

Regular City Council Meeting
April 21, 2021 @ 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 April 21, 2021, 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 **Cathy Sherman, Melina Meyer, David Allison,** and **David Glasen**. Council members **Tom Bailer** and **Jeff Guard** were present via teleconference. Council member **Anne Schaefer** was late to the meeting, arriving via teleconference at 8:25 pm. Also present were City Manager **Helen Howarth** and City Clerk **Susan Bourgeois**.

D. Approval of Regular Agenda

M/Allison S/Glasen to approve the agenda.

Mayor Koplín said that City Attorney suggests changing the motion for executive session item 27.

M/Meyer S/Sherman to amend the agenda by changing the motion for e.s. item 27 to: enter an executive session for the presentation of NVE's proprietary information regarding NVE grant opportunities and options for collaboration between the City and NVE in the provision of community medical service, in executive session because those are matters which by law, municipal charter or code which are required to be confidential.

Vote on the amendment: 6 yeas, 0 nays, 1 absent. Meyer-yes; Allison-yes; Bailer-yes; Guard-yes; Sherman-yes; Glasen-yes and Schaefer-absent. Motion to amend was approved.

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

E. Disclosures of Conflicts of Interest and ex parte communications

Council member **Meyer** declared a conflict on agenda item 9 because she is employed at the Reluctant Fisherman.

F. Communications by and Petitions from Visitors

1. Guest speaker

a. Incident Management Team, COVID-19 Update - Dr. Hannah Sanders reported: we've been continuing with vaccine clinics and it has slowed some because so many have been vaccinated now, we have enough to offer to those visiting the community also.

Glasen asked a question - if everyone who wants a vaccine has gotten a vaccine, can we remove the mask mandate? **Sanders** said that she'd like it to remain in place through the end of May as our seasonal influx of people arrive and then they will still suggest that the community continue to abide by the CDC guidelines regarding masking - when you're in public indoor spaces with non-household members.

2. Audience comments regarding agenda items

Barb Jewell of 2.2-mile Whitshed Rd, commented on the executive session item - she said she appreciates that the clarification was made with the amendment but the published agenda item was very unclear and lacks transparency - it appears as though these conversations are being conducted behind closed doors and away from public scrutiny.

3. Chairpersons and Representatives of Boards and Commissions

CCMC report - **Dr. Hannah Sanders** reported: 1) second month of positive cash flow - not completely due to CARES funding, they have been more efficient as far as service delivery and have updated billing practices. 2) she spoke with Governor's assistant, **Bill Thomas** about some of these shovel-ready projects that could get infrastructure funding.

School Board report - **Barb Jewell** reported: 1) looking at school calendar, a little later than usual because we are considering some of the lessons we've learned about what works better; 2) they've been working on budget, it's the scariest one she's seen since she's been on school board - there are some goals they wanted to try to meet, that they probably won't get to, particularly Pre-K and some other literacy goals and expanding career and technical programs.

4. Student Council representative - no report

G. Approval of Consent Calendar - item 9 was removed due to the previously reported Conflict of interest; it was placed as item 22a.

5. Resolution 04-21-17 A resolution of the Council of the City of Cordova, Alaska authorizing specific officers of the City of Cordova as signers of City checks, vouchers, notes, and other documents as authorized by the City Council
 6. Resolution 04-21-18 A resolution of the Council of the City of Cordova, Alaska approving the final plat of Thorne Lake Estates
 7. Resolution 04-21-19 A resolution of the Council of the City of Cordova, Alaska adopting a Historic Buildings Survey Plan as an attachment to the City's Comprehensive Plan
 8. Council action to waive right to protest renewal of liquor license #2433 OK Restaurant
 - ~~9. Council action to waive right to protest renewal of liquor license #954 Reluctant Fisherman Inn~~
 10. Council confirmation of Cordova Volunteer Fire Department 2021 Officer Election
 11. Minutes of the 04-07-21 Council Regular Meeting
 12. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of the following: Council member Guard from the April 7, 2021 Regular Meeting
- Vote on remainder of the Consent Calendar: 6 yeas, 0 nays, 1 absent. Sherman-yes; Guard-yes; Glasen-yes; Schaefer-absent; Allison-yes; Bailer-yes and Meyer-yes. Consent Calendar was approved.

