

**Regular City Council Meeting**  
**August 15, 2018 @ 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 7:01 pm on August 15, 2018, 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 *Anne Schaefer* and *Melina Meyer*. Council members *Jeff Guard* and *David Allison* were present via teleconference. Council members *James Burton*, *Ken Jones* and *James Wiese* were absent. Also present were City Manager *Alan Lanning* and City Clerk *Susan Bourgeois*.

**D. Approval of Regular Agenda**

*M/Schaefer S/Meyer* to approve the Regular Agenda.

Vote on the motion: 4 yeas, 0 nays, 3 absent (Burton, Jones, Wiese). Motion was approved.

**E. Disclosures of Conflicts of Interest - none**

**F. Communications by and Petitions from Visitors**

1. Guest Speakers - *Cathy Rehnfeldt*, Executive Director, Cordova Chamber of Commerce gave a presentation about the recent economic summit that the chamber sponsored in Cordova.

2. Audience comments regarding agenda items

*Nancy Bird* of 101 Lake Avenue, spoke, as a planning & zoning commissioner, in support of the comprehensive plan funding in Resolution 07-18-18.

*Gary Graham* of 102 Kimmick Way spoke in support of the chamber of commerce.

*Wendy Ranney* of 2500 Orca Road spoke in support of the chamber of commerce.

*Kristin Carpenter* of 507 Fourth Street spoke in support of the chamber of commerce and spoke in support of the funding for the comprehensive plan.

*Tom McGann* of 907 Cliff Trail spoke in support of the comprehensive plan funding.

3. Chairpersons and Representatives of Boards and Commissions

a. Cordova School District FY19 Budget

*Kristin Carpenter*, CCMC Authority Board President, reported that: 1) their last meeting was July 19 and their next is August 30; 2) they have solved their internet service provider problem – switching to CTC, more band width t a slightly higher price, but the FCC is reimbursing at a better rate now; 3) Electronic Health Records went live August 1 and there are bugs being worked out; 4) specialty clinics have been going well, ob/gyn, pediatric clinic; 5) family doctor residency program in Anchorage will be sending interns, great recruiting tool; 6) audit report due to us by late July; 7) full board now, *Greg Meyer* added on.

4. Student Council Representative Report – summer break

**G. Approval of Consent Calendar**

5. Record excused absence of Council members *James Burton*, *Ken Jones* and *Melina Meyer* from the June 20, 2018 regular meeting

Vote on the approval of the consent calendar: 4 yeas, 0 nays, 3 absent. Wiese-absent; Jones-absent; Meyer-yes; Schaefer-yes; Allison-yes; Burton-absent and Guard-yes. Consent calendar was approved.

**H. Approval of Minutes**

*M/Schaefer S/Meyer* to approve the minutes.

6. Minutes of May 24, 2018 Council Special Meeting

7. Minutes of May 25, 2018 Council Special Meeting

8. Minutes of June 6, 2018 Council Public Hearing

9. Minutes of June 6, 2018 Council Regular Meeting

10. Minutes of June 20, 2018 Council Public Hearing

11. Minutes of June 20, 2018 Council Regular Meeting

12. Minutes of June 27, 2018 Council Special Meeting

Vote on the motion: 4 yeas, 0 nays, 3 absent (Burton, Jones, Wiese). Motion was approved.

## **I. Consideration of Bids**

**13. Direction to Manager to negotiate a contract for Comprehensive Plan Update**

**M/Schaefer S/Meyer** to direct the City Manager to negotiate a contract with Agnew-Beck Consultants, Anchorage, AK, to provide consulting services to update the 2008 comprehensive plan per RFP#18-02 for a sum of money not to exceed one hundred twenty-two thousand one hundred forty-six dollars and no cents (\$122,146.00).

**Schaefer** echoed the sentiments from public comment on this, it is an investment in the community and how we prioritize the next City projects, she likes the strong public input component in their proposal. **Meyer** agreed and had looked at the 2008 plan and it does look like we completed most of the projects in that plan. **Allison** also spoke in support of the motion. Vote on the motion: 4 yeas, 0 nays, 3 absent. Meyer-yes; Jones-absent; Schaefer-yes; Guard-yes; Allison-yes; Wiese-absent and Burton-absent. Motion was approved.

