

Regular City Council Meeting
May 28, 2024 6:00pm
City of Palmer, Alaska
Palmer City Council Chambers
231 W Evergreen Avenue Palmer, Alaska 99645
www.palmerak.org



Mayor Steven J. Carrington
Deputy Mayor Carolina Anzilotti
Council Member John Alcantra
Council Member Richard W. Best
Council Member Jim Cooper
Council Member Pamela Melin
Council Member Joshua Tudor

City Manager John Moosey
City Clerk Shelly M. Acteson, CMC
City Attorney Sarah Heath, Esq.

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLEGIANCE
- D. APPROVAL OF AGENDA
 - 1. Approval of Consent Agenda
 - A. **Action Memorandum No. 24-030:** Directing The City Manager To Notify The State of Alaska Of The City Council's Statement Of Non-Objection Of The Restaurant Or Eating Place License #1436 Combined License Renewal For Pizza Ria Delphi Restaurant.
 - 2. Approval of Minutes of Previous Meetings
 - A. April 23, 2024, Regular Meeting Minutes
 - B. April 30, 2024, Special Meeting Minutes
 - C. May 2, 2024, Emergency Meeting Minutes
 - D. May 6, 2024, Special Meeting Minutes
 - E. May 8, 2024, Special Meeting Minutes
 - F. May 13, 2024, Regular Meeting Minutes
- E. COMMUNICATIONS AND APPEARANCE REQUESTS
 - 1. Elected Officials in Attendance
 - 2. Board/Commission Members in Attendance
 - 3. A Proclamation Inviting Everyone to Celebrate Summer at Colony Days in Palmer
- F. REPORTS
 - 1. City Manager's Report

2. Mayor's Report
3. City Clerk's Report
4. City Attorney's Report
- G. AUDIENCE PARTICIPATION
- H. PUBLIC HEARINGS
 1. **Resolution No. 24-021:** Authorizing the City Manager to Use \$569,000.00 from the Water/Sewer Unrestricted Net Position to Fund the Purchase and Installation of Two New Ultraviolet Disinfection Systems from Trojan Technologies Through Wm. H. Reilly & Co. to Repair the Ultraviolet Disinfection System at the Wastewater Treatment Plant
 2. **Resolution No. 24-023:** Accepting and Appropriating The 2024 State Of Alaska High Visibility Click It Or Ticket (CIOT) Grant in the Amount of \$4,480 to be Used for High Visibility Seatbelt Enforcement Activities by the Palmer Police Department.
- I. ACTION MEMORANDA
- J. UNFINISHED BUSINESS
- K. NEW BUSINESS
- L. RECORD OF ITEMS PLACED ON THE TABLE
- M. AUDIENCE PARTICIPATION
- N. EXECUTIVE SESSION
Matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity - negotiations for potential property acquisition (Action may be taken by Council following the Executive Session)
- O. COUNCIL MEMBER COMMENTS
- P. ADJOURNMENT



D. 1. A.

Palmer City Council Meeting

Meeting Date: 05/28/2024
Submitted For: John Moosey, City Manager
Department: City Manager's Office
Legislation Number: AM 24-026

Subject

Action Memorandum No. 24-030: Directing The City Manager To Notify The State of Alaska Of The City Council's Statement Of Non-Objection Of The Restaurant Or Eating Place License #1436 Combined License Renewal For Pizza Ria Delphi Restaurant.

Summary Statement/Background

Pizza Ria Delphi Restaurant has applied for a restaurant or eating place license #1436 combined license renewal. Per State law, a local governing body may protest the approval of an application pursuant to AS 04.11.480 by providing the applicant with a clear and concise written statement of the reason for the protest or may voice a non-objection to a request.

Administration's Recommendation:

Administration recommends approving Action Memorandum No. 24-026.

Attachments

Pizza Ria Delphi License Renewal

City of Palmer • Liquor License Review Form

BUSINESS NAME: Pizza Ria Delphi **OWNER:** Kenneth John Christensen

LICENSE TYPE: Restaurant or Eating Place

LOCATION: 103 West Arctic Avenue Palmer, AK 99645


Route to: Department of Finance

Department of Finance

Business License/Sales Tax/
Utilities/Assessments Current: Yes No

If no, explain: Behind in Sales Tax the months of Dec 2023, Feb and March 2024. Customer is aware.

Other Comments: _____

 May 6, 2024
Finance Director Date


Route to: Department of Community Development

Department of Community Development

Code (PMC/Bldg/Fire) Compliant: Yes No

If no, explain: _____

Other Comments: _____

 May 8, 2024
Brad Harrison (May 8, 2024 09:34 AKDT)
Community Development Director Date


Route to: Police Department

Police Department

Excessive Calls: Yes No

If yes, explain: _____

Other Comments: _____

 May 8, 2024
Chief of Police Date

TO COUNCIL FOR AGENDA OF: May 28, 2024



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

May 2, 2024

From: Alcohol.licensing@alaska.gov ; amco.localgovernmentonly@alaska.gov

Licensee: Kenneth John Christensen
DBA: Pizzeria Delphi Restaurant
VIA email: christensending@yahoo.com
Local Government 1: Matanuska-Susitna Borough
Local Government 2: Palmer
Via Email: alex.strawn@matsugov.us; license.reviews@matsugov.us; keliEFF@palmerak.org;
bahanson@palmerak.org
Community Council: N/A
Via Email: N/A

RE: Restaurant or Eating Place License #1436 Combined Renewal Notice

License Number:	1436
License Type:	Restaurant or Eating Place
Licensee:	Kenneth John Christensen
Doing Business As:	Pizzeria Delphi Restaurant
Physical Address:	103 West Arctic Avenue
Designated Licensee:	Kenneth John Christensen
Phone Number:	907-354-3019
Email Address:	Christensending@yahoo.com

License Renewal Application

Endorsement Renewal Application

Dear Licensee:

Our staff has reviewed your application after receiving your application and required fees. Your renewal documents appear to be in order, and I have determined that your application is complete for purposes of AS 04.11.510, and AS 04.11.520.

Your application is now considered complete and will be sent electronically to the local governing body(ies), your community council if your proposed premises is in Anchorage or certain locations in the Matanuska-Susitna Borough, and to any non-profit agencies who have requested notification of applications. The local governing body(ies) will have 60 days to protest the renewal of your license.

Your application will be scheduled for the **June 25th, 2024**, board meeting for Alcoholic Beverage Control Board consideration. The address and call-in number for the meeting will be posted on our home page. The board will not grant or deny your application at the meeting unless your local government waives its right to protest per AS 04.11.480(a).

Please feel free to contact us through the Alcohol.licensing@alaska.gov email address if you have any questions.

Dear Local Government:

We have received completed renewal applications for the above listed licenses within your jurisdiction. This is the notice required under AS 04.11.480. A local governing body may protest the issuance, renewal, relocation, or transfer to another person of a license with one or more endorsement, or issuance of an endorsement by sending the director and the applicant a protest and the reasons for the protest in a clear and concise statement within 60 days of the date of the notice of filing of the application. A protest received after the 60-day period may not be accepted by the board, and no event may a protest cause the board to reconsider an approved renewal, relocation, or transfer.

To protest any application(s) referenced above, please submit your written protest for each within 60 days to AMCO and provide proof of service upon the applicant and proof that the applicant has had reasonable opportunity to defend the application before the meeting of the local governing body. If you have any questions, please email amco.localgovernmentonly@alaska.gov.

Dear Community Council (Municipality of Anchorage and Mat-Su Borough only)

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This letter serves to provide written notice to the above referenced entities regarding the above application, as required under AS 04.11.310(b) and AS 04.11.525.

