

CITY OF BETHEL

City Council Meeting Agenda, October 25, 2022 – 6:30 PM

Website: <https://www.cityofbethel.org/council>

Location: Council Chambers, City Hall, 300 Chief Eddie Hoffman Highway, Bethel

Council Members: Mayor Rose Henderson, Vice-Mayor Henry Batchelor, Mark Springer, Eric Whitney, Beth Hessler, Sophie Swope, Patrick Snow

Zoom Meeting Link: <https://us06web.zoom.us/j/4888456188?pwd=bkN1dGI4MHpGZ1kwOUVYWU5kd0xhZz09>

Zoom Meeting ID: 488 845 6188

Zoom Meeting Passcode: 13871

Zoom Meeting Conference Line Numbers: 833 548 0276 US Toll-free

833 548 0282 US Toll-free

877 853 5257 US Toll-free

888 475 4499 US Toll-free



1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PEOPLE TO BE HEARD – FIVE MINUTES PER PERSON

4.1.



Written Public Comments can be submitted by opening your phone camera and hovering over this URL code. The link to the submission form will appear. You may also go to www.cityofbethel.org.

5. APPROVAL OF CONSENT AGENDA AND REGULAR AGENDA

6. APPROVAL OF MEETING MINUTES

6.1. *10-11-2022 Regular City Council Meeting

6.2. *10-17-2022 Special City Council Meeting

7. REPORTS OF STANDING COMMITTEES

7.1. Committee/Commission Agendas And Draft Meeting Minutes

8. SPECIAL ORDER OF BUSINESS

9. UNFINISHED BUSINESS

9.1. Public Hearing Of Ordinance 22-35: Amending Bethel Municipal Code Section 2.05.150, Conflicts Of Interest (City Manager Williams)

10. NEW BUSINESS

10.1. *Introduction Of Ordinance 22-36: Authorizing The Disposal Of City Property Through Lease Agreement In Accordance With 4.08.030, Disposal To Entity Providing Necessary Public Service: University Of Alaska Fairbanks, Cooperative Extension, 519 Mission Drive (City Manager Williams)

10.2. *Introduction Of Ordinance 22-37: Amending Bethel Municipal Code By Creating A New Section

Posted October 19, 2022, Updated 10/21/2022 at AC Co., Swanson's, City Hall, and the Post Office.

Kevin Morgan, Deputy City Clerk

City Clerk's Office Contact Information: Email cityclerk@cityofbethel.net Phone 907-545-4120

Items noted with an asterisk (*) are consent agenda items, unless removed from the consent agenda they are approved upon the approval of the agenda. Ordinances introduced at this meeting may be set for public hearing at the next regular meeting.

The Council may by unanimous consent, after 12:00 AM Fix the Time to Which To Adjourn until the following day at 6:30 PM

5.08.200, Application Of State Law (City Manager Williams)

10.3. AM 22-29: Cancellation Of Regular City Council Meetings; November 22nd And December 27th
(Mayor Henderson)

11. REPORTS

11.1. Mayor's Report

11.2. City Manager's Report

11.3. Clerk's Report

12. COUNCIL MEMBER COMMENTS

13. EXECUTIVE SESSION

13.1. In Accordance With AS 44.62.310.(C)(3) Matters Which By Law, Municipal Charter, Or Ordinance
Are Required To Be Confidential- Union Negotiations (City Manager Williams)

14. ADJOURNMENT

Posted October 19, 2022, Updated 10/21/2022 at AC Co., Swanson's, City Hall, and the Post Office.

Kevin Morgan, Deputy City Clerk

City Clerk's Office Contact Information: Email cityclerk@cityofbethel.net Phone 907-545-4120

Items noted with an asterisk (*) are consent agenda items, unless removed from the consent agenda they are approved upon the approval of the agenda.
Ordinances introduced at this meeting may be set for public hearing at the next regular meeting.

The Council may by unanimous consent, after 12:00 AM Fix the Time to Which To Adjourn until the following day at 6:30 PM

1. CALL TO ORDER

A Regular Meeting of the Bethel City Council was held on October 11, 2022 at 6:30 p.m., in the Council Chambers, Bethel, Alaska.
Mayor Springer called the meeting to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Comprising a quorum of the Council, the following members were present:
City Council Member Eric Whitney (telephonically) City Council Member Beth Hessler Mayor Mark Springer Council Member Rose Henderson Vice-Mayor Conrad McCormick Council Member Perry Barr (telephonically) Council Member Michelle DeWitt
Members Absent:
Also in attendance were the following:
City Manager Peter Williams, City Clerk Lori Strickler, City Attorney Libby Bakalar (telephonically)

4. PEOPLE TO BE HEARD – Five minutes per person

Fred Broerman, Bethel- Detailed a dog attack and the handling of the dog by the City and Bethel Friends of Canines(BFK9). Suggested an ordinance to mirror the state code for euthanasia, better communication between the city and dog bite victims, and to improve the procedure of aggressive dogs between BFK9 and the city.

Sam Santistevan, Bethel- Gave an update on 4-H programs and mentioned their ability to host in-person programing again.



Item 4.1. - Written Public Comments can be submitted by opening your phone camera and hovering over this URL code. The link to the submission form will appear. You may also go to www.cityofbethel.org.

5. APPROVAL OF CONSENT AGENDA AND REGULAR AGENDA

Main Motion: Approve the Consent and Regular Agenda.

