

A. CALL TO ORDER:

A regular meeting of the Palmer City Council was held on December 14, 2021, in the Council Chambers, Palmer, Alaska. Mayor Carrington called the meeting to order at 6:00 p.m.

B. ROLL CALL:

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

Steve Carrington, Mayor	Sabrina Combs
Pamela Melin, Deputy Mayor	Brian Daniels
Jill Valerius (on Zoom)	Richard Best (on Zoom)

Staff in attendance were the following:

John Moosey, City Manager	Shelly M. Acteson, CMC, City Clerk
Michael Gatti, City Attorney (via Zoom)	

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
 - a. **Action Memorandum No. 21-067:** Approving the Cancellation of the December 28, 2021, Regular Meeting
 - b. **Action Memorandum 21-069:** Confirming the Mayor's Nomination of Leighton Lee to the Airport Advisory Commission with Term Ending December 31, 2024
 - c. **Action Memorandum 21-070:** Confirming the Mayor's Nomination of Ryan Richard to the Parks and Recreation Advisory Board with Term Ending December 31, 2024
 - d. **Action Memorandum 21-071:** Confirming Casey Peterson and Josh Tudor to the Planning and Zoning Commission with Terms Ending December 31, 2024
 - e. **Information Memorandum 21-006:** Notice of Intent to Award General Counsel Legal Services
2. Approval of Minutes of Previous Meetings
 - a. November 9, 2021, Special and Regular Meetings

Main Motion: To approve the Consent Agenda and Minutes.

Moved by:	Combs
Seconded by:	Valerius
Vote:	Unanimous
Action:	Motion Carried

E. COMMUNICATION AND APPEARANCE REQUESTS

F. REPORTS

1. City Manager's Report

City Manager John Moosey reported on the following:

- Thanked Attorney Gatti for his years of service to the city.
- Noted a letter will be sent to the Mat-Su Borough in relation to Ordinances 22-0002 and 22-003, concerning mining operations, and gravel tax.

2. Mayor's Report

Mayor Carrington reported on the following:

- Shared a thank you card from the Finance Department concerning the recently approved bonus for city employees.
- Upcoming Valley Mayors and Managers meeting.
- Explained his request to resign from his Council seat so the vacancy process can begin.
- Thanked Attorney Gatti for his dedication to the city.

3. City Clerk's Report

City Clerk Shelly Acteson reported on the following:

- Deputy Clerk position posted on the website.

4. City Attorney Report

City Attorney Michael Gatti reported on the following:

- Reminded Council to follow the Code.
- Reminded Council to treat each other with respect.

G. AUDIENCE PARTICIPATION

Connie Yoshimura:

- Provided an update on the Cedar Park Subdivision.
- Questioned the ever-changing requirements for her project.

Jackie Goforth and others presented as the Concerned Citizen Group:

- Referenced AS 42.62.310 violations and the Mat-Su Moms for Justice Facebook Group.
- Requested Council Members sign the recall petition.

Mike Coons:

- Spoke in favor of employees receiving raises, bonuses, etc. based on merit.

H. PUBLIC HEARINGS

- 1. Resolution 21-039:** Designating Authorized Signatures for Check Signing Affecting An and All Disbursements of the City Monies and Designating City Representatives Who are Authorized and Empowered to Execute and Deliver All Documentation and Instructions on City Investment Accounts

Mayor Carrington opened the public hearing on Resolution No. 21-039. Seeing no one come forward and hearing no objection from the Council, Mayor Carrington closed the public hearing.

Main Motion: To Adopt Resolution No. 21-039

Moved by:	Combs
Seconded by:	Valerius

Vote:	Unanimous
Action:	Motion Carried

2. Resolution No. 21-040: Authorizing the City Manager to Suspend the February 1, 2022, Late Fee for Business License Applications Due to the Implementation of Online Business License and Sales Tax Platform

Mayor Carrington opened the public hearing on Resolution No. 21-019. Seeing no one come forward and hearing no objection from the Council, Mayor Carrington closed the public hearing.

Main Motion: To Approve Ordinance No. 21-040

Moved by:	Combs
Seconded by:	Valerius
Vote:	Unanimous
Action:	Motion Carried

3. Resolution 22-001: Adopting the 2022 City of Palmer Employee Pay Plan

Mayor Carrington opened the public hearing on Resolution No. 22-001.

Mike Coons:

- Spoke in favor of raises and bonuses being based on merit.

Main Motion: To Approve Resolution No. 22-001

Moved by:	Combs
Seconded by:	Valerius
Vote:	Unanimous
Action:	Motion Carried

Primary Amendment #1: To Amend Resolution No. 22-001, by amending the Pay Plan to add \$1.50 COLA

Moved by:	Combs
Seconded by:	Daniels
Vote:	Unanimous
Action:	Motion Carried

Council Member Combs explained the proposed amendment, and discussion followed.

