

City of Coffman Cove
Regular City Council Meeting
Thursday January 19th, 2012 @ 7 p.m.
At the City Office

Call to Order – Carolyn Duncan called the meeting to order at 7:06 pm.

Roll Call – Carolyn Duncan, present; Misty Fitzpatrick, present, Michelle Page, present, Sara Yockey, present, late arrival; Randy Lenz, present; Brian Wilson, present.

Pledge of Allegiance

Fill Council Seat C- Misty made a motion to appoint Gordon Douglass to Council Seat C. Brian Wilson seconded. Roll Call: Carolyn Duncan, yes; Misty Fitzpatrick, yes; Michelle Page, yes; Sara Yockey, yes; Randy Lenz, yes; Brian Wilson, yes. Motion passes.

Public Comment –

Persons to be heard-

Al Edsall- Fish Enhancement Project- Al couldn't make it, will be put on the agenda for the February regular meeting.

Cheryl Fecko with POW Watershed Association-

Cheryl went on to explain her role in the POW Watershed association. She travels all over the island asking for support in the form of a letter or resolution. She is asking that a representative from Coffman Cove be active within the POW Watershed Assoc. She would like to involve Coffman Cove in this Association in order to get the POW Watershed Association active in seeking funding where needed around the island. She would like to involve Coffman Cove in the form of a representative. Misty asked what the cons to joining this association would be, Cheryl explained that the only thing she could see would be that the community may not want to be involved in a competitive organization if they can be more successful on their own. The POW Watershed Association is working on meeting monthly. Cheryl also discussed the organizations who are involved in funding the POW Watershed Assoc. Misty made a motion to put the resolution on the next regular meeting. Carolyn seconded. AIF.

Approval of Agenda

Consent Agenda:

1. Meeting Minutes
2. Project Manager's Report
3. Financial Report
4. IFA Report

5. Port Authority Report
6. Mayor's Report
7. Tourism Report
8. Water/ Sewer Report

Correspondence / Issues –

New Business-

1. Northend Port Authority Proposals

a. Loan Repayment Schedule

Randy asked when the additional 5,000 dollars was approved. He has been through our records and hadn't seen it anywhere. Carolyn mentioned that she had found it reading through information. Randy asked what the repayment schedule for the up to 25,000 and 5,000 in November of 2010. Carolyn wasn't sure, but Randy would like to look into it. He couldn't find the information in the minutes or any Resolution on it. Michelle added that as soon as they got the funding that they are waiting on, they will repay the loan for us. Kent spoke about the council meeting on 11-29-10. They discussed the GE Capital loan to purchase a boat, and couldn't remember any repayment terms for that proposal. He does know that at the time when they requested the 25,000 dollars, The Northend Ferry Authority didn't indicate any repayment terms. The Northend Ferry Authority decided that they would make payments on the 30,000 as a term loan. The Authority was to pay it over 5 years, without an interest rate being set. Kent was thinking somewhere in the ballpark of 5 ½ %. Kent recalls that the payment schedule was not discussed when the loan was approved. Michelle wants to know when the extra 22,000 was approved. Randy said it hasn't been approved that he can find. Misty wants it noted that this is a city problem, and does not reflect on Kent. The 22,000 dollars additional was for items that were budgeted in the NPA Business Plan. They were budgeted as items that will be paid by the USDA loan. The 22,000 will be paid for by the USDA loan, when the funds become available which should be in the next month or so. Kent believes that the board will be willing to do a 3.75-5.5% interest rate. Michelle asked what would happen if the ferry didn't end up running this summer. What would happen with the loan payments? Kent was unable to answer this question but doesn't believe that would happen. Randy would like to look back in the minutes and find out what the loan repayment schedule was or if there was any mention on when the loan would be repaid. There should be a non-code ordinance for the loan. Misty doesn't believe that anything was written up. Randy made a proposal to have the NPA pay back the 22,000 dollars immediately. Brian repeated what Kent said about the USDA loan funds becoming available before they can pay back that money. Michelle is worried about the city not having a backup plan in the event that the ferry doesn't do as well as anticipated. The only collateral the ferry Authority has to offer is the operation itself and the assets that it has. Misty asked that we do two counter-proposals. One counter-proposal for the 22,000 dollars and one for the 30,000 dollars. Sara joined the meeting. She couldn't recall a repayment schedule at the time of the loan.