Please contact the local governing body with jurisdiction over the proposed premises for information regarding review of this application. Comments or objections you may have about the application should first be presented to the local governing body. If you have any questions, please email Alcohol.licensing@alaska.gov

Sincerely,



Joan M. Wilson, Director
907-269-0350



Alaska Alcoholic Beverage Control Board

Form AB-17: 2024/2025 General Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than January 2, 2024 per AS 04.11.270, 3 AAC 305.050, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any complete application for renewal or any fees for renewal that have not been postmarked by February 28, 2024 will be expired per AS 04.11.540, 3 AAC 305.050(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the mandatory fees and all documents required, or the application will be returned without being processed, per AS 04.11.270.
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Section 1 - Establishment Contact Information

Doing Business As:	Pizzeria Delphi	License #:	1436
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If your mailing address has changed, write the NEW address below:

Mailing Address:	still the SAME		
City:		State:	
		ZIP:	

Section 2 - Licensee Contact Information

Contact Licensee: The individual listed below must be part of the ownership structure of the licensee listed in Section 1. This person will be the designated point of contact regarding this license unless the Optional contact is completed.

Contact Licensee:	Kenneth John Christensen	Contact Phone:	907-354-3019
Contact Email:	christensen@diving@yahoo.com		

Optional: If you wish for AMCO staff to communicate with anyone other than the Contact Licensee (such as legal counsel) about your license, list their information below:

Name of Contact:		Contact Phone:	
Contact Email:			

Section 3 - for Package Stores ONLY: Written Order Information

Do you intend to sell alcoholic beverages and ship them to another location in response to written solicitation in calendar years 2024 and/or 2025? If so, you will need to apply for a Shipping Endorsement here:
<https://accis.license365.com/#>

YES NO

Section 4 - Ownership Structure Certification

Did the ownership structure of the licensed business change in 2022/2023?

YES NO

If Yes, and you have NOT notified AMCO, list the updated information on form AB-39: Change of Officers and submit with your renewal application. If No, certify the statement below by initialing the box to the right of the statement:

I certify that the ownership structure of the business who owns this alcohol license did not change in any way during the calendar years 2022 or 2023.

AMCO



Form AB-17: 2024/2025 License Renewal Application

Section 5 – License Operation

Unless you operated more than 240 hours in 2022 or 2023, check ONE BOX for EACH CALENDAR YEAR that best describes how this alcoholic beverage license was operated as set forth in AS 04.11.330:

- | | 2022 | 2023 |
|---|--------------------------|--------------------------|
| 1. The license was only operated during a specified time each year. (Not to exceed 6 months per year)
<i>If your operation dates have changed, list them below:</i>
_____ to _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. The license was only operated to meet the minimum requirement of 240 total hours each calendar year.
<i>A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. <i>A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.</i> | <input type="checkbox"/> | <input type="checkbox"/> |

Section 6 - Violations and Convictions

- | | YES | NO |
|--|-------------------------------------|-------------------------------------|
| Have any Notices of Violation been issued for this license in 2022 or 2023?
— | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Has any person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2022 or 2023?
<i>If you checked YES, you MUST attach a list of all Notices of Violation and/or Convictions per AS 04.11.270(a)(2). If you are unsure if you have received any Notices of Violation, contact the office before submitting this form.</i> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Section 7 – Certifications

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 305, and that this application, including all accompanying schedules and statements, are true, correct, and complete.

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and the license being potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and I have provided AMCO with all required changes of the ownership structure of the business license and have provided all required documents for any new or changes of officers.
- I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 305.700.
- I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

AMCO
DEC 28 2023



Alaska Alcoholic Beverage Control Board

Form AB-17: 2024/2025 License Renewal Application

Kenneth John Christensen

Printed name of licensee

[Signature]

Signature of licensee

Restaurant and Eating Place applications must include a completed AB-33: Restaurant Receipts Affidavit

Recreational Site applications must include a completed AB-36: Recreational Site Statement

Tourism applications must include a completed AB-37: Tourism Statement

Wholesale applications must include a completed AB-25: Supplier Certification

Common Carrier applications must include a current safety inspection certificate

All renewal and supplemental forms are available online:

<https://www.commerce.alaska.gov/web/amco/AlcoholLicenseApplication.aspx>

FOR OFFICE USE ONLY

License Fee:	\$ 1250	Application Fee:	\$ 300.00	Misc. Fee:	\$
Total Fees Due:					\$ 1550

AMCO

DEC 28 2023



Alaska Alcoholic Beverage Control Board

Form AB-33: 2024/2025 Restaurant Receipts Affidavit

What is this form?

A restaurant or eating place licensee must file a complete copy of this form along with its 2024/2025 license renewal application, in order to provide evidence to the Alcoholic Beverage Control Board that this licensed restaurant's receipts from the sale of food upon the licensed premises constitute no less than 50% of the gross receipts (food + alcohol sales) of the licensed premises for each calendar year in 2022 and 2023, as currently required by AS 04.11.100(e) which will be repealed once AS 04.09.210(e) is in effect January 1, 2024. This form is confidential.

This form must be completed and submitted with Form AB-17 to AMCO's main office before a license renewal application may be reviewed.

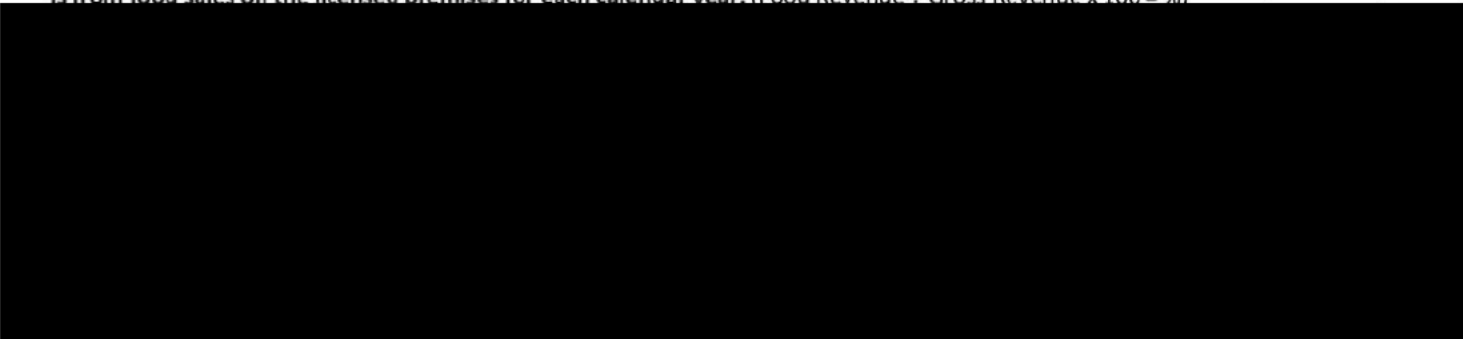
Section 1 – Establishment Information

This form is being submitted for the following license:

Licensee:	Kenneth John Christensen	License #:	1436
License Type:	Restaurant, Eating Repl		
Doing Business As:	Pizzeria Delphi		

Section 2 – Gross Receipts for 2022 and 2023

Please fill out the following information carefully, contact AMCO staff if you have questions regarding this form. Enter the dollar amounts of the food and gross (food + alcohol) receipts on the licensed premises and calculate the percentage of gross revenue that is from food sales on the licensed premises for each calendar year. (Food Revenue ÷ Gross Revenue x 100 = %)



I declare under penalty of perjury that this form, including all accompanying schedules and statements, is true, correct, and complete.

Kenneth John Christensen
Printed name of licensee

[Signature]
Signature of licensee

#100742126
10

AMCO
DEC 28 2023












Review Form Pizza Ria Delphi

Final Audit Report

2024-05-08

Created:	2024-05-06
By:	Kristin Elieff (kelieff@palmerak.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAATEcqP_U3B324Kax0IGbBGhGNwGDnAJHf

"Review Form Pizza Ria Delphi" History

-  Document created by Kristin Elieff (kelieff@palmerak.org)
2024-05-06 - 6:21:47 PM GMT
-  Document emailed to Gina Davis (gdavis@palmerak.org) for signature
2024-05-06 - 6:30:54 PM GMT
-  Email viewed by Gina Davis (gdavis@palmerak.org)
2024-05-06 - 6:31:10 PM GMT
-  Document e-signed by Gina Davis (gdavis@palmerak.org)
Signature Date: 2024-05-06 - 6:31:33 PM GMT - Time Source: server
-  Document emailed to Brad Hanson (bahanson@palmerak.org) for signature
2024-05-06 - 6:31:36 PM GMT
-  Email viewed by Brad Hanson (bahanson@palmerak.org)
2024-05-06 - 6:34:32 PM GMT
-  Email viewed by Brad Hanson (bahanson@palmerak.org)
2024-05-08 - 4:33:49 PM GMT
-  Document e-signed by Brad Hanson (bahanson@palmerak.org)
Signature Date: 2024-05-08 - 4:34:13 PM GMT - Time Source: server
-  Document emailed to Dwayne Shelton (dashelton@palmerpolice.com) for signature
2024-05-08 - 4:34:16 PM GMT
-  Email viewed by Dwayne Shelton (dashelton@palmerpolice.com)
2024-05-08 - 5:37:59 PM GMT
-  Document e-signed by Dwayne Shelton (dashelton@palmerpolice.com)
Signature Date: 2024-05-08 - 5:38:22 PM GMT - Time Source: server

✔ Agreement completed.

