

Regular City Council Meeting
January 15, 2020 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes

A. Call to order

Mayor Clay Koplín called the Council Regular Meeting to order at 7:00 pm on January 15, 2020, in the Cordova Center Community Rooms.

B. Invocation and pledge of allegiance

Mayor Koplín led the audience in the Pledge of Allegiance.

C. Roll call

Present for roll call were **Mayor Clay Koplín** and Council members **Tom Bailer, Ken Jones, Jeff Guard, Melina Meyer, David Allison** and **David Glasen**. Council member **Anne Schaefer** was absent. Also present were City Manager **Helen Howarth** and City Clerk **Susan Bourgeois**.

D. Approval of Regular Agenda

M/Allison S/Bailer to approve the Regular Agenda.

Vote on the motion: 6 yeas, 0 nays, 1 absent (Schaefer). Motion was approved.

E. Disclosures of Conflicts of Interest and ex parte communications - none

F. Communications by and Petitions from Visitors

1. Guest speaker

a. **John Bitney**, legislative lobbyist for the City had 2 topics: 1) asked for support of agenda item 8 his contract to continue as the City's lobbyist; 2) gave a summary of issues that will be front and center next week in Juneau when the session starts on January 22.

b. **Bob Smith**, CFDC Chairman reported on what the committee has been working on such as Crab, Pollock, Skate, Rock Fish - these fisheries could be a boost to the local economy in Cordova - the committee is trying to work with the Department (ADFG) to help with these fisheries.

2. Audience comments regarding agenda items - none

3. Chairpersons and Representatives of Boards and Commissions

CCMCA Board and School District/School Board had no representation present.

4. Student Council representative - **William Deaton** reported that this weekend is the tipoff tournament with three teams coming to town, otherwise students are just happy to be back to school after the Holiday Break.

G. Approval of Consent Calendar

5. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of the following: Council member Anne Schaefer from the December 18, 2019 Regular Meeting

6. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of unexcused absence of the following: Council member Jeff Guard from the December 18, 2019 Regular Meeting

7. Resolution 01-20-01 A resolution of the Council of the City of Cordova, Alaska, adopting an alternative allocation method for the FY20 shared fisheries business tax program and certifying that this allocation method fairly represents the distribution of significant effects of fisheries business activity in FMA 15: Prince William Sound

8. Resolution 01-20-02 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a two-year agreement with John W. Bitney for consulting services in the amount of Forty-Eight Thousand Dollars (\$48,000) per year plus reasonable expenses not to exceed Two Thousand Dollars (\$2,000) annually.

~~9. Proclamation USCG - A proclamation by the Mayor and Council of the City of Cordova, Alaska recognizing the vital importance of the United States Coast Guard to the City of Cordova~~

Council member **Bailer** removed agenda item 9 - it was placed after item 19.

Vote on the approval of the consent calendar: 6 yeas, 0 nays, 1 absent. Meyer-yes; Schaefer-absent; Glasen-yes; Jones-yes; Allison-yes; Guard-yes and Bailer-yes. Consent calendar was approved.

H. Approval of Minutes - none

I. Consideration of Bids

10. Direction to Manager to negotiate with Yukon Equipment for Elgin Pelican Street Sweeper

M/Meyer S/Guard to direct the City Manger to negotiate a contract with Yukon Equipment Inc. of Wasilla, AK to provide an Elgin Pelican Street Sweeper for \$234,100.

Meyer said this has been discussed previously and she is in support of staff's suggestion at this time. *Jones* said he is not necessarily in favor, but he does appreciate that this was budgeted. He doesn't know if we need to spend \$250,000 on a new one. *Stavig* stated that the sweeper is 8 years past its useful life it has been rebuilt a few times, is very time-intensive for the mechanics and the contract here is using government pricing and it's a pretty good deal for what we are getting. *Bailer* spoke in favor - he reiterated something he said last time that a local contractor advised that a new one is appropriate in this instance. *Howarth* said she is committed to a good schedule of equipment needs in the future, so these are easily understood by Council. *Stavig* added that Public Works is using a program now that will more accurately track hours on equipment including costs of maintenance, employee time, etc. *Jones* asked about the \$120k or so gap that was mentioned when they discussed this at budget approval - he wondered if we have the answer to that. *Howarth* said yes, *Greenwood* has figured that out. Chip Seal fund \$138k, chains \$20k, sand \$7k less, a truck \$50k other vehicle parts \$19k which totals the \$234k for this street sweeper purchase.

