85 | | |
| Annual Premium | | \$671,952.12 | \$725,331.00 | \$698,830.20 | | |
| Percentage Change From Current | | | 7.94% | 4.00% | | |
| Annual Dollar Change From Current | | | \$53,378.88 | \$26,878.08 | | |

*This comparison shows only general provisions of each plan's in-network benefits. Contract certificates should be consulted for exact plan language.

City of Dillingham

Dental & Vision Plan Analysis

January 1, 2022 Renewal

Prepared by: Diana Stewart



Section . Item 15.

| | | Current Premera Dental Optima BER \$50/20%/20%/50%/\$1,500 | 2022 Renewal Premera Dental Optima BER \$50/20%/20%/50%/\$1,500 | 2022 NO BID Renewal Premera Dental Optima BER \$50/20%/20%/50%/\$1,500 |
|--|---------------|---|--|---|
| Dental | | In-Network | In-Network | In-Network |
| Network Type | | Any Provider | Any Provider | Any Provider |
| Dental Benefits | | | | |
| Deductible | | \$50 Individual / \$150 Family | \$50 Individual / \$150 Family | \$50 Individual / \$150 Family |
| Preventative | | 0% | 0% | 0% |
| Basic | | 20% | 20% | 20% |
| Major | | 50% | 50% | 50% |
| Annual Maximum | | \$1,500 | \$1,500 | \$1,500 |
| Orthodontia | | Not Covered | Not Covered | Not Covered |
| Dental Rates | Counts | | | |
| Employee Only | 21 | \$46.16 | \$47.54 | \$46.16 |
| Employee + Spouse | 7 | \$99.24 | \$102.22 | \$99.24 |
| Employee + Child(ren) | 1 | \$101.55 | \$104.60 | \$101.55 |
| Family | 7 | \$152.32 | \$156.89 | \$152.32 |
| Monthly Premium | | \$2,831.83 | \$2,916.71 | \$2,831.83 |
| Annual Premium | | \$33,981.96 | \$35,000.52 | \$33,981.96 |
| Percentage Change From Current | | | 3.00% | 0.00% |
| Annual Dollar Change From Current | | | \$1,018.56 | \$0.00 |

*This comparison shows only general provisions of each plan's in-network benefits. Contract certificates should be consulted for exact plan language.

**All rates listed above are estimates. Actual rates could increase or decrease pending actual enrollment.

City of Dillingham
Fiscal Note

Agenda Date: November 4, 2021

Renew health insurance with Premera BCBS for the 2022 Calendar year

ORIGINATOR: Finance Director

| | | | |
|--|---------------------------|---|--|
| FISCAL ACTION (TO BE COMPLETED BY FINANCE) | | FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | |
| AMOUNT REQUESTED: | | FUNDING SOURCE City of Dillingham | |
| FROM ACCOUNT xxxx 6210 xx xx Health Insurance xxxx 6215 xx xx Dental Insurance xxxx 6211 xx xx Health Reimb Arrangement | | Project | |
| TO ACCOUNT: | VERIFIED BY: Anita Fuller | Date: 10/30/2020 | |

EXPENDITURES

| OPERATING | FY22 | FY23 | FY23 | FY24 |
|----------------------------|----------------------|----------------------|-------------|-------------|
| Health 4% Inc. from CY2021 | \$ 349,415.10 | \$ 349,415.10 | | |
| Dental 0% Inc. from CY2021 | 16,990.98 | 16,990.98 | | |
| HRA 0.00 Inc from CY2020 | - | - | | |
| | | | | |
| | | | | |
| TOTAL OPERATING | \$ 366,406.08 | \$ 366,406.08 | \$ - | \$ - |

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

| | | | | |
|---------|---|--|--|--|
| REVENUE | - | | | |
|---------|---|--|--|--|

FUNDING

| | | | | |
|------------------------------|----------------------|----------------------|-------------|-------------|
| General & Special Rev. Funds | \$ 366,406.08 | \$ 366,406.08 | | |
| State/Federal Funds | | | | |
| Capital Project | | | | |
| Other | | | | |
| TOTAL FUNDING | \$ 366,406.08 | \$ 366,406.08 | \$ - | \$ - |

