

**Regular City Council Meeting**  
**July 6, 2022 @ 7:00 pm**  
**Cordova Center Community Rooms A & B**  
**Minutes**

**A. Call to order** – **Mayor David Allison** called the Regular City Council Meeting to order at 7:00 pm on July 6, 2022, in the Cordova Center Community Rooms.

**B. Invocation and pledge of allegiance** – **Mayor Allison** led the audience in the Pledge of Allegiance.

**C. Roll call** - Present for roll call were **Mayor David Allison** and Council members **Jeff Guard**, **Melina Meyer**, and **Anne Schaefer**. Council members **Tom Bailer** and **Cathy Sherman** were present via teleconference. Council members **Kristin Carpenter** and **Ken Jones** were absent. Also present were City Manager **Helen Howarth** and City Clerk **Susan Bourgeois**.

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

Vote on the motion: 5 yeas, 0 nays, 2 absent (Carpenter, Jones). Motion was approved.

**E. Disclosures of Conflicts of Interest and ex parte communications**

Council member **Meyer** declared a conflict on item 15 because that is her parent's business transferring a liquor license. **Mayor Allison** agreed with the conflict.

**F. Communications by and Petitions from Visitors**

1. Guest speakers - ADF&G Wildlife Biologist, **Charlotte Westing** – bear season in Cordova **Westing** was not yet in attendance, Council moved on with the meeting and would come back to this item when she arrived.

2. Audience comments regarding agenda items:

**Clay Koplín** spoke to item 16 – specifically the Council calendar – he mentioned that Representative **Louise Stutes** would be in Cordova – a meet and greet at the Reluctant on Thursday July 14 from 4-6pm.

3. Chairpersons and Representatives of Boards and Commissions – no School Board or CCMC Authority Board reports.

**G. Approval of Consent Calendar**

4. Minutes of the June 15, 2022 Regular Council Meeting

5. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of unexcused absence of Council member Anne Schaefer from the June 15, 2022 Regular Meeting

Vote on the Consent Calendar: 5 yeas, 0 nays, 2 absent. Sherman-yes; Guard-yes; Jones-absent; Schaefer-yes; Carpenter-absent; 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**

6. Mayor's Report – **Mayor Allison** reported: 1) about 100 emails, 20% of those need a response or need to be forwarded; 2) baseball season just ended and he thanked all of those that volunteer to keep that great program going – and thanked all volunteers in Cordova for all the great youth programs; 3) he gave opening remarks to the community July 4<sup>th</sup> celebration – was well-attended, he figured 300+ people; 4) he attended the last state and fishing industry meeting – last week, they finished up with those meetings

7. Manager's Report – City Manager **Helen Howarth** reported: 1) written updates in packet – both manager report and south harbor report – no verbal updates until process moves a little further along; 2) audit begins next week – audit staff will be here for the week – new firm on board, hoping to have a completed audit this time before we start budget process in fall.

a. South Harbor Rebuild update

8. City Clerk's Report - none

**K. Correspondence**

8a. 05-26-22 Email from T. McGann regarding Harbor Commission

9. 06-15-22 Email from L. Stavig regarding Copper River Highway

10. 06-15-22 ADoT CRH Master Plan Mailer

11. Public Notice: Community Health Needs Assessment Survey

**L. Ordinances and Resolutions**

12. Substitute Ordinance 1200 An ordinance of the Council of the City of Cordova, Alaska amending Section 11.08.020 of the Cordova Municipal code to increase the number of Harbor Commission members from five to seven – 2<sup>nd</sup> reading

**M/Schaefer S/Guard** to adopt Substitute Ordinance 1200 An ordinance of the Council of the City of Cordova, Alaska amending Section 11.08.020 of the Cordova Municipal code to increase the number of Harbor Commission members from five to seven

**Schaefer** said she is in favor – no further comments other than what Council has discussed before. **Guard** said he is also in favor – **Meyer, Bailer, Sherman** said the same.

Vote on the motion: 5 yeas, 0 nays, 2 absent. Meyer-yes; Carpenter-absent; Bailer-yes; Guard-yes; Sherman-yes; Jones-absent and Schaefer-yes. Motion was approved.

13. Ordinance 1201 An ordinance of the Council of the City of Cordova, Alaska repealing Cordova Municipal Code Title 16 “Building Codes” and enacting Title 16 “Buildings and Construction” to adopt the building codes adopted by the State of Alaska and local amendments to those building codes tailored to Cordova; amend CMC 1.28.085 to update the fine schedule to reflect changes in Title 16; amend CMC 1.04.025, 18.08.010, 18.17.100, 18.18.010, 18.26.040, 18.32.055, 18.33.010, 18.33.030, 18.33.050, 18.33.060, 18.33.080, 18.33.100; 18.33.110, 18.33.130, 18.34.070, 18.34.080, 18.34.100, 18.38.050-18.38.100, 18.39.100, 18.39.130, 18.44.010-18.44.030, 18.46.030 to reflect revisions to Title 16; repealing and reenacting CMC Chapter 18.42 “Site Plan Review” to streamline the site plan review process and provide a hearing and review process for suspended or revoked site plan approval; repealing 18.33.070 “Lot Coverage,” 18.76.070 “Building Permit”, and 18.80.020 “Building Permit-Scope and Validity.” – 2<sup>nd</sup> reading

**M/Schaefer S/Guard** to adopt ordinance 1201 an ordinance of the Council of the City of Cordova, Alaska repealing Cordova Municipal Code Title 16 “Building Codes” and enacting Title 16 “Buildings and Construction” to adopt the building codes adopted by the State of Alaska and local amendments to those building codes tailored to Cordova; amend CMC 1.28.085 to update the fine schedule to reflect changes in Title 16; amend CMC 1.04.025, 18.08.010, 18.17.100, 18.18.010, 18.26.040, 18.32.055, 18.33.010, 18.33.030, 18.33.050, 18.33.060, 18.33.080, 18.33.100; 18.33.110, 18.33.130, 18.34.070, 18.34.080, 18.34.100, 18.38.050-18.38.100, 18.39.100, 18.39.130, 18.44.010-18.44.030, 18.46.030 to reflect revisions to Title 16; repealing and reenacting CMC Chapter 18.42 “Site Plan Review” to streamline the site plan review process and provide a hearing and review process for suspended or revoked site plan approval; repealing 18.33.070 “Lot Coverage,” 18.76.070 “Building Permit”, and 18.80.020 “Building Permit-Scope and Validity.”

