

A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on August 23, 2016, at 7 pm in the council chambers, Palmer, Alaska.

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

B. ROLL CALL

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

Richard Best	Brad Hanson
Steve Carrington	DeLena Johnson
Linda Combs	Peter LaFrance
Edna DeVries	

Also in attendance were the following:

Nathan Wallace, City Manager
Norma Alley, MMC, City Clerk
Bernadette Packa, Deputy City Clerk
Michael Gatti, City Attorney

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Council Member Combs.

D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
 - a. **Action Memorandum No. 16-057:** Authorizing the City Manager to Purchase Twelve Dell Laptops and Associated Docking Equipment in the Amount of \$27,282.47, and to Purchase the Items Under the Governmental and Proprietary Procurements Section of Palmer Municipal Code 3.21.230, by Attaching to the National Association of State Procurement Officers (NASPO) Contract Pricing
 - b. **Action Memorandum No. 16-058:** Authorizing the City Manager to Negotiate and Enter into a Contract with Bering Marine Corporation for the Purchase and Delivery of 150 Tons of Road Salt in the Amount of \$23,707.50
 - c. **Resolution No. 16-021:** Confirming the Appointment of Election Officials for the City of Palmer Regular Election on Tuesday, October 4, 2016 (IM 16-034)
2. Minutes of Previous Meetings
 - a. August 9, 2016, Regular Meeting

Main Motion: To approve consent agenda and minutes

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

Notation of a scrivener's error in Action Memorandum No. 16-057 was corrected to read \$27,282.47.

E. COMMUNICATION AND APPEARANCE REQUESTS

F. REPORTS

Item 1 – City Manager's Report

City Manager Nathan Wallace:

- Highlighted his written report;
- Noted the audit presentation was pushed back until late September or early October;
- Commented on attendance of the Manager's meeting at AML Summer Conference;
- Commented on the Federal Aviation Administration's approval of the Airport Layout Plan;
- Reminded everyone of the upcoming open house for the Wastewater Treatment Plant Facilities Plan and addressed publicity efforts made to notice the meeting; and
- Fielded questions from the Council.

Item 2 – City Clerk's Report

City Clerk Norma Alley:

- Provided an update on the election process and budget preparations.

Item 3 – Mayor's Report

Mayor Johnson:

- Commented on attendance of the Mayor's Meeting at the AML Summer Conference; and
- Addressed the need for the City of Palmer to work with the community to develop a list of priorities, as well as the City's priorities, before going into the budget season.

Item 4 – City Attorney's Report

Michael Gatti:

- Commented on attendance of the AML Summer Conference and issues discussed.

G. AUDIENCE PARTICIPATION

Debra McGhan, Executive Director of the Alaska Avalanche Information Center

- Spoke to September being National Emergency Preparedness Month; and
- Provided flyers for the 2016 Emergency Preparedness Expo being held at the Menard Sports Center in Wasilla.

H. PUBLIC HEARINGS

Item 1 – Resolution No. 16-022: A Resolution of the Palmer City Council Authorizing the City Manager to Accept and Appropriate Funding in the Amount of \$50,000 from Three Grants as a Pass-Through for Grow Palmer (IM 16-035)

Mayor Johnson opened the public hearing. Seeing no one come forward, the public hearing was closed.

Discussion ensued. Concerns addressed included use of a project manager who was not a member of City staff or the Council, grant management fees, and contact information listed within the grant agreement. City Manager Wallace addressed the Council's concerns.

Main Motion: To approve Resolution No. 16-022

Moved by:	DeVries
Seconded by:	Best
Action:	Motion carried by a 5-2 voice vote.
In favor:	Best, Carrington, Hanson, Johnson, LaFrance
Opposed:	Combs, DeVries

I. ACTION MEMORANDA

Item 1 – Action Memorandum 16-054: Extending the Contract for Audit Services with BDO USA, LLC for The Second Additional Year as Specified in the Request for Proposals (RFP) for Audit Services and Original Contract Approved by the Palmer City Council on September 24, 2013

Main Motion: To authorize Action Memorandum 16-054

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

Item 2 – Action Memorandum 16-061: Authorizing the City Manager to Negotiate and Execute a Six Month Contract Amendment for Dispatch Services with the Matanuska Susitna Borough in the Amount of \$450,000.00

Main Motion: To authorize Action Memorandum 16-061

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

Item 3 – Action Memorandum 16-055: Discussing the Residency Requirement of the City Clerk Position

Main Motion: To authorize Action Memorandum 16-055 as amended

Moved by:	Best
Seconded by:	Combs
Action:	Motion carried by a 4-3 voice vote.
In favor:	Best, Combs, Johnson, LaFrance
Opposed:	Carrington, DeVries, Hanson

**Primary Amendment #1: To change the Action Memorandum to read:
The City Council ~~approve~~ requests the City Clerk reside within five miles of the City limits.**

Moved by:	Johnson
Seconded by:	Best
Action:	Motion carried by a 4-3 voice vote.
In favor:	Best, Combs, Johnson, LaFrance
Opposed:	Carrington, DeVries, Hanson

The City Council acknowledged Ordinance No. 16-010 is not applicable to the current City Clerk due to no retroactive clause written in the ordinance and the employment agreement being signed prior to enactment of the ordinance. An amendment was approved requesting the City Clerk live within five miles of the city limits.

J. UNFINISHED BUSINESS

K. NEW BUSINESS

Item 1 – Committee of the Whole: Discussion on the 2017 Budget Planning Priorities

City Manager Wallace handed out and provided an overview of documents addressing Budget Priorities for 2017 and Comprehensive Plan Visions.

L. RECORD OF ITEMS PLACED ON THE TABLE

2016 Emergency Preparedness Expo flyer
Budget Priorities 2017 – Guiding Thoughts
City of Palmer Comprehensive Plan Visions

M. AUDIENCE PARTICIPATION

Eugene Carl Haberman:

- Addressed concerns regarding public meetings held in the area.

N. COUNCIL MEMBER COMMENTS

Council Member Best

- Commented on attendance of the AML Summer Conference;

- Highlighted a presentation by the Commissioner of the Department of Corrections addressing plans following the closing of the Palmer Correctional Facility;
- Addressed Senate Bill 91 (SB91) which allows for inmates to be fitted with monitoring systems and then released into the general public;
- Pointed out that municipalities would be responsible for monitoring the inmates as well as funding the effort without reimbursement; and
- Reminded everyone to be aware of the increase of pedestrians due to the fair.

Council Member LaFrance:

- Commented on the new stop light on Arctic and Alaska; and
- Commended staff on obtaining approval of the Airport Layout Plan.

Council Member Carrington:

- Addressed concerns regarding Community Grants.

Council Member DeVries:

- Congratulated Council Member Combs on her appointment to the Commission on Aging.

Council Member Combs:

- Expressed excitement about being appointed to the Commission on Aging;
- Spoke to attendance of the AML Summer Conference;
- Spoke to attendance of the Public Hearing on the Skilled Nursing Facility;
- Commented on attendance of the Hot August Summer Nights Car Show;
- Spoke to the next Chamber of Commerce meeting to be held at the fairgrounds; and
- Reminded everyone of the state fair parade scheduled for August 27, 2016.

Mayor Johnson:

- Commented on air brake signage which is now in place.

O. ADJOURNMENT

With no further business before the Council, the meeting adjourned at 8:49 pm.

Approved this 13th day of September, 2016.

Norma I. Alley, MMC, City Clerk

Brad Hanson, Deputy Mayor