

City of Coffman Cove  
Regular City Council Meeting  
Thursday, December 17<sup>th</sup>, 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**

**Call to Order:**

**Roll Call:**

**Pledge of Allegiance:**

**Public Comment:**

**Approval of Agenda:**

**Persons to be Heard:** None.

**Consent Agenda:**

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

**Correspondence/Information:**

1. Dylan Proudfoot – Grassy Flats Trail
2. Cheryl Fecko – SEASWA

**Resolutions & Ordinances:**

1. Ordinance 21 01: Electronic Ballot Submission (1<sup>st</sup> Reading)
2. Non-Code Ordinance 21 01: FY21 Budget Amendment (2<sup>nd</sup> Reading)

**Unfinished Business:**

1. CARES Act Update
2. CARES Funding Reallocation
3. Harbor Finger Floats
3. Crossett Grant
4. Volunteer Fire Chief Appointment

**New Business:**

1. EMS Team Leader Appointment
2. Harbor Advisory Committee
3. Coffman Loop Subdivision – Old Right of Way Rock

**Public/Council Comment:**

**Adjourn:**

## **Mayor's Report, December 2020**

### **COVID-19, Coronavirus Pandemic:**

The Coffman Cove Incident Command Team and Mayor were notified by Alaska Public Health on Wednesday, December 2, 2020 that they had received notice of the first confirmed COVID-19 case in Coffman Cove. Public Health and the Division of Epidemiology have completed case investigation to determine how the patient was exposed and potential scope of contacts. This case has been determined to be community spread.

It is extremely important for all residents of Coffman Cove to follow health mandates and advisories to reduce the risk of spreading the virus in Coffman Cove. These measures include:

Maintain good social distancing at all times keeping at least six feet between persons

Keep trips for essential services to a minimum to avoid contact and wear a face mask/covering when you do need to make essential service trips.

Wash your hands frequently and avoid touching your face as much as possible.

Do not share food with others

If you have any symptoms of illness, even mild, contact your primary healthcare provider and self-isolate immediately

### **Still in Effect:**

**City Hall is closed to the public, appointments can be made for customers and community business over the phone. If an in-person meeting is necessary, masks and social distancing shall be enforced.**

**Post Office: One person allowed at a time and masks shall be mandatory.**

**Library will be closed to the public; appointments can be made for Library Patrons who wish to check out books. Quarantine policy for returning books shall be in effect as well.**

**In all City Buildings & Facilities where six feet social distance cannot be maintained masks shall be mandatory.**

**In respect to our Community, our Governor, the State of Alaska and every US Citizen I ask that you see the seriousness of the situation and as community leaders and citizens of Coffman Cove follow the protocol put before you and lead by example.**

**CARES Act Funding:**

**Food Bank:** Food Bank Volunteers opened the Food Bank Sunday, December 13<sup>th</sup> to distribute food boxes. Six boxes were distributed to individuals in Coffman Cove.

**Reader Board:** The reader board has been purchased and will take roughly 6-8 weeks to construct and then will ship from Texas. Office Staff has purchased a computer to manage the reader board from City Hall.

**Food & Utility Vouchers:** Program completed, no updates.

**Advertising Vouchers:** Heather Hedges is continuing to work on the brochure.

**Website Improvements:** The City Council voted to reallocate some of the funds left over from the utility and vouchers to build a new, higher functioning website through Municode. The site will be up and running soon.

We have remaining funds that need to be reallocated; there will be discussion and decisions made at the December 17<sup>th</sup> Council Meeting on how to move forward with the remaining funds.

**Improvements to W/S Treatment Plant**

The contracts were renewed with CRW Engineering for the design and business plan. We are waiting on an update from Katie Winter on why the price has changed, if we were successful in obtaining more grant funds and the timeline for completion.

**Library**

Crossett Grant Application: We were successful in our application for the Crossett Grant! A notice for employment for the SLED Director has been posted. We have received one application so far.

This will be a great asset to our community, more now than ever with COVID-19 effecting all of our lives, including our children, their education and the ability to have face-to-face education. AP&T granted the City of Coffman Cove Community Library a Charitable Contribution Award in the form of Direct Internet Access (DIA). AP&T will provide 25Mbps/25Mbps DIA service until November 1, 2021.

