

**Mayor**

Clay Koplin

**Council Members**

Tom Bailer

Cathy Sherman

Jeff Guard

Melina Meyer

Anne Schaefer

David Allison

David Glasen

**City Manager**

Helen Howarth

**City Clerk**

Susan Bourgeois

**Deputy Clerk**

Tina Hammer

**Student Council**

William Deaton

**Amended Special City Council Meeting**

**April 8, 2020 @ 12:00 pm**

**Cordova Center Community Rooms  
and via YouTube and Teleconference  
Agenda**

**A. Call to order**

**B. Roll call**

Mayor Clay Koplin, Council members Tom Bailer, Cathy Sherman, Jeff Guard, Melina Meyer, Anne Schaefer, David Allison and David Glasen

**C. Approval of agenda..... (voice vote)**

**D. Disclosures of conflicts of interest**

**E. Communications by and petitions from visitors**

- 1. Audience Comments regarding agenda items

**F. Correspondence**

- 2. 04-01-2020 Letter from USCG Commander re COVID-19..... (page 1)
- 3. 04-01-2020 R. Spann email re arrival in Cordova..... (page 2)
- 5. 04-03-2020 L. Borer email re Small Community Travel Order..... (page 4)
- 6. 04-03-2020 Pacific Seafood Processors Association letter re COVID-19..... (page 6)
- 7. 04-05-2020 K. Becker email re Coronavirus preparedness in Cordova..... (page 8)
- 8. 04-06-2020 B. Lindow email re antibody testing..... (page 9)
- 9. 04-06-2020 K. Becker email re mask requirements..... (page 10)

**G. New Business**

- 10. Emergency Response update, **Heather Brannon** and **Paul Trumblee**
  - a. Cordova COVID-19 Pandemic 2020 Organizational Chart..... (page 11)
- 11. Emergency Ordinance 1085..... (roll call vote)(page 12)  
An Emergency Ordinance of the Council of the City of Cordova, Alaska amending Cordova Municipal Code Chapter 3.45 to add CMC 3.45.090 entitled "Emergency Mandates," which requires compliance with emergency mandates adopted by the City and imposes a fine for mandate violations

**H. Audience participation**

**I. Council comments**

**J. Adjournment**

**Public Call-in number 907-253-6202, each call is placed on hold, then calls will ring through in the order received, please hang up after you've made your comment, comments limited to 3 minutes per call**

**Executive Sessions: Subjects which may be discussed are:** (1) Matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government; (2) Subjects that tend to prejudice the reputation and character of any person; provided that the person may request a public discussion; (3) Matters which by law, municipal charter or code are required to be confidential; (4) Matters involving consideration of governmental records that by law are not subject to public disclosure.

**If you have a disability that makes it difficult to attend city-sponsored functions, you may contact 424-6200 for assistance.**

Full City Council agendas and packets available online at [www.cityofcordova.net](http://www.cityofcordova.net)

## Susan Bourgeois

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**From:** Bell, Matthew T RADM <Matthew.T.Bell@uscg.mil>  
**Sent:** Wednesday, April 1, 2020 3:30 PM  
**To:** Susan Bourgeois; Clay Koplín  
**Cc:** Kessler, Lyle E CDR  
**Subject:** U.S. Coast Guard District 17 Outreach

Good afternoon Honorable Mayor Koplín,

As the Commander of all the Coast Guard forces in Alaska, I want to extend my sincere appreciation for the hard work you and the Cordova City Council are doing to keep the residents of Cordova safe during the COVID-19 outbreak, including the Coast Guard families stationed in our newest Coast Guard city. One of these days I will get there so we can officially / personally recognize you with your new title - Coast Guard City.

For your awareness, the Coast Guard stands ready to serve Alaskans during this time of need, and the women and men under my command will continue to respond to Search and Rescue and other vital missions to include the preservation of the Maritime Transportation System. We are however, carefully evaluating what can be delayed and limiting personnel movement. I consider it part of our mission to help stop the spread of this disease. Coast Guard members are embedded throughout 14 different communities in Alaska. The welcome and care Alaskans show us is highlighted by the fact that Alaska has the highest number of "Coast Guard Cities" in the country. We are proudly woven throughout the fabric of Alaska and this is a great place to live and serve. During this time, my active duty members and their families in these remote communities are keenly aware of the pressures being placed on our finite medical resources as we look to work together on curbing the spread of COVID-19. I sincerely appreciate your efforts to keep all Alaskans safe.