b. Ferry Terminal Lease Agreement

Misty asked if the Northend Port Authority wanted the city to cover the insurance on the building or if they are planning on covering it. Kent replied that the Port Authority was planning on covering the insurance. They plan on covering the property and content insurance to the clause in the agreement. The council discussed some of the terms of the

agreement. Misty made a motion to accept the use agreement from the Northend Port Authority with the following amendments; under 3c it will read Northend shall be responsible for all operating and maintenance costs of the terminal. Under 11c property and content insurance shall be added. Kent added that under 5a, the city will charge Northend an annual fee of \$1,000 dollars for the use of its terminal payable in advance. Under item c, you could eliminate it and add the last sentence to item b saying Northend will be responsible for independently arranging and paying for utilities, using the terminal, and all other operating costs attributable to Northend's use. Northend must pay within 30 calendar days of the invoice. Misty asked that instead, all bills incurred by operation shall be paid by Northend Port Authority. Misty added that the city doesn't want to have to pay for the Northend Port Authorities bills, then having the Northend paying the city later. Brian seconded. Roll Call Vote; Carolyn Duncan, yes; Misty Fitzpatrick, yes; Michell Page, yes; Sara Yockey, yes; Randy Lenz, no; Brian Wilson, yes; Gordon Douglass, yes. Motion Passes.

2. IFA Representative- Elaine has not resigned and doesn't wish to resign from this position. Michelle asked if she will be able to make meetings. Sara would like to know if she will be able to communicate with the council. Lynn Bateman asked what the policies are for missing so many meetings or if she is allowed to do that. Michelle asked if the council is able to appoint and remove people from positions such as this. Brian would like to investigate what we are able to do as well as investigate more thoroughly. Michelle wants to table this until the next meeting in February.

3. Firewood Purchase- - Misty had Clint go get two cords of wood this weekend for the wood fire boiler. She mentioned that our options for getting wood is that we can hire city employees, contract it out, or not use it at all. Brian mentioned that to contract it out, there would need to be proof of insurance and such. Michelle would like to do this to create more jobs for the community. Misty asked if they are not doing the cutting and everything on city property what insurance would they need. Brian mentioned that if they are getting wood from state or federal land with no business license, then it will come back on the city. Ruth mentioned that we could go in with the school and where they are getting wood. The Council asked if it was worth it with the time and labor. Misty looked into the actual wood use and everything, and it was saving us money. Misty suggested that we have Clint do it for now, and also put it out for proposal. The council discussed options and how much wood it uses. Michelle made a motion to put out an RFP for firewood and in interim, we have the City employee bring us what we need until we secure contract. Misty Seconded. Sara asked that the motion include the bidder to have proper documentation. Roll Call Vote: Carolyn Duncan, yes; Misty Fitzpatrick, yes; Michelle Page, yes; Sara Yockey, yes; Randy Lenz, yes; Brian Wilson, yes; Gordon Douglass, yes. Motion Passes.

4. Helicopter Landing and Fueling Site-The City has been working with the Forest Service to work on the development of a small park where the helicopter pad is. They want the landing pad to be somewhere else. The city is responsible for getting them another site. There was discussion about which site would work for the Helicopter landing. The council discussed the land across from the school. After the discussion of other options it was decided that this area may be the best for the landing. Sara made a motion for the helicopter landing/fueling site to the storage area. Brian seconded. Roll Call Vote: Carolyn Duncan, no; Misty Fitzpatrick, yes; Michelle Page, yes; Sara Yockey, yes; Randy Lenz, yes; Brian Wilson, yes; Gordon Douglass, yes. Motion Passes.

