

## City of Coffman Cove Regular City Council Meeting 7:00PM Friday, November 20th, 2015 at City Hall

### Public Hearing 6:45PM:

- Ordinance 16 04 Title X Boat Harbor Facilities- Harbor No-Wake Zone 2<sup>nd</sup> Reading:
- Tree Removal - Rhode Park, Chuck Bateman: Bryce thought that the cutting of the trees falls within DNR restrictions. He would like to see us contact the State Forester from DNR to see what the buffer zone is and what the regulations are for that property. We could get a fine.

**Call to Order:** Mayor, Perry Olson called the meeting to order at 7:00PM

**Roll Call:** Sharon Toman, present. Bill Bateman, absent-excused. Bryce Brucker, present. Dick Stewart, present. Brian Wilson, present. Perry Olson, present. Randy Lenz, present.

Pledge of Allegiance: yes

Public Comment: none

Persons to be heard: none

**Consent Agenda: Perry made the motion to accept the consent agenda. Bryce seconded the motion. All were in favor.**

**Perry made the motion to amend the regular agenda to include Bill Bennett and to move #2 up from new business so he could answer any questions about the invoice for crushed rock. Brian seconded the motion. All were in favor by verbal call.**

Bill Bennet, from Alaska Coastal Aggregates, spoke on the payments to the city and how to proceed. He wants to change the payment schedule to monthly instead of annually. Council was in agreement with his new plan. He asked if there were any community complaints or comments about the trucks running through town or any issues at all. Brian said he thought the drivers were very professional and didn't hear any complaints. Bill talked about the revenues, marketing and the future outlook. He then presented the Council with a conceptual drawing to install dolphins for a barge landing/ dock. This was done by R&M Engineering. He is not asking permission to do this; he is seeking comment from Council whether to move forward with the plan. He will return to another meeting and discuss this concept, and will have more details then. He then pointed out the Coffman Cove would have to apply for the Corp Permit. Perry then took a poll of the Council and asked who was in favor or opposed to the idea. Brian thought it was a great idea. Randy said he would like to see the loading ramp, the LTF, available on one side or the other. Dick was in favor, but would like to see some engineering of some back fill or a retaining wall. This might be something that could be done in the future. He (Bill) is trying to avoid the engineering cost, and incorporating a sea wall could be a very high cost. Sharon, Bryce and Perry are in favor of the idea also. The dolphins could be approximately 30-40 feet off the high water mark, and they would be socketed. **Perry then made the motion to approve the invoice from ACA for the crushed rock. Dick seconded the motion. Roll call: Sharon, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes.**

### Resolutions & Ordinances

1. **Ordinance 16-04 Harbor no-wake zone 2<sup>nd</sup> Reading: Perry made the motion to accept Ordinance 16-04 second reading of the no-wake zone ordinance. Bryce seconded the motion.** Discussion: Randy asked about the boundaries. Perry explained that this had been discussed at length at previous meetings, and was decided the green can and the marker on Coffman Island are the boundaries. Sharon asked about the dock, and it was pointed out that it was included by stating "harbor facilities". **Roll call: Sharon, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes.**
2. **Resolution 16-04 Dock Modification:** This pertains to Kent Millers idea to modify the terminals so the small ferry can load and unload vehicles. **Perry made the motion to approve Resolution 16-04. Sharon seconded the motion.** Discussion: Randy asked if this would be removable and it was confirmed that it was. Kent Miller explained the layout and plans which are included in the Resolution as attachments. Kent said they would present this to the State as an option for use of the ferry terminal. Brian asked if there was a conflict with any agreements that we have signed with the State. We have not signed any user agreements with the State at this time. Randy thought the State would not have the option if we approve this. Perry said they would as this plan would only take a few hours to detach and move it. Dick asked about weight restrictions. It was recommended that we include language that the attachments are

temporary and would not cause a conflict between the use of the facility for Alaska Marine Highway and other marine vessels. Also, the term South Mitkof should be included. Council was in favor of passing the Resolution with these changes. **Roll call: Sharon, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 6/0.**

3. **Resolution 16-05 New Employee Handbook: Randy made the motion to table this until the next meeting as we have not received the original copy back from our insurance company with our changes. Brian seconded the motion. All were in favor.**

**Unfinished Business:**

1. **Tree Removal Proposal at Rhody Park – Bateman:**

**Perry made the motion that the person making his request will:**

- **Mark the trees that have been tentatively identified as danger trees with surveyor's tape in a way that is visible from the road.**
- **Prepare an aerial map or photo that covers Rhody Park and the Bateman property with each tree to be removed clearly indicated.**
- **Prepare a written proposal containing all the pertinent facts and propositions.**
- **Present the proposal and aerial map or photo to the City Clerk.**

**The City Clerk will post copies of the proposal and aerial map or photo at city Hall, the library, the post office, the Riggins Shack and the Dog House bar along with a notice that the posting of these items begins a thirty-day public comment period with the public encouraged to submit written comments and/ or to attend the appropriate council meeting.**

**Once the thirty-day public comment period has lapsed this request will be scheduled for the next regular city council meeting as both a public hearing and as an agenda item.**

**If accepted by the council a copy of this motion will be provided to the person making this request.**

**Bryce seconded the motion.** Discussion: Bryce said we need to contact DNR to see if that area is within the buffer zone, then we can proceed. Chuck Bateman said he didn't intend to cause any problems. He thought this would help the city by removing the trees. He then withdrew his proposal. **Perry then withdrew his motion and Bryce withdrew his second.**

2. **North End Port Authority - Debts owed to the City of Coffman Cove: Perry made the motion that:**

