

Regular City Council Meeting
August 5, 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 August 5, 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** and **David Glasen**. Council members **Cathy Sherman**, **Jeff Guard**, **Melina Meyer**, **Anne Schaefer** and **David Allison** were present via teleconference. Also present were City Manager **Helen Howarth** and City Clerk **Susan Bourgeois**.

D. Approval of Regular Agenda

M/Bailer S/Glasen to approve the agenda.

Hearing no objection to approval of the regular agenda, **Mayor Koplín** declared it approved.

E. Disclosures of Conflicts of Interest and ex parte communications

Council member **Bailer** declared a conflict of interest on agenda item 21. **Mayor Koplín** agreed there was a conflict.

F. Communications by and Petitions from Visitors

1. Guest speaker

a. Incident Management Team, Covid-19 update - **Dr. Hannah Sanders**, Medical Team lead for the IMT emergency response reported: 1) there has been an uptick in cases locally over the last 3 weeks - what we have in place is about mitigation, ambassadors, incident command, we are doing what needs to be done - goal has always been to slow the spread so as not to overwhelm our healthcare system - our testing is intact, contact tracing is intact, we are cautious but do not need implementation of further mitigation strategies.

Council questions: **Schaefer** said she understands privacy and the balance between releasing information and also giving the community information about a possible event that may have been the cause of community spread. She has received many questions regarding when/why some information is shared, and other information isn't. She asked **Dr. Sanders** to comment on that. **Dr. Sanders** said the Corona virus guidance has been to release the minimum amount of information necessary for the intended purpose (to ensure community safety and mitigate risk and prevent spread). Early on with so few and sporadic cases it was important to give a little more information to help reassure the public; now, we know we have community spread but don't have a specific location which means there are likely unidentified spreaders and releasing more private information will not add to community safety, we just know we need to be cautious.

2. Audience comments regarding agenda items

Chelsea Haisman representing CDFU spoke in support of agenda item 9.

3. Chairpersons and Representatives of Boards and Commissions

Dr. Hannah Sanders, CCMCA CEO was present via teleconference and reported: 1) decrease in volumes across most of their lines including specifically in LTC admissions - consistent with what is being seen nationwide given the pandemic because people aren't coming in for surgeries, aren't requiring rehab, and people are fearful of long term care - isn't surprising and these losses are covered by our CARES funding; 2) also using CARES funding to complete facilities projects and get updated equipment; 3) still looking good for the rest of the year for not needing any additional City funding.

Barb Jewell School Board President reported: 1) board and staff have had several community meetings to discuss how to move ahead, to seek community input on this; 2) she said it has been a deliberate process making this decision, they have taken their time purposefully in making this decision.

Alex Russin, Superintendent of Schools reported: 1) 40 community members have met a couple of times to express lots of opinions share ideas - they've looked over the state guidance; 2) overall goals - to support the health and safety of students and staff and the community as a whole; 3) basically 3 broad instructional models are being contemplated: online, in-person and a blended learning model - our goal is to get in the building and do so as safely and quickly as we can; 4) will need flexibility in case the medical status of community changes and schools may shift between models.

Council questions: **Schaefer** said hearing this report has been helpful because as they stated the community has been wondering where the schools are in decision making. She stressed that having timely effective communication, getting the word out to the people is crucial, as the City has learned during this pandemic.

4. Student Council representative – summer vacation

G. Approval of Consent Calendar

5. ~~Direction to Manager to negotiate with Alaska Sales and Service for a Chevy 2500HD Silverado~~

7. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absences of the following: Council members Guard and Meyer from the 7/1/2020 Regular Meeting

8. Council confirmation of Election of CVFD Officers

9. Resolution 08-20-31 A resolution of the Council of the City of Cordova, Alaska, encouraging the State of Alaska and the US Secretary of Commerce to declare fisheries disasters as follows: 2018 Copper River Chinook and Sockeye salmon and 2020 Copper River and Prince William Sound Chinook, Sockeye and Chum salmon; and to encourage the same to declare a condition of economic disaster in Cordova as a result

10. Minutes of the 07-01-2020 Regular Council Meeting

11. Minutes of the 07-15-2020 Public Hearing

Council member **Bailer** pulled item 5 from the Consent Calendar and it was placed as item 21a under New Business.