Resolutions & Ordinances

1. Resolution 12-7 Bulkhead and Barge Ramp- Carolyn made a motion to adopt Resolution 12-7. Misty Seconded. Roll Call Vote: Carolyn Duncan, yes; Misty Fitzpatrick, yes; Michelle Page, yes; Sara Yockey, yes; Randy Lenz, yes; Brian Wilson, yes; Gordon Douglass, yes. Resolution Passes.

2. Resolution 12-12 Administrative Site- Sara made a motion to adopt Resolution 12-12. Brian Seconded. Roll Call Vote: Carolyn Duncan, yes; Misty Fitzpatrick, yes; Michelle Page, yes; Sara Yockey, yes; Randy Lenz, yes; Brian Wilson, yes; Gordon Douglass, yes. Resolution Passes.

3. Resolution 12-13 Raw Water Tank Project- Carolyn made a motion to adopt Resolution 12-13. Misty Seconded. Roll Call Vote: Carolyn Duncan, yes; Misty Fitzpatrick, yes; Michelle Page, yes; Sara Yockey, yes; Randy Lenz, yes; Brian Wilson, yes; Gordon Douglass, yes. Resolution Passes.

4. Ordinance 12-02 Service Animals- Sara made a motion to introduce Ordinance 12-02. Michelle Seconded. Council discussed the laws and what is appropriate for this subject. Roll Call Vote: Carolyn Duncan, yes; Misty Fitzpatrick, yes; Michelle Page, yes; Sara Yockey, yes; Randy Lenz, yes; Brian Wilson, yes; Gordon Douglass, yes. Motion Passes.

Unfinished Business

1. Flatbed Dodge Repair-

Misty has typed a letter to AMLJIA. They have also called Darrel to talk about the issue he had with water in his gas tank. The letter informed AMLJIA of the position the city is taking about the issue. The position was that the damages were caused by vandalism. Misty explained that the next step will be to have the mechanic fix the truck, and in the process of them doing that, they will discover if it was vandalism or not, and in return, inform AMLJIA. Michelle made a motion to get the truck fixed via the fish enhancement money, and that we take the official position of vandalism with AMLJIA. Sara seconded.

Roll Call Vote: Carolyn Duncan, yes; Misty Fitzpatrick, yes; Michelle Page, yes; Sara Yockey, yes; Randy Lenz, yes; Brian Wilson, yes; Gordon Douglass, yes. Motion Passes.

Public / Council Comment

Ruth Lux would like to see a city inventory and surplus list.

Paula Douglass asked if there was a city bus and what we use it for. Michelle mentioned that we rent it out in the summer or during the year when it is needed. She also asked about the ferry.

Misty wrote a letter for AP&T regarding the power rates that we were “promised” and what we are actually being charged. Council discussed what else they would like to see in the letter. It was decided that Brian would help Misty with the letter, to use some “stronger” language.

Misty also discussed that the Clinic does not require a match, and that she will be getting back about whether or not we would like the funding. Brian has been researching this. He has found everything he can about the foundation; it is still in good shape. Another thing to look at is that we get a lot of money from the Denali Commission. We cannot use the clinic for anything besides a clinic. Brian explained that the doctors will be working on a sliding scale. The doctors will be sent to here. The main thing Brian would back for the community is the doctors on a sliding scale, medications on a sliding scale and so forth. He would like to cut some money somewhere else to free up the money we may potentially need for maintenance and upkeep for the clinic if we decide to do it. We are also allowed to move the EMT’s into that building.

Misty also added that the Chinook access grant is ready to go out to bid. She also explained why the financial report was late getting to the council members.

Adjourn:

ATTEST:

Carolyn Duncan, Mayor

Kassi Knock, City Clerk