

City of Coffman Cove
Regular City Council Meeting
Thursday, January 21st, 2021

City of Coffman Cove is inviting you to a scheduled Zoom meeting.

Topic: Public Hearing 6:15pm Council Meeting 6:30pm

<https://zoom.us/j/92322186275?pwd=WC9kWk1SM2hlanVxWHgyWFZFdkVwdz09>

1 253 215 8782

Meeting ID: 923 2218 6275

Passcode: 873293

Public Hearing 6:15 PM: Non-Code Ordinance 21 01: FY 21 Budget Amendment no public comment during Public Hearing for Budget Amendment.

Call to Order: Mayor Yockey calls meeting to order at 6:30pm

Roll Call: Terry Coleman, present, Kate Holtman, present, Yvonne Drozdowicz-Somfleth, present, Jacki Sunde, absent, Brian Wilson, present, Sara Yockey, present, Terra Green, present.

Pledge of Allegiance: Yes.

Public Comment: None.

Approval of Agenda: Mayor Yockey amends agenda to include under New Business with the Food Bank Bylaws to add: appointment of Food Pantry Officers, New Business number seven: Appoint Vice Mayor; Mayor Yockey moves to approve agenda as amended, Yvonne Drozdowicz-Somfleth 2nd.

Terry Coleman, yes, Kate Holtman, yes, Yvonne Drozdowicz-Somfleth, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes. **All in favor none opposed, motion to approve agenda as amended passes.**

Persons to be Heard: None.

Consent Agenda: Mayor Yockey makes a motion to approve the Consent Agenda with the addition of the IT Report, Terra Green 2nd.

All in favor, none opposed, motion to approve the consent agenda with the addition of the IT Report passes.

1. Mayor Report	6. Water/Sewer Report	11. Loggers Lane/Luck Lake Paving Project
2. Minutes	7. Fire Dept. Report	12. Harbor Report
3. Financial Report	8. EMS Report	13. IT Report
4. Post Office Report	9. Library Report	
5. Parks/Rec/Maintenance	10. IFA Report	

Correspondence/Information:

1. John King DNR/Information on TRACT A Coffman Loop: See below.
2. Cheryl Fecko – SEASWA Meeting Notes and Information: Cheryl shares information on the SEASWA Meeting, notes, surveys, and questionnaire. Cheryl is not able to be a voting member but she is happy to continue helping with information. Council agrees; they appreciate her help and would like her to continue sharing information.
3. Arts and Seafood Festival Donation Letter: Subject visited under Cares Act Update.

Resolutions & Ordinances:

1. Non-Code Ordinance 21 01: FY21 Budget Amendment (2nd Reading): Mayor Yockey makes a motion to approve Non-Code Ordinance 21 01: FY21 Budget Amendment,

Brian Wilson 2nd. Kate Holtman, yes, Yvonne Drozdowicz-Somfleth, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes, Terry Coleman, yes.

All in favor, none opposed, motion to approve Non-Code Ordinance 21 01 passes.

2. Ordinance 21 01: Electronic Voting (1st Reading): No discussion for changes, Brian Wilson makes a motion to accept Ordinance 21 01 first reading of Electronic Voting, Yvonne Drozdowicz-Somfleth 2nd. Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes, Terry Coleman, yes, Kate Holtman, yes, Yvonne Drozdowicz-Somfleth, yes.

All in favor, none opposed, motion to accept first reading of Ordinance 21 01 passes.

3. Resolution 21 05: Shared Fisheries Business Tax Program: No Public Comment on SFBT. Terra Green makes a motion to approve the FY 21 SFBT Resolution 21 05, Sara Yockey 2nd. Yvonne Drozdowicz-Somfleth, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes, Terry Coleman, yes, Kate Holtman, yes.

All in favor, none opposed, motion to approve Resolution 21 05 passes.

Unfinished Business:

1. CARES Act Update: Mayor Yockey shares that we are \$2,658.68 over budget on CARES Funding, Gina is working with the Local Government Specialist to decide where we can pull funds to cover the overage. We apologize to the Arts and Seafood Festival, but we are unable to donate as there are no more funds.
2. Harbor Items:
 - a) Finger Floats: These are quoted at \$1,697.72 per float, in our Harbor Account we have \$80,152.51 and in the NEFA Account which was voted to be used for the Harbor is \$50,791.00
 - b) Harbor Committee: Harbor Advisory Committee has not met.
 - c) Fish Cleaning Station
 - d) Structural Repair: The estimate for the 12-pilling ring was for \$23,000 and this does not include shipping for 2100 lbs.

Council needs to decide on the structural repairs, Fish Cleaning Station, and Finger Floats. Brian Wilson feels that the order of priority is the Structural Repairs, Fish Cleaning Station, and Finger Floats can come later. He feels that because all slips are not full, we may not need them. Mayor Yockey does not want to see the City deplete the Harbor account in case there is a larger issue that needs to be addressed. No decision was made, we will talk further at our February Meeting after Harbor Advisory Committee has time to meet.

3. Volunteer Fire Chief Appointment: There are no letters of interest.
4. Solid Waste Plan: Council answers the SEASWA questions for Cheryl during the meeting.
5. EMS Team Leader Appointment: Mayor Yockey has spoken with Julie Ashe and she has agreed to take the position as our EMS Team Leader. Mayor Yockey would like to see something posted for people to join the EMS Team and having an application process as the City pays for training, the people taking the training would need to commit to joining the Coffman Cove EMS Team.
6. Coffman Loop Subdivision – Old Right of Way Rock: In the council packet there is an email from the State, and we do not own TRACT A so we are unable to make a decision at this time. Terra Green will write an official letter to John Rice and Randy Lenz next week.

