

CALL TO ORDER

Mayor Vanasse called the regular Council meeting to order at 7:33 PM.

ROLL CALL

Present: Dale (tardy), Feaster, Richardson,  
Trantham, Vanasse and Wallace.  
Absent: Lilienthal.

APPROVAL OF MINUTES

M/M by Trantham, 2nd by Feaster to approve the City Council minutes of 9/10/91 with the following correction: Page 1 on the 2nd motion, change the yes vote, to a no vote. Voice vote, motion carried unanimously.

APPROVAL OF AGENDA

M/M by Feaster, 2nd by Richardson to approve the Council agenda with the following addition/change: add Item F: Resolution #690-Rural Economic Development Initiative, Innovation Mini-grant Program; add Item G - Executive Session City Clerk's evaluation and deleting City Clerk's evaluation from Item D, but keeping Hiring Process Discussion as Item D. Voice vote, motion carried unanimously.

MAYOR'S REPORT

Mayor Vanasse briefly reported on the following items:

- indicated to the general public that, yes he did file for re-election, when he had previously indicated that he would not file for re-election;
- thanked both Madam Helen Lilienthal and Councilman David Trantham for serving their term as Council members and indicated that we all had gone through both good times and bad times, but that was what politics was all about.

Madam Richardson asked the Mayor as to who opened the Mayor's mail, since the last incident of the revenue sharing money being held due to the City of Bethel negligent in submitting their budget to the State. Mayor Vanasse indicated that sometimes the mail had been opened when received, which usually if it had been opened it would have been a general City of Bethel mail, but the rest would be left unopened. Referring to the recent incident regarding the budget request, indicated that usually those general type of mail were copied to other City of Bethel personnel.

MANAGER'S REPORT

City Manager Hohman reviewed his written Manager's report with Council on the following items:

- referring to the last part of the Manager's report Mr. Hohman indicated that 12 hydrologists arrived in town from Washington D.C. to advise the City on formulation scheme for City's seawall protection;
- also indicated that the federal funding committed to this project in this fiscal year requires a local sponsor match of \$1,886,000; which to this point \$1,200,000 has been allocated from current year's state budget to meet this local match requirement; and to satisfy the federal requirement match, the City needs to provide additional \$6,886,000; following are the areas proposed to come up with the

MANAGER'S REPORT  
continued

required \$686,000: dock fund match; fuel thru-put fee; fuel out-flow tax; private sources and Department of Transportation & Public Facilities (DOTPF). Council further discussed the proposal in detail; - indicated that Sue White of Alaska Energy Authority had contacted him indicating that the Bethel Utilities Acquisition Report is complete and to expect the City's copy soon.

Madam Richardson asked City Manager Hohman as to who the private businesses might be. City Manager Hohman indicated that it would be those businesses that would benefit from the seawall construction improvement. Madam Richardson also asked for clarification on the fuel thru-put fee; City Manager Hohman indicated that it was 2¢ now and would be 3¢. Councilman Trantham suggested that this be done very carefully, since it might encourage villagers to look elsewhere with getting fuel. Mayor Vanasse suggested that the dock fund be used and less tax to the public and possibly ask for higher contribution from private sources, but suggesting that the fuel thru-put fee not be taxed. After further Council discussion, it was suggested to document what the City has on ordinance and deal with it then.

COUNCIL MEMBER COMMENT

Madam Richardson as a Councilmember, publicly extended her sympathy to Mr. Trantaham on the loss of his loved one and thanked him for showing up tonight.

Councilman Dale also extended his gratitude to Councilman Trantham and his family; also thanked the Port Director for putting lights in at the Dock.

Councilman Wallace also expressed his sympathy to Councilman Trantham and his family and also pointed out with the Public Works crew out moose hunting, the Port Office was getting the seawall fixed up and getting things done while Public Works crew was out.

Councilman Trantham thanked Council and the public of Bethel for their kindness during the loss of his son. Also thanked City Clerk McGowan for her service for the City of Bethel, which she had been City Clerk for 4 years out of the 8 that she had been with the City. Indicated that he not only considered her an employee, but also a friend. Indicated that he did not know how the other Council dealt with her but as far as himself, City Clerk McGowan had always been willing to help. Also indicated that alot of rumbling was going on, and even through his grieving period he had been receiving calls. Thanked the public for calling, even though some were unpleasant. Also encouraged Administration to make sure in all decisions, that they be done with great wisdom; indicated that there were too many rumbles, like in the past. Also indicated that if new hires were started at a higher level than the entry level, to document it and learn to be consistent in the future and to stop the grumbling and the rumbling.

COUNCIL MEMBER COMMENT  
continued

Councilman Trantham further indicated that the City employees were the greatest resources the City had and to try and keep them happy, because happy employees produce, and keep the communication going to the employees. With that, he thanked Mr. Hohman and Mr. Hastie and to stay consistent and fair. Also thanked the Department Heads for their reports, since they help Council alot when it comes to decision making.

Councilman Feaster regarding the sewer lagoon dike repair update asked if funding was available. City Manager Hohman indicated that funding were made available by Village Safe Water state funds and would be accomplished next year.

