

**City of Coffman Cove**  
**City Council Regular Meeting Minutes**  
**Thursday, August 20th 2015**  
**7:00 PM @ CITY HALL**

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

**Roll Call:** Sharon Toman, present. Bill Bateman, present. Bryce Brucker, present. Dick Stewart, present. Brian Wilson, present (7:08). Perry Olson, present. Randy Lenz, present.

Pledge of Allegiance:yes

Public Comment: none

**Persons to be heard:**

Erin Soderberg. No-wake zone sign in Coffman harbor. Erin stated that she would like the Council to please consider a No-wake zone sign within the harbor. Boats are coming in too fast and creating a big wake. For safety reasons, she hopes the Council will consider enforcing a no-wake zone.

Bill Bennett-Alaska Coastal Aggregates: Bill said the contractor should be here within 3 weeks. He explained what will be done with the material and where they are in the project. He is confident, once they get some material on the ground, that they will be able to sell the product. He will be coming before the Council in the near future with solid figures on pricing and how they would build an infrastructure for a barge landing, if that is what Council agrees upon. He gave payment for the land lease.

Kent Miller-Rain Forest Island Ferry: Kent was present to comment on the issue relating to the North End Ferry Authority use of the fenced area at the ferry terminal which the Council was in agreement upon at the last workshop. This agreement was subject to North End furnishing additional language for the use agreement relating to parking fees and a termination provision for the city. Kent has sent these provisions in an e-mail which were read to Council at the meeting. Perry then asked if he would like to present the Ferry Terminal Use agreement after we approve the consent agenda. He agreed.

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

**Correspondence & Issues: none**

**Ferry Terminal Use Agreement:** Kent read the additions for the Use Agreement which the Council had asked him to draw up at the workshop. He had not added them to the original use agreement as he thought Council would want to respond to the understanding that the Council members had following the work session. He wanted to make sure his draft additions were consistent with what was agreed upon before putting them in the full draft. **Perry then made the motion to accept the Use Agreement with the North End for the ferry terminal with the additions of the two items added. Sharon seconded the motion.** Discussion: Perry explained that Kent made a good case for using the fenced-in area, and also thought it prudent to put in a termination clause so the city would have the right to terminate the agreement if needed. These are the only two additions; the rest of the agreement would not change.

New item 12-Parking fees would be revenue for the city. Perry said we are not bound by the agreement. The fenced area would be non-exclusive. Council was concerned about vehicle dumping, as this has been a problem at the Hollis parking lot. It was pointed out that there is a clause in the agreement that one of the responsibilities of the North End is to pay for everything that is attributable to their use.

Council wanted to see it in the agreement. Kent agreed to have it added. This new item could be added under item 12: Parking fees. **Sharon then made the motion to amend the motion to add language to section 12 for North End to take responsibility for removing derelict vehicles. Bill seconded Sharon's motion to amend. Roll call for motion to amend. Sharon, yes. Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion to amend passes 7/0.**

Back to main motion which is to accept the existing agreement with the new items as amended. Roll call: Sharon, yes. Bill, yes. Bryce, no. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 6/1. Perry informed Kent that we will re-draft the agreement and get it signed. Kent said we should see the boat in the Cove tomorrow evening. They did pass Coast Guard certification.

#### **Resolutions & Ordinances:**

1. Ordinance 15-07: An Ordinance Amending the wording of Title IV Revenue and Finance Contractor Bonding. First reading. **Perry made the motion to accept the first reading of Ordinance 15-07. Brian Seconded the motion. Roll call: Sharon, yes. Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 7/0.**
2. Ordinance 15-08: An Ordinance Amending the wording of Title VII Utilities Non-Sufficient Funds checks. First reading. **Perry made the motion to accept Ordinance 15-08. Randy seconded the motion. Discussion:** Misty suggested writing the Resolution to cover every city service and not just utility services. Perry suggested making this change now in the utility Ordinance. **Roll call: Sharon, yes. Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 7/0.**
3. Ordinance 15-09: An Ordinance Adopting New wording for the Use of Forklifts within city limits. Title VIII Public Health and Safety. **Perry made the motion to accept Ordinance 15-09, first reading. Sharon seconded the motion.** Discussion: Council agreed that this ordinance should be sent to the local fork lift drivers and posted so they can be aware of this new ordinance. **Roll call: Sharon, yes. Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 7/0.**

#### **Unfinished Business:**

1. **Prince of Wales Draft Borough Charter:** Misty has made up notes from the past workshops and updated council with changes the Council wanted to see in the draft Borough Charter. Misty said POWCAC does plan on taking a second vote at their next meeting. At the July POWCAC meeting Misty learned that four or five communities have already passed the Borough Draft Charter as is. At the September POWCAC meeting Misty plans on presenting Coffman Cove's comments and to see what we can do to get our concerns addressed. **Perry made the motion that we direct our City Administrator to present our concerns to POWCAC at the September meeting. Bill seconded the motion.** Discussion: Perry encouraged Council and community to add to the list and get them to Misty before the next POWCAC meeting. Sharon suggested sending our list to the other communities. Council thought this was a good idea. Council voiced other concerns and comments about the Draft Borough Charter. **Roll call: Sharon, yes. Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 7/0.**
2. Ferry Terminal Use Agreement: see above