Moved by:	Rose Henderson
Seconded by:	Beth Hessler
In favor:	Perry Barr, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick, Eric Whitney, Beth Hessler
Opposed:	None
Results:	Motion Carries

Remove from the Consent Agenda, IM 22-20- Council Member Hessler

6. APPROVAL OF MEETING MINUTES

Item 6.1. - *9-27-2022 Regular City Council Meeting

Passed on the consent agenda.

7. REPORTS OF STANDING COMMITTEES

Port Commission, Council Member Hessler- A meeting has not been held since the last city council meeting.

Planning Commission, Council Member Henderson- A meeting has not been held since the last city council meeting.

Community Action Grant Technical Review Board, Council Member Barr- The application period for the fourth quarter deadline is November 11th.

Community Parks and Recreation Committee, Council Member DeWitt- Reviewed the request for proposal that went out for the YK Fitness Center Operations and Maintenance program. The committee reviewed: community trails; the pay-what-you-can policy adopted by the council; and City Employee Fitness Center memberships.

Finance Committee, Council Member Whitney- A meeting has not been held since the last city council meeting.

Public Works Committee, Mayor Springer- A meeting was not held due to a lack of a quorum.

Public Safety and Transportation Commission, Vice-Mayor McCormick- The Commission was introduced to Chief Hicks, and discussed: permitting for taxi cabs; inpoundement

of vehicles; and tow charges.

Item 7.1. - Committee/Commission Agendas And Draft Meeting Minutes

8. SPECIAL ORDER OF BUSINESS

Item 8.1. - Review Canvass Board Certificate Of Election, October 4, 2022- Not Available Until After The Canvass Board October 6, 2022 (Mayor Springer)

Item 8.2. - Resolution 21-11: Certifying The Results Of The October 4, 2022 Regular City Election- Not Available Until After The Canvass Board October 6, 2022- (Mayor Springer)

Main Motion: Adopt Resolution 21-11.

Moved by:	Beth Hessler
Seconded by:	Rose Henderson
In favor:	Perry Barr, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick, Eric Whitney, Beth Hessler
Opposed:	None
Results:	Motion Carries

Item 8.3. - Oath Administered To Newly Elected Council Members (Mayor Springer)
Michelle DeWitt, Perry Barr, Rose Henderson, and CJ McCormick stepped down from office.

Rose Henderson, Sophie Swope, Patrick Snow, and Henry Batchelor were sworn into office.

9. UNFINISHED BUSINESS

Item 9.1. - Public Hearing Of Ordinance 22-32: Amending Chapter 3.12, Administration And Maintenance Of The Classification Plans, Establishing A Pay Grade, Job Titles, And Compensation Plan For Non-Unionized City Employees (City Manager Williams)

Mayor Springer opened the Public Hearing.

Xavier Mason, provided suggested amendments.

Mayor Springer closed the Public Hearing.

Main Motion: Adopt Ordinance 22-32.

Moved by:	Rose Henderson
Seconded by:	Henry Batchelor

In favor: Mark Springer, Rose Henderson, Eric Whitney, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Opposed: None
Results: Motion Carries

Amend to strike Assistant Finance Director and insert Deputy Finance Director.

Moved by: Rose Henderson
Seconded by: Beth Hessler
In favor: Mark Springer, Rose Henderson, Eric Whitney, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Opposed: None
Results: Motion Carries

Motion to suspend the rules to hear from the Assistant Finance Director Mason

Moved by: Rose Henderson
Seconded by: Beth Hessler
In favor: Mark Springer, Rose Henderson, Eric Whitney, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Opposed: None
Results: Motion Carries

Motion to amend to change the pay class for the Deputy Finance Director to M2 and the Finance Director to an M3.

Moved by: Beth Hessler
Seconded by: Henry Batchelor
In favor: None
Opposed: Mark Springer, Rose Henderson, Eric Whitney, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Results: Motion Fails

Item 9.2. - Public Hearing Of Ordinance 22-34: Establishing A Short-Term Amnesty Program Requiring Compliance With The Sales Tax And Business Licensing Codes For The Payment Of Delinquent Taxes And Allowing The Forgiveness Of Fees, Penalties And Interest To Incentivize Voluntary Compliance (Council Member Hessler)

Mayor Springer opened the Public Hearing.

No one present to be heard.

Mayor Springer closed the Public Hearing.

Main Motion: Adopt Ordinance 22-34.

Moved by: Beth Hessler
Seconded by: Patrick Snow
In favor: Mark Springer, Eric Whitney, Beth Hessler, Patrick Snow
Opposed: Rose Henderson, Henry Batchelor, Sophie Swope
Results: Motion Carries

Suspend the rules to hear from the Finance Director, Duane Wright.

Moved by:	Beth Hessler
Seconded by:	Sophie Swope
In favor:	Mark Springer, Rose Henderson, Eric Whitney, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Opposed:	None
Results:	Motion Carries

Council Member Whitney departed the meeting at 8:10 p.m.

Mayor Springer calls for a 10 minute break at 8:11 p.m.

Item 9.3. - Public Hearing Of Budget Ordinance 22-22(d): Amending The Fiscal Year 2023 Budget (City Manager Williams)

Mayor Springer opened the Public Hearing.

No one present to be heard.

Mayor Springer closed the Public Hearing.

Main Motion: Adopt Ordinance 22-22(d).

