

**Regular City Council Meeting**  
**February 2, 2022 @ 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 February 2, 2022, 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 Council members **Anne Schaefer**, **David Allison**, and **David Glasen**. Council members **Tom Bailer**, **Jeff Guard**, and **Melina Meyer** were present via teleconference. Council member **Cathy Sherman** was absent. Also present were City Manager **Helen Howarth** and City Clerk **Susan Bourgeois**.

**D. Approval of Regular Agenda** – **M/Allison S/ Schaefer** to approve the agenda.

**M/Glasen S/Bailer** to amend the agenda by removing item number 19 permanently.

**Glasen** said he thinks they can still ask questions of **Dr. Sanders** during her CCMC report. There was no other Council member who commented.

Vote on the motion to amend: 4 yeas, 2 nays (Meyer, Guard), 1 absent (Sherman). Motion was approved.

Vote on the motion as amended: 6 yeas, 0 nays, 1 absent (Sherman). 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: none
2. Audience comments regarding agenda items - none
3. Chairpersons and Representatives of Boards and Commissions – none
4. Student Council representative: no report

**G. Approval of Consent Calendar**

5. Minutes of the December 15, 2021 Council Public Hearing

6. Minutes of the December 15, 2021 Regular Council Meeting

7. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of unexcused absence of Council member Cathy Sherman from the January 5, 2022 Regular Meeting, unexcused absence of Council member Jeff Guard and excused absence of Mayor Koplín from the January 19, 2022 Regular Meeting

Vote on the Consent Calendar: 6 yeas, 0 nays, 1 absent. Meyer-yes; Allison-yes; Bailer-yes; Guard-yes; Sherman-absent; 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**

8. Mayor's Report – **Mayor Koplín** reported: 1) has been loosely following events in Juneau – that is just starting up down there.

9. Manager's Report – City Manager **Helen Howarth** reported: 1) met with **Bert Adams** of NVE last week and there is limited movement on hospital sale because they are still pursuing other federal opportunities – she did talk to him about other partnerships such as South Harbor and housing – hope to collaborate on those; 2) raw fish tax challenges were mentioned in her report – she's received 4; 3) IBEW negotiations – will bring an item to a future agenda when it's ready.

a. Public Works Director, **Samantha Greenwood**, harbor rebuild update, Harbormaster **Schinella** reported that **Curtis Fincher** created a video of interviews with **Greenwood** and himself that will be out on social media this week to promote Prop 1; There is a booth in Cordova Center for Iceworm to give out info and answer questions regarding prop 1. **Mark Keller** was on the line to give a report – February 10 kickoff

meeting with the RAISE folks – project delivery approach to be design-build. Schedule – he anticipates demo to occur from fairway out to breakwater and then build it back from breakwater out to fairway – logical sequence. Cost – right now in the neighborhood of \$34 million – but price proposals will definitively determine that number – once we get RFP's out and proposals back in. Possible issues: geotechnical conditions, supply chain delays, impact of inflation, permitting delays. A contract is being negotiated and will be forthcoming – R&M consulting.

b. Letters written to 4 taxpayers contesting the .5% Raw Fish Tax

c. 01-21-22 NOAA Multiple Alaska Fishery Disaster Declarations Announcement

10. City Clerk's Report – **Bourgeois** reported: 1) fisheries disaster declaration – was put into the packet to inform citizens, locals that maybe can look into that and also the City should see a share of that; 2) Election update – she informed Council of the declared candidates and gave info about early voting and requesting ballots by mail, all available on City website on the "Election Information" page.

