

**Regular City Council Meeting**  
**November 4, 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 7:05 pm on November 4, 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*, *David Allison*, and *David Glasen*. Council members *Jeff Guard* and *Anne Schaefer* were present via teleconference. Council members *Cathy Sherman* and *Melina Meyer* were absent. Also present were City Manager *Helen Howarth* and City Clerk *Susan Bourgeois*.

**D. Approval of Regular Agenda**

*M/Bailer S/Allison* to approve the agenda.

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

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

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

1. Guest speaker

a. Incident Management Team, Covid-19 update - City Manager *Helen Howarth* reported: 1) we are actively continuing our response from a health perspective and a public communications perspective, there are 6 individuals on the IMT, we meet every 2 weeks, we are keeping things going: airport ambassadors, testing in town 6 days per week; we are at a place of careful participation in our community with most places are open and functioning.

2. Audience comments regarding agenda items - none

3. Chairpersons and Representatives of Boards and Commissions

*Tom Bailer*, City representative to the PWSAC Board reported that the executive director has resigned - it was on good terms and they are looking now for a new manager. Currently, *Tom Carpenter* is the president of the board and many of the executive committee are Cordovans which is always good.

*Greg Meyer*, CCMCA Board chair was present via teleconference and reported: 1) staff has been busy with Covid preparations and spending Covid funding: \$180,000 on a centralized monitoring system, a new 4WD wheelchair accessible van, an upgraded and updated nursing call system for \$150,000, new telephone system, digital X-ray machine, new HVAC system, there is about \$3 million in Covid money left to spend; 2) he spoke with NVE, *Bert Adams* today, they are still on board - they are dealing with Covid like everyone else, they have a few new board members, he figures we should give it a few months and maybe they'd get us something by March.

Council questions: *Schaefer* asked if there has been a completed 2019 audit yet. *Meyer* said yes, he will get that to *Howarth*.

4. Student Council representative - vacant

**G. Approval of Consent Calendar**

5. Minutes of the 10-21-2020 Regular Council Meeting

6. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of the following: Council member Cathy Sherman from the October 21, 2020 Regular Meeting

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

**H. Approval of Minutes - in Consent Calendar**

**I. Consideration of Bids - none**

**J. Reports of Officers**

7. Mayor's Report - *Mayor Koplín* reported: 1) he's been working with *Bitney* between now and December 15 they hope to get the Tier I Harbor grant into the Governor's budget; 2) he's working on an ADF&G letter - to support a grant proposal.

8. Manager's Report - City Manager **Helen Howarth** reported: 1) an update on the Cordova Cash program – launching this in the next couple of weeks – over 2,000 individual applicants, about 80 businesses have signed up as recipients – we're devoting about \$925,000 to that program – feeling really good about it, generated a lot of interest in the community, cards will be good for 1 year from date of issue.

9. City Clerk's Report – **Bourgeois** reported: 1) there are vacancies upcoming on Harbor Commission, Parks and Rec, Planning Commission, Historic Preservation Commission and Library Board – she asked Council members to talk those up with citizens, we will be appointing at the first December meeting.

#### **K. Correspondence**

10. 10-20-20 Mayor Koplín letter of support for PKS Ocean Plastic Recycling

11. 10-22-20 Mayor Koplín letter of support for Alaska Air Essential Air Service

12. 10-22-20 USDA News Release re Public Feedback on Outdoor Projects

12a. 10-22-20 Mayor Koplín letter to Governor re Fast Ferry Interest

12b. 10-29-20 PWSRCAC letter to DC delegation re deficiencies in PWS

#### **L. Ordinances and Resolutions**

13. Ordinance 1192 An ordinance of the Council of the City of Cordova, Alaska, repealing and reenacting Cordova Municipal Code Title 2 “Elections” to update and clarify the City election process, add authority to modify voting requirements during an emergency, adopt an early voting process and expand the vote by-mail process to promote and support remote voting – 2<sup>nd</sup> reading

**M/Allison S/Bailer** to adopt Ordinance 1192 An ordinance of the Council of the City of Cordova, Alaska, repealing and reenacting Cordova Municipal Code Title 2 “Elections” to update and clarify the City election process, add authority to modify voting requirements during an emergency, adopt an early voting process and expand the vote by-mail process to promote and support remote voting.