Moved by:	Rose Henderson
Seconded by:	Henry Batchelor
In favor:	Mark Springer, Rose Henderson, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Opposed:	None
Results:	Motion Carries

10. NEW BUSINESS

Item 10.1. - *Introduction Of Ordinance 22-35: Amending Bethel Municipal Code Section 2.05.150, Conflicts Of Interest (City Manager Williams)

Passed on the consent agenda.

Item 10.2. - AM 22-27: Direct City Administration To Issue Checks Totaling \$85,430 To Year 5, Quarter 3 Community Action Grant (CAG) Awardees Based On The Recommendation Of The Community Action Grant Committee (City Manager Williams)

Main Motion: Approve AM 22-27.

Moved by:	Rose Henderson
Seconded by:	Henry Batchelor
In favor:	Mark Springer, Rose Henderson, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Opposed:	None
Results:	Motion Carries

Item 10.3. - *AM 22-28: Direct Administration To Negotiate And Execute A Contract With The Lowest Qualifying Bidder On The Bethel Floodwater Detention Basin Construction Project (City Manager Williams)

Passed on the consent agenda.

Item 10.4. - *IM 22-20: City Manager To Act According To BMC 4.20.150 Waiver Of Formal Bidding Procedures And Waive Formal Bidding Procedures For Purchases Associated With Hiring Hauled-Utility Drivers For Water And Sewer, Because It Is In The Best Interest Of The City (City Manager Williams)

Council Reviewed this item of business

11. REPORTS

Item 11.1. - Mayor's Report

Item 11.2. - City Manager's Report

Item 11.3. - Clerk's Report

12. COUNCIL MEMBER COMMENTS

Mayor Springer- Reminded people to vote in the upcoming election. Welcomed the newly elected council members.

Council Member Henderson- Welcomed the new council members. Thanked Police Chief Hicks for his work.

Council Member Hessler- Thanked Fred Broerman for bringing to light the dog bite issue. Glad to hear the vaccine mandate for city employees is lifted. It was a pleasure to serve with Barr, DeWitt and McCormick. Welcomed all of the new faces.

Council Member Swope- Excited and honored to serve the community.

Council Member Snow- Thanks for the warm welcome and looking forward to working with everyone.

Council Member Batchelor- Thanked everyone for the warm welcome as well and thanked everyone who wrote him in.

13. EXECUTIVE SESSION

14. ADJOURNMENT

Main Motion: Adjournment.

Moved by:	Rose Henderson
Seconded by:	Beth Hessler
In favor:	Mark Springer, Rose Henderson, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Opposed:	None
Results:	Motion Carries

Meeting ended at 9:15 p.m.

Mark Springer, Mayor

ATTEST:

Lori Strickler, City Clerk

1. CALL TO ORDER

A Special Meeting of the Bethel City Council was held on October 17th, 2022 at 6:00 p.m., in the Council Chambers, Bethel, Alaska.

Mayor Springer called the meeting to order at 6:01 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Comprising a quorum of the Council, the following members were present:
City Council Member Sophie Swope (telephonically) City Council Member Patrick Snow City Council Member Henry Batchelor City Council Member Beth Hessler City Council Member Rose Henderson Mayor Mark Springer
Members Absent:
City Council Member Eric Whitney
Also in attendance were the following:
City Manager Peter Williams, City Clerk Lori Strickler

4. PEOPLE TO BE HEARD – Five minutes per person

No one present to be heard.

5. APPROVAL OF AGENDA

Main Motion: Approve the Agenda.

Moved by:	Rose Henderson
Seconded by:	Beth Hessler
In favor:	Mark Springer, Rose Henderson, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Opposed:	None
Results:	Motion Carries

6. NEW BUSINESS

- Item 6.1.** - a) Election Of The Mayor
b) Election Of The Vice-Mayor
c) Appointment Of Committee/Commission Council Representatives

1. Council Committees And Commissions
 - a. Planning Commission
 - b. Finance Committee
 - c. Public Safety And Transportation Commission
 - d. Port Commission
 - e. Public Works Committee
 - f. Community Parks And Recreation Committee
 - g. Community Action Grant Committee
2. Yuut Elitnaurviat

Motion to nominate Rose Henderson for Mayor.

Moved by:	Beth Hessler
Seconded by:	Henry Batchelor
In favor:	Mark Springer, Rose Henderson, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Opposed:	None
Results:	Motion Carries

Motion to nominate Mark Springer for Mayor.

Moved by:	Beth Hessler
Seconded by:	Henry Batchelor
In favor:	Mark Springer, Rose Henderson, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Opposed:	None
Results:	Motion Carries

Round One Voting for Mayor

Henderson received 4 votes

Springer received 2 votes.

Rose Henderson is voted in as Mayor.

Motion to Nominate Henry Batchelor for Vice-Mayor

Moved by:	Patrick Snow
Seconded by:	Sophie Swope
In favor:	Mark Springer, Rose Henderson, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Opposed:	None
Results:	Motion Carries

Motion to Nominate Mark Springer as Vice-Mayor

Moved by:	Rose Henderson
Seconded by:	Sophie Swope

Mark Springer declines the nomination

Round One Voting for Vice-Mayor

Batchelor received 5 votes

Springer received 1 vote

Henry Batchelor is voted in as Vice-Mayor.