**Southeast Alaska Solid Waste Authority (SEASWA):**

The City Council voted to appoint Cheryl Fecko as our SEASWA Representative and were later informed that the Cities Rep must be a resident of Coffman Cove and a qualified City voter. Cheryl and I will work together on the SEASWA board, Cheryl attended the last meeting please see her attached notes.

**City Clerk/Treasurer & Deputy Clerk/Treasurer Training:**

Upcoming training: Quickbooks Zoom Class – Week of December 14<sup>th</sup>; City Hall will be closed for training this week.

**Community Development Block Grant (CDBG):**

We were not able to submit a CDBG grant application due to the engineering firm we were working with and the short timeline to prepare the application.

We will have a public meeting in June 2021 to begin the process for application.

**Unrecognized Southeast Alaska Native Communities Recognition and Compensation Act:**

On November 25<sup>th</sup> the Coffman Cove submitted the following to our Alaska Congressional Delegation:

The City of Coffman Cove would like to submit the following comments regarding S 4891, the Unrecognized Southeast Alaska Native Communities Recognition and Compensation Act. The intention of this submission is to bring awareness to not only an historical site that is subject to becoming inaccessible but a way of life associated with land that has played a significant role in the lives of Coffman Cove residents, both new and old.

The City of Coffman Cove opposes the projected land selections on Prince of Wales Island and Heceta Island. The City believes there are more suitable and sensible national forest lands available for selection to the Wrangell and Ketchikan corporations closer to their home communities that do not interfere with residents who call Prince of Wales and Heceta their home. Being that the ANCSA land selections are intended to benefit shareholders, land selections should be made close to the corporation's community in order to provide maximum benefit to shareholders.

Restricted lands currently comprise a large percentage of Prince of Wales Island; this Act further prohibits public access to many areas, decreasing the likelihood of successful subsistence for many users. The unpredictable pattern of reducing public land access by distant communities not located on Prince of Wales creates a future precedence that will ultimately limit residents' voices in the important decision making of where they live. The residents of POW are dependent on the land for food, firewood, future economic development to provide employment, recreation and income from tourism.

The City of Coffman Cove requests:

1. Amendments be included to require public hearings and meeting agendas, informing residents and providing opportunities for discussion, prior to important decisions being finalized and implemented.
2. That Ketchikan and Wrangell Corporations choose land selections closer to their communities, without impacting the livelihoods and outdoor recreations of surrounding ones.

The City of Craig also submitted comments requesting land selections not on Prince of Wales Island or surrounding areas, but closer to the corporation's home communities.

**Coffman Cove Harbor Ordinance:**

We worked on the Harbor Ordinance at our December workshop and will continue to work on it at the January workshop. Thank you to all those who called in and gave their input. It was also decided to create a Harbor Advisory Committee made up of commercial, charter and subsistence fishermen and community members to assist the Council in amending the Harbor Ordinance and continued harbor business.

**Moorage applications are due. There are still many of you who have not turned in their applications, please get these turned in as soon as possible to avoid losing your slip or ramp.**

Thank you,

A handwritten signature in black ink, appearing to read 'Sara K Yockey', written in a cursive style.

Sara K Yockey  
Mayor  
City of Coffman Cove

City of Coffman Cove  
Regular City Council Meeting  
Thursday, November 19<sup>th</sup>, 2020  
**6:30 PM VIA TELECONFERENCE**  
**DIAL-IN NUMBER: 866-899-4679**  
**ACCESS CODE: 791-284-005**

**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, absent, unexcused, Brian Wilson, present, Sara Yockey, present, Terra Green, present.

**Pledge of Allegiance:** Yes

**Public Comment:** Doug Rhodes asks if he can speak during meeting on agenda items, Mayor Yockey approves.

**Approval of Agenda:** Mayor Yockey makes a motion to approve agenda with the following changes, table ordinance 21 01: Electronic Ballot Submissions until next meeting, remove Crossett Grant from unfinished business as Deedee is under Persons to be Heard, and add ARS Analytical bill under new business, Brian Wilson 2<sup>nd</sup>.

