

**A. CALL TO ORDER**

A regular meeting of the Palmer City Council was held on November 28, 2023, at 6:00 p.m. 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:

Mayor Steve Carrington  
Deputy Mayor Carolina Anzilotti  
John Alcantra (via Zoom)  
Richard W. Best (via Zoom)  
Jim Cooper  
Pam Melin  
Joshua Tudor

Staff in attendance:

John Moosey, City Manager  
Shelly M. Acteson, CMC, City Clerk  
Benji Johnson, Deputy City Clerk  
Sarah Heath, City Attorney  
Brad Hanson, Community Development Director  
Jude Bilafer, Public Works Director  
John Diument, Palmer Airport Superintendent  
Dwayne Shelton, Palmer Police Chief  
Chad Cameron, Fire Department  
Kimberly Green, Human Resources Manager  
Gina Davis, Finance Director

**C. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was performed.

**D. APPROVAL OF AGENDA**

**Main Motion: To Approve the Agenda as Presented**

|              |                |
|--------------|----------------|
| Moved by:    | Anzilotti      |
| Seconded by: | Tudor          |
| Vote:        | Unanimous      |
| Action:      | Motion Carried |

## E. COMMUNICATIONS AND APPEARANCE REQUESTS

1. Elected Officials in Attendance - **None**
2. Board/Commission Members in Attendance - **None**

## F. REPORTS

1. City Manager's Report
  - Attending Manager's Conference next week.
  - Large scale drones at the airport.
2. Mayor's Report
  - The Attorney General has written a letter regarding public libraries, asked the Attorney to write a report about the letter, to present after the first of the year.
3. City Clerk's Report
  - Looking for Golden Heart Award nominees.
4. City Attorney's Report
  - No report at this time.

## G. AUDIENCE PARTICIPATION

### Travis Friesen

- Spoke to recycling.

### Jackie Goforth

- Spoke to her continuing concerns regarding the Palmer Library

### Karen Lewis

- Spoke to her continuing concerns regarding the books in the Palmer Library

### Susan Poucher

- Gave an update to recent and upcoming activities at the Palmer Library.

### Maggie Chiolero

- Runs the maintenance shop for Blue River Aviation at Palmer Airport.
- Expressed concerns regarding the Airport not getting not getting plowed for two days during the recent snow fall.
- Offered a possible solution and assistance.

## H. PUBLIC HEARINGS

1. **Resolution No. 23-032:** Authorizing the City Manager to Accept Funds in the Amount of \$104,517.15 From the U.S. Department of Homeland Security Under The 2023 State Homeland Security Grant Program for The Purchase of Portable Radios Along with the Necessary Equipment to be Able to Deploy Them, Such as Antennas, Microphones, Wiring, Holsters, and Programming

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

### Main Motion: To Approve Resolution No. 23-032

|              |                |
|--------------|----------------|
| Moved by:    | Best           |
| Seconded by: | Anzilotti      |
| Vote:        | Unanimous      |
| Action:      | Motion Carried |

## 2. **Resolution No. 24-001:** 2024 City of Palmer Employee Pay Plan (Second Public Hearing)

Mayor Carrington opened the public hearing on Resolution 24-001.

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

**Main Motion:** To Adopt Resolution 24-001, as amended by adopting the new employee pay plan, with stipulation to evaluate all job descriptions, including scoring, giving directors and employees input, within six-months of adoption

|              |                                     |
|--------------|-------------------------------------|
| Moved by:    | Best                                |
| Seconded by: | Melin                               |
| Vote:        | 5 to 2; opposed Alcantra and Cooper |
| Action:      | Motion Carried                      |

**\*\* Clerk Note:** The Council reconsidered the action taken on this Resolution later in the meeting. Please see page 5.