**14. Direction to Manager to negotiate purchase of a refuse dumpster truck**

**M/Schaefer S/Meyer** to direct the City Manager to negotiate a contract with Yukon Equipment, Wasilla, AK, to provide one new 2018 Labrie/Wittke Starlight 40 Cubic Yard Front Loader Refuse Body on a Peterbilt 520 Cab-Over Chassis per RFP#PW18-05 for a sum not to exceed two hundred sixty-nine thousand four hundred ninety-two dollars and no cents (\$269,492.00).

**Schaefer** spoke in support and said it sounds like this is a necessary item for the refuse department. **Meyer** said it sounds like a lot of money for a dump truck, asked the manager to expound on this. **Lanning** said it costs what it costs, we received 2 proposals, and this was the lower bid. He said we can responsibly buy this and there are options to repay the fund and use the refuse department depreciation account, we'll get to that when we look at the funding part. **Allison** said he is not in favor for several reasons, he said we have yet to have our discussion on what we are doing long term with refuse, baling or hauling. He needs to be convinced that we have looked at other options other than putting out an RFP for a new refuse truck. He thinks it warrants a bigger discussion before action. **Guard** said he recalled we were going to have an analysis after a length of time of hauling to see if the landfill was filling more quickly, what the wear and tear on equipment was, etc. He'd like to see such a cost/benefit analysis before action on this.

**M/Meyer S/Schaefer** to refer to staff.

Vote on the motion: 4 yeas, 0 nays, 3 absent (Burton, Jones, Wiese). Motion was approved.

**14a. Direction to Manager to negotiate a contract for consulting services for 2019 BUILD grant application**

**M/Schaefer S/Meyer** to direct the City Manager to negotiate a contract with PND Engineering INC to provide consulting services to develop and submit a 2019 BUILD Grant Application for the Cordova South Harbor Dock Replacement Project RFP#PW18-03 for a sum not to exceed twenty-eight thousand nine hundred and fifty dollars and no cents (\$28,950.00).

**Lanning** explained that if you want to participate in this arena of funding, you never know what might happen. He sees this as an annual expenditure until we receive one or we make other arrangements. Remember this is out of the Harbor Enterprise fund. This will be a year-long public process to get this application completed.

Vote on the motion: 4 yeas, 0 nays, 3 absent (Burton, Jones, Wiese). Motion was approved.

## **J. Reports of Officers**

**15. Mayor's Report - Mayor Koplín** reported that 1) chamber of commerce is healthy and vibrant and does help the economy; 2) recently he was appointed to the Department of Energy's Electricity Advisory Committee - a great opportunity to showcase Cordova's energy and communications systems infrastructure; 3) Anchorage media and some Board of Fish members have been beating up on hatcheries so he's been working with processors to get out an op-ed piece on hatcheries and using science; 4) Mayors are politically neutral, he still tries to maximize community participation when candidates come to town, **Mead Treadwell** was here, running for Governor, **Representative Stutes** was here a few weeks ago, **Rich Walker** was here, he's running for representative; 5) Navy, northern edge staff, invited us to Anchorage, no one could attend on fairly short notice, but we encouraged them to follow through on a trip to Cordova; 6) he encouraged Council to use **John Bitney**, to write letters if there are concerns, like he has heard about management of the flats this summer; **Mayor Koplín** also thanked **Emily** from the Cordova Times, she attends all the community events and covers them for the community as well as she attends all council meetings, he appreciates that.

**16. Manager's Report - City Manager Alan Lanning** reported 1) as far as the chamber and the public accommodations tax, it was \$131K in 2015, went down to \$120K in 2016 then up to \$187K in 2017 but only was budgeted \$117500 for 2017 and 2018 he must look into that. He looked at the vehicle surtax for those years and there seems to be an anomaly in 2017 for that, he'll have to delve into that and see why; 2) he will be out of town 8/17-8/27; 3) he said we are at the point that Council will decide if we are a \$9.9M local government or a \$10.6M or \$11M - and then how are we going to get there - he reminds everyone that 41% of our budget is funding other entities; 4) in communities what creates buzz, life,

etc. is if people see that you are making progress – how great did people feel about the paved corner by ADF&G, it made people happy for a few days.

