

Regular City Council Meeting
June 2, 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 June 2, 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 *Tom Bailer*, *Anne Schaefer*, and *David Allison*. Council members *Cathy Sherman*, *Melina Meyer*, and *Jeff Guard* were present via teleconference. Council member *David Glasen* was 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: 6 yeas, 0 nays, 1 absent (Glasen). 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: no report

2. Audience comments regarding agenda items

David Rosenthal lives next door to Lot 11; he spoke to his letter in the packet. He opined that Council should send the matter back to Planning Commission and send all the neighbors letters so they could attend and weigh in on the matter.

3. Chairpersons and Representatives of Boards and Commissions

CCMC report - no report

School Board report - Superintendent *Alex Russin* reported: 1) they finished up a really successful year and had lots of support from the community and Council; 2) they are busy wrapping up some federal reports, there is a federal desk audit coming up next week - also their financial audit planning is underway; 3) *Debra Adams* retired after 35+ years in the district - they are looking to fill that vacancy; 4) next school year, this fall looking forward to reopening with more normalcy, 4-day week is planned with Friday's scheduled for enrichment, remediation, field trips, partnering with community groups, etc.

4. Student Council representative - no report

G. Approval of Consent Calendar

5. Council action to waive the right to protest the renewal of 'Club' liquor license #747 for the Loyal Order of Moose Lodge 1266

6. Council action to waive the right to protest the renewal of 'Restaurant/Eating Place' liquor license #5508 for Harborside Pizza

7. Minutes of the May 5, 2021 Regular Council Meeting

8. Minutes of the May 19, 2021 Council Public Hearing

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

H. Approval of Minutes - in consent calendar

I. Consideration of Bids - none

J. Reports of Officers

9. Mayor's Report - *Mayor Koplín* reported: 1) working with Manager these last few weeks, had a 45-minute long teleconference with 5 staffers from *Senator Sullivan's* office and went over Cordova's priorities list, got some good guidance. He also got letters of support from *Sullivan* and *Murkowski* for all the great grant apps City staff has been working on.

10. Manager's Report - City Manager *Helen Howarth* reported: 1) good news - we've filled the Parks and Rec director position, *Duncan Chisolm* will be relocating from Portland, he has extensive Parks and Recreation experience from when he lived in New Zealand - he'll be joining us by mid-July; 2) she signed the contract with GeoComm for addressing and they'll be starting that process - project should be completed this year, in 3rd quarter; 3) budget wise we have to wait for the legislature, their 30 day special session might actually go to the end as they deliberate the PFD; department of revenue says they are Covid-behind so she can't get access to any Fish tax numbers yet; when these and other figures from the state and feds are known we'll likely have a robust budget discussion.

11. City Clerk's Report - **Bourgeois** reported: 1) she had a fairly detailed written report - one thing she's been working on is Assessing contract - she will be reviewing the proposals she's received and will come back to Council with a recommendation soon; she mentioned that would be a nice fit as we try to make assessing records electronic and we are updating addressing and perhaps mapping, these can all be configured to work together well.

K. Correspondence

12. 05-24-21 Email from D. Rosenthal re Lot 11 land disposal

12a. 05-28-21 Email from CRWP regarding CRH culvert construction projects

Allison spoke to the **Rosenthal** email - he doesn't really disagree with him; he thinks maybe it should be in our procedures to notify nearby property owners. **Bailer** spoke to the email from **Mr. Rosenthal** too. Planning Commission seems to be forwarding these and recommending direct negotiation then Council opts to put them out to proposals. Perhaps we need a joint meeting with Planning Commission. Overall, he thinks our procedures for land sales are pretty good, they've changed over the years. **Bailer** thinks most of the time going out for proposals is the fairest way to dispose land. **Guard** opined that any change in availability status or use designation status (of City lots) needs to be advertised well, especially to neighboring property owners. **Sherman** said she thinks we should have a joint meeting with Planning Commission.

