

**City of Coffman Cove**  
**Regular City Council Meeting Minutes**  
**Thursday, August 22<sup>nd</sup> 2013**  
**7:00 Pm City Hall**

Call to Order: Mayor Carolyn Duncan called the meeting to order at 7:07 PM

Roll Call: Mariana Carter, absent (excused). Randy Neuberger, present. Vice Mayor Bryce Brucker, present. Cindy Huff, absent (excused). Brian Wilson, absent (unexcused). Mayor Carolyn Duncan, present. Randy Lenz, present.

Pledge of Allegiance:

Public Comment: Dee Miller stated that she is concerned about the boats that are anchoring on the water line in front of their house. Misty asked if NOAA should be contacted so it could be added to their navigation charts. She will put this on her to-do list. Misty has also heard concerns about wakes in the harbor area because of boats going too fast. She asked the council if they would like to put boater restriction speeds within harbor on the next agenda. Council agreed.

Persons to be heard: Marsha Shoenthal, the Project Manager for our new library, gave a detailed presentation on where we are in the process of building a new library here in Coffman.. She presented the council with the plans. She also explained the detailed funds available and what they are applying for. She had a question and answer session with the Council and audience. Alan Thompson also went over the lay-out of the new library plans and answered questions. All details are available at the city office.

Consent Agenda: Carolyn Duncan made the motion to accept the consent agenda with the financial report re-done to reflect the correct dates. Randy Neuberger seconded the motion. All in favor by verbal call.

1. Meeting Minutes
2. W/S Report
3. Administrator's Report
4. Financial Report
5. IFA Report
6. Tourism Report
7. Mayor's Report
8. Rain Forest Island Ferry Report
9. Watershed Association Report

Correspondence & Issues: None

Resolutions & Ordinances:

1. Resolution 13-27 Address System: Randy N. made the motion to adopt Resolution 13-27. Carolyn Duncan seconded the motion. Roll call: Randy N. yes. Bryce, yes. Carolyn, yes. Randy L. yes. Motion passes.

Unfinished Business: None

New Business:

1. Port Authority and City Job Sharing: Stricken from agenda. Will be on September agenda.
2. MOU between Library Board and City: Misty said that this was drafted by Lynn Bateman with the suggestion of Martha. We did have a MOU with SISD with our existing library. This document establishes the roles and responsibilities of the city and library board and how they interact with each other. Randy N. asked if the city has all the financial responsibility. Carolyn said they have since 2009. Carolyn stated the board was established as an advisory board.

Bryce voiced his concern about finance issues with a new library. He would like the council to sit down with the library board in a workshop and go through concerns before moving forward. Misty did say that the library board has been doing fund-raising and they are pulling their weight. Randy L. said that anything to do with money and finances with the library should be brought before the council, and this should be incorporated in this document. Misty thought this was a good idea. Randy N. agreed and said that it should be included in this document.

Library board funds and the way the board spends moneys brought in were discussed. The books that are purchased are bought with an operating grant and must be spent on books. Misty thought that the fund raising funds should not be spent on anything the library wants, but should be spent on utilities. This could be another statement within this document that would make it more reflective of the relationship we would want to engage in with the library board. Also a statement, as Randy L. suggested, as far as any decisions concerning leases, permits, financial obligations, anything to do with the premises must be confirmed by the city council before entering into. The board could make a decision, but would not be final until council approval. Misty said with those statements added, this document would be reflective of the council's wishes. Randy N. made the motion to accept the MOU with the understanding the changes could be added. Carolyn seconded the motion.

Roll Call: Bryce, no. Carolyn, yes. Randy L. yes. Randy N. yes.  
Motion fails for lack of quorum.

3. Parking Enforcement/Responsibility: Misty talked to the council about who would have the responsibility to enforce our new parking policy. She said we need to be consistent and charge everyone evenly as we do with all our policies. . The council agreed that the Harbor Master should be responsible for the harbor area. Jean will monitor and bill accordingly for the other city properties.
4. Funding Request: Northern Pacific Salmon: Misty ran across this funding opportunity because of our association with our Prince of Wales Watershed. She thinks we could get our ramp down to what is known as the Chinook Access Float. She needs council's approval before she sends it off.

Randy N. made the motion to approve the application for Pacific Salmon. Randy L. seconded.

Roll Call: Randy N. yes. Bryce, yes. Carolyn, yes. Randy L. yes. Motion passes.

5. Southeast Conference Travel Request: Carolyn Duncan made the motion to approve the SE Conference travel request made by Misty. Bryce seconded.  
Randy L. asked where we are with travel funds in the budget. Misty said we are in FY-14 so funds are available.  
Roll call: Carolyn, yes. Randy L. yes. Randy N. yes. Bryce, yes. Motion passes.

6. New Fire Truck Purchase- 1989 Mac from Ketchikan Fire Department: Misty said that we did get our ISO ratings. Overall, we are looking at a huge savings. She said that Bill Duncan is our main man for maintaining our fire truck and the last time he went up there, the truck barely started. There is a truck in Ketchikan that we could bid on. Dave and Dar are going to do a walk around on the truck and report back to Misty. She suggested having an executive session at our next council meeting to discuss a purchase. Randy N. commented that he does concur with Misty that we need a new truck and we need to make an offer in September, but he knows that Hollis just purchased a truck for \$1, so we should look at all our options.  
Misty is concerned about our time frame and the need for a truck at this time. We will add this to the September meeting.

Public / **Council Comment:**

Randy L. asked about the status of the power lines. Misty said that it will take up to two months for the environmental assessment. She expects the project will start in the spring.

Bryce reminded everyone that winter is coming and we need to get our plow for the 4 wheel drive pick-up ordered and ready to go. We don't want to be in a panic when the snow starts! We will need to get tire chains also. He will help with ordering.

Carolyn stated that we will have council elections soon; we need people to run for office.

Ballot questions and taxes were discussed. Council members presented their ideas for questions on the ballot.

**Adjourn:** Randy L. made the motion to adjourn at 8:55 PM. Randy N. seconded. All were in favor.

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**Carolyn Duncan, Mayor**

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**Jean Soderberg, Clerk**