

Regular City Council Meeting
July 5, 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 July 5, 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 **Tom Bailer, Cathy Sherman, Kasey Kinsman, Anne Schaefer,** and **Kristin Carpenter**. Council member **Ken Jones** was present via teleconference. Also present were City Manager **Helen Howarth** and City Clerk **Susan Bourgeois**.

D. Approval of Regular Agenda

M/Carpenter S/Sherman to approve the agenda.

M/Bailer S/Jones to amend the agenda to put item 18 before ordinances and resolutions, therefore, as agenda item 14a.

Vote on the motion to amend: 6 yeas, 0 nays, 1 vacancy (Seat D). Motion was approved.

Vote on the motion to approve as amended: 6 yeas, 0 nays, 1 vacancy (Seat D). Motion was approved.

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

F. Communications by and Petitions from Visitors

1. Guest speakers:

a. Sheridan Alpine Association, 22-23 Season Summary Presentation SAA

Sheridan Alpine Association Board member **Paul Swartzbart** joined **Dave Reggiani**, Board Treasurer, to report on the chairlift cable replacement project. They both then reported on the season summary.

2. Audience comments regarding agenda items

Wendy Ranney of 2500 Orca Rd. spoke to agenda item 18 (14a) and said when she ran for Mayor she got almost half the votes; she feels as though the community has faith in her. She said the next best path would be as a council member; she has served on very many boards and commissions and has made it clear that her hopes/wishes are what is best for Cordova.

3. Chairpersons and Representatives of Boards and Commissions:

School Board: Superintendent **Alex Russin** reported: 1) summer sessions are in full swing – kids in classrooms and summer food service program is underway; 2) with the Governor’s vetoes, the district is looking at about a \$400k deficit – school board and administration will have a difficult task to find that \$400k – considerations will need to be made around activities, food service program, staffing; they are required to send the budget to the State by July 15 – will meet next week to discuss.

Schaefer asked **Russin** about the City’s allowable contribution – with the change in the BSA, is the City’s contribution still within guidelines. **Russin** said what the City has committed to is still within range of where it is allowed to be.

4. Student Council Report – summer vacation

G. Approval of Consent Calendar

5. Minutes: a. 06-21-23 Regular City Council Meeting Minutes

6. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of unexcused absence of **Cathy Sherman** from the June 21, 2023 Regular Meeting

7. Proclamation of Appreciation to **Marina ‘Mimi’ Briggs**

Vote on the Consent Calendar: 6 yeas, 0 nays, 1 vacancy (Seat D). Schaefer-yes; Sherman-yes; Jones-yes; Bailer-yes; Kinsman-yes; and Carpenter-yes. Consent Calendar was approved.

Mayor Allison read the Proclamation to **Marina Briggs** aloud and there was applause.

H. Approval of Minutes - in consent calendar

I. Consideration of Bids/Proposals/Contracts - none

J. Reports of Officers

8. Mayor's Report – **Mayor Allison** reported: 1) he participated in the Fourth of July celebration with the Chamber yesterday – it was well-attended; 2) change of command ceremony at the USCG dock is at 10am tomorrow, no host reception afterwards at the Brewery; 3) he signed a letter by all the Mayors in the PWS communities supporting hatcheries in Alaska – he will ensure that gets forwarded to Council.

9. City Manager's Report – **Howarth** reported: 1) financials through 5-31-23 are in the packet; 2) very well along migrating to the NetSuite software – January 1 launch date hopeful, also will need specific billing software to accompany that, before you tonight is a resolution for that consideration; 3) began IBEW negotiations, executive session later to receive Council feedback on how to proceed; 4) harbor project breaking ground in a few short months, **Collin Bronson** gave a short progress report on project and explained the boat relocation effort to date.

a. Financials through 05-31-23

Council questions for Manager: **Carpenter** asked about the scrap metal barge. **Greenwood** said they are committed to taking one barge-load of scrap out this summer, so far going well and they are compacting at the landfill and also taking a steel boat and transporting a fiberglass boat from the boatyard to landfill for us. **Greenwood** mentioned the recent retirement of a long-time dedicated City employee, **Mike Arvidson**. She said she has never seen anyone work as hard as **Mike Arvidson**, when he gets on a task he is all in until completion. **Greenwood** reported a small oil spill that the City staff, water crew and streets crew collaborated on and really moved quickly to avoid a much worse situation.

