

City of Coffman Cove
Regular City Council Meeting
Thursday, January 16th, 2020
6:30 PM at City Hall

Call to Order:

Roll Call:

Pledge of Allegiance:

Public Comment:

Approval of Agenda:

Persons to be Heard:

Consent Agenda:

1. Mayor Report	6. Projects/Grants Report	11. Water/Sewer Report
2. Minutes	7. Financial Report	12. Fire Dept. Report
3. Watershed Report	8. Post Office Report	13. EMS Report
4. CQE Report	9. Parks/Rec/Maintenance	14. Library Report
5. Special Events Report	10. IFA Report	15. Loggers Lane/Luck Lake Paving Project

Correspondence/Information:

Resolutions & Ordinances:

1. Resolution 20 04: Disposal of Rainforest Islander Ferry

Unfinished Business:

1. ROW Firewood Permit Policy

New Business:

1. Council Seat B Vacancy

Public/Council Comment:

Adjourn:

City of Coffman Cove
Regular City Council Meeting
Thursday, December 19th, 2019
6:30 PM at City Hall

Public Hearing 6:15pm – Non-Code Ordinance 20 01: Budget Amendment: Mayor Sunde opened the public hearing portion of Non-Code Ordinance 20 01 at 6:15 pm.

Call to Order: Mayor Sunde called the meeting to order at 6:31 pm.

Roll Call: Mike Underwood: present. Joel Buchanan: absent, unexcused. Jacki Sunde: present. Yvonne Drozdowicz-Somfleth: present. Brian Wilson: absent, excused. Sara Yockey: absent, excused. Terra Green: present via phone.

Pledge of Allegiance: Yes.

Public Comment: Yvonne requested that the “Roaring 20s” themed New Year’s Eve party that will be held at the Ferry Terminal be waived of applicable fees, since it is a community event. If there was a cleaning deposit needed, Yvonne would be happy to provide that. Terra said she is fine with fees being waived as long as the heat gets re-adjusted back to the normal temperature and the lights do not get left on. Yvonne suggested having a donation bucket at the event to help contribute to electrical/heating costs for the City.

Approval of Agenda: Yvonne Drozdowicz-Somfleth made a motion to approve the agenda. Jacki Sunde seconded. All were in favor, none opposed. Motion passed.

Persons to be Heard: None.

Consent Agenda: Jacki Sunde made a motion to accept the consent agenda. Yvonne Drozdowicz-Somfleth seconded. All were in favor, none opposed. Motion passed.

1. Mayor Report	6. Projects/Grants Report	11. Water/Sewer Report
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Correspondence/Information: None.

Resolutions & Ordinances:

1. Non-Code Ordinance 20 01: FY20 Budget Amendment: **Jacki Sunde made a motion to approve Non-Code Ordinance 20 01 with the following change: under Garbage, “Maintenance Vehicles and Equipment,” the amount will change from \$1,794 to \$2,600 to include putting two new front tires on the truck.** Mike Underwood seconded. Roll Call: Mike Underwood: yes. Jacki Sunde: yes. Yvonne Drozdowicz-Somfleth: yes. Terra Green: yes. Motion Passes.
2. Res 20 01: Closure of North End Ferry Authority (NEFA) Bank Account: A resolution to close out this account and any funds in this account will be moved to the City of Coffman Cove’s general account with First Bank. **Jacki Sunde made a motion to pass Resolution 20 01, authorizing the closure of the NEFA bank account held at First Bank.** Terra Green seconded. Roll Call: Mike Underwood: yes. Jacki Sunde: yes. Yvonne Drozdowicz-Somfleth: yes. Terra Green: yes. Motion Passes.

Unfinished Business:

1. ROW Firewood Permit Policy. Jacki would like to work on this more in-depth once the Ferry issues are settled. **Jacki Sunde made a motion to table the ROW Firewood permit policy until the next Council meeting.** Yvonne Drozdowicz-Somfleth seconded. Motion Passes.

New Business:

1. ARS Aleut Analytical Invoice – Approval of Payment. **Mike Underwood made a motion to approve this invoice.** Jacki Sunde seconded. Roll Call: Jacki Sunde: yes. Yvonne Drozdowicz-Somfleth: yes. Terra Green: yes. Mike Underwood: yes. Motion Passes.
2. Rainforest Islander Ferry. Jacki reiterated that Eric Yancey has been in contact with the City; he would like some paperwork on the ferry – namely, insurance information, fuel consumption, weight capacity, etc. Jacki has been searching for this paperwork. Jacki thinks we should come up with a proposal for Eric; she suggested \$200,000 but Eric was not too keen on that amount, so it will more than likely have to go for a lower price. Jacki knows it is worth much more but it will not be worth much to the City if we still have to pay storage fees on a regular basis. Yvonne would like to ask Eric for a proposal and what he is comfortable offering. Jacki thinks we should not pass up a reasonable amount if a proposal were to come to us; Jacki wants to know how low Council wants to go; Eric’s proposal might be more than what Council is thinking. Coast Guard certificate is good on it until August of 2020. **Yvonne Drozdowicz-Somfleth made a motion to direct Mayor Sunde to pursue a proposal from the interested party.** Mike Underwood seconded. All were in favor, none opposed. Motion Passes.

Public/Council Comment: Kate Holtman wanted to know if we could post the ferry in advertisement such as the Island Post. Jacki Sunde explained that it has been listed for quite some time; Steve Beilgard had it listed for \$525,000. Jacki is reluctant to post until we have some kind of proposal from Eric or until we determine what we will sell the boat for. Eric uses our harbor a lot here in Coffman, so Yvonne agrees that in working with him, it would be a win for both parties. Jacki is hoping Eric makes a high enough offer to pay our Wrangell fees off and any other debts, while still making a profit afterwards. Jacki will call Eric tomorrow and request a proposal. We currently owe \$1,207 on harbor fees in Wrangell; Jacki has directed Gina to pay this off with our City credit card.

Adjourn: Jacki Sunde made a motion to adjourn. Yvonne Drozdowicz-Somfleth seconded. All were in favor, none opposed. Motion passes.

Passed and approved this _____ day of _____, 2020.

Jacki Sunde, Mayor

Gina Cavaretta, Clerk

City of Coffman Cove
Balance Sheet
As of June 30, 2020

Jun 30, 20

ASSETS**Current Assets****Checking/Savings****FIRST BANK ACCOUNTS**

1002 · Septic Tank CD 7950	26,561.23
1100 · City Savings Account 2290	60,295.31
1101 · Economic Develop Fund TD 0067	121,414.01
1102 · Economic Develop Savings 5353	25,212.18
1103 · First Bank Checking 7970	573,415.52
1105 · Fish Savings 4220	130,775.89
1106 · Land Sales Savings 4845	174,139.39
1107 · Timber Receipts (NFR) CD 7930	152,990.70
1108 · Volunteer Fire Department 4512	25,704.67
1109 · EMS Savings 6470	6,798.37
1110 · Refuse Savings 6480	41,718.92
1111 · Harbor Savings TD 7940/12-20-08	80,119.13
1112 · Water Sewer Savings 7960	222,168.12

Total FIRST BANK ACCOUNTS 1,641,313.44

WELLS FARGO ACCOUNTS

1113 · Gaming Checking 9127	7,760.19
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Total WELLS FARGO ACCOUNTS 7,760.19

1000 · Petty Cash 185.13

Total Checking/Savings 1,649,258.76

Accounts Receivable**1300 · ACCOUNTS RECEIVABLE**

1318 · Due To/Fr - Rainforest Islands	-52,970.15
1300 · ACCOUNTS RECEIVABLE - Other	146,448.03

Total 1300 · ACCOUNTS RECEIVABLE 93,477.88

Total Accounts Receivable 93,477.88

Other Current Assets

1400 · Employee Advance 290.00

Total Other Current Assets 290.00

Total Current Assets 1,743,026.64

Fixed Assets**Fixed Assets****Buildings**

1809 · City Hall	232,071.00
1810 · City Shop	74,312.35
1811 · Clinic	1,463,547.00
1812 · Ferry Terminal Building	529,208.00
1813 · Fire Hall	70,000.00
1814 · Library	337,735.00
1815 · Post Office	104,032.95
1816 · Public Restroom	11,775.00

Total Buildings 2,822,681.30

Vehicles/ Equipment 294,617.45

Water Sewer Fixed Assets 6,569,288.62

1817 · Harbor 3,379,846.39

1822 · Land 2,777,603.97

Total Fixed Assets 15,844,037.73

Total Fixed Assets 15,844,037.73

Other Assets**Notes Receivable**

1353 · Notes Rec - Northend Port Auth1	26,924.12
1354 · Notes Rec - Northend Port Auth2	22,970.15

City of Coffman Cove
Balance Sheet
As of June 30, 2020

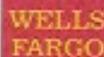
	Jun 30, 20
1355 · Notes Rec - Northend Port Auth3	8,500.00
Total Notes Receivable	58,394.27
1450 · Due To/From	
1453 · Due To/From-Harbor Utility Grnt	-75,863.92
1454 · Due To/From - Gaming	966.85
1455 · Due To/From - General	51,615.45
1456 · Due To/From - Harbor & Dock	29,409.02
1457 · Due To/From - Harbor Causeway	-197.10
1458 · Due To/From - Water & Sewer	-3,012.77
1460 · Due To/From -Garbage & Landfill	-2,917.53
Total 1450 · Due To/From	0.00
1461 · Due To/From Other Governments	77,604.52
Total Other Assets	135,998.79
TOTAL ASSETS	17,723,063.16
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LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	-293.95
Total Accounts Payable	-293.95
Other Current Liabilities	
2200 · Payroll Liabilities	
2210 · Federal Withholding	374.00
2220 · Medicare - Company	-10.88
2221 · Medicare Employee	72.19
2230 · Social Security--Company	308.72
2231 · Social Security--Employee	308.72
2232 · Workers Comp	15,730.01
2240 · Alaska Unemployment ESC Company	73.29
2241 · Alaska UnemploymentESC Employee	36.62
Total 2200 · Payroll Liabilities	16,892.67
Total Other Current Liabilities	16,892.67
Total Current Liabilities	16,598.72
Total Liabilities	16,598.72
Equity	
3000 · Opening Bal Equity	16,044,603.27
3501 · Fund Balance - Gaming	12,209.39
3503 · Fund Balance - Harbor & Dock	103,622.63
3504 · Fund Balance - Water/Sewer	65,727.67
3505 · Coffman Cove Fund Balance	1,358,036.07
Net Income	122,265.41
Total Equity	17,706,464.44
TOTAL LIABILITIES & EQUITY	17,723,063.16
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10:04 AM

01/02/20

City of Coffman Cove
Reconciliation Summary
2801 - Wells Fargo Bankcard, Period Ending 12/13/2019

	Dec 13, 19
Beginning Balance	921.73
Cleared Transactions	
Charges and Cash Advances - 8 Items	-612.42
Payments and Credits - 1 item	921.73
Total Cleared Transactions	<u>309.31</u>
Cleared Balance	<u>612.42</u>
Register Balance as of 12/13/2019	612.42
New Transactions	
Payments and Credits - 1 item	612.42
Total New Transactions	<u>612.42</u>
Ending Balance	<u><u>0.00</u></u>



RECEIVED
12/31/19

WELLS FARGO BUSINESS ELITE CARD



CONSOLIDATED BILLING CONTROL ACCOUNT STATEMENT

Prepared For	CITY OF COFFMAN COVE CITY OF COFFMAN COVE
Account Number	[REDACTED]
Statement Closing Date	12/13/19
Days in Billing Cycle	31
Next Statement Date	01/13/20

For 24-Hour Customer Service Call:
800-231-5511

Inquiries or Questions:
Wells Fargo SBL PO Box 29482
Phoenix, AZ 85038-8650

Credit Line	\$9,000	Cash Limit	\$1,800
Available Credit	\$8,387	Available Cash	\$1,800

Payments:
Elite Card Payment Center PO Box 77066
Minneapolis, MN 55480-7766

Payment Information

New Balance	\$612.42
Current Payment Due (Minimum Payment)	\$500.00
Current Payment Due Date	01/07/20

If you wish to pay off your balance in full: The balance noted on your statement is not the payoff amount. Please call 800-231-5511 for payoff information.

Account Summary

Previous Balance		\$921.73
Credits	-	\$0.00
Payments	-	\$921.73
Purchases & Other Charges	+	\$612.42
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$612.42

Rate Information

Your rate may vary according to the terms of your agreement.

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	10.550%	.02890%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	10.550%	.02890%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

Important Information

TOTAL *FINANCE CHARGE* BILLED IN 2019 \$19.62

Summary of Sub Account Usage

Name	Sub Account Number Ending In	Monthly Spending Cap	Spend This Period
MARK HIGGINS	4799	2,000	\$55.01
GINA CAVARETTA	1942	8,000	\$557.41

See reverse side for important information.

WATER REPORT

January 2020

We replaced one of the pumps in Lift Station #1 because it had stopped working. The new pump also wouldn't start so there is a possible defective control circuit in the panel. We are troubleshooting the possible issues but it may require an electrician to get it resolved.

Water usage for the week of:

December 16th - December 22nd was 42,000 gallons.

December 23rd - 29th was 40,000 gallons.

December 30th - January 5th was 49,000 gallons

Chemical usage:

December 27th - 2 gallons of NALCO

January 10th - 2 gallons of NALCO

December 15th - new 55 gallon barrel of chlorine put on line.