**Schaefer** had no further comments from what was discussed at the last meeting, but she had an amendment to offer.

**M/Schaefer S/Guard** to amend Section 3 of the ordinance by deleting the referenced Code sections and replacing them with the corresponding sections in the proposed Title 16, which are as follows:  
16.10.020 “Adoption of Cordova Building Codes” \$300  
16.30.010 “Building permit required” \$300  
16.30.060(B) “Stop Work order-Authority” \$300

**Mayor Allison** asked the Clerk to explain what happened here. **Bourgeois** said upon drafting and re-drafting this Title 16 a few times, this section outlining the appropriate pieces of the new Title 16 that need to be cited in the minor offense fine schedule part of code (section 1.28.085) was overlooked when the final draft was completed and these need to be changed to appropriately cite the correct

pieces of the new code. **Bailer** asked if this would be confusing for citizens. **Mayor Allison** said that the way the paper copy – the printed packet version was written is the confusing piece it was calling out sections that weren't actually in this new ordinance, so this amendment actually makes it clearer. Council had no further comments and was ready to vote the amendment.

Vote on the motion to amend: 5 yeas, 0 nays, 2 absent (Carpenter, Jones). Motion was approved.

**Schaefer** had no further comments, appreciates all the work that went into this.

Vote on the main motion as amended: 5 yeas, 0 nays, 2 absent. Bailer-yes; Jones-absent; Schaefer-yes; Carpenter-absent; Guard-yes; Meyer-yes and Sherman-yes. Motion was approved.

**14.** Resolution 07-22-20 A resolution of the Council of the City of Cordova, Alaska supporting and placing the highest priority on repairs to the Copper River Highway and urging the State of Alaska to fund such repairs

**M/Schaefer S/Guard** to approve Resolution 07-22-20 A resolution of the Council of the City of Cordova, Alaska supporting and placing the highest priority on repairs to the Copper River Highway and urging the State of Alaska to fund such repairs.

She appreciates Council putting this on tonight, also the letter from **Leif Stavig** – she is in full support. **Guard, Bailer, Meyer** and **Sherman** also said they support this.

Vote on the motion: 5 yeas, 0 nays, 2 absent (Carpenter, Jones). Motion was approved.

**Mayor Allison** reverted to the Guest Speaker item, as the guest speaker had arrived at the meeting.

**Westing** discussed “defense of life and property” laws – they are specific as to when it is appropriate encouraged citizens to know the rules. She suggested that citizens should do the following: 1) make their neighborhoods unattractive for bears; 2) communicate about bear concerns in a productive way – to City Police (if immediate public safety risk exists), to ADF&G (if a bear problem could be developing); 3) support law enforcement – shooting in neighborhoods is an extreme risk, leave the area so officers can secure it; 4) support City’s efforts to secure trash – use the baler – generous hours – don’t complain about heavy lids (bear-proof dumpsters), brainstorm innovative ways to make them work. She suggested Council could: support law enforcement, support refuse department, improve trash security (possible code changes to increase rules/requirements and enforcement), advise/educate the public.

**M. Unfinished Business** - none

**N. New & Miscellaneous Business**

**15.** Council action to protest or waive protest for the transfer of a liquor license from Cannery Row, Inc. to RF Hospitality, LLC

**M/Schaefer S/Guard** to waive protest of the transfer of the transfer of liquor license #954, from Cannery Row, Inc. to RF Hospitality, LLC.

**Schaefer** said she sees no reason to protest. **Guard** agreed. **Bailer** and **Sherman** – no comment.

Vote on the motion: 4 yeas, 0 nays, 2 absent (Carpenter, Jones), 1 conflicted (Meyer). Motion was approved.

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

**Mayor Allison** said – the Clerk said she would start advertising the 2 seats on Harbor Commission.

**Guard** said maybe we could have an annual work session or some mention of bears and how to deal with garbage seasonally – maybe approximately May 1 each year – Clerk said she’d put that on PA. Clerk and Manager said we could cancel the second July meeting, currently it looks light agenda-wise, if ok with City Council. Council was fine with that plan, so next regular meeting would be August 3 – special meetings could be called if items arise requiring timely Council action.

**O. Audience Participation** - none

**P. Council Comments**

**Meyer** appreciated the bear report and information – she hoped the public listened or would listen to the good ideas thrown out there.

**Guard** also thanked for the bear presentation and a huge shout out to Planning Department and Planning Commission for getting Title 16 hashed out.

**Schaefer** also thanked for bear presentation and the hard work of staff – she suggested ideas for trash in the summer months – said it is difficult for a lot of people to secure trash until pick-up day if they do not have a garage.

**Q. Executive Session** – none

**R. Adjournment**

**M/Guard S/Schaefer** to adjourn the meeting.

Hearing no objection **Mayor Allison** adjourned the meeting at 8:01 pm.

Approved: August 3, 2022

Attest:



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Susan Bourgeois, CMC, City Clerk