H. Approval of Minutes - in consent calendar

I. Consideration of Bids - none

J. Reports of Officers

13. Mayor's Report - **Mayor Koplin** reported: 1) **Representative Stutes** is Speaker of the House he's been in close touch with her as well as **Bill Thomas**, Governor's special assistant; 2) Aurora is back here and in service as of today; 3) Japanese film crew was here for last 3 days, thanks to the processors (60° North and Trident) for opening up for tours

14. Manager's Report - City Manager **Helen Howarth** reported: 1) **Dean Baugh** is on the line to discuss the finances through 12/31/20 - **Baugh** said the audit would be conducted weeks of June 21 and 28, he'll be in Cordova for that. The 2020 numbers he's presented are preliminary, and 2020 wasn't a great year, as was expected - General Fund ended the year negative - 2 big reasons, school bond debt - State gave considerable less than was budgeted and then taxes came in lower in 2020. Cashflow is fine, you won't have an issue paying bills but there should be \$600 - \$800k in general fund reserve. Overall revenues came in about \$1.2m lower than projected - not unusual for what happened last year - departments were able to control expenses pretty well and expenses came in about \$671k lower than budgeted.

Howarth continued her report - 2) said there was an update from UBS, they will present at the May 5 meeting. 3) Personnel update - some exciting applicants for both Planner and Parks and Rec Director positions, commissioners from both bodies will assist with interviews. 4) **Chief Nate Taylor** updated Council on things he's been working on - **Greg Russell** has been consulting with him - he is cleaning up the CPD's OPM (operations and procedures manual); he is also reviving a citizen advisory group - he's still adding members to make it more representative of our diverse community.

Howarth continued, 5) Harbor grants are our number one priority - Tier 1 - in Governor's budget, we strongly believe it will remain - BUILD grant \$25m through DoT, we've applied twice haven't been successful - in the past only 2 per state were awarded, this year it's 4 per state - well on our way to getting a strong application in for that - staff has been hyper focused on that. 6) EDA may give as much as \$9m toward the project - we have the opportunity to possibly go beyond just the South Harbor, including more opportunities with other infrastructure money that is being given out. 7) We've just received a Rasmuson grant for soft surfaces in some parks - we should continue to look for those for Library, Museum.

Allison asked what the status of the stairway at the Cordova Center is. **Greenwood** reported that the State is running that, hoping to be out to bid in June and completed by late fall.

15. City Clerk's Report - **Bourgeois** reported: 1) she was asked at the last meeting to put in an explanation of correspondence, she has included a primer in tonight's packet; 2) when topics arise in her office that she determines could need Council input, she will put those in a written report, council can read and if they so choose could bring up at PA to direct further work, etc.

16. Staff Quarterly reports

- a. City Investments, UBS Financial Services, **Chad Adams**
- b. Cordova Historical Museum and Cordova Center, Department Director, **Mimi Briggs**
- c. Cordova Harbor and Port, City Harbormaster, **Tony Schinella**
- d. Parks & Recreation, Acting Department Director, **Micah Renfeldt**
- e. CVFD, City Fire Marshal, **Paul Trumblee**
- f. Library, Department Director, **Debbie Carlson**
- g. Cordova Police Department, Chief of Police, **Nate Taylor**

K. Correspondence

17. March 4, 2021 ComFish and Processing Facts from United Fishermen of Alaska
18. April 6, 2021 Email from K. Becker regarding heliskiing expansion
19. April 8, 2021 Letter from J. Kacsh suggesting a code revision
20. April 9, 2021 Mayor letter to legislature opposing Board of Fisheries appointment

