

\*NOTE: Minutes were taken by Anna Marie Westdahl,  
while Anna McGowan was on business travel.

CALL TO ORDER

Mayor Carpenter called the meeting to order at 7:41 pm.

ROLL CALL

All the Council members were present.

APPROVAL OF MINUTES

M/M by Dale, 2nd by Anvil to approve the minutes of February 23, 1988 meeting as written. Voice vote, motion passed.

APPROVAL OF AGENDA

M/M by Warner, 2nd by Kelly to approve the agenda with the following postponements: Under Unfinished Business: Items B, C & D; also under New Business: Items B & C. Voice vote, motion passed.

MAYOR'S REPORT

There was no Mayor's report since she had been out of town.

MANAGER'S REPORT

City Manager Chinn reported to Council on the following items:

- All departments had done well over bad weather; 170 hours of time been logged so far;
- VPSO Training at the Fire Station;
- Merlita Mordine as Acting Finance Director;
- Harbor master's office was discussed;
- meeting set for next week with Corp's of Engineers regarding the \$12 million Project;
- Mutual and agreements with the Airport, Fire Dept and the Division of Forestry being reviewed;
- Summer Youth Employment Training Program (SYETP) RFP being responded through Community Services;
- Susan Johnson, Personnel Technician, been appointed to the Trustee Committee for TIPSAs - City's Insurance Company;
- Harbormaster's office - recommendations to be made by Council representative;
- Administrative/Personnel Officer currently advertised;
- Emergency Contingency planning begun for possible flooding;
- met with Sr. Center Advisory Board, who voted unanimously to change the name of the Senior Center to "Eddie Hoffman Senior Center";
- City Manager to meet with Corps of Engineers regarding moving the Corps erosion control plans forward;
- waiting official notice of Jobs Bill award for \$350,000.00;
- recent survey conducted by Ak. National Insurance Company regarding underwriting information about Worker's Compensation and general liability;
- grant applications for PATC and Senior Center have been completed and mailed to the State of Alaska;

Council discussed the Budget Amendment changes that needed to be made, since it is misinforming the public with incorrect amounts in it. Mayor Carpenter requested that Budget Admendments be added on next Council agenda.

POLICE CHIEF REPORT

Police Chief Kevin Clayton reported to Council that he would be in Police Academy from June 20, 1988 through September 9, 1988.

Council discussed with Police Chief Clayton for possibly getting together with Police Department, Fire Department and National Gaurd to prepare some-kind of formal emergency preparedness plan, to include all emergencies within City of Bethel, in case a major disaster should occur.

COUNCILMEMBER COMMENT

Mayor Carpenter at this time reported to Council that she met with F.A.A. regarding the role of the airport planning for the future of this region. City would work with F.A.A. for possible funding. It was suggested by Councilman Warner that State Agency, DOTEF, deal with this funding issue; Mayor Carpenter pointed out that it had been discussed and that they are trying to develop a relationship with DOTEF.

Mayor Carpenter also reported that Jim McMichael from State Office of Alcoholism was in Bethel. Reported that 1) unlikely Bethel area will receive more money for PATC than in the past; 2) even if Bethel does sub-contract for the PATC, that State is very desirous of having a Bethel maintain it's grantee position for at least one year or more.

Mayor Carpenter indicated that she received a call from Richard Long regarding the Ice Road clearing; but have been unable to reach him. Councilman Dale indicated that he did get a call from someone from Kwethluk regarding the Ice Road pavements, and he had explained that the City of Bethel had plans to sub-contract it out once the Ice Road Funding was received. City Manager Chinn indicated that the funding has not been received yet.

Councilman Dale discussed with Council and the City Manager of the following items: a) TIPSA employee retirement plan; b) requested that the City Manager prepare for the public, lists of the Sales Tax Exemptions at no charge, and to be updated each quarter or each month; c) asked Administration what the status was on the Dog Pound poles. It was discussed that the LKSD and possibly Mr. Don Shantz might have poles. City Manager at this time was directed to negotiate some kind of arrangement with LKSD or private parties to obtain the needed poles and to get them in as soon as possible.

motion

M/M by Dale, 2nd by Anvil, to direct Administration to begin the renovation of the Dog Pound immediately Voice vote, motion passed.

