

City of Coffman Cove  
Regular City Council Meeting  
Thursday, March 15th, 2012 @ 7:00 p.m.  
at City Hall  
Public Hearing at 6:45 p.m.  
Non-Code Ordinance 12-03 Budget Amendments

Public Hearing for Non-Code Ordinance 12-03 Budget Amendments- Carolyn started the public hearing for the amendments to the Budget. The council commented on how much they liked the new format, and how Misty did a great job. There were no public comments or questions.

**Call to Order:** 7:00 p.m.

**Roll Call:** Carolyn Duncan, Present; Misty Fitzpatrick, Present via teleconference; Michelle Page, Present; Sara Yockey, Present; Randy Lenz, unexcused absence; Brian Wilson, Present; Gordon Douglas, Present via teleconference.

**Pledge of Allegiance:**

**Appoint Northend Port Authority Seats-** Joel Buchanan and Michael Burgess requested to be considered for the seats. It was unclear whether or not Joel Buchanan is a resident of Coffman Cove. Carolyn made a motion to appoint Mike Burgess to one of the seats. Brian seconded. AIF. Carolyn made a motion to appoint Joel Buchanan to the second seat upon verification of residency in Coffman Cove. Michelle seconded. AIF.

**Public Comment:**

**Persons to be heard:**

**Approval of the Agenda:**

**Consent Agenda:**

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

**Correspondence/Issues:**

**Resolutions & Ordinances:**

1. **Resolution 12-18 Seatrails-** Sara made a motion to accept Resolution 12-18. Brian seconded. AIF.
2. **Non Code Ordinance FY12 Budget Revisions-**Carolyn made a motion to adopt the budget revisions. Sara seconded. Roll Call: Carolyn Duncan, yes; Misty Fitzpatrick, yes; Michelle Page, yes; Sara Yockey, yes; Brian Wilson, yes; Gordon Douglas, yes. Motion Passes.

### **Unfinished Business:**

1. **IFA Representative-** Brian looked into what we are able to do with the IFA Representative position, and the representative needs to be where they are registered to vote in order to be a resident of that town. Carolyn would like to point out that the IFA reports will only be present in the council packets if there has been a meeting. The council stated again that they would like to see Elaine stay in the seat so long as there is open communication between the council and herself.
2. **Fish Enhancement Money-** Michelle talked to Randy about this today, where the money is going, he is unable to pursue this any farther, so he has decided to give up on this subject. He would like to see the Fish Enhancement account be a checking account instead of a time deposit.
3. **Post Office Remodel-** Brian talked about moving the bathroom back into the storeroom. The storeroom isn't used for anything at this point. This would open up the room to be able to move her desk. Michelle asked if we would want to get a different hot water system in there. Brian thinks we could get something electric or on demand. Sara would like to see some winterization happen during this remodel. Brian said when the Clinic gets going the water problem will be fixed. Carolyn would like to see the railing completed as well as the back door. Michelle asked if we can do it in house, and Brian and Sara would like to see it done that way. Michelle would like to see a plan drawn up for the Council. Brian made a motion to upon plan approval do a remodel to bring the Post office up to code. Sara seconded. Roll Call: Carolyn Duncan, yes; Misty Fitzpatrick, yes; Michelle Page, yes; Sara Yockey, yes; Brian Wilson, yes; Gordon Douglas, yes. Motion Passes.

### **New Business:**

1. **Library Procedures/ Cleaning/Hours-**No comment
2. **Office Hours and Days-** Michelle would like to see the City Office to be open Mondays also. Misty likes to have one day a business week to have

some time to come in and get things done without having distractions. Sara would like to make a motion to change the office hours for Monday through Thursday 10am to 2pm. Michelle seconded. Misty would like to put a time limit on when the council can change again. The council decided that it was up to the council at the time to decide if the hours and time change, but that this council would try their best to keep the hours Monday-Thursday 10am to 2pm. AIF.

3. **Steve Geary's W/S Service-** Randy Wright Jr. and Sr. went to locate the end of Steve Geary's service. His service t's into Randy's service and has been paying for water/sewer service for quite a while. The council decided it was up to the City to pay for putting in the new stub out. It is important for Steve to have his own stub-out now that the water/sewer usage is metered. It was decided to do some research on this before we make a decision.
4. **FY13 Insurance Coverage-**Misty explained that we need to discuss what they want covered and what they don't. She would like the council to be involved with deciding what they would like to see covered. Sara would like to double check on who is supposed to make deposits or if we need that changed.
5. **Arts Festival Proposal-** The council discussed how to re-direct traffic for the Arts Festival. Heather also had calls from the yacht club, as well as feedback from the conference in Juneau so she is expecting a larger turnout than last year. Heather does not want to separate the Farmers Market and Arts Festival from each other, but would like instead to keep them together. Heather was considering fixing up the old gym, because that would last longer than buying tents. Misty had made comments about tents and not being sure about the upkeep on them. Misty said that the gaming account could make a donation to the Festival. She is torn between making the gym more valuable or buying tents which will depreciate in value. Michelle would like to know if we will have enough time before the festival to have the gym ready. Gordon would like to say that tents are fine, but in SE Alaska they are going to be abused with the weather. He would like to see a permanent structure, such as a grange hall. Michelle mentioned a walk around Art's Festival, but the difficult thing about that is some of the vendors may be passed up. Sara would like to check into borrowing tents or renting before we depend on buying new ones. Heather would like to take the funds out of the gaming account because she feels they could be utilized for other gaming events. Heather would like \$7,000 out of the gaming account and \$3,000 out of the general fund. Carolyn would like to mention

