

## A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on October 24, 2017, 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	Richard Best, Deputy Mayor
Sabrina Combs (participated telephonically)	Steve Carrington
David Fuller	Brad Hanson
Peter LaFrance	

Also in attendance were the following:

Nathan Wallace, City Manager	Norma I. Alley, MMC, City Clerk
Michael Gatti, City Attorney	Pamela Whitehead, Minutes Recorder

## C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

## D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
  - a. Introduction of **Ordinance No. 17-013**: Amending Palmer Municipal Code 8.36.025: Certain Acts Requiring Permit, Authorizing the City Manager to Grant a Noise Permit Extension for Public Construction Projects.
  - b. Introduction of **Ordinance No. 17-014**: Amending Palmer Municipal Code 17.64.021: Parking Lot Design Standards, Deleting 17.64.121(H) Requiring Refuse Containers Located Within or on the Same Pavement as the Parking Area to be Screened.
  - c. **Resolution No. 17-032**: Designating Authorized Signatures for the General Checking Account, the Palmer Construction Account and Designating City Representatives Who Are Authorized and Empowered to Execute and Deliver All Documentation and Instructions on City Investment Accounts.
  - d. **Action Memorandum No. 17-068**: Authorizing the City Manager to Negotiate and Execute a Two-Year Contract for Professional Audit Services with BDO USA, LLP.
2. Approval of Minutes of Previous Meetings
  - a. September 26, 2017, Regular Meeting
  - b. October 9, 2017, Special Meeting

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

Moved by:	Best
Seconded by:	Fuller
Action:	Motion carried
In favor:	LaFrance, Hanson, Fuller, Combs, Carrington, Best, DeVries
Opposed:	None

## **E. COMMUNICATION AND APPEARANCE REQUESTS**

**Item 1** – Presentation from Planning & Zoning Commission Chair Dan Lucas.

City Clerk Alley reported receiving a phone call from Chairman Lucas informing that he will not be able to attend tonight due to illness and sends his apologies. He asked that she inform the Council that the Commission is currently focusing on complete review of Title 17 as requested by the Council.

## **F. REPORTS**

### **Item 1 – City Manager’s Report**

City Manager Nathan Wallace:

- Highlighted his written report;
- Reported on the recent meeting of the Mat-Su Borough sales tax group and fielded questions regarding its purpose;
- Reported on the Borough’s exploration of a road bond package and fielded questions regarding the list of roads covered by the bond package; and
- Fielded further questions by the Council regarding the use of city assets.

### **Item 2 – City Clerk’s Report**

City Clerk Norma Alley:

- Fielded questions concerning election notifications.

### **Item 3 – Mayor’s Report**

Mayor DeVries:

- Highlighted her written report;
- Noted she will be presenting a Proclamation for Small Business Saturday at the Palmer Chamber of Commerce Meeting on November 8 and a yearly update at Palmer Chamber of Commerce Meeting on November 13;
- Reminded Council of the Legislative and Assembly Meeting on November 1, Wasilla Library, 10 a.m.;
- Informed of invitations received from Alaska Family Services and Mat-Su Special Santa Program for November 7 at 6:30 p.m. – will respond with regret as it conflicts with the scheduled Council meeting; and
- Shared a Flyer on a Holiday Craft Workshop at Charter College on October 4.

### **Item 4 – City Attorney’s Report - None**

## **G. AUDIENCE PARTICIPATION - None**

## **H. PUBLIC HEARINGS**

**Item 1 – Resolution No. 18-001:** Adopting a Budget for the City of Palmer, Alaska for Fiscal Year Beginning January 1, 2018, and Ending December 31, 2018, and Appropriating Monies.

Mayor DeVries opened the public hearing on Resolution No. 18-001. Seeing no one come forward to speak, and hearing no objection from the Council, the public hearing was closed.

**Item 2 – Resolution No. 18-002:** Adopting the 2018 City of Palmer Employee Pay Plan.

Mayor DeVries opened the public hearing on Resolution No. 18-002. Seeing no one come forward to speak, and hearing no objection from the Council, the public hearing was closed.

**Item 3 – Resolution No. 18-003:** Adopting the 2018 Fee Schedule for the City of Palmer for the Fiscal Year Beginning January 1, 2018, and Ending December 31, 2018.

Mayor DeVries opened the public hearing on Resolution No. 18-003. Seeing no one come forward to speak, and hearing no objection from the Council, the public hearing was closed.