2024-05-08 - 5:38:22 PM GMT



Palmer City Council Meeting

D. 2.

Meeting Date: 05/28/2024

Department: City Clerk's Office

Subject

Approval of Minutes of Previous Meetings

- A. April 23, 2024, Regular Meeting Minutes
- B. April 30, 2024, Special Meeting Minutes
- C. May 2, 2024, Emergency Meeting Minutes
- D. May 6, 2024, Special Meeting Minutes
- E. May 8, 2024, Special Meeting Minutes
- F. May 13, 2024, Regular Meeting Minutes

Summary Statement/Background

Administration's Recommendation:

Attachments

- 04.23
 - 04.30 Special
 - 05.02 Emergency
 - 05.06 Special
 - 05.08 Special
 - 05.13 Regular
-

A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on April 23, 2024, 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
- Richard W. Best
- Jim Cooper
- Pam Melin
- Joshua Tudor

Staff in attendance:

- John Moosey, City Manager (by Zoom)
- Shelly M. Acteson, CMC, City Clerk
- Benji Johnson, Deputy City Clerk
- Sarah Heath, City Attorney
- Chad Cameron, Palmer Fire Chief
- Brad Hanson, Community Development Director
- Gina Davis, Finance Director
- Kimberly Green, Human Resources Manager

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
2. Approval of Minutes of Previous Meetings
 - A. April 2, 2024, Special Meeting
 - B. April 9, 2024, Regular Meeting

Mayor Carrington suggested moving Agenda Item O. Council Comments to take place after Agenda Item M. Audience Participation.

Main Motion: To Approve the Agenda as Amended

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

E. COMMUNICATIONS AND APPEARANCE REQUESTS

1. Elected Officials in Attendance - None
2. Board/Commission Members in Attendance - None
3. Saroma delegation – Carla Swick
Carla Swick introduced the 2024 Palmer Junior Middle School and Palmer High School Student delegation going to Sister City Seroma Japan.
Each delegate gave a brief introduction in both Japanese and English.
4. Proclamation – Celebrating May 5 through May 11, 2024, as First National Youth Apprenticeship Week
Council Member Alcantra presented and received the proclamation.
5. Proclamation – Recognizing Colony High School Student Hallie Clark
Deputy Mayor Anzilotti presented Hallie Clark with the proclamation.
6. Proclamation – Proclaiming May 2, 2024, as National Day of Prayer
Mayor Carrington presented the proclamation.
7. Introduction of three new Palmer Fire and Rescue full-time firefighters – Colt Graham, Colten Brickel and Lane Reed
Chief Cameron introduced the three new Palmer Fire and Rescue full-time firefighters.

Mayor Carrington called for a recess at 6:35 pm, reconvened at 6:42 pm.

F. REPORTS

1. City Manager’s Report (by Zoom)
 - Mat-Su Regional Spring Economic Summit, Tuesday, Wednesday, and Thursday.
 - On May 2, Energy Watch Action Plan with the Mat-Su Borough DES, includes cities, schools, and hospital, trying to get ahead of the possible gas issues.
 - May 4 and 5 is the Great Aviation Gathering at the State Fairgrounds and Palmer Municipal Airport.
 - May 6 to 11, Palmer Community Clean-up.
2. Mayor’s Report
 - Refers to written report.
 - There will be a Meeting next Tuesday, City Manager interviews.
 - References the May 7 Transit update at the Borough Assembly.
 - Potential Joint meeting with the Planning and Zoning Commission June 20.
 - He has been attending Mat-Su Valley Planning for Transportation, MPO, minutes are at the end of his written report.
 - Asked the Attorney to do an analysis of the relationships between the Friends of the Palmer Public Library and other non-profits and the city.
 - Asked Manager Moosey to re-send the parking report that was disbursed to the Council at a meeting earlier this year.
3. City Clerk’s Report
4. City Attorney’s Report – Overview of Lindke v. Freed regarding new U.S. Supreme Court test for elected public official’s social media activity; and the City of Palmer Code of Ethics and Conduct for Elected Officials
 - Clarifies current Council directives.
 - Spoke to recent U.S. Supreme Court Ruling on March 16, Lindke v. Freed regarding social media activity.
 - Brief overview and discussion of the Code of Ethics and Conduct for Elected Officials.
 - Touched on the evolving possible expansion of police powers in Chickaloon.

G. AUDIENCE PARTICIPATION

Group – Friends of the Palmer Library:

- Jacki Goforth, said she is the President of the group the “Friends of the Palmer Library.”
- Discussed what the definition and qualifications of “Friends.”
- Expressed concerns regarding the “Friends of the Palmer Public Library, Inc.”

Frank Bell:

- Spoke in support of the bigger library plan.

Jennifer Williams:

- Expresses support for a larger library and would like to see the City keep up with the growth.

Prudence McKenney:

- President of the “Friends of the Palmer Public Library, Inc.”
- Their group did an informal survey and petitions, less than a week, 293 signatures, and provided a breakdown of where they live.
- Feels that it would be a fiscal irresponsibility to knowingly build a library that is too small.

Bill Folsom:

- Spoke concerning removing the “fluff” in the building plans.

Jackie Cunningham:

- Supports the current/bigger library plan.

Pam Huyck:

- Expressed support for a bigger library.

Heidi Deadman:

- Spoke about the library books.

Elias and Nicholas Abramczyk:

- Both spoke in support of a bigger library.

Mayor Carrington called for a recess at 8:00 pm, reconvened at 8:07 pm.

H. PUBLIC HEARINGS

1. **Ordinance No. 24-002:** Amending the Palmer Municipal Code, Title 4, Personnel

Mayor Carrington opened the public hearing.

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

Human Resources Manager Kimberly Green gave a summary of the proposed changes.

Main Motion: To Adopt Ordinance No. 24-002

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

2. **Resolution No. 24-020:** Authorizing the City Manager to Enter into an Agreement Not to Exceed

\$15,000 with Wolf Architecture for the Schematic Redesign for the Palmer Public Library

Mayor Carrington opened the public hearing.

The following individuals spoke in opposition to Resolution No. 24-020:

Jeannie Trohskinski, Jack Pagel, Christine Adamczak, Carol Montgomery, Markus Collins, Heidi Deadman, John Pagel, Carol Ryan Aube, Ruth Holbert, Riley Pagel, Wes Artz, Lois Liebing, Sharon Powder, Rachel Christensen, Mile Chmielewski, and Dave Rector.

The following individuals spoke in support of Resolution No. 24-020:

Jackie Goforth and Cindy Hudgins

Seeing no one else come forward Mayor Carrington closed the Public Hearing.

Council discussion ensued.

Brad Hanson, Community Development Director addressed Council questions.

Manager Moosey addressed Council questions.

Main Motion: To Adopt Resolution No. 24-020

Moved by:	Melin
Seconded by:	Tudor
Vote:	3/4 (Alcantra, Cooper, Anzilotti, and Mayor Carrington)
Action:	Motion Failed

ACTION MEMORANDA

3. **Action Memorandum No. 24-023:** Approving a Council Community Grant Request from Palmer Little League in the Staff Recommended Amount of \$1,380 for Scoreboard Replacement

Manager Moosey gave a staff report.

