

City of Coffman Cove
Regular City Council Meeting
Thursday, December 17th, 2020
6:30 PM VIA TELECONFERENCE
DIAL-IN NUMBER: 866-899-4679
ACCESS CODE: 791-284-005

Public Hearing: Non-Code Ordinance 21 01: FY 21 Budget Amendment 6:15 PM

Mayor Yockey called Public Meeting to order at 6:16pm and reads Title 4 Revenue & Finance Section 4.02.060 Amendment. Mayor Yockey recommends to the Council that we table Public Hearing of Non-Code Ordinance 21 01 FY 21 Budget Amendment until next month's meeting so we can post the substance of the amendment with the notice of Public Hearing.

Mayor Yockey wanted to know if we got any letters of interest for Fire Chief or EMS Team Leader. No, the City has not got any letters.

Deli Manager in Klawock is awaiting COVID-19 test results.

Call to Order: Mayor Yockey calls meeting to order at 6:31pm.

Roll Call: Terry Coleman, present, Kate Holtman, present, Jacki Sunde, present, Yvonne Drozdowicz-Somfleth, present, Brian Wilson, present, Sara Yockey, present, Terra Green, call-in present.

Pledge of Allegiance: Yes.

Public Comment: Janie Wainscott lets council know that she is working on creating a board for the foodbank to keep the foodbank going into the new year; so far they have Kate Holtman, Julie Lortie, and herself, they would like to take over if there is money to keep it going. Mayor Yockey would like Janie to write a formal proposal to the City Council.

Brian Wilson feels that we should set a committee approved by council. If there was just a committee leader, and left the rest of the committee open. This is what we do with the library, council does not have to approve every person, and we don't have to because there would be no set seats. Brian would like to do the Foodbank Board the same way, since it's easier for everyone. Brian Wilson states; then we do not have to advertise seats, this way we will not have to worry about someone coming back on the City because we did not advertise properly, but we can post it for a certain number of days. If we open it up for everybody it eliminates a lot of issues.

Mayor Yockey would like a letter asking to continue to operate under the city's Non-profit status, she also would like to see bylaws or committee rules. Sara understands that we decided not to do criteria, but there have been some concerns expressed to her that there needs to be criteria. The state only requires that all people have their Food Handlers Permit to work at the Food Bank.

Approval of Agenda: Mayor Yockey would like to make a motion to approve the agenda with the removal of Ordinance 21 01 Electronic Ballot Submission, and table Non-Code Ordinance 21 01 Budget Amendment because the substance was not posted with the notice of Public Hearing, remove Dylan Proudfoot for Grassy Flat Trail as he is not calling in, remove Volunteer Fire Chief appointment, and EMS Leader appointment as there has been no letters of interest, add E-rate and The Children Internet Protection Act under new business with new business being done first, Brian Wilson 2nd. Terry Coleman, yes, Kate Holtman, yes, Jacki Sunde, yes, Yvonne Drozdowicz-Somfleth, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes.

All in favor, none opposed, motion to approve agenda as amended passes.

Persons to be Heard: None.

Consent Agenda:

1. Mayor Report	6. Water/Sewer Report	11. Loggers Lane/Luck Lake Paving Project
2. Minutes	7. Fire Dept. Report	12. Harbor Report
3. Financial Report	8. EMS Report	
4. Post Office Report	9. Library Report	
5. Parks/Rec/Maintenance	10. IFA Report	

Correspondence/Information:

1. Dylan Proudfoot Email – Grassy Flats Trail
2. Cheryl Fecko – SEASWA: Mayor Yockey lets Council know that in order to be appointed the official representative the individual must be a registered voter of Coffman Cove. Mayor Yockey and Cheryl Fecko will work together to participate in SEASWA meetings.

Resolutions & Ordinances:

1. Ordinance 21 01: Electronic Ballot Submission (1st Reading): removed
2. Non-Code Ordinance 21 01: FY21 Budget Amendment (2nd Reading): tabled until January 2021 meeting.