**M/Allison S/Bailer** to amend the ordinance proposed section 2.04.090 to delete the word ordinance and replace it with resolution subject to a public hearing.

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

**Allison** and **Bailer** asked the City Clerk about section 2.24 Election Emergency Plan. **Bourgeois** was able to answer questions and they seemed comfortable with the section. **Schaefer**, **Guard** and **Glasen** said they would support the ordinance.

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

14. Resolution 11-20-39 A resolution of the Council of the City of Cordova, Alaska, placing a ballot proposition before the voters at the Regular Election of March 2, 2021 amending Section 5-19 entitled “Personal Interest” to clarify the language and expand the city's ability to purchase, exchange, sell and contract with elected officials and the city manager without competitive procurement so long as council approves sales, purchases, exchanges or contracts of substantial value via ordinance and the city publicly discloses the essential terms of all such transactions

**M/Bailer S/Allison** to approve Resolution 11-20-39 A resolution of the Council of the City of Cordova, Alaska, placing a ballot proposition before the voters at the Regular Election of March 2, 2021 amending Section 5-19 entitled “Personal Interest” to clarify the language and expand the city's ability to purchase, exchange, sell and contract with elected officials and the city manager without competitive procurement so long as council approves sales, purchases, exchanges or contracts of substantial value via ordinance and the city publicly discloses the essential terms of all such transactions

**Allison** said this was discussed with the City Attorney and she has written this taking Council's comments into account in this language. He said we will have to explain this well to citizens that this isn't Council trying to pad anyone's pockets but instead we want the City to have the flexibility in a small community to get projects done. Glasen supports putting this in front of the voters. **Guard** and **Schaefer** also said they are in favor. **Schaefer** pointed out a small typo in the resolution which the Clerk said she could fix without a formal amendment.

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

15. Resolution 11-20-40 A resolution of the Council of the City of Cordova, Alaska, continuing the City's declaration of a local emergency arising from Covid-19

**M/Bailer S/Schaefer** to approve Resolution 11-20-40 A resolution of the Council of the City of Cordova, Alaska, continuing the City's declaration of a local emergency arising from Covid-19

*Schaefer* said she supports this; the pandemic is not over, and this will allow us to get federal and state assistance should it become available again. *Allison* said he doesn't support this; he doesn't believe we are in an emergency. *Guard* and *Glaser* spoke in favor of this.

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

#### M. Unfinished Business

16. Overview of E-911 and City addressing, Council discussion - after some discussion and questions and answers, Council opted to direct the manager to report back to them - what they seemed most interested in doing was getting moving on updating City addressing. They discussed at Pending Agenda and came up with a report back after the first of the new year.

#### N. New & Miscellaneous Business

17. Discussion of COVID-19 Emergency Response

Bailer offered praise to City staff, hospital staff, NVE staff

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

*Bailer* mentioned the City Manager's evaluation on the PA - listed as in October. *Mayor Koplín* said he'd get the packets out to Council. They also put addressing on Pending Agenda for a report back with a recommendation after January 2021.

*Glaser* mentioned the extremely unsafe conditions when roads are slick on the highway near Mavis Island. He wondered if the *Mayor* could somehow contact DoT, perhaps a guardrail there would be considered.

#### O. Audience Participation - none

#### P. Council Comments

*Guard* thanked staff, thanked *Paul Trumblee* for the E-911 report.

*Glaser* echoed the thanks to *Helen*, staff.

*Bailer* thanked the poll workers for the recent election. No place easier to vote than in Cordova.

#### Q. Executive Session

19. Disposal of ASLS 79-258 in executive session because it is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

*M/Allison S/Glaser* to go into executive session to discuss disposal of ASLS 79-258 which is a topic for executive session because it is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

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

*Mayor Koplín* recessed the meeting at 8:23 pm to clear the room.

Council entered the executive session at 8:25 pm and came back into open session at 8:57 pm.

*Mayor Koplín* said no decisions were made in the executive session.

#### R. Adjournment

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

Hearing no objection *Mayor Koplín* adjourned the meeting at 8:58 pm.

Approved: November 18, 2020

Attest:   
Susan Bourgeois, CMC, City Clerk

