

City of Coffman Cove
Regular City Council Meeting
Thursday, February 17, 2011 @ 2 p.m.
At Harbor View Hall
PUBLIC HEARING 1:45 p.m.

Elaine Price called the Public Hearing to order at 1:55pm.

The purpose of the public hearing is to discuss the amendments to Title V – Elections.

These changes were made to the amendments: 1. Section 5.04.140 Election Judges – ‘The [Council] city clerk (with council approval) shall each year choose not less than three city voters as judges to be the election board at each polling place and select one of the judges to chair the board.’

2. Section 5.04.030 Absentee voting in person – ‘Beginning the 3rd Friday in August, and on Tuesday through Friday during business hours, or by special arrangement prior to the day of the election, a qualified voter may vote an absentee ballot in the city office.’

3. Section 5.04.040 Absentee voting by mail & or fax – letter C ‘to be counted, an absentee ballot must be received by the city clerk prior to the time the ballots are canvassed by the canvass board on the Friday following the election.’

Call to Order - Misty Fitzpatrick called the regular city council meeting to order at 2:08 p.m.

Roll Call - Gary Wilburn, A; Mariana Carter, P (teleconference); Carolyn Duncan, P; Sara Yockey, P; Misty Fitzpatrick, P; Elaine Price, P.

Pledge of Allegiance

Public Comment

Approval of Agenda - *Elaine Price motion to approve the agenda with the following amendments.*

1. remove Unfinished Business #2 Storage Area Fees – Sara Yockey - put on next month’s agenda.

2. move New Business # 10 Harbormaster Position to #1 under unfinished business.

Misty Fitzpatrick second. AIF

Persons to Be Heard

John Rodriguez - remove one service from downtown lot? John is asking the council to consider allowing him to remove one of the services on the downtown lot he owns. There are two services and he is removing the restaurant from the lot so there will only be 1 trailer on the lot. The lot has never been subdivided, it is just 1 lot. This will be

researched through the Subdivision Ordinance then put on next month's agenda under Unfinished Business.

Appoint Council Seat G ? no names submitted for appointment

Consent Agenda:

1. Meeting Minutes
2. Water/Sewer Report
3. Project Manager's Report
4. Financial Report
5. IFA Report
6. Tourism Report
7. NorthEnd Port Authority/Rainforest Islands Ferry Report
8. Mayor's Report

Misty Fitzpatrick motion to approve the consent agenda. Elaine Price amended the motion to reflect the consent agenda to be approved without the W/S Report, the Tourism Report, and the Mayor's Report in the packet. Sara Yockey second. AIF

Correspondence / Issues

Resolutions & Ordinances

1. Ordinance 11-03 - Title V - Elections

There were a few new amendments made to the Ordinance during the Public Hearing. These amendments are listed above.

Elaine Price motion to approve the amendments for Ordinance 11-03 Title V - Elections as amended. Misty Fitzpatrick second.

Roll Call Vote: G.W. A; Carolyn Duncan, Yes; Sara Yockey, Yes; Misty Fitzpatrick, Yes; Elaine Price, Yes; Mariana Carter, Yes.

2. Resolution 11-17 - Community Advisory Council

This is the annual Resolution done by the Prince of Wales Community Advisory Council to prioritize their transportation agenda.

Elaine Price motion to approve Resolution 11-17 Community Advisory Council. Misty Fitzpatrick second.

Roll Call Vote: G. W. A; Carolyn Duncan, Yes; Sara Yockey, Yes; Misty Fitzpatrick, Yes; Elaine Price, Yes; Mariana Carter, Yes.

3. Resolution 11-18 - Sea Otter Population

The City of Craig brought this to our attention. Sea Otters are destroying food sources and need to be controlled. This resolution is requesting that State & Federal authorities become more actively involved in managing the Sea Otter population and find ways to revive lost economies due to the relocation and re-colonization of Sea Otters in Southeast Alaska.

Sara Yockey motion to approve Resolution 11-18 Sea Otter Population. Misty Fitzpatrick second.

Roll Call Vote: Mariana Carter, Yes; Gary Wilburn, A; Sara Yockey, Yes; Carolyn Duncan, Yes; Misty Fitzpatrick, Yes; Elaine Price, Yes.