Keeping the lines of communication open is of utmost importance during this unprecedented time. Since I am unable to meet with you in person, since we are all maximizing our Social Distancing Protocols, I would like to offer up a connection or rather life-line if needed now or in the future. I believe our common goal of looking out for the people of AK should bring us together to tackle the toughest challenges. If there's something we can do from the Coast Guard mission box, please do not hesitate to reach out to me or my staff to coordinate a virtual meeting at your convenience.

Please let me know what works best for you. Thank you and Semper Paratus.

v/r Matt Bell

RADM M. T. Bell Jr.,  
17th Coast Guard District  
Juneau, AK 99802

O 907-463-2025  
C 907-713-4906

"People are the most valued asset!"

## Susan Bourgeois

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**From:** Rita Spann <rita.spann@outlook.com>  
**Sent:** Wednesday, April 1, 2020 8:25 PM  
**To:** Susan Bourgeois  
**Subject:** Public comment regarding the airport

Hello,

I just flew in to town from Fairbanks and went directly into quarantine. Though there were some signs, I was surprised that there was not someone at the airport to alert arrivals on city expectations and guidelines and check quarantine plans.

I think people want to do the right thing for Cordova, but don't necessarily know how. It would be very easy to assign someone this task and I believe that it would go a long way to assure compliance and protect Cordovans even before the big seasonal influx starts.

Thank you for all the work you're doing.

Rita Spann

## Susan Bourgeois

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**From:** Anne Schaefer  
**Sent:** Friday, April 3, 2020 2:27 PM  
**To:** Susan Bourgeois  
**Subject:** Fw: Small Community Travel Order Govs Office Communication

Here's another one that came in.

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From: Lucas Borer <native@ctcak.net>  
Sent: Friday, April 3, 2020 11:19 AM  
To: Mayor & City Council  
Subject: Small Community Travel Order Govs Office Communication

Mayor and Council Members,  
I talked with the governors office this morning. Specifically Angela with Constituent Services. She told me I could quote her.

She told me The Small Community Travel Order is what it says. A small community may completely restrict travel into their community with the exception of the three exceptions listed in the order. Those being First Responders, Law Enforcement and OCS. Essential workers such as commercial fishermen and fish processors are NOT included in the exceptions.

She looked up Cordova and stated that we were listed as having 2200 residents, not connected to the road system (I asked about the AMHS and she said that doesn't count.) and do not have a Native Hub Hospital so we qualified under the order.

She said the State will not do it for us, the community with whatever form of government we have, must decide the level of access and that we could apply it to the fullest extent allowed by the order.

When I repeated the Mayors comments from the Council Meeting and yesterdays Radio Show, she wanted to know who the Mayor talked to at the Governors Office.

I told her were not asking to close the airport.

I told her that the people I am working with are not trying to be unreasonable. That we are trying to do what the federal government and the world are telling us and that is to isolate. She said she agreed with me and that is what the Governor is saying also.

I told her we believe we can Isolate Cordova and still have a fishing season accomplished by those that are already here and that we aren't advocating no fishery at all as long as it is done with people already here and health safety must be the primary concern.

She said she would check around the Governors Office to see if someone had said something different and assured me that if she found different she would call immediately. As of the time of this email, she hasn't called.

I would have gotten this to you earlier but typing is difficult for me right now due to a physical impairment.

I am available to answer any of your questions. 429-7394

Respectfully Submitted  
Luke Borer



An open letter to the Cordova community regarding COVID-19.

Dear Cordova community:

Along with the rest of the world, the Alaska seafood industry has been coping with the fast-paced nature of the national health pandemic created by the exponential spread of the coronavirus. Like you, we are very concerned about what the coronavirus pandemic means for our families, neighbors, and livelihoods in Alaska coastal communities, and the Alaska seafood system overall, both in the short and long term.

Our primary focus is the health and safety of all of our partner communities, including Cordova, where many of our processing workers, fishermen, and their families live and work. PSPA member Trident Seafoods operates in Cordova and has been communicating with community leadership as to their progress in mitigating risk of their operations and has committed to sharing completed plans with the City and the Emergency Management Coordinators. The safety of the residents of Cordova, fishermen, and processing workers is of the utmost concern.