Main Motion: To Approved Action Memorandum No. 24-023

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

4. **Action Memorandum No. 24-022:** Approving a Council Community Grant Request from Rodeo Alaska in the Staff Recommended Amount of \$1,500 for the 49th State Professional Rodeo Cowboys Association Xtreme Bulls Rodeo and Music Fest

Main Motion: To Approve Action Memorandum No. 24-022

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

5. **Action Memorandum No. 24-019:** Authorizing the City Manager to Negotiate and Execute Two Lease Extension Agreements with ES Properties and Nicole Reed to Provide Long-term Storage for

Library Books and the Temporary Library

Manager Moosey addressed Council questions.

Community Development Director Brad Hanson addressed Council questions.

Main Motion: To Approve Action Memorandum No. 24-019

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

6. **Action Memorandum No. 24-020:** Authorizing the City Manager to Negotiate and Enter into a Contract with Alaska Sure Seal, Inc. in an Amount Not to Exceed \$151,287.50 for Road Striping and Crack Sealing of City Streets and the Palmer Municipal Airport Asphalt Surfaces

Manager Moosey addressed Council questions.

Main Motion: To Adopt Action Memorandum No. 24-020

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

I. UNFINISHED BUSINESS

J. NEW BUSINESS

K. RECORD OF ITEMS PLACED ON THE TABLE

Drug Take Back Flyer
Great Alaska Aviation Gathering Flyer
Documents from Jacki Goforth
Survey/Petition from The Friends of the Palmer Public Library Inc.
Documents from Heidi Deadmond

L. AUDIENCE PARTICIPATION

Maria Krinock:

- Spoke regarding short term rentals for lots under 20,000 square feet.

Frank Bell:

- Expressed respect to someone who can go against the grain and do their own research and leg work.

Jackie Goforth:

- Expressed continuing concerns regarding book in the Palmer Public Library.

Mary Ravetta:

- Appreciates the struggle regarding the library size, etc.
- Expressed concerns with the roads, standards, addiction, and books.

Wes Artz – Palmer Bar

- Suggested a bullet point of priorities for the library.

Sharon Powder:

- Stated that the gravel roads are sending up big dust cloud and reported that the railroad crossings are getting rough.
- Urged the Council to put something at the intersections from North Valley to South Valley to help pedestrians cross.

Mike Chmielewski:

- Reported that there was a study done at one time regarding "the block" where the old library is located.
- Invited the Council to think bigger, as all Municipal facilities are eventually going to need work done.

Council Comments:

***Clerk's Note: Agenda Item O. Council Member Comments, took place after Agenda Item L. Record of Items Placed on the Table. ***

Council Member Tudor:

- Even though he voted against the \$20 million library, he supports the Council's decision.

Council Member Melin:

- Appreciates everyone coming out.
- Encouraged everyone to tone down the rhetoric and get back to healthy debate.
- Not ashamed as what they tried to accomplish and is hopeful that funding comes in for the project.

Council Member Alcantra:

- Thanked everyone for coming and the proclamations that were presented.
- Congratulated the new Palmer full-time fire fighters.
- Report that he will be attending the Chamber Economic Summit in Wasilla.
- Encouraged people to attend the cyber security presentation tomorrow during the Chamber meeting.

Council Member Cooper:

- Stated that Council Member Tudor will be speaking at Chamber meeting.
- Thanks to everyone for coming out and speaking.
- Previously met Carla Swick back and was very impressed by the young people speaking Japanese.

Council Member Best:

- Felt a little disheartened regarding the outcome of the resolution regarding the library.
- The issue was discussed at the dais last meeting, resolution should have been about a possible re-design, and operational costs.

Deputy Mayor Anzilotti:

- Asked for support from Council to send Ms. Krinock short term rental proposal to Planning and Zoning.
- Second – Alcantra
- Mayor: There is an administrative internal process for this type of request and does not want to jump the gun on the administrative hearing. The Code is very clear.

Discussion followed.

Main Motion: To Allow Council Meeting to go Past 11:00 pm

Moved by:	Cooper
Seconded by:	Best
Vote:	Unanimous
Action:	Motion Carried

M. EXECUTIVE SESSION – Matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity – negotiations for potential property acquisition (Action may be taken by Council following the Executive Session)

Main Motion: To Enter in Executive Session

Moved by:	Carrington
Seconded by:	Cooper
Vote:	Unanimous
Action:	Motion Carried

Mayor Carrington called for a recess at 10:30 pm, reconvened and Council entered Executive Session at 10:34 p.m.

The Council exited Executive Session by unanimous consent at 11:04 p.m.

N. COUNCIL MEMBER COMMENTS

***Clerk’s Note: Agenda Item O. Council Member comments, took place after Agenda Item M. Record of Items Placed on the Table. ***

O. ADJOURNMENT

With no further business before the Council, the meeting was adjourned at 11:05 p.m.

Approved this 28th day of May 2024.

Steve Carrington, Mayor

Shelly M. Acteson, CMC, City Clerk

A. CALL TO ORDER

A special meeting of the Palmer City Council was held on April 30, 2024, at 3:00 p.m. in the Council Chambers, Palmer, Alaska. Mayor Carrington called the meeting to order at 3:00 p.m.

B. ROLL CALL

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

Mayor Steve Carrington
Deputy Mayor Carolina Anzilotti
Richard W. Best (arrived at 3:04 p.m.)
Jim Cooper
Pam Melin
Joshua Tudor

Absent:
Jonn Alcantra (Conflict of Interest Verified)

Staff in attendance:

Benji Johnson, Deputy City Clerk
Sarah Heath, City Attorney
Chad Cameron, Palmer Fire Chief
Gina Davis, Finance Director
Kimberly Green, Human Resources Manager

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

D. APPROVAL OF AGENDA

Main Motion: To Approve the Agenda

Moved by:	Tudor
Seconded by:	Melin
Vote:	Unanimous Consent
Absent:	Alcantra
Action:	Motion Carried

E. NEW BUSINESS

1. City Council Interview Process Discussion

The Council was provided with a list of interview questions. To avoid confusion, Mayor Carrington asked the questions of the candidates.

2. City Manager Interviews
 - a. Kim Zimmerman - 3:15 p.m.

Mayor Carrington asked the candidate the interview questions. Candidate Kim Zimmerman answered the questions.

Mayor Carrington called for a break at 3:42 p.m., Council went back on record at 3:58 p.m.

b. Kolby Hickel – 4:00 p.m.

Mayor Carrington asked the candidate the interview questions. Candidate Kolby Hickel answered the questions.

F. EXECUTIVE SESSION

- 1. Subjects That Tend to Prejudice the Reputation and Character of Any Person – City Manager Candidates (Note: All city manager candidates may be discussed during the Executive Session. Personnel action regarding the City Manager Candidates may be taken following the Executive Session)

Main Motion: To Enter in Executive Session on Subjects That Tend to Prejudice the Reputation and Character of Any Person – City Manager Candidates

Moved by:	Melin
Seconded by:	Anzilotti
Vote:	Unanimous
Absent:	Alcantra
Action:	Motion Carried

The Council invited Kimberly Green, Human Resources Manager and Sarah Heath, City Attorney to participate in the Executive Session.

The Council entered Executive Session at 4:01 p.m.

The Council exited Executive Session by unanimous consent at 5:22 p.m.

Main Motion: To Direct the City Attorney to Enter into Negotiations with the Council Member’s Selected Candidate for the Position of City Manager via the Terms Discussed in Executive Session

Moved by:	Melin
Seconded by:	Anzilotti
Vote:	Unanimous
Absent:	Alcantra
Action:	Motion Carried

G. AUDIENCE PARTICIPATION

Mayor opened Audience Participation, seeing no one come forward, audience participation was closed.

H. ADJOURNMENT

With no further business before the Council, the meeting was adjourned at 5:24 p.m.

Approved this 28th day of May 2024.