4. Resolution 11-19 - Supporting Timber Industry

There is a full court press by the environmentalists to sue over the timber sale in North Thorne and stop all old growth logging in Southeast Alaska completely. The Prince of Wales Advisory Committee has written a letter and sent it to Beth Pendleton and Forrest Cole. They said it was very helpful when they go to Washington D.C. and they have asked for support from other people in the community to show the current direction of the Forest Service is not feasible. This resolution shows our strong support to keep this industry viable and strong in Southeast Alaska.

Sara Yockey motion to approve Resolution 11-19 supporting Timber Industry. Carolyn Duncan second.

Roll Call Vote: Elaine Price, Yes; Misty Fitzpatrick, Yes; Carolyn Duncan, Yes; Sara Yockey, Yes; Mariana Carter, Yes; Gary Wilburn, A.

Unfinished Business

1. Harbormaster position - Misty Fitzpatrick declared a conflict of interest so she will abstain from this conversation. Sara Yockey (Vice Mayor) will take over for this portion of the meeting. Table this until the clerk goes for the applications.

Elaine Price motion to relax the agenda to discuss other issues till the clerk gets back. Carolyn Duncan second. AIF

Moved on to Arts Festival. - see notes below

2. Arts Festival - Heather Hedges explained the Prince of Wales Island Guide is coming out and they have put in dates for specific events. She had them put in August 8th to be announced for our Oyster & Arts Festival. She explained if we get our King Salmon Derby going it will probably run till August 15th and thought it would be a good idea to have the Oyster & Arts Festival around the August 15th date so we can give out the prizes there and that could be part of the Festival. There was much general discussion concerning the issue. Heather suggested getting a committee together to work on these items. She will post a notice for this. Heather asked if she could co-ordinate this as the Tourism coordinator for the City of Coffman Cove, and also get some backing from community members.

Elaine Price motion to add this to Heather's duties as Tourism Coordinator and give her a budget of \$500 to work with, for advertising, signs, and things like that. Carolyn Duncan second. There was further general discussion.

Roll Call Vote: Sara Yockey, Yes; Carolyn Duncan, Yes; Misty Fitzpatrick, Yes; Mariana Carter, Yes; Elaine Price, Yes; Gary Wilburn, A.

Back to Harbormaster position – item #1.

Carolyn Duncan motion to ask Misty Fitzpatrick to be our harbormaster. Sara Yockey second.

Elaine Price stated she would like the harbormaster to start in March. This is so they can get the harbor squared away and all maintenance done and all the other work that needs to be done before summer. Harbormaster must understand this includes all harbor duties. This will include making sure the signs are up. There was further discussion. It was decided any duties belonging to the harbormaster that she has someone else do, she will pay from her paycheck. Also, Misty as harbormaster will turn in a list of backup workers and the council will approve it. Pay will start at \$600 per month for the 1st month, (March) then go up to \$800 per month for the rest of the 6 month period. March through August and October will be optional, depending on whether we have a shrimping fleet or not this year.

Roll Call Vote: Sara Yockey, Yes; Carolyn Duncan, Yes; Elaine Price, Yes; Gary Wilburn, A; Mariana Carter, Yes.

3. Storage Area Fees - Sara - next month's agenda

4. Post Office back-up / Saturday hours

Sara Yockey suggested the Post Office be open for regular service on Saturdays and the backup person to work that day so they will stay up on all the procedures. There was much discussion regarding the hours and what will work. Elaine suggested we have Parcel Post boxes installed in the Post Office with approval from Ketchikan. Then the Post Office wouldn't have to be open on Saturday's. Misty agreed. Elaine will check on the boxes. Sabrina Adamson will remain on backup list for Post Office. Sabrina stated she would need at least 1 day of refresher training for the new equipment and rules. Misty suggested Ruth and Julie get together and set a good time for the Saturday afternoon hours to be presented to Sara and Elaine for approval. The alternates will work on Saturday's. Elaine explained the money for the remodel of the Post Office will come from the budget. Elaine asked Gordon Douglass to give an estimate of the price for all remodel and repair at the Post Office. These issues are: 1. Parcel post boxes; 2. Remodel for functionality of work space in Post Office; 3. Move door between mail room and storage room and put it in the wall so the place the mail is picked up and delivered will be the old storage room; 4. Fix leaking front door. The whole project was right at \$5000.00. Floor plan to be presented at workshop on March 3rd.

