

Regular City Council Meeting
October 2, 2019 @ 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 October 2, 2019, 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**, **Melina Meyer**, **Anne Schaefer**, **David Allison** and **David Glasen**. Council members **Ken Jones** and **Jeff Guard** were absent. Also present were Student Council Representative **William Deaton**, City Manager **Alan Lanning** and City Clerk **Susan Bourgeois**.

D. Approval of Regular Agenda

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

Vote on the motion: 5 yeas, 0 nays, 2 absent (Jones, Guard). Motion was approved.

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

F. Communications by and Petitions from Visitors

1. Guest speakers - **Robin Irving**, a retired AMHS employee spoke to Council about some specific ideas she had concerning scheduling that AMHS might be able to pursue so that Cordova could have some ferry service this winter. Specifically, she thought we could ask AMHS and DOT to bring the Tustumena in here at least one week per month. She mentioned that the fishing industry in Alaska is taxed, money goes directly into the general fund of the state of Alaska. There are 33 towns along the route of the AMHS, of those, at least 20 are valuable commercial fishing ports contributing 1% of gross fishing proceeds annually. (Kodiak, Cordova, Dutch Harbor, Adak, Chignik, Petersburg, Sitka, Juneau, etc.) Another point she made is that the state, AMHS, economists are always looking at the number of passengers to determine routes and service, they continually overlook vanloads of fish and the commerce that occurs on the AMHS. She said the ferries do receive federal highway dollars, she doesn't know exactly how that is spent. Lastly, she pointed out that the Kennicott was built partly with EVOSTC money and last week it was in PWS but the schedulers couldn't see fit to send it over between Cordova and Valdez when the SERVS employees/crews, etc. all needed to get from Valdez to Cordova to conduct an oil spill response training.

2. Audience comments regarding agenda items - none

3. Chairpersons and Representatives of Boards and Commissions

CCMCA Board - Chairman **Greg Meyer** reported they continue to work with PERS - all the payrolls have been entered, the number looks as though it is holding, we had guessed about \$150k on interest and penalties so as long as that is accurate, the \$1.145 million should be the actual number. Negotiations with NVE are going well - they are still in their assessment process - the information exchange between entities is going well - so far all positive. Last night there was a meeting with NVE representatives and CCMCA Board and the employees at the hospital and it was an update for employees, we gave as many answers to their questions as possible, it is still somewhat premature to be able to answer all the questions though. **Meyer** said the main concern of course is "will I have a job?"; he said that we will need everyone, we will need a fully operational hospital so he can imagine that pretty much no one will lose their job that doesn't want to. He will try to keep attending meetings to keep Council updated.

School Board - no report

4. Student Council Representative Report - **William Deaton** reported that Student Council met yesterday, a winter dance was discussed. The school had the first pep rally of the year, for the Cross-Country Team that was on the way to regionals - the boys team will be competing at State as well as **Anika Witsoe** and **Amy Hamberger** from the girls team. The vaping awareness campaign will continue throughout the year - there may be a table at the Cordova Child and Family Wellness Fair - the SAT is that same day, so they are working on arrangements still.

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 Sept 18, 2019 Regular Meeting

Vote on the approval of the consent calendar: 5 yeas, 0 nays, 2 absent. Meyer-yes; Jones-absent; Schaefer-yes; Guard-absent; Allison-yes; Glasen-yes and Bailer-yes. Consent calendar was approved.

H. Approval of Minutes

M/Schaefer S/Meyer to approve the minutes.

6. Minutes of the 09-18-19 Council Regular Meeting

Vote on the motion: 5 yeas, 0 nays, 2 absent (Jones, Guard). Motion was approved.

I. Consideration of Bids

7. Council direction to negotiate contract for purchase of a 2019 Midi-Excavator in the amount of \$130,970

M/Glasen S/Schaefer to direct the City Manager to negotiate a contract with *Yukon Equipment, Inc.* for the purchase of a 2019 Case CX80C Midi-Excavator for a sum not to exceed \$130,970.

Glasen said this will be paid for by Water and Sewer depreciation accounts which he is glad to see – he is in favor. *Schaefer* asked if there would be loss of functionality by switching from the backhoe that is used now to this Midi-Excavator. She also asked about the one we rent now, how much is that costing us and what about maintenance and repair costs. *Greenwood* said the excavator we rent now is \$4,000 per month and it needs to be transported to and from Anchorage. She said the backhoe we own is old and needs to be repaired often – she doesn't have a dollar amount to put to it, she could get that information from the mechanics in the Streets department though. As far as functionality, she said the Midi-Excavator is more functional, can get into places that the backhoe cannot, will have more and varied uses. *Allison* asked if we still have the rental – *Greenwood* says it is going back to Anchorage this week. *Allison* asked how critical it is to do now, he would prefer these items get budgeted, could it wait until after January? *Greenwood* said this piece of equipment is available now in Anchorage otherwise would take 6-8 months to order, which is why she is making the request now. *Allison* said because of that circumstance, he is willing to support this, he'd prefer it be in the budget. *Meyer* asked if we would be able to get rid of the backhoe, i.e. she just wants us to not be piling up old vehicles. *Greenwood* said she doesn't think it is worth much to sell, nor would anyone want it, but we will not continue to use it, we will be sending it away. *Bailer* said he will not support this, he thinks we should be looking at auction sites and at least explore the cost differential in buying something that is a few years old vs brand new.

