

**City of Coffman Cove**  
**Regular City Council Meeting**  
**Thursday, September 18<sup>th</sup> 2014**  
**6:30PM @ CITY HALL**

**Call to order:** Mayor Mariana Carter called the meeting to order at 6:30.

**REVIEWING, SCORING RFSQ ENGINEERING SERVICES FOR THE DRIVE DOWN**

**RAMP:** Council will take the bids home with them, score them and get them back to Misty as soon as possible. Misty will put the scores together and present them to the council at the next regular council meeting.

**Roll Call: Mariana Carter, here. Randy Neuberger, here. Bryce Brucker, here. Dick Stewart, here. Brian Wilson, here. Perry Olson, here. Randy Lenz, here (7:05).**

Pledge of Allegiance: yes

Public Comment: none

Persons to be heard: none

**Consent Agenda: Randy N. made the motion to approve the consent agenda. Marian seconded the motion. Randy then amended his motion to approve the consent with the exception of Administrator's Report and Financial Report. Mariana seconded the motion to amend. All in favor of the amendment by verbal call. All in Favor of the original motion striking #5 IFA report and #9 SSEEC Report.**

There were a couple questions from council on the Administrators Report. The memorandum of agreement for the Clinic: Misty said she will present this to council when it is completed. It has not been a high priority at this time.

Borough: Perry would like to see a representative from every community on the Island. Misty said the first step is getting more involved and educated as a community. She will let council know when the meetings are coming up and invited the council to join her here at the office to call-in together during the meetings. It will take a lot of work. Mariana said it is very important for the future of the Island. This topic will be put on a workshop for the future.

Subdivision Ordinance: Perry wanted to make sure the developers get their wet-lands permits. Council agreed.

Randy N. asked about SE Conference: Misty gave a verbal report. SE Island School District did a fantastic presentation which received a standing ovation and a lot of feedback from the audience.

Bad Debt: This was included in the financial report when it was on the agenda. It was stricken because of the long agenda. This will be on the agenda at the next regular council meeting as a Resolution. **Randy N. made the motion to accept the Administrators Report and Treasurers Report. Bryce seconded. All were in favor by verbal call.**

**Correspondence & Issues:** non

### **Resolutions & Ordinances:**

1. **Resolution 15-06 A Resolution Opposing the Use of Herbicides and Pesticides along Alaska Roadways. Brian made the motion to accept resolution 15-06. Perry seconded the motion.** Discussion: A council member pointed out that this happens all the time, but what we want to guard against someone going out spraying who is not certified. Roll Call: Mariana, yes. Randy N. yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Motion passes 6/0.

2. **Resolution 15-07 Recommendations to the US Forest Service toward the Maintenance of Important USFS Roads on Prince of Wales Island: Randy N. made the motion to accept Resolution 15-07. Brian seconded the motion.**

Discussion: The map was gone over by residents and council at a workshop. The roads mentioned in our resolution are recommendations to keep roads open near Coffman. We need to pro-active in keeping roads open. There were roads on the map that say open, but are not drivable. These roads could be "traded" mile for mile for roads slated to be closed. Misty suggested we drive the roads with the Forest Service. Misty will follow up on this. It will take time, but it is well worth the effort. An audience member said 4-5 years ago, the forest service had a meeting here about road closures, but no-one showed up here in Coffman. It is important we make our voices heard. POWCAC has \$150,000 in road maintenance funding that they will allocate out to priorities presented by different communities. They are submitting priorities for the funding. If we do not get all our priorities, we will present our priorities next year. A copy of the map is at the Coffman city office.

**Roll Call: Randy N. yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy L. yes. Mariana, yes.**

### **Unfinished Business:**

**Soul Expressions lease Renewal Proposal for the Business Training Center: Bryce made a motion to accept Soul Expression lease proposal. Randy L. seconded the motion.**

**Roll call: Bryce, yes. Dick, yes. Brian, yes. Perry, no. Randy L. yes. Mariana, yes.**

**Randy N. no. Motion passes: 5/2**

**Randy N. made the motion for the lease agreement to be \$100 with a 6 month lease.**

**Mariana seconded the motion. Dick, yes. Brian, yes. Perry, yes. Randy L. yes.**

**Mariana, yes. Randy N. no. Bryce, no. Motion passes 6/1**

### **New Business:**

1. **Surplus Equipment Sealed Bid Opening and Reward:** The bid is from Alaska Black Cod, Anchorage. The minimum bid for the smoker is \$30,000. Their bid is \$31,000. They sent a check for \$3,100 as a down payment of 10%. Perry made the motion to accept the only bid from Alaska Black Cod. Bryce seconded.

