

CITY COUNCIL MEETING  
TUESDAY, JULY 8, 2003  
7:00 PM - CITY COUNCIL CHAMBERS

- A. CALL TO ORDER: at 7:00 p.m. by Mayor Cooper in Council Chambers.
- B. ROLL CALL, DETERMINATION OF A QUORUM. Present: Mayor Cooper and Council members Vanover, Fish, Pippel, Combs, Hanson, and Carrington. Also present: City Manager Tom Healy, Attorney Jack Snodgrass, and Recording Secretary Pam Whitehead. A quorum was established.
- C. APPROVAL OF AGENDA: The agenda was approved as amended. Changes included:  
Consent Agenda, item F1, was moved to Old Business, item L1;  
New Business, items M1 and M2, was moved to Consent Agenda, items F1 and F2;  
New Business Item M3 was renumbered to M1;  
Added as New Business Item M2, Administer Oath to City Clerk;  
Added as New Business Item M3, Authorize City Manager to Enter Into Agreement for Downtown Traffic Study.
- D. PLEDGE OF ALLEGIANCE: led by Council member Carrington.
- E. MINUTES OF PREVIOUS MEETINGS:  
The minutes of the regular meeting of June 24, 2003 were approved as amended.  
Corrections included:  
Page 2, 2<sup>nd</sup> paragraph: delete duplicate period sentence ending... history.  
Page 2, item 2: change AML/GIA to AML/JIA;  
Page 2, last paragraph: correct spelling for Everglenn Hotel;  
Page 7, 3<sup>rd</sup> paragraph: correct spelling for Everglenn Hotel.
- F. CONSENT AGENDA:
1. Authorize City Manager to Negotiate and Enter Into a Professional Services Agreement with Birch, Horton, Bittner and Cherot for Bond Counsel Services.
  2. Authorize City Manager to Amend a Professional Services Agreement with Montgomery Watson Harza for Water System Improvement Project Phase I.
- MOVED PIPPEL, SECONDED COMBS to accept the consent agenda. MCU.
- G. COMMUNICATIONS AND APPEARANCE REQUESTS: None.
- H. BOROUGH REPRESENTATIVE ' S REPORT: None.
- I. AUDIENCE PARTICIPATION: None.
- J. HEARINGS, ORDINANCES, AND RESOLUTIONS: None.
- K. BIDS: None.

L. OLD BUSINESS:

1. Authorize Advertisement for Bids: Alaska Family Resource Center Shelter Construction.

Manager Healy gave a brief report and responded to questions. This action will ratify the advertisement for bids for the construction of the Alaska Family Resource Center shelter. The project plans have been completed and award of the bid is expected on July 22. The advertisement is running concurrent with the completion of grant requirements. Due to this short time period, it may be necessary to extend the bid opening to early August and award the project at the August 12 council meeting. There was brief discussion regarding grant requirements. The project is running a little late and construction completion may have to be extended until early spring, 2004.

VOTE: The council voted unanimously in favor, approving authorization of advertisement for bids for construction of the Alaska Family Resource Center Shelter.

M. NEW BUSINESS.

1. Authorize City Manager to Enter Into an Agreement with Jolliffe Water System.

Manager Healy gave an overview; reported that Jolliffe Water proposes to provide public water service to a 40-acre subdivision (Majestic Hills) to be built at the intersection of Springer Loop Road and Rebarchek Road. This property is inside the City's water utility service area, but outside the City. The proposed Agreement was on the table along with a copy (in the packet) of a 5/28/03 letter to the Jolliffes from the Regulatory Commission of Alaska (RCA). He pointed out that Jolliffe Water is proposing a community water system, which by state definition is a public water system, which must be regulated by the RCA. The agreement grants authority to operate the water system within the City's service area and upon annexation and extension of a water main to the area, Jolliffe Water agrees to relinquish the water system for incorporation into the City system. Brief discussion and questions followed. The manager pointed out that the agreement calls for the City paying an up front incremental cost of \$4,200 related to meeting the City's water system standards; that at the time of transferring the water system; it would be at no cost to the City other than the costs of connection to the system. Further discussion continued whether the fee amount is sufficient.

MOVED PIPPEL, SECONDED HANSON, to authorize the City Manager to negotiate and enter into an agreement with Jolliffe Water System to include a fee not to exceed \$10,000 as compensation for extra-sizing of water lines.  
MCU.