**Mayor Koplín** added that the Adams Street sidewalk fix is also a project like that too.

17. City Clerk's Report – **Bourgeois** reported that she'll be keeping Council informed of the latest on the CoHo as they have not paid delinquent 2016 taxes and the property will be deeded to the City shortly, attorneys working through the details; also 2018 first half due date is approaching, first half due August 31; **Ruth Steele** is handling early voting for the State Primary upstairs in the atrium, election day for the primary is August 21 in the Education Room. She thanked **Leif Stavig** for his help recently in advertising the cancellation of a recent meeting for her as she was out of town.

18. Staff Quarterly Reports – 2Q 2018

- a. Parks and Recreation, **Susan Herschleb**, Director
- b. Cordova Harbor & Port, **Tony Schinella**, Harbormaster
- c. Finance Department, **Jon Stavig**, Director
- d. Cordova Police Department, **Mike Hicks**, Chief of Police
- e. City Investments, **Buck & Chad Adams**, UBS Financial
- f. Public Works Department, **Rich Rogers, PE**, City Engineer
- g. Info Services and Cordova Center, **Cathy Sherman**, Library & Museum Director
- h. Cordova Volunteer Fire Department, **Paul Trumblee**, City Fire Marshal

**Allison** asked if before we start looking at budget we could get a spreadsheet that lists combined accounts – so we can see it separated out as to what of our permanent fund is in use, i.e. Harbor Enterprise depreciation fund, etc. He says of the \$8.1 million how is it delineated. He also asked if we are still billing for ambulance and if so what is the balance on that account. **Lanning** said he will get an email out to Council with these answers. He commented on **Chief Hicks** report – he like that he is not concerned about making money on tickets – people lately have wondered if the new police officers were out to ticket everyone for revenue, that is not the case. **Meyer** mentioned the volunteer fire and ems report – the number of volunteer hours is great, and she wanted to call them out and thank them for that service to our community.

#### K. Correspondence

19. 07-08-18 **Mayor Koplín** letter to **Senator Murkowski** re Salmon disaster funding

20. 07-08-18 **Mayor Koplín** letter to **Senator Sullivan** re Salmon disaster funding

21. 07-08-18 **Mayor Koplín** letter to **Representative Young** re Salmon disaster funding

22. 07-09-18 **Mayor Koplín** letter to **Board of Fish** re emergency petition and meeting of July 17, 2018

23. 07-16-18 Memo from ADFG Wildlife biologist re bears

**Meyer** wondered if there was an update concerning the bears. **Lanning** said we respond to every call we get. We are examining how we pick up trash, we have pricing on bear proof containers – individuals can purchase them either through us or on their own. We are looking at collection points, etc. Much of this is about money. Those containers will take more man hours. A solution could be an ordinance to require people to have bear-proof containers – he doesn't think we are there yet.

#### L. Ordinances and Resolutions

24. Ordinance 1171 An ordinance of the City Council of the City of Cordova, Alaska, authorizing the transfer of \$269,000 from the General Reserve Fund (permanent fund) to the refuse enterprise fund for the purchase of a refuse truck – 1<sup>st</sup> reading

**M/Schaefer S/Meyer** to postpone action on Ordinance 1171 until such a time as the consideration of the RFP for the refuse truck comes before Council again.

Vote on the motion: 4 yeas, 0 nays, 3 absent (Burton, Jones, Wiese). Motion was approved.

25. Resolution 07-18-18 A resolution of the City Council of the City of Cordova, Alaska, amending the 2018 budget by appropriating \$122,146 from the City of Cordova general fund reserve and transferring it into the general projects fund to complete a comprehensive plan update

**M/Meyer S/Schaefer** to approve resolution 07-18-18 a resolution of the City Council of the City of Cordova, Alaska, amending the 2018 budget by appropriating \$122,146 from the City of Cordova general fund reserve and transferring it into the general projects fund to complete a comprehensive plan update

**Meyer** spoke in favor – said it is a benefit to get this done for future planning and projects.

Vote on the motion: 4 yeas, 0 nays, 3 absent. Allison-yes; Schaefer-yes; Guard-yes; Meyer-yes; Wiese-absent; Burton-absent and Jones-absent. Motion was approved.

