

City of Coffman Cove
Regular City Council Meeting Minutes
Thursday, June 19th 2014
6:45 PUBLIC HEARING: FY15 BUDGET SECOND READING
7:00 p.m. @ CITY HALL

Public Hearing Call to Order: Mayor Mariana Carter called the Public Hearing to order at 6:55 PM.

Public Comment: There were no public comments. Randy Neuberger remembers council wanting to add \$1,500 for new net to Fish Enhancement to pay Dick Stewart back for net he already ordered. Randy Lenz brought up the need to have money in Fish Enhancement to process the fish that will be donated as well as the fish we will catch: add \$4,000. Use Doug Rhodes for processing and DEC license.

Call to Order: Mayor Mariana Carter closed the Public Hearing and called the Regular City Council Meeting to order at 7:03 PM.

Roll Call: Mayor Mariana Carter, present. Bryce Brucker excused absence. Randy Neuberger, present. Brian Wilson, present. Perry Olson, present. Randy Lenz, present. Dick Stewart arrived at 7:05 PM.

Pledge of Allegiance: yes

Public Comment: none

Persons to be heard: Misty and Perry discussed changes in budget format for the upcoming year; making the budget more transparent.

Consent Agenda: Mayor Mariana Carter made the motion to accept the consent agenda with the addition of the North end Ferry Report after the Mayor's Report. Move #8, Southern Southeast Local Emergency Communications-Roxy Wilson's verbal report, to #1. Randy Lenz seconded the motion. AIF.

Roxy reported [that the](#) SSLEPC did get \$55,000 in funding for emergency communications on Prince of Wales Island. Everybody trying to push for the cell towers, this group is looking for a quick fix right now and pushing for repeaters. Know it is not a long term goal; is a work in progress. Waiting for AP&T mapping area report showing where all their repeaters are. Will keep us posted on the next meeting.

Correspondence & Issues: none

Resolutions & Ordinances:

1. Resolution 14-18 AMLJIA Loss Control Incentive Program

Randy Neuberger made the motion to accept Resolution 14-18 AMLJIA Loss Control Incentive Program. Mayor, Mariana Carter seconded the motion.

Discussion: AMLJIA is our insurance provider. AMLJIA is a pool of municipalities that participate as part of a loss control incentive program. We all participate in safety meetings. Municipalities in the pool share all losses. This Resolution is to allow us to participate in this program.

Comment was made that the evaluations of buildings by AMLJIA seem high. Misty explained we are insured for rebuild costs. Current contractor rate for construction is \$165 per sq. ft. without our higher freight & material costs. Contribution rates were discussed, building contents and replacement cost of knowledge and information in the buildings.

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Roll Call: Randy Neuberger, yes. Dick Stewart, yes. Brian Wilson, yes. Perry Olson, yes. Randy Lenz, yes. Mayor Mariana Carter, yes. Motion passes.

2. Resolution 14-19 Advertising Rate Scale to include Board at Harbor

Discussion: Steve Beilgard will build the board & show finished product to City Council for approval. This Resolution is for the Advertising Rate Schedule.

Randy Neuberger made the motion to accept Resolution 14-19. Mayor Mariana Carter seconded the motion.

Roll Call: Dick Stewart, yes. Brian Wilson, yes. Perry Olson, yes. Randy Lenz, yes. Mayor, Mariana Carter, yes. Randy Neuberger, yes. Motion passes.

3. Resolution 14-20 Ports and Harbors Grant Program

Discussion: We have an engineered cost estimate of \$780,000 for the Drive Down Ramp Replacement Project. We have secured \$610,000 so far in CDBG Funding and Misty has applied for a USDA Grant to make up the remaining \$140,000. We won't know for a while if we got this grant. Is a highly competitive climate for the USDA Grant. The Ports and Harbors have a grant that closes August 1st, is a 50/50 matching grant. With CDBG funds if we don't go over the \$610,000 we will have zero funds coming out of pocket. The Real Estate Company valued the parking lot at \$136,000 and last week the granting agency accepted that as our in-kind. We have proven 25% match in-kind, the project still has to be completed and this takes money. Misty proposes we write this Ports and Harbors Grant for \$70,000 with a \$70,000 match from us. We will apply for a Tier II Grant. Will be a lower priority but we are applying for a small amount of money. We are required to provide a local match. In stand-off about CDBG \$ being a match. If we don't go over \$610,000 then the work to prepare this Grant is just for insurance. Better safe than sorry. There are over \$100,000 in contingencies for this project. Will take me approximately 20 hours to prepare this Grant. Potentially ask Deedee Jeffreys to help.

Randy Lenz made the motion to accept Resolution 14-20. Brian Wilson seconded the motion.

Roll Call: Brian Wilson, yes. Perry Olson, yes. Randy Lenz, yes. Mayor Mariana Carter, yes. Randy Neuberger, yes. Dick Stewart, yes. Motion passes.