POSITIONS

| | | | | |
|-----------|--|--|--|--|
| Full-Time | | | | |
| Part-Time | | | | |

Analysis: (Attach a separate page if necessary)

See Action Memorandum 2021-13

FY21 Health increase was 8.5%; Medical was 0%

FY22 Budget was for an 8% Health insurance increase and 5% Dental Increase

PREPARED BY: Anita Fuller

October 28, 2021

DEPARTMENT: Finance

APPROVED BY: _____

Informational packet items



October 14, 2021

Laura Johnson – McMillen Jacobs Associates
Licensing and Regulatory Consultant
1011 Western Ave, Suite 706
Seattle, WA 98104
Submitted via email to ljohnson@mcmjac.com

Re: Informal comment on the proposed Nuyakuk River Hydroelectric Project

Bristol Bay Regional Seafood Development Association (“BBRSDA”) represents 1,862 salmon driftnet permit holders that harvest roughly 80 percent of the salmon caught in Bristol Bay. Bristol Bay is the most productive and most valuable salmon fishery in the world, typically yielding over \$250 million in ex-vessel value. As you probably know, the commercial salmon industry is by far the largest economic sector in the region. The livelihood of these fishermen, their crew members, and many other local residents depends on abundant and sustainable salmon runs, which in turn depends upon preserving critical salmon habitats.

We have reviewed the proposed Nuyakuk river hydroelectric project and while our fleet certainly appreciates efforts to lower the cost of electrical power in the area, we do have some concerns which are summarized below.

Lack of a Comprehensive, Independent Cost/Benefit Study

The Nushagak Electric & Telephone Cooperative (NETC) and McMillen Jacobs have provided some cursory details of what may be gained by replacing diesel with hydro power, but there needs to be a comprehensive analysis of potential costs and risks. It is also critical that this report be independent or at least peer reviewed to assure the data and assumptions made are accurate and objective.

The Nushagak district, which is comprised of three main river systems (Nushagak, Wood, and Igushik rivers), has been the most productive river in Bristol Bay in recent years. Harvests of sockeye salmon in the Nushagak district averaged 15.5 million fish per year over the past five years, worth an *annual* average of \$23.0 million in ex-vessel value. A brief review of available data provided by Bristol Bay Science and Research Institute (BBSRI) suggests that during the mid-2000s the Nuyakuk river accounted for approximately 24 percent of the Nushagak river’s sockeye salmon run and BBSRI believes that older data may indicate an even higher percentage. It is imperative that stakeholders know how many salmon are migrating through the proposed project area.

This hydro project could also create additional stress on Chinook salmon runs in the Nushagak river. Although relatively few Chinook salmon are caught by commercial fishermen in the Nushagak district, as compared to sockeye, the health of local Chinook stocks has a direct impact on fishing opportunities for (and harvest volume of) sockeye salmon. It has already been a challenge for fishery managers to a) accurately count incoming Nushagak Chinook salmon and b) allow enough Chinook to get up-river without limiting sockeye harvests too much, but the Bristol Bay management plan requires protection for Chinook runs. If the hydro project were to depress already struggling (or inadequately counted) Chinook runs, commercial (and recreational) sockeye fishing opportunities in the *entire* Nushagak district may be significantly restricted. The economic losses from such a scenario would be very large and we believe this worst-case scenario, as well as the potential impact on Nuyakuk river salmon stocks, needs to be thoroughly understood and communicated to stakeholders.

Lack of an Alternative Options Study

Hydro power is just one of several options to replace diesel-generated power in Bristol Bay. Where is the analysis of other alternatives? Wind, tidal, or even solar power may prove to be competitive with a hydro project, if not even more beneficial. Further, these options would likely create less economic risk. Such a study should also include a cost/benefit analysis of what might be gained by *reducing* the need for power generation.

