

A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on November 12, 2019, 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
Richard W. Best
Steve Carrington

Linda Combs, Deputy Mayor
Sabrena Combs
Jill Valerius

Staff in attendance were the following:

Nathan Wallace, City Manager
Norma I. Alley, MMC, City Clerk

Michael Gatti, City Attorney
Kara Johnson, Deputy City Clerk

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
 - a. **Action Memorandum No. 19-077:** Authorizing the City Manager to Extend the Contract for Audit Services with BDO USA, LLC for One Additional Year
 - b. **Action Memorandum No. 19-078:** Authorizing the City Manager to Purchase Ten Police Portable Radios in the Amount of \$50,544.40 Under the Governmental and Proprietary Procurements Section of Palmer Municipal Code 3.21.230, by Attaching to National Association of State Procurement Officers Pricing
 - c. **Action Memorandum No. 19-079:** Authorizing the City Manager to Execute the Consent of an Assignment and Assumption of Proprietary Lease Agreement Between Peter Drees and Travis H. and Megan E. Drake for Unit #7 of the Palmer Hangar Owners Association for PMA Lease No. 05-02 on Lease Lot 11, Block 3, Palmer Municipal Airport for the Purpose of Transferring the Individual Unit and All Future Consent to Assignment for the Assumption of Proprietary Lease Agreements between Individual Unit Owners/Sellers and Purchasers of the Palmer Hangar Owners Association for the Purpose of Transferring Units as the Situation Arises
 - d. **Action Memorandum No. 19-080:** Authorizing the City Manager to Negotiate and Enter into a Contract with Capital Industries, Inc. for the Purchase and Delivery of 26 Dumpsters and Associated Spare Parts in the Amount of \$34,1600
 - e. **Action Memorandum No. 19-081:** Authorizing the City Manager to Enter into a Sole Source Procurement and Execute a Contract with Alaska Pump & Supply, Inc. for Two Replacement Lift Station Pumps in the Amount of \$72,216.00
 - f. **Action Memorandum No. 19-082:** Accepting Commission Member Richard Best's Resignation from the Airport Advisory Commission
 - g. **Action Memorandum No. 19-086:** Accepting Board Member Kelly Turney's Resignation from the Board of Economic Development

2. Approval of Minutes of Previous Meetings
 - a. October 7, 2019, Special Meeting
 - b. October 8, 2019, Regular Meeting

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

Moved by:	L. Combs
Seconded by:	Carrington

Primary Amendment #1: To Amend October 8, 2019, Minutes to Include Council Member Berberich Nominating Council Member S. Combs as Alternate Deputy Mayor

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

Vote on Main Motion: To Approve the Agenda, Consent Agenda, and Minutes as Amended

Vote:	Unanimous
Action:	Motion Carried

E. AUDIENCE PARTICIPATION

Ms. Susan Pougher, Matanuska-Susitna Borough Library Board, spoke about upcoming events for the City of Palmer Library.

Ms. Ailis Vann, Palmer Chamber of Commerce, requested support for Small Business Saturday.

F. REPORTS

1. City Manager’s Report

City Manager Wallace highlighted his written report.

2. City Clerk’s Report

City Clerk Alley highlighted her written report.

3. Mayor’s Report

Mayor DeVries highlighted her written report.

4. City Attorney’s Report - None.

G. NEW BUSINESS

1. **Action Memorandum No. 19-083:** Directing the City Clerk to Notify the State of Alaska of the City Council’s Statement of Non-Objection to Liquor License No. 5854 for Bleeding Heart Brewery, Located at 562 S. Denali Street

Main Motion: To Approve Action Memorandum No. 19-083

Moved by:	L. Combs
Seconded by:	S. Combs
Vote:	Unanimous
Action:	Motion Carried

2. **Action Memorandum No. 19-084:** Approving a Council Community Grant in the Amount of \$1,500.00 to the Greater Palmer Chamber of Commerce to Support Small Business Saturday in Palmer on November 30, 2019

Main Motion: To Approve Action Memorandum No. 19-084

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

3. **Action Memorandum No. 19-085:** Approving a City Council Member to Serve on the Alaska Municipal League Board of Directors for a Term Starting November 2019

Main Motion: To Approve Action Memorandum No. 19-085 Supporting Council Member Richard W. Best to Run for the At Large Seat

Moved by:	L. Combs
Seconded by:	Berberich
Vote:	Unanimous
Action:	Motion Carried

4. **Resolution No. 19-020:** Authorizing the City of Palmer to Join the Alaska Remote Seller Sales Tax Commission for the Purpose of Developing, Implementing, and Enforcing a Remote Sellers Sales Tax Code

Main Motion: To Approve Resolution No. 19-020

Moved by:	S. Combs
Seconded by:	L. Combs
Vote:	Unanimous
Action:	Motion Carried

The Council took a recess from 7:40 p.m. to 7:48 p.m.

5. **Committee of the Whole:** Presentation of the 2020 Budget (note: action may be taken by the council following the committee of the whole)
- 2020 City of Palmer Budget
 - 2020 City of Palmer Pay Plan
 - 2020 City of Palmer Fee Schedule
 - 2020 City of Palmer Fine Schedule
 - 2020 City of Palmer Capital Improvement Program

The Council entered into a Committee of the Whole at 7:49 p.m.

Topics addressed in the Committee of the Whole included:

- Finance;
- Airport;
- City Hall;
- Fine Schedule; and
- Fee Schedule.

The Council adjourned from Committee of the Whole at 8:36 p.m. and reconvened the Regular Meeting.

H. RECORD OF ITEMS PLACED ON THE TABLE

City Clerk Alley reported the Library Event Flyer was the Item Placed on the Table.

I. AUDIENCE PARTICIPATION

None.

J. COUNCIL MEMBER COMMENTS

No direction was given to staff for legislation to be placed on a future agenda.

K. ADJOURNMENT

With no further business before the Council, the meeting adjourned at 8:43 p.m.

Approved this 10th day of December, 2019.

Norma I. Alley, MMC, City Clerk

Edna B. DeVries, Mayor