Steve Carrington, Mayor

Shelly M. Acteson, CMC, City Clerk

A. CALL TO ORDER

An emergency meeting of the Palmer City Council was held on May 2, 2024, 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
- Richard W. Best
- Jim Cooper
- Pam Melin
- Joshua Tudor

Absent:
Jonn Alcantra (Conflict of Interest Verified)

Staff in attendance:

- Benji Johnson, Deputy City Clerk
- Sarah Heath, City Attorney

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

D. APPROVAL OF AGENDA

Main Motion: To Approve the Agenda

Moved by:	Best
Seconded by:	Tudor
Vote:	No Objection
Absent:	Alcantra
Action:	Motion Carried

E. UNFINISHED BUSINESS

1. Report and Continuation of City Manager Candidates Selection and Negotiation Process

Mayor Carrington gave a report and explanation of Council Member Alcantra’s absence.

F. EXECUTIVE SESSION

1. Subjects That Tend to Prejudice the Reputation and Character of Any Person – City Manager Candidates (Note: All city manager candidates may be discussed during the Executive Session. Personnel action regarding the City Manager Candidates may be taken following the Executive Session)

Main Motion: To Enter in Executive Session

Moved by:	Best
Seconded by:	Melin
Vote:	Unanimous
Absent:	Alcantra
Action:	Motion Carried

The Council invited Sarah Heath, City Attorney, to participate in the Executive Session.
 The Council entered Executive Session at 6:07 p.m.
 The Council exited Executive Session by unanimous consent at 7:22 p.m.

Main Motion: Authorizing the Mayor and City Attorney to Enter into Contract Negotiations with the Council’s Selected Candidate as Discussed in Executive Session.

Moved by:	Melin
Seconded by:	Tudor
Vote:	Unanimous
Absent:	Alcantra
Action:	Motion Carried

G. AUDIENCE PARTICIPATION

Mayor Carrington opened Audience Participation, seeing no one come forward, he closed Audience Participation.

Mayor Carrington called for a recess at 7:25 pm, reconvened at 8:30 pm.

H. ADJOURNMENT

With no further business before the Council, the meeting was adjourned at 8:30 p.m.

Approved this 28th day of May 2024.

Steve Carrington, Mayor

Shelly M. Acteson, CMC, City Clerk

A. CALL TO ORDER

An emergency meeting of the Palmer City Council was held on May 6, 2024, at 5:30 p.m. in the Council Chambers, Palmer, Alaska. Mayor Carrington called the meeting to order at 5:33 p.m.

B. ROLL CALL

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

Mayor Steve Carrington
 Deputy Mayor Carolina Anzilotti
 Richard W. Best (arrived at 5:36 pm)
 Jim Cooper
 Pam Melin
 Joshua Tudor

Absent:
 Jonn Alcantra (Conflict of Interest Verified)

Staff in attendance:

Shelly M. Acteson, CMC, City Clerk
 Benji Johnson, Deputy City Clerk
 Sarah Heath, City Attorney

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:	Melin
Vote:	No Objection
Absent	Alcantra
Action:	Motion Carried

E. EXECUTIVE SESSION

- Subjects That Tend to Prejudice the Reputation and Character of Any Person – City Manager Contract Discussion (Note: All city manager candidates may be discussed during the Executive Session. Personnel action regarding potential City Manager may be taken following the Executive Session)

Main Motion: To Enter in Executive Session

Moved by:	Anzilotti
Seconded by:	Tudor
Vote:	Unanimous
Absent	Alcantra
Action:	Motion Carried

The Council invited City Attorney Sarah Heath and Finance Director Gina Davis to participate in the Executive Session.

The Council entered Executive Session at 5:36 p.m.

Main Motion: To Exit Executive Session

Moved by:	Melin
Seconded by:	Anzilotti
Vote:	Unanimous Consent
Absent:	Alcantra
Action:	Motion Carried

The Council exited Executive Session by unanimous consent at 7:17 p.m.

Main Motion: To hold a Special Meeting with an Executive Session to discuss city manager candidates on May 6, 2024, at 5:00 pm.

Moved by:	Melin
Seconded by:	Anzilotti
Vote:	Unanimous
Absent:	Alcantra
Action:	Motion Carried

F. AUDIENCE PARTICIPATION

Mayor Carrington opened Audience Participation and seeing no one come forward Audience Participation was closed.

G. ADJOURNMENT

With no further business before the Council, the meeting was adjourned at 7:20 p.m.

Approved this 28th day of May 2024.

Steve Carrington, Mayor

Shelly M. Acteson, CMC, City Clerk

A. CALL TO ORDER

An emergency meeting of the Palmer City Council was held on May 8, 2024, 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
Richard W. Best
Jim Cooper
Pam Melin
Joshua Tudor

Absent:
Jonn Alcantra (Conflict of Interest Verified)

Staff in attendance:

Shelly M. Acteson, CMC, City Clerk
Benji Johnson, Deputy City Clerk
Sarah Heath, City Attorney
Kimberly Green, Human Resources

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:	No Objection
Absent:	Alcantra
Action:	Motion Carried

E. EXECUTIVE SESSION

1. Subjects That Tend to Prejudice the Reputation and Character of Any Person – City Manager Contract Discussion (Note: All city manager candidates may be discussed during the Executive Session. Personnel action regarding potential City Manager may be taken following the Executive Session)

Main Motion: To Enter in Executive Session

Moved by:	Carrington
Seconded by:	Melin
Vote:	Unanimous
Absent:	Alcantra
Action:	Motion Carried

The Council invited City Attorney Sarah Heath and Kimberly Green, Human Resources, to participate in the Executive Session.

The Council entered Executive Session at 6:02 p.m.

Main Motion: To Exit Executive Session

Moved by:	Cooper
Seconded by:	Melini
Vote:	Unanimous Consent
Absent:	Alcantra
Action:	Motion Carried

The Council exited Executive Session by unanimous consent at 7:14 p.m.

Main Motion: I move that due to a procedural and clerical error, I move to direct the Mayor and Attorney to withdraw all offers for the City Manager position and for HR to repost the position with a correction to the salary range from \$130,000 DOE to be \$130,000 to \$160,000 a year.

Moved by:	Tudor
Seconded by:	Anzilotti
Vote:	Unanimous
Absent:	Alcantra
Action:	Motion Carried

Main Motion: Due to a Potential Violation of the Open Meetings Act We Move to Direct the City Clerk and Attorney to Notify the Public of an Inadvertent Action Taken by the Council in Executive Session.

Moved by:	Tudor
Seconded by:	Cooper
Vote:	Unanimous
Absent:	Alcantra
Action:	Motion Carried

F. AUDIENCE PARTICIPATION

Mayor Carrington opened Audience Participation and seeing no one come forward Audience Participation was closed.

G. ADJOURNMENT

With no further business before the Council, the meeting was adjourned at 7:17 p.m.

Approved this 28th day of May 2024.

Steve Carrington, Mayor

Shelly M. Acteson, CMC, City Clerk

A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on May 13, 2024, 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
Jim Cooper

Absent and excused:

Richard W. Best
Pam Melin
Joshua Tudor

Staff in attendance:

John Moosey, City Manager
Shelly M. Acteson, CMC, City Clerk
Benji Johnson, Deputy City Clerk
Dwayne Shelton, Palmer Police Chief
Brad Hanson, Community Development Director

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

D. APPROVAL OF AGENDA

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

Main Motion: To Approve the Agenda as presented

Moved by:	Alcantra
Seconded by:	Cooper
Vote:	No Objection
Absent	Best, Melin, Tudor
Action:	Motion Carried

E. COMMUNICATIONS AND APPEARANCE REQUESTS

1. Elected Officials in Attendance
2. Board/Commission Members in Attendance
3. Palmer Museum of History and Art-Mary Jo Parks
Mary Jo Parks gave the presentation for the Palmer Museum of History and Art.
4. Transit Presentation – Maija DiSalvo, Long Range Planner, Matanuska-Susitna Borough

Maija DiSalvo of the Mat-Su Borough Planner Department and Jennifer Busch of Valley Transit gave a presentation.

5. Proclamation – Honoring the Alaska Airman’s Association
Mayor Carrington read the proclamation into the record.
6. Proclamation – Honoring Rod Christiansen
Council Member John Alcantra presented Rod Christiansen with the proclamation.
7. Proclamation – Recognizing the Butte Bandits as the 2023-2024 NASP Alaska State Archery Champions
Council Member Carolina Anzilotti read the proclamation into the record.