**Item 4 – Resolution No. 18-004:** Adopting the 2018 Fine Schedule for the City of Palmer for Year Beginning January 1, 2018, and Ending December 31, 2018.

Mayor DeVries opened the public hearing on Resolution No. 18-004. Seeing no one come forward to speak, and hearing no objection from the Council, the public hearing was closed.

**Item 5 – Resolution No. 18-005:** Adopting the Five-Year Capital Improvement Program for the Fiscal Year Beginning January 1, 2018, and Ending December 31, 2018.

Mayor DeVries opened the public hearing on Resolution No. 18-005. Seeing no one come forward to speak, and hearing no objection from the Council, the public hearing was closed.

[No action was taken following the public hearings on the above Resolutions at this time.]

**I. ACTION MEMORANDA**

**Item 1 – Action Memorandum No. 17-069:** Confirming the Mayor’s Nomination of Jeff Helmericks and Joyce Momarts to the Airport Advisory Commission with a Term Ending October 31, 2020.

**Main Motion: To Approve Action Memorandum No. 17-069.**

Moved by:	Best
Seconded by:	Carrington
Action:	Motion carried
In favor:	LaFrance, Hanson, Fuller, Combs, Carrington, Best, DeVries
Opposed:	None

**Item 2 – Action Memorandum No. 17-070:** Confirming the Mayor’s Nomination of Kelly Turney and Barbara Hunt to the Board of Economic Development with a Term Ending October 31, 2020.

**Main Motion: To Approve Action Memorandum No. 17-070.**

Moved by:	Best
Seconded by:	Fuller
Action:	Motion carried
In favor:	LaFrance, Hanson, Fuller, Combs, Carrington, Best, DeVries
Opposed:	None

**Item 3 – Action Memorandum No. 17-071:** Confirming the Mayor’s Nomination of Stephanie Allen, David Dodd, and Wes Rathe with Terms Ending October 31, 2020, and Sally Pollen with a Term Ending October 31, 2019, to the Parks, Recreation and Cultural Resources Advisory Board.

**Main Motion: To Approve Action Memorandum No. 17-071.**

Moved by:	Best
Seconded by:	Fuller
Action:	Motion carried
In favor:	LaFrance, Hanson, Fuller, Combs, Carrington, Best, DeVries
Opposed:	None

**Item 4 – Action Memorandum No. 17-072:** Confirming the Mayor’s Nomination of Dan Lucas and Gena Ornuist with Terms Ending October 31, 2020, and Richard Benedetto with a Term Ending October 31, 2019, for appointment to the Planning and Zoning Commission.

**Main Motion: To Approve Action Memorandum No. 17-072.**

Moved by:	Best
Seconded by:	Carrington
Action:	Motion carried
In favor:	LaFrance, Hanson, Fuller, Combs, Carrington, Best, DeVries
Opposed:	None

**Item 5 – Action Memorandum No. 17-073:** Appointing a Council Member to Serve as an Ex-Officio Member on the Board of Economic Development for a Term Expiring October 31, 2018.

Council Member Carrington nominated Deputy Mayor Richard Best to serve. There were no objections or additional nominations.

**Main Motion: To Approve Action Memorandum No. 17-073, appointing Deputy Mayor Best to serve as an Ex-Officio member of the Board of Economic Development.**

Moved by:	Carrington
Seconded by:	Hanson
Action:	Motion carried
In favor:	LaFrance, Hanson, Fuller, Combs, Carrington, Best, DeVries
Opposed:	None

**Item 6 – Action Memorandum No. 17-074:** Approving Robyn Schroeder as the Winner of the City of Palmer Bicycle Rack Design Competition, Awarding \$200.00 to the Winner, and Authorizing Installation of Bicycle Racks of the Winning Design.

Council Member LaFrance abstained from voting and temporarily exited Council chambers disclosing that Robyn Schroeder is his wife.

Council member Hanson inquired as to available funding. City Manager Wallace reported there is enough funding for installation of four bike racks including the winner’s award.

**Main Motion: To Approve Action Memorandum No. 17-074.**

Moved by:	Fuller
Seconded by:	Carrington
Action:	Motion carried
In favor:	Hanson, Fuller, Combs, Carrington, Best, DeVries
Abstained:	LaFrance

Upon completion of voting, Council Member LaFrance rejoined the Council.

