

**City Council Meeting
City of Bethel, Alaska
Regular Meeting
December 12, 2023**

1. CALL TO ORDER

A Regular Meeting of the Bethel City Council was held on December 12, 2023 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:
Vice-Mayor Sophie Swope City Council Member Teresa Keller City Council Member Mikayla Miller City Council Member Patrick Snow City Council Member Beth Hessler City Council Member Rose Henderson Mayor Mark Springer
Members Absent:
Also in attendance were the following:
Acting City Manager Arnold, City Clerk Lori Strickler, City Attorney Libby Bakalar (telephonically)

4. PEOPLE TO BE HEARD – Five minutes per person

Jaela Milford- Bethel, Alaska- Provided a notice to the City Council that there were fifty-three people housed at the shelter last night, which is double the average.

Item 4.1. - Written Public Comments

No Written Comments Submitted.

5. APPROVAL OF CONSENT AGENDA AND REGULAR AGENDA

Main Motion: Approve the Consent and Regular Agenda.

Moved by:	Rose Henderson
Seconded by:	Mikayla Miller
In favor:	Mark Springer, Rose Henderson, Beth Hessler, Patrick Snow, Sophie Swope, Teresa Keller, Mikayla Miller
Opposed:	None
Results:	Motion Carries

Remove from the Consent Agenda New Business Item 10.1 AM 23-32- Council Member

Hessler.

6. APPROVAL OF MEETING MINUTES

Item 6.1. - *11-28-2023 Regular City Council Meeting
Passed on the consent agenda.

7. REPORTS OF STANDING COMMITTEES

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

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

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

Community Action Grant Committee, Council Member Keller- A meeting has not been held since the last city council meeting.

Community Parks and Recreation Committee, Council Member Swope- Received a presentation from the Gladys Jung Elementary School students on a request for a Gaga Ball Pit. The roof of the fitness center was discussed, along with expense reports for the YK Fitness Center.

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

Public Works Committee, Council Member Springer- The Committee will meet next Wednesday.

Public Safety and Transportation Commission, Council Member Miller- A meeting was not held due to lack of administrative support.

8. SPECIAL ORDER OF BUSINESS

9. UNFINISHED BUSINESS

Item 9.1. - Public Hearing Of Ordinance 23-11(e): Amending The City Of Bethel Fiscal Year 2024 Operating Budget (Acting City Manager Arnold)

Mayor Springer opened the Public Hearing.
No one present to be heard.
Mayor Springer closed the Public Hearing.

Main Motion: Adopt Ordinance 23-11(e).

Moved by:	Rose Henderson
Seconded by:	Mikayla Miller
In favor:	Mark Springer, Rose Henderson, Beth Hessler, Patrick Snow, Sophie Swope, Teresa Keller, Mikayla Miller
Opposed:	None
Results:	Motion Carries

Motion to amend Ordinance 23-11(e) to include:

Whereas, administration wishes to focus on improved online services for our residents to allow 24/7/365 access to the community we serve and has an opportunity to enter into an agreement with a contractor, as provided for in AM 23-34 for an administrative workflow solution;

Whereas, this solution would allow the staff to quickly convert current public forms into an administrative automated workflow process, allowing multiple city departments/staff to get notification of the form's action, and review requirements, all the while tracking and documenting the start to finish process;

Whereas, this solution would allow residents and businesses to have their own account with the City online, view all types of services received by the City, pay bills, request additional services, etc.;

Whereas, the improvements made with this solution will reduce reliance on staff tracking of required actions, document interruptions in the workflow, and provide accountability in city services, while saving the city money through a reduction in the use of staff resources;

E-4 Administration – Workflow Solution

Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
100-51-6335	Other Purchased Services	\$65,000 (with E1)	\$8,163	\$73,163
100-101000	Cash in Combined Funds		(\$8,163)	\$

Whereas, the City Clerk's Office is looking to obtain funding on a website redesign and annual licensing fee for a new website;

Whereas, in July of 2023 the City Clerk's Office received notice, the City's web host was bought out and the city needed to enter into a new agreement with an increase to our annual fees.