F. REPORTS

1. City Manager’s Report
 - Community Cleanup was last Saturday.
 - Invited Palmer Police Chief Shelton to speak about PPD K9 Program.
2. Mayor’s Report
 - References written report.
3. City Clerk’s Report
4. City Attorney’s Report
 - The City Attorney was absent.

G. AUDIENCE PARTICIPATION

Denise Statz and Jana Bernier:

- Commented on the status of the Midsummer Garden and Art Faire.
- Working on starting a non-profit, more information will be coming later.

Maria Krinock:

- Spoke regarding short term rental zoning requirements.

H. PUBLIC HEARINGS

1. **Resolution No. 24-022:** Authorizing the City Manager to Negotiate, Appropriate Funding, and Execute a Professional Services Agreement for Phase 2 with Wolf Architecture to Perform Architectural & Engineering Services Design of the Palmer Public Library Project

Manager Moosey requested to change the title of the legislation to “Phases 3 through 5”. He said it was a typo.

Mayor Carrington opened the public hearing.

Eric Anderson:

- Spoke in opposition to the resolution.

Mike Chmielewski:

- Spoke in support of the resolution.

Seeing no one else come forward Mayor Carrington closed Public Hearing.

Mayor Carrington invited Architect Gary Wolf to answer questions from the Council.

Main Motion: To Adopt Resolution No. 24-022

Moved by:	Alcantra
Seconded by:	Anzilotti
Vote:	Unanimous
Absent:	Best, Melin, Tudor
Action:	Motion Carried

I. ACTION MEMORANDA

1. **Action Memorandum No. 24-025:** Authorizing Utility Connection for a 58-lot Subdivision Located Off East Bogard Road, Palmer, Alaska

Manager Moosey gave a staff report.

Main Motion: To Approve Action Memorandum No. 24-025

Moved by:	Anzilotti
Seconded by:	Alcantra
Vote:	Unanimous
Absent:	Best, Melin, Tudor
Action:	Approved

2. **Action Memorandum No. 24-024:** Authorizing the City Manager to Purchase, Under the Governmental and Proprietary Procurements Section of PMC 3.21.230, 50 Used Golf Carts from Moose Run Golf Course Not to Exceed \$125,000

Manager Moosey gave a staff report.

George Collum, Golf Course Manager, addressed Council questions.

Main Motion: To Approve Action Memorandum No. 24-024

Moved by:	Cooper
Seconded by:	Alcantra
Vote:	Unanimous
Absent:	Best, Melin, Tudor
Action:	Approved

3. **Action Memorandum No. 24-029:** Authorizing the City Manager to Execute a Contract with HDL Engineering Consultants in the Amount not to Exceed \$22,840 for Final Design, Bidding Assistance and Construction Administration Services for the Fire Training Center Drainage Improvements Reservoir #4 Insulation Repairs Project

Main Motion: To Approve Action Memorandum No. 24-029

Moved by:	Alcantra
Seconded by:	Anzilotti
Vote:	Unanimous
Absent:	Best, Melin, Tudor
Action:	Approved

J. UNFINISHED BUSINESS

K. NEW BUSINESS

1. Refer the Palmer Municipal Code Sections Pertaining to Short-term Rentals for Review to the Planning and Zoning Commission

Main Motion: Refer the Palmer Municipal Code Sections Pertaining to Short Term Rentals for Review to the Planning and Zoning Commission

Moved by:	Alcantra
Seconded by:	Anzilotti
Vote:	Unanimous
Absent:	Best, Melin, Tudor
Action:	Passed

L. RECORD OF ITEMS PLACED ON THE TABLE

Mat-Su Borough Resolution regarding Chickaloon.

M. AUDIENCE PARTICIPATION

Seeing no one come forward Mayor Carrington closed Audience Participation.

N. COUNCIL MEMBER COMMENTS

Council Member Alcantra:

- Thanked the Palmer Museum of History and Art and the Borough Planner and Valley Transit for their presentations.
- Expressed gratitude for being able to present Rod Christensen his Proclamation.
- Will not be able to attend the May 28th meeting.

Council Member Cooper:

- Thanked everyone for coming out.
- Wished everyone a belated Happy Mother’s Day.

Deputy Mayor Anzilotti:

- Hats off to those taking over the Garden and Arts Faire.

Mayor Carrington:

- Referred to the Mat-Su Borough Resolution regarding Chickaloon.

O. ADJOURNMENT

With no further business before the Council, the meeting was adjourned at 8:07 p.m.

Approved this 28th day of May 2024.

Steve Carrington, Mayor

Shelly M. Acteson, CMC, City Clerk



F. 2.

Palmer City Council Meeting
Meeting Date: 05/28/2024
Department: City Clerk's Office

Subject
Mayor's Report

Summary Statement/Background

Administration's Recommendation:

Attachments

05.28 Mayor's Report

Tuesday May 28, 2024 Council Meeting

Agenda Highlights

Consent Agenda

- Action Memo # 24-030 – Combined License Renewal for Pizza Ria Delphi Restaurant
- Minutes for Previous Meetings:
 - April 23, 2024, Regular Meeting
 - April 30, 2024, Special Meeting
 - May 2, 2024, Emergency Meeting
 - May 6, 2024, Special Meeting
 - May 8, 2024, Emergency Meeting
 - May 13, 2024, Regular Meeting

Public Hearings

1. **Resolution No. 24-021:** Authorizing the City Manager to Use \$569,000 from the Water/Sewer Unrestricted Net Position to Fund the Purchase and Installation of Two New Ultraviolet Disinfection Systems from Trojan Technologies Through Wm. H. Reilly & Co. to Repair the Ultraviolet Disinfection System at the Wastewater Treatment Plant
2. **Resolution No. 24-023:** Accepting and appropriating the 2024 State of Alaska High Visibility Click It Or Ticket (CIOT) Grant in the Amount of \$4,480 to be Used for High Visibility Seatbelt Enforcement Activities by the Palmer Police Department

Executive Session

Matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity - negotiations for potential property acquisition (Action may be taken by Council following the Executive Session)

Mayor Steve Carrington



H. 1.

Palmer City Council Meeting

Meeting Date: 05/28/2024
Submitted For: Jude Bilafer, Public Works Director
Department: Public Works
Agenda Category: Resolution
Legislation Number: Reso 24-021

Subject

Resolution No. 24-021: Authorizing the City Manager to Use \$569,000.00 from the Water/Sewer Unrestricted Net Position to Fund the Purchase and Installation of Two New Ultraviolet Disinfection Systems from Trojan Technologies Through Wm. H. Reilly & Co. to Repair the Ultraviolet Disinfection System at the Wastewater Treatment Plant

Summary Statement/Background

In January 2022, a severe windstorm heavily damaged the Ultraviolet Disinfection system at the Wastewater Treatment Plant. Disaster declarations were proclaimed at both the federal and state levels. Discussions with the Federal Emergency Management Agency (FEMA) and the City's insurance company began shortly after the disaster declarations were received and remain on-going. A damage assessment on the Ultraviolet Disinfection system was completed in May of 2022. This resolution authorizes the purchase and installation of two new ultraviolet disinfection systems for the wastewater treatment facility located at 1802 S. Brooks Rd. The City's Insurance will reimburse \$350,000 of the cost of this project.

This Ultraviolet Disinfection system is required to maintain compliance with the Federally mandated Consent Decree. These repairs are also needed to restore system redundancy and minimize maintenance requirements at the wastewater treatment facility. There are currently two systems installed, one in each of the effluent channels of the Ultraviolet building. The system in the east channel was installed in 2002 and is no longer operational due to damage sustained during the windstorm. This portion of the system has been scavenged for parts to keep the western channel operational and is not cost effective to repair. The western channel was installed in 2010 and remains only partially functional as the automatic lamp cleaning system has failed and parts are no longer available. Due to this failure, operators must pull each of the ten lighting modules from the channel by hand at least weekly for cleaning. This is a difficult and time-consuming process as each module is over 100 pounds and extremely delicate. Bringing both channels fully online would provide much needed additional redundancy which will significantly help to maintain compliance with the Federal Consent decree.