**Primary Amendment #1:** Move to adopt new employee pay plan, with stipulation to evaluate all job descriptions, including scoring, giving directors and employees input, within six-months of adoption.

|              |                |
|--------------|----------------|
| Moved by:    | Anzilotti      |
| Seconded by: | Melin          |
| Vote:        | Unanimous      |
| Action:      | Motion Carried |

**Primary Amendment #2:** To Amend Resolution No. 24-001 to add \$1000 Bonus for all City of Palmer Employees, and 3% COLA.

|              |           |
|--------------|-----------|
| Moved by:    | Melin     |
| Seconded by: | Anzilotti |

**Motion:** Motion to Split the Question, Primary Amendment #2, into two parts

|              |                |
|--------------|----------------|
| Moved by:    | Carrington     |
| Seconded by: | Melin          |
| Vote:        | No Objections  |
| Action:      | Motion Carried |

**Split Motion:** Add \$1000 Bonus for all Full-Time and Part-Time City of Palmer Employees

|              |                |
|--------------|----------------|
| Moved by:    | Melin          |
| Seconded by: | Anzilotti      |
| Vote:        | Unanimous      |
| Action:      | Motion Carried |

**Motion:** To Postpone Vote on 3% COLA for City of Palmer Employees until the December 12, 2023, Regular City Council Meeting

|              |                                  |
|--------------|----------------------------------|
| Moved by:    | Mayor Carrington                 |
| Seconded by: | Melin                            |
| Vote:        | 4/3 No (Alcantra, Cooper, Tudor) |
| Action:      | Motion Failed                    |

### 3. **Resolution No. 24-002:** 2024 Fee Schedule (Second Public Hearing)

Mayor Carrington opened the public hearing on Resolution 24-002.

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

#### **Main Motion: To Approve Resolution No. 24-002, as amended**

|              |                |
|--------------|----------------|
| Moved by:    | Melin          |
| Seconded by: | Tudor          |
| Vote:        | Unanimous      |
| Action:      | Motion Carried |

#### **Primary Amendment #1: To Amend Resolution No. 24-002, with recommended amendments, adding Ice Reconditioning Blad Sharpening and Extra Grinding (Chips & Nicks) Fees, \$100 Each.**

|              |                |
|--------------|----------------|
| Moved by:    | Anzilotti      |
| Seconded by: | Melin          |
| Vote:        | Unanimous      |
| Action:      | Motion Carried |

### 4. **Resolution No. 24-003:** 2024 Fine Schedule (Second Public Hearing)

Mayor Carrington opened the public hearing on Resolution 24-003.

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

#### **Main Motion: To Approve Resolution No. 24-003**

|              |                |
|--------------|----------------|
| Moved by:    | Alcantra       |
| Seconded by: | Tudor          |
| Vote:        | Unanimous      |
| Action:      | Motion Carried |

### 5. **Resolution No. 24-004:** Five Year Capital Improvement Program (Second Public Hearing)

Mayor Carrington opened the public hearing on Resolution 24-004.

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

#### **Main Motion: To Adopt Resolution No. 24-004**

|              |                |
|--------------|----------------|
| Moved by:    | Tudor          |
| Seconded by: | Melin          |
| Vote:        | Unanimous      |
| Action:      | Motion Carried |

### 6. **Resolution No. 24-005:** City of Palmer 2024 Budget (Second Public Hearing)

Mayor Carrington opened the public hearing on Resolution 24-005. Seeing no one come forward, the public hearing was closed.

**Main Motion: To Approve Resolution No. 24-005, as amended**

|              |                |
|--------------|----------------|
| Moved by:    | Alcantra       |
| Seconded by: | Melin          |
| Vote:        | Unanimous      |
| Action:      | Motion Carried |

**Amendments To Amend Resolution No. 24-005, with recommended amendments 1 through 3:**

|              |                |
|--------------|----------------|
| Moved by:    | Anzilotti      |
| Seconded by: | Melin          |
| Vote:        | Unanimous      |
| Action:      | Motion Carried |

**Amendment #4 Adding 2% COLA for City Employees to the Pay Plan**

|              |                |
|--------------|----------------|
| Moved by:    | Melin          |
| Seconded by: | Best           |
| Vote:        | Unanimous      |
| Action:      | Motion Carried |

**Secondary Amendment to Amend #4 Amending Amendment #4 2% COLA to 3.25% COLA for all Full-Time and Part-Time City Employees**

|              |                |
|--------------|----------------|
| Moved by:    | Melin          |
| Seconded by: | Cooper         |
| Vote:        | Unanimous      |
| Action:      | Motion Carried |

