

City of Coffman Cove  
Regular City Council Meeting Minutes  
Thursday, **September 24th** 7:00PM  
City Building

**Public Hearing: 6:45**

- Ordinance 16-01 AN ORDINANCE AMENDING THE WORDING OF TITLE IV REVENUE AND FINANCE CONTRACTOR BONDING
- Ordinance 06-02 AN ORDINANCE AMENDING THE WORDING OF TITLE VII UTILITIES NON SUFFICIENT FUNDS CHECK
- Ordinance 06-03 AN ORDINANCE ADOPTING NEW WORDING FOR TITLE VIII - USE OF FORKLIFTS WITHIN CITY LIMITS

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

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

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 by verbal call.**

(Bryce was disconnected on the teleconference)

Resolutions & Ordinances:

1. **Ordinance 16-01 An ordinance amending the wording of Title IV Revenue and Finance-Contractor Bonding: Perry made the motion to accept Ordinance 16-01. Dick seconded the motion. No discussion. Roll Call: Sharon, yes. Bill, yes. Dick, yes. Perry, yes. Motion passes.**
2. **Ordinance 16-02 An ordinance amending the wording of Title VII Utilities-Non Sufficient Funds: Perry made the motion to accept Ordinance 16-02. Dick seconded the motion. No discussion. Roll call: Sharon, yes. Bill, yes. Dick, yes. Perry, yes. Motion passes.**
3. **Ordinance 06-03 An ordinance adopting new working for Title VIII-Fork lift use on City Streets: Perry said that Jean would like to change the title of this ordinance from VIII Public Health and Safety to XII Streets and Roads. Council agreed to this change. Perry made the motion to accept Ordinance 16-03. Dick seconded the motion. No discussion. Roll call: Sharon, yes. Bill, yes. Dick, yes. Perry, yes. Motion passes.**
4. **Ordinance 16-04 First Reading. An ordinance adopting new wording for Title X Boat Harbor-No Wake Zone: Perry made the motion to accept the first reading of Ordinance 16-04. Sharon seconded the motion. Signage was then discussed. Perry would like to define a line where the not wake zone will start and stop. Perry then amended his motion to include a line from the green can to the marker on the rock on Coffman Island. Dick seconded the motion. Roll call: Sharon, yes. Bill, yes. Dick, yes. Perry, yes. Motion passes. Main motion roll call: Sharon, yes. Bill, yes. Dick, yes. Perry, yes. Motion passes.**
5. **Ordinance 06-05 First Reading. An ordinance adopting new wording for Title VIII Public Health and Safety-Fire Chief Powers and Duties: This has to do with the Fire Chiefs powers and the Mayors authority to issue a burn ban within city limits. Perry made the motion to accept the first reading of Ordinance 16-05. Dick seconded the motion. No discussion. Roll call: Sharon, yes. Bill, yes. Dick, yes. Perry, yes. Motion passes.**

6. **Resolution 06-01 A resolution approving attached amended rate scale named attachment A. Non-sufficient funds checks. Perry made the motion to accept Resolution 16-01. Bill seconded the motion.** Discussion: We currently have a \$25 charge for non-sufficient funds. This Resolution will change the charge to correspond to current bank charges. Misty explained the stub-out charges. It is per stub out. Some people have more than one stub-out on each lot. If water lines pass your property, you will pay \$40.  
**Roll call: Sharon, yes. Bill, yes. Dick, yes. Perry, yes. Motion passes.**
7. **Resolution 16-02 A resolution certifying the annual certified financial statement of revenues and authorized expenditures for the year ending June 30, 2015: Perry made the motion to accept Resolution 16-02. Bill seconded the motion.** Discussion: A certified financial statement is a requirement of the State in order to receive some of our operating grants. Prior to this year, we have had audits conducted. Those were submitted as the certified financial statement. Our government specialist said they would accept a profit and loss report. The report is all the revenues taken in during FY15 and all the money spent in FY15. In our expenditures, we came in way under budget. Our revenues, we brought in more than budgeted. Details are in Misty's Administrators report. One area in concern is the harbor department. We will look into this in the future. **Roll call: Sharon, yes. Bill, yes. Dick, yes. Perry, yes. Motion passes.**
8. **Resolution 16-03 Sole Source Contract Contract-Purchase from Oceans Alaska:** This is the walk down ramp for the Chinook float. **Perry made the motion to accept Resolution 16-03. Dick seconded the motion.** Discussion: Oceans Alaska is a Ketchikan based company. They are liquidating assets, and this includes an 85' aluminum gangway ramp. The ramp being disposed of is suitable size and construction type to be installed as access to the Coffman Cove small boat harbor. This resolution will authorize the City Administrator to enter into a sole source supply contract with Oceans Alaska for the ramp. This ramp is in Ketchikan. **Roll call: Sharon, yes. Bill, yes. Dick, yes. Perry, yes. Motion passes.**

#### **Unfinished Business:**

1. **Business Training Center Lease: Perry made the motion to accept the lease for the Business Training Center. Dick seconded.** Discussion: Dick and Bill Fitzpatrick have gone over to look the place over. The front steps, skirting, maybe frame work around windows need to be fixed. He feels that it would be better to auction the trailer off and build a building. The safety issues would be flooring by the back door and front steps. Sharon would like to see a building that we could rent out to businesses, something that offers internet, maybe a little store. Perry pointed out that there is a section in the agreement for the tenant to do repairs to the building. Misty will draw up a list of repairs (section 6 in the agreement) that need done immediately (safety related) and have Brenda sign off on it. This will release the city of liability. We will have our attorney look at it. Perry and Dick said that they would look at the steps in the meantime. **Roll call: Sharon, yes. Bill, yes. Dick, yes. Perry, yes. Motion passes.**

#### **New Business:**

1. **Council approves election judges: Perry made the motion to approve Jan Adamson, Julie Ashe, Heather Hedges and Julie Hull (back-up) as election judges. Dick seconded the motion. Roll call: Sharon, yes. Dick, yes. Bill, yes. Perry, yes. Motion passes.**
2. **Travel Request ARWA Mark Higgins: Perry made the motion to accept Marks travel request to attend ARWA in Anchorage. Sharon seconded the motion.** Discussion: This is Alaska Rural Water Association meeting. Misty recommends sending a new water operator to training, as they can learn more with hands on training and also network with other water operators. **Roll call: Sharon, yes. Bill, yes. Dick, yes. Perry, yes. Motion passes.**

**Public/ Council Comment:**

Rachelle, the new vista volunteer for the library introduced herself and explained what she will be working on. She would like to know what community members would be interested in happening at the library. She is always open for questions and input and is available at the library every day.

**Adjourn: Perry made the motion to adjourn at 8:10PM. Sharon seconded the motion. All were in favor.**

PASSED AND APPROVED: OCTOBER 15, 2015.

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MAYOR: PERRY OLSON

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CLERK: JEAN SODERBERG