Vote on the motion: 6 yeas, 0 nays, 1 absent (Schaefer). Motion was approved.

J. Reports of Officers

11. Mayor's Report - *Mayor Koplín* reported: 1) Cordova was designated a USCG City - he's getting a flag that was flown at the Capitol in Juneau from **Representative Stutes** and presenting that and the proclamation to the USCG at the Iceworm variety show; 2) he will be going to Juneau next week - Rep Stutes has a House Transportation Committee meeting scheduled for Tuesday; 3) He and Chamber Director *Cathy Renfeldt* had a call with Alaska Airlines today - they have some scheduling changes which are upcoming that will affect Cordova's flight 61 and 66 - there are some tradeoffs, but it's a pretty big change, first one to Cordova's schedule in 10 or so years; 4) CFDC continues to work, as *Bob* attested to in his report, which has helped with the commissioners permits for crab, working toward sea cucumber in the fall; 5) as far as Lobbyist *John Bitney* - we did pretty well as far as the priorities for last year, with the Harbor matching grant, school bond debt reimbursement could've been a lot worse and shared fish taxes remaining the same; 6) sat in on Parks and Rec and it's exciting what they are working on as well as the utilization numbers at Bidarki; 7) working on a Mayor's lunch for second or third week in February.

12. Manager's Report - City Manager *Helen Howarth* reported: 1) CCMC sale - nothing new to report - later we'll discuss the specialized law firm; 2) finances - *Dean* will discuss this update; 3) she acknowledged *Kara Johnson* who has been running City sales tax and utilities who will be leaving the City to go to Juneau and work for AML running the new online sales tax program, her last day is February 3; 4) the front desk employee will move over to that position and unfortunately, the candidate for Finance Director that we hoped to be able to announce tonight has declined to accept the position - we are still in seek and search mode.

a. Financial statements - *Dean Baugh* approached to explain the report. A lot of the numbers in these reports can still change as 2019 is still having expenses and revenues - these are fluid. He has the auditors scheduled to come in June this year, a little later than normal but he will be out of the country. He reiterated the somewhat low cash balances since all the big revenues come later in a year, what we have now will have to last until June or July. The \$900k that it looks like now will be negative by March. There will be enough for cash flow needs, but that gets "borrowed" from enterprises funds, reserve funds, as those are all lumped in the repurchase account. The report also includes long term debt - *Baugh* said after 2028 all of the school bonds drop off and you'll look way better then. He presented in the packet year-end 2018 and 2019 so these two years could be compared. Overall, 2019 is looking a little better than 2018 ended.

Questions: *Meyer* asked about how non-departmental looks twice as much as was budgeted for. *Baugh* said two big contributors to that were Attorney fees were over budget as were audit fees (2017 audit was still being finalized in early 2019, and then all of the 2018 audit - so that was approximately \$60k over). *Bailer* asked the manager if she knows why the attorneys were so far over. *Howarth* said she does not, she will look into it, she will be tracking it monthly. *Bailer* also asked the Manager if she was going to bring back the City organizational chart. *Howarth* said she can if that is asked of her, not right at this moment probably; currently the Finance Director is the only vacant position.

13. City Clerk's Report - *Bourgeois* reported: 1) thanked Deputy Clerk *Tina Hammer* for handling Clerk duties in her recent absence; 2) also thanked *Hammer* for staffing CFDC as it has been meeting weekly now, time-consuming also thanked the *Mayor* for his work with the committee; 3) Fisheries Advisory Committee will be reauthorized tonight and *Mayor Koplín* has suggested realignment of the seats; and 4) an ordinance will be forthcoming amending our sales tax code as the new remote sellers sales tax collection is just getting going.