**All in favor, none opposed, motion to approve agenda with changes passes.**

**Persons to be Heard:**

1. Deedee Jeffreys – Crossett Grant Update: Deedee shares that we have been awarded the Crossett Grant, a W-9 form was mailed to the City Office to be sent in, when that has been completed, they will send a check for \$5000.00. Deedee notified grants committee that Library is currently shut down due to the pandemic and we are not sure of the date AP&T will hook up the two computers. They have no problem with us being on hold, Deedee has written up a Job Description she will send to Sara Yockey for her approval, and to Gina to post. Deedee is asking for a written letter; she has listed the job along with some specifications within the job that we are looking for. She would like the letter back to the City by December 10<sup>th</sup>, 2020 and would like Sara and herself to conduct the interviews, Deedee has sent a list of interview questions so all applicants will be asked the same questions, after the interviews are completed Sara and Deedee would make the decision. Mayor Yockey has no objections, there are no questions from council, and job will need to be posted for 2 weeks.
2. Janie Wainscott – Fire Hall/EMS tour: absent

**Consent Agenda:** Jacki Sunde makes a motion to approve the consent agenda, Terra Green 2<sup>nd</sup>. Mayor Yockey would like to know if there are questions about the Mayor's Report, there were none.

**All in favor, none opposed, motion to approve consent agenda passes.**

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:** None.

**Resolutions & Ordinances:**

1. Non-Code Ordinance 21 01: FY21 Budget Amendment: Mayor Yockey makes a motion to approve Ordinance 21 01, Jacki Sunde 2<sup>nd</sup>. 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 approve Ordinance 21 01 passes.**

#### **Unfinished Business:**

1. CARES Act Update: Mayor Yockey shares that all Food/Utility Voucher applications have been processed, paid to the stores, and as soon as cards are received, they will be distributed. The Reader Board is on the way and computers for the Reader Board and Food Bank have been ordered. Food Bank is moving along, and we hope to be doing our first distribution on the 21<sup>st</sup> of November, we are hoping to be ready to distribute our regular boxes, right now we are only ready for the Thanksgiving boxes for the needy families in the community. Mayor Yockey has put together a list of other items needed such as cleaning supplies, office supplies, handcarts, security cameras, and also looking at getting a container plus heating and electrical. Mayor Yockey would like to talk with council about putting the container at the Business Training Center lot. Council agrees that is a great place to put the container as all the services are there.
2. Volunteer Fire Chief Appointment: There have been no letters on interest, and there are no updates at this time.
3. Grassy Flats Trail: Mayor Yockey would like to know if this is something Council is still interested in pursuing; Brian Wilson recalls from the first meetings that there were some possible legal issues because of illegal outfalls that the Trail should not be built over. Jacki Sunde would like to know if this is a match grant, the grant is a match grant; the City would be responsible for \$75,000.00, \$45,000.00 for equipment that was not purchased, and \$30,000.00 for plans and staking that has from her understanding not been done. Mayor Yockey would like to know if Council wants her to look into this further to see if plans and staking were done. In a letter sent by Cheryl Fecko, she would like to see a walking trail in Coffman Cove and is willing to help. Kate Holtman would like to see a trail here in Coffman Cove, but feels that now may not be the best time to pursue this project with all the other projects we have happening at this time. Brian Wilson is not opposed to the idea, there is still a legal concern if there are fallouts still active out there. Dylan will be contacted at the DNR and council will be informed. Mayor Yockey lets council know that the application is specific to the easement with the DNR, and would like an answer by December 4<sup>th</sup>. Mayor Yockey does not want to see all the work that has been done go to waste and would like to have the easement for future project.
4. Road Brushing RFP: Gina would like council to look it over before RFP is posted, there was a message left at the office that the person that is working with AP&T will not be available to start until April or May of 2021. Terra Green feels it is well done, and only suggests date changes. Council would like to see the dollar amount added, other than that it all looks good.