Vote on the motion: 4 yeas, 1 nay (Bailer), 2 absent (Jones, Guard). Motion was approved.

7a. Council Approval of City Manager Employment Agreement with *Helen Howarth*

M/Schaefer S/Meyer to approve the City Manager Employment Agreement effective October 2, 2019 between the City of Cordova and *Helen Howarth*.

M/Meyer S/Glasen to go into an executive session to discuss terms of the City Manager Employment Agreement with Helen Howarth, subjects which may be considered are matters the immediate knowledge of which would clearly have an adverse effect on the finances of the government.

Vote on the motion: 5 yeas, 0 nays, 2 absent (Jones, Guard). Motion was approved.

Council entered executive session at 7:23 pm and came back into regular open session at 7:45 pm. *Mayor Koplín* stated that Council discussed the terms of the employment agreement and no action was taken in the executive session.

M/Allison S/Meyer to approve the City Manager employment agreement effective October 2, 2019 between the City of Cordova and Helen Howarth.

M/Allison S/Meyer to amend the employment agreement as follows: section 2. Shall commence as of October 2, 2019 and shall expire on January 15, 2023; section 5. Compensation - change to \$130,000; section 8. Benefits – the attorney will need to reword this similar to Manager Robertson's as she will waive the City health insurance; and lastly, section 15. Other Employment add the word "written" between prior and approval.

Allison said for clarification and for the record, Council and *Howarth* wanted a 3-year contract but not one that would end right before budget time, so they made it 3 years and 3 months, to January. The additional compensation was in lieu of the City health insurance benefit, and the word written helps solidify that clause, not just council approval but approval in writing. *Mayor Koplín* also clarified that she will start as an employee on October 2 but her official duties as Manager won't start until October 18, so *Alan Lanning* is the City Manager through October 17. *Allison* said if there are questions as to who the manager is, *Manager Lanning* is for now and until October 18, *Ms. Howarth* is in a learning capacity, a transitional capacity until October 18.

Vote on the motion to amend: 5 yeas, 0 nays, 2 absent (Jones, Guard). Motion was approved.

Vote on the motion as amended: 5 yeas, 0 nays, 2 absent. Glasen-yes; Jones-absent; Meyer-yes; Schaefer-yes; Allison-yes; Bailer-yes and Guard-absent. Motion was approved.

J. Reports of Officers

8. Mayor's Report - **Mayor Koplín** reported that he has reached out to First Alaskans two or three times and he hasn't had a response - he will continue to work on that, it is taking them up on an offer to come present a training on Tribal Governance; he also had a written report in the packet.

9. Manager's Report - City Manager **Alan Lanning** said he's been working on the 2020 budget. He has also been trying to wrap up some personnel issues and has worked with **Helen** on transitioning and they will meet again next Monday and Tuesday. **Bailer** thanked **Lanning** for working with **Helen**, she had mentioned to Council that he has been more than gracious, and he appreciates that.

10. City Clerk's Report - **Bourgeois** had nothing to add to her written report.

K. Correspondence

11. 09-13-19 C. Weaverling letter re Comprehensive Plan comments

12. 09-18-19 Mayor Koplín letter re AMHS Mismanagement Impacts

13. 09-18-19 Christa Hoover, CRPWSMA letter supporting Res 09-19-39

14. 09-23-19 Email from J. Burton re City Manager spending authority

Bailer commented that he'd like to take up the spending authority issue as mentioned in this email from **James Burton** - maybe Council could discuss at Pending Agenda.

L. Ordinances and Resolutions

15. Ordinance 1177 An ordinance of the City Council of the City of Cordova, Alaska amending Cordova Municipal Code 5.12.200 by increasing the local bidder preference from 5% to 15% - 1st reading

M/Allison S/Bailer to adopt Ordinance 1177 an ordinance of the City Council of the City of Cordova, Alaska amending Cordova Municipal Code 5.12.200 by increasing the local bidder preference from 5% to 15%

Allison said he has the same comments from last meeting, he thinks 15% is appropriate as it helps keep some of that money in town where it can go around and around instead of straight out of town; he thinks it is worthwhile and he will support it. **Meyer** said she will support it, she thinks the jump from 5% to 15% seems a lot at one time, she knows they can go back and change it again if it does appear to be too much.

Vote on the motion: 5 yeas, 0 nays, 2 absent. Allison-yes; Schaefer-yes; Guard-absent; Meyer-yes; Glasen-yes; Bailer-yes and Jones-absent. Motion was approved.

16. Resolution 10-19-41 A resolution of the City Council of the City of Cordova, Alaska, authorizing an amendment to the FY19 budget in the amount of \$130,970 to purchase a Midi-Excavator

M/Glasen S/Meyer to approve Resolution 10-19-41 a resolution of the City Council of the City of Cordova, Alaska, authorizing an amendment to the FY19 budget in the amount of \$130,970 to purchase a Midi-Excavator.