26. Resolution 08-18-19 A resolution of the City Council of the City of Cordova, Alaska, amending the 2018 budget by appropriating \$20,000 from the City of Cordova general fund reserve and transferring it into the #401 fund in order to contribute funds for an economic analysis of a Prince William Sound borough

**M/Meyer S/Schaefer** to approve resolution 08-18-19 a resolution of the City Council of the City of Cordova, Alaska, amending the 2018 budget by appropriating \$20,000 from the City of Cordova general fund reserve and transferring it into the #401 fund in order to contribute funds for an economic analysis of a Prince William Sound borough  
**Meyer** spoke in favor, she said we need a study done including Girdwood to see if it is economically viable. **Guard** asked how we picked \$20K for us if it costs \$48K for the study, why not a 3 way split. **Stavig** said there has been an updated cost of \$54K for the study and we're now being asked for \$25K - Whittier to contribute \$9K and Girdwood to pay the rest (\$20K) - based on population. Girdwood also to pay their own part of the study concerning detachment and incorporation as a City and to cover the overhead costs. **Allison** agrees with the idea of an economic study, he thinks this was brought about rather quickly, surprised us as a community and now we're being asked to pay the lion's share of the study. We need first to have a conversation with the key stakeholders in the community amongst ourselves. He is fine with us contributing as far as information and he wants us included in the study but doesn't want to pay that much for them. **Schaefer** opined that to have that discussion with the key stakeholders, that would all be speculative, we need this small investment, this study, which would determine the pros and cons, to have information for the stakeholders to discuss.

**M/Allison S/Guard** to refer to staff. For more council members to hear about this and/or to negotiate with Girdwood. **Meyer** has hesitation with referring because they are anxious to get going and she fears they could leave us out and move on to their next idea. They could do it with Whittier only and possibly get a hold of the western side of PWS and we'd lose any control over things happening there. **Meyer** said her fear would be the model PWS borough being broken up. She would prefer that Cordova remained engaged in the process.

Vote on the motion: 3 yeas, 1 nay (Meyer), 3 absent (Burton, Jones, Wiese). Motion was approved.

**26a.** Resolution 08-18-20 A resolution of the City Council of the City of Cordova, Alaska, authorizing the city manager to enter into a five-year lease of property legally described as a portion of USS 2637 approximately 1,203 square feet of instructional space on the Cordova Jr/Sr High School campus with the University of Alaska, on behalf of the University of Alaska, Prince William Sound College's Cordova Campus

**M/Meyer S/Schaefer** to approve resolution 08-18-20 a resolution of the City Council of the City of Cordova, Alaska, authorizing the city manager to enter into a five-year lease of property legally described as a portion of USS 2637 approximately 1,203 square feet of instructional space on the Cordova Jr/Sr High School campus with the University of Alaska, on behalf of the University of Alaska, Prince William Sound College's Cordova Campus

Vote on the motion: 4 yeas, 0 nays, 3 absent (Burton, Jones, Wiese). Motion was approved.

## **M. Unfinished Business**

**27.** Council action on extension of performance deed of trust request from Dan Nichols, Lot 2, Block 3 CIP

**M/Allison S/Guard** to extend Dan Nichol's "Performance Deed of Trust" substantial completion date to December 1, 2018.

**Allison** said his project has had delays for this that and the other, the request was for September 1 but that is in a couple of weeks and is not practical, so let's give him the rest of the fall and I know this is the last time I'll vote for an extension, so let's get it done.

Vote on the motion: 4 yeas, 0 nays, 3 absent (Burton, Jones, Wiese). Motion was approved.

## **N. New & Miscellaneous Business**

**28.** Council action on Disposal and Method of Disposal of 93,335 s.f. of ATS 220

**Mayor Koplín** apologized for not disclosing this earlier, but he was conflicted on this item (as executive director of CEC) so he passed the gavel to Council member **Schaefer**.

**M/Allison S/Meyer** to dispose of a portion of ATS 220 (93,335 s.f.) as outlined in Cordova Municipal Code 5.22.060 B by negotiating an agreement with Cordova Electric Cooperative to lease or purchase the property.