The State of Alaska has issued several health mandates<sup>1</sup> to prevent the spread of COVID-19, several of which are directly related to travel in and out of Alaska communities. The State of Alaska has mandated a 14-day quarantine for residents, workers, and visitors upon entering Alaska (Mandate 10) and prohibited in-state travel between Alaska communities (Mandate 12) unless to support critical infrastructure or for critical personal needs. Since fishing and fish processing are considered part of the critical infrastructure workforce, workers entering the community can begin work immediately while under quarantine as long as a plan is submitted to the State of Alaska outlining how those workers will avoid the spread of COVID-19 and not endanger the communities in which they operate. To be clear, this does not mean that seafood workers coming into the community from another location are exempt from 14-day quarantine rules, only that they can work during the 14-day period while following the company's self-isolation and COVID response plan protocols.

Seafood processors and fishing vessels are submitting plans to the State of Alaska in accordance with Health Mandates 10 and 12. These company plans are informed by medical experts and detail the measures that companies are putting in place to best achieve compliance with CDC guidelines, avoid the spread of COVID-19, and minimize risk to community residents. As our individual member companies develop response plans, their goal is to keep healthy people healthy. This means implementing screening protocols for incoming employees, detection and quarantine protocols to identify and contain any suspected case of COVID-19, new cleaning, disinfecting, and sanitation standards, and best practice for distancing standards.

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<sup>1</sup> <https://gov.alaska.gov/home/covid19-healthmandates/>

**ANCHORAGE**

721 W. 1st Avenue  
Suite 100  
Anchorage, AK 99501  
907 223 1648

**JUNEAU**

222 Seward Street  
Suite 200  
Juneau, AK 99801  
907 586 6366

**SEATTLE**

1900 W. Emerson Place  
Suite 205  
Seattle, WA 98119  
206 281 1667

**WASHINGTON DC**

20 F Street NW  
Floor 7  
Washington, DC 20001  
202 431 7220

Our member companies have also been participating in a seafood industry workgroup for several weeks that was formed in response to the COVID-19 outbreak called the Alaska Fishing Industry Safety & Health Committee (AFISH Committee). Subcommittees and task force groups are organized across multiple functional topics and between participating regions and locations. This committee includes over 150 industry participants, health practitioners, and community leaders, all working to gather and share best practices in response to COVID-19 and to develop guidance protocols for vessels and onshore processors. These guidance protocols were developed with a medical risk management company that specializes in commercial maritime and remote worksites, and are posted on the State's website.<sup>2</sup>

Most urgently, we recognize the need for rural community health care systems to be better equipped to meet the needs of communities and our companies are working on solutions to this problem. For example, Trident Seafoods is staffing its Cordova facility with a nurse practitioner and a fully stocked onsite clinic kit. In the coming weeks and months, PSPA will continue to closely monitor the situation, share information, and support measures that protect the health and safety of Alaska communities. PSPA will also remain constant in our advocacy to the State of Alaska for FDA approved rapid point of care testing as a critical tool to assist with early and accurate detection in remote communities, including those with essential critical infrastructure industries such as the seafood industry.

We recognize the considerable stress and uncertainty that the current situation has placed upon Cordova. We are dedicated to doing our part to keep the communities in which we operate safe. We are committed to working with community leaders in all of the locations in which our companies operate and the State of Alaska to get through this together. Please contact us if you have any questions.

Sincerely,



Chris Barrows  
President  
Pacific Seafood Processors Association

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<sup>2</sup> For examples of the State of Alaska's requirement for Alaska Critical Industries COVID-19 Worker Mitigation Plans see: <https://ready.alaska.gov/Covid19-WorkerMitigationPlan>.

## Susan Bourgeois

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**From:** Karl Becker <karlnancy7466@gmail.com>  
**Sent:** Sunday, April 5, 2020 10:04 PM  
**To:** Susan Bourgeois; Helen Howarth  
**Subject:** Corona virus preparedness in Cordova. Please distribute to city council.  
**Attachments:** Antibody tests.docx; Intubation for corona virus patients.docx

Susan and Helen,

After reading this account by a doctor intubating and treating corona virus patients on ventilators, I know that Cordova is not capable of handling patients in crisis with that disease. We must do everything we can to prevent corona virus getting into our community. Antibody tests have limitations but can be used in conjunction with PCR tests that screen for the virus itself. Time is of essence and unfortunately current PCR tests involve significant delays in processing the samples. We should be wary of spending \$250K on antibody tests without verifying the source, working with our doctors at CCMC and Ilanka, and possibly contacting the FDA.