#### **New Business:**

1. SEASWA Representative: Mayor Yockey attended the meeting for Southeast Alaska Solid Waste Authority, they are working with Southeast Conference to see what SE

Alaska's solid waste needs are. Cheryl Fecko has offered to be the representative for Coffman Cove. Brian Wilson makes a motion to appoint Cheryl Fecko as the Coffman Cove representative of SEASWA, Jacki Sunde 2<sup>nd</sup>. Kate Holtman, yes, Jacki Sunde, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes, Terry Coleman, yes.

**All in favor, none opposed, motion to appoint Cheryl Fecko SEASWA Rep. passes.**

2. VSW Extension of Contracts: More funding is needed to complete updates to the water plant so additional funds are being requested. Mayor Yockey makes a motion to renew our contract with CRW for the improvements on the Water and Sewer Plant, Terra Green 2<sup>nd</sup>. Jacki Sunde, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes, Terry Coleman, yes, Kate Holtman, yes.

**All in favor, none opposed, motion to renew contract passes.**

3. Title X: Harbor Discussion: Mayor Yockey wanted this on the agenda for discussion so the community could add their input. Mayor Yockey would like to work on Harbor Ordinance at the December Workshop. Also, would like to introduce those amendments at the December meeting. There are some inconsistencies that need to be fixed and would like to have the community involved. Sarah knows that people wanted to talk about multiple slips. Sarah Bateman goes over some changes she would like to see, and to make some of the paragraphs on pages 15 - 17 less wordy. Letter A of Section 10.04.01 is just one sentence. Mayor Yockey would like to ask everybody including our community, Harbor Master, and Council to spend some time on this, and bring changes to the Workshop. Mayor Yockey is curious how other Harbors handle multiple slips; she has not had a chance to research this. Sarah Bateman shares that Craig, AK tries to encourage people that hold more than one slip to relinquish their extra slips. Doug Rhodes shares that they only allow one slip per household just like Coffman Cove, however he has two slips, and there are several patrons that have more than one slip. Craig had grandfathered in some of those that had and have more than one slip. Doug Rhodes suggests having a Harbor Advisory Committee to take a look at other Ordinances, and help with changes, they are the people that run interference for the Harbor Master. Sarah is trying to enforce what is written which has been in place for a long time. This causes an issue if people do not like how it is written, this is where the Harbor Advisory Committee comes in, and Sarah is then able to do her job. Jacki Sunde states that the Harbor is one of our only sources of income, and she would like it to stay income-based over preference or friendship; its job is to bring in revenue. Mayor Yockey suggests charging a percent over the annual moorage rate. Sarah had changed the numbering in one of the sections because Seasonal Hot Berthing was removed. In Section 9, the repealed section, states that you could Hot Berth a vessel if you already had a slip and wanted another. This was called a Seasonal Hot Berth. This was done on a 3-month period, and it could only be done 3 months at a time at the transient rate. Sarah feels that we could put that section of the Ordinance back, this section is already written up and numbered. Jacki Sunde feels this is similar to what Mayor Yockey was saying, so that people are getting second slips, but they must be able to move where the Harbor Master needs them to move as a Hot Berth. Mike Warner called in, requesting a copy of the meeting minutes. Brian Wilson would like to know if Mike Warner would be interested in being on a Harbor



Committee, he asks Mike to think about it. Mike feels it is important that our community has input on the Harbor Ordinance. Brian Wilson would like to know if we have a waiting list. We haven't in the past; this is why they were able to have more than one slip. Brian Wilson feels that it is important to make sure our businesses have their multiple slips and have them close together. Brian Wilson would like to see more fingers added to the dock. Sarah Bateman lets us know that for 2021 there wouldn't be a waiting list because the people that are on there now would purchase their slips for 2021, but because of the way the Ordinance is written they do not start until January. When 2021 rolls around there would possibly be slips left. Sarah feels that if the skiff ramps were moved, there would be a lot more space to create slips. Sarah did not want to give out any slips along the rail in case Council decided to add to the dock, she is going to try and fit all boats in the Harbor. Mayor Yockey has no issue with skiff ramps being moved around and feels that Sarah should do what she needs to do to maximize revenue and accommodate everybody. Mayor Yockey remembers in previous meetings that Council had decided to use the NEFA funds to make improvements at our Harbor and to add more fingers. Sarah Bateman shares that we should be able to add 14 slips to our dock. Brian Wilson thinks that Hot Berthing is a great deal, and they considered the business at that time, and without our local businesses we do not have much. Mike Warner wanted to know why there were two chapters missing from the Ordinance – the table of contents was not updated with the change of the Ordinance at the time.