L. Ordinances and Resolutions

21. Ordinance 1195 An ordinance of the Council of the City of Cordova, Alaska, amending Cordova Municipal Code chapter 3.10 “conflicts of interest” to update conflict of interest declaration processes, incorporate the common law “rule of necessity” that permits conflicted officials to vote when necessary, and defining substantial financial interests and official actions and amending CMC chapter 18.90 “Historic Preservation Commission” and CMC chapter 3.52 “Advisory Parks and Recreation Commission” to streamline conflict of interest commission requirements and update formatting and language - 2nd reading

M/Allison S/Sherman to adopt Ordinance 1195 an ordinance of the Council of the City of Cordova, Alaska, amending Cordova Municipal Code chapter 3.10 “conflicts of interest” to update conflict of interest declaration processes, incorporate the common law “rule of necessity” that permits conflicted officials to vote when necessary, and defining substantial financial interests and official actions and amending CMC chapter 18.90 “Historic Preservation Commission” and CMC chapter 3.52 “Advisory Parks and Recreation Commission” to streamline conflict of interest commission requirements and update formatting and language

Allison said he hasn’t heard anything from members of the public about this and there were no comments at the public hearing so he thinks we should approve this. *Sherman* said she has the exact same sentiments.

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

22. Ordinance 1196 An ordinance of the Council of the City of Cordova, Alaska, amending the 2021 City budget and authorizing the transfer of \$100,000 from the General Reserve Fund (Permanent Fund) to the Governmental Capital Projects Fund #401 to upgrade and provide security to the City’s impound lot - 1st reading

M/Sherman S/Bailer to adopt Ordinance 1196 An ordinance of the Council of the City of Cordova, Alaska, amending the 2021 City budget and authorizing the transfer of \$100,000 from the General Reserve Fund (Permanent Fund) to the Governmental Capital Projects Fund #401 to upgrade and provide security to the City’s impound lot.

Sherman said, she will mention what she has already said, that Council directed staff to work on this, staff did great work and now it’s to us to approve this. She thinks there is enough in the permanent fund to use \$100k for this important project.

Bailer echoed those comments and staff did a really good job researching options, he supports this. *Glasen* and *Guard* both spoke in favor. *Allison* spoke against the ordinance, he thinks it is too early to be taking money from the permanent fund, we have no idea where we are at in 2021 - haven’t seen 2021 financials yet. We are short some staff so we could be saving money there. *Meyer* said she will not vote in favor tonight, she may for second reading, she’ll have to wait and see; taking money from the permanent fund is nothing we do lightly.

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

M. Unfinished Business - none

N. New & Miscellaneous Business

22a. 9. Council action to waive right to protest renewal of liquor license #954 Reluctant Fisherman Inn

M/Bailer S/Glasen to waive protest for the liquor license renewal for license #954 Reluctant Fisherman Inn.

Vote on the motion: 5 yeas, 0 nays, 1 coi. Bailer-yes; Allison-yes; Meyer-coi; Glasen-yes; Sherman-yes; Schaefer-absent and Guard-yes. Motion was approved.

23. Council action on proposal for the Eastern half of Lot 3, Block 17, Original Townsite

M/Allison S/Glasen to approve the proposal from **Craig Kuntz** for the Eastern Half of Lot 3, Block 17, Original Townsite *Allison* commented: this has been to Planning Commission, we’ve seen it, **Kuntz** was the only proposal, he owns the adjacent property, I am in favor. *Glasen* said well said Mr. *Allison*.

Vote on motion: 6 yeas, 0 nays, 1 absent. Motion was approved.

24. Council action on disposal and method of disposal Tract A, Group C, ASLS 73-35

M/Sherman S/Meyer to dispose of Tract 8A, Group C, ASLS 73-35 as outlined in Cordova Municipal Code 5.22.060 B by negotiating an agreement with Native Conservancy to lease the property.