We are aware that previous research has been done on alternative power options; however, it was not clear why this hydro project had been selected as the best alternative. We would recommend that previous studies of alternatives be reviewed and communicated to stakeholders, as well as updated where necessary.

Finally on this point, stakeholders must recognize that we will probably see continued advances in power generation technologies in coming years. A stress-test ought to be performed on this hydro project, in the event that better technologies become available in the next 20 years or beyond. Can the project be profitable within a shorter time horizon?

Concerns about Assumptions and Ability to Meet the “First-First” Resolution

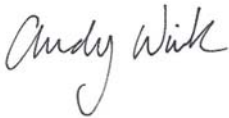
In our discussions with several people who have tracked this proposed project closely, we have heard some concerns about assumptions related to how much water will need to be diverted to achieve the necessary power generation targets. This assumption and others need independent vetting before the project advances too far and consumes any more funding. If more water needs to be diverted to achieve project goals, what impact might that have on assumptions about fish mortality?

Also, while we greatly appreciate NETC’s [“Fish First” resolution \(No. 2017-30\)](#) that prioritizes fish resources, the reality is that it can be very difficult to know if there’s a problem until it is

too late. We would request further research into *how* such a goal will be achieved (as well as funded); and to what extent other projects have been successful in similar efforts. More commonly, it would seem to us that monitoring efforts are not successful in predicting negative impacts until they become apparent, by which time it's often too late to mitigate the damage.

Finally, we would like to recommend that NETC wait to file the proposed study plan with the Federal Energy Regulatory Commission (FERC) until at least March 2022. As we have explained in this letter, many important questions remain unanswered at this time. Despite our concerns at this point, we believe that if prudent steps are taken and stakeholders remain committed to reducing the high cost of power generation in Bristol Bay, such a goal can be achieved without creating negative impacts to the local economy. Please feel free to reach out to BBRSDA if there is a desire to discuss the issues raised in this letter in greater detail.

Sincerely,



Andy Wink
BBRSDA Executive Director
andy@bbrsda.com

CC (via email):

Robert Himschoot, CEO - NETC
Senator Lyman Hoffman
Representative Bryce Edgmon
Alice Ruby, City of Dillingham Mayor
Alannah Hurley, Executive Director – United Tribes of Bristol Bay
Robert Heyano, President - United Tribes of Bristol Bay
Ralph Anderson, President – Bristol Bay Native Association
Norm Van Vactor, President – Bristol Bay Economic Development Corporation
Daniel Cheyette, Vice President of Lands and Resources – Bristol Bay Native Corporation
Tim Sands, Area Management Biologist – Alaska Department of Fish & Game
Christopher Barrows, President – Pacific Seafood Processors Association
Ben Corwin, Superintendent – Alaska DNR, Chugach/Wood-Tikchik Area Office
Michael Link, Executive Director – BBSRI
Bryan Nass, Senior Fisheries Ecologist & President – Salmon Tales LLC



Lori Goodell <cityclerk@dillinghamak.us>

Fwd: Dillingham again has no State Wildlife Biologist

1 message

Alice Ruby <alice.ruby@dillinghamak.us>
To: Lori Goodell <lori.goodell@dillinghamak.us>

Thu, Oct 7, 2021 at 1:13 PM

Hi Lori:

Can you put this communication in the information section of the next council packet. Thanks.

----- Forwarded message -----

From: **Alice Ruby** <alice.ruby@dillinghamak.us>
Date: Thu, Oct 7, 2021 at 1:12 PM
Subject: Re: Dillingham again has no State Wildlife Biologist
To: Dan & Marjorie Dunaway <dlgdunaway@gmail.com>
Cc: City Manager <manager@dillinghamak.us>, Edgmon Rep Bryce <Rep_Bryce_Edgmon@legis.state.ak.us>

Hi Dan:

Thanks so much for staying engaged . That vacancy is something that could easily slip past our radar until we need some help. It's disappointing to see the position vacant again so soon.