Mayor Vanasse, per the reminder of the City Clerk, reminded Council of a Special Council meeting that will need to be held on October 3rd to certify and canvass the election at 7:30 PM at the Log Cabin.

REPORTS OF STANDING  
COMMITTEES

Councilman Trantham stated that the Public Works Committee had no quorum last Tuesday. Also pointed out that this was the first time in 2 or 3 years that the Public Works Committee did not have a quorum and also indicated that there will be a Council representative vacancy on the Committee.

Councilman Feaster indicated that Finance Committee met last Thursday and the items on the agenda were: sales tax; Musuem account; utility bad debt review, which he said further evaluation was needed on the insurance policy, since more information was needed. Madam Richardson indicated that her request was to look at the dollar figures of each insurance policy. Councilman Feaster felt there was not enough information and documents and not enough skills to get involved in the insurance issue.

PEOPLE TO BE HEARD

Mark Earnest briefly addressed Council on the local sponsor match. Indicated that they have come a long ways to obtain \$6.2 million and that it was important now regarding local community involvement and that it will be looked at. Also indicated that the \$200,000 funding may or may not be there and that the City would have to come up with that in addition if it was not available. Regarding the fuel thru-put fee, indicated that they were asking for a small percentage of this fee and the fuel out-put fee could be considered, since tax was not collected on fuel out-put fee. Also indicated that he appreciated the opportunity to work on this project and concluded by expressing his condolences to Councilman Trantham and his family. City Manager Hohman also indicated that the last document in the packet was the report by Mr. Earnest on the 12 member Hydrologist team that came out. At this time Council heard from Port Director Greydanus on the status of the Port. Mr. Greydanus indicated that he did the status report on the tonage of the port and

PEOPLE TO BE HEARD  
continued

happy to report that Bethel was the 5th largest Port in Alaska and that he was pleased with that result.

Madam Richardson indicated that she did stop by the Police department and checked out their radio/recorder and that their radio system was in dire need, but pointed out that they were not cheap, and to be real sympathetic with the radio system.

COUNCIL BREAK 8:32 PM to 8:50 PM.

NEW BUSINESS:

ITEM A: Insurance  
Transfer: 1-Attorney  
Opinion; 2-Presen-  
tation by Insurance  
Brokers

INSURANCE TRANSFER: 1) ATTORNEY OPINION; 2) PRESEN-  
TATION BY INSURANCE BROKERS

Administrative/Personnel Officer Hastie reviewed the written Attorney opinion letter dated 9/17/91, regarding whether the recent changes of insurance brokers and purchase of insurance policies made by the City of Bethel complied with the City's purchase ordinance and purchasing procedures. Following are the Attorney opinion letter conclusions: 1) Bethel Municipal Code requires that purchases of insurance be made competitive, sealed bidding following at least 30 calendar days of public notice soliciting the submission of bids; 2) since 1986, the City of Bethel has not complied with the requirements of the Bethel Municipal Code when purchasing ordinance; 3) the selection of an insurance broker is not subject to the City of Bethel's purchasing ordinance. Based on those conclusions, following recommendations were made: 1) the City of Bethel should either amend its purchasing ordinance to make it consistent with the actual practices employed by the City when purchasing insurance or amend its practices in order that the City's purchases of insurance comply with the Bethel Municipal Code; 2) even if the City decides to change its practices rather than amend the ordinance, serious consideration should be given to whether competitive, sealed bidding as opposed to a request for proposals is an appropriate method for purchasing insurance; 3) the City Council should either ratify the recent purchase of insurance from CIGNA or immediately terminate the CIGNA policies.

Council at this time, discussed in length with City Manager Hohman and Administrative/Personnel Officer the Attorney's opinion letter. After lengthy discussion, following motion was made.

motion

M/M by Dale, 2nd by Richardson to ratify the purchase of the insurance company with Rollins, Burdick & Hunter.

Councilman Dale commented that this would show support to Management level. Madam Richardson indicated that Mr. Hastie had pointed out areas of lackings of Denali Insurance at the last meeting. Councilman Feaster indicated that he hasn't seen the proposal and numbers yet and if an RFP was to be

Item A continued

advertised, that someone from outside the City of Bethel Offices would have to prepare the RFP. Mayor Vanasse pointed out that this was an occurrence due to lack of communication with the City Council.

Councilman Dale and Madam Richardson withdrew their motion to hear from Rollins, Burdick & Hunter. Carl Brady, Jr., Manager of Rollins, Burdick & Hunter, at this time, indicated that he read in the newspaper that the Bethel City Manager was looking for bonding and that he got together with Karin Acuna to put a proposal together to be presented to the City. Mr. Brady indicated he had originally presented a proposal before with previous management, which no response had been received. Also pointed out to Council that no deals had been made with current City Administration, etc. Also at this time Council also heard from the Vice President, Karin Acuna. Ms. Acuna presented and reviewed her lengthy compared premium quotes between the insurance companies: Denali Insurance and Rollins, Burdick & Hunter. When she was done with her report, Councilman Trantham indicated that there was no problem with their Company, but had problems with Administration. Mayor Vanasse thanked Rollins, Burdick & Hunter representatives for their informative and eye opener presentations.