Appointments:

Council Member Sophie Swope to the Planning Commission

Mayor Rose Henderson to the Finance Committee

Council Member Patrick Snow to Public Safety and Transportation Commission

Council Member Mark Springer to the Public Works Committee

Council Member Beth Hessler to the Port Commission

Council Member Eric Whitney to the Community Parks and Recreation Committee

Vice-Mayor Henry Batchelor to the Community Action Grant Committee

Mayor Rose Henderson to Yuut Elitnaurviat Representative

7. ADJOURNMENT

Main Motion: Adjournment.

Moved by:	Henry Batchelor
Seconded by:	Patrick Snow
In favor:	Mark Springer, Rose Henderson, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Opposed:	None
Results:	Motion Carries

Meeting ended at 6:18 p.m.

Rose Henderson, Mayor

ATTEST:

Lori Strickler, City Clerk



**CITY OF BETHEL
PORT COMMISSION**

MONDAY, OCTOBER 17, 2022, 7:00 PM

LOCATION: CITY HALL, 300 CHIEF EDDIE HOFFMAN HIGHWAY & VIRTUAL ZOOM MEETING

THE PUBLIC CAN PARTICIPATE VIRTUALLY BY ZOOM OR CONFERENCE CALL ONLY.

EMAILED PUBLIC COMMENTS WILL BE ACCEPTED. SEE BELOW

JOIN ZOOM MEETING <https://us06web.zoom.us/j/9509539812?pwd=BIJVRyTSZMHJA2U0ODV4WW5KL2R6ZZ09>
MEETING ID: 851 1379 4718 PASSCODE: 239023

DIAL BY LOCATION

253 215 8782 US (TACOMA)	301 715 8592 US (DC) 312 626 6799 US (CHICAGO)	83 833 548 0276 US TOLL-FREE 833 548 0282 US TOLL-FREE	877 853 5257 US TOLL-FREE 888 475 4499 US TOLL-FREE
346 248 7799 US (HOUSTON)	646 558 8656 US (NEW YORK)		
669 900 9128 US (SAN JOSE)			

MEMBERS

Alan Murphy, Chair
Rich Pope, Vice-Chair
Stacey Reardon
Mike Meeks
Beth Hessler, Council Rep.

STAFF

Port Director: Ed Flores, Ex Officio Member
Recorder: Wendy Wade
Email: port@cityofbethel.net
Phone: 907-543-2310
Website: www.cityofbethel.org

I. CALL TO ORDER

II. ROLL CALL

III. PEOPLE TO BE HEARD – FIVE MINUTES PER PERSON

- A. Please submit written public comments to port@cityofbethel.net by 4:00 p.m. the day of the meeting.

IV. APPROVAL OF AGENDA

V. APPROVAL OF MEETING MINUTES

- A. APPROVAL OF Approval of minutes from - 09/19/2022

VI. UNFINISHED BUSINESS

- A. Rate Change (Increase)

VII. NEW BUSINESS

- A. Park Development at Small Boat Harbor & Funding Options
B. New Port Grader
C. Donlin Gold

VIII. EX OFFICIO REPORT

IX. MEMBER COMMENTS

Posted October 11, 2022 at City Hall, AC Co., Swanson's, and the Post Office.

Name, Ex-Officio Staff

X. ADJOURNMENT

Posted October 11, 2022 at City Hall, AC Co., Swanson’s, and the Post Office.

Name, Ex-Officio Staff



CITY OF BETHEL

PUBLIC WORKS COMMITTEE

WEDNESDAY, OCTOBER 19, 2022, 6:00 PM

LOCATION: CITY HALL, 300 CHIEF EDDIE HOFFMAN HIGHWAY

JOIN ZOOM MEETING

[HTTPS://US06WEB.ZOOM.US/J/83051385613?PWD=UZZINWZOV0ZWNKXLUNP3BKEYOUJXDZ09](https://us06web.zoom.us/j/83051385613?pwd=UZZINWZOV0ZWNKXLUNP3BKEYOUJXDZ09)

MEETING ID: 830 5138 5613

PASSCODE: 605375

888 475 4499 US TOLL-FREE 833 548 0276 US TOLL-FREE

833 548 0282 US TOLL-FREE 877 853 5257 US TOLL-FREE

MEMBERS

Ryan Butte Alyssa Leary
Juan Delgado Mark Springer, Council Rep.

STAFF

Frank Bayer, Ex Officio Member
Bill Arnold, Ex Officio Member
pwadmin@cityofbethel.net
907-543-3110

I. CALL TO ORDER

II. ROLL CALL

III. PEOPLE TO BE HEARD – FIVE MINUTES PER PERSON

- A. Please submit written public comments to pwadmin@cityofbethel.net by 4:00 p.m. the day of the meeting.

IV. APPROVAL OF AGENDA

V. APPROVAL OF MEETING MINUTES

- A. July 20, 2022 Meeting Minutes
- B. August 17, 2022 Meeting Minutes
- C. September 21, 2022 Regular Meeting Minutes

VI. UNFINISHED BUSINESS

- A. Amending BMC 08.12.020 and 08.12.030, Related to Plastic Bags And Disposable Food Service Ware
- B. Follow Up On Recommendation For Code Enforcer Position
- C. Evaluation Of Committees 2022 Goals, Tasks And Priorities
- D. Bethel Comprehensive Plan Update-Committee Review And Input

VII. NEW BUSINESS

- A. Creating A Street Sweeping Policy/Municipal Code Requiring Owners Of Paved Roads To Have And Follow A Street Sweeping Policy (Butte)

VIII. EX OFFICIO REPORT

- A. Monthly Department Head Operational Reports

IX. MEMBER COMMENTS

Posted October 13, 2022 at City Hall, AC Co., Swanson's, and the Post Office.