The issue of housing has come up at the City many times and most recently it is mentioned in the City Assessment as a problem for recruiting/retaining staff. I don't know exactly how we'll work to address it but it's on our list. .

Is this something that you'll bring to the attention of the local advisory committee? Formally I know that it's probably not something they can fix but informally each of the representatives is probably associated with other organizations that could potentially be partners in a plan. It'll be good for folks to be thinking about how housing and recruitment/retention of staff is a widespread problem.

Thanks again Dan.

On Thu, Oct 7, 2021 at 11:21 AM Dan & Marjorie Dunaway <dlgdunaway@gmail.com> wrote:

If you haven't heard already I thought I'd let you know that Bryan Riley who was hired last spring to be the GMU 17ADFG wildlife biologist has left his position.

I talked to Todd Rinaldi, supervisor of the position yesterday. ADFG is currently recruiting for an assistant position to be stationed in Dillingham,

And they are in the process of getting approval to again recruit for the vacated position as soon as possible.

But recruitment is difficult as you well know.

In addition to the modern lack of interest in working in remote communities like Dillingham, the difficulties in obtaining affordable decent housing is an obstacle.

Pay may not be very competitive as well.

Its my impression the departed person was not very committed to this job from the beginning.

This is not good for the management for our area wildlife resources nor for the people of the area who use and depend on them.

Certainly the area is not getting the State services it needs.

I don't know if this is worth mentioning to the public during the council meeting or not but I thought the council might want to be aware of this situation.

Dan Dunaway

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***Alice Ruby, Mayor
City of Dillingham***

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***Alice Ruby, Mayor
City of Dillingham***

October 3, 2021

Margaret Schroeder
P.O. Box 102
Dillingham, AK. 99576

TO: Chris Hladick, City Manager
Mayor Alice Ruby
Dillingham City Council: Chris Napoli, Bill Rodawalt, Aksel Buholm, Curt Armstrong, Andy Anderson and Gregg Marxmiller

RE: Homelessness

Dear City Manager, Mayor and Council Members;

I believe the issue of homelessness should be under the umbrella of the City of Dillingham. I understand that the belief is that the volunteers and organizations in Dillingham are handling the situation. This is not an accurate assumption. Yes, the volunteers and organizations are a tremendous asset to have, but the actual overseeing of the issue needs to be under the City of Dillingham. We are citizens of Dillingham and I believe it is the City's responsibility to ensure that all citizens of Dillingham or people who enter the city limits must be treated with professionalism and respect. The City has the power to instate rules and regulations to handle this atrocious and deadly issue. I've heard a lot of the reasons why others should handle this. To name a few; no money, no staff to handle another issue or the volunteers are doing a good job in handling this. The City must have the courage and determination to find ways to obtain funding and maintain staff to oversee this issue. Once a person is hired for this position, then it's feasible to incorporate organizations and volunteers in a committee to meet, formulate and discuss ideas AND come up with a solution.

As we all know, numerous meetings have been conducted by volunteers, who have graciously contributed their time to oversee the meetings. A lot of groundwork, wonderful ideas and research has been shared by these volunteers and organizations. Unfortunately what I've noticed is that a lot of ideas are discussed but we are lacking the City of Dillingham's input. It is imperative that the City become involved and take the leading role. Once the City commits to this, they can then focus on funding through grants or appropriated monies for this department. There may already be one organization that has set aside monies to contribute.

As was discussed in the last meeting, which unfortunately many interested parties did not attend because of prior commitments or being the first meeting after the summer, I believe it was constructive. A couple feasible, short term ideas were brought up and need to be discussed further.

In conclusion, I am writing this letter to request the City of Dillingham put the homelessness issue on their Agenda at the next City Council Meeting. It's obvious this issue is not going away and the City must step up to their duty to the citizens of Dillingham.

Thank you for your action on the matter.