4. Ordinance 14-01 amending Language in Utilities Ordinance Title VII-Septic Tanks

Discussion: Mayor Mariana Carter read a portion of the Ordinance and pointed out the change. Misty wants to change language to be clearer. Clarify, "all community and customer septic tanks on the City System shall be inspected every three years and pumped as necessary to provide proper treatment of the wastewater. Active septic tanks needing pumped more often than every three years will be at the property owners' expense. Anyone using over 5,000 gallons on a community septic tank will be charged accordingly". Ordinance needs to hold up in court, be very clear. Need to change sections 7.04.330 and 7.04.050.

Randy Lenz made the motion to table Ordinance 14-01 until after we have a workshop on it. Mayor Mariana Carter seconded the motion.

Roll Call: Perry Olson, yes. Randy Lenz, yes. Mariana Carter, yes. Randy Neuberger, yes. Dick Stewart, yes. Brian Wilson, yes. Motion passes.

5. Adopt Non-Code Ordinance 14-02 Budget FY15

Discussion: Under Fish Enhancement, raise Process/Harvest to Sell by \$4,000.00 so we have money for net and processing of Coffman Cove fish donated by the Miss Mary. Costs \$4.00 per

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Misty Fitzpatrick 6/26/2014 9:55 AM

Comment [1]: Not sure Lynn. I didn't make a note on the ordinance section. You may have to look it up.

½ pint can to process fish= \$3.00 profit. Council can amend budget if the Council deems the amendment insignificant.

Grant for Fire Department turnout gear has been approved; \$9,595.00. Volunteer Fire Assistance Grant \$ will be added to the budget on a page of its own page as revenue and expense. Clear to Council, granting agency and auditor.

Randy Neuberger made a motion to pass the FY15 budget as amended: adding \$2,500 to Process /Harvest to Sell under Fish Enhancement and \$4,000 to revenue and expense under Fish Enhancement. Also, adding the Volunteer Fire Assistance Grant of \$9,595 as both a revenue and an expense. Randy Lenz seconded the motion.

Roll Call: Randy Lenz, yes. Mayor Mariana Carter, yes. Randy Neuberger, yes. Dick Stewart, yes. Brian Wilson, yes. Perry Olson, yes. Motion passes.

6. Non-Code Ordinance 14-03 City Property Surplus

Discussion: Anything under \$2,500 doesn't need to be in an Ordinance. We paid \$5,108.67 for the Street Sweeper, it doesn't run. Change Street Sweeper price from \$10,000 to \$2,500. Cross out "exception shall be granted to Coffman Cove Residents for local preference as defined; residents submitting a bid up to 15% lower than the highest bid will be deemed the successful bidder. Submissions to be made by sealed bid". Following on e-bay, add "Best offer as approved by Mayor and/or City Council".

Under City Bus take out "for partial repayment of Ferry loan".

Randy Neuberger made a motion to accept Non-Code Ordinance 14-03 with said amendments. Mayor Mariana Carter seconded the motion.

Roll Call: Mayor Mariana Carter, yes. Randy Neuberger, yes. Dick Stewart, yes. Brian Wilson, yes. Perry Olson, yes. Randy Lenz, yes. Motion passes.

Unfinished Business: None

New Business:

1. Dentist Team/Clinic – Joel Buchanan

Discussion: We are covered by our insurance to have visiting dentists in our Clinic. Joel Buchanan was on the phone. The dental team is coming from the Beaverton, Oregon Four Square Church. Team will consist of three dentists and one hygienist. Should the Council approve use of the clinic, dental services will be offered to everyone on the Island that wants to fill out the paperwork and see a dentist free of charge. Paperwork needs to be filled out prior to visits. Team arrives late on July 19th. Will take appointments over 4 days; projecting 8-10 visits per dentist per day. Bringing their own supplies, including three portable dental chairs. Will do extractions, fillings & cleanings; no crowns or lab work. Joel is donating lodging, dentists buying their own tickets and food. Misty has vehicles. This is good exposure for the Clinic, thank you.

Randy Neuberger made a motion to accept offer and make clinic available to the Dental Team on dates requested. AIF

2. FY2015 Deposit Contribution from AMLJIA

Discussion: Every year we fill out a questionnaire from AMLJIA answering questions like how many employees we have, do we have an ice rink? We mail them these answers and they send back a contribution list of Workers Comp, vehicles, buildings, etc. There are no changes in this year's contribution from last year; nothing added or taken away. Payroll for Workers

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Misty Fitzpatrick 6/24/2014 12:00 PM

Comment [2]: All good here.

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Compensation is estimated by hours employees will work. All other rates are set. Misty will get the highlights of what we are covered for, in buildings, from the insurance company and put this information in next month's Administrators Report.

Randy Neuberger made a motion to accept AMLJIA contribution for FY2015. Mayor Marianna Carter seconded the motion. Roll Call: Randy Neuberger, yes. Dick Stewart, yes. Brian Wilson, yes. Perry Olson, yes. Randy Lenz, yes. Mayor Mariana Carter, yes. Motion passes.

Public/Council Comment: Need volunteers for the Fourth of July. Fourth of July is a community event, the City budgets for some decorations and food. Volunteers put on the celebration.

Adjourn: Mayor Mariana Carter made a motion to adjourn at 8:53 pm. AIF

Passed and approved this _____ day of _____ 2014.

Mayor, Mariana Carter

Clerk, [Jean Soderberg](#)

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