Mark Higgins

Ron Rusher

329-2323

EMS report January 2020

For 2019, we had 10 EMS call-outs, with one transport. Starting this year, we have had one call-out already.

We usually get at least one miss-dial a month. Last month we got 3 miss-dials in less than 12 hours, from three different people. Most people don't realize that 911 is just a speed dial short cut to connect the dialer to a Public Safety Answering Point (PSAP) by the telecommunications industry. It works in 98% of locations in the US & Canada. The local number, 329-2013, which is the answering /broadcast machine located at the fire hall, is just one digit off from the phone number for the Rigging Shack, which is 329-2213. In a way, this is a good thing. It's a constant check that tells us that the system is working. As a side note, I have read an article out of England, where their emergency number is 9-9-9. They tracked their calls and found that 37% of the calls were what they deemed non-emergent.

About 7 years ago, an island wide EMS association was talked about and tried to get started. Finally, this is going to happen. Coffman Cove EMS is still an independent organization and team, this association is for purchasing and training advantages. This will cost us nothing. It also will allow us to have an island wide Medical Director. We have the first official island wide meeting on January 15th.

Submitted By: Allan Thompson

CITY OF COFFMAN COVE

RESOLUTION 20 04

A RESOLUTION DECLARING THE RAINFOREST ISLANDER FERRY AS SURPLUS PROPERTY,
SEBSEQUENTLY DISPOSING THE VESSEL BY NEGOTIATED SALE PURSUANT TO THE
OFFER RECEIVED BY THE CITY

WHEREAS, the City of Coffman Cove has passed, and the Voters ratified, Ordinance 20 03: Dissolution of the North End Ferry Authority (NEFA), resulting in the City of Coffman Cove receiving the Rainforest Islander Ferry and all other NEFA assets, and

WHEREAS, Non-Code Ordinance 12 04 states that “supplies, materials, equipment or other personal property, estimated by the Mayor to be in excess of two thousand five hundred dollars (\$2,500.00), which are obsolete or no longer required for city purposes may be disposed of as surplus property in the manner provided by resolution of the assembly declaring such property as surplus and prescribing the method of disposal,” and

WHEREAS, prior to the City gaining ownership of the vessel, the Rainforest Islander Ferry was advertised for sale by other parties without any indicators of a potential buyer, and

WHEREAS, with taking ownership of the Rainforest Islander Ferry, the City of Coffman Cove is responsible for maintaining the vessel, including paying outstanding liens and storage costs, including moorage fees with the Wrangell Harbormaster and Administration fees with the City of Coffman Cove, and

WHEREAS, the Mayor has received a serious inquiry pertaining to the vessel, consequently resulting in an offer from an interested buyer to purchase the vessel for \$98,000.00, and

WHEREAS, the City Council finds that it is in the best interests of the City of Coffman Cove to accept the offer received for the sale of the vessel, and to authorize the Mayor to take such steps as are necessary to accept the offer and complete the sale disposing of the City’s interests in the Rainforest Islander Ferry.

NOW, THEREFORE BE IT RESOLVED BY THE CITY OF COFFMAN COVE that:

1. The Rainforest Islander Ferry is surplus property not required for City Purposes, is valued at more than \$2,500.00, and should be disposed of as surplus property pursuant to Non-Code Ordinance 12-04 by such method as the Council determines by resolution to be in the best interests of the City of Coffman Cove.
2. The City of Coffman Cove approves acceptance of the offer received and sale of the Rainforest Islander vessel by negotiated sale for \$98,000.00.
3. Mayor is authorized to take such steps as are necessary to complete the sale of the Rainforest Islander Ferry to the aforementioned interested buyer.

ADOPTED by a duly constituted quorum of the City Council of Coffman Cove, Alaska on this _____ day of _____, 2020.

Jacki Sunde, Mayor

Gina Cavaretta, Clerk

[Type here]

City of Coffman Cove ROW Firewood Permit Policy

[Type here]

Permits are required for all ROW Firewood Cutting.

The Permit will be issued by City Staff at City Office, for residents only.

Permit is good from January 1st to December 31st

Permits are for personal use only; sale of firewood is prohibited.

Permit is good for dead and downed wood only.

Cost of permit will be \$25 per year.

When resident is ready to collect firewood, a City Staff member will be appointed to show what areas wood is available.



NOTICE

CITY COUNCIL SEAT VACANCY



The City of Coffman Cove will be filling Council Seat **B** at the next scheduled City Council Meeting on Thursday, January 16th at City Hall.

This term will be effective until the October 2020 elections.

Please bring letters of interest to City Hall prior to January 16th. If you have any questions please call the City Office at (907) 329-2233.