Unfinished Business:

1. CARES Act Update: Mayor Yockey went through all reporting through November, she has estimated that there is about \$65,000 that has been spent. There are credit card charges that have not been accounted for yet and purchases made for the Foodbank that have not been accounted for. The Reader Board is on the way, the computers are here, Foodbank has done one distribution plus the Thanksgiving boxes, all the food and utility vouchers have been done. Heather lets council know that the new website has been purchased, it is up and running now. Heather has sent an email out encouraging people to sign up for email submissions. Heather would like everyone to look at the site, and to give suggestions of what they would like to see on the site.
2. CARES Funding Reallocation: Mayor Yockey feels like \$64,000 is a safe number to work from as we need to reallocate funds. Terry Coleman would like to know if we are going to get more funding, and as of now there are no indications that we are. Mayor Yockey looked into dry box containers, there is not enough funding. There is a supply list that has been put together for the Foodbank, the Foodbank Committee needs to think about where the Foodbank supplies will be housed after the first of the year. Jacki Sunde would like to know if a roof can be put over the container we already own and move it to the property. Mayor Yockey feels that could be an option, along with Brian Wilson. Janie Wainscott is given permission to speak, the Committee had discussed using the old City office, however, the floors are not good. Kate Holtman would like to know if the container could be stored in the gym. Council feels that might be a good option, granted they purchase some items for heating, lighting, and a dehumidifier. Mayor Yockey lets Janie know that all purchases for the Foodbank need to be done by next week (Dec 21-24, 2021). Council decided that the container would be better placed under the old EMS car port. Mayor Yockey will budget \$3,000 for Foodbank. Mayor Yockey asked again

about revenue replacement, regarding the utility vouchers going towards Water/Sewer. The response was that revenue replacement is not allowed, however, if the City has decided to help for utility fees for residents even if the payment is for the City that could be allowable. Mayor Yockey was also given the response from the F & Q responding to that question of utility payments. She reads the answer to the question and it is not allowable. Mayor Yockey, and other council members are not comfortable using CARES Funding to pay City Water/Sewer bills. Mayor Yockey would like to do another round of vouchers, and grant for small local business owners, but is concerned that there may not be enough time. Heather Hedges, Kate Holtman, and Yvonne all are willing to help, and make phone calls. Mayor Yockey suggests doing \$200 for food, and \$200 for utilities. Janie would like to know if this is per-household, and how council is defining a household. This would be for one person per-household, living at the same address. Brian Wilson feels strongly that our local businesses should get some assistance out of the CARES Funding. Mike Warner suggests getting testing in Coffman Cove, this is months out and not possible at this time. Mayor Yockey goes over guidelines for local business application, Brian Wilson suggests that \$2000 and up for business on the applications. Mayor Yockey estimates \$20,000 for food and utility vouchers. Heather comments on the business owners that have more than one business, council decides that those business owners will be able to choose ONE of their businesses. Brian Wilson states that for FED and State the people have to use their main business to file, he believes we should do the same. Brian Wilson's main concern is the Lodges and Holtman Marine. Heather estimates the number of businesses that could apply, 15 is the rough number, then she mentions a few that had not applied for the marketing program. Mike Warner would like to know if food and utility could be donated to another community member, council agrees that it would be ok. Council discusses donation to Arts and Sea Food Festival with the money left over. Yvonne Drozdowicz-Somfleth has to leave call at 7:44pm her phone was out of power. Mayor Yockey estimated 15 small business grants at \$2000 plus 50 more food and utilities at \$200 each, and \$3000 for the Foodbank, we will add ZOOM at \$150, and AML Support at \$250. Terra Green reminds council that there is one payroll left for the month of December that has not been accounted for. Mayor Yockey is confident that there will be enough funds for all of these items to process through. Brian Wilson makes a motion to proceed with the CARES Act food and utilities vouchers, and Small Business Grants to be turned in by the 27th of December for \$2000.00+Small Business, and \$200 each for Food & Utilities, Kate Holtman 2nd.

Terry Coleman, yes, Kate Holtman, yes, Jacki Sunde, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes.

All in favor, none opposed, motion to do second round of voucher for food and utilities, and Small Business Grants passes.

Brian Wilson makes a motion to transfer money into General Funds to write checks, Sara Yockey 2nd. Mayor Yockey had came up with a total for Gina to transfer funds, and she will be sending transfer letter in tomorrow, the total from July – November was \$43,441.17. Council discussed what still needs to be paid, and after the first transfer there is \$86,000; after expenditures for December with the turkeys and hams from today that was \$12,334.43. This is

a rough estimate. There will not need to be a motion for the transfer. Brian Wilson withdraws his motion, and Sara Yockey withdraws her 2nd.