Vote on the consent calendar: 7 yeas, 0 nays. Glasen-yes; Bailer-yes; Meyer-yes; Guard-yes; Allison-yes; Schaefer-yes and Sherman-yes. Consent Calendar was approved.

H. Approval of Minutes – in Consent Calendar

I. Consideration of Bids – moved to 21a.

J. Reports of Officers

12. Mayor's Report – **Mayor Koplín** reported: 1) working with USCG to schedule a community celebration – tentatively looking at Oct 10-11 – there is a new sign out front of Cordova Center; 2) he'd like to hear Council give input as far as opening the City building for Council meetings, as we move into late summer early fall; 3) absentee voting is happening upstairs at the Cordova Center – he mentioned this for the public; - he said there have not been lines, it is a good, safe way to vote for the primary ;4) he spoke with AMHS, seems to be more delays for the Aurora – steel work being extended – he heard rumors of April 2021 startup – he'd prefer it early; 5) Roberts rules training recently – he has asked the Clerk to bring this to Council.

a. AMHS Sustainability white paper

13. Manager's Report - City Manager **Helen Howarth** reported: 1) working hard on CARES funding purchases/projects; 2) really close to getting applications out to non-profits and then individual grants will be out soon after – eligible individuals residing or working in Cordova; 3) **Cathy Renfeldt** from the chamber will present at the AML working group on ferry impacted communities this week; 4) we are starting a conversation around policing in our community– survey will be out soon and then discussions and communication sessions – **Chief Hicks** has left we have a really capable staff and they are willing to be flexible and take advantage of this opportunity to think around the national dialogue about policing and we can see how the police department works for our community – survey launches Friday; 5) **Jason Gabrielson** has left us after 6 years – she has restructured that position to be more about public communications – shifting IT to our contractual arrangement with Arctic IT.

a. **Ken Fay**, Finance Director, June 2020 Financials

There was discussion that at Pending Agenda Council would discuss an upcoming work session where a City financial update could be presented.

14. City Clerk's Report – **Bourgeois** had a written report in the packet

15. Department Quarterly Reports:

a. **Debbie Carlson**, Library Director, Library Department

b. **Tony Schinella**, Harbormaster, Cordova Harbor and Port

c. **Marina Briggs**, Museum Director, Museum and Cordova Center

d. **Susan Herschleb**, Parks and Recreation Director, Parks & Rec Department

Council questions/comments: **Sherman** thanked staff for the reports – she complimented the Library for all the virtual and other programs they have out in place. **Schaefer** thanked staff for the reports and for all the hard work adapting to the Covid situation. **Meyer** had suggestions for the City Clerk as she is re-writing Election Code she wondered when the absentee ballots that were placed in the drop box would be counted, she figured they might be able to be counted on

Election Day. **Meyer** also thanked the staff for the quarterly reports. **Bailer** thanked the staff as well. **Guard** asked about absentee voting and delivery time with the USPS, is 7 days still an ok time frame. **Bourgeois** said that as she and the City Attorney re-write Title 2 they can and will consider a longer time frame for return of ballots by mail. **Schaefer** said that at the national level they are suggesting 2 weeks for ballot return by mail.

K. Correspondence

- 16. 07-21-20 ADF&G draft distribution plan for 2018 Gulf of Alaska Pacific Cod disaster
- 17. 07-22-20 AMHS Reshaping Work Group request for comments
- 18. 07-24-20 Public Review notice for ADL 233599 Aquatic Farmsite Lease in Simpson Bay
- 19. 07-24-20 Public Review notice for ADL 233612 Aquatic Farmsite Lease in Simpson Bay

L. Ordinances and Resolutions

20. Resolution 08-20-32 A resolution of the Council of the City of Cordova, Alaska, updating the 2020 Land Disposal Maps by making an approximately 1,750 square foot area corresponding with the eastern half of Lot 3, Block 17, Original Townsite 'available'

M/Bailer S/Sherman to approve Resolution 08-20-32 A resolution of the Council of the City of Cordova, Alaska, updating the 2020 Land Disposal Maps by making an approximately 1,750 square foot area corresponding with the eastern half of Lot 3, Block 17, Original Townsite 'available'

Each Council member had an opportunity to comment and each one said they supported this resolution.

