

**Regular City Council Meeting
September 21, 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 September 21, 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 **Tom Bailer, Jeff Guard, Anne Schaefer, Kristin Carpenter** and **Ken Jones**. Council members **Cathy Sherman** and **Melina Meyer** were absent. Also present were City Manager **Helen Howarth** and City Clerk **Susan Bourgeois**.

D. Approval of Regular Agenda – **M/Bailer S/Schaefer** to approve the agenda.
M/Carpenter S/Schaefer to amend by removing item 7 from the agenda.

Carpenter said that is a contract for under \$25,000 which is the Manager’s spending authority, and it doesn’t need to be approved by Council.

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

Vote on the main motion as amended: 5 yeas, 0 nays, 2 absent (Sherman, Meyer). Motion was approved.

E. Disclosures of Conflicts of Interest and ex parte communications - none

F. Communications by and Petitions from Visitors

Mayor Allison offered City Manager **Howarth** the floor for a short report that her staff wanted to give. **Howarth** said in his short time as Chief, Chief of Police **Andrew Goss** has instituted some great morale boosting activities and has done some restructuring at the police department. **Goss** announced that he recently promoted Officer Hayden to **Sergeant Hayden**. He offered words of praise to **Hayden** and there was applause from the audience.

1. Guest speakers, **Kristin Carpenter**, Executive Director of the PWSEDD and **Rebecca Braun** of the McKinley Research Group presented on the PWS Ferry Authority Feasibility Study which is currently underway.

2. Audience comments regarding agenda items: none

3. Chairpersons and Representatives of Boards and Commissions - **Dr. Hannah Sanders**, CEO of CCMC reported: 1) we are a struggling rural hospital but not struggling as badly as we have been in the past; 2) great news, **Dr. Gloe** has decided to remain in Cordova – between **Gloe** staying on and our other 2 providers **Henneker** and **Woulk** – they’ve been here for 5+ years which is great continuity for patients; 3) since she’s been in charge at CCMC, there is something new she finds every day or every month that is a new problem that gives her the chance/opportunity to fix and improve; 4) she is beginning work on budget and will be back to council in the next month or month and half with a budget request. Questions/comments: **Carpenter** said it is a huge accomplishment to have the continuity of providers at CCMC, she is appreciative of the stability. **Schaefer** asked about Covid boosters – **Dr. Sanders** sad at the clinic setting people can come in for the bivalent Pfizer booster, flu vaccines are not yet available in town.

4. Student Council Report – no report

G. Approval of Consent Calendar

5. Minutes of the September 7, 2022 Regular City Council Meeting

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

H. Approval of Minutes -in consent calendar

I. Consideration of Bids/Proposals/Contracts

6. Award of Contract to Envirosafety/Public Safety Center for 23 sets of Fire PPE for \$41,991.52

M/Bailer S/Schaefer to direct the City Manager to negotiate a contract with Envirosafety/Public Safety Center to purchase 23 sets of Fire PPE for a sum not to exceed \$41,991.52.

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

~~7. Award of Contract to Trailer Craft of Anchorage for a snowplow for an Emergency Vehicle for \$10,200 (this item was removed from the agenda)~~

J. Reports of Officers

8. Mayor's Report – **Mayor Allison** said that **Tommy Sheridan** is the Cordova rep on the Alaska Mariculture Alliance, and we should discuss at Pending Agenda maybe officially appoint him, since that board structure may be changing, and he is currently on the executive committee.

9. Manager's Report – City Manager **Helen Howarth** reported: 1) she has a budget calendar in the packet – with holidays and when the meetings fall – she is hoping to adopt the budget at the December 7 meeting; 2) harbor bond should be finalized on next Wednesday – all docs being gathered and signed and mailed; she asked **Tony Schinella** for a South Harbor update:

a. South Harbor Rebuild update – **Schinella** reported that the RFP will be out on Friday – September 23 – 45-day time frame and then we will be back to ask for approval. Council Questions: **Bailer** asked about the project construction start date – **Schinella** said approximately Oct 1 next year, about 1 year from now. Substantial completion slated for April '24 and final completion would be June '24.

b. Financial Report through 08-31-22

10. City Clerk's Report – **Bourgeois** reported: 1) board and commission vacancies come up in Nov – she will begin advertising that hoping to appoint at first December meeting; 2) Update on foreclosures – we have foreclosed on 2 properties (same owner) – are awaiting the recordation of the Clerk's deed then Council will have to take action regarding the property; 3) AML conference is December 7-10 – if anyone wants to attend, please reach out.

