

**CITY COUNCIL REGULAR MEETING
JANUARY 16, 2013 @ 7:30 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Mayor James Kallander called the Council Regular Meeting to order at 7:30 pm on January 16, 2013, in the Library Meeting Room.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor James Kallander led the audience in the Pledge of Allegiance.

C. ROLL CALL

Present for roll call were *Mayor James Kallander* and Council members *James Kacsh*, *Bret Bradford*, *David Reggiani* and *Robert Beedle*. Council members *Tim Joyce*, *David Allison* and *EJ Cheshier* were present via teleconference. Also present were Interim City Manager *Don Moore*, Assistant City Manager *Cathy Sherman* and City Clerk *Susan Bourgeois*.

D. APPROVAL OF REGULAR AGENDA

M/Kacsh S/Bradford to approve the Regular Agenda.

Vote on motion: 7 yeas, 0 nays. Cheshier-yes; Bradford-yes; Beedle-yes; Joyce-yes; Kacsh-yes; Allison-yes and Reggiani-yes. Motion passes.

E. DISCLOSURES OF CONFLICTS OF INTEREST - none

F. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Guest Speaker – none

2. Audience comments regarding agenda items - none

3. Chairpersons and Representatives of Boards and Commissions

Harbor Commission representative *Beedle* reported on last Wednesday's noon meeting where they worked on the North Fill layout plan – a plan for how the boat launch would work – a maintenance area and boat storage, they drew up some conceptualls. *Tony Schinella* will then be taking it up to *Moe* and *Don* for more details. They looked at the floats for the new ramp. *Don Moore* was at the Harbor Commission meeting and it was nice to see him there.

HSB chair *Allison* reported the board had just met previous to this Council meeting and they approved a contract with CH2MHill for siding on the hospital which will come before Council at our next meeting. Council will also see financing options for the EHR project at the next meeting. The budget and financials looked good – better for the second 6 months. Also, *Ilanka* negotiated a one month lease extension due to remodel problems at their new location. So they will be in the clinic location until February 16 now.

P&Z representative *Reggiani* reported that *P&Z* met and the commission is working on land disposal maps and will be bringing forward a recommendation to Council soon.

P&R representative *Kacsh* stated that they had met on Monday and had a presentation from the Copper River Watershed Project about Odiak Pond. The commission also discussed possibilities involving ownership/management of the Odiak Camper Park. Next meeting they will be discussing community outreach because the numbers of kids attending Bidarki youth programs has declined.

School Board representative *Bradford* said the board met and it was a good meeting, nothing alarming and that *Keel* would be giving her superintendent's report shortly.

4. Superintendent's Report

Theresa Keel said there were a few building issues, the largest of which was a glycol leak under room seven at the high school – it happened on Sunday but they weren't aware of it until Monday and the entire supply of glycol bled out of the system. The line is repaired but glycol needs to be ordered. This makes

the discussion of the heating system at the high school even more urgent. Maybe an audit is necessary and we can search for grants to upgrade the system – i.e. make it monitorable as is the one at Mt. Eccles. Roof is still leaking – an insurance issue – they may wind up putting a whole new roof on the high school. High school kitchen stoves all went out at once. Parts are on order.

5. Student Council Representative's Report – there was no student council rep in attendance

G. APPROVAL OF CONSENT CALENDAR

Mayor James Kallander informed Council that the consent calendar was before them.

Joyce pointed out a typo in Resolution 01-13-01 – the Clerk said she would remedy that before the resolution was signed.

6. Waive right to protest renewal of liquor license for Loyal Order of Moose #1266 – Club License # 747

7. Resolution 01-13-01

A resolution of the City Council of the City of Cordova, authorizing the City Manager to enter into a 2 year lease of property legally described as Lots 3, 4 & 5, Block 8, Original Townsite with the Chamber of Commerce

8. Resolution 01-13-02

A resolution of the City Council of the City of Cordova, Alaska approving UBS corporate resolution

Vote on Consent Calendar: 7yeas, 0 nays. Cheshier-yes; Kacsh-yes; Beedle-yes; Bradford-yes; Allison-yes; Reggiani-yes and Joyce-yes. Consent Calendar was approved.