11. Staff Quarterly Reports:

a. Cordova Public Library, **Debbie Carlson** Department Director

b. UBS Financial Services, Inc., **Chad Adams**, City Investments

## K. Correspondence

12. 12-13-21 Email & letter from **Brooke Stewart** re: brewery license

13. 12-14-21 Email from **A. Kleissler** re: brewery license

14. 12-14-21 Email from **K. Jurica** re: brewery license

15. 01-14-22 Letter from DCCED, Cordova FY2023 population determination

L. Ordinances and Resolutions - none

M. Unfinished Business – none

## N. New & Miscellaneous Business

16. Council approval of innovative procurement process (design-build) for Crater Lake siphon project **M/Schaefer S/Bailer** to authorize the City Manager to use design-build as the procurement method for the Crater Lake siphon project.

**Schaefer** said the project is fully funded and we heard all about this design-build procurement method at our last meeting, she thinks it makes a lot of sense for this. **Bailer** also said he supports the motion.

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

17. Council approval of innovative procurement process (design-build) for South Harbor rebuild project **M/Glasen S/Schaefer** to authorize the City Manager to use design-build as the procurement method for the South Harbor rebuild project.

**Glasen** said it is the cheaper way to do it with fewer headaches in the process. **Schaefer** also supports this.

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

18. Council direction to staff after Sales Tax discussion

**Allison** began the discussion by saying that he has a problem, not necessarily with the Code, but with the implementation of it. People using exemptions inappropriately. **Allison** said he is ok keeping the cap at \$3,000 if it is implemented correctly. Enforcement needs to change. **Bailer** wanted to know why some of these exemptions exist – why on daycare, why on real estate commissions, why were these put in at one point?

**Schaefer** said she agreed with **Allison** about implementation, she asked the manager how we would go about that. **Howarth** said the issue is we do not have the staff for enforcement. **Howarth** said we rely on the individual business owners to interpret it correctly and on the honor system to prepare and submit their tax returns accurately. **Guard** thought maybe we should look at exempting goods but not services. There was further lengthy discussion – some suggested maybe not having a sales tax cap at all anymore, some agreed with **Guard** that maybe it should be on sales of goods but not services or rents, others believed the \$3,000 should be raised. Fuel fill-ups were another question to consider. Should one fill-up of \$10,000 be capped at \$3,000?

**Howarth** said it would be helpful to clearly communicate with the business owners. **Schaefer** suggested using

the Chamber of Commerce to assist with communication. **Guard** wondered if staff could put together a list of exemptions and what those are costing the City.

~~19. Discussion of COVID-19 Emergency Response~~ this was removed at approval of the agenda

**20.** Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists

**Howarth** said she and staff are putting together an updated list for CIP so that will be coming to Council – she wants to get projects ready for grant proposals and funding sources and wants Council to weigh in on priorities.

**Allison** named several items on the referred list that could go away – Council concurred, and the Clerk would be removing 3 items from that list.

**O. Audience Participation** - none

**P. Council Comments**

**Guard** thanked staff for everything put into tonight's meeting. He thinks there needs to be more discussion about sales tax exemptions. He wants us to start early discussion, community outreach, about how we are going to be dealing with deficits in future budgets. We need to look at what it really costs to supply the services in town, and we need to hear from citizens about what services they really want.

**Meyer** thanked staff, thanked **Helen** for the written report in the packet. She also would like more information about sales tax, about where the leakage actually is in the exemptions.

**Bailer** said he agrees that **Guard's** comments are right on.

**Schaefer** agrees with comments before her, thanked staff and thanked **Helen** for the written report.

**Glaser** thanked staff and thanked **Helen** for the fish tax dispute letters – well-written.

**Allison** agrees with taking the Covid-19 item off, thinks we can ask **Dr. Sanders** about it during CCMC report. He'd like Council to be more involved in projects with the Covid money when it comes through. He looks forward to financial reports. He mentioned that evaluation time is past due and upon us for the Clerk and Manager.

**Mayor Koplín** said he began work on those with HR, so he'd be getting with Council on the evals.

**Q. Executive Session** - none

**R. Adjournment**

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

Hearing no objection **Mayor Koplín** adjourned the meeting at 8:35 pm.

Approved: March 2, 2022

Attest:   
Susan Bourgeois, CMC, City Clerk