Please read the following articles. One is by a doctor doing intubations for ventilator patients. The other is an article in Medscape regarding antibody tests.

Thanks for your help Susan. Karl Becker



## Susan Bourgeois

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**From:** Anne Schaefer  
**Sent:** Monday, April 6, 2020 10:37 AM  
**To:** Susan Bourgeois  
**Subject:** Fwd: antibody testing

Sent from [Outlook Mobile](#)

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**From:** Bill Lindow <williamlindow@gmail.com>  
**Sent:** Monday, April 6, 2020 10:35:04 AM  
**To:** Mayor & City Council <Mayor&Council@cityofcordova.net>  
**Subject:** antibody testing

Hello all, and thanks for serving on Council.

I read the Cordova Times story regarding discussion of purchasing antibody testing kits for Corona virus. I am intrigued by this idea, and from what I have read on the subject, I encourage you to pursue it. As the summer progresses, this testing could allow the city to return towards normal operations much faster and more safely. The cost is high, but if we are required to purchase 50,000 test kits, we should be able to easily sell our excess kits to other communities, even within Alaska. Cordova would perhaps need 10,000 to 15,000 kits? Please gather as much expert advice as possible on the subject in a short time, and make your decision.

Best regards, Bill Lindow

## Susan Bourgeois

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**From:** Karl Becker <karlnancy7466@gmail.com>  
**Sent:** Monday, April 6, 2020 10:12 AM  
**To:** Susan Bourgeois; Helen Howarth  
**Subject:** covid 19

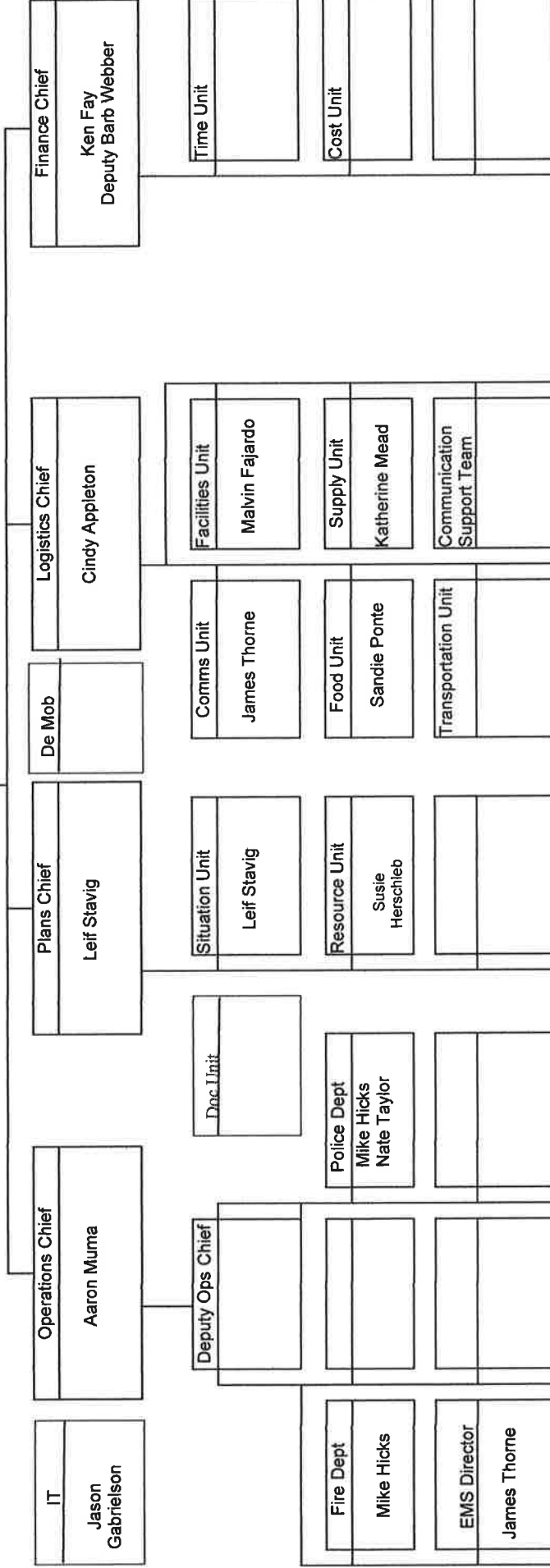
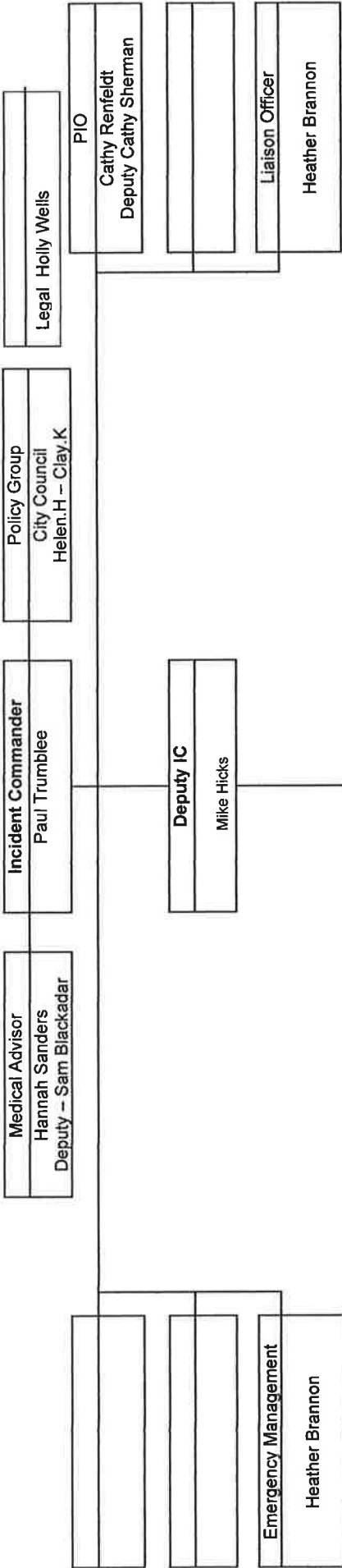
Hi Susan and Helen,