Name, Ex-Officio Staff

X. ADJOURNMENT

Posted October 13, 2022 at City Hall, AC Co., Swanson’s, and the Post Office.

Name, Ex-Officio Staff



CITY OF BETHEL

PLANNING COMMISSION MEETING

Thursday October 13, 2022, 6:30 p.m.

LOCATION: City Hall Council Chamber/or virtual via Zoom

ADDRESS: **300 CHIEF EDDIE HOFFMAN HIGHWAY**

COMMISSION MEMBERS:

Kathy Hanson, <i>Chair</i>	Stanley Hoffman Jr.
Lorin Bradbury, <i>Vice-Chair</i>	Jessica Schroeder
Alex Wasierski	Haley Hanson, <i>Alternate</i>
Shadi Rabi	Greg Morgan, <i>Alternate</i>
	Rose Henderson, <i>Council Rep.</i>

STAFF:

ADMIN ASST.: Pauline Boratko

EMAIL: planning@cityofbethel.net

PHONE: 907-543-5301

WEBSITE: www.cityofbethel.org

Join Zoom Meeting

<https://zoom.us/join>

Meeting ID: 863 4603 4837

Passcode: 221221

Dial by Location

253 215 8782 US (Tacoma)	301 715 8592 US (DC)	833 548 0276 US Toll-free	877 853 5257 US Toll-free
346 248 7799 US (Houston)	312 626 6799 US (Chicago)	833 548 0282 US Toll-free	888 475 4499 US Toll-free
669 900 9128 US (San Jose)	646 558 8656 US (New York)		

- I. **CALL TO ORDER:**
- II. **ROLL CALL:**
- III. **PEOPLE TO BE HEARD:** 5-minute time limit per person
- IV. **APPROVAL OF AGENDA:**
- V. **APPROVAL OF THE MINUTES:**
 - A. September 8, 2022- regular meeting
- VI. **SPECIAL ORDER OF BUSINESS:**
- VII. **UNFINISHED BUSINESS:**
- VIII. **NEW BUSINESS:**
 - A. PUBLIC HEARING: Purpose: To obtain a Conditional Use Permit and Variance to open a church in the residential zone. Location: 5905 Nacaulleq Street in the Kasayuli Subdivision. Applicant/Property Owner: Stephen D. Holmes.
- IX. **EX OFFICIO MEMBER REPORTS:**
- X. **COMMISSION MEMBER COMMENTS:**
- XI. **ADJOURNMENT:**

Posted October 7, 2022 at City Hall, AC Co., Swanson's, and the Post Office.

Name, Ex-Officio Staff

CITY OF BETHEL, ALASKA

Ordinance #22-35

AN ORDINANCE BY THE BETHEL CITY COUNCIL AMENDING BETHEL MUNICIPAL CODE SECTION 2.05.150, CONFLICTS OF INTEREST

- WHEREAS**, Bethel Municipal Code 2.05.150 contains provisions for determining a conflict of interest when in public meetings and applies to all city officials;
- WHEREAS**, BMC 2.05.010(C) defines city official" as "a person who holds elective office under the ordinances of the city, or who is a member of a board or commission whose appointment is subject to confirmation by the "city council";
- WHEREAS**, the title of BMC 2.05.150 references only "elected" city officials, which does not meet the intent of the chapter and is inconsistent with its definitions,
- WHEREAS**, the word "elected" is therefore being removed to ensure clear legislative intent;

NOW THEREFORE BE IT ORDAINED by the City Council of Bethel, Alaska:

SECTION 1. Classification. This is a codified Ordinance of general and permanent nature and shall become part of the Bethel Municipal Code.

SECTION 2. Amendment. Bethel Municipal Code Chapter 2.05.150 Conflict of interest, Elected city officials, is amended as follows, new language is underlined and old language is stricken.

2.05.150 Conflict of interest – ~~Elected~~-city officials.

A. Except as provided herein a city official may not participate in any official action in which the official or a member of the official's immediate family has a substantial financial interest. For purposes of this section participation shall not include discussing the matter with city officials or addressing the city council as a private citizen, but shall include voting and participating in the debate as a councilmember.

B. A city official shall disclose any substantial financial interest in any matter before the body, prior to debating or voting upon the matter. Any official of the body may raise a question concerning another member's financial interests, in which case the member in question shall disclose relevant facts concerning the official's financial interests in the subject of the action.

C. Whether the direct or indirect financial interest is substantial shall be determined by the presiding officer on a case-by-case basis, with evaluation of these factors:

1. Whether the financial interest is a substantial part of the consideration;
2. Whether the financial interest directly and substantially varies with the outcome of the official action;
3. Whether the financial interest is immediate and known or conjectural and dependent on the factors beyond the official action;
4. Whether the financial or private interest is monetarily significant;
5. Other factors deemed appropriate by the presiding officer under the specifics of the disclosure and the nature of the action taken before the council body, or commission.

D. After a city official has made known any substantial financial interest in any question to be voted upon by the body:

1. The officer shall ask to be excused from the debate and vote on the matter;
2. The presiding officer shall rule on the request;
3. The decision of the presiding officer shall be final unless overridden by a majority vote of the body.