A website redesign was a project on the City Clerk's Office to do list for years;

Whereas, the City Clerk's Office spent time looking at other governmental websites to see what solutions they are using and what each of their sites look like as part of our evaluation process;

Whereas, the goals in finding a new website solution were:

- Improved access to the municipal government by our residents and businesses.
- Reduced reliance on municipal staff through improved technology.
- Consolidation of services to one contractor and reducing contract spanning.

Whereas, the solution presented through the service agreement requested in AM 23-34 to be the most robust solution for the cost;

E-5 Administration – Website Design

Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
100-52-6335	Other Purchased Services	\$23,800	\$23,268	\$53,018
100-10100	Cash in Combined Funds		(\$23,268)	

Moved by: Beth Hessler
 Seconded by: Rose Henderson
 In favor: Mark Springer, Rose Henderson, Beth Hessler, Patrick Snow, Sophie Swope, Teresa Keller, Mikayla Miller
 Opposed: None
 Results: Motion Carries

10. NEW BUSINESS

Item 10.1. - *AM 23-32: Approving The Regular City Council Meeting Dates For 2024 (Mayor Springer)

Main Motion: Approve AM 23-32.

Moved by: Rose Henderson
 Seconded by: Mikayla Miller
 In favor: Mark Springer, Rose Henderson, Beth Hessler, Patrick Snow, Sophie Swope, Teresa Keller, Mikayla Miller
 Opposed: None
 Results: Motion Carries

Item 10.2. - *AM 23-33: Appointment And Re-Appointment Of Committee And Commission Members For A Term Of Three Years (Mayor Springer)

Passed on the consent agenda.

Item 10.3. - *AM 23-34: Direct Administration To Negotiate And Execute A Services Agreement For Website Design And Annual Licensing Services And Direct Administration To Negotiate And Execute A Service Agreement For Administrative Forms, Workflow And Payment Services (Acting City Manager Arnold)

Passed on the consent agenda.

Item 10.4. - *IM 23-18: Presentation Of The City's Water & Sewer Services Expenditures Compared To Budget For November 2023-Utilities Maintenance - Water & Wastewater Activity Report (Acting City Manager Arnold)

Passed on the consent agenda.

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- The Winter House census has increased substantially; there are a lot of people in Bethel trying to stay warm and alive. Made suggestions on keeping warm.

Vice-Mayor Sophie Swope- No comment.

Council Member Henderson- Provided a report on attending the Alaska Municipal League Annual Conference.

Council Member Hessler- Thanked the Police Department and Search and Rescue for their work in searching for Michael Issac. Thanked Police Chief Hicks for his service to our community.

Council Member Snow- Happy Holidays.

Council Member Keller- Suggested the community members come and attend the meetings. Merry Christmas.

Council Member Miller- Stated appreciation to the Police Chief for his service to the community.

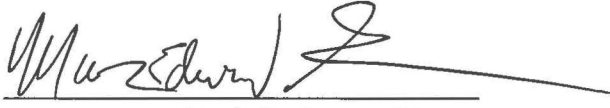
13. EXECUTIVE SESSION

14. ADJOURNMENT

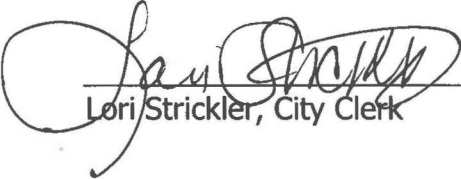
Main Motion: Adjournment.

Moved by:	Rose Henderson
Seconded by:	Mikayla Miller
In favor:	Mark Springer, Rose Henderson, Beth Hessler, Patrick Snow, Sophie Swope, Teresa Keller, Mikayla Miller
Opposed:	None
Results:	Motion Carries

Meeting ended at 7:17 p.m.


Mark Springer, Mayor

ATTEST:


Lori Strickler, City Clerk