

A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on December 11, 2018, at 7:00 p.m. in the Council Chambers, Palmer, Alaska. Mayor DeVries called the meeting to order at 7:00 p.m.

B. ROLL CALL

Comprising a quorum of the Council, the following were present:

Edna DeVries, Mayor	Julie Berberich
Steve Carrington	Linda Combs
Sabrena Combs	David Fuller
Pete LaFrance, Deputy Mayor	

Staff in attendance were the following:

Nathan Wallace, City Manager	Norma I. Alley, MMC, City Clerk
Michael Gatti, City Attorney	Angie Anderson, Deputy City Clerk

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
 - a. Introducing and Recommending Setting for Public Hearing on January 8, 2019: **Ordinance No. 19-001**: Amending Palmer Municipal Code Chapter 17.60 General District Regulations by Repealing Section 17.60.060 Distance Between Buildings
 - b. **Action Memorandum No. 18-093**: Authorizing the City Manager to Negotiate and Execute a Professional Services Agreement with HDL Engineer Consultants for Construction Administration and Inspection Services for the 2019 ADA Sidewalk Improvements Project in an Amount Not to Exceed \$41,850.00
 - c. **Action Memorandum No. 18-094**: Accepting Board Member Sally Pollen's Resignation from the Parks, Recreation and Cultural Resources Advisory Board
2. Approval of Minutes of Previous Meetings
 - a. October 30, 2018, Special Meeting
 - b. November 6, 2018, Special Meeting

Main Motion: To Approve Agenda, Consent Agenda, and Minutes

Moved by:	L. Combs
Seconded by:	Fuller
In favor:	Berberich, Carrington, L. Combs, S. Combs, DeVries, Fuller, LaFrance
Opposed:	None
Action:	Motion Carried

E. COMMUNICATIONS AND APPEARANCE REQUESTS

1. Presentation Recognizing our Public Safety Personnel

Mayor DeVries and City Manager Wallace presented Certificates of Appreciation to:

- Citizens Katie Harbaugh, Zach Vance, Kaylynn Nix, and Earl Almdale for assistance with an emergency at the Fred Meyer gas station;
- Palmer Building Official David Meneses for his assistance during the earthquake;
- Fire Department personnel John Prevost, Richard Washer, Lanita Copeland, and Quintin Hecimovich for the great work provided to the city and the greater Palmer area; and
- Police Department personnel Sergeant Lucas Szipszky, Rebecca Turney, Julie McKee, and Officer Richard Clark for outstanding service to the community.

2. Mayor DeVries Presented 2018 Citizen of the Year Award.

Mayor DeVries presented the Citizen of the year award to Barbara Hunt.

Mayor DeVries called a recess at 7:12 p.m. The meeting reconvened at 7:17 p.m.

F. REPORTS

1. City Manager's Report

City Manager Wallace provided a recap of 2018 projects which included:

- Completion of the Airport Runway Project;
- Finalization of Randy Thom Flight Service Center upgrades;
- Installation of new City Hall parking lot;
- Repairs to the Fire Station driveway;
- Completion of ADA compliant sidewalks;
- Addition of new sign at City Hall;
- Replacement of Library doors;
- Installation and upgrades to Public Works Building;
- Addition of parking area, fence, and picnic tables at the Arboretum;
- Relocation of four buildings to inside city limits;
- Starting Whisper Winds Senior Housing Project; and
- Completion of 22 new single-family homes.

2. City Clerk's Report

City Clerk Alley stated she had nothing to add to her written report.

3. Mayor's Report

Mayor DeVries reported she would highlight the budget at the January Mayor/Manager Meeting; appear on the Radio December 21, 2018; present a year end review, along with the city manager, at the chamber luncheon; and accept a MEA capital credit check for the city of Palmer.

4. City Attorney's Report

City Attorney Mike Gatti acknowledged the city staff for their high level of professionalism and knowledge of Palmer. He added staff was always ready to help when requests were made and he enjoyed working with them.

G. AUDIENCE PARTICIPATION

Mr. Mike Chmielewski announced Radio Free Palmer was on the air during the earthquake, stated he appreciated the staff's hard work and communication during the emergency and asked the council to consider designing protocol for communications and information sharing during an emergency if digital f communications were down.

H. PUBLIC HEARING

1. **Resolution No. 19-001:** Adopting the 2019 City of Palmer Employee Pay Plan (3rd Public Hearing)

Mayor DeVries opened the public hearing on Resolution No. 19-001. Seeing no one come forward to speak and hearing no objection from the Council, the public hearing was closed.

Vote on Main Motion: To Approve Resolution No. 19-001, as Amended

In favor:	Berberich, Carrington, L. Combs, S. Combs, DeVries, Fuller, LaFrance
Opposed:	None
Action:	Motion Carried

2. **Resolution No. 19-002:** Adopting the 2019 Fee Schedule for the City of Palmer for the Fiscal Year Beginning January 1, 2019, and Ending December 31, 2019 (3rd Public Hearing)

Mayor DeVries opened the public hearing on Resolution No. 19-002. Seeing no one come forward to speak and hearing no objection from the Council, the public hearing was closed.