E. In the event that the official with a substantial financial interest is the presiding officer, the request shall be ruled upon by a vote of the body. An official may not participate in the matter if the presiding officer or a majority vote of the body determines the financial interest is substantial. Neither the city official making the request nor any other city official, who has disclosed a similar or related interest in the same matter, may rule on any member's request to be excused from voting on the matter or vote on the question of overriding such a ruling.

Introduced by: Mayor Springer
Introduction Date: October 11, 2022
Public Hearing Date: October 25, 2022
Action:
Vote:

SECTION 3. EFFECTIVE DATE. This Ordinance shall become effective adoption by the Bethel City Council.

**BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF BETHEL, ALASKA
THIS 25th DAY OF OCTOBER 2022 BY A VOTE OF _ IN FAVOR AND _
OPPOSED.**

Mark Springer, Mayor

ATTEST:

Lori Strickler, City Clerk

Introduced by: City Manager Williams
Date: October 25, 2022
Public Hearing: November 8, 2022
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance #22-36

AN ORDINANCE BY THE BETHEL CITY COUNCIL AUTHORIZING THE DISPOSAL OF CITY PROPERTY THROUGH LEASE AGREEMENT IN ACCORDANCE WITH 4.08.030, DISPOSAL TO ENTITY PROVIDING NECESSARY PUBLIC SERVICE: UNIVERSITY OF ALASKA FAIRBANKS, COOPERATIVE EXTENSION, 519 MISSION DRIVE

WHEREAS, the City of Bethel owns a 52,433 square foot parcel of land legally described as Lot 2B, Block 7, Supplemental Plat of Lots 1, 2, & 3 of Block 7, USS 3770, Northwest Addition to Bethel Townsite, Plat 81-4, Bethel Recording District, located at 518 Mission Drive and within the Public Lands and Institutions District;

WHEREAS, the property's improvements consist of a 4,071 square foot building and two small greenhouse type buildings (no significant contributory value), a portion of the site is fenced;



WHEREAS, in accordance with BMC 4.08.030(B), the City Council may, by ordinance, provide for the disposal of an interest in real property to a municipal, borough, state, federal or other appropriate entity providing a necessary

Introduced by: City Manager Williams
Date: October 25, 2022
Public Hearing: November 8, 2022
Action:
Vote:

public service without seeking bids and for less than the current assessed value or current appraised value of that interest in real property;

WHEREAS, the Bethel City Council wishes to dispose of said property in the form of a Lease Agreement, at a rate of \$1 per year, between the City of Bethel and the University of Alaska Fairbanks;

WHEREAS, the lease term began July 1, 2020, and will terminate June 30, 2030, unless earlier terminated or extended in accordance with the terms of the Lease;

WHEREAS, in addition to the use of the land and buildings, the City agrees to pay for the building's, heat, water, sewer, garbage, electricity, and snow removal as provided within the lease, throughout the term of the Lease;

WHEREAS, the annual fair market value for land, building, and utilities listed in the 2020, appraisal, is \$160,800;

NOW, THEREFORE BE IT ORDAINED, the Bethel City Council authorizes the City Manager to negotiate and execute a lease agreement for land and property improvements described herein located at 519 Mission Drive by lease agreement between the City of Bethel and the University of Alaska Fairbanks. The Lease is set to terminate on June 30, 2030.

SECTION 1. Classification. This ordinance is of a general nature and shall not become a part of the Bethel Municipal Code.

SECTION 2. Authorization. Pursuant to Bethel Municipal Code 04.08.030 (B) Disposal to an Entity Providing Necessary Public Service.

SECTION 3. Effective Date. This Ordinance shall become effective upon adoption by the Bethel City Council.

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF BETHEL ALASKA, THIS 8TH DAY OF NOVEMBER, 2022, BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

Mark Springer, Mayor

ATTEST:

City of Bethel, Alaska

Ordinance #22-36
2 of 3

Introduced by: City Manager Williams
Date: October 25, 2022
Public Hearing: November 8, 2022
Action:
Vote:

Lori Strickler, City Clerk

CITY OF BETHEL



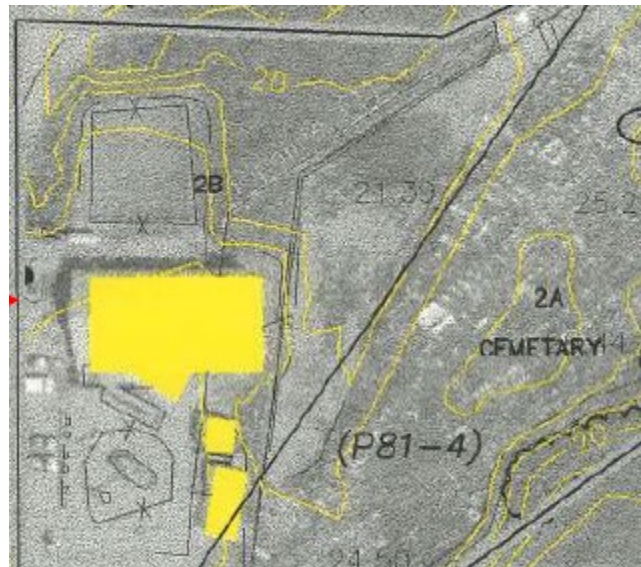
NOTICE OF INTENT TO LEASE CITY-OWNED PROPERTY TO THE UNIVERSITY OF ALASKA FAIRBANKS ISSUED OCTOBER 1, 2022 (BMC 4.08.030—4.08.050)

Location/Legal Description:

518 Mission Drive, Bethel Alaska, 4,071 SF building located on a 52,433 SF lot. Lot 2B, Block 7, Supplemental Plat of Lots 1, 2, & 3 of Block 7, USS 3770, Northwest Addition to Bethel Townsite, Plat 81-4, Bethel Recording District, located at 518 Mission Drive and within the Public Lands and Institutions District.