The City's insurance company will be reimbursing \$350,000.00 for this project.

Administration's Recommendation:

Approve Resolution No. 24-021.

Fiscal Impact

Total Amount of funds listed in this legislation: \$569,000.00
Legislation creates expenditure in the amount of: \$569,000.00
Budgeted Y/N?: N
Line Item(s): 02-01-50-6078 Transfer Out; 24-00-00-3673 Transfers from Other Funds; 24-50-50-6230 UV Channels

Attachments

Scope of Supply for Reso 24-021
Reso 24-021



Wm. H. Reilly & Co.

September 19, 2023

To: City of Palmer

RE: Palmer UV 3000Plus Pre07 Replacement – Channel No. 1 and Channel No. 2

Pricing Summary

Refer to attached proposals for specific items included.

By initialing below on the X we'll modify the contracts to include Channel No. 2.

Trojan UV3000Plus equipment for \$298,500 PO should be made to Trojan Technologies
C/O Wm. H. Reilly & Co.
3020 Gore Road
London, Canada N5V 4T7

Installation cost of \$27,500 this PO should be made out to
Wm. H. Reilly & Co.
910 SW 18th Ave Ste B
Portland, OR 97205

- For Channel No. 2
Trojan UV3000Plus equipment for \$225,000 if purchased together with Channel No. 1 X_____
- Installation cost of \$18,000 if installed at the same time as Channel No. 1 X_____

Note: Electrical connect/disconnect by owner

LEGISLATIVE HISTORY

Introduced by:

Date:

Action:

Vote:

Yes:

No:

CITY OF PALMER, ALASKA

Resolution No. 24-021

A Resolution of the Palmer City Council Authorizing the City Manager to use \$569,000.00 from the Water/Sewer Unrestricted Net Position to fund the Purchase and Installation of Two New Ultraviolet Disinfection Systems from Trojan UV and Wm. H. Reilly & Co. in the Amount Not to Exceed \$569,000.00.

WHEREAS, the City of Palmer, Alaska (the "City") is a home rule city and under Section 11 of Article X of the Alaska Constitution may exercise all legislative power not prohibited by law or the charter of the City, and the City has determined that the matters set forth in this resolution are not prohibited by law or the charter; and

WHEREAS, the City of Palmer was impacted by a severe winter storm 1-4 January 2022; and

WHEREAS, the City's Ultraviolet disinfection system was heavily damaged during the 1-4 January 2022 windstorm; and

WHEREAS, it is necessary and in the best interest of the City and its residents that the City advance these funds from the General Fund Unassigned Fund Balance to the Water Sewer Fund for these repairs; and

WHEREAS, the City's Insurance will reimburse \$350,000 of the cost of this project.

NOW, THEREFORE, BE IT RESOLVED, the Palmer City Council hereby appropriates funding from the General Fund Unassigned Fund Balance to the Water Sewer Fund for the Purchase and Installation of two new Trojan UV 3000 Plus Disinfection modules from Trojan UV and the Wm. H. Reilly & Co. in an amount not to exceed \$569,000.00.

Approved by the Palmer City Council this ____ day of _____, 2024.

Steve Carrington, Mayor

Shelly M. Acteson, CMC, City Clerk



H. 2.

Palmer City Council Meeting

Meeting Date: 05/28/2024
Submitted For: Dwayne Shelton, Police Chief
Department: Police Department
Agenda Category: Resolution
Legislation Number: RES 24-023

Subject

Resolution No. 24-023: Accepting and Appropriating The 2024 State Of Alaska High Visibility Click It Or Ticket (CIOT) Grant in the Amount of \$4,480 to be Used for High Visibility Seatbelt Enforcement Activities by the Palmer Police Department.

Summary Statement/Background

The City of Palmer has applied to the State of Alaska Department of Transportation for grant monies, grant 402PTBILOP-24-07-SP24(A)-4, in the amount of \$4,480.00 to fund high visibility overtime seatbelt enforcement. That amount includes \$4,240.00 for officers to conduct additional seatbelt enforcement during high intensity periods when such infractions are more likely. The enforcement is strictly on an overtime basis and will not detract from routine patrol or other duties required of the Palmer Police Department. The enforcement is also voluntary on the part of the officers. The additional \$240.00 is to cover additional fuel costs incurred by the extra enforcement activity. No matching funds are required. The enforcement period runs from May 13, 2024, through June 2, 2024.

Seatbelt infractions represent a public safety concern due to the increased risk of injury in motor vehicle accidents. The grant will allow for extra patrol specifically focused on detecting, investigating, and citing those motorists who violate Alaska seatbelt laws. The ultimate objective is an increase in voluntary compliance with existing seatbelt statutes. During the course of their enforcement activities, officers also encounter and investigate other crimes and violations on their traffic stops. In the past, these have included driving offenses, drug offenses, as well as simple speeding and other traffic violations. The officers address these crimes and violations as they arise, which is also a benefit to public safety.

Administration's Recommendation:

The Administration recommends adopting Resolution No. 24-023.

Fiscal Impact

Total Amount of funds listed in this legislation: \$4,480.00
Legislation creates revenue in the amount of: \$4,480.00
Budgeted Y/N?: N
Line Item(s): 52-00-00-3420 Police Services; 52-01-21-6015 Seatbelt OT; 52-01-21-6012 Seatbelt Benefits; 52-01-21-6035 Fuel

Attachments

CIOT Supplemental Agreement
2024 CIOT Resolution



Notice to Proceed

State of Alaska, DOT & PF
 P.O. Box 112500
 Juneau, AK 99801-2500
 Ph: 907-465-4070
 Fx: 907-465-6984
dot.alaska.gov/highwaysafety

Grantee Name and Address: Palmer Police Department 423 S Valley Way Palmer, AK 99645	Grant Title/ Short Description: FFY2024 High Visibility Enforcement (HVE) Click It or Ticket (CIOT) Event
--	--

Supplemental Agreements: Check all that apply.

Enforcement Agreement
 Law Enforcement Liaison Agreement

Action Requested:

New Setup
 Increase Funds
 Reduce Funds
 Closure (Decrease)

Revision of Funds: **Please provide explanation of funding change and budget breakdown.**

FUNDING SUMMARY			
Budgets Approved for this NTP			
Budget Category	Current Budget Totals	AHSO Increase (Decrease)	Revised Budget Totals
(100) Personnel Services		\$ 4,240.00	\$ 4,240.00
(200) Travel & Per Diem		\$ -	\$ -
(300) Contractual Services		\$ 240.00	\$ 240.00
(400) Commodities	\$ -	\$ -	\$ -
(500) Equipment	\$ -	\$ -	\$ -
(Indirect Costs)	\$ -	\$ -	\$ -
TOTALS	\$ -	\$ 4,480.00	
TOTAL AMOUNT AUTHORIZED TO DATE			\$ 4,480.00

Explanation of Approved Grant Application & Activity Dates:
 Reimbursement amount cannot exceed the amount of this NTP. Activities are approved as listed in the signed Supplemental Agreement.

AHSO USE ONLY GRANT CODING

Activities as outlined in the FFY 2024 Grant Application covering the period of: 10/1/23 - 9/30/24

IRIS Program HGRNT00238	<input type="checkbox"/> IPO2 (RSA/Interagency)	AHSO Grant Number	
IRIS Phase 402OP	<input checked="" type="checkbox"/> GAE (EN/Non-Interagency)	402 PT BIL	OP-24-07-SP24(A)-4
Activity Code 289P	Accounting Template --TTPJ001	NTP #:	1
Object Code 3112	Vendor # CIP84644	Full Grant Amount:	4,480.00
		UEI #:	F449BMLTS5N3
		FAIN #:	69A37523300004020AK0
		CFDA # and Name	
		20.600 State & Community Highway Safety	

Grants Administrator Name: April See	
<i>April See</i> 05/02/2024	
Signature Date	

You may proceed with the activities for the Categories and specific Tasks enumerated above in the Funding Summary. Any activities beyond the written scope and/or any costs above the price estimate in our Agreement require prior AHSO approval and a Project Revision. Actual cost underrun of the Contract Amount for any Category shall not routinely accumulate for other Categories. AHSO reserves the right to retain or reallocate any remaining funds resulting from such cost underruns. Conditions to this agreement are as outlined in the "Agreement Conditions" Section 3 of the application for grant.

