

A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on December 18, 2007, at 7 p.m. in the council chambers, Palmer, Alaska.

Mayor Combs called the meeting to order at 7 p.m.

B. ROLL CALL

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

Richard Best	John Combs	Brad Hanson
Ken Erbey	Tony Pippel	Kathrine Vanover
Mike Chmielewski – attended via teleconference		

Also in attendance were the following:

Bill Allen, City Manager
Michael Gatti, City Attorney – attended via teleconference
Janette Bower, City Clerk

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Council Member Hanson.

D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
2. Minutes of Previous Meetings

E. COMMUNICATIONS AND APPEARANCE REQUESTS

Sister City Exchange Program – Palmer High School Students:

Paul Morley, Palmer High School introduced the students involved in the Sister City Exchange Program and reported on the following items:

- Required funding to support the Sister City Exchange program;
- City support to fund the program;
- Students presented a power point of their recent trip to Japan.

F. AUDIENCE PARTICIPATION

G. PUBLIC HEARINGS

H. BIDS

Item 1 – Action Memorandum 07-108: Authorize the City Manager to Award and Execute a Contract with Anchorage Daily News for Advertising Services

MOVED BY:	Pippel	To authorize action memorandum 07-108
SECONDED BY:	Best	

Council Member Pippel:

- inquired of the circulation requirements;
- expressed sadness over the Frontiersman’s response to the bid;
- inquired of the estimated annual value of the contract; and
- asked if the circulation number could be broken down by zip code.

City Clerk Bower:

- highlighted the circulation requirements listed in the bid documents;
- reported the approximate amount of column inches published per year; and
- commented on the circulation amounts listed by zip code.

Mayor Combs:

- spoke of the circulation of Anchorage Daily News; and
- commented on the Frontiersman’s origination.

Council Member Hanson:

- asked how the circulation requirement figure were arrived at; and
- stressed the need to not assign a circulation number as a basis for awarding the contract.

Attorney Gatti:

- spoke of ensuring the greatest amount of public dissemination of information possible.

VOTE ON MOTION: Carried by unanimous roll call vote.			
Yes:			No:
Pippel	Erbey	Vanover	
Chmielewski	Best	Hanson	
Combs			

I. ACTION MEMORANDA

Item 1 – Action Memorandum 07-107: Authorize the Addition of the Felton Street Project to Resolution No. 07-021, Establishing the City’s Five-Year Programs for Progress Capital Improvement Project

MOVED BY:	Pippel	To authorize action memorandum 07-107
SECONDED BY:	Vanover	

Council Member Hanson:

- inquired of the original grant amount for the project;
- spoke of the rehabilitation of Fireweed Avenue and its lack of inclusion in the Five-Year Programs for Progress Capital Improvement Project; and
- requested an explanation regarding the inclusion of the bucket truck in resolution no. 07-021.

Administration Director Baugh:

- stated the grant amount was \$600,000;
- highlighted the funds spent to date on the project; and
- commented on the right of way acquisition costs.

Council Member Best:

- inquired of the status of the required reserve funds by Spinell Homes; and
- suggested word be circulated among the property owners in Brittany Estates regarding parking within the City’s right of way.

City Manager Allen:

- reassured the council that the project would be completed this year; and
- stated he would inquire further of the need for the bucket truck and any available funding for the vehicle.

Council Member Pippel:

- commented on his discussion with Dawn Webster, Community Development and Code Compliance Technician regarding parking in the City’s right of way;
- inquired of expenditure of funds for the Felton Street project to date;
- expressed dissatisfaction with the progress of the project; and
- suggested the City be more aggressive in acquiring right of way.

Mayor Combs:

- commented on the right of way issues surrounding the Southwest Utility Extension Project.

VOTE ON MOTION: Carried by unanimous roll call vote.			
	Yes:		No:
Pippel	Erbey	Vanover	
Chmielewski	Best	Hanson	
Combs			

J. UNFINISHED BUSINESS

K. NEW BUSINESS

Item 1 - Resolution No. 06-034(B): Amending the Fiscal Year 2007 Budget (IM 07-059)

MOVED BY:	Vanover	To adopt resolution no. 06-034 (B)
SECONDED BY:	Pippel	

Council Member Pippel:

- requested an explanation regarding the items included in the resolution requiring council approval;
- suggested a claim against the service station for the sewer back-up was in order;
- inquired of the transfers to the Airport equipment fund;
- asked of the funds allocated for street lighting on Alaska Street;
- questioned the process for council approval of airport leases;
- stressed that council approval must be given for every airport lease; and

- requested that all Airport leases not previously approved by council be brought before the council for council approval (this request was supported by Council Member Vanover).

Administration Director Baugh:

- explained the sewer back-up claim and status of improvements;
- spoke of the acquisition of additional street lights in 2007;
- explained the Lien Tracks software and its use for collecting fines;
- commented on the payment of funds to the Airport;
- stated the Airport land leases were precipitated by the Airport Manager; and
- explained the in-lieu of taxes fee.