- **The North End Ferry Authority (NEFA) is required to pay all ferry terminal costs incurred by the City of Coffman Cove within a normal billing cycle. Lack of compliance will result in the usual finance and/ or other charges with the understanding that NEFA operations in Coffman Cove could be at risk for non-payment.**
- **NEFA be required to pay the \$1,440 advertising charge related to NEFA advertising in the City brochure within one billing cycle of this motion.**
- **A new debt category or bucket be established to hold all deferred or unpaid debt amounts to be known as NEFA Short Term Debt ( or by another more appropriate name if necessary) with an annual amortized interest rate of 5.5%.**
- **The \$8,500 annual payment for the use of the Coffman Cove ferry terminal is reduced as appropriate by the amount paid by NEFA and that the remainder be added to the NEFA Short Term Debt account.**
- **The \$2,000 annual payment for use of the boat launch facility be added to the NEFA Short Term Debt account.**
- **NEFA be held to our prior agreement that the \$22,970.15 loan, with an annual amortized interest rate of 5.5% from the date of the loan, be repaid upon receipt of the USDA funds.**
- **NEFA be held to our prior agreement that the \$30,000 loan, with an annual amortized interest rate of 4.5% from the date of the loan, be repaid in quarterly installments with**

**the funds coming from operating revenues with the understanding that a lack of adequate operating revenues does not negate NEFA's obligation to repay the loan. NEFA compliance with the above conditions will result in the deferral of the \$4,800 annual payment for the ferry terminal moorage agreement until such time that NEFA actually begins mooring at the ferry terminal. NEFA compliance will also result in the forgiveness of the \$2,989.69 amount related to the aborted ferry terminal lease agreement of 2013.**

**Sharon seconded the motion.** Discussion: Perry has included, with his written motion, the history that he has found in the minutes in past meetings and conversations concerning NEFA and their loans. Kent Miller spoke on the status of the boat and unexpected repairs and maintenance. Randy asked how much of the USDA loan is left. Kent said approximately \$21,000 is left to draw on. Right now there are no other funds available. Kent talked about the traffic and revenues coming in. Perry reminded the council that the motion should help NEFA and we have to find a way for NEFA to prosper or we will not be reimbursed for the loans. Misty explained that the money given to NEFA in the past for the unauthorized loan, was given to NEFA by the then council and staff by authorizing expenditures for NEFA and writing checks that were then thought to being paid out of the original authorized loan. The financial statements were in such disarray that it was unclear what was being paid for and where the funds were coming from. After the staff and council quit, she (Misty) started clearing the books up and moving money into the categories where they belonged. She then brought it to council's attention what was spent on the Port Authority. Randy thought the city council members, at that time were liable. Perry then asked Kent, if we do pass the motion, and ask NEFA to pay operating costs, will they be able to do that? Kent thought that the motion was fair. Sharon stated that if the ferry is successful we should be able to get our money back, and is favor of supporting NEFA.

**Roll call: Sharon, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes.**

#### New Business:

1. **Nature Conservatory Invitation - Coffman Creek Assessment:** Misty has presented the council with the Nature Conservatory letter requesting a partnership with Coffman Cove to begin the process of analyzing what can be done to address the habitat concerns in Coffman Creek. The condition of the creek and was discussed. Misty thought they just needed support for their idea, and maybe housing for the crew. There will not be any financial obligations. **Perry made the motion that we accept the Nature Conservancy offer to go forward with the discussion on Coffman Creek. Sharon seconded the motion.** Discussion: Sharon wanted to make sure the city is not obligated for financial support. Misty said; we are not committed to anything financially by accepting this invitation. If they come back with a financial request, the council will hear about it first before it happens. She cannot guarantee it will not happen.

Brian does not want to "jump in bed" with environmentalists. He has seen what has happened in the past and we should be cautious as to what we agree to.

**Roll call: Sharon, yes. Bryce, yes. Dick, yes. Brian, no. Perry, yes. Randy, yes. 5/1 motion passes.**

2. Approval of Alaska Coastal Aggregates invoice for crushed rock: moved up on agenda and passed by motion.

3. **Appoint Two New North End Port Authority Board Members: We have had two letters of interest. Perry made the motion for Randy Lenz be appointed to one of the open board seats. Dick seconded.** Discussion: Kent suggested that the enabling ordinance be consulted, and the seats have not yet been declared open at this time, and it also needs posted. He wants the board to be properly seated as per the ordinance so they will be in compliance.

The openings were posted for the public. The ordinance was re-read and discovered that the openings had been announced verbally but they need to be declared from the board by a written notice to the council. Perry said we will wait to fill the seats until we get proper notice of the vacant seats from the Board. The board will meet December 4<sup>th</sup> and will then furnish to the council the board openings. The council will fill the seats at the December meeting.

Joel did resign his seat, and will continue to serve until the seat is filled. The other seat is filled by Elaine Bell, but she is not a resident and according to code, you must be a resident to be on the board. This seat is vacant also.

**Perry then withdrew his motion. Dick withdrew his second.**

**Public / Council Comment:** Bryce would like to see the rock that we have purchased spread by all the contractors in town, and not put it up to bid. Maybe the project could be done in the spring. Perry thought that we agreed to stock pile the rock in preparation for our request for paving. Misty suggested we put it on as an agenda item so it can be discussed for upcoming FY16 road projects. Bryce said we still have to maintain the road, and right now there is nothing to grade.

Adjourn: Perry made the motion to adjourn at 8:40. Bryce seconded the motion. All were in favor.

Passed and approved on this 17 day of December, 2015.

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Mayor, Perry Olson

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Clerk, Jean Soderberg