Motion

M/M by Dale, 2nd by Richardson to ratify purchase of insurance with Rollins, Burdick & Hunter until end of term, July 1992 and encourage City Council to restructure the purchasing ordinance.

Councilman Trantham indicated that he would not support the motion due to the fact of how it was purchased. Councilman Feaster indicated he was at a loss because of the increased benefits and savings and faced with permission by forgiveness, where Administration was forgiven and given permission at the same time. Felt if Council had been given a memo or written communication of some kind, then all this would have been prevented. Madam Richardson speaking to that, indicated that this wouldn't have been done without the bonding issue.

Poll vote

Poll vote on motion, 5-yes; 1-No (Trantham).

Mayor Vanasse encouraged strong communication in the future between Administration and Council. Councilman Feaster suggested that the RFP process be started as soon as possible.

Item B: Proposed  
Resol 689-Election  
Judges

PROPOSED RESOLUTION #689 - ELECTION JUDGES

M/M by Richardson, 2nd by Trantham to approve Resolution #689 with the change of Leonard Samuelson to Margaret Guinn under Precinct #3. Voice vote, motion carried unanimously.

Item C: Outline a  
City Manager evaluation  
Form

OUTLINE A CITY MANAGER EVALUATION FORM

M/M by Trantham, 2nd by Dale to table to future date. Voice vote, motion carried unanimously.

Mayor Vanasse requested to get input from Councilmembers regarding the evaluation form and to include City Clerk and City Attorney.

Item D: City Clerk  
Hiring Process Discussion

CITY CLERK HIRING PROCESS DISCUSSION

Mayor Vanasse indicated that the hiring process for the City Clerk should be the same as the City Manager is hired, by the City Council. Councilman Feaster asked for clarification as to what the process was in the absence of the City Clerk. City Clerk McGowan pointed out that in the past, when City Clerk quits, leaves on vacation, sick or in the absence of the City Clerk, the Administrative Assistant was automatically appointed Acting City Clerk.

motion

M/M by Trantham, 2nd by Dale that Christine Kuehns, the current Administrative/Assistant be appointed as Acting City Clerk, with the City Clerk's pay scale. Voice vote, motion carried unanimously.

After brief discussion on the election process, it was agreed that Ms. McGowan would assist with the election process if requested on contract basis.

Item E: City  
Manager's Contract  
Review

CITY MANAGER'S CONTRACT REVIEW

At this time Council reviewed with City Manager Hohman, his contract proposal.

motion

M/M by Dale, 2nd by Trantham to ratify the contract amendment between the City of Bethel and George H. Hohman, Jr. as presented with amendment of Item #7, and effective date of September 16, 1991.

Councilman Trantham requested that Mr. Hohman keep to a minimum as far as doing personal errands with the City vehicle and to keep in mind the 'for official use only' rule for the rest of the other City employees. Mayor Vanasse suggested that Administration be cautious of the exclusion of the outside employment clause; to be careful of what types of outside employment he accepts due to conflict of interest. Councilman Feaster asked for clarification on the effective date, due to Mr. Hohman's recent vacation on a leave without pay status, which he said the way the contract was written up would change what Council thought of his leave status. After Council discussion, Council and City Manager Hohman agreed to change the effective date to September 16, 1991. Mr. Hohman pointed out that he was only eligible for EPORS instead of PERS.

Voice vote, motion carried unanimously.

Item F: Resolution  
690-Rural Econ.  
Devel. Grant

RESOLUTION #690-RURAL ECONOMIC DEVELOPMENT GRANT  
M/M by Trantham, 2nd by Richardson to approve  
Resolution #690 as presented. Voice vote, motion  
carried unanimously.

Item G: Executive  
Session - City Clerk  
evaluation

EXECUTIVE SESSION - CITY CLERK'S EVALUATION

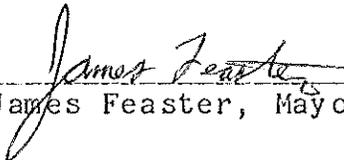
Hearing no objection, City Council went into  
executive session at 10:30 PM for City Clerk's  
evaluation.

Council came out of executive session at 10:51 PM.

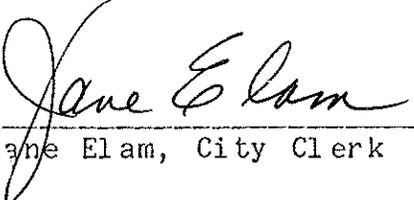
ADJOURNMENT

M/M by Feaster, 2nd by Wallace to adjourn the  
regular Council meeting at 10:52 PM. Voice vote,  
motion carried unanimously.

PASSED AND APPROVED THIS 12<sup>th</sup> DAY OF November, 1991.

  
James Feaster, Mayor

ATTEST:

  
Jane Elam, City Clerk