Please pass this comment to the mayor and city council: Visitors arriving by air should put on a mask before they enter the terminal. That would help prevent an infected individual from transmitting the virus. We should also wear face masks when entering confined areas where we will be in close proximity to other people.

Thanks, Karl Becker

**ICS 207  
Organization Chart**

Incident Name: Covid-19      Date Prepared: 4/7/2020      Time Prepared:      Operational Period Date:      Operational Period Time:



Prepared By: Heather Brannon ICS 207 (9/95)	ICS Position: Emergency Manager	Approved By: Paul Trumblee/
Company Name:	Company Name:	Company Name:

**CITY OF CORDOVA, ALASKA  
EMERGENCY ORDINANCE 1185**

**AN EMERGENCY ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA,  
ALASKA AMENDING CORDOVA MUNICIPAL CODE CHAPTER 3.45 TO ADD CMC  
3.45.090 ENTITLED "EMERGENCY MANDATES," WHICH REQUIRES COMPLIANCE  
WITH EMERGENCY MANDATES ADOPTED BY THE CITY AND IMPOSES A FINE FOR  
MANDATE VIOLATIONS**

**WHEREAS**, The City of Cordova and the State of Alaska have declared a state of emergency due to COVID-19; and

**WHEREAS**, the City Manager has authority to implement mandates during a declared emergency enacted to preserve public health and safety; and

**WHEREAS**, the ability to impose fines for violations of any emergency mandates provides the City the tools it needs to enforce emergency mandates when violations arise.

**NOW, THEREFORE, THE CITY OF CORDOVA ORDAINS:**

Section 1. Emergency Declaration. The Council reiterates its declaration of an emergency in Emergency Ordinance 1184 and acknowledges that the need to codify emergency mandates and the ability for the City to impose a fine for any violation of those mandates constitutes an emergency warranting an emergency ordinance because the City needs the authority to enforce health mandates directly related to an existing emergency, namely the COVID-19 outbreak.

Section 2. Chapter 3.45 of the Cordova Municipal Code is hereby amended to read as follows:

Chapter 3.45 - EMERGENCY MANAGEMENT ORGANIZATION

3.45.010 - Definitions.