New Business:

1. Timber Purchase Proposal – Fair & Square Milling: Unable to sell at this time, as council will need to determine its surplus and how it will be sold.
2. Food Pantry Bylaws: Mayor Yockey had a question about the Vice President and Treasurer being a combined position. Janie lets council know Vice Pres./Secretary or Vice Pres./Treasurer because it has been difficult to find three members and she does not suspect that the President will be unavailable often so it would be rare for both to be acting at the same time.
Brian Wilson makes a motion to accept the Food Pantry Bylaws as written, Terry Coleman 2nd. Sara Yockey, yes, Terra Green, yes, Terry Coleman, yes, Kate Holtman, yes, Yvonne Drozdowicz-Somfleth, yes, Brian Wilson, yes.
All in favor, none opposed, motion to accept Food Pantry Bylaws passes.
Appointment of Food Pantry Officers: Janie Wainscott lets council know that Kelly Kerling would like to take over the role of Secretary, Kate Holtman would like to take the role of Treasurer/Vice President, Janie would like to take the role as President. Mayor Yockey makes a motion to appoint Kelly Kerling as Secretary, Kate Holtman as Vice President/Treasurer and Janie Wainscott as President for the Food Pantry, Terra Green 2nd. Terra Green, yes, Terry Coleman, yes, Kate Holtman, yes, Yvonne Drozdowicz-Somfleth, yes, Brian Wilson, yes, Sara Yockey, yes.
All in favor, none opposed, motion to appoint Food Pantry positions passes.
3. Pay.gov method for Customer Payments: This information was in the IT Report, the service is a fee to the City, it is a 3% charge to the person making the payment. Mayor Yockey makes a motion that the City start using pay.gov method for Customer payments for the City of Coffman Cove, Kate Holtman 2nd. Terry Coleman, yes, Kate Holtman, yes, Yvonne Drozdowicz-Somfleth, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes.
All in favor, none opposed, motion for the City of Coffman Cove to use Pay.gov passes.
4. Arts & Seafood Festival/Food Bank Office Space: Janie would like to continue to use the City Office Space that Heather was using. Council agrees that any non-employee should not have access to the office without a City Employee being here, Arts Festival and Food Pantry can use Office space during business hours or make arrangements for City Staff to come in. Terra Green makes a motion to allow Arts and Seafood Festival and Food Pantry to use office space during business hours or if other arrangements are made with City Office Staff, Terry Coleman 2nd. Yvonne Drozdowicz-Somfleth, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes, Terry Coleman, yes, Kate Holtman, yes,
All in favor, none opposed, motion to allow Arts Fest and Food Pantry office space passes.
5. Harbormaster Position: Mayor Yockey spoke with Sarah Bateman to see if she would be interested in working through to next season for a year-round position, Mayor Yockey would hate to see that position lose momentum because there is a lot of busy office work to be done during the winter months. Mayor Yockey has taken on Radio duties, she would like to hear from council on how to better structure the off-season Harbor Master Position, this is a lot to ask a council member to take on, it

is a lot for Office Staff as well along with other administrative duties in the office, suggestion is made to hire a back-up Harbor Master trained by Sarah Bateman. Kate Holtman feels that having liveboards at our dock bring on a new aspect to the Harbor Master position. Mayor Yockey will speak with Sarah and move this to unfinished business for February's meeting.

6. Council Seat C Resignation – Jacki Sunde: Brian Wilson makes a motion to accept Council Seat C Resignation, Yvonne Drozdowicz-Somfleth 2nd. Sara Yockey, yes, Terra Green, yes, Terry Coleman, yes, Kate Holtman, yes, Yvonne Drozdowicz-Somfleth, yes, Brian Wilson, yes.

All in favor, none opposed, motion to accept resignation passes.

Mayor Yockey makes a motion to remove Jacki Sunde as a signer on the City Bank Accounts, Terra Green 2nd. Terry Coleman, yes, Kate Holtman, yes, Yvonne Drozdowicz-Somfleth, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes.

All in favor, none opposed, motion to remove Jacki Sunde as signer passes.

Vice Mayor can be decided at next meeting.

Public/Council Comment: Brian Wilson would like Council to agree to filling our FLAP Grant. There are some concerns expressed from Mayor Yockey, Kate Holtman where the match money would come from. Kate Holtman: there are other ways to spend funds for things that need completing within the City. Mayor Yockey will send the FLAP information to council and after council reviews FLAP information we can revisit it at February's Workshop. Gina will join the FLAP Webinar on January 28th.

Mayor Yockey makes a comment about ditching and drainage; there are many spots in town that can be done by hand, she would like to know if this should be in an RFP in conjunction with the brushing.

Janie Wainscott would like to know why our Library is not yet open, Council feels it could be open with precautions taken, and if volunteers are comfortable. Janie would also like to know if Mayor Yockey was able to find someone to move the container for the Food Pantry. Mayor Yockey wanted to know how much of the QuickBooks information council reads, and if anyone would be apposed to removing some of the information. Mayor Yockey feels the Balance Sheet, the P&L for YTD and monthly is too much. Gina will check with our Government Specialist to see what is required and if some items can be removed.

Adjourn: Mayor Yockey makes a motion to adjourn, Terra Green 2nd. **All in favor, none opposed, motion to adjourn passes.**

Passed and approved this 18th day of February 2021.

Sara Yockey, Mayor

Terra Green, Clerk