4. Resolution No. 22-002: Adopting the 2022 Fee Schedule for the City of Palmer for the Fiscal Year Beginning January 1, 2022, and Ending December 31, 2022

Mayor Carrington opened the public hearing on Resolution No. 22-002. Seeing no one come forward and hearing no objection from the Council, Mayor Carrington closed the public hearing.

Main Motion: To Approve Resolution No. 22-002

Moved by:	Combs
Seconded by:	Valerius
Vote:	Unanimous

Action: Motion Carried

Primary Amendment #1: To Amend Resolution No. 22-002, with the following changes: Page 141, add under Business Licenses – Late Filing Fee: Special Event License - \$10.00; Page 142, Election fees (remove deposit) Recount Ballet application - \$200.00; Page 147 Add – Online Sales Tax Credit Card Convenience Fee 3%; Page 140 – add Plan Review Fee (4 plex or more residential units and all other non-residential projects) 65% of building permit fee; Page 146 – add shed Permit (up to 320 square feet) - \$26.00

Moved by:	Combs
Seconded by:	Valerius
Vote:	Unanimous
Action:	Motion Carried

5. Resolution 22-003: Adopting the 2022 Fine Schedule for the City of Palmer for the Fiscal Year Beginning January 1, 2022, and Ending December 31, 2022

Mayor Carrington opened the public hearing on Resolution No. 22-003. Seeing no one come forward and hearing no objection from the Council, Mayor Carrington closed the public hearing.

Main Motion: To Adopt Resolution No. 22-003

Moved by:	Valerius
Seconded by:	Combs
Vote:	Unanimous
Action:	Motion Carried

6. Resolution 22-004: Adopting the Five-Year Capital Improvement Program for the Fiscal Year Beginning January 1, 2022, and Ending December 31, 2022

Mayor Carrington opened the public hearing on Resolution No. 22-004. Seeing no one come forward and hearing no objection from the Council, Mayor Carrington closed the public hearing.

Main Motion: To Adopt Resolution No. 22-004

Moved by:	Combs
Seconded by:	Valerius
Vote:	Unanimous
Action:	Motion Carried

Primary Amendment #1: To Amend Resolution No. 22-004, by adding the following items: City Hall Copier and Folding Machine - \$40,000; Comm Dev vehicle - \$24,000; Police vehicle replacements - \$130,000; Fire Vehicle Replacements - \$160,000; PW vehicle replacement - \$96,000; PW street Sweeper - \$335,000; Library Sidewalk - \$70,000; MTA Event center Flooring - \$15,000; MTA Event Center Funding - \$50,000; Resurface Palmer Tennis Courts - \$25,000; Golf Cart Fleet Upgrade - \$30,000; Golf Cart Fleet Upgrade (not spent in 2021) - \$25,000; PW Bobcat - \$91,588; Roads/Utilities Capital Improvement Program -

\$400,000; Plow truck, Airport - \$48,000 – for a total of \$1,539,588

Moved by:	Combs
Seconded by:	Valerius
Vote:	Unanimous
Action:	Motion Carried

7. Resolution No. 22-005: Adopting a Budget for the City of Palmer, Alaska for the Fiscal Year Beginning January 1, 2022, and Ending December 31, 2022, and Appropriating Monies A Code Adopted by Reference.

Mayor Carrington opened the public hearing on Ordinance No. 22-005. Seeing no one come forward and hearing no objection from the Council, Mayor Carrington closed the public hearing.

Main Motion: To Adopt Resolution No. 22-005 as amended

Moved by:	Combs
Seconded by:	Melin
Vote:	Unanimous
Action:	Motion Carried

Primary Amendment #1: To Amend Resolution No. 22-005, by the addition of Roads and Utilities Capital Improvements Program - \$400,000

Moved by:	Combs
Seconded by:	Best
Vote:	Unanimous
Action:	Motion Carried

Primary Amendments #1 through 10: To Amend Resolution No. 22-005, by reducing the following line items: Reduce Council Community Grants leaving a budget of \$12,000, Reduce Travel (Police) leaving a budget of \$10,000; Reduce office equipment (Police) leaving a budget of \$35,000; Reduce office equipment (dispatch) leaving a budget of \$6,000; Reduce subscriptions and Dues (Fire) leaving a budget of \$4,000; Reduce travel (Fire) leaving a budget of \$10,000; Reduce training (Fire) leaving a budget of \$12,500; Reduce operating supplies (Public Works) leaving a budget of \$17,500; and Reduce transfer to Fund 53 for Opiate Task Force Officer, savings from 2021 due to position being vacant for 5 months, waiting on officer clearance for 2022.