As used in this chapter:

"Disaster" means the occurrence or imminent threat of widespread or severe damage, injury or loss of life or property resulting from any natural or nonmilitary manmade cause including, but not limited to, fire, flood, earthquake, landslide, mud slide, wind driven water, weather condition, volcanic activity, epidemic, air contamination, blight, infestation, explosion, riot, equipment failure, or shortage of food, water, fuel or clothing, or the release of petroleum products or a hazardous substance requiring prompt action to avert environmental danger or damage or, civil defense measures to mitigate or respond to acts of war toward the city or the United States of America by any enemy or the agents thereof.

"Disaster emergency" means the condition declared by proclamation of the city manager to designate the imminence or occurrence of a disaster.

3.45.020 - Emergency management organization.

There is established an emergency management organization. The emergency management organization consists of the vice mayor, city manager, chief of police, city clerk, fire marshal, the chairman of the disaster management team, and others appointed by the mayor and confirmed by the council as necessary. Executive and administrative duties of the emergency management organization are vested in the city manager. The city manager may coordinate and cooperate with the Alaska Division of Homeland Security and Emergency Management for response and relief of unforeseen emergencies and disasters. The city manager may appoint or hire personnel necessary to properly and safely accomplish the purpose of the emergency management organization.

#### 3.45.030 - Purpose.

It is the desire of the city to protect and preserve the lives, health, safety, and well-being of the people living in or visiting the city. To this end, the emergency management organization shall be responsible for implementing the approved emergency operations plan, and shall be the liaison agency with the Alaska Division of Homeland Security and Emergency Management.

#### 3.45.040 - Emergency operations plan.

There shall be an emergency operations plan developed jointly with the Alaska Division of Homeland Security and Emergency Management which shall be adopted by ordinance. Major revisions of the plan may be amended by resolution with notification to the Alaska Division of Homeland Security and Emergency Management.

#### 3.45.050 - Interjurisdictional agreements.

The city manager may, with council approval, enter into interjurisdictional agreements with other political subdivisions and the Alaska Division of Homeland Security and Emergency Management, for mutual aid in response to and recovery from disaster emergencies.

#### 3.45.060 - Declaration of disaster emergency.

A local disaster emergency may only be declared by the mayor or the mayor's designee. If the city council is not in session when a disaster emergency proclamation is issued, a special session of the council will be requested to ratify the actions taken under this chapter as soon as conditions attendant to the emergency permit. A disaster emergency proclamation may not be continued or renewed for a period in excess of seven days, except by or with the consent of the city council. Any order or proclamation declaring, continuing or terminating a local disaster emergency shall be given prompt and general publicity, and shall be filed with the city clerk and the Alaska Division of Homeland Security and Emergency Management.

#### 3.45.070 - Emergency operations plan—Implementation.

The declaration of a local disaster emergency shall authorize the implementation of the response and recovery aspects of the city emergency operations plan, and authorizes the city manager to furnish aid and assistance under such plan.

#### 3.45.080 - Limitation on governmental or private liability.

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

- (a) This chapter provides for the city to exercise its governmental functions for the protection of the public peace, health and safety. None of the city, the emergency management organization, and any person authorized by the city to engage in emergency response activity, shall be liable for the death or injury of any person or damage to any property as the result of emergency response activity.
- (b) No person owning or controlling real property, who allows the use of that property for emergency response activities shall be held liable for death of, or injury to, any person on or about such real estate resulting from that use.

**3.45.090- Emergency mandates.**

**The City Manager or Council may issue emergency mandates to preserve and protect public peace, health, safety or general welfare during a declared emergency as permitted by law. Failure to comply with an emergency mandate adopted under this chapter is punishable by a fine of up to \$500.00. Upon citation under this section, court appearance is mandatory.**

Section 3. Codification. This ordinance is an emergency ordinance, but is permanent in nature, and shall be codified.

Section 4. Effective Date. This ordinance shall take effect on the day it is enacted.

**PASSED AND APPROVED THIS 8<sup>th</sup> DAY OF APRIL 2020.**

\_\_\_\_\_  
Clay R. Koplin, Mayor

ATTEST:

\_\_\_\_\_  
Susan Bourgeois, CMC, City Clerk

[Affirmative vote of 5 Council members required for passage]

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]