Vote on Main Motion: To Approve Resolution No. 19-002

In favor:	Berberich, Carrington, L. Combs, S. Combs, DeVries, Fuller, LaFrance
Opposed:	None
Action:	Motion Carried

3. **Resolution No. 19-003:** Adopting the 2019 Fine Schedule for the City of Palmer for the Fiscal Year Beginning January 1, 2019, and Ending December 31, 2019 (3rd Public Hearing)

Mayor DeVries opened the public hearing on Resolution No. 19-003. Seeing no one come forward to speak and hearing no objection from the Council, the public hearing was closed.

Vote on Main Motion: To Approve Resolution No. 19-003

In favor:	Berberich, Carrington, L. Combs, S. Combs, DeVries, Fuller, LaFrance
Opposed:	None
Action:	Motion Carried

4. **Resolution No. 19-004:** Adopting the Five-Year Capital Improvement Program for the Fiscal Year Beginning January 1, 2019, and Ending December 31, 2019 (3rd Public Hearing)

Mayor DeVries opened the public hearing on Resolution No. 19-004. Seeing no one come forward to speak and hearing no objection from the Council, the public hearing was closed.

Vote on Main Motion: To Approve Resolution No. 19-004, as Amended

In favor:	Berberich, Carrington, L. Combs, S. Combs, DeVries, Fuller, LaFrance
Opposed:	None
Action:	Motion Carried

5. **Resolution No. 19-005:** Adopting a Budget for the City of Palmer, Alaska for the Fiscal Year Beginning January 1, 2019, and Ending December 31, 2019, and Appropriating Monies (3rd Public Hearing)

Mayor DeVries opened the public hearing on Resolution No. 19-005. Seeing no one come forward to speak and hearing no objection from the Council, the public hearing was closed.

Vote on Main Motion: To Approve Resolution No. 19-005, as Amended

In favor:	Berberich, Carrington, L. Combs, S. Combs, DeVries, Fuller, LaFrance
Opposed:	None
Action:	Motion Carried

Primary Amendment #3: To Amend the 2019 Budget to Reflect Allocations in the Approved 2019 CIP for 2019 Additions from the General Fund to the Following Funds:

**\$108,714.00 to Fund 08 General CIP Projects;
 \$375,000.00 to Fund 09 General CIP Equipment;
 \$100,000.00 to Fund Road Projects;
 \$30,000.00 to Fund 30 Airport Capital Projects; and
 \$82,000.00 to Fund 15 Golf Course**

Moved by:	S. Combs
Seconded by:	Fuller
In favor:	Berberich, Carrington, L. Combs, S. Combs, DeVries, Fuller, LaFrance
Opposed:	None
Action:	Motion Carried

I. ACTION MEMORANDA

1. **Action Memorandum No. 18-095:** Approving a Council Community Grant in the Amount of \$2,500.00 to the Mat-Su Special Santa Program Through Alaska Family Services

Council Member S. Combs asked Council to consider the amount carefully as it would put them over budget in the community grants line item. She asked if the funds could be moved from another line in the budget. City Clerk Alley responded that there were monies available in another line. Council Member L. Combs asked Council to consider all the options carefully as to be fair to the community and stated the organization was very dear to her and hoped the Council would approve it.

Main Motion: To Approve Action Memorandum No. 18-095

Moved by:	L. Combs
Seconded by:	Fuller
In favor:	Berberich, Carrington, L. Combs, S. Combs, DeVries, Fuller, LaFrance
Opposed:	None
Action:	Motion Carried

Primary Amendment #1: To Reduce the Award to \$1,500.00

Moved by:	Carrington
Seconded by:	DeVries
In favor:	Carrington, DeVries
Opposed:	Berberich, L. Combs, S. Combs, Fuller, LaFrance
Action:	Motion Failed for Lack of Majority

J. RECORD OF ITEMS PLACED ON THE TABLE

City Clerk Alley reported the updated Capital Improvements Program Table handout was the Item Placed on the Table.

K. AUDIENCE PARTICIPATION

None.

L. COUNCIL MEMBER COMMENTS

Council Member Berberich thanked the city of Palmer for putting on a wonderful Colony Christmas and was grateful the Council approved the Special Santa grant.

Deputy Mayor LaFrance stated he would be gone for the January 22, 2019, meeting and hoped the Council would consider excusing his absence; asked the Council and staff to be prepared for the upcoming plastic bag ordinance going into effect in January 2019; wished all a happy holiday; and looked forward to working with the Council in the next year.

Council Member Carrington thanked the city manager and Finance Department for their hard work and a job well done on the budget.

Council Member S. Combs expressed gratitude to the Public Works and Police Departments for helping with the Colony Christmas parade, and appreciation to the Finance Department and city manager for a clear and well put together budget.

Council Member Fuller thanked the city manager and mayor for recognizing citizens and staff and asked for Council support to recognize Mat-Su Special Santa Program Founder Mary Jo Parks as she is retiring from the organization this year.

Council Member L. Combs thanked the finance staff and city manager for the well-done budget and all the hard work that went into it; shared community comments she received regarding how wonderful Colony Christmas was; wished all a happy holiday; and looked forward to hearing the mayor and city manager at the Chamber lunch.

Mayor DeVries wished everyone a Merry Christmas and Happy New Year.

M. ADJOURNMENT

With no further business before the Council, the meeting adjourned at 7:56p.m.

Approved this 22nd day of January, 2018.

Norma I. Alley, MMC, City Clerk

Edna B. DeVries, Mayor