Mayor Yockey would like to do the charitable contribution to AML, purchase Zoom, get the 2 computers, and a printer for the Library. Mayor Yockey makes a motion to allocate \$3000 to the Foodbank, \$1500 to the Library for computers and printer, \$150 for Zoom, and \$250 to AML, Terra Green 2nd. Terry Coleman, yes, Kate Holtman, yes, Jacki Sunde, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes.

All in favor, none opposed, motion to allocate money passes

Kate Holtman would like to do a charitable donation to the Arts & Seafood Festival with any leftover funds available, if this is allowed. Janie will write a letter requesting a donation. Kate Holtman makes a motion to donate a charitable contribution with leftover CARES funds to the Arts & Seafood Festival, Terry Coleman 2nd. Terry Coleman, yes, Kate Holtman, yes, Jacki Sunde, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes.

All in favor, none opposed, motion to make a Charitable contribution to Arts Festival with leftover CARES funds passes.

3. Harbor Finger Floats: Mayor Yockey wanted to know if Terra Green worked on Finger Float figures. Terra Green said the information she had received was in the Harbor report. There is an updated estimate for finger floats, Terra has been unable to get any updated estimates for the lumber so she would choose to use the last estimates given. The real issue that Terra feels council needs to look at are the piling rings rusted away at the dock, as these are structural and without them the dock will fall apart. Terra has gotten 2 estimates for the manufacturing of replacement rings, one estimate was for \$23,000 and the other for \$22,000, not including the estimate for shipping, but the poundage is 2100lbs. Terra would like for council to decide if they would like to replace the rings which are structural or get new finger floats or if possible, both. Sarah Bateman has been able to accommodate everyone needing a space at the Harbor. Mayor Yockey would like to know if they are \$22,000 a piece, Terra lets council know that is for 12 of them. Mayor Yockey would like to know how much is in the NEFA Account, approximately \$53,000, and we may be able to do both. Terra feels that we can have the discussion at this meeting, and decide at next month's meeting, Mayor Yockey agrees as we need to talk about the fish cleaning station. Jacki Sunde feels that these items need to be prioritized, the rings are important as without them we won't have finger floats. Brian Wilson would like for Clayton to look at them, and people from Craig as well. Terra lets council know that she has already had Clayton look at them and he was unable to manufacture them due to size, she has contacted Craig and they recommend a company in Ketchikan, those recommended business are the quotes in council packets. The dimensions of the rings are specific, the plans are in the office which were sent in to get these companies to get the quotes. Brian Wilson wanted to know who determined that they needed to be replaced. Terra Green lets him know that you can walk down on the dock and see them rotting; a patron of the dock had brought it to her attention, and a Charter Business had brought it to her attention over the summer, along with the Harbor Master as well. Kate Holtman feels that we need to move forward with ordering them as we have been discussing dock

improvement for years. If the money is available, she would like to get rings ordered, but she does understand if we need to wait another month to have more of a plan in place to show the Harbor users that we are moving in the right direction. Mayor Yockey feels that the integrity of our dock is more important than more slips. Mayor Yockey would like to move this to January's meeting, by then if there are no objections, this will give time to get more complete information for the floats, rings, and fisher cleaning station. Brian Wilson feels that the rings and fish cleaning station should take priority. Jacki Sunde would like to see signs put up by fish and game for no feeding the Sea Lions. Terra Green believes that Sarah was able to accommodate all spaces because the fish cleaning station was removed, she feels it can be placed somewhere else. Mayor Yockey explains they had discussed putting the fish cleaning station at the other end where no one can park. Brian Wilson feels this would be a good issue for the Harbor Committee, Jacki Sunde feels that following the Ordinances will help with this as well.