Vote on the motion: 7 yeas, 0 nays. Bailer-yes; Sherman-yes; Guard-yes; Meyer-yes; Schaefer-yes; Allison-yes and Glasen-yes. Motion was approved.

21. Resolution 08-20-33 A resolution of the Council of the City of Cordova, Alaska, ratifying the City's contract for Covid-19 mitigation services with Bailer's Cabinet & Trim in the amount of \$5,038.78

M/Glasen S/Sherman to approve Resolution 08-20-33 A resolution of the Council of the City of Cordova, Alaska, ratifying the City's contract for Covid-19 mitigation services with Bailer's Cabinet & Trim in the amount of \$5,038.78

Glasen said he is in favor; he did the work and we should pay him. **Sherman** said it was an unusual circumstance, **Bailer** stepped up to the plate and helped when we needed him to, we should pay him for his work. **Schaefer** said for the record, perhaps the City Manager can explain what happened and what services he performed. **Howarth** said she will take responsibility for overlooking the charter provision but said that we were in crisis mode, the Harbor needed to get up to speed on safety before the fleet arrived - the volunteer helping with Incident Management got the people he knew could get it done efficiently and quickly and Mr. **Bailer** was one of those. This resolution acknowledges the emergency, acknowledges a departure from what our code/charter would ask us to follow - she supports honoring this. He assisted with building the hand sanitation stations that were installed in the Harbor at the ramps. **Schaefer** said that answered her question and she agrees weird circumstances led to this and she'd be voting in support. **Guard** said we were scrambling in those early stages; he thanks **Bailer** for stepping up and helping out and he will be in support of this. **Allison** will support this and said if code or charter make things impossible to deal with then they need to be changed; if a vote is required, let's get that done. **Meyer** thanked the City Manager for her recap of what he did.

M/Meyer S/Sherman to amend the resolution by including materials as well as services.

No discussion on the amendment.

Vote on the motion to amend: 6 yeas, 0 nays, 1 conflict of interest. Schaefer-yes; Sherman-yes; Bailer-coi; Meyer-yes; Allison-yes; Guard-yes and Glasen-yes. Motion was approved.

Vote on the main motion: 6 yeas, 0 nays, 1 conflict of interest. Allison-yes; Sherman-yes; Meyer-yes; Bailer-coi; Guard-absent; Schaefer-yes and Glasen-yes. Motion was approved.

M. Unfinished Business - none

N. New & Miscellaneous Business

21a. 5. Direction to Manager to negotiate with Alaska Sales and Service for a Chevy 2500HD Silverado

M/Bailer S/Glasen to direct the City Manager to negotiate a contract with Alaska Sales and Service to provide one 2020 Chevy 2500HD Silverado double cab pickup per the state ITB-ADOT equipment fleet for a sum not to exceed \$33,695.

Bailer said his only question was that why we would need the higher end package, the Silverado is that, most other work trucks are the low-end models, vinyl floors, roll down windows. Harbormaster **Schinella** was in the room and was able to respond that when you purchase through the state site, these are the low-end models, Silverado is the name of the truck, that isn't a luxury package of any kind. **Bailer** said he is in support. **Glasen** asked if water and sewer had the money for this

purchase – **Greenwood** said yes, a split between the two funds, that is clearly state din the memo. **Meyer, Guard, Schaefer, Sherman, Allison** expressed support.

Vote on the motion: 7 yeas, 0 nays. Meyer-yes; Allison-yes; Bailer-yes; Sherman-yes; Glasen-yes; Guard-yes and Schaefer-yes. Motion was approved.

