

**City of Coffman Cove**  
**Regular City Council Meeting Minutes**  
**7:00PM Thursday May 28<sup>th</sup>, 2015**

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

**Roll Call:** Sharon Toman, absent, excused. Bill Bateman, present. Bryce Brucker, present. Dick Stewart, present. Brian Wilson, present (7:12) 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. Bill seconded the motion. All were in favor.**

Resolutions & Ordinances

1. **Resolution 15-23 Loss Control Incentive Program: Perry made the motion to accept Resolution 15-23. Dick seconded the motion. No discussion. Roll call: Bill, yes. Bryce, yes. Dick, yes. Perry, yes. Randy yes. Motion passes 5/0.**
2. **Introduce Non-Code FY16 Budget Ordinance 15-03: Perry made the motion to accept the first reading of the FY16 budget 15-03. Bryce seconded the motion.** Discussion: Perry noted that there is not a contingency fund added to this budget. If we need to add it, we can amend the agenda. We will amend the budget in December. **Roll call: Bill, yes. Bryce, yes. Dick, yes. Perry, yes. Randy, yes. Motion passes 5/0.**

Unfinished Business:

1. **DNR Land Sale - Coffman Cove Loop Road Subdivision: Perry made the motion to accept the proposal from DNR they have presented us with as far as their borders and boundaries. Dick seconded the motion.** Discussion: Misty gave a brief history of the land sale and read all the comments and suggestions from Council. Each comment, the new map and the response from Cliff Baker were then discussed. Land development and subdivisions, boundaries, our watersheds protection, selective logging, clear-cutting on property sold, grassy flats concerns and its use, roads and access roads, driveways off the highway and the bridges were all taken into consideration.  
**Perry then withdrew his motion. Dick withdrew his second. Perry then made the motion that we request the he sets back to the ridge along grassy flats and continues down to the loop road and that he sets back at least 40 feet off the Unknown Creek. Dick seconded the motion. Roll call: Bill, yes. Bryce, yes. Dick, yes. Brian, no. Perry, yes. Randy, yes. Motion passes 5/1.**
2. **Grader Operator Position: Review and Approve Applications: Perry made the motion to accept the two applications we received for the grader operator position, Bryce as the primary and Russ Holbrook as back-up. Dick seconded.** Discussion: Misty read our Ordinance covering provisions of employment for City council members. **Roll call: Bill, yes. Bryce-abstained. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 5/0.**
3. **Ferry Terminal Use Agreement Draft: North End Ferry Authority: Perry made the motion to accept the agreement as presented. Bill seconded the motion.** Discussion: Perry has a disagreement with the request from Kent Miller requesting priority use of the fenced in area around the

maintenance shed of the ferry terminal. This is a security area and passengers should park in the parking area. Council was in agreement. Perry said to clarify "parking area" with non-fenced parking area in the agreement, with provisions to be able to park their vans in the fenced area when not being used. **Perry withdrew his motion. Bill withdrew his motion. Perry then made the motion that we accept the use agreement with the North End Ferry Authority contingent upon the changes that we change the parking area to non-fenced parking area and we write in an authorization that they can park their vans in the fenced area as long as it does not violate security rules. Randy seconded the motion. Roll call: Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 6/0.**

New Business:

- 1. Alaska Island Community Services Memorandum of Agreement – Clinic: Perry made the motion that we accept the memorandum of agreement with AICS as amended. Misty will write up the agreement, send it to our attorney then present it to AICS. Dick seconded. Roll call: Bill, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 5/0.**
- 2. Consider Auditor's Request for Compensation: Perry made the motion to authorize the \$5,000 to our auditor in accordance to the letter he has submitted to Council. Dick seconded the motion. Roll Call: Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 6/0.**
- 3. Drive Down Ramp - Site Work Contract Award: Perry made the motion to award the Drive Down Ramp site work contract award to Cove Excavation. Bill seconded the motion.** Discussion: Misty explained how the contracts are being put out. This contract is for the ramp removal. Misty has checked with Cove Excavation to insure they can do the work with the amount submitted and he assured that it could be done for the amount bid. R & M will inspect the work of any of the sub-contractors. **Perry then withdrew his motion, Bill withdrew his second. Perry then made the motion to move to award the Drive Down Ramp Replacement site work contract to Cove Excavation once the City Administrator has received assurances to her satisfaction, that the Army Corp permit will be issues. Dick seconded the motion. Roll Call: Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 6/0.**
- 4. Cove Excavation Land Use Permit: Perry made the motion to accept the application as written with the increase to \$600 a year and also include the stipulations that he keep the area neat and tidy. Dick seconded.** Discussion: There have been complaints about the mess and Cove Excavation going outside of his boundary leased. As long as there are no other leasers, there should not be a problem of boundaries. Council decided not to raise the lease amount. **Perry then withdrew his motion, Dick withdrew his second. Perry then made the motion to accept the application that was submitted with the stipulation of keeping the area neat and tidy. Randy seconded the motion. Roll call: Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 6/0.**

5. **Prince of Wales Draft Borough Charter:** Misty suggested moving this item to the July workshop so Council and the public could have more time to review the document. Council agreed.
  
6. **Alaska State Library – Vista Volunteer:** Dick Stewart has volunteered to house the individual. Misty also said she could cover June and relieve the Stewarts during the Fall months. The main job of this individual would be to write grants for the library and recruitment volunteers. **Bill made the motion to accept the Alaska State Library Vista Volunteer and the city will offer them \$600 for the four months out of the year that they will not have free housing, and we (the city) will also offer them free water and sewer for those four months. Dick seconded the motion. Roll call: Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, no. Randy, yes. Motion passes 5/1.**
  
7. **Secure Rural Schools Title II Funding Request:** Misty said we have more time to submit this request and would like to continue to work on this until the June meeting. **Perry made the motion to table this agenda item until the June meeting. Dick seconded the motion. All were in favor.**
  
8. **FY16 AML/JIA Insurance Contributions:** **Perry made the motion to accept the AML/JIA insurance for the 3 year period. Dick seconded. Roll call: Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 6/0.**

**Public / Council Comment:** Bryce is working on getting his old band up here for the Arts and Seafood festival. He asked if the city would like to donate. Heather and Bryce will be putting up donation jugs. A fund raiser, like a hamburger feed at the pavilion was suggested.

Brian said he has been talking with some of the contractors around town and would like to have a camp clean-up and make some room up at the scrap metal yard. People would still pay to get metal into the yard and the contractors will help move the items. Cars and items that have been left on city property will be moved to the scrap metal yard. Council was in favor.

**Adjourn:** 9:32PM

**Passed and approved on this 18<sup>th</sup> day of June, 2015.**

---

Mayor, Perry Olson

---

Clerk, Jean Soderberg