Method of Disposal/Description and Value of the City's Interest

The City may dispose of property under Bethel Municipal Code 4.08.030 (B) to a state entity providing a necessary public service, without competitive bidding. The intended disposal will be by lease agreement. The 2020 appraised-valued the building with included heat, electrical, water, and sewer utilities \$8,900 a month. The Lease, if approved, will be to the University of Alaska Fairbanks, Cooperative Extension.



Date, Time, Place, and Manner of Proposed Disposal/Opportunity for Public Comment

The Council will provide an opportunity for public comment, prior to their adoption of an authorizing ordinance, on November 8, 2022, at 6:30 p.m. in the Bethel City Council Chambers, located at 300 Chief Eddie Hoffman Highway in Bethel, Alaska.

CITY OF BETHEL, ALASKA

Ordinance #22-37

AN ORDINANCE BY THE BETHEL CITY COUNCIL AMENDING BETHEL MUNICIPAL CODE BY CREATING A NEW SECTION 5.08.200, APPLICATION OF STATE LAW

- WHEREAS,** in order for the City of Bethel to issue citations and retain the fines associated with those citations, the Bethel Municipal Code (BMC) must clearly include those offenses as a municipal offense;
- WHEREAS,** BMC 5.08, Alcoholic Beverages, creates municipal laws related to alcohol but does not clearly incorporate the alcohol laws from Alaska Statutes Title 4 into the municipal code, thereby arguably limiting the fines the municipality may collect;
- WHEREAS,** following the clear adoption by reference of Alaska Statutes Title 4, the City may collect fines for violations of the BMC and Alaska Statutes Title 4;

NOW THEREFORE BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF BETHEL, ALASKA:

SECTION 1. Classification. This is a codified Ordinance of general and permanent nature and shall become part of the Bethel Municipal Code.

SECTION 2. Amendment. Bethel Municipal Code Section 5.08.200, is created as follows, new language is underlined and old language is stricken. The subsections within the chapter will be renumbered accordingly following adoption.

05.08.200 Adoption of state law.

- A. Except as otherwise provided in this chapter, the provisions of Title 4 of the Alaska Statutes, including but not limited to AS 04.16.049-.050, shall apply and are hereby incorporated as if fully set forth herein.
- B. Upon citation under this section, court appearance is mandatory.

SECTION 3. Effective Date. This Ordinance shall become effective immediately, following adoption by the Bethel City Council.

Introduced by: Peter Williams
Introduction Date: October 25, 2022
Public Hearing Date: November 8, 2022
Action:
Vote:

**BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF BETHEL, ALASKA
THIS __ DAY OF NOVEMBER 2022 BY A VOTE OF _ IN FAVOR AND _
OPPOSED.**

Mark Springer, Mayor

ATTEST:

Lori Strickler, City Clerk

City of Bethel Action Memorandum

Action memorandum No.	22-29		
Date action introduced:	10-25-2022	Introduced by:	Mayor Henderson
Date action taken:		Approved	Denied
Confirmed by:			

Title: Cancellation Of Regular City Council Meetings; November 22nd And December 27th.

Amount of fiscal impact:		Account information:
x	No fiscal impact	

Month	2 nd Tuesday	4 th Tuesday
November	8	22
December	13	27

This AM provides the Council an opportunity to discuss a possible lack of quorum for the regular meetings scheduled during the November and December holiday seasons and provides the members an opportunity to cancel the meeting dates per BMC 2.04.010(B).

If one or both of the regular meetings are cancelled, the agenda items that would fall on a cancelled meeting date would automatically be postponed until the next regular meeting.



CITY OF BETHEL
P.O. Box 388
Bethel, Alaska 99559
Ph. (907) 543-4150
Fax (907) 543-3817

MEMORANDUM

DATE: Oct 5 – Oct 18
TO: City Council
FROM: Peter Williams, City Manager
RE: Managers' Report

? Covid-19 – Masks, hand cleaners, and testing kits are still available. The test kits we have are out of date. The manufacturer told us we could extend the masks' shelf life for three months. It appears the number of cases being reported is increasing. Continue to review reports from YKHC.

Daily Log

Oct. 5 – 1) Met with a candidate for the U.S. Senate and discussed some of the projects the COB is involved with. 2) Reviewed CAG minutes and applications. 3) Reviewed COB employee membership form.

Oct. 6 – 1) Met with managers from YKFC and Finance Dept. to discuss the employee memberships for the pool. 2) The H.R. Manager and I discussed a PowerPoint presentation for employees reviewing Sexual Harassment and an agenda to start a Safety Committee 3) Repealed the Covid mandate for employees and contractors.

Oct. 7 – 1) Met with the Finance Director to discuss the procurement code. 2) Weekly Sales Tax conference with the Finance Dept, CA's, and City Clerk. 3) Registered with the AML

Oct 10 -1) Met to discuss and review the Bethel Comp. Plan with DOWL.

Oct 11 - 1) Met with Carmen Jackson to discuss their role in the upcoming FY-22 Audit.