K. Correspondence

11. 8-26-22 Final SEIS from Dept of Navy on training exercise in Gulf

12. 9-2-22 Email from J. Burton regarding proposed kelp farm/mariculture lease

13. 9-7-22 Agency Review for Land Use Permit, NVE in Sheep Bay

14. 9-7-22 Email from T. Sheridan reiterating interest in Harbor Com appointment

15. 9-16-22 Public and Agency Notice for Aquatic Farmsite Lease Wild Blue Mariculture, Amber Morris, ADL 233817

L. Ordinances and Resolutions

16. Ordinance 1202 An ordinance of the Council of the City of Cordova, Alaska, enacting Section 5.22.030 codifying the Land Disposal Map process to increase public awareness of municipal land status – 2nd reading

M/Schaefer S/Bailer to adopt Ordinance 1202 An ordinance of the Council of the City of Cordova, Alaska, enacting Section 5.22.030 codifying the Land Disposal Map process to increase public awareness of municipal land status

Schaefer said she is in support. **Bailer** said he supports it as well, last time we discussed, his only comment would be that if this is taking substantial staff time that staff consider that when setting fees and rates for next budget year.

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

17. Ordinance 1203 An ordinance of the Council of the City of Cordova, Alaska, amending Cordova Municipal Code Sections 1.04.255, 1.20.010, 2.06.030, 2.18.050, 2.24.020, 2.56.017, 3.14.020, 3.40.090, 4.12.030, 5.12.110, 5.14.020, 5.24.040, 5.32.080, 5.32.150, 5.36.110, 5.40.150, 10.52.030, 10.52.050,

10.54.040, 10.54.070, 11.32.050, 13.24.030, 17.24.040, 18.68.030 and 18.72.080 to define the terms “publish” and “publication” and to clarify the notice and publication requirements under the Cordova Municipal Code – 2nd reading

M/Schaefer S/Carpenter to adopt Ordinance 1203 An ordinance of the Council of the City of Cordova, Alaska, amending Cordova Municipal Code Sections 1.04.255, 1.20.010, 2.06.030, 2.18.050, 2.24.020, 2.56.017, 3.14.020, 3.40.090, 4.12.030, 5.12.110, 5.14.020, 5.24.040, 5.32.080, 5.32.150, 5.36.110, 5.40.150, 10.52.030, 10.52.050, 10.54.040, 10.54.070, 11.32.050, 13.24.030, 17.24.040, 18.68.030 and 18.72.080 to define the terms “publish” and “publication” and to clarify the notice and publication requirements under the Cordova Municipal Code

Schaefer said this was discussed last time, she is in favor. **Carpenter** said ditto – the attorney’s memo states that this doesn’t change the City’s obligation to notice or the timelines within which we must notices it just talks about the media which can be used for the notice.

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

M. Unfinished Business – none

N. New & Miscellaneous Business

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

Bourgeois said she’d put the Alaska Mariculture Alliance City representative issue on PA for a future meeting after **Mayor Allison** got us more information. Work session and staff work update on housing was added to PA for January, after budget.

O. Audience Participation - none

P. Council Comments

Carpenter echoed earlier comments about stability of providers at CCMC; good work on code revisions, always important that code matches what we have in practice for our procedures

Schaefer congratulated **Sergeant Hayden**; thanked **Sam** and **Tony** for getting the Harbor Project RFP almost to the finish line.

Guard echo staff comments – especially glad to see **Hayden** recognized for his dedication to the department; on the budget schedule he thinks the turnaround time for comments/revisions before the next work session will be difficult. He doesn’t think we need more budget meetings just longer overall process to allow more time between.

Jones congrats to **Sergeant Hayden** – looks forward to public comment and participation.

Bailer echoed things said before him and is grateful to hear Dr. Gloe will be sticking around.

Mayor Allison praised City and State staff both who did a great job after that last rain dump where the emergency washout on the CR Highway happened. He saw **Sergeant Hayden** out there directing traffic and getting soaked – all the crews did a great job.

Q. Executive Session – none

R. Adjournment

M/Bailer S/Schaefer to adjourn the meeting.

Hearing no objection **Mayor Allison** adjourned the meeting at 7:56 pm.

Approved: October 5, 2022

Attest:



Tina Hammer, Deputy Clerk

