

**Regular City Council Meeting**  
**February 1, 2023 @ 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 February 1, 2023, 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 **Cathy Sherman, Anne Schaefer, Kristin Carpenter,** and **Ken Jones**. Council members **Tom Bailer, Jeff Guard** and **Melina Meyer** were present via zoom teleconference. Also present were City Manager **Helen Howarth** and City Clerk **Susan Bourgeois**.

**D. Approval of Regular Agenda – M/Schaefer S/Carpenter** to approve the agenda.  
Vote on the motion: 7 yeas, 0 nays. Motion was approved.

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

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

1. Guest speakers – none
2. Audience comments regarding agenda items: none
3. Chairpersons and Representatives of Boards and Commissions – none were present to report
4. Student Council Report – no report

**G. Approval of Consent Calendar**

5. Council action to waive protest of renewal for Liquor License # 954 Reluctant Fisherman Bar & Restaurant, beverage dispensary - tourism

Vote on the Consent Calendar: 7 yeas, 0 nays. Jones-yes; Guard-yes; Meyer-yes; Sherman-yes; Bailer-yes; Carpenter-yes; and Schaefer-yes. Consent Calendar was approved.

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

**I. Consideration of Bids/Proposals/Contracts** - none

**J. Reports of Officers**

6. Mayor's Report – **Mayor Allison** reported: 1) he had a written report in the packet; 2) he thanked Council for being timely in getting him the Manager evaluations for the executive session later tonight.

7. Manager's Report – City Manager **Helen Howarth** reported: 1) after last meeting she met with **Ted Wright** and **Kari Collins** of NVE, they meet again Friday this week and she will have an update/agenda item for next meeting with more information about what they need from us; 2) CIP list will be discussed tonight but we will schedule a work session in April after the facilities report is back; 3) bears in trash – there will be a report from refuse forthcoming – hopefully in April; 4) housing work session in April as well – City Planner is working with PWSEDD and other statewide working groups; 5) negotiations with the union to begin again shortly as well.

a. South Harbor Rebuild update – no update tonight

8. City Clerk's Report – **Bourgeois** reported: 1) declaration of candidacy closes Monday Feb 6 – so far only one CCMC declared candidate – **Kelsey Hayden**

9. Staff Quarterly Reports:

a. Cordova Public Library, 4Q 2022, **Debbie Carlson** Department Director

b. Cordova Police Department, 4Q 2022, **Police Chief Andrew Goss**

**K. Correspondence**

- 10. 12-22-23 Record of Decision Navy Gulf of Alaska training
- 11. 01-23-23 Email from K. Jones regarding Cold Storage Needs

**L. Ordinances and Resolutions**

**12.** Resolution 02-23-03 A resolution of the Council of the City of Cordova, Alaska designating Capital Improvement Projects

**M/Schaefer S/Sherman** to approve Resolution 02-23-03 A resolution of the Council of the City of Cordova, Alaska designating Capital Improvement Projects

Council had a lengthy discussion and considered the list that staff had provided which was staff recommendations and a much more detailed list that the City Manager and staff was suggesting be included in the CIP resolution in place of the list that was in Resolution 02-23-03, as written in the packet.

**M/Sherman S/Schaefer** to amend the list as follows:

**1. Port and Harbor**

- a. South Harbor Replacement
- b. North Harbor Efficiency and Safety
  - i. Stabilize Breakwater Ave through sheet piling to create usable uplands for industrial, commercial, Harbor and associated uses.
  - ii. Improve pedestrian safety by creating a sidewalk and boardwalk system to navigate between the north and south harbors.
  - iii. Provide additional cranes, laydown areas, and in harbor fuel services.
- c. Rebuild 3-Stage Dock
- d. Waste Oil Building
- e. Shipyard Expansion
- f. Harbor Basin Expansion

**2. Public Works (Water/Sewer/Streets)**

- a. Improve water delivery during peak water usage.
  - i. Booster station at Murchison tank to improve water delivery during peak flow.
  - ii. Build a permanent siphon at Crater Lake to improve water delivery during peak flow.
  - iii. Upgrade Pipe Infrastructure.
  - iv. Upgrade pumps stations and equipment.
- b. Sewer Upgrades
  - i. Replacement/upgrade of Wastewater plant and Scada.
  - ii. Replacement/Upgrades of Lift Stations.
  - iii. Replacement of Force main in Odiak Slough.
  - iv. Upgrade Pipe Infrastructure.
- c. Streets Infrastructure and Equipment
  - i. 6<sup>th</sup> and 7<sup>th</sup> Streets Upgrades
  - ii. Chase Avenue Upgrades
  - iii. Replace/Upgrade pedestrian walkways (4<sup>th</sup> and Adams) (Council Street), and (2<sup>nd</sup> Street to Main)
  - iv. Wheeled Loader
  - v. Road Grader
  - vi. Water Services and Fire Protection (hydrants) to Outlying Areas – Feasibility Study