14. Staff Quarterly Reports - 4Q 2019

a. Information Services/Technology - *Jason Gabrielson*

- b. City Investments, **Buck & Chad Adams**, UBS Financial
- c. Museum & Cordova Center – Director **Mimi Briggs**
- d. Parks & Recreation – Director **Susie Herschleb**

Council comments on staff reports: **Bailer** said he thinks it is time we RFP for investment services. He said the returns shown in this report are before fees, he would like to see the returns after fees. Also, the report mentions the excess cash was reinvested per your instructions – **Bailer** said when did we give those instructions. He thinks it is wise to look at other companies, even if we wind up staying with them. **Meyer** had a question about why it looked like half the \$1.3 million for CCMC PERS was taken from PF (permanent fund) and half from CT (central treasury). **Baugh** said he directed them to do that, he was not under the impression that it all had to come from PF, so that is his fault. **Baugh** said he would remedy that.

15. Lobbyist John Bitney – legislative session report

K. Correspondence

16. 12-23-19 letter from Governor Dunleavy to Mayor Koplin

L. Ordinances and Resolutions

17. Ordinance 1182 An ordinance of the Council of the City of Cordova, Alaska, amending Cordova Municipal Code 4.52.020 to clarify employee health insurance coverage – 2nd reading

M/Glasen S/Guard to adopt Ordinance 1182 an ordinance of the Council of the City of Cordova, Alaska, amending Cordova Municipal Code 4.52.020 to clarify employee health insurance coverage

Glasen said he is in favor. **Guard** is also in favor as it levels the playing field.

Vote on the motion: 6 yeas, 0 nays, 1 absent. Allison-yes; Meyer-yes; Jones-yes; Guard-yes; Glasen-yes; Bailer-yes and Schaefer-absent. Motion was approved.

18. Resolution 01-20-03 A resolution of the Council of the City of Cordova, Alaska, authorizing the City of Cordova to amend resolution number 12-19-56 reducing total appropriation by \$128,331

M/Bailer S/Meyer to approve Resolution 01-20-03 A resolution of the Council of the City of Cordova, Alaska authorizing the City of Cordova to amend resolution number 12-19-56 reducing total appropriation by \$128,331

Baugh said the backup to the approved budget was accurate, the only error was in the “transfers in” and transfers out” between accounts, which is why all that needs to be amended is the front page of the budget approval resolution. That is all this resolution does.

Vote on the motion: 6 yeas, 0 nays, 1 absent. Jones-yes; Guard-yes; Glasen-yes; Meyer-yes; Bailer-yes; Schaefer-absent; and Allison-yes. Motion was approved.

19. Resolution 01-20-04 A resolution of the Council of the City of Cordova, Alaska, re-authorizing the Cordova Fisheries Advisory Committee that had been created by Resolution 04-03-45 on April 16, 2003 and further defining the committee membership

M/Bailer S/Glasen to adopt Resolution 01-20-04 a resolution of the Council of the City of Cordova, Alaska, re-authorizing the Cordova Fisheries Advisory Committee that had been created by Resolution 04-03-45 on April 16, 2003 and further defining the committee membership

Mayor Koplin said this is a positive thing, this committee is being revived because ADFG Commercial Fisheries Director **Rabung** has asked for recommendations on any management gaps that exist in Area E fisheries so that the department can focus on those as they are under budget constraints; they are reaching out to solicit our input. He said the processor seat remains vacant and he is looking for interest in that, preferably from someone here year-round.

Vote on the motion: 6 yeas, 0 nays, 1 absent (Schaefer). Motion was approved.

19a. 9. Proclamation USCG - A proclamation by the Mayor and Council of the City of Cordova, Alaska recognizing the vital importance of the United States Coast Guard to the City of Cordova

M/Allison S/Bailer to concur with Mayor Koplin’s proclamation recognizing the vital importance of the United States Coast Guard to the City of Cordova

Mayor Koplin read the title of the proclamation so that it could be on the record as suggested by Council member **Bailer**. “A proclamation by the Mayor and Council of the City of Cordova, Alaska recognizing the vital importance of the United States Coast Guard to the City of Cordova.”

Council members commented on the vital importance of the Coast Guard members as well as their spouses and families who contribute to the town considerably.

Vote on the motion: 6 yeas, 0 nays, 1 absent (Schaefer). Motion was approved.