**Allison** said this is a property that they developed from the rock- it is vital for the community, they've been leasing, they want to purchase, he has no problem continuing to support CEC. **Schaefer** said she agrees with Council member **Allison's** sentiments and they have invested a lot in that piece of property, it is important for the community and it makes sense to her.

Vote on the motion: 4 yeas, 0 nays, 3 absent (Burton, Jones, Wiese). Motion was approved.

**29.** Approval of a \$5,000 match to NVE's Denali Commission grant to fund a facilitator toward defining a plan for Health Care in Cordova

**M/Schaefer S/Meyer** to approve participation with NVE on facilitated meetings with matching funding of \$5,000.

Executive Director of NVE, **Kerin Kramer** approached the table to answer questions for Council. **Meyer** asked when this would begin. **Kramer** said, if the City funds the \$5,000, they would go out for RFP and bring the responses to the City for a joint decision on the choice of facilitator. It is still open for discussion, but her idea was the facilitator would have meetings alone with NVE then alone with the City and then joint meetings. If this is all approved tonight, she'd like

to get the RFP out as soon as possible. *Schaefer* asked what she would see as the end product of the facilitated meetings. *Kramer* said she thinks it would be a relationship that would be conducive to collaboration on health care in Cordova, that would enhance the quality to all community members. *Schaefer* asked when we speak of the City - do we mean CCMC, which is a health care provider in the community. *Lanning* said that *Kramer* had told him that would be up to Council/the City to decide who is the City involved entity. *Lanning* asked *Kramer* a question: he said back when the tribal council met with city council several months ago NVE made it clear that they were going in a certain direction and they would continue in that direction, so he wonders how this project would fit in with that sentiment. *Kramer* said NVE has been committed to and remains committed to quality health care for tribal members and community members alike in Cordova. NVE is reaching out and asking the City of Cordova to be a part of that. If the City determines it does not wish to be a part of that, NVE will continue on their path. *Allison* said he wants to participate, he is in support of this. Regardless of which path either one of us want to go down, health care will always be a community concern and it will always involve the City and it will always involve the Village. We want to work together, to work on something that will provide a benefit to the community as a whole. *Meyer* agreed with *Allison*, a good working relationship is needed between the City and NVE. *Kristin Carpenter* the CCMC Authority Board president asked to make one comment. The memo in the packet referenced roadblocks and she just hoped that this could be more characterized as collaboration. Vote on the motion: 4 yeas, 0 nays, 3 absent (Burton, Jones, Wiese). Motion was approved.

30. Council concurrence of Mayor's appointment to fill vacancy on P&R Commission

*M/Allison S/Schaefer* to concur with Mayor Koplin's appointment of **Ryan Schuetze** to the Parks and Recreation Commission for a term through November 2021.

*Schaefer* said the seat has been vacant for a couple of months and it will be nice to have a full commission and thanks to **Ryan** for stepping up. *Meyer* also thanked the volunteers in Cordova, especially *Schuetze*.

Vote on the motion: 4 yeas, 0 nays, 3 absent (Burton, Jones, Wiese). Motion was approved.

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

*Mayor Koplin* mentioned on longer term radar, there will be 3 Council seats and Mayor seat open at March 2019 election. Next meeting, we anticipate a couple of Planning Commission items and the CIP list for Council, as well as the refuse truck and borough expenditure item to be back.

#### O. Audience Participation - none

#### P. Council Comments

*Allison* thanked the chamber for great events on the Fourth of July and Salmon Jam, he also was going to bring up the council spots coming up in March and when you consider whether you are going to run again or run at all you should consider your availability as we haven't had a meeting in 2 months and it puts a lot of pressure on staff to have to keep things going whether we meet or not. He thanked the people for coming out tonight and he thanked *Guard* for calling in tonight.

*Guard* said we don't usually run into these extreme problems like we did this year, it is an important segment of community represented by those who are busiest in summer - we will try to do better it has been a unique timing issue this summer.

*Schaefer* thanked *Renfeldt* for her presentation and thanked *Schuetze* again for Parks and Recreation.

*Meyer* echoed the thanks already given.

#### Q. Adjournment

*M/Allison S/Meyer* to adjourn the meeting.

Hearing no objection Mayor Koplin adjourned the meeting at 9:18 pm.

Approved: September 5, 2018

Attest:   
Susan Bourgeois, CMC, City Clerk