**Item 7 – Action Memorandum No. 17-075:** Approving a Council Community Grant in the Amount of \$1,200.00 to the Greater Palmer Chamber of Commerce to Support Small Business Saturday on November 25, 2017.

**Main Motion: To Approve Action Memorandum No. 17-075.**

Moved by:	Fuller
Seconded by:	Hanson
Action:	Motion carried
In favor:	LaFrance, Hanson, Fuller, Combs, Carrington, Best, DeVries
Opposed:	None.

Council Member Fuller disclosed that his wife, Andrea Fuller, is a part of the group working on the event, but not a direct recipient of the funding for Small Business Saturday. The Council had no objections to him voting on this matter.

**Item 8 – Action Memorandum No. 17-076:** Supporting the Community Efforts to Pursue the All America City Award by Directing Staff to Pay the \$250.00 Application Fee.

**Main Motion: To Approve Action Memorandum No. 17-076.**

Moved by:	
Seconded by:	
Action:	Motion failed for lack of action by the Council.
In favor:	
Opposed:	

**Item 9 – Action Memorandum No. 17-077:** Approving the Cancellation of the November 14, 2017, Regular Council Meeting.

Mayor DeVries spoke to the purpose for the proposed cancellation, being time conflicts with AML functions in Anchorage at which several Council members and City personnel will be in attendance.

Deputy Mayor Best proposed amending the agenda to move this item to the last order of business in case there is discussion under Continued Business that reveals any time sensitive reasons to not cancel the meeting.

**Main Motion: To Amend the Agenda, Moving Action Memorandum No. 17-077 to Continued Business, Item 2.**

Moved by:	Best
Seconded by:	Carrington
Action:	Motion carried
In favor:	LaFrance, Hanson, Fuller, Combs, Carrington, Best, DeVries
Opposed:	None

**J. CONTINUED BUSINESS**

**Item 1 – Resolution No. 17-023:** Authorizing the City Manager to Negotiate and Enter into a Four-Year Agreement with Motorola Solutions to Lease-Purchase Radio and Computer Aided Dispatch Equipment in the Amount of \$725,913.28 and to Lease Over a Term Ending No Later Than August of 2021, and to Obtain the Equipment Under the Governmental and Proprietary Procurements Section of Palmer Municipal Code 3.21.230.

City Manager Wallace provided the staff report:

- Updated as to current status, noting postponement from the June 27, 2017, meeting;
- Provided details/options concerning the lease-purchase agreement and the expenditure;
- Recommended approval; and
- Fielded questions from the Council.

Council Member Hanson spoke in support but noted concern related to the increase in cost.

**Main Motion: To Approve Resolution No. 17-023.**

Moved by:	Fuller
Seconded by:	Best
Action:	Motion carried
In favor:	LaFrance, Hanson, Fuller, Combs, Carrington, Best, DeVries
Opposed:	None

**Item 2 - Action Memorandum No. 17-077:** Approving the Cancellation of the November 14, 2017, Regular Council Meeting [action moved from item I-9 to J-2 per amended agenda].

**Main Motion: To Approve Action Memorandum No. 17-077.**

Moved by:	Combs
Seconded by:	Fuller
Action:	Motion carried
In favor:	LaFrance, Hanson, Fuller, Combs, Carrington, Best, DeVries
Opposed:	None

**K. RECORD OF ITEMS PLACED ON THE TABLE**

There were no items placed on the table.

**L. AUDIENCE PARTICIPATION**

Eugene Carl Haberman:

- Reported on the actions of the joint meeting of the Borough Assembly and the Planning Commission held earlier tonight;
- Noted there was a presentation by Fairbanks North Star Borough Representative Carl Castle on the implications of being designated an air quality nonattainment district, which was quite informative;
- Commented the public should not have to choose whether to go to a Borough or a City Council meeting when the community is split on the issues; and
- Commented the public should always be afforded the opportunity to participate in all meetings concerning important issues.

**M. COUNCIL MEMBER COMMENTS**

Council Member LaFrance:

- Announced back country ski season has started at Hatcher Pass;
- Stated the avalanche signs to test beacons are up and hanging;
- Commented he took his son to the Library today and reported it was wonderful to see such a bustling center in the community; and
- Commended the Council's commitment to the Library as a public service.

**N. ADJOURNMENT**

With no further business before the Council, the meeting adjourned at 8:24 p.m.

**Approved this 23<sup>rd</sup> day of January, 2018.**

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Norma I. Alley, MMC, City Clerk

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Edna B. DeVries, Mayor