Councilman Anvil suggested that on agenda items, there should be more action items, rather than arguing for a long time and end up tabling items to the next meeting.

COUNCILMEMBER COMMENT  
continued

Councilman Dale asked the City Manager Chinn and the Attorney regarding a person that had paid for his delinquent bill and received a receipt for it, but that he received another bill again from the Attorney; asked that Administration check into the inconsistency of collecting delinquent bills.

Councilman Trantham reported that he had been in contact with Representative Hoffman regarding the Water/Sewer Grant; Representative Hoffman had indicated that it was doubtful that the City of Bethel would receive the full amount of the Water/Sewer Grant. Councilman Trantham recommended that a Grant Writing Team and a Professional Engineer Consultant be established to put a grant together before the April 1 deadline, and also to include the City Planner. Councilman Trantham further suggested that the Professional Engineer Consultant also be in charge of the summer projects. Councilman Carpenter and Dale concurred.

Councilman Trantham concluded his report with the following:

- received good compliments of the City crew for snow removal project;
- expressed that there needs to more public information from the City Offices;
- expressed that the City Manager Chinn's six month evaluation had been defective and asked that the reevaluation be done in Executive Session.

Councilman Warner concurred with Councilman Anvil regarding more actions than talk; suggested that a limitation be placed on Councilmember Comments and reports. Commented the City crew for their efforts in keeping the City roads open over the snow storm.

Councilman Hoffman indicated that the snow removal from the East of Housing area to Tundra Ridge was done very nicely; but expressed that the people are complaining of their driveways still being blocked, and that the job needs to be completed properly in order to clear up problems.

REPORTS OF STANDING  
COMMITTEES

Councilman Warner reported that the Port Commission met and following items were discussed: a) opening of RFP's for Brown Slough Dredging; b) Corps of Engineers money use for dredging of Small Boat Harbor; c) Port Commission suggested that the Captain Adkins Tender be leased; d) Port Commission short of members; e) Harbormaster's Office was finally discussed. Port Commission recommended to Council to renovate one of BIA's buildings into the Harbormaster's office if cost is under \$5,000.00.

motion

M/M by Warner, 2nd by Hoffman for Administration to proceed to negotiate with BIA in moving and renovation of their building for Harobormaster's Office if under \$5,000.00. Voice vote, motion carried.

REPORTS OF STANDING  
COMMITTEES cont.

M/M by Dale, 2nd by Kelly to bid offer to the public for Captain Adkins Dredge lease for 3 month period, from June 1, 1988 and to be returned to the City of Bethel no later than September 1, 1988.

After Council discussion, Councilman Dale and Kelly withdrew their motion since they needed more information on Captain Adkins Dredge; directed Administration to have the information available at the next meeting. City Manager Chinn at this time indicated that City of Kotzebue had shown interest in leasing of Captain Adkins.

PEOPLE TO BE HEARD

Mayor Carpenter recognized Wayne Maiers to speak at this time; the following suggestions and comments were brought up by Mr. Maiers:

- maintenance of Tundra Ridge roads; recommended not to unload snow in drainage areas;
- recommended to Council to reconsider not to work on the Mouth of Small Boat Harbor - past 3 years been put off. Expressed to get something done, put resources into it.

Someone expressed to Council to reconsider the use of Steel Traps and snares for animals and gave an example of her cat being captured.

Bob Brown expressed concern on Council's timely manner of taking care of items. Expressed that nothing done on the Brown Slough, and that it's the Council's job to get it going. Expressed that he is distressed with the City Manager and some of his work. He also expressed that Coastal villages need Trail shelters, especially this cold winter.