**3. Public Safety**

- a. Mile 4 Substation Foundation Repair
- b. E-911 Implementation
  - i. Acquire and integrate new hardware to fully utilize the new E-911 addressing.
  - ii. Replace Failing RMS
  - iii. Replace Dispatch Console
- c. Replace Radio Structure on Ski Hill
- d. Engineering and Preliminary Design of Public Safety Building

**4. Recreational Safety and Development**

- a. Pool Infrastructure
  - i. Replacement of 60mm PVC Pool liner

- ii. Door and Siding Replacements and CMU Joint Repairs
- iii. Pool Cover Replacement
- iv. Pool Roof Replacement
- v. Ventilations Remodel/Replacement
- vi. Electrical Distribution System Replacement
- vii. ADA Compliance and Parking Area re-grade.
- b. Bidarki Recreation Center
  - i. Structural Repair
  - ii. Code and Ada Compliance
  - iii. Facility Improvements
- c. Eyak Lake Skater's Cabin
  - i. Demolish and replace.
- d. Playground Renovations
  - i. Replacement of swing set at Noel Pallas Children's Memorial Playground
- e. Parks Restrooms/Buildings/Structures
  - i. Ballfield/Cordova Municipal Park Restroom/Concession Stand – Code and ADA Compliance
  - ii. Fleming Spit Restroom Replacement
  - iii. Odiak Pond Boardwalk and Gazebo – Code and ADA Compliance
  - iv. Odiak Camper Park Restrooms/Facility Improvements – Code and ADA Compliance.
  - v. Parks Maintenance Shop Facility Improvements – Code Compliance

#### **5. Land Development**

- a. Housing
- b. Cold Storage
- c. Harbor Basin Expansion

**Mayor Allison** suggested that staff take notes as Council discuss this list and then bring back the resolution in a form to be voted upon at the next meeting. Council members did then each give input and staff said they would do so.

**M/Jones S/Schaefer** to refer this resolution to staff so staff can enter in a list that reflects the Council discussion tonight.

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

#### **M. Unfinished Business – none**

#### **N. New & Miscellaneous Business**

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

Housing work session – April, facilities work session – April, report from refuse on bears

#### **O. Audience Participation**

**David Janka** of PO Box 1231 Cordova said he didn't get an opportunity to thank council for the RCAC Board appointment, he jumped right in as they met last week, he attended the long-range planning workshop and 2 days of meetings. If there are any questions or concerns he encouraged anyone to get a hold of him. He reminded them of the Harbor work that will be happening, so they are aware of that, glad to hear the project manager mention he prioritization of Tier 1 vessels. That program annually has a recertification process through the USCG and last day for comment is February 8. The USCG has a great website for comments – really user friendly – RCAC's website [www.pwsrcac.org](http://www.pwsrcac.org) has a link for comments.

#### **P. Council Comments**

**Bailer** he googled best places to live in AK and Cordova was number 1. As far as capital priorities – he was part of the process wen the Public Safety building was being considered and he thinks what came out of that was way over the top for Cordova – for him to support a new building he'd need to see the

Police and Fire to tell him their needs – what they need to do their job. We should be going after that – a basic building, not a brass pole, multiple showers and weight rooms, etc.

**Guard** thanked staff for the good suggestions for the CIP List.

**Schaefer** thanked staff for the CIP List items and thanks to **Dave Janka** for serving as RCAC rep.

**Jones** echoed the thanks and invited all to come watch IceWorm basketball games – some semi-pro players have come up will be a pretty good show.

**Carpenter** also thanked staff for the detailed Capital lists.

**Sherman** echoed the thanks.

#### Q. Executive Session

14. Council discussion of City Manager evaluation, in executive session because it is a subject that may tend to prejudice the reputation and character of any person; provided that the person may request a public discussion

**M/Schaefer S/Sherman** to enter into an executive session to discuss the City Manager’s evaluation, in executive session because it is a subject that may tend to prejudice the reputation and character of any person; provided that the person may request a public discussion – City Manager **Helen Howarth** has not requested a public discussion.

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

At 8:21 pm **Mayor Allison** called for a 5-minute recess to clear the room.

Council entered the executive session at 8:21 pm and returned to the open meeting at 8:53 pm.

**Mayor Allison** stated that in the executive session the City Manger’s evaluation was discussed and Council directed the **Mayor** and Council member **Sherman** to meet with City Manager **Howarth** to discuss contract renewal terms with her.

#### R. Adjournment

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

Hearing no objection **Mayor Allison** adjourned the meeting at 8:55 pm.

Approved: March 1, 2023

Attest:



Susan Bourgeois, CMC, City Clerk