4. Reallocation of CARES Funding: Mayor Yockey would like to look for a container and heating for the Foodbank, using Foodbank money, however our City Website is outdated and Mayor Yockey would like us to reallocate some of those funds by getting a new City Website. Heather Hedges talks about the old City of Coffman Cove Website. About 2 months ago our site stopped working properly. Heather had tried calling our hosting service to see if they could fix it, and they tried to sell us an updated plan which would not fix the issue. Heather liked the City of Craig's Website and contacted the company that does their Website, Municode. By hosting with them we would lose our ccalaska emails. Heather suggests that we use Gmail as it is free. It will take approximately 4 to 7 months to create the Website, this will give us time to forward emails and get used to using a different email service. Municode offers a business directory that we can use to offset the cost of the Website, by selling the business directory to Coffman Cove businesses. There is also an option to have microsites some people might appreciate if they do not have their own Websites. The last thing that we can do is email subscriptions for users. Mayor Yockey wants to know if the total amount annually is the \$3,250.00, Heather says yes this includes business directory, email subscribers, and the hosting for the Website. Mayor Yockey would like to know if we can do the business listings and make approximately \$2,000.00 to put towards the annual cost. Kate Holtman would like to know what we pay now for annual fees; Heather lets council know that we pay approximately \$250.00 a year for current hosting. Terra Green would like to know if we could charge someone \$100.00 for a microsite as this would cost more, and if this \$100.00 would cover the cost of a microsite. It will not cover the cost of a microsite, we would have to charge someone more to have a microsite, which is a one-page site. This would take up some employee time. There would need to be limits to what the City Office Staff would do, as we do not want to be

updating the microsite often. Remaining balance from the Vouchers is \$22,550.00. Brian Wilson is in favor of a new City Website, he believes this will help get our information out about COVID-19. He would like to see us keep our other site emails for another year as others use it. Brian Wilson makes a motion to purchase the Municode Website for the City for \$8600.00 and enter into a contract for \$3250.00 a year, Sara Yockey 2<sup>nd</sup>. Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes, Terry Coleman, yes, Kate Holtman, yes, Jacki Sunde, yes.

**All in favor, none opposed, motion to purchase Municode passes.**

Mayor Yockey lets council know that there is \$13,550.00, and would like suggestions from council where to allocate it. Brian Wilson had listened to something on the radio about Petersburg CARES Act funds and they were allowing people to pay their City Bills with it. Mayor Yockey will ask again if we can do this, but according to the information gathered so far this is not something that is allowed as this would be considered revenue replacement. We are still needing office supplies, cleaning supplies, handcarts for the foodbank. Kate Holtman would like to know if we were getting something to move freight around, and Mayor Yockey will be getting a palate jack. Thorne Bay foodbank is giving the City of Coffman Cove the rest of their foodbank items.

5. Landless Natives Act: Mayor Yockey wanted to know if everyone had a chance to read the information and her Mayors Report. She reads a section during the meeting, and she would like to hear from Council and the public. She has also spoken with Craig, and she understands what is being said, however we believe that they could find lands closer to their communities. Doug Rhodes shares information about historical land selections, what happened after the lands were turned over, and that communities have not been able to give input. There is a concern that POW is consistently being made smaller and smaller by bits and pieces of our island being given away. Due to this, people no longer have access to Klawock River, and the concern is this will happen in Lake Bay. Jacki Sunde would like to know if the history we hold in Lake Bay would be of any importance to them in a Resolution form, as it has always been important to Coffman, and there is private property owned there, along with the historical site. Council feels there is a lot of land closer to their traditional boundaries that can be chosen from. Mayor Yockey will get ahold of Jon Bolling from Craig, AK, and start drafting a Resolution.
6. ARS Aleut Analytical Bill: Gina lets council know this is our annual contract services for the Water and Sewer Plant, this is the amount added into the Budget Amendment, we paid just over \$7000.00 last year. Terra Green would like to know why it was over \$2000.00 more than last year, Office Staff will call and look into this. Mayor Yockey makes a motion to continue with ARS Analytical contract in the amount of \$9700.43, Terry Coleman 2<sup>nd</sup>. Sara Yockey, yes, Terra Green, yes, Terry Coleman, yes, Kate Holtman, yes, Jacki Sunde, yes, Brian Wilson, yes.