Councilman Dale recommended that the City offer the Trail Shelters to villages that need them. After discussion, Mayor Carpenter indicated that she will write a letter to the village Mayor's regarding this matter. (COUNCIL BREAK 9:20 PM to 9:30 PM)

UNFINISHED BUSINESS:  
Item A: Jobs Bill  
Planning

JOBS BILL PLANNING

City Manager Chinn indicated that formal notice has not been received from the State regarding the Jobs Bill. Mayor Carpenter with Council's concurrence, recommended to write a letter to Senator Binkley's office stating that City of Bethel received a small portion of the bill compared to the other communities, and asking that if the other communities do not use all of the bill, for Bethel to receive additional funding for urgent repairs.

After lengthy Council discussion, Mayor Carpenter asked Public Works Director to provide information on list of building repair priorities; cost estimate on sewer line repairs; recommended more of a Mobilization plan for the Jobs Bill project available to the public. City Manager Chinn indicated that he would get together with Mr. Stock.

NEW BUSINESS:

Item A - Certified  
Public Accountant  
Contract

CERTIFIED PUBLIC ACCOUNTANT CONTRACT

At this time City Manager Chinn introduced Touche Ross, Rita Sampson and John Rothenbueler to give statements on Financial status of the City.

John Rothenbueler briefly explained that they are here to review the proposal, review findings, discuss recommendations and plan of action and discuss any questions on financial information per City Manager's request. They had been recommended by City Attorney Bob Hicks. Following items were discussed:

- Rita met with City Manager, identified funds were inadequate for administration budget;
- concerns of how costs were allocated;
- budget line items may be incorrect;
- review financial systems;
- Capital Projects identification for future projects;
- discussion of Touch Ross fee, not to exceed \$16,000.00.

Rita Sampson reviewed with Council the problem areas of the Financial budget report. Following are some of the inconsistency with the budget:

- determined that general categories is correct, but details may be understated;
- expenditures not necessarily on cash basis;
- budgets were not consistent from month to month;
- financial statements not recorded on timely basis;
- year to date amounts need to be correct;
- allocations were not being done monthly;
- monthly accruals not done on monthly basis;
- Museum not recorded in March, 1988;
- further stated that there seems to be an allocation problem; overall indicated budget reports were correct.

Mr. Rothenbueler further stated that day to day basis seems to be inconsistent, and allocations were incorrect. Example: Public Works fund ends up with another department fund. He also further stated that the Purchase Orders (System) need signatures. Following are more of some of the inconsistency findings:

- status of Purchase Order numbers not kept track of
- incumbent system in computer system not functioning properly;
- grants not recorded in general ledger;
- Pensions not recorded for this year; indicated that Pension allocations needed to be done.
- Administrative Overhead allocation appear inconsistent;
- no procedures manuals for computers, suggested using the standardized manual and need trained personnel - key persons on computer;
- sales tax reviews were not followed up on;
- Food stamps not accounted for at PATC.

Item A - Public  
Accountant Contract  
mt.

After a lengthy discussion, M/M by Kelly, 2nd by Warner to accept the Touch Ross proposal with money from professional services fund.

Councilman Dale expressed his concerns that the City does not need a Certified Public Accountant to do the work that the City should have been doing. Indicated that \$10,000.00 was the limit to do the financial development for City. Mr. Rothenbueler summarized that there were alot of areas that needed development. Thought that they can accomplish a soft ware system package.

Poll Vote on motion: 5 yes; 2 no - Dale/Hoffman.  
Motion carried.

motion

M/M by Warner, 2nd by Dale to go past 10:30 pm.  
Voice vote, motion carried.

Item B: River  
Patrol-Discussion

Council discussed briefly the summer River Patrol; City Police possibly working with State Troopers this summer. Police Chief Clayton indicated that they are currently looking for equipment for the River Patrol boats.

Item C: Council  
Stipend-Discussion

Councilman Anvil expressed that the City Council meets long hours and feels that for Council Stipend, Council should get free Utility services. Indicated that other communities get stipends for attending meetings. Feels Council deserves some kind of stipend.

Councilman Dale indicated that in the past Council received stipends; felt that currently, Council should get some kind of stipends.

Councilman Hoffman felt "Something accepted for some thing done". If Council accomplishes something, that they do deserve the compensation.

Councilman Kelly expressed that there might be more candidates for Council if stipends were given to Council.

Councilman Trantham indicated he would go along with his constituents suggestions, and vote no on this issue.

Councilman Warner felt that Councilmembers volunteered; felt if any compensation is to be given that the public should be the one to decide. He further indicated that if it comes to voting on this issue, that his answer will be 'no'.

...otion

M/M by Kelly, 2nd by Anvil to hold a public hearing on this item in the future. (no date given) Voice vote, motion carried.

Item D: Res. #602 -  
Personnel Control  
Matrix

RESOLUTION #602 - PERSONNEL CONTROL MATRIX

M/M by Dale, 2nd by Anvil to accept Resolution #602 in it's entirety.

Council discussed with City Manager Chinn whether hiring an administrative/personnel officer was necessary. Also indicated the importance of having a Finance Director and keeping that position in the matrix.

Poll vote on motion, 6-yes; 1 no-Trantham. Motion carried.

Item E: Res. #603-  
AML Insurance Pool

RESOLUTION #603 - ALASKA MUNICIPAL LEAGUE INSURANCE POOL

Mayor Carpenter discussed with Council the steps and the procedures for the process of the AML Insurance Pool. After a lengthy discussion with Council on the process, procedures and how long it would take and how much saving the City would have, Councilman Dale made the following motion.

motion

M/M by Dale, 2nd by Kelly to table Item E, under New Business.

Mayor Carpenter reminded Council that the deadline is past on this item. Recommended that Council hold a Special meeting on this Resolution #603.

motion

Amended M/M by Dale, 2nd by Kelly to hold a Special Council meeting on Thursday, March 25, 1988 regarding Resolution #603 - AML Insurance Pool. Voice vote motion carried. Councilman Dale further suggested that the City Attorney review Resolution 603 and report back to Council. Mayor Carpenter further indicated that she will try to set a teleconference with Scott Burgess of the AML to answer any questions.

Item F: Executive  
Session - Legal  
Matters

EXECUTIVE SESSION - LEGAL MATTERS

M/M by Dale, 2nd by Kelly to go into Executive Session to discuss legal matters and the City Manager's evaluation. Voice vote, motion carried. Council adjourned to Executive session at 12 midnight.

motion

M/M by Warner, 2nd by Anvil to get out of Executive Session and to regular meeting at 1:30 a.m. Voice vote, motion carried.

motion

M/M by Trantham, 2nd by Dale for discussion purpose, to terminate City Manager Chinn as of tonight for failure to perform duties as prescribed.

Mayor Carpenter expressed that Council should give new City Manager's a chance at the position; indicated that the termination is premature.

Item F: Executive  
Session cont.

EXECUTIVE SESSION cont.

Mayor Carpenter recommended that Council should not act hastily concerning this action. She further stated considering the deficiencies within the City staff, asked that Council be fair and to hold off and reconsider at one year of employment.

Councilman Kelly concurred with Mayor Carpenter, and expressed concern that there has been a few City Manager turnovers, and asked Council reconsider the act to terminate the City Manager. Councilman Trantham at this time withdrew his motion after Attorney Hicks reviewed the legal process of terminating the City Manager.

motion

M/M by Dale, 2nd by Trantham, to terminate/discharge City Manager Chinn's position without culpable cause with severance pay effective immediately. Poll vote 4-No, Anvil, Carpenter, Hoffman & Kelly; 3-yes, Dale, Trantham & Warner. Motion failed.

ADJOURNMENT

M/M by Kelly, 2nd by Anvil to adjourn the meeting of 03/22/88 at 1:45 a.m. Voice vote, motion carried.

RESOLVED AND APPROVED THIS 24 DAY OF May, 1988.

Diane Carpenter  
Diane Carpenter, Mayor

ATTEST:

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Anna Marie Westdahl, Acting City Clerk  
Planning Clerk Typist

Anna McGowan  
Anna McGowan, City Clerk