

**City of Coffman Cove**  
**City Council Meeting Minutes**  
**Thursday, March 19<sup>th</sup>, 2015**  
**Public Hearing 6:45PM**

- **COMMUNITY DEVELOPMENT BLOCK GRANT**
    - **Ordinance 15-04 amending the wording of title VII Utilities**
  - **Ordinance 15-05 amending the wording of title IV Revenues and Finance**
- Regular Meeting 7:00 PM @ CITY HALL**

**Call to Order:** Mayor Perry Olson called the meeting to order at 6:50.

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

Pledge of Allegiance: yes

**Public Hearing:** No public/Council comment on Ordinances 15-04 and Ordinance 15-05.

**Community Development Block Grant:** City Administrator, Misty Fitzpatrick, gave an update on where we are in the process to apply for the CDBG Grant application process. The Council has made a priority list at the workshop. The application period opens in the fall with award for the grant in the spring. There is a 25% recommended match. This can be cash, in-kind or a combination of the two. The list of priorities was presented. Council and some in the audience suggested adding a cell tower to the list. A community hall was also added. This will be discussed further during unfinished business.

**Public Comment:** Roxy and Brian attended the emergency response, tsunami training meeting in Ketchikan last week. They have updated maps, new information for evacuation routes etc. There is a statewide emergency drill this Wednesday. She asked that the community partake in the drill. Our shelter for our community is the school and Baptist church. A community workshop on the topic was suggested, they do have information for our community. Brian said it was not just tsunami preparedness, but any type of natural disasters, including a cruise ship disaster. It all falls under the same category. By practicing this we stay in the good graces of FEMA and a lot of the other state and federal agencies. It also includes hurricanes, which we do have frequently.

Persons to be heard: none

**Consent Agenda: Perry made the motion to accept the consent agenda. Bill seconded the motion. All were in favor by verbal call.**

**Perry made the motion to amend the agenda to include Resolution 15-21. Brian seconded the motion. All were in favor.**

**Resolutions & Ordinances:**

- **Perry made the motion to accept Resolution 15-21.** A Resolution of the City of Coffman Cove Adopting the Determination of Population of the Municipality. **Brian seconded the motion.** No discussion. **Roll call: Sharon, yes. Bill, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 6/0.**
- Ordinance 15-04 Amending the wording of Title VII Utilities Section 7.04.010 – Section 7.06.020 **Perry made the motion the accept Ordinance 15-04. Sharon seconded the motion.** No discussion. **Roll call: Sharon, yes. Bill, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 6/0.**
- Ordinance 15-05 Amending the wording of Title IV Revenues and Finance Sections 4.04.010 Competitive Bidding Section 4.04.100 Open Market Purchases. **Perry made the motion to accept**

**Ordinance 15-05. Sharon seconded the motion.** No discussion. **Roll call: Sharon, yes. Bill, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 6/0**

- Introduce Ordinance 15-06 Coffman Cove Watershed Ordinance: **Perry made the motion to introduce Ordinance 15-06. Dick seconded the motion. Roll call: Sharon, yes. Bill, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes.**

#### **Unfinished Business:**

##### **Community Development Block Grant (CDBG):**

Misty continued her presentation on the Community Development Block Grant. She told what projects had been awarded in the past. These grants include projects around the state and locally, here in Coffman Cove. She talked about eligibility and what other communities have done and what we, as a community need to consider when applying for this grant.

This is a health and safety grant.

Perry would like to add an expansion to the phone system, or running fiber optics out the road because there is no communication for those who live out there. Council thought a cell tower would fit into this category. This is a safety issue for the community.

Brian thought the boiler intake seems to cover the most eligibility requirements. Council discussed a community center with a health and fitness room along with a kitchen.

Library construction or municipal mall including post office, clinic, and city office, with its advantages were discussed. Combining all the buildings could cut down on costs from running four separate buildings. Some council members suggested taking the library construction off the list of priorities. Misty said the library is a good competitor, it would be written as a multipurpose room, with a large meeting room, including city hall. Most of the work is done for this grant.

Water intake study: Our water intake and its condition were then discussed. There have been studies done in the past, but the funding was not available then. Audience members thought this is an important study for our community and community members.

Council then prioritized the projects:

Dick Stewart: #1 Cell Tower #2 Construction of Community Center/ Library #3 Water Intake. Brian: #1 Water Intake #2 Cell Phone Tower #3 Community Center/ Library. Sharon: #1 Cell Phone #2 Water Intake #3 Library Construction Bill: #1 Water Intake #2 Library #3 Cell Phone Tower. Perry: #1 Cell Phone Tower #2 Library #3 Water Intake. Randy: #1 Cell Tower #2 Water Intake #3 Library/ Community Center.

#### **New Business:**

- **North End Port Authority Ferry Terminal Use Agreement with the City of Coffman Cove:** Council did go over this agreement during the last workshop. Council wanted the Ferry Authority to have exclusive rights to the alcove, office area and maintenance shed. Council also would like to keep the moorage of the vessel separate from this agreement. This draft incorporated these changes as directed from council. **Perry made the motion to accept the North End Ferry Authority Agreement. Dick seconded the motion.** Discussion: Randy asked if the \$8,500 would be enough to offset electricity and heating fuel if they run the ferry all year. Misty explained how she came up with the calculation. Sharon asked if the numbers can be looked at again after the start up. This contract is for one year. **Roll Call: Sharon, yes. Bill, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 6/0.** Randy would like to see the new repayment contract with the Port Authority. Misty will see that he gets this.

- Harbor Ramp Removal Dates:** This was also discussed at the previous workshop. Misty presented the council with the dates recommended for the period for the ramp to be removed. The dates are between September 15<sup>th</sup> through October 15<sup>th</sup>. **Perry made the motion that we authorize the ramp to be removed from September 15<sup>th</sup>, 2015 to at least October 31<sup>st</sup>, 2015. Sharon seconded the motion.** Discussion: Sharon asked if those who have boats are aware and ready to bear the burden. Misty did do a survey and it sounded like everyone was really supportive. **Roll Call: Sharon, yes. Bill, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 6/0.**
- Proposed Department of Natural Resources Land Sale- Coffman Cove loop: Perry said the purpose for this is for the council to come up with the points and comments that we would like Misty to enter into their system. We will have appealable rights if things do not go the way we would like to see them go out there. There has been a lot of discussion about the grassy flats area. **Perry made the motion that Council direct our City Administrator to give comment on the DNR land sale as follows:**  
**Councils will submit comments on the DNR land sale stating that Council is 1) Opposed to any development along the grassy flats side of the Coffman Cove highway. 2) Opposed to any development to the area of the unnamed creek drainage. 3) Opposed to clear cutting, not necessarily against selective logging as long as it is done responsibly 4) Opposed to driveway access onto Coffman Cove highway, all driveways access should be from subdivision roads 5) wetland mitigation for building all subdivision roads.**  
**Randy seconded the motion. Roll call: Sharon, yes. Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 6/0.**
- FY16 Budget Preparation Procedure:** Council agreed for staff and Mayor prepare a draft budget to present to council at the April workshop.
- Northwest Clerks Institute- Jean. Perry made the motion to accept the travel request from Jean to attend the NW Clerks Institute. Dick seconded the motion. All were in favor.**

**Public/ Council Comment:** No public or Council comment.

**Adjourn:** Perry moved to adjourn at 8:55. Bill seconded. All were in favor.

**Passed and approved: April 16<sup>th</sup>, 2015**

**Mayor:** \_\_\_\_\_  
**Perry Olson**

**Clerk:** \_\_\_\_\_  
**Jean Soderberg**