Moved by:	Combs
Seconded by:	Best
Vote:	Unanimous
Action:	Motion Carried

Primary Amendment #11: To Amend Resolution No. 22-005, by paying off the MTAEC Bond Debt (Years 2023 and 2024) in the amount of \$220,500

Moved by:	Combs
Seconded by:	Valerius
Vote:	Unanimous
Action:	Motion Carried

Primary Amendment #12: To Amend the City Pay Plan with a COLA of \$1.50 in the amount of \$293,692

Moved by:	Combs
Seconded by:	Daniels
Vote:	Unanimous
Action:	Motion Carried

Primary Amendment #13: Due to Primary Amendment #10, changes to Fund 53, reducing transfer from other funds to \$50,983

Moved by:	Combs
Seconded by:	Valerius
Vote:	Unanimous
Action:	Motion Carried

Primary Amendment #14: Due to Covid delays the garbage truck which was to be delivered in December will not be delivered until February 2022, appropriating funds in 2022 for the new garbage truck in the amount of \$352,000

Moved by:	Combs
Seconded by:	Daniels
Vote:	Unanimous
Action:	Motion Carried

I. UNFINISHED BUSINESS

J. NEW BUSINESS

1. **Action Memorandum No. 21-068:** Authorizing the City Manager to Execute a New Lease Agreement with Lazy Mountain Hangar, LLC, on Lease Lot 21, Block 3, Palmer Municipal Airport for the Purpose of Constructing a New Aircraft Hangar

Main Motion: To Approve Action Memorandum No. 21-068

Moved by:	Combs
Seconded by:	Best
Vote:	Unanimous
Action:	Motion Carried

2. **Action Memorandum No. 21-072:** Approving Mayor Carrington's Resignation from Council Seat, Declaring the Seat Vacant, and Begin the Process of Filling the Seat, Based on PMS 2.04.065

Main Motion: To Approve Action Memorandum No. 21-072

Moved by:	Melin
Seconded by:	No Second

Vote:	Failed
Action:	Failed, lack of a second

3. Discussion of PMC 2.30.010, Board of Economic Development Composition

Council discussed the current requirements for the Board and requested that the ad for board members be reposted.

K. RECORD OF ITEMS PLACED ON THE TABLE

L. AUDIENCE PARTICIPATION

Connie Yoshimura:

- Stated her intent to apply for a seat on the Board of Economic Development.
- Commented on the 2020 Census data.
- Stressed the importance of housing as a part of economic development.
- Provided an update of the Cedar Hills Subdivision project.

Mike Coons:

- Commented favorably on the Cedar Hills Subdivision project, and how it would provide additional housing.

Jacki Goforth:

- Provided comment on inaccuracies with the George Floyd issue.

Palmer Police Chief Dwayne Shelton:

- Shared gratitude with the Council on behalf of the Department for the recently approved bonuses.

Mike Chmielewski:

- Commended the City workforce.
- Commented on the meeting schedule for Boards and Committees, and encouraged continuity.

Erik Anderson:

- Congratulated the Mayor and Deputy Mayor on their recent appointments.
- Commented on the natural spring causing flooding on Eagle Street.
- Discussed the Cedar Park Subdivision project.

M. EXECUTIVE SESSION

N. COUNCIL COMMENTS

Council Member Combs:

- Commented on the well-attended Colony Christmas event.
- Thanked the Manager and Staff for a well put together budget.

Council Member Valerius:

- Noted the Eagle Street flooding issue.
- Thanked the budget presenters.
- Thanked city employees for all their hard work.
- Thanked Borough attorney Gatti for his years of service to the city.

Council Member Best:

- Thanked Council members and staff for their hard work on the budget.
- Thanked Attorney Gatti for his years of service to the city.

Council Member Daniels:

- Thanked Attorney for his years of service to the city.
- Suggested placing a caution sign near the flood site on Eagle Street to alert drivers.
- Thanked Mayor Carrington for a well-run meeting.

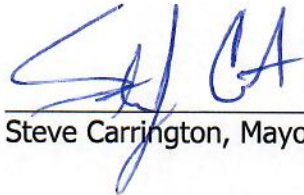
Council Member Melin:

- Commented favorably on the Colony Christmas event.
- Noted the importance of investing in the city workforce.

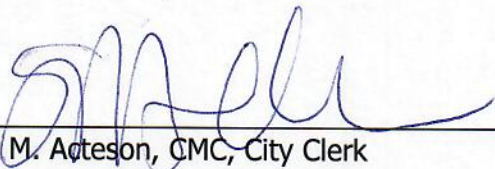
O. ADJOURNMENT

With no further business before the Council, the meeting adjourned at 8:18 p.m.

APPROVED this 9th day of January, 2022.



Steve Carrington, Mayor



Shelly M. Aoteson, CMC, City Clerk