New Business

1. New Regulations on Charter & Sport Fishing - (discuss & possible action)

Heather Hedges explained she sent out requests for interest in advertisements in the brochure as we are doing a reprint this year. All the responses she got back reflected on the upcoming new 37 inch maximum size regulation and restrictions

possibly being put on the charter fishermen. Mike Warner shared regarding what is going on. Halibut is considered an international fish because of its migratory nature. It is governed by Oregon, Washington, Alaska and the Canadians. Each year the International Pacific Halibut Commission gets together and gives recommendations as to the amount of halibut that can be taken per area throughout those regions. It starts with 2A off Oregon up to the 4's in the lower Aleutians. To date there are more halibut than there ever has been but they are growing at an alarmingly slower rate. This year the recommendation from the International Pacific Halibut Commission is, anyone who goes out fishing on a charter, starting on the south end of the island up to just past Juneau, can keep 1 halibut less than 37 inches. This is not set in stone; it still has to go through two more factions before it is a rule. This only affects southeast Alaska. You are still allowed to keep two big fish and there are no size restrictions up north. Under the new laws if you do not have a community halibut permit, the CHP Program, if you sport fish for salmon as a charter, you can never keep a halibut while fishing from your boat. Also, you can no longer accept any reimbursement for gas; it is considered compensation so you cannot fish for halibut from the boat unless you have one of the CHP's. Mike Warner recommends the city approach this from a tourism angle. This will affect tourism in our community. These are the people that need to be contacted regarding this issue. National Pacific Marine Fisheries folks are the ones to contact. Mike will email the list of addresses to the Elaine. The city will write a letter to send to the list of people. Heather Hedges asked if she could forward the letter to the Visitor Committees to show the City's support. Sara Yockey feels we should send it to all the Charter fishermen as a courtesy to let them know we are trying to support them also.

2. Water Shed Council - participate? There was a two day meeting in Craig last month that Elaine attended. The National Forest Foundation wants to fund a Water Shed Council for the whole island. This looks like it will be formed whether we participate or not. There's grant money's available to do some different kinds of work. This will be a non-regulatory council, which means they have no say in what we do in our own area, they don't have to write a letter for permission for projects or anything. At the same time there was a guy there talking about doing a conservation council too for the whole island. Elaine recommends we stay involved and have someone on the council. Misty Fitzpatrick will take this on. Elaine also shared about the LEPC email she received. This has to do with disaster emergency stuff on Prince of Wales Island. Brian Templin in Craig is doing this. They are having an event in April where they will set up a tent city. They suggest you don't send your EMT'S or Fire Department because if there is a disaster they will be busy with other things. Elaine thought it would be appropriate to send our maintenance people, so if there is a disaster here we have someone who is designated to put up the tent. This would cover any kind of disaster. There's also the Behavioral Health Committee meetings that's on the island too that Coffman Cove really needs to participate in. Misty asked if someone would let her know when the next meeting is.

3. Farmer's Market - Heather Hedges this will basically be like a traveling farmer's market. There was much discussion on what would be needed to set this up. Heather stated she would be gone next month so will miss the next meeting and is hoping Misty Fitzpatrick will go in her place. Heather requested we hold this event in August. Elaine told her to let them know we are on board with all this and we would like to host it in August. They can contact the city office for information.

4. Treasurer - outsourcing large accounting? / back-up Treasurer
Sara Yockey doesn't feel she is doing a good job at the reconciling, and the certified financial report. She isn't an accountant and she is struggling with this. Elaine has spoken with someone, after Sara talked with her about how she was feeling, and there may be the possibility of someone who is interested in this job. There is the possibility of combining the clerk's position and the treasurer's position. Misty asked then if we can just put off the outsourcing until we decide what will be done. We will advertise the position.

5. Temsco Helicopter Landing @ Forest Service Beach

In the transfer of papers to the City of Coffman Cove the strip of land where the Temsco Helicopter lands now belongs to the city. Temsco's lease is up and they were told they would have to contact the City of Coffman Cove in order to keep using that area. Elaine has been contacted by Temsco Helicopter and the Forest Service both to see if the city is interested in continuing to let the helicopters continue to use that piece of property. Sara asked if this would be a source of revenue for the city. She explained the city could ask them to pay but she's not sure they will. Elaine will ask the Forest Service what they pay them. Or, if they pay them as this is a service that the Forest Service uses. If they pay the Forest Service and if not Elaine will talk to someone from Temsco to see if they are willing to pay us anything at all. Carolyn Duncan thinks it's just good that they are here, for safety and the good will of the community. Council wants to continue to let them use the landing spot and Elaine will see what can be worked out.

6. Essential Air Services for Alaska - this is now a moot point. Alaska was exempt from the changes being made to the language in this bill and Don Young was able to get the whole thing thrown out.

7. Title XIV - Subdivisions – Platting Ordinance - the Army Corp of Engineers aren't going to just permit the road in Etolin View they want to permit the whole subdivision. They are going to come here in April or May to walk the subdivision. Elaine will have to find out if the University of Alaska deeded the Tract A, that's in the middle, it's a big muskeg to the city. If they did the City needs to put a caveat on it that it will be the mitigation for all the lots, and then they will allow each lot to have a pad of a certain size. Elaine will ask Randy Wright what the typical pad size is for a typical house with a garage or shop and a driveway. Peter with the Army Corp is going to take our recommendation for a decent sized lot. Anyone who wants over that size will have to do their own permit. There is no charge to the city for the permitting. Basically this will provide 53 lots in Etolin View with a permit. The City did Blacktail Estates, Clarence Strait's, we are doing Etolin View. Elaine would like to change the wording in our Platting Ordinance to "any subdivision that requires a new road of any type, the

developer has to fill out all the paper work, do all the drawings.” The City of Coffman Cove can send it in, but Elaine feels the developer, whoever that is, should be the one that has to provide all the information to the Army Corp and the State. Council agrees with Elaine so Title XIV Subdivisions will be on the agenda next month.

8. **Speed Limit Signs** – it was suggested the perfect speed limit for in town is 20 mph. Sara said she would check if there are any signs at the shop that read that. It was suggested to get speed bumps so if people don’t slow down we can put them down. These will be removable speed bumps. Elaine would like to see the speed limit signs up before the summer traffic starts up again.

9. **Budget Questions – Brian Wilson** - Brian didn’t make it to the meeting. Sara printed off a detailed report for him to look through so that should answer all his questions. Elaine asked if we were going to stick with our meeting time change or if we were going to change the time back to evenings a month early. Council agreed to meet at 7 pm in March.

Executive Session: POSSIBLE - N/A

Public / Council Comment

Sara Yockey said Brian Nelson had questioned her regarding the position that Darrell Harmon had. She told him to talk to Elaine. He has not talked to Elaine yet. This job will have to be posted. Council had agreed a few months ago not to give any more raises. Elaine and Misty had talked about the fact that there were all sorts of part time people asking for raises. There will be a workshop on March 3rd and Elaine would like the council to discuss city employees and how to handle this. Misty suggested, at the workshop

1. Whether to continue or dissolve the maintenance supervisor position
2. clear policy for on-call people
3. policy on raises - no on-call people, permanent employees only

Then council will sit down with the employees to set down the rules, Elaine to implement them.

Sara explained Ruth Lux would like an evaluation at the next regular meeting in March.

Steve Silver told Elaine she should come to Washington DC in April. He is going to set up an appointment with the Secretary of Rural Development. Steve Seely will be there at the same time and they will meet with the Secretary of Agriculture also.

Adjourn: Sara Yockey motion to adjourn the meeting at 4:20 pm. Misty Fitzpatrick second. AIF

Passed and Approved by Coffman Cove City Council March 17, 2011.

Mayor / Vice Mayor

ATTEST:

City Clerk