Sherman said this looks like a good use of this area in the summer months, certainly it is dangerous in winter months. **Meyer** said it is nice to see this land being used for something. **Guard, Glasen** spoke in favor. **Bailer** was concerned and wanted to ensure that the City didn't get left with any cleanup of the area. **Howarth** said she would address that concern during negotiations. **Allison** said he is in favor, could be good for Cordova, he's in support.

Vote on motion: 6 yeas, 0 nays. Motion was approved.

25. Discussion of COVID-19 Emergency Response - **Howarth** said we will be demobilizing emergency response, any restrictions, we're prepared to relax those or maybe even remove them altogether; should be on the June 2 Regular Agenda. **Glasen** said he thinks we are ready now. **Meyer** said she is fine with early June, there are still people only partially vaccinated that won't be fully vaccinated for several weeks.

26. Pending Agenda, Calendar, CIP List and Elected & Appointed Officials lists

Meyer mentioned the Public Safety Building on the CIP List, she'd like us to talk that up with our delegation as far as seeking infrastructure funding.

Council member **Schaefer** joined the meeting via teleconference at 8:25 pm.

O. Audience Participation

P. Council Comments

Glasen thanked **Dean Baugh** for his report. Thanked **Barb Jewell** for her audience comments tonight.

Allison said he appreciated staff reports.

Meyer commented that she is very much on the fence about the impound lot, she might vote yes next time though.

Sherman thanked the School Board, she learned a lot in the work session.

Bailer said we struggle to find \$100k for something we need, we struggle finding more money for the police department yet people think we can support 2 clinics in this town and a hospital, we should have one health care system, that would be best for this community.

Q. Executive Session

~~27. This agenda item was amended at approval of the agenda. Native Village of Eyak/City of Cordova Joint Venture discussion, in executive session because it is a subject the immediate knowledge of which would clearly have an adverse effect upon the finances of the government~~ Presentation of NVE's proprietary information regarding NVE grant opportunities and options for collaboration between the City and NVE in the provision of community medical service, in executive session because those are matters which by law, municipal charter or code which are required to be confidential. **M/Allison S/Glasen** to enter an executive session for the presentation of NVE's proprietary information regarding NVE grant opportunities and options for collaboration between the City and NVE in the provision of community medical service, in executive session because those are matters which by law, municipal charter or code which are required to be confidential.

Invited to the executive session: All City Council Members, **Mayor Koplín**, City Clerk **Bourgeois**, City Attorney **Holly Wells**, **Craig Jacobsen** (Attorney for NVE with Hobbes & Strauss), **Mark Hoover** (NVE Tribal Council Chairman), **Bert Adams** (NVE Executive Director), **Carolyn Crowder** (NVE Consultant with Crown Consulting), **Kari Collins** (Ilanka Clinic Health and Wellness Director), **Rick Button** (EEIS Engineers for NVE)

Vote on motion: 7 yeas, 0 nays. Motion was approved.

Council took a brief recess to clear the room at 8:42 pm.

Council entered the executive session at 8:46 pm and came back into open session at 10:03 pm.

Mayor Koplín stated that no action was taken in the executive session.

M/Allison S/Sherman to direct the City Attorney as was discussed in the executive session.

Vote on motion: 7 yeas, 0 nays. Motion was approved.

~~28. Council discussion of City Clerk's evaluation, in executive session because it is a subject that may prejudice the reputation or character of a person; the person may request a public discussion~~

Mayor Koplín explained that he was not prepared for this executive session, so it was moved to a future agenda.

R. Adjournment

M/Glasen S/Allison to adjourn the meeting.

Hearing no objection Mayor Koplín adjourned the meeting at 10:05 pm.

Approved: May 19, 2021

Attest: 
Susan Bourgeois, CMC, City Clerk