4. Crossett Grant: The City has received one letter of interest from Dawn Rosenlund, Mayor Yockey reads the letter. Mayor Yockey does not feel a motion is needed; Dawn is accepted to run the SLED program at the Library.
5. Volunteer Fire Chief Appointment: removed

New Business:

1. EMS Team Leader Appointment: removed
2. Harbor Advisory Committee: Brian Wilson has talked to Mike Warner, Doug Rhodes, Larry Peterson, Perry Olson, we have commercial, charter, sports, and subsistence covered. He will be on the committee as well; this way advertising won't need to be done for seats. Brian would like to open this option up for anyone that would like to be on the board. Yvonne and Jacki Sunde would like to be on the committee as well. Brian would like to start having meetings next month, this way there can be recommendations made at the next City Council Meeting. Mayor Yockey would like to change the Workshop date to give the Harbor Committee time to meet. Mayor Yockey suggests having the Workshop the Tuesday before the Council Meeting, on Tuesday, January 19th, 2021 at 6pm.
3. Coffman Loop Subdivision – Old Right of Way Rock: Randy Lenz and Johnny Rice explain what they would like to do, and how it will benefit the city. Brian Wilson does not think it is a good idea as he is not clear whether the City owns Tract A currently. Terra Green will contact George Hunt on Monday, December 21st, 2020 to see if the City owns Tract A, and get back to them at the January 2021 meeting.
4. E-Rate: Mayor Yockey lets council know AP& T came out today and got two sled computers up and running with their charitable contribution that they made for the Internet, AP&T contribution runs to November 2021. Mayor Yockey would like the city to apply for E-rate, so the City does not have to cover that cost after AP&T's charitable contribution runs out. Mayor Yockey wanted to get the council's permission to apply for the E-rate, and it includes the Children's Internet Protection Act. The Children's Internet Protection Act is a community meeting where Internet filtering is discussed, Yvonne agrees. Mayor Yockey looked on-line at the E-rate and eligible services, it states that only eligible products or services that will be used for educational purposes can be funded. This is specific to what we are doing at the library already. Mayor Yockey would like to move forward with council's

approval, DeeDee Jeffreys, Lynn Bateman offered to volunteer with the E-rate application. Yvonne had worked with Valerie Oliver last year; Sara is in touch with her as well. Mayor Yockey makes a motion to apply for E-rate including the topic of the Children's Internet Protection Act, Terry Coleman 2nd.

Kate Holtman, yes, Jacki Sunde, yes, Yvonne Drozdowicz-Somfleth, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes, Terry Coleman, yes. DeeDee Jeffreys would like to know who will oversee the accounting of the E-rate, the City will be in charge of the accounting, this person will need to fill out a form online.

All in favor, none opposed, motion to apply for E-rate including CIPA passes.

Public/Council Comment: Brian Wilson speak about the IFA meeting, IFA is currently receiving money through the CARES Act which is helping, it is still touch an go, masks are not required, but they are following State Mandates.

Brian Wilson realized that the ROW rock is an asset to the City, we have Policies and Procedures on how to get rid of assets, and he feels it would be a bid situation. If it turns out that we do own that land council needs to look at the Ordinances; it could be over the amount we can give away. We do have an active pit that people pay royalties on, so we need to look at how to move forward with this rock.

Mayor Yockey had some people reach out to her about a memorial wall, Dawn and Sara were talking about Mr. Scheid's plaque that is down at the pavilion, and allowing people to purchase the same size, same standard of plaque to be able to put up on the pillars at the pavilion she feels this would be a good way to memorialize loved ones in the community.

Terra Green had a request for Council to send specifics of the extra information they would like to see regarding the dock, so she can make sure council is prepared for next month's meeting, she would like it in writing so nothing gets missed. Mayor Yockey would like to know when the Harbor Master position starts back up for next season. May – October is the season, Mayor Yockey feels that December – May is a good time to get work done at the Harbor, she would like to know if that is Maintenance's job. This would fall on Maintenance for the month that the Harbor Master is not available, and their position is limited. Mayor Yockey would be taking over after the Harbor Master position ends for the season. Terry Coleman would like to know if the City is liable if someone falls on the dock when it is icy, Terra Green reminds council that our Harbor is insured under AMLJIA insurance that we pay every year. Our Maintenance staff goes down and maintains the snow removal and ice on the docks.

Application will be out tomorrow, Friday, December 18th, 2020, Terra Green lets Heather know she will be available to help. Terra Green thanks people that have been helping with the CARES Act process.

Adjourn: Mayor Yockey makes a motion to adjourn, Kate Holtman 2nd. **All in favor, none opposed, motion to adjourn passes.**

Passed and approved this 21st day of January 2021.

Sara Yockey, Mayor

Terra Green, Clerk