H. APPROVAL OF MINUTES

M/Kacsh S/Bradford to approve the minutes.

9. Minutes of 12-19-12 City Council Public Hearing

10. Minutes of 12-26-12 City Council Special Meeting

Vote on motion: 7 yeas, 0 nays. Joyce-yes; Allison-yes; Beedle-yes; Cheshier-yes; Reggiani-yes; Bradford-yes and Kacsh-yes. Motion passes.

I. CONSIDERATION OF BIDS

11. Award bid for Back-Up Power Generator

M/Kacsh S/Allison to direct the City Manager to enter into a contract with Cordova Electric Cooperative to purchase a generator for a sum of \$75,000.

Joyce mentioned that he had forgotten to declare a conflict earlier but that he is on the Board of the Cordova Electric Cooperative. *Mayor Kallander* agreed that was a conflict and asked *Joyce* to recuse himself.

Vote on motion: 6 yeas, 0 nays, 1 conflict of interest (Joyce). Kacsh-yes; Cheshier-yes; Joyce-conflict of interest; Allison-yes; Beedle-yes; Reggiani-yes and Bradford-yes. Motion passes.

J. REPORTS OF OFFICERS

12. Mayor's Report *Mayor Kallander* stated that over vacation he kept in touch with *Cathy* and *Don* and most of what he did between last meeting and this meeting is writing the EVOS letter in the packet tonight. He will let *Cathy* speak to that in a bit.

13. Manager's Report

Don Moore stated he began work on Tuesday and he is quickly catching up on all the back history of the current goings on in the City. He's learning about the Cordova Center, land issues with Science Center, etc. He is so far impressed with the staff he's met already. He has met with Superintendent plans to meet with CCMC administrator and NVE. Personnel shows that turnover at the City is 35% over six months – this is mostly good news – too high means a set of problems exists in the organization which aren't being dealt with. If turnover is low, it doesn't mean much except that nothing else is going on in a community and if you land a City job you stay there. He thinks Cordova's a dynamic place. Also, the spread of turnover is throughout the City. He mentioned some new hires: *Barbara Webber* – front desk, *Shannon*

Joekay assistant planner, **Denis Keogh** – curator of collections. He would like to meet with Council about the City Manager search – i.e. if they want changes in the packet of materials being sent/asked of prospective managers. This will be decided at Pending Agenda. He will also be proceeding post haste with recruitment of a new police chief. As far as boards and commissions, he intends to attend as many meetings as he can, at least initially.

Moore asked **Sherman** to report to Council on the Cordova Center. She handed out a written report. Phase I – Dokoozian Construction is offsite but there are lingering issues and we have not given them “substantial completion”. Window leaks, atrium foyer leaks and they have yet to produce radiant floor mapping. Today a third party, forensic windows specialist was in town today assessing the leaks in the Cordova Center as well as at Mt. Eccles. She had been hoping to get Phase II to Council by this meeting but too close to the deadline. By February there will be even more information ready to go – she would like to shoot for a work session on Cordova Center. **Don Moore** continued and expressed his gratitude with **Cathy Sherman** how she maintained the office and kept things organized.

Mayor Kallander said he would like council concurrence to direct the City Manager to complete three things concerning the Cordova Center by the second meeting in February (i.e. February 20). His idea is to have Council much more involved in decision making as we develop a business plan, etc. 1) provide a construction schedule and discuss pros and cons of phasing of Phase II vs. waiting to start Phase II until all financing is in place. 2) provide a plan for staffing, maintenance, marketing for event-planning and facilitation. 3) provide a reverse schedule from the date of the grand opening of the Cordova Center which will include the timing of trigger points that will require action by Council and staff – including the anticipation of new staff and the re-tasking of existing staff with job descriptions and necessary qualifications.