Oct 12- 1) Adin meets to discuss the MOU with AHFC to plow the snow in the cul-de-sacs in Bethel Heights. We will try to meet with AFHC next week. 2) Met with AML to discuss the infrastructure grants. This will be a weekly meeting with other municipalities to discuss these grants. 3) Met with the DOT to discuss Tundra Ridge Rd. There was a culvert that probably was leaking and created a sinkhole at Ptarmgin and Tundra Ridge Rd. No one knew this culvert existed. I also discussed with the DOT, which will have jurisdiction of the Tundra Ridge Rd. over the winter. I believe it will be the State's responsibility to secure the road's property. After the road is built, the City will assume responsibility for it.

Oct -13-1) Met with the Fire and Police Depts to discuss the antennas on the KYUK tower. These antennas are used for the two departments' handheld radios. There are some transmitters in a Comm Shed below the tower. KYUK is taking down a substantial part of the tower. It will not affect the Fire and Police Depts antennas for now. I'm worried that if the tower is dismantled for some reason in the future, the two Departments will be without antennas for their radios. We have a shovel-ready project to erect an 80" tower at the Police Dept. We will be looking for grants to fund the project. 2) Responded to LKSD about signage along the CEHH and it being the DOT's responsibility. 3) Preparing to discuss the FY-22 with Altman Rodgers. 4) Received the survey for the property that the Bus Barn and BSAR building sit on. This property has been subdivided. A copy of the survey has been attached to this report.

Oct 14- 1) Spent time separately with HR, Grant, and Fiance Mangers and City Clerk 2) Received the cost and tasks from Altman Rodgers regarding the FY-22 Audit.

Oct 15 – Replied to e-mails for 3 hrs.

Oct 16 – 1)

Met with the Finance, PW, and Port Directors, Police Chief, and HR Manager to discuss concerns in their departments. 2) Attended Yuut Eltinaurviat Board meeting.

Peter Williams
Bethel City Manager

City of Bethel, Alaska

City Clerk's Office

Council Meetings

October 17, 2022, Special City Council Meeting

October 25, 2022, Regular City Council Meeting

- Four Passport Applications Processed
- 13 Burial Reservations Processed.
- 3 Facebook Posts
- Continue to provide one-on-one CIVIC Clerk training to the Committee/Commission ex officio staff members. This week we worked with the Port and Planning Ex Officio members. NOTE for the new members, the city manager is responsible for the committee/commission staff support responsibilities. The City Clerk's Office provides training to the ex officio members and works with administration to help improve public access and processes for all public meetings.
- Continue to work with Admin and Legal on the outstanding financial audits.
- Worked with LKSD to organize the Kids Vote schedule.
- Working through amendments to Chapter 4.16, sales tax.
- Held a records review board meeting with the city's records coordinators. Identified over a dozen boxes for disposal. There are a number of boxes that will need to have a more detailed review with the City Clerk's Office and the attorney.
- Finalized the Election Official check requests.
- Continue to prepare agendas, packets and general correspondence for the Public Works Committee and the Community Parks and Recreation Committee.
- Worked with IT and Legal on the City's response to public requests for information.
- Continue to work on the Petition Training the City Clerk is providing at the December Alaska Association of Municipal Clerk's Conference.
- Continue to work with committee/commission volunteers to get terms renewed.
- Organized the City hosted Scarecrow Hunt.
- Drafted an Ordinance repealing business licenses within the City and relying on the City's sales tax certificates. During the rewrite of our sales tax code the new sales tax certificate registration was put into place. After researching other communities, it appears the duplicative process is not one most municipalities manage. This code amendment touches on a number of different chapters throughout the BMC and pulls standards from the business licensing section into the sales tax section to help ensure the necessary provisions for tracking taxable sales is held. The draft was sent to administration, legal and finance on 10/13/2022. The goal with the possible removal of business licenses is to help streamline the paperwork for the finance team but to also remove unnecessary processes for our business community. On hold for Admin review.
- The Deputy City Clerk organized our second records disposal meeting to continue to work through the mass of documents pulled from the bus barn clean out. We would like to thank: Marcus Smith, IT; Bo Foley, IT; Allie Batchelor, Finance; Larisa Bogunovic, HR; Wendy Wade, Port; Brittany Evon, Fire. These folks Worked through 62 mixed sized boxes of records. With the hiring of a full time Deputy Clerk a few years ago, we are working to strengthen our records program, and our team's understanding and management of the records we hold for the public.

- Began compiling the Record for Board of Ethics Hearing 22-01 and coordinating with the members of the Ethics Committee on a hearing date.
- Worked through the city council member transition, devices, instructions, notifications, website updates, etc..
- Continued to organize travel and accommodations for council members attending Alaska Municipal League Conference.

Committee/Commission/Board Vacancies –

	Regular Member	Alternate Member
Community Parks and Recreation Committee	full	2
Planning Commission	full	full
Port Commission	2	2
Public Safety and Transportation Commission	full	2
Community Action Grant Technical Review Board	full	2
Public Works Committee	3	2
Finance Committee	2	2
Ethics Board	full	full

SCARECROW HUNT



- Create & display a scarecrow in your yard.
- Text your address to 907-545-4120 or send us a Facebook Message by **Thursday, October 27th.**
- Get your Scarecrow Hunt Map October 28th:
 - City's Facebook Page
 - City's Website www.cityofbethel.org
 - Outside City Hall, 300 Chief Eddie Hoffman HWY
- Go on an adventure to find all of the Bethel Scarecrows!