10. City Clerk's Report – **Bourgeois** reported: 1) put in a lot of time on 2 agenda items before Council tonight – the election to fill Seat D vacancy – she provided history of how that has been handled in the past; also helped with the resolution about ferry service, it was last minute because AMHS gave a short turnaround time for comments.

K. Correspondence

11. 05-26-23 Email from Mark Hall regarding 2023 Land Disposal Maps

12. 06-14-23 Letter from Bruce and Joni Campbell regarding 2023 Land Disposal Maps

13. 06-15-23 Letter from Cece and Max Wiese regarding 2023 Land Disposal Maps

14. ADotT&PF Flyer for Second Street Reconstruction Project Open House 7/19/23

This agenda item was pushed up during approval of the agenda.

14a.18. Council Election to fill vacant City Council Seat D

Mayor Allison said there were 5 people who put their names forward and he opened it up for nominations.

Carpenter nominated **Wendy Ranney** for Council Seat D

Kinsman nominated **Mark Frohnapfel** for Council Seat D

Bailer expressed his opinion that the very strong community support of one candidate who had received so many votes when she ran for Mayor should make this decision easy for Council. **Bailer** said the other names are great choices as well, but he wants it known why he is voting the way he is voting. **Mayor Allison** suggested secret ballots so as to not have hard feelings later.

With no other nominations from the floor, the Clerk handed out slips of paper for Council members to conduct a secret ballot vote between the 2 nominated candidates.

The Clerk tallied the ballots and **Wendy Ranney** received 4 votes, **Mark Frohnapfel** received 2 votes, therefore, **Wendy Ranney** was elected to City Council Seat D for a term through the certification of the March 2024 City Election. City Clerk **Bourgeois** swore in **Ranney** and **Ranney** took a seat at the council table to participate in the remaining agenda items. She had expressed that she did read the packet and felt prepared for the items.

L. Ordinances and Resolutions

15. Ordinance 1208 An ordinance of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a twenty-year lease with the United States Forest Service (USFS), for a portion of property described as a roughly 4,500 square foot Portion of Lot 3, Block 7A, Tidewater Development Park – 1st reading

M/Schaefer S/Carpenter to adopt Ordinance 1208 An ordinance of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a twenty-year lease with the United States Forest Service (USFS), for a portion of property described as a roughly 4,500 square foot Portion of Lot 3, Block 7A, Tidewater Development Park

Schaefer said we had a really productive work session with Harbor Commission at Noon today and they were able to express their concerns and where they were at with the lease agreement – it was helpful to get their perspective on it. This really comes down to a 16-month agreement, she is in support. **Carpenter** echoed those comments. She wants to reinforce to people that there is talk of the need for airplane float and net-mending float and she wants everyone to know we are seeking solutions for those when it comes time to redo the North Harbor. **Kinsman** said he wanted to ensure that the Harbor Commission felt confident that this USFS lease in this area would not hold up future development. He didn't hear anyone against that so he will be supporting. **Sherman** said she will vote in favor and agrees with comments before her. **Ranney** said she did attend the noon meeting and she has been following this item; City Planner **Johnson** hit it out of the park with the 16-month clause which never happens with a government agency and that is the key to making this lease work. She will support. **Jones** said he will not support this and will be voting no. **Bailer** said he will be in favor of this – City staff, **Planner** and **Manager** did a great job with this, we were able to learn a little more at the noon meeting from staff about all that went into this.

Vote on the motion: 6 yeas, 1 nay (Jones). Motion was approved.