2. Administer Oath of Office to City Clerk.

Manager Healy administered the oath of office to new City Clerk, Janette Persinger, and the council officially welcomed her to the City. Ms. Persinger spoke briefly concerning her first days on the job; noted that working the upcoming election deadlines will be one of her first priorities.

3. Authorize City Manager to Negotiate and Enter into Agreement for a Downtown Traffic Study.

MOVED PIPPEL, SECONDED CARRINGTON, to authorize the City Manager to negotiate and enter into an agreement for a Downtown Traffic Study in an amount not to exceed \$23,000.

Manager Healy gave a brief overview; noted that at a previous meeting the council authorized a downtown Palmer traffic study in an amount not to exceed \$20,000. The study will look at downtown traffic issues, primarily in the Evergreen, Glenn, Arctic, Alaska Streets quadrant. It does not include parking issues. *See* HDL's proposed scope of work on the table for a fee of \$22,620. This action basically is to authorize a higher amount than was originally authorized. Discussion followed concerning downtown parking issues.

Question on Motion: MCU.

N. CITY MANAGER'S REPORT: Manager Healy reported:

*Annexation* - *See* MSB Memo in the packet regarding Election Precincts. The city's annexation will create an overlap between the Palmer and Palmer Fishhook precincts. Although the annexation will be official prior to the October elections, there will not be time to change the regulations defining the voting precincts; therefore, voters in the affected areas will need to be identified and notified that they are eligible to vote in Palmer elections. Discussion followed.

*Transportation Planning* - The City is preparing a concept for a four-lane boulevard design for the Glenn Highway through Palmer to establish a design standard for highway improvements through the center of Palmer. *See* preliminary draft of the concept drawing on the wall. The design includes consolidating intersections and driveways and adding an intersection at Dogwood. The purpose is to give DOT a community concept of what the city would like to see for the Glenn Highway coming through town. The City will be meeting with DOT Deputy Commissioner John MacKinnon, who will be touring Palmer this Friday, primarily concerning the Dogwood intersection. DOT Regional Director, Mike Scott, will speak at the Palmer Chamber luncheon on July 16.

*Wage Survey* - The City's consultant has produced market wage data based on area population, geography, and city population, which the manager is reviewing to refine an approach to setting a new pay plan. Consultant, Dianne Burt-Greene, will be at the July 22 council meeting to discuss the approach to the survey and her recommendation.

*Southcentral Foundation* - The manager attended the dedication of the Southcentral Foundation's Fireweed Building in Anchorage last week, financed through a conduit bond under the City's bonding authority; accepted a plaque on behalf of the City.

*Insurance Trust* - The manager will attend a board meeting of the Alaska Public Utilities Insurance Trust in Anchorage tomorrow; will report on the status of the trust at the next council meeting.

*See* Notice on the table announcing the retirement of Christine Fritz on July 15 after decades of service to the City in dispatch; the manager encouraged attendance at the potluck (at Palmer PD) congratulating Chris on her much deserved retirement.

*Dispatch* - The number of calls has increased dramatically over the last five to six years, increasing the demand on dispatch; said that Chris told him that approximately 50 percent

are from cell phones. Brief discussion continued regarding the status of Wasilla's dispatch and related issues.

O. AUDIENCE PARTICIPATION: None.

P. COUNCIL COMMENTS:

**Council member Carrington:** suggested a letter of explanation to voters in the annexation areas inviting participation in city's election; reported results of the July 8, 2003 library opinion survey; noted that his impression is that the people want to see more B more books, more computers; said he will try to compile survey comments for the next meeting.

**Council member Combs:** requested through the manager to the city attorney to research, for promotional purposes, the process and cost for institution and registration of a city slogan; suggested a fan be installed in council chambers.

**Mayor Cooper:** commented that he met with Congressman Don Young briefly when he was here last week for the golf tournament and talked with him about what is going on in Palmer; informed that the Congressman will return in August to discuss transportation issues and Palmer's projects will be presented to him at that time. He attended Mayor Begich's inauguration in Anchorage; noted approximately 2,000 attended the event. The Mayor reminded that Palmer Pride is July 25<sup>th</sup> and that council members will be serving as cooks for the event; encouraged council member to wear their T-shirts; encouraged nominations for Citizen of the Year, along with nominations for business and home beautification awards. He will be attending AML on July 20-21.

Q. ADJOURNMENT: at 7:55 p.m.

*For a signed copy – contact the City Clerk.*