

**A. CALL TO ORDER**

A regular meeting of the Palmer City Council was held on March 22, 2016, at 7 pm in the council chambers, Palmer, Alaska.

Deputy Mayor Hanson called the meeting to order at 7:00 pm.

**B. ROLL CALL**

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

Richard Best	Edna DeVries
Steve Carrington	Brad Hanson
Linda Combs	Peter LaFrance
DeLena Goodwin Johnson – participated telephonically	

Also in attendance were the following:

Nathan Wallace, City Manager  
Janette Bower, City Clerk  
Bernadette Packa, Deputy City Clerk  
Michael Gatti, City Attorney – participated telephonically

**C. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Council Member LaFrance.

**D. APPROVAL OF AGENDA**

1. Approval of Consent Agenda
  - a. Introduction – Ordinance No. 16-010: Amending Palmer Municipal Code Section 4.15.060 Residency (IM 16-018)
  - b. Resolution No. 15-016: Designating Authorized Signature for Check Signing Affecting Any and All Disbursements of City Monies (IM 15-046)
  - c. Action Memorandum 16-025: Authorize the City Manager to Negotiate and Execute an Agricultural Lease Containing Approximately 98 Acres with Kevin Frohling D/B/A Spring Creek Farms for Tracts A & B of the Warren “Bud” Woods Palmer Municipal Airport
2. Minutes of Previous Meetings
  - a. March 3, 2016, Special Meeting
  - b. March 8, 2016, Regular Meeting
  - c. March 10, 2016, Special Meeting
  - d. March 11, 2016, Special Meeting

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

### **Item 1 – LaMarr Anderson, Chair – City of Palmer Board of Economic Development**

- Highlighted membership of the board;
- Addressed items from the Annual Work Plan handout provided to Council; and
- Fielded questions from the Council.

Mayor Johnson expressed excitement and appreciation for the work being done by the board.

Council Member DeVries thanked Mr. Anderson for his work with the Board of Economic Development and for its contribution to the community.

## **F. REPORTS**

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

City Manager Nathan Wallace:

- Highlighted his written report;
- Commented on the status of the Dispatch Center RFP;
- Announced that the City of Palmer, on behalf of Grow Palmer, received a \$15,000 grant from the Mat-Su Health Foundation for the Rail Garden Project;
- Mentioned that the Emergency Operations Center for the City of Palmer will be participating in the Alaska Shield emergency exercise on April 1 – 2; and
- Fielded questions from the Council.

### **Item 2 – City Clerk’s Report**

### **Item 3 – Mayor’s Report**

Mayor Johnson:

- Shared her contribution to help bring the official record books current.

### **Item 4 – City Attorney’s Report**

## **G. AUDIENCE PARTICIPATION**

## **H. PUBLIC HEARINGS**

### **Item 1 – Ordinance No. 16-005:** Amending Palmer Municipal Code Sections 18.35.081 Counting Early Ballots and 18.35.090 Counting Questioned Ballots (IM 16-014)

Deputy Mayor Hanson requested a staff report. The City Clerk provided clarification. Deputy Mayor Hanson opened the public hearing. Seeing no one come forward, the public hearing was closed.

**Main Motion: To adopt Ordinance No. 16-005**

Moved by:	Best
Seconded by:	Carrington
Action:	Motion carried by unanimous roll call vote.
In favor:	Best, Carrington, Combs, DeVries, Hanson, Johnson, LaFrance
Opposed:	None

**Item 2 – Ordinance No. 16-006:** Amending Palmer Municipal Code Section 18.07.025 Signature Requirements (IM 16-013)

Deputy Mayor Hanson requested a staff report. The City Clerk provided clarification. Deputy Mayor Hanson opened the public hearing. Seeing no one come forward, the public hearing was closed.

**Main Motion: To adopt Ordinance No. 16-006**

Moved by:	Best
Seconded by:	DeVries
Action:	Motion carried by unanimous roll call vote.
In favor:	Best, Carrington, Combs, DeVries, Hanson, Johnson, LaFrance
Opposed:	None

**Item 3 – Ordinance No. 16-009:** Amending Palmer Municipal Code Section 2.04.021 Composition (IM 16-017) (Public hearing 1 of 2)

Deputy Mayor Hanson requested additional information concerning the ordinance. Council Member Carrington provided clarification.

Deputy Mayor Hanson opened the public hearing.

Dave Fuller:

- Spoke in opposition of the ordinance.

Deputy Mayor Hanson closed the public hearing.