L. Ordinances and Resolutions

13. Ordinance 1198 An ordinance of the Council of the City of Cordova, Alaska, repealing chapter 5.42 "Alaska remote seller sales tax code" and amending CMC 5.40.010 to clarify when sales tax is levied on remote and local sales, repealing and reenacting CMC 5.40.011 to adopt by reference the Alaska remote seller sales tax uniform code ("uniform code") and amending CMC 5.40.020 to revise and add definitions to ensure consistency with that code, amending CMC 5.40.130 to revise late filing and payment penalties and interest to mirror those imposed in the uniform code, adding CMC 5.40.135 to permit repayment plans for delinquent taxes in the same manner as the uniform code, repealing and reenacting CMC 5.40.110 to mirror the audit process and liability for failure to submit returns adopted in the uniform code and adopting an audit protest appeal process for sellers

M/Bailer S/Schaefer to adopt Ordinance 1198 an ordinance of the Council of the City of Cordova, Alaska, repealing chapter 5.42 "Alaska remote seller sales tax code" and amending CMC 5.40.010 to clarify when sales tax is levied on remote and local sales, repealing and reenacting CMC 5.40.011 to adopt by reference the Alaska remote seller sales tax uniform code ("uniform code") and amending CMC 5.40.020 to revise and add definitions to ensure consistency with that code, amending CMC 5.40.130 to revise late filing and payment penalties and interest to mirror those imposed in the uniform code, adding CMC 5.40.135 to permit repayment plans for delinquent taxes in the same manner as the uniform code, repealing and reenacting CMC 5.40.110 to mirror the audit process and liability for failure to submit returns adopted in the uniform code and adopting an audit protest appeal process for sellers

Schaefer said this will bring us in line with the uniform code, we started doing this remote sales tax collection effort about a year ago. **Allison** said same, he is in favor. No other Council spoke against.

Vote on the motion: 6 yeas, 0 nays, 1 absent (Glaser). Motion was approved.

14. Resolution 06-21-27 A resolution of the Council of the City of Cordova, Alaska, setting the property tax mill levy for the 2021 tax year at 11.06 mills for all properties in Cordova

M/Bailer S/Allison to approve Resolution 06-21-27 A resolution of the Council of the City of Cordova, Alaska, setting the property tax mill levy for the 2021 tax year at 11.06 mills for all properties in Cordova

Allison said without having any budget update or any known deficit we should approve this to get the revenue that we budgeted. He pointed out that the additional amount that the school is looking for is about 1 mill, he would not support that though, he supports this resolution as written. **Schaefer** said she supports this as written. She knows that 52% of the properties bear the burden of the rest that are exempt and without any budgetary reason to increase she's in favor of 11.06 mills to not further burden those taxpayers. **Sherman** agreed with 11.06 mills.

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

15. Resolution 06-21-28 A resolution of the Council of the City of Cordova, Alaska, approving the license for a mobile restaurant for 'Witch Kitchen'

M/Schaefer S/Sherman to approve Resolution 06-21-28 a resolution of the Council of the City of Cordova, Alaska, approving the license for a mobile restaurant for 'Witch Kitchen'

Schaefer said she is happy to support a new business coming to town, could provide sales tax revenue and expand Cordova's dining options. **Sherman** same reasons, supporting a small local business. She is interested in knowing a little bit more.

Allison said he is in favor of approving mobile restaurants with more information. Both applications tonight are lacking the details we usually see when these come before us.

M/Allison S/Bailer to refer to staff until we have a detailed application before us; size of the truck and where they will be located.

Howarth said it is sort of a chicken and an egg thing, they want to know what Council thinks before they invest too much time and money into their plans. *Bourgeois* commented that she's been assisting these two business owners and she may have pushed these ahead in an effort to afford them more of the summer season. Council's action in approving a mobile restaurant is more if the restaurant were a food truck that moved between locations and Council would be tasked with ensuring that existing brick and mortar businesses were not harmed by that. *Allison* said he just wants more information; he didn't think 2 weeks would be too long to wait. *Bailer* said he agrees, he'd like more detail, he said we've been open all year, why wait until June to try to get your business open. *Sherman* agreed, location, size, detailed drawings - she agrees that we should maybe update our code.

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

16. Resolution 06-21-29 A resolution of the Council of the City of Cordova, Alaska, approving the license for a mobile restaurant for 'Picnic Basket'

M/Schaefer S/Allison to approve Resolution 06-21-29 a resolution of the Council of the City of Cordova, Alaska, approving the license for a mobile restaurant for 'Picnic Basket'

M/Bailer S/Schaefer to refer to staff until we have a detailed application before us; size of the truck and where they will be located.