Attorney Gatti:

- highlighted the process for filing a claiming against the insurance carrier.

Council Member Hanson:

- inquired of the fees paid to the Airport and the implementation of fees to the general fund;
- asked who precipitated the Airport land leases; and
- asked if the Airport paid the general fund an in-lieu of taxes fee.

City Manager Allen:

- described the fees paid to the Airport as a form of “catch up”.

Primary Amendment #1 to Main Motion		
Moved by:	Vanover	To amend the resolution to include: <ul style="list-style-type: none"> • Move \$20,000 from fund 01.01.10.6045 to fund 08 • Accept a \$2,000 pass through grant from the Rasmuson Foundation for Radio Free Palmer • To include \$20,000 for improvements to the City Hall electric panel reconstruction
Seconded by:	Best	

Council Member Hanson:

- spoke of the City Manager’s authority to transfer within each departments line item;
- inquired of the ability to transfer funds within the Administration’s budget to cover some of the items; and
- stated that a minimum fund balance had never approved by the council.

City Manager Allen:

- spoke of the direction given to the Administration Director to balance the accounts in a timely manner to determine the amount of remaining funds in each line item; and
- stated a policy regarding fund balances would be brought before the council for approval.

Council Member Vanover:

- stated that the fund balance amount had not been set; and

- commented on the amount of \$2.5 - \$3 million as a number recognized by the council.

Council Member Pippel:

- voiced concurrence with Council Member Hanson;
- commented on the council's role to efficiently manage the City's resources; and
- inquired of the projected profit/loss for 2007.

Administration Director Baugh:

- highlighted the projected profit/loss for 2007.

Attorney Gatti:

- described the Manager's ability to transfer within funds as common within the State; and
- commented on the issuance of bonds and the rating agency's criteria for the rating the City.

Council Member Chmielewski:

- spoke of his involvement with Radio Free Palmer and asked to be excused from voting on the matter. *(Clerk's note: the council unanimously agreed that Council Member Chmielewski did not have a substantial conflict of interest in the matter).*

Vote on Primary Amendment #1: Motion carried by unanimous roll call vote.			
	Yes:		No:
Pippel	Erbey	Vanover	
Chmielewski	Best	Hanson	
Combs			

VOTE ON MOTION: Carried by unanimous roll call vote.			
	Yes:		No:
Pippel	Erbey	Vanover	
Chmielewski	Best	Hanson	
Combs			

L. CITY MANAGER'S REPORT

City Manager Allen reported on the following items:

- Meeting with Don Young's office;
- Meeting with Public Works regarding the Felton Street and Lucas Area project;
- Grant Team meeting;
- Attendance at Legislative Open House;
- Attendance at the Cameron Carter Funeral;
- Project to house non-profit agencies within the City.

M. CITY CLERK'S REPORT

City Clerk Bower reported on the following:

- No meetings scheduled until January 8, 2008;
- Inquired of the availability of a quorum for joint January 29 meeting (a quorum could not be established for the meeting); and
- Deputy Clerk position.

N. MAYOR'S REPORT

Mayor Combs reported on the following:

- Teleconference with Riverton, Wyoming regarding a Job Corps Center;
- City Christmas Party held at Dahlia Street Market;
- Legislative Information Office Open House;
- Meeting with Senator Green;
- Meeting with the Alaska Railroad Road Master;
- Skateboard Park Donations;
- Surgery on left shoulder on Thursday, December 20, 2007; and
- Wished members a Merry Christmas and Happy New Year.

O. RECORD OF ITEMS PLACED ON THE TABLE

P. AUDIENCE PARTICIPATION

Cherri LaBlanc-Shue:

- thanked the council for their acceptance of the advertising bid; and
- explained the Audit Bureau Circulation report.

Q. COUNCIL COMMENTS

Council Member Best:

- spoke of the Christmas party and his enjoyment of the evening; and
- wished members Happy Holidays.

Council Member Hanson:

- wished members a Merry Christmas; and
- commented on the residency of Representative Gatto.

Council Member Chmielewski:

- apologized for his absence on December 14, 2007;
- invited members to his home on Christmas Eve;
- wished members a Merry Christmas; and
- commented on research conducted regarding alternative energy projects.

Council Member Pippel:

- spoke of the City Christmas party and its lack of adult beverage service.

Council Member Erbey:

- stated he was unable to attend the Christmas party due to illness;

- reported he would out of state for the January 15 meeting;
- commented on his recent encounter with the Palmer Police Department; and
- wished members Happy Holidays.

Council Member Vanover:

- commented on the catering of a prime rib dinner at her church;
- wished Mayor Combs the best on his surgery;
- wished members Merry Christmas; and
- asked members to remember the Troops who serve our country.

R. ADJOURNMENT

With no further business before the council, the meeting adjourned at 9:04 p.m.

Approved this eighth day of January, 2008.

/s/

John C. Combs, Mayor

/s/

Janette M. Bower, CMC, City Clerk