**I. ACTION MEMORANDA**

**Item 1 – Action Memorandum 16-005:** Authorize the City Manager to Execute Change Order Four for the First Renewal Option with Alaska Sure Seal in the Amount of \$70,125.42 for Crack Sealing and Striping in 2016

**Main Motion: To authorize Action Memorandum 16-005**

Moved by:	Best
Seconded by:	DeVries
Action:	Motion carried by unanimous roll call vote.
In favor:	Best, Carrington, Combs, DeVries, Hanson, Johnson, LaFrance
Opposed:	None

**Item 2 – Action Memorandum 16-026:** Authorize the City Manager to Renew the City’s IT Services Contract with TekMate for the Period of April 1, 2016 through March 31, 2017

**Main Motion: To authorize Action Memorandum 16-026**

Moved by:	Best
Seconded by:	Carrington
Action:	Motion carried by unanimous roll call vote.
In favor:	Best, Carrington, Combs, DeVries, Hanson, Johnson, LaFrance
Opposed:	None

**Item 3 – Action Memorandum 16-027:** Authorize the City Manager to File a Complaint Seeking Injunctive Relief to Abate a Junk Vehicle and Nuisance located at 444 N. Bonanza Street

**Main Motion: To authorize Action Memorandum 16-027**

Moved by:	Best
Seconded by:	Combs
Action:	Motion carried by unanimous roll call vote.
In favor:	Best, Carrington, Combs, DeVries, Hanson, Johnson, LaFrance
Opposed:	None

**Item 4 – Action Memorandum 16-028:** Approve a Council Community Grant in the Amount of \$2,500 to the Downtown Merchants Association (Denise Statz) to Support “Who Let the Girls Out” in Palmer on April 22-23, 2016

**Main Motion: To approve Action Memorandum 16-028**

Moved by:	Combs
Seconded by:	Best
Action:	Motion carried by unanimous roll call vote.
In favor:	Best, Carrington, Combs, DeVries, Hanson, Johnson, LaFrance
Opposed:	None

**Item 5 – Action Memorandum 16-030:** Authorize the City Manager to Amend the Professional Services Agreement with HDL Engineers in an Amount Not to Exceed \$250,000 for Design and Engineering Services for the Sherrod Area Water Utility Improvement Project, Phase Four

**Main Motion: To authorize Action Memorandum 16-030**

Moved by:	Best
Seconded by:	DeVries
Action:	Motion carried by unanimous roll call vote.
In favor:	Best, Carrington, Combs, DeVries, Hanson, Johnson, LaFrance
Opposed:	None

**J. UNFINISHED BUSINESS**

**Item 1 – City Clerk Recruitment Process – Acting City Clerk**

The City Clerk pointed out provisions in the Palmer City Code assigning the Deputy City Clerk to the role of Acting City Clerk and any accompanying salary change.

**Main Motion: To make effective the Acting City Clerk beginning on March 9 and ending on April 25 with a 10 % increase in her existing wages.**

Moved by:	DeVries
Seconded by:	Combs
Action:	Motion carried by unanimous roll call vote.
In favor:	Best, Carrington, Combs, DeVries, Hanson, Johnson, LaFrance
Opposed:	None

## **K. NEW BUSINESS**

### **L. RECORD OF ITEMS PLACED ON THE TABLE**

Board of Economic Development information  
Grant #67118 information  
HDL Information regarding the Sherrod Project

### **M. AUDIENCE PARTICIPATION**

Denise Statz:

- Expressed appreciation to the Council for its support of the Who Let the Girls Out Event.

### **N. COUNCIL MEMBER COMMENTS**

Council Member Carrington:

- Commented on attending a meeting of the Mat-Su Library Advisory Board.

Council Member Best:

- Encouraged everyone to be watchful of motorcycles on the road.

Council Member Combs:

- Commented on speaking at the Chamber of Commerce last week;
- Pointed out there have been fifteen Chamber of Commerce sponsored grand openings or ribbon cutting ceremonies in the last fifteen months; and
- Wished the City Clerk and her husband all the best in their new adventures.

Council Member DeVries:

- Expressed thanks to the City Clerk for all her work, patience, and care;
- Shared appreciation of having staff reports given before the public hearings; and
- Commented on the Choose Respect March scheduled for March 24 from 11:30 – 1:30.

Council Member Hanson:

- Reminded everyone of the dedication of the airport scheduled for March 26 at John Lee's hangar; and
- Invited everyone to Janette's send off on March 25 from 4:00 - 6:00 at the depot.

Mayor Johnson:

- Commented on the airport renaming event;

- Expressed appreciation of updates provided by Council Member Combs;
- Highlighted Alaska Chicks event held this past weekend;
- Reported that Governor Walker will be in town to hear what Palmer has to say; and
- Expressed appreciation for what the downtown merchants are doing.

**O. ADJOURNMENT**

With no further business before the Council, the meeting adjourned at 8:45 pm.

**Approved this twelfth day of April, 2016.**

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Brad Hanson, Deputy Mayor

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Janette M. Bower, MMC, City Clerk