Bailer same reasons as last time. *Schaefer* agrees that more detail would be helpful.

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

M. Unfinished Business - none

N. New & Miscellaneous Business

17. Discussion of COVID-19 Emergency Response - it was decided to keep this on the agenda through our emergency declaration

18. Council discussion of Cordova School District request for funding for FY22

Superintendent *Alex Russin* came to the table to discuss the school's request with Council (additional \$150,000 from last year's local effort). *Schaefer* asked about federal covid funds the schools received. *Russin* said, in April 2020 the school received \$27,000 in CARES funding from the federal government. They spent about \$3,000 then rolled the rest over into their fiscal year 2021. He said they spent about \$108,000 in mitigation costs. The next round of relief was about \$108,000 in CRSSA relief funds - these can all be used/accessed through September 2023, so 2 more school years to expend these funds. He didn't want Council to think that \$453,000 came into the school's coffers all at once - these are federal grants that require the expenditure of district resources initially and then request reimbursement. *Russin* said they hired a teacher to run the correspondence program and they had to hire other staff, that is some of what these funds were used for. Also, mitigation supplies, student travel for next year, we may have to budget for testing supplies and additional need for instructional aids. There is a math curriculum that we are getting for next year and that is \$45,000 and a reading curriculum for recovery and support for students (\$20,000). *Russin* said as far as the federal funds we're getting based on our needs, we are about \$40,000 in the hole. *Schaefer* asked about the upcoming \$242K in ARP funds, how does that effect the budget that you are presenting. *Bailer* asked what the Pre-K ask of \$150,000 was about. *Russin* said the district pays for Pre-K because it is not funded, we did not offer it with Covid this year due to scheduling. In community surveys, Pre-K is supported by the community. The cost of it includes hiring a certificated teacher at approximately \$100,000, including salary and benefits and support staff at about \$60,000. *Sherman* asked if there has been talk at the federal level of mandating and paying for Pre-K. *Russin* said there is always talk and there might be grants but they are competitive and some of them are being offered to the lowest 5% performing schools in AK and Cordova wouldn't fit that criteria.

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

Council added an item for a joint meeting between Planning Commission and Council. Council removed item 7 from the top of PA. Also, Council removed item 3 from the referred items list. *Allison* said we will need the second June meeting to handle the School Budget issue.

O. Audience Participation

Alex Russin of 209 S. Second Street, extended an offer for any Council member or staff to come to his office, call or email so he can answer any questions about the district they may have.

Brooke Stewart, newly moved to town and she is happy to be here, she purchased the food kitchen 18'x 6.5', not very big, she has plans to be inspected here soon. She has a lot of ideas and will get the detail in to staff for next time.

Joy Landaluce of 501 Fourth Street – the Picnic Basket was her business, and she wants it to go back to work. Fork and Spoon bought it from her. The previous location is not being offered to them this year, so they need a new home. She will get the detail in for a future meeting.

Barb Jewell of Mile 2.2 Whitshed, appreciated the school budget discussion, she knows it is challenging. She said the ARP funds are not as much as people thought they would be. She spoke to the benefits of Pre-K.

P. Council Comments

Allison appreciated that there are people willing to invest in the community.

Schaefer thanked all the audience for comments tonight. She likes the idea of a notification component for the land disposal process.

Bailer said that the City plows over a few lots in the area of Lot 11 – it benefits both parties. There has been a mutual relationship which maybe is why there is salt in the wound about not being advised of the land sale.

Sherman said that we need to have due diligence and be consistent. Commended the Clerk for the detail in the packet. Thanked **Helen** for moving forward with addressing.

Meyer said the addressing is a long time coming and with the land disposal once they've hashed out any changes, she'd love to see a clear flow chart available on the website for clarity on the process.

Q. Executive Session - none

R. Adjournment

M/Bailer S/Schaefer to adjourn the meeting.

Hearing no objection **Mayor Koplín** adjourned the meeting at 8:33 pm.

Approved: June 16, 2021

Attest: 
Susan Bourgeois, CMC, City Clerk

