

**Regular City Council Meeting**  
**May 19, 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 May 19, 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, Anne Schaefer, David Allison,* and *David Glasen*. Council member *Jeff Guard* was present via teleconference. Council member *Tom Bailer* arrived later in the mtg. Also present were City Manager *Helen Howarth* and City Clerk *Susan Bourgeois*.

**D. Approval of Regular Agenda - *M/Allison S/Meyer*** to approve the agenda.

Vote on the motion: 6 yeas, 0 nays, 1 absent (Bailer). 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: *Dr Sanders* reported: medical response team has been following closely the CDC guidance on vaccines and everyone in Cordova who is eligible (over 12 years old) to get a vaccine and wants to get a vaccine has been able to/has been offered one. She said the team feels comfortable with the City moving forward with getting rid of the mask mandate. Council questions: *Sherman* asked if she could tell us the percentage of the community is vaccinated. *Dr. Sanders* said it is hard to tell because we have been offering the vaccine to all comers, including people here for summer. She thinks we are well over the 50% mark for all residents. She feels comfortable that the uptake is very good; we've seen cases that haven't spread, which is evidence that the vaccine is working. *Schaefer* said the dashboard says number of Cordovans vaccinated, she wanted clarification and asked if that includes all those you have vaccinated. *Sanders* said yes, that is all vaccines given in Cordova.

2. Audience comments regarding agenda items

*Terry Phillips* of 930 Center Drive spoke in favor of approval of agenda item 17; for Council to sell it to him and his wife.

3. Chairpersons and Representatives of Boards and Commissions

CCMC report - *Dr. Hannah Sanders* reported: 1) hospital continues to do well, a lot of funding opportunities will be coming up, they are paying attention as they haven't quite been released yet. They continue to work closely with Ilanka mostly on vaccine distribution now.

School Board report - no one was present

4. Student Council representative - no report

**G. Approval of Consent Calendar**

5. Resolution 05-21-22 A resolution of the Council of the City of Cordova, Alaska, supporting a 'Rebuilding American Infrastructure with Sustainability and Equity' (RAISE) grant application to improve and upgrade the Cordova south harbor

6. Resolution 05-21-23 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source contract with De Nora Water Technologies, LLC for the purchase and installation of an Onsite Sodium Hypochlorite Generator and dosing pump in the amount of \$176,885, for the treatment of effluent at the wastewater treatment plant

7. Certification of the 2021 Property assessment roll

8. Minutes of the April 21, 2021 Regular Council Meeting

9. Minutes of the May 5, 2021 Council Public Hearing

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

**H. Approval of Minutes** - in consent calendar

**I. Consideration of Bids** - none

**J. Reports of Officers**

10. Mayor's Report - *Mayor Koplín* reported: 1) he worked with the City Manager and she wrote up some great talking points for him to send to our delegation; 2) he's been working with AMHS on the fact that Cordova has been taken off the transfer list which is tough since we have the all-weather airport; looks like Aurora will be servicing PWS all winter less the

8 week layup – and if that happens in Seward then it could mean less time without ferry service for us; **Rep Stutes** sponsored the AMHS bill for forward funding – passed unanimously, she’ll be in Cordova this June.

11. Manager’s Report - City Manager **Helen Howarth** reported: 1) written report – but also her focus is where we are financially and where we may get some budget relief; legislative session is in it’s last day, but there will be a special session called for 30 days but doubtful it will take that long; 100% school bond debt reimbursement is in the budget passed by both house and senate, also, maximum revenue sharing to communities; we won’t know status of all the state revenues coming to us and how to apply for them until the legislature finally approves the budget but looks like good news. **Howarth** said there will be several budget amendments coming forward as soon as all these revenues are more known: errors in review of the budget, staff positions, etc. Lots of unknowns but lots of opportunities coming forward so that is the good news.