CONDITIONS ARE A PART OF THE PROJECT AGREEMENT AND, AS SUCH, ARE BINDING ON ALL PARTIES TO THE PROJECT AGREEMENT.

This NTP is cumulative and supersedes all prior NTPs for this Agreement.

Issued for the Contracting Agency per DOT&PF Policy #01.01.050 by AHSO Administrator: Tammy Kramer	Accepted for the Grantee by:
<i>Tammy Kramer</i> 05.03.2024	<i>Shayne La Croix</i> May 6, 2024
Signature Date	Signature Date



Supplemental CIOT

State of Alaska, DOT & PF
P.O. Box 112500
Juneau, AK 99801-2500
Ph: 907-465-4070
Fx: 907-465-6984
dot.alaska.gov/highwaysafety

Grantee Name and Address: Palmer Police Department 423 S Valley Way Palmer, AK 99645	Title/ Short Description: FFY2024 High Visibility Enforcement (HVE) Click It or Ticket (CIOT) Event
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Action Requested: <input checked="" type="checkbox"/> New Setup	<input type="checkbox"/> Revision of Agreement: <b style="color: red;">Provide change in the Enforcement Plan Breakdown.
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ACTUAL COST OF OVERTIME TO INCLUDE BENEFITS IS NOT TO EXCEED THE FOLLOWING AMOUNT INCLUDING VEHICLE USAGE	\$ 4,480.00
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Enforcement Plan Breakdown				
Enforcement Period	Budget of Time/Hours			Budget
	EXPENSE ITEMS	HOURS	AVERAGE HOURLY	
Memorial Day Holiday - Click It or Ticket (CIOT) 18:00, 05/13/24 through 06:00, 06/02/24	Hours		\$ 106.00	\$ 4,240.00
	Vehicle Usage	40.00	\$ 6.00	\$ 240.00
Enforcement Period Total:				\$ 4,480.00
	Hours		\$ -	\$ -
	Vehicle Usage	0.00	\$ 6.00	\$ -
Enforcement Period Total:				\$ -
	Hours		\$ -	\$ -
	Vehicle Usage	0.00	\$ 6.00	\$ -
Enforcement Period Total:				\$ -
	Hours		\$ -	\$ -
	Vehicle Usage	0.00	\$ 6.00	\$ -
Enforcement Period Total:				\$ -
Total Hours			\$ 4,240.00	
Total Vehicle Usage			\$ 240.00	
GRAND TOTAL of Enforcement Periods			\$ 4,480.00	

Purpose/Objectives: To reduce deaths and injuries caused by unrestrained motor vehicle occupants and to increase compliance with Alaska's primary seat belt law, the Grantee will conduct high-visibility seat belt enforcement as detailed in the Alaska Strategic Enforcement Partnership Enforcement Plan submitted to the Alaska Highway Safety Office in April 2006. The Palmer Police Department agrees to participate in the following enforcement blitzes from October 1, 2023, through September 30, 2024 As a guideline, a minimum of three (3) self-initiated contacts per hour funded with a 'desired outcome' of contacting as many violators as possible should be made. **Allowable use of funds is for overtime salary @ 1.5 times the normal rate, wages, and benefits of commissioned personnel in direct support of operational activity.** To receive reimbursement for personnel services the department must provide activity sheets, overtime hours worked, and the overtime hourly rates for each officer.

Agreements are as outlined above for the FFY2024 Grant period of October 1, 2023 - September 30, 2024.

Project Control CIOT Enforcement Agreement Approved

Accepted for the Grantee by: Signature _____ Date 4-12-2024	Grants Administrator: April See Signature _____ Date 05/01/2024
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You may proceed with the activities for the Categories and specific Tasks enumerated in the above Enforcement Agreement. Conditions to this agreement are as outlined in the "Agreement Conditions" **CONDITIONS ARE A PART OF THE PROJECT AGREEMENT AND, AS SUCH, ARE BINDING ON ALL PARTIES TO THE PROJECT AGREEMENT.**

This Enforcement Agreement is cumulative and supersedes all prior Enforcement Agreements.

The AHSO Administrator for this NTP is: Tammy Kramer

Issued for the Contracting Agency per DOT&PF Policy #01.01.050 by: Tammy Kramer

Signature _____	05.03.2024 Date _____
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City of Palmer
Resolution No. 24-023

Subject: Resolution No. 24-023: Accepting and Appropriating the 2024 State of Alaska High Visibility Click It Or Ticket Enforcement (CIOT) Grant 402PTBILOP-24-07-SP24(A)-4 in the Amount of \$4,480.00 to be used for High Visibility Seatbelt Enforcement Activities by the Palmer Police Department

Agenda of: May 28, 2024

Council Action: **Approved** **Amended:** _____
 Defeated

Originator Information:

Originator: Dwayne A. Shelton Chief of Police

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

Certification of Funds:

Total amount of funds listed in this legislation: \$ _____

This legislation (√):

- Creates revenue in the amount of: \$ _____
- Creates expenditure in the amount of: \$ _____
- Creates a saving in the amount of: \$ _____
- Has no fiscal impact

Funds are (√):

- Budgeted Line item(s): _____
- Not budgeted _____

Director of Finance Signature: _____

Approved for Presentation By:

	Signature:	Remarks:
City Manager	_____	_____
City Attorney	_____	_____
City Clerk	_____	_____

Attachment(s):

1. Resolution No. 24-023
2. Grant Award NTP

Summary Statement/Background:

The City of Palmer has applied to the State of Alaska Department of Transportation for grant monies in the amount of \$4,480.00 to fund high visibility overtime seatbelt enforcement. That amount includes \$4,240.00 for officers to conduct additional seatbelt enforcement during high intensity periods when such infractions are more likely. The enforcement is strictly on an overtime basis and will not detract from routine patrol or other duties required of the Palmer Police Department. The enforcement is also voluntary on the part of the officers. The additional \$240.00 is to cover additional fuel costs incurred by the extra enforcement activity. No matching funds are required. The enforcement period runs from May 13, 2024, through June 2, 2024.

Seatbelt infractions represent a public safety concern due to the increased risk of injury in motor vehicle accidents. The grant will allow for extra patrol specifically focused on detecting, investigating, and citing those motorists who violate Alaska seatbelt laws. The ultimate objective is an increase in voluntary compliance with existing seatbelt statutes. During their enforcement activities, officers also encounter and investigate other crimes and violations on their traffic stops. In the past these have included driving offenses, drug offenses, as well as simple speeding and other traffic violations. The officers address these crimes and violations as they arise, which is also a benefit to public safety.

Administration's Recommendation:

Approve Resolution No. 24-023.

LEGISLATIVE HISTORY

Introduced by:

Date:

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

Resolution No. 24-023

A Resolution of the Palmer City Council Authorizing the City Manager to Accept and Appropriate the 2024 State of Alaska High Visibility Click It or Ticket Enforcement Grant 402PTBILOP-24-07-SP24(A)-4 in the Amount of \$4,480.00 to be used for High Visibility Seatbelt Enforcement Activities by the Palmer Police Department

WHEREAS, seatbelt infractions are a public safety concern for the citizens of the City of Palmer; and

WHEREAS, seatbelt usage has been shown to reduce the risk of bodily injury in a vehicle collision; and

WHEREAS, the Palmer Police Department is tasked with enforcing state statutes, including the seat belt statute to increase the safety of the driving public; and

WHEREAS, the Palmer Police Department has been awarded \$4,480.00 under the State of Alaska Department of Transportation 2024 Click It or Ticket Enforcement Mobilization

NOW, THEREFORE, BE IT RESOLVED by the Palmer City Council to accept and appropriate \$4,480.00 from the State of Alaska Department of Transportation to be used for Palmer police officers to engage in overtime high visibility seatbelt enforcement activities during dedicated enforcement periods from May 13, 2024, through June 2, 2024.

Approved by the Palmer City Council this 28th day of May 2024.

Steve Carrington, Mayor

Shelly M. Acteson, CMC, City Clerk