**Perry withdrew his motion. Bryce agreed to withdraw. Randy L. made the motion to accept the bid of \$31,000 for the smoker as-is, where is from Alaska Black Cod. To be paid in full prior to pick-up. Perry seconded the motion. Roll Call: Brian, yes. Perry, yes. Randy L. yes. Mariana, yes. Randy N. no. Bryce, yes. Dick, yes. Motion passes 6/1.**

2. **Coffman Cove EMS Transport Fee:** City Administrator, Misty Fitzpatrick has included in her Administrators report, the logistics of charging and wants to know whether to move forward or discontinue. It is always her priority to get different departments to stand on their own financially. She has talked with the EMS and they are supportive. This has to do with some problems that they are having right now, or alleviate some of the problems. In some instances they are functioning as a taxi service. Misty would recommend using a billing company for charging. There were many examples of charges from ambulance services on the island from council and audience members. Questions about insurance and who would have to pay if not insured. The fee scale would be set by the council. Questions about our emergency vehicle being up to with equipment, for example, oxygen, was discussed. If we plan to charge, the EMT's would have to be on top of this. Council wants to discuss this further at a workshop.
3. **Maintenance Program-Loggers Lane:** Councilman Brian Wilson suggested the city purchasing a roller for the road. When we lay crush, we need to roll it, so it will last. If it is used on the trail, we could use trail equipment money. Misty will look into the price for this. Perry would like to give Misty direction to continue to keep the pot-hole filling on Loggers Lane, and he suggested asking Randy Wright use of his roller until we look into purchasing one. He also suggested Misty looking into what size of roller we can purchase using trail-building money, and also the cost.
4. **Harbor Master-Year Round Position:** When we posted the harbor master position, we posted it as seasonal. Bert has asked about the year-round position. Office staff has taken on the position during the winter months. Bert would be here to monitor the radio, check the box once a week and keep an eye on the dock. Snow removal would continue to be done by maintenance. The position is from April 1<sup>st</sup>-October 30<sup>th</sup>. Misty understood it to run through November.  
Some council members were against offering the position as year round. They do not feel that monitoring the radio 24 hours a day for the amount of money offered is enough.  
**Mariana made the motion** to offer the harbor master a year round position for \$120 for the winter season 2014-2015 to be re-examined later. **Perry seconded the motion.**  
Roll call: Perry, yes. Randy L. yes. Mariana, yes. Randy N. no. Bryce, yes. Dick, no. Brian, no.  
Motion passes 4/3

**5. Commercial Dungeness Crab Fishery-Local Areas:** this will be discussed at a workshop. We will have an additional workshop for this topic in October. This should be addressed before the deadline.

**6. Financial Management Training-Jean:** Participating in RUBA courses benefit the community by earning points for state and federal grants. Participants are eligible for up to \$1000 reimbursement for lodging and travel expenses. The training provides an overview of financial operations for water and wastewater utilities in rural Alaska.

Topics cover basic processes and procedures of financial reporting, budgeting, collections, managerial reporting, chart of accounts and rate setting. For the water/sewer grant applications that Village Safe Water submits on our behalf based on our priorities, we will get 3 extra points if one of the staff attends a RUBA training. Jean and the city would benefit from the financial knowledge that they teach, but also there is the factor of the points on the grant application.

**Mariana made the motion** for Jean to attend the training in November. **Randy N. seconded the motion. Perry motioned to amend** : Jean will make a report back to council of the financial details on reimbursements and costs of the training when she returns from training. **Bryce seconded the amendment.** Roll call on the amendment: Randy L. yes. Mariana, yes. Randy N. yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Motion passes. Roll call on the motion: Mariana, yes. Randy N. yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy L. yes. Motion passes.

5. Council appoints 3 election judges: **Randy L. made the motion** for Heather Hedges, Jan Adamson and Debbie Stewart to be election judges on the October 7<sup>th</sup> municipal election. **Randy N. seconded.** Roll Call: Mariana, yes. Randy N. yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy L. yes. Motion passes 7/0.

### **Public / Council Comment:**

Gary Soderberg asked the council if they were still looking into getting a lift station on the Luck Point subdivision. Misty said they are applying for funding and that it is #1 or #2 on the priority list. This is the funding that VSW applies for us.

Randy L. asked about the State ferry coming into Coffman Cove. Misty said comment period is next week and to get your comments to her or attend the meeting here at the city office via teleconference with her.

Misty let the council know that there is one truck on the Island for septic pumping. Tyler Rental will pump our septic tanks for \$800 a tank. We are getting handle on our septic situations. Tyler is trying to come out once a week.

**Adjourn: Randy L. made the motion to adjourn. Perry seconded. All were in favor.**

Passed and approved this day \_\_\_\_\_ of \_\_\_\_\_ 2014.

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Mayor, Perry Olson

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Clerk/ Jean Soderberg