#### **New Business:**

1. **Drive Down Ramp Construction Schedule:** Misty and the Engineers would like to change the Drive Down Ramp construction from September/October to March/ April. They have found that there have been many marine projects for the State of Alaska up for bid at the same time as our ramp was scheduled. This would make it easier to find contractors to do the work. The weather could be better in the spring rather than fall also. **Perry made the motion to modify the Drive Down Ramp construction schedule to be from March 1<sup>st</sup> to May 1<sup>st</sup> 2016. Bryce seconded the motion. Roll call: Sharon, yes. Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 7/0.**
2. Drive Down Ramp

- **Float Supply Quotes:** tabled until Special meeting.
- **Concrete Block Supply Quotes:** We have already awarded the Site-work contract to Cove Excavation. Part of his scope will be to build the concrete abutment for 51 concrete blocks. We have received 4 quotes for the concrete blocks. The lowest quote was from Ketchikan Ready Mix for \$8,670. Perry made the motion to accept the Ketchikan Ready Mix. Sharon seconded the motion. Roll Call: Sharon, yes. Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 7/0.
- **Ramp and Float Installation Contract Award:** tabled until Special meeting.

**Library Internet** was moved up on the agenda:

Library internet has been very slow. According to GCI contract with the State, they are required to provide internet service of 1.5up and 1.5 down. Right now the internet at the library is over-loaded with users. Our library internet users have doubled from last year. Currently GCI provides service to the library for \$3,400 a month. E-rate funding pays \$2,720 and OWL pays \$480 leaving the city to pay \$200 a month for internet service at the library. For an additional \$700 per month GCI will double our service. OWL proposes to pay \$600 and the City will pay \$100. The library would then be paying \$300 per month for fast internet. **Perry made the motion that we agree with the \$700 per month increase and we pay \$100 a month that OWL is asking us to pay. Dick seconded the motion.** Discussion: Lynn thought it would very good for the community. Right now they cannot enter books into the system with the internet they have now. There were questions about what was using up the entire internet. GCI stated it was "normal internet activity". The library is opened 20-30 hours a week. We do have a Vista person coming to work on grants for the library, and good internet will be important. **Roll call: Sharon, yes. Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 7/0.**

3. **Power to Coffman Island and Power Line Extension Project, use of remaining funds:** Perry made sure that everyone had received Gary Wilburns letter requesting power to his house up ½ Dog. There is \$22,000 in change left over from the power distribution grant. It is time for Council to authorize use of those funds for construction of additional power distribution lines. There were three different options outlined in the City Administrators report. **Perry made the motion to extend the power line up to Gary Wilburn and whatever funds are left over to extend lines out Loggers Lane. Dick seconded.** Discussion: Randy asked about the \$5,000 deposit for Coffman Island. We will address this next. **Roll call: Sharon, yes. Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, no. Motion passes 6/1.**

(9:15PM Sharon Toman had to leave the meeting at this time.)

**Randy made the motion for the \$5000 deposit, that will be refunded from Coffman Island, be put towards Loggers Lane. Bill seconded the motion.** Discussion: Bryce said we should have \$17,000 towards Loggers Lane. Misty said only if she is right on her estimate. **Roll call: Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 6/0.**

4. **Chuck Batemans request for tree removal on lot next to his property:** **Perry made the motion that we allow Chuck to remove the trees at his cost, his risk and his expense, and remove the stumps. Brian seconded.** Discussion: Bill asked if he could get the opinion of an experienced timber faller. Misty has already talked with Bill Fitzpatrick. **Roll call: Bill, no. Bryce, no. Dick, no. Brian, no. Dick, no. Perry, no, Randy, no. Motion fails 6/0.** We will wait until Chuck is present at a meeting to make his proposal to the Council.

5. **Travel Request- Southeast Conference: Perry made the motion to send Misty to Southeast Conference in Prince Rupert. Brian seconded. Roll call: Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 6/0.**
  
6. **Loggers Lane Brushing Contract: Brian made the motion that we award the brushing contract for two miles down Loggers Lane to Cove Excavation under the requirement that they go 14 feet out and 14 feet up and down 6" and mulched. Perry seconded the motion.**  
Discussion: Council thought there should be good signage with a flagger. These machines are dangerous and precautions should be made. **Roll call: Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes 6/0.**
7. Library Internet: see above.

**Public/ Council Comment:**

Brian gave an IFA report. IFA will be running out of Coffman Cove in 2016 through a legislative grant. This run will be once a month to Petersburg. They passed the Driver Goes free again this year, January through April.

Bryce would like to respond to Erin's request for a no-wake zone. He feels this is important and feels Council should move on this immediately.

Bryce also would like to see the School District crush the library road. He cannot grade the road as-is.

Bryce also stated that the State would not like commercial fisherman using the float plane dock. He proposes a hoist be put up. He gave some examples of other communities that have a hoist. These are movable.

Misty said she is working on a hoist for the fisherman. She is also in communication with the School about the road after their construction. She suggested the first step in a no-wake zone is writing an Ordinance.

Jean reminded Council that 3 seats are up for re-election this October. She encouraged Council to declare candidacy.

Randy reported the profits from selling canned fish at the Arts Festival. Brian commended the Arts Festival committee for a job well done. The band was awesome!

**Adjourn: Perry made the motion to adjourn at 9: 47. Bryce seconded the motion. All were in favor.**

**Passed and approved on the 24<sup>th</sup> day of September, 2015.**

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**Mayor, Perry Olson**

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**Clerk/ Treasurer Jean Soderberg**