that this is classified as economic development. Misty would like to use some of the gaming fund to replenish the Fish Enhancement account if the truck is not covered under our insurance because the proceeds from the gaming account are going to benefit Fish Enhancement. Brian would like to mention that we are either going to need to get rid of the Fish Enhancement, or start supporting projects that will bring money in. The tents would belong to the City of Coffman Cove, and would not be loaned out. Misty would like to table this until the next council meeting, after finding out about the Fish Enhancement truck. Misty would like to point out that we have in the budget \$745.00 for the Arts Festival. She would not like to take money out of the disaster fund because some of our grants are going to run out.

6. **Library Coffee Business User Agreement-** Misty and Carolyn have been working on the user agreement for the Library. Sara would like to take out the royalties and make it a \$100.00 flat monthly fee. Sara would like to point out that the 1.00 charge off the top of every cup of coffee really brings up the price of coffee. The council could revisit this in three months and see how it is working. The council also discussed the electrical rate in the agreement. Gordon would like to say that the equipment will have to be re-purchased or fixed some time, and we need to have money to repair or re-purchase these things when needed. Sara would also like to have the third paragraph on the second page where it says “major changes in the business plan must be approved by library board” say “City Council and Library board.” Also on the third to last paragraph, “agree to abide by Library Board’s criteria” and she would also like for it to say “City Council and Library Board.” Carolyn would like to keep it just the Library Board. The council discussed the pros and cons to this change. Carolyn would like to have some autonomy with the library business. Brian agrees with Carolyn. Sara would just like for the library business plan to be brought to the council if there are changes to be made. Misty would like to point out that the initial proposal has to be approved by the council; therefore, if there are changes to the plan, it should be brought before the council also. Gordon made a motion to adopt the agreement as is. Brian seconded. Roll Call: Carolyn Duncan, yes; Misty Fitzpatrick, no; Michelle Page, no; Sara Yockey, no; Brian Wilson, yes; Gordon Douglas, yes. Motion failed. Sara made a motion to amend the user agreement to do away with royalties, and make it a flat \$100/month to be revisited every three months, as well as include \$200/month for electricity at 500 kilowatt hours and .3837 being the base. She would also like to add for the agreement to say “major changes in the business plan

must be approved by library board” say “City Council and Library board.” Also on the third to last paragraph, “agree to abide by Library Board’s criteria” and she would also like for it to say “City Council and Library Board.” Michelle seconded. Roll Call: Carolyn Duncan, no; Misty Fitzpatrick, no; Michelle Page, yes; Sara Yockey, yes; Randy Lenz, yes; Brian Wilson, no; Gordon Douglas, no. Motion failed. Misty made a motion to do away with royalties, and make it a flat rate of \$100 to be visited annually, and also a \$200/ monthly charge for electricity to be revisited quarterly, also interject the “City of Coffman Cove” into the two paragraphs Sara stated in her last motion. Sara seconded. Roll Call: Carolyn Duncan, yes; Misty Fitzpatrick, yes; Michelle Page, yes; Sara Yockey, yes; Brian Wilson, yes; Gordon Douglas, yes. Motion Passes.

7. **Grant for Electricity out the Road-** Misty would like to know if the council wants her to pursue this grant. The council would like for Misty to investigate what this grant entails, and come back to them before making any big decisions.

#### **Public / Council Comment:**

Misty would like to thank the Arts Festival Committee for all their hard work.

Sara would like to make sure that the Library computers have been updated, or could be updated. She would like to get the passwords from Elaine so we can get the updates installed.

Sara would also like to have the office space in Elaine’s office utilized for Misty. Misty said the City staff will be working on that project in the upcoming week.

Randy Neuberger is looking forward to being back next week. He would like to talk about the Festival, and no one has mentioned the 4<sup>th</sup> of July. He would like to see what we made money off last year, and if we are going to do Fireworks this year sell/display. Misty explained the profit from fireworks was about \$1,100 dollars. And she would like to do it again this year. We need to buy the fireworks early prior to May 31<sup>st</sup> to get a discount.

#### **Possible executive session for the purpose of discussing attorney client privilege.**

**Adjourn:**

**ATTEST:**

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Carolyn Duncan, Mayor

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Kassi Knock, City Clerk