**All in favor, none opposed, motion to pay ARS passes.**

**Public/Council Comment:** Mayor Yockey explains the importance of City Council members letting City Office Staff know if they will not be able to attend a meeting or member will be recorded as unexcused. Council members will lose their seat after 3 consecutive unexcused absences.

The Ferry Terminal bug problems, Brian Wilson suggests that we call the Pest People in Ketchikan, he feels the freeze will take care of most of the pest problems. Brian Wilson was happy to see the bleachers being taken down, personal protective gear needs to be worn, a second person should be there, and caution tape needs to be put up. Mayor Yockey will do a work order.

Mayor Yockey makes a motion to adjourn into Executive Session, and invites Gina to accompany Council, Terra Green 2<sup>nd</sup>. Sara Yockey, yes, Terra Green, yes, Terry Coleman, yes, Kate Holtman, yes, Jacki Sunde, yes, Brian Wilson, yes.

**All in favor, none opposed, motion to move into Executive Session passes.**

### **Executive Session – Legal Matters**

**Adjourn from session at 8:26pm.**

Mayor Yockey makes a motion to designate Perry Olson as our Legal Representative for Sign issues, Terra Green 2<sup>nd</sup>. 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 designate Perry as Legal Rep. Passes.**

Mayor Yockey makes a motion to approve 1 utility/food voucher application that was denied, Terry Coleman 2<sup>nd</sup>. Kate Holtman, yes, Jacki Sunde, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes, Terry Coleman, yes.

**All in favor, none opposed, motion to approve application passes.**

**Adjourn:** Terra Green makes a motion to adjourn, Jacki Sunde 2<sup>nd</sup>.

**All in favor, none opposed, motion to adjourn passes.**

**Passed and approved this 17<sup>th</sup> day of December 2020.**

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Sara Yockey, Mayor

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Terra Green, Clerk

CITY OF COFFMAN COVE  
SPECIAL MEETING  
TUESDAY, DECEMBER 1<sup>ST</sup>, 2020  
5:30 PM

**DIAL-IN NUMBER: 866-899-4679**

**ACCESS CODE: 791-284-005**

**Call to Order:** Mayor Yockey calls meeting to order at 5:31pm

**Roll Call:** Terry Coleman, present, Kate Holtman, absent, excused, Jacki Sunde, present, Yvonne Drozdowicz-Somfleth, absent, unexcused, Brian Wilson, absent, unexcused, Sara Yockey, present, Terra Green, present.

**Pledge of Allegiance:** Yes

**Public Comment:** None

**Approval of agenda:** Mayor Yockey makes a motion to approve agenda with the removal of Resolution 21 05; the letter has been sent, Jacki Sunde 2<sup>nd</sup>.

Terry Coleman, yes, Jacki Sunde, yes, Sara Yockey, yes, Terra Green, yes.

**All in favor, none opposed, motion to approve agenda with removal of Resolution passes.**

**Persons to be heard:** None.

**Resolutions & Ordinances:**

1. Resolution 21 05: Landless Natives Act-Removed

**Unfinished Business:** None.

**New Business:** None.

**Public / Council Comment:**

Mayor Yockey makes a motion to move into Executive Session inviting Gina to join, Jacki Sunde 2<sup>nd</sup>. Sara Yockey, yes, Terra Green, yes, Terry Coleman, yes, Jacki Sunde, yes.

**All in favor, none opposed, motion to move into Executive Session passes.**

**Executive Session – Personnel**

Executive Session adjourns at 6:18pm

Terry Coleman would like to know if we are eligible for more CARES Act funds, at this time we have not spent 80% of our funding so we would not qualify at this time. Mayor Yockey would like us to do more Vouