

Regular City Council Meeting
March 4, 2020 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes

A. Call to order

Mayor Clay Koplin called the Council Regular Meeting to order at 7:00 pm on March 4, 2020, in the Cordova Center Community Rooms.

B. Invocation and pledge of allegiance

Mayor Koplin led the audience in the Pledge of Allegiance.

C. Roll call

Present for roll call were *Mayor Clay Koplin* and Council members *Tom Bailer, Melina Meyer, Anne Schaefer, David Allison* and *David Glasen*. Council member *Jeff Guard* was present via teleconference. Council member *Ken Jones* 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 (Jones). Motion was approved.

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

F. Communications by and Petitions from Visitors

1. Guest speaker - none
2. Audience comments regarding agenda items - none
3. Chairpersons and Representatives of Boards and Commissions

Greg Meyer, CCMCA Board Chair reported: 1) CEO, Randall Draney has his contract ending in June and he will not be renewing - *Helen Howarth*, he and *Bert Adams* will be trying to find his replacement; 2) still there is about \$600K in the bank, that has been pretty steady since about September - have received \$100K from the City; 3) he's been meeting with *Bert* at NVE every 2 weeks - things are moving along - they have some important meetings this week with a financial consultant they've hired working on a business plan - he hopes we'll have some decisions to make in the next 2-3 months; 4) X-Ray machine is down - fix should be about \$10K - having trouble with the elevator - approximately \$44K to fix - they are getting by.

Council questions for CCMC: *Bailer* said he was surprised to hear that *Adams* from NVE was involved in the hiring of the new CEO. *Meyer* said the Board decided he should have a say in case we are transitioning, and in case they had someone in mind for the job longer term. *Bailer* also asked about the elevator, seems like that is something we should fix; make it safe and operational. *Meyer* said no one is complaining, they are using a dumbwaiter, patients are using the lower entrance is if they need to be downstairs. *Schaefer* asked if we are completely caught up on PERS and making timely payments with each payroll now. *Meyer* responded in the affirmative.

Alex Russin, Cordova School District Superintendent reported: 1) handed out a letter to the community that the school district sent today concerning the Corona virus; 2) handed out a graphic representation of the strategic plan that they are just about finished with - when it is completed they will print poster-sized versions and hopefully have those posted around town and it will be available as an interactive website as well; 3) next school board meeting changed to a Monday - will be March 9 instead of the usual March 11; 4) Homecoming is this weekend, teams are coming from Glennallen

Council questions for School: *Glasen* asked if *Hoepfner* was elected to the national school board - is that a first for Cordova? *Russin* said, yes, it is, he had been a regional rep for the Northwest before that.

4. Student Council representative - was not present

G. Approval of Consent Calendar - none

H. Approval of Minutes

M/Schaefer S/Meyer to approve the minutes.

6. Minutes of the 02-19-2020 Regular Council Meeting

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

I. Consideration of Bids - none

J. Reports of Officers

7. Mayor's Report – **Mayor Koplín** reported: 1) was in DC last week and met with staff of all three Alaska delegation offices – talked AMHS, fisheries, energy; 2) he and Manager **Howarth** will participate in a call with Valdez on Friday – Port Authority options; 3) he's going to talk to **Alex** about a delegation of Russian students possibly interested in coming here – the PWSSC seems interested; 4) he wrote a quick letter of support for **Tom Carpenter** for appointment to the Board of Fish – has been almost 40 years since a PWS community was represented on the BOF.

8. Manager's Report - City Manager **Helen Howarth** reported: 1) City is working with other groups, meeting together to determine best practices for a city-wide response to Corona virus; currently, we are following CDC and State protocols, will keep you posted as things develop; 2) ferry schedule looks better than what we were expecting, late April ferries for spill drill, we have ferries for shorebird and ferries that will help bring the fleet and families in before the first Copper River opener and continuing good service through summer; everyone's hard work, advocacy and efforts did make a difference; 3) handed out some census information – we need to be committed to ensuring the entire community participates – March 12 online opportunity opens – participation will drive the kinds of resources we have for the next 10 years.

Dean Baugh, Interim Finance Director presented City Financials: 1) audit scheduled for weeks of June 22 and June 29; 2) new City Fish Tax will be coming in by end of March – accounts are set up so that the funds are kept separate, no mixing with General Fund monies – in the future, it will need to be included in the budget, transfers from this account budgeted to pay debt service or for facility repairs/maintenance; 3) GF has \$156K in cash, next month it will start going negative – we need to start upping that so we don't get so negative over the next couple of months; 4) his reports included a comparison to last year – there is more available cash in the repurchase account than there was last year, GF better than this time last year when it was already -\$371K.

Manager **Howarth** said they are committed to not going over budget. She and **Dean** are ensuring that the department heads get the City financials at the end of every month so they can closely track their own performance.

Questions from Council: **Bailer** asked when we lease a property – lease/option a property, do the lease payments (which come off the sale price in the end) go into the permanent fund? **Baugh** said he will have to look into it, he believes lease revenue goes into a lease revenue line.

Bailer asked about snow removal. **Howarth** said we are over our snow removal budget, but we are only 2 months into the year, we will be evaluating that. **Glaser** asked about the State's use of our equipment – **Howarth** said, yes, we are in discussions about that with the State.

Howarth also reported that First Alaskans has suggested some dates this spring for the training, she handed that out to Council, and she will get with them to solidify dates that work for everyone.

9. City Clerk's Report – **Bourgeois** reported on yesterday's election, up to 63 absentee, etal ballots to be counted next week on Wednesday March 11 – she'll ask at Pending Agenda, but hopes to certify that evening in a quick special meeting previous to the Joint Work Session with Harbor Commission that Council already has scheduled.

K. Correspondence

10. 02-05-2020 Agency review period for ADL233132 aquatic farmsite lease Double Bay – including development plan

11. 02-12-2020 Agency review period for ADL233396 aquatic farmsite lease Windy Bay – including development plan

12. 02-18-2020 DOT Press Release draft 2020-2023 STIP out for comments

13. 02-20-2020 Comments to BOF – Hatchery Support letter including 2018 Resolution

14. 02-27-2020 ADEC email re Shoreside APDES final permit reissuance

Glaser commented on item 10 – he spoke to USFS and ADFG and both of these agencies have concerns about it. He suggested we stay vigilant if this gets to the public comment phase. **Bailer** concurred, he said we are all about expanding the fisheries, but this is just the wrong place for this.

L. Ordinances and Resolutions - none

M. Unfinished Business - none

N. New & Miscellaneous Business

15. Council discussion of RFP for City legal representation (**may be discussed in executive session**)

Allison said over the 20 or so years with our attorneys, we have not fared well in legal cases, we've had problems with how we dispose of properties, performance deeds, lease/options, etc. He said they told us they could fix our code for \$50K per section, but they are the same ones who wrote 99% of that code in the first place and now they want \$50K to fix it. **Bailer** said he doesn't feel comfortable saying too much more than what **Allison** has expressed, he'd like to go into the executive session. Council opted to finish the agenda and do the executive session after the room gets cleared.

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

Mayor Koplín mentioned that the RCAC seat is coming open, **Beedle** has sent a letter of interest, but Council will solicit public interest (directed the Clerk to advertise for interest) and appoint that on March 18. Special meeting scheduled at 5:45 pm Wednesday, March 11 to certify election, before the joint harbor commission work session at 6 pm. April 1 is the scheduled twice-yearly work session with the school board - **Bourgeois** asked Council/Mayor to think of agenda items, etc. for that.

O. Audience Participation - none

P. Council Comments

Bailer the elevator at the hospital concerns him, he knows the hospital is strapped, but maybe we should look at getting that fixed.

Schaefer thanks to all those who voted.

Glaser thanks to Dean, Greg, Alex.

Meyer thanks to those attending tonight, those who voted and also those who ran, and put themselves out there as volunteers of their time to boards/councils.

Q. Executive Session

17. See item 14 above - subjects which may be considered are matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government specifically RFP for legal services

M/Bailer S/Glaser to go into executive session because subjects which may be considered are matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government specifically RFP for legal services

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

Mayor Koplín called for a recess at 7:51 pm to clear the room before the executive session.

Council entered the executive session at 7:55 pm and came back into open session at 8:20 pm.

Mayor Koplín said no decisions were made in the executive session Council discussed crafting an RFP for legal representation and discussed the parameters they were looking for and gave direction to the City Manager concerning that. No action was taken.

18. City Clerk's annual evaluation - to be held in e.s. because subjects which may be considered are subjects that tend to prejudice the reputation and character of any person; provided that the person may request a public discussion (**Bourgeois** has not requested a public discussion).

M/Schaefer S/Bailer to go into an executive session to conduct the City Clerk's annual evaluation - to be held in e.s. because subjects which may be considered are subjects that tend to prejudice the reputation and character of any person; provided that the person may request a public discussion (**Bourgeois** has not requested a public discussion).

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

Council entered the executive session at 8:22 pm and came back into open session at 9:28 pm. **Mayor Koplín** said they conducted the evaluation in the executive session and overall her evaluation exceeds expectations and he thanked **Bourgeois** for her service.

R. Adjournment

M/Glaser S/Schaefer to adjourn the meeting.

Hearing no objection **Mayor Koplín** adjourned the meeting at 9:28 pm.

Approved: March 18, 2020

Attest: 
Susan Bourgeois, CMC, City Clerk