Mayor Koplin mentioned that he’d be reading the entire proclamation aloud and presenting it to the USCG at the Iceworm Variety Show at 7pm on January 31.

M. Unfinished Business

20. Direct manager to approve engagement letter with Dorsey & Whitney LLP exclusively for the sale of CCMC *M/Bailer S/Guard* to authorize and direct City Manager Helen Howarth to engage with the legal firm of Dorsey & Whitney, LLP, to represent the City exclusively for the sale of CCMC.

Bailer said he supports it. *Guard* said this is a big enough deal we need expert legal representation for this. *Meyer* said we are in the early stages, but this is a smart move for the City to hopefully ensure this sale happens and the process is smooth in order to provide good health care for Cordova.

Vote on the motion: 6 yeas, 0 nays, 1 absent (Schaefer). Motion was approved.

N. New & Miscellaneous Business

21. Council concurrence on Mayor's appointments to the Cordova Fisheries Advisory Committee

M/Allison S/Guard to concur with Mayor Koplín's appointments and adjustments to the CFAC as follows: 1) Tommy Sheridan changes from processing industry representative to aquaculture industry representative (PWSAC), 2) John Williams appointed as the fisheries education representative (MAP), 3) the processing industry representative will remain vacant until filled, 4) Jim Holley remains the marine transportation industry representative (AML/Lynden), 5) Chelsea Haisman remains as fisherman/fisherman's union representative (CDFU), 6) Jeremy Botz remains as ADF&G representative

Vote on the motion: 6 yeas, 0 nays, 1 absent (Schaefer). Motion was approved.

22. Pending Agenda, Calendar and Elected & Appointed Officials lists

There was discussion about an RFP for investment services – City Manager *Howarth* said she is happy to do so – therefore, no council action needed, nor was there a need to place this on Pending Agenda. *Jones* asked to update item 15 on PA to include other grant opportunities for the Harbor: Mirad, BUILD, Corps of Engineers and EVOS, there was support to do so. *Bailer* mentioned item 16 and the burn pile – as PWSSC moves ahead with the new building, we better start exploring what we do with the burn pile, could be a huge additional cost to take in all the debris that is burned there now.

O. Audience Participation - none

P. Council Comments

Allison good to see everyone in this new decade and he looks forward to the future.

Meyer thanked *Dean* for the financial report and thanked people for coming out and said Happy New Year.

Jones thanked everyone for coming out

Bailer thanked everyone for their hard work and he also hopes to get an answer about the chip-sealing; whether we will be doing any this summer pending arrival of the new sweeper.

Guard thanked staff for helping Council through all of this and thanks to everyone for coming out.

Glaser thanks to *Dean* and thanks to *Clay* on the Fisheries work.

Q. Executive Session

23. Recommendations from City Manager regarding Sheridan Joyce land disposal negotiations, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon City finances

24. Recommendations from City Attorney regarding Beecher v. City of Cordova – in executive session because the subjects which may be considered are matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

M/Allison S/Bailer to go into executive session for a recommendations from City Manager regarding Sheridan Joyce land disposal negotiations, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon City finances and for recommendations from City Attorney regarding Beecher v. City of Cordova – in executive session because the subjects which may be considered are matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

Vote on the motion: 6 yeas, 0 nays, 1 absent (Schaefer). Motion was approved.

Mayor Koplín recessed the meeting at 8:30 pm to clear the room before the executive session.

City Planner *Leif Stavig* was invited to attend executive session item 23.

Council entered executive session to discuss item 23 at 8:33 pm.

Council invited City Attorney *Matt Widmer* for item 24.

Council entered the executive session for item 24 at 9:15 pm.

Council came back into regular session at 9:51 pm.

Mayor Koplín stated that Council directed negotiators in both instances of executive sessions. Manager *Howarth* was

directed to negotiate in the City land sale and City Attorney **Matt Widmer** was directed to negotiate in the matter of Beecher v. City of Cordova.

R. Adjournment

M/Allison S/Jones to adjourn the meeting.

Hearing no objection **Mayor Koplín** adjourned the meeting at 9:51 pm.

Approved: February 5, 2020

Attest: 
Susan Bourgeois, CMC, City Clerk