a. Financial report through 1Q, 2021 - **Dean Baugh** reported: 1) there will be a couple of budget amendments for projects that weren’t finished last year which need to be carried forward into this year; 2) audit on schedule end of June - he’ll be here June 26; 3) he provided the customary report – the repurchase account has about \$3.2 million, general fund available cash is negative but that is normal for this time of year, the revenues come in later, property tax 2<sup>nd</sup> and 3<sup>rd</sup> quarter sales tax, fish tax, etc. expenses look right on target; he also did all the transfers in the budget between accounts back in January, so that’s completed for the year – which is why enterprise funds look skewed, it’ll all catchup; 4) there are about 2 months reserves in the repurchase account, it would be nice to have more like 3 or 4 months reserves.

**Schaefer** asked about the negative balances in the sewer and water enterprise funds. **Baugh** said they have been negative for several years. Public works is working on a rate study. **Allison** asked what the appropriate amount is to keep available in the sweep account; he thinks it’s wasteful to not have that amount invested and earning money. **Baugh** said for other cities he’s worked for he’s used the AML account. Money is earning interest and still accessible with one phone call.

12. City Clerk’s Report - **Bourgeois** reported that Council had certified the roll tonight so next meeting she will have the mill rate setting resolution before them.

## K. Correspondence

## L. Ordinances and Resolutions

13. Ordinance 1197 An ordinance of the City Council of the City of Cordova, Alaska, repealing and reenacting CMC Title 15 “Hospital Services” to clarify the authority for the sale, transfer, exchange or disposal of the Cordova Community Medical Center or a City-owned interest or facility in its inventory, providing the disposal notice and process requirements for such a transaction, and updating and reformatting Title 15, its definitions, and its organization for uniformity - 2<sup>nd</sup> reading

**M/Meyer S/Sherman** to adopt Ordinance 1197 an ordinance of the City Council of the City of Cordova, Alaska, repealing and reenacting CMC Title 15 “Hospital Services” to clarify the authority for the sale, transfer, exchange or disposal of the Cordova Community Medical Center or a City-owned interest or facility in its inventory, providing the disposal notice and process requirements for such a transaction, and updating and reformatting Title 15, its definitions, and its organization for uniformity - 2<sup>nd</sup> reading

**M/Meyer S/Sherman** to amend Cordova Municipal Code 15.10.070(C) as proposed in Ordinance 1197 to read as follows:  
C. Council may authorize the use of alternative disposal and notice requirements for the dissolution, disposal, substantial restructuring, exchange, sale or transfer of an interest in CCMC itself, or in real property or buildings within CCMC’s inventory, so long as Council adopts a resolution containing the following:

and,

Cordova Municipal Code 15.10.080(A)(2) and (A)(3) as proposed in Ordinance 1197 to read as follows:

2. Board Chair or other individual appointed by the Board
3. Mayor or other individual appointed by City Council

**Meyer** said these were a couple of corrections that the City Attorney asked for to clarify some of the language in the ordinance. **Sherman** said this had been discussed and she’s in agreement. **Bourgeois** went on to say that when she read the first draft she thought there was confusion between something being approved via council resolution and something via ordinance, so the first part of the amendment was suggested so that now it is clear that an alternative disposal method can be approved by resolution but the actual sale would need a council ordinance for approval. The second part of the amendment makes the joint negotiation team membership more flexible, initially it was limited to a Council member or a Board member, now it would be “or other individual appointed by”... the Council or Board.

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

**Meyer** said she is in support; **Sherman** said she is happy with the way this turned out.

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

**Mayor Koplín** asked School Board Chair **Barb Jewell** to report as she had been at the 6<sup>th</sup> grade promotion ceremony earlier this evening and had just come to the meeting late. She said the ceremony was uplifting and she noted the great community support. Last Saturday was High School graduation and she said the graduates seem well-prepared. The board approved a budget at its last meeting, and they are all pretty concerned as it is a budget without funding for Pre-K. Last day of school is tomorrow, next year the plan is full days, Fridays optional for students.

14. Resolution 05-21-24 A resolution of the Council of the City of Cordova, Alaska, updating the 2021 land disposal maps by making an approximately 13,500 square foot portion of ASLS 79-258 'available'

**M/Schaefer S/Sherman** to approve Resolution 05-21-24 a resolution of the Council of the City of Cordova, Alaska, updating the 2021 land disposal maps by making an approximately 13,500 square foot portion of ASLS 79-258 'available'

**Schaefer** asked if she could ask staff or someone about this. **Howarth** deferred to **Nancy Bird** who was in attendance as Chair of the Planning Commission. **Schaefer** asked if she could summarize what happened at the Planning meeting. **Bird** said that the Commissioners spoke in support of a community guard but there was concern about this location. The City uses gravel from that area and potentially would need more from there. There was some concern about winds in that area and that it is not south facing and sunny enough. **Bird** said the commission discussed other lots that might be suitable but not one had the most support. Public Works Director **Samantha Greenwood** said one other issue that came up is that the area is zoned waterfront industrial so a conditional use permit would be required for the community garden there. **Glasen** commented that it is the quarry, and it is a dark blowhole, he thought there had to be a better location. **Schaefer** loves the goal of this, would love to see this in the community, but we should find a better spot for this.

Vote on the motion: 0 yeas, 6 nays, 1 absent. Motion failed.

15. Resolution 05-21-25 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to negotiate directly with NVE regarding the transfer, exchange, merger, or sale of City and CCMC assets in furtherance of a joint community medical care model of service

**M/Sherman S/Schaefer** to approve Resolution 05-21-24 a resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to negotiate directly with NVE regarding the transfer, exchange, merger, or sale of City and CCMC assets in furtherance of a joint community medical care model of service

Council member **Bailer** joined the meeting via teleconference at 7:58pm.

**Sherman** said this offers us a great opportunity to combine resources and potentially work together to form a very special medical care campus that will suit the community. **Schaefer** said we have been having some productive conversations lately and this last year has shown how CCMC and Ilanka can work so well together - she is in support. **Glasen** spoke in support. **Meyer** said this is the first step in getting a smaller group together to explore all the options and report back to Council. **Sherman** said this broad resolution and with the ordinance we passed - this gives us the ability to put our excellent leadership together to work out the details. **Bailer** said he supports this as well.

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

15a. Resolution 05-21-26 A resolution of the Council of the City of Cordova, Alaska, approving Emergency Order 2021-01, thereby extending the City's declaration of a local emergency arising from Covid-19 and repealing and renumbering the City's Covid-19 emergency rules

**M/Meyer S/Schaefer** to approve Resolution 05-21-26 a resolution of the Council of the City of Cordova, Alaska, approving Emergency Order 2021-01, thereby extending the City's declaration of a local emergency arising from Covid-19 and repealing and renumbering the City's Covid-19 emergency rules

**Schaefer** said she is in favor, **Dr. Sanders** said the med team is comfortable moving ahead with this, private businesses can establish their own mask rules, and this allows us to keep our access to resources in place. **Meyer** agrees and wants to ensure that the citizens are aware that businesses may keep their own rules in place and that we should show respect and grace. Overall, she is very excited, it feels really good to feel safe again, this is great news. **Glasen** said he is in favor. **Sherman** echoed **Meyer's** comments, this will teach us to be patient and respectful of others and their opinions and decisions. **Howarth** said the cleaning protocols at City facilities will be evaluated constantly, we will be open to no occupancy limits. This emergency order allows us to remain vigilant and have the ability to react quickly.

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

**M. Unfinished Business - none**

**N. New & Miscellaneous Business**

~~16. Council direction on disposal and method of disposal of a portion of ASLS 79-258~~

Because agenda item 14 failed, this item was no longer in order, therefore, it was not acted upon by Council.