Mayor Kallander said he is anxious to get the Council engaged. This gives the City Manager five weeks. Council did concur with the **Mayor's** suggested direction to the City Manager.

14. City Clerk's Report

Bourgeois reported that she had also been away and wanted to thank Deputy Clerk Tina Hammer for doing a great job in her absence. An initiative petition had been filed with the Clerk's office while she was away but it was not timely enough to be able to be a proposition on the March 5, 2013 Regular Election. The sponsor understands the timing and will continue to gather signatures to submit within the thirty-day time frame and knows it will make the 2014 election. In the interim, the sponsor and supporters make seek Council action in changing code as they are proposing. The Election preparations continue as declaration of candidacy opened January 8 and closes February 5. There are two school board seats, three Council seats and the Mayor's seat open. So far **Reggiani** and **Mayor Kallander** have declared for their two respective open seats and that is it.

15. Staff Reports 4Q 2012 Reports

- a. **Tony Schinella**, Harbormaster
- b. **Paul Trumblee**, Fire Marshal, CVFD
- c. **Miriam Dunbar**, Library Director
- d. **Moe Zamarron**, Public Works Director
- e. **Jon Stavig**, Finance Director

Jon said he has a great challenge before him; he is in transition mode between previous finance director and himself – just trying to get up to speed. He is open to suggestions on different reports that Council might want to see presented to them. He is working on figuring out the day-to-day flow of business, the cash flow of City funds and the priorities of the department. Council asked if the audit was scheduled and **Cathy Sherman** said that it was scheduled for the week of April 22, 2013.

- f. **Bob Griffiths**, Chief of Police
- g. **Samantha Greenwood**, City Planner

h. **Susie Herschleb**, Park & Recreation Director

K. CORRESPONDENCE

- 16. Varied public emails in re support for Whitshed path
- 17. Mayor letter to Senator Murkowski 12-21-12
- 18. Mayor letter to Senator Begich 12-21-12
- 19. Mayor letter to Representative Young 12-21-12
- 20. Mayor letter to EVOSTC 12-26-12

L. ORDINANCES AND RESOLUTIONS - none

M. UNFINISHED BUSINESS

- 21. Samson Land Swap Summary and Cost Estimate

M/Kacsh S/Allison to approve the scope and budget for the Samson/CoC land swap and direct the City Manager to identify a source of funds to execute the work.

Kacsh said he did not know this would cost so much. He also said he knows it would enhance both Samson's and the City's use of land down there and that it has been in the works for a while. He wondered if we could analyze this further. **Bradford** supports the project but knows it is not budgeted and the equivalent is one mill. He wondered if we can put it off for a year. **Mayor Kallander** said he agrees that it is more money than had been anticipated but the cost is in materials. Don Moore said that a part of that memo speaks to funds that have already been spent, i.e. the \$19K so what is being asked for here is \$90K – the amount needed for 2013. **Beedle** said he would like to explore another source of funding. **Bradford** said this has taken a long time and these negotiations with Samson were not easy. **Reggiani** said that the actual amount seems to be closer to \$90K. **Beedle** said he would like to wait another meeting – look at the numbers more. **Joyce** said this is to our benefit and we have pushed Samson and there was public pressure to consolidate down there instead of filling new land – so the City listened and went ahead with this option. **Joyce** said that the Harbor borrowed money from the Permanent Fund when we bought the Travelift so maybe this is something that could be added onto that payback schedule. He said he is ready to act on this and it is well worth it. **Allison** agreed – too much work has been done, he is in support of funding as **Joyce** mentioned. **Cheshier** said he is ready to go on this. **Mayor Kallander** said he does hope Council is prepared to go on this because he spent many hours in meetings with Samson's owners, he always checked back in with Council and he has given his word.

Vote on motion: 7 yeas, 0 nays. Kacsh-yes; Bradford-yes; Joyce-yes; Cheshier-yes; Beedle-yes; Reggiani-yes and Allison-yes. Motion approved.