16. Resolution 07-23-25 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to negotiate with Starnik Inc. for a one-year renewable \$18,900 contract for government cloud-based billing software and authorizing one-time implementation and transition costs not to exceed \$15,900

M/Bailer S/Schaefer to approve Resolution 07-23-25 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to negotiate with Starnik Inc. for a one-year renewable \$18,900 contract for government cloud-based billing software and authorizing one-time implementation and transition costs not to exceed \$15,900

Bailer asked for a staff report. **Howarth** said as we were working with NetSuite on the changeover, we realized we should consolidate all the billing in various departments by getting cloud-based billing software that would integrate with NetSuite product. This will allow us to have better customer service, real-time access and fully integrated system that tracks receipts, and lets us know where customers stand.

Schaefer asked how much we are spending on billing software now. **Howarth** said similar to this amount, maybe even more. **Sherman** said Arctic IT had suggested a cloud-based Microsoft platform financial software when we went to Caselle and **Helen** is doing now what we should have done back then. Will be great for all departments to be integrated and using same system.

Vote on the motion: 7 yeas, 0 nays. Kinsman-yes; Schaefer-yes; Jones-yes; Ranney-yes; Bailer-yes; Carpenter-yes; and Sherman-yes. Motion was approved.

17. Resolution 07-23-26 A resolution of the Council of the City of Cordova, Alaska, requesting changes to the 2023-2024 proposed AMHS fall/winter ferry schedule by eliminating the 2-month service gap in PWS slated for October 15 – December 14, 2023

M/Schaefer S/Carpenter to approve Resolution 07-23-26 A resolution of the Council of the City of Cordova, Alaska, requesting changes to the 2023-2024 proposed AMHS fall/winter ferry schedule by eliminating the 2-month service gap in PWS slated for October 15 – December 14, 2023

Schaefer appreciates Council member **Carpenter** and the **City Manager** putting this together; she is in support, seems like same thing every year. **Carpenter** said we are the only region being asked to forego ferry service for such a big chunk of time. **Ranney** will support – she wonders if the City attended the pre-scheduling meeting that they have in April or May – if not that is something we should do in the future.

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

M. Unfinished Business – none

N. New & Miscellaneous Business

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

Council opted to cancel the second July meeting. Next Regular meeting to be August 2, 2023. A special meeting may be called if something time-sensitive arises. Sales tax code – **Howarth** will get a date when attorney can come down for a work session about that. Council wants to ensure we stay on top of Ski Hill progress toward becoming a 501C3 non-profit.

O. Audience Participation - none

P. Council Comments

Sherman Police department had a great message out on social media for Fourth of July – she appreciates whoever is doing those – great sense of humor. Kudos to the City crews working on that oil spill – fast response time, well done. She said the relationship with the Ski Hill has come a long way, used to be much more adversarial. Thanks to **Susan** for background info on the election to fill the Council seat. Thanked everyone who put their name in for Council and welcome to **Wendy**.

Schaefer echoed all the thanks and offered congratulations to **Mimi & Mike Arvidson** on their retirements.

Bailer echoed the thanks. He said he didn't read anything about aging fuel tanks in the engineers' study.

Kinsman thanked those who put their name in the ring for Council – hope to see those names again in March. He agrees that our infrastructure needs some work.

Carpenter echoed all the thanks – congrats to **Mimi Briggs & Mike Arvidson** on their retirements, reminded everyone Salmon Jam and Salmon Runs coming right up.

Ranney thanked Council for their faith in her – she will try to do it justice. **Mimi & Mike** will be a great loss of years of knowledge for us. Harbor Commission work session was really great – would behoove Council to meet jointly with other advisory boards and commissions especially before budget.

Q. Executive Session

20. Recommendations from City Manager regarding Collective Bargaining Agreement negotiations, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

M/Carpenter S/Bailer to enter executive session to discuss recommendations from City Manager regarding Collective Bargaining Agreement negotiations, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

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

Council entered the executive session at 9:10 pm and was back in open session at 9:46 pm.


Mayor Allison stated that Council discussed the CBA with the Manager and staff and no decisions were made.

R. Adjournment

Hearing no objection **Mayor Allison** adjourned the meeting at 9:46 pm.

Approved August 2, 2023

Attest:



Susan Bourgeois, CMC, City Clerk