Bailer said he will vote no, he doesn't doubt the need for this piece of equipment, he believes there is a better way to procure this piece of equipment. **Allison** said these types of things belong in a budget, he will support it because of what the Public Works Director told us earlier, but in the future, he prefers to see these in a budget.

Vote on the motion: 4 yeas, 1 nay, 2 absent. Meyer-yes; Allison-yes; Glasen-yes; Schaefer-yes; Guard-absent; Bailer-no and Jones-absent. Motion was approved.

17. Resolution 10-19-42 A resolution of the City Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source contract with Robertson, Monagle & Eastaugh for federal lobbying services in the amount of \$3,750 per month

M/Allison S/Schaefer to approve Resolution 10-19-42 a resolution of the City Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source contract with Robertson, Monagle & Eastaugh for federal lobbying services in the amount of \$3,750 per month.

Allison asked the **Mayor** to speak to this for them. **Mayor Koplín** said he contacted Southeast Conference and they said that just about every town that has received federal funding to rebuild their harbor has had a federal lobbyist assisting them. This firm is the firm that has represented most of those communities. He said he was able to meet with them on one of his trips to DC - in speaking with other firms he even heard from them that harbor infrastructure/waterfront issues is this firm's niche. **Mayor Koplín** said he thinks we'd be putting ourselves at a disadvantage with the large federal grant application we have invested in, if we didn't have a firm like this representing us, looking out for us in Washington.

Allison said he supports this, it would come to less than 1% of the amount we are looking for in these grants. **Meyer** asked where the funds would be coming from. **Bailer** said he would support budgeting for 2020, letting the new city manager look into this; he can't support going into the contract without letting the new City Manager research, maybe contact these towns and look into whether they have lobbyists or not. Allison said he agrees, but this is really only us approving a few months and this is the time of year we need them working for us. If there wasn't the 30 day out clause, he might not support it either. **Schaefer** asked about whether there is a time-sensitive nature to this. **Mayor Koplín** said,

yes, he thinks yes, there are federal funding packages out already. **Lanning** said any help we can get for the BUILD grant prior to when they award in December is to our advantage. **Glaser** has spoken to Harbormaster **Schinella** who said that the other harbormasters that he knows have said this isn't worth the money. **Glaser** said he is not sold on this, he wondered if we could put this off. **Schaefer** said she wouldn't mind a short presentation from them; **Bailer** agreed and said he'd like the incoming City Manager to take a look too.

M/Bailer S/Meyer to refer to staff.

Allison said yeah, maybe reports from the new City Manager, the Harbormaster and maybe a presentation from the lobbyist firm as well. **Meyer** said she would be more apt to support if it was money spent from the Harbor Enterprise fund and not the General Fund.

Vote on the motion to refer: 5 yeas, 0 nays, 2 absent (Jones, Guard). Motion was approved.

18. Resolution 10-19-43 A resolution of the City Council of the City of Cordova, Alaska, supporting the Native Village of Eyak's Shepard Point Oil Spill Response Facility Project in attaining military assistance via the Innovative Readiness Training Program

M/Meyer S/Allison to approve Resolution 10-19-43 a resolution of the City Council of the City of Cordova, Alaska, supporting the Native Village of Eyak's Shepard Point Oil Spill Response Facility Project in attaining military assistance via the Innovative Readiness Training Program

Meyer said it seems as though over the year's councils have supported this project. NVE is currently supporting us in some grants and projects so she opined that approving this would be great for the relationship as well as for this project, she will support this. **Bailer** said he agrees, and this resolution is nothing groundbreaking.

Vote on the motion: 5 yeas, 0 nays, 2 absent (Jones, Guard). Motion was approved.

M. Unfinished Business - none

N. New & Miscellaneous Business

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

Bourgeois suggested the joint work session with School Board should be in November, maybe the second week in November before the School Board meeting. **Lanning** clarified that it would be really important that seven be present in the next couple of meetings because a couple of members missing in any of those could really derail things. Council also added the Manager's spending authority onto the pending agenda, possibly a discussion item at the next regular meeting.

O. Audience Participation - none

P. Council Comments

Allison thanked people for their work, welcomed **Helen** onboard. Thanked **Mr. Deaton** for his participation.

Glaser also welcomed **Helen**.

Schaefer welcomed **Helen** and thanked **Alan** for putting together the first budget draft.

Bailer echoed all the comments before him.

Mayor Koplín said he'd miss the next meeting, so he wanted to thank **Alan** for his service these last three years.

Q. Executive Session

~~20. Council discussion on potential losses and liabilities of CCMC in executive session because matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government.~~

This executive session was not required.

R. Adjournment

M/Bailer S/Schaefer to adjourn the meeting.

Hearing no objection Mayor Koplín adjourned the meeting at 8:45 pm.

Approved: October 16, 2019

Attest: 
Susan Bourgeois, CMC, City Clerk

