

Regular City Council Meeting
April 15, 2026 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes

A. Call to order – Mayor **Kristin Smith** called the Regular City Council Meeting to order at 7:00 pm on April 15, 2026, in the Cordova Center Community Rooms.

B. Pledge of allegiance – **Mayor Smith** led the audience in the Pledge of Allegiance.

C. Roll call – Present for roll call were **Mayor Kristin Smith** and Council members **Debra Adams, Lee Collins, Kasey Kinsman, Mike Mickelson, Wendy Ranney,** and **Dave Zastrow**. Council member **Aaron Hansen** was absent. Also present were City Manager **Sam Greenwood** and City Clerk **Susan Bourgeois**.

D. Approval of Regular Agenda

Hearing no objection to approval of the agenda, **Mayor Smith** declared it 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

Jeremiah Beckett of 317 First Street spoke about agenda item 11a. Harbormaster quarterly report and mentioned the legal case he is involved with concerning his boat and the travel lift.

3. Chairpersons and Representatives of Boards and Commissions – none.

G. Approval of Consent Calendar

4. Council action to waive protest for Liquor License renewal for Alaska Commercial Company, package store license #235

5. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of unexcused absence of Mayor Kristin Smith from the April 1, 2026, Regular Meeting

6. Council confirmation of CVFD Chief and Deputy Chief as elected officers

7. Council Minutes: a. Minutes of the Council Regular Meeting of March 4, 2026

Vote on the Consent Calendar: 7 yeas, 0 nays. Zastrow-yes; Collins-yes; Adams-yes; Hansen-absent; Kinsman-yes; Ranney-yes; and Mickelson-yes. Consent Calendar was approved.

H. Approval of Minutes – in consent calendar

I. Consideration of Bids/Proposals/Contracts - none

J. Reports of Officers

8. Mayor's Report – **Mayor Smith** reported: 1) Senator Murkowski will be in town for Innovate Cordova, May 1-3; 2) Fourth of July, celebrating 250 years, Chamber organizing an event, needs volunteers; 3) she asked the City Manager to have the police department give a report about their plans if they encounter ICE officers in town; 4) clean-up day is May 2, she encouraged participation.

9. City Manager's Report – **Greenwood's** reported: 1) thanks to Micah, Ron, Peterson's Welding crew – the pool is being filled currently, Renosys will be here later in summer, maybe mid-June; 2) PW Director **Kevin Johnson** has completed a grant application to Denali Commission, hopeful we will get something to defray the Second Street paving match.

a. Public Works – Sewer Division report concerning “flushable” wipes (hint-they're NOT flushable)

10. City Clerk's Report – **Bourgeois** reported: 1) seeking applicants for Housing Supply Accelerator Committee and City rep to PWSAC Board

11. Staff Reports: **a.** Cordova Harbor & Port, Harbormaster **Tony Schinella**, 1Q 2026; **b.** Human Resources, Department Director **Kayleen Johnson**, 1Q 2026; **c.** Cordova Volunteer Fire Department, Chief **Stephen Phillips**, 1Q 2026; **d.** Cordova Center, Department Coordinator **Signe Baumann**, 1Q 2026; **e.** Parks & Recreation, Department Director **Samantha Hagerthy-Schneider**, 1Q 2026; **f.** Cordova Historical Museum, Cordova Public Library, Director **Ashley Bivin**, 1Q 2026; **g.** City Permanent Fund, APCM, **Blake Phillips**, City Investments Adviser; **h.** City Finances, Department Director **Sheryl Glasen**, 1Q 2026

Stephen Phillips verbally reported and updated Council and the public about some recent drills and how much improvement the CVFD has made through such exercises.

K. Correspondence

12. City Council correspondence primer: correspondence policies & procedures: **a.** 03-25-26 Letter from A. Hansen regarding opinion on youth activities; **b.** 04-06-26 Letter from C. Moreno regarding Council's decision to choose PWSEDD proposal for Lot 2, Block 7, NFDP; **c.** 04-07-26 Letter from P. Kelly re council's decision to choose PWSEDD proposal for Lot 2, Block 7, NFDP; **d.** 04-08-26 Open comment period for ADoT&PF NMLOCP (Non-metropolitan Local Official Cooperation Process)

L. Ordinances and Resolutions

13. Resolution 04-26-18 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source emergency procurement contract with DXP Alaska Pump & Supply Inc., to purchase a Deming pump & motor assembly for the Wastewater Division's immediate need at the Eyak Sewer Lift Station

M/Zastrow S/Mickelson to approve Resolution 04-26-18 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source emergency procurement contract with DXP Alaska Pump & Supply Inc., to purchase a Deming pump & motor assembly for the Wastewater Division's immediate need at the Eyak Sewer Lift Station

Zastrow said this is pretty straight forward, we need to keep the poop flowing. **Mickelson** agreed. **Adams** reiterated what has been mentioned already, that we're spending nearly \$51K because of flushable wipes that are NOT in fact flushable. **Mickelson** said we should ensure that we are also educating visitors to Cordova – signage would be helpful at all bathroom locations, in short-term rentals, hotels, etc.

Vote on the motion: 6 yeas, 0 nays. Hansen-absent; Adams-yes; Zastrow-yes; Mickelson-yes; Kinsman-yes; Ranney-yes; and Collins-yes. Motion was approved.

M. Unfinished Business - none

N. New & Miscellaneous Business

17. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists – **Kinsman** asked the Clerk what could be done as far as training concerning "conflict of interest" declarations in light of the new interpretations of that piece of code. **Bourgeois** agreed that it was necessary and said while there is no City Council training budget, she can formalize the recent email she sent to Council about how to declare/analyze declarations of conflicts of interest into a primer that could appear in every packet. Upcoming meeting: executive sessions on CBA negotiations and also an update on the Copper Star insurance claim. Next meeting will also have the resolution approving school budget and setting the City contribution level. Also, we will schedule **Charlotte Westing** to give a talk about bear-aware safety as the season is upon us.

O. Audience Participation

Aaron Sayles spoke as the City Fire Marshal and mentioned a huge DoT airport rescue drill at the airport on May 2.

P. Council Comments

Adams thanked the CVFD for all they do to keep us safe. She recognized the Streets crew for the work on Second Street with pothole filling, much appreciated.

Ranney thanked everyone for the staff reports, she loves reading them and appreciates all the work that goes into them. Thanked the Fire Department. We are coming into the thaw and she hopes people will carry a garbage bag around with them as stuff appears from the snow. She appreciates the correspondence that comes into Council – we take that information to heart.

Zastrow congratulated Fire and EMS. Also great to see all the reports.

Kinsman reiterated the thanks to CVFD and highlighted the \$51K bill for the pump because of wipes in the system.

Collins said he appreciated the staff reports – very informative for him as he is learning more all the time.

Mickelson echoed comments from other members. He appreciates that while our finances don't seem great, he looks forward and thinks things could look better maybe in 2027. It would be great if we could look forward strategically instead of always being in crisis mode.

Mayor Smith as far as the CVFD and their recent drills, she mentioned how Cordova has this remarkable culture of volunteerism.

Q. Executive Session – none

R. Adjournment

Hearing no objection **Mayor Smith** adjourned the meeting at 8:07 pm.

Approved: June 3, 2026

Attest:



Susan Bourgeois, CMC, City Clerk