17. Council direction on disposal and method of disposal of Lot 11, Block 5 Odiak Park Subdivision  
*M/Glasen S/Sherman* to dispose of Lot 11, Block 5 Odiak Park Subdivision as outlined in Cordova Municipal Code 5.22.060 B by method number 1. negotiating an agreement with Terry & Paula Phillips to lease or purchase the property. *Glasen* spoke in favor, they are the property to the left of this one. *Sherman* agreed and said the purchase would generate revenue for the City. *Schaefer* asked if other adjacent landowners need to be informed. *Greenwood* said, no, nearby landowners have not been informed because code does not require such notification. This has been at the Planning Commission and now it is here at City Council. *Greenwood* did ask if this does go ahead with direct negotiation, she'll need to know if Council wants this as a lease with option to purchase or a straight sale. *Meyer* asked if this has been available for a while. *Greenwood* said only since 2021 when the land disposal maps were approved, before that it was a snow dump. *M/Glasen S/Meyer* to amend the motion by removing the words "lease or".

*Glasen* said that helps the staff understand Council's wishes. *Meyer* agreed. *Allison* said over the years we have gone back and forth on these sales. If our wish is only to get it into private hands then selling it is the way to go but if we want certain performance we need a lease option or other performance criteria involved. *Allison* opined that the proposal in the letter of interest is not clear to him, he is not in favor of the amendment or the main motion, he'd prefer to go out for proposals, option 2. *Bailer* agreed that *Allison* has a lot of good points, he is not in favor of the motion, leads to the possibility of only buying for speculation, he agrees this should go out for proposals. *Guard* agreed that option 2 is the way to go for consistency. *Meyer* said she is in favor of going with the recommendation of the Planning Commission. *Schaefer* said she agrees to go with sealed proposals especially because it is newly on the available list.

Vote on the motion to amend: 2 yeas, 5 nays. Bailer-no; Allison-no; Meyer-yes; Glasen-yes; Sherman-no; Schaefer-no and Guard-no. Motion to amend failed.

*M/Schaefer S/Allison* to amend the motion to change the method to number 2. Requesting sealed proposals to lease or purchase the property.

*Schaefer* said since it is newly added to the available list and to get word out to other adjacent landowners. *Allison* said that is exactly what he would say. *Bailer* said he supports this.

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

*Allison* supports selling the land, he'd support a project to build on that land, but he thinks we've gotten in trouble in the past and there are no extenuating circumstances that would lead him to think direct negotiation is the way to go this time. He said the writers of the letter of interest have every ability to put in a proposal.

Vote on the main motion as amended: 7 yeas, 0 nays. Motion was approved.

18. Discussion of COVID-19 Emergency Response - none

19. Pending Agenda, Calendar, CIP List and Elected & Appointed Officials lists - *Mayor Koplín* said that we could bring up the prospect of one meeting per month at the first June meeting.

#### O. Audience Participation

*Nancy Bird* as chair of Planning Commission - the discussion Council had on that last item was very helpful. The Commission had some similar discussion - she said she'd appreciate a little more direction.

#### P. Council Comments

*Schaefer* said that it was great to see everyone in person tonight.

*Glasen* thanked *Dean* for the good financial report.

*Allison* thanked everyone for attending. He is glad to see us change our emergency order and relax our mandates but like Council member *Meyer* said earlier, he hopes citizens will show compassion for others' choices and we should all use common sense. He said hopes everyone will be safe fishing.

*Sherman* thanked Council member *Allison* for helping us through the and sale item. The sole source in the consent calendar, she thanked staff for that work and said the resolution was clear and well-written with the fiscal note and she is glad to see that purchase happening. She is glad *Dean* made the enterprise fund transfers early, that is a smart idea.

#### Q. Executive Session - none

#### R. Adjournment

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

Hearing no objection *Mayor Koplín* adjourned the meeting at 9:05 pm.

Approved: June 16, 2021

Attest:

  
Susan Bourgeois, CMC, City Clerk