N. NEW & MISCELLANEOUS BUSINESS

- 22. Contract Approval of Samson Electrical

M/Kacsh S/Bradford to direct the City Manager to enter into a contract with Northern Lights Electrical Company to re-feed the electrical services to Samson Tug and Barge's shop, office and power distribution van for a sum of \$79,505.50.

Beedle said that in light of last discussion, he is in favor of this. Bradford asked if we had other responses. **Josh Hallquist** said no, there was only this one.

Vote on motion: 7 yeas, 0 nays. Bradford-yes; Reggiani-yes; Allison-yes; Cheshier-yes; Kacsh-yes; Joyce-yes and Beedle-yes. Motion approved.

- 23. Pending Agenda and Calendar

Council decided to have a special meeting to handle the two Hospital items (EHR financing and contract for siding) and then to have a work session that the City Manager has requested for City Manager recruitment and Police Chief recruitment. These would be held at noon for the Special meeting and then the work session immediately following. **Mayor Kallander** also mentioned a Cordova Center work

session which would be later in February. Council decided to schedule that on Thursday February 21 at 7pm.

O. AUDIENCE PARTICIPATION

Cindy Appleton wanted to give kudos and echo what **Don** said about **Cathy Sherman** – she stepped right in as manager the next day and was accessible and easy to talk to. Now, **Don** is here and available and asks perceptive questions and she looks forward to working closely with him. She thanked Council for voting on the Samson land swap deal and she reminded Council that we specifically went to that spot because it offered room for growth. In doing grants for the City she said that the now-closed EDA grant is an example of how the granting agencies give money but then pay attention to the follow-up reports that she completes to see if the City has followed through with the plans as stated in grant applications etc. So, she said it will look good that we did in this instance.

Cathy Sherman said that CEC has donated storage space for many years for museum pieces that were not on exhibit. She said that she got word today that with their new tenant moving in they may be giving us thirty day notice so she is looking for storage now – about a one-car garage size and it needs to be heated. She thought she would just get the word out so Council and others could brainstorm.

P. COUNCIL COMMENTS

22. Council Comments

Beedle said he wanted to really complement the nurses and staff at the hospital, an amazing experience they do a wonderful job. He also welcomed **Don**.

Allison also welcomed **Don** and **Jon Stavig**. He agrees that it is great how **Cathy** has stepped in several times and he hopes she has an ok vacation and tried not to think about too many things.

Joyce echoed the welcome to **Don** and said he would be back for the next regular meeting.

Cheshier welcome **Don** and **Jon** and thanks to **Cathy**.

Kacsh echoed how **Cathy** stepped up to the plate and that the whole City staff that came ready to work when it was necessary. He appreciates everyone that works for the City.

Mayor Kallander offered thanks to everyone as well – he reiterated that **Cathy** always steps up to the plate.

Council stood in recess to clear the room for the executive session. Recess was from 8:50 pm until 08:55 pm.

Q. EXECUTIVE SESSION

31. Cordova Center request for equitable adjustment

M/Bradford S/Beedle to enter into executive session to discuss Cordova Center request for equitable adjustment which is a matter the immediate knowledge of would clearly have an adverse effect upon the finances of the City government.

Vote on motion: 7 yeas, 0 nays. Bradford-yes; Reggiani-yes; Cheshier-yes; Kacsh-yes; Joyce-yes; Allison-yes and Beedle-yes. Motion approved.

Council entered executive session at 8:55 pm; Council came out of executive session at 9:10 pm. **Mayor Kallander** said they discussed finances with the Manager and no action was taken.

R. ADJOURNMENT

M/Kacsh S/Allison to adjourn the regular meeting at 9:10 pm

Vote on motion: 7 yeas, 0 nays. Motion passes.

Approved: February 6, 2013

Attest: _____

Susan Bourgeois, City Clerk