**\*\* Clerk Note: Action taken by the Council during this part of the meeting is also reflected in the vote table pertaining to the main motion to adopt Resolution No. 24-001. See Page 3.**

**Motion: To Reconsider Previous Motion to Postpone Vote on 3% COLA for City of Palmer Employees until the December 12, 2023, City Council Regular Meeting**

|              |                |
|--------------|----------------|
| Moved by:    | Tudor          |
| Seconded by: | Cooper         |
| Vote:        | Unanimous      |
| Action:      | Motion Carried |

**Reconsidered Vote on Previous Motion: To Postpone Vote on 3% COLA for City of Palmer Employees until the December 12, 2023, City Council Regular Meeting**

|              |               |
|--------------|---------------|
| Moved by:    | Tudor         |
| Seconded by: | Cooper        |
| Vote:        | Unanimous     |
| Action:      | Motion Failed |

**I. ACTION MEMORANDA**

- 1. Action Memorandum No. 23-067:** Authorizing the City Manager to Execute a Five-Year Contract for Rescue Services with the Matanuska-Susitna Borough

Chief Cameron gave a staff report to the Council.

**Main Motion: To Approve Action Memoranda 23-067**

|              |                |
|--------------|----------------|
| Moved by:    | Melin          |
| Seconded by: | Cooper         |
| Vote:        | Unanimous      |
| Action:      | Motion Carried |

2. **Action Memorandum No. 23-069:** Authorizing the City Manager to Spend an Amount Not to Exceed \$196,882 in Subawards from the COSSAP Grant For the Second Year of the Grant

Chief Shelton gave a staff report to the Council.

**Main Motion: To Approve Action Memoranda 23-069**

|              |                |
|--------------|----------------|
| Moved by:    | Melin          |
| Seconded by: | Anzilotti      |
| Vote:        | Unanimous      |
| Action:      | Motion Carried |

**J. UNFINISHED BUSINESS**

**K. NEW BUSINESS**

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

Document from Jackie Goforth

**M. AUDIENCE PARTICIPATION**

Jackie Goforth:

- Cautioned those to be mindful of what you post on social media.

Karen Lewis:

- Spoke Palmer Public Library inventory concerns.

Heidi Deadman:

- Provided an update on upcoming events at the library.

Susan Poucher:

- Provided her personal perspective about people being weird.

Mike Chmielewski:

- Lauded the Council for sticking with the process and passing the budget.
- Suggested a graphic display for future discussions.

**N. EXECUTIVE SESSION**

**O. COUNCIL MEMBER COMMENTS**

Mayor Carrington:

- Will be attending AML next week.
- On December 12, 2023, there will be a Special meeting at 5:00 pm regarding the Library and Regular Meeting at 6:30 pm.



- No meeting on December 26.

Council Member Melin:

- Happy the budget season is over.
- Grateful for a Council that can get the job done.

Council Member Alcantra:

- Thanked Council Member Melin for the \$1000 bonus and COLA increase.
- It was difficult, but the budget was passed.
- Believes that everyone did a great job.
- Expressed appreciation to those that came out to speak to City Council.

Council Member Best:

- Ask for Council support to direct the Manager to work with the people from the airport that commented on the snow plowing to find a way to utilize their offer to help with snow removal. Anzilotti offered support.
- Expressed thanks to everyone.

Council Member Anzilotti:

- Expressed that she was happy with the Budget.
- Thanked citizens for coming out.
- Expressed support for the offer to help with the airport snow removal.

Council Member Cooper:

- Also spoke to the snow removal concerns at the airport.



Council Member Tudor:

- Expressed gratefulness for our community.
- Thanked the City of Palmer Employees for all their hard work.

**P. ADJOURNMENT**

With no further business before the Council, the meeting adjourned at 9:06 p.m.

**Approved this 9th day of January 2024.**

  
\_\_\_\_\_  
Shelly M. Acteson, CMC, City Clerk  
\_\_\_\_\_  
Steve Carrington, Mayor