22. Council action on disposal and method of disposal for East half of Lot 3, Block 17 Original Townsite

M/Bailer S/Glasen to recommend disposal of Eastern half of the remainder of Lot 3, Block 17, Original Townsite as outlined in Cordova Municipal Code 5.22.060B by requesting sealed proposals to lease or purchase the property.

Bailer said he thinks if at all possible, the public should look at all properties we sell. **Glasen** asked the City Planner if it is true that the neighboring landowner the only one who could buy this because it is non-conforming and only 1,750 square feet. **Stavig** said a while back we put a similar piece out that seemed only useful to the neighboring landowner – still opted to put out to proposals for a public look at it. **Allison** agreed to out for proposals. **Meyer** also agreed with proposals, she asked how we advertise and the costs and the length of time. **Stavig** said newspaper, City website and out for 30 days. **Schaefer, Sherman** and **Guard** agreed with going out for proposals for this.

Vote on the motion: 7 yeas, 0 nays. Schaefer-yes; Sherman-yes; Glasen-yes; Meyer-yes; Allison-yes; Bailer-yes and Guard-yes. Motion was approved.

23. Discussion of Covid-19 Emergency Response

Schaefer asked how often Incident Command has been meeting. She asked if they could get the updates that used to be forwarded to Council. Manager **Howarth** said absolutely, will be sent to Council after the weekly meetings. **Sherman** said that the PIO team met today and tomorrow you’ll see a change to the dashboard, more concise and clearer to help quell some of the social media talk. **Bailer** asked about the projects – he had hoped Council would be kept more updated on these projects. He’d like to be kept updated because they get questions. **Guard** mentioned that the school district might need assistance, so he hopes that if they need something, they’d ask the City Manager and/or the City Council. **Howarth** said she has offered the School District assistance in the form of communication – our contracted PIO, has been made available to the CSD at no charge. There may be bits and pieces we could still carve out but we’ve pretty much accounted for the majority of our CARES funding already, but we certainly can have that conversation and if we do it should be sooner rather than later. **Glasen** commented that we a pretty fortunate in Cordova because elsewhere people are struggling to get tested and we have Ilanka and CCMC doing a great job.

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

Add charter change as a ballot prop on the next City Elections – have a discussion item for a future agenda – October/November. **Glasen** commented on a fishery issue – the 2018, 2020 poor returns and very little commercial fishing on the Copper River yet the upriver fishery which had been switched about that time to being managed by sport fish division form the comm fish division, he’d like us to comment on this in some way. **Mayor Koplin** and **Bailer** offered maybe we could ask CDFU to weigh in on or go to Board of Fish. **Glasen** asked the Mayor to come up with a good plan for some way we could weigh in.

O. Audience Participation - none

P. Council Comments

Glasen thanked to medical staff and thanks to community members.

Meyer thanks to IMT and medical team and all the medical staff.

Schaefer also thanked City and medical staff, thanked and wished good luck to Jason **Gabrielson**. She also encouraged everyone to fill out census – can be done online at 2020census.gov and also reminded about early voting for the primary at Cordova Center 8 – 430 until Aug 17. Keep wearing masks, washing hands, keep bubbles small – we all need to do our part, keep each other safe.

Bailer commented that as far as opening City Hall, he thinks that is up to the manager and staff – he’d like for Council meetings to be in person again soon.

Allison said he would also agree we should open up (Council meetings) as soon as it is safe to do so. He said he is confused about the spending of the Covid money because he’s heard others say it has to be spent or committed by 12/31/2020. He just wants to make sure the City is well aware of the parameters.

Guard agreed we should go back to normal, but we should only do so when the medical team ascertains it is safe to do so. Census is important and we have only 35% of our community counted so far and it will have a huge impact as far as federal and state funds to us over the next ten years.

Q. Executive Session - none

R. Adjournment

M/Glasen S/Bailer to adjourn the meeting.

Hearing no objection **Mayor Koplín** adjourned the meeting at 8:55 pm.

Approved: September 2, 2020

Attest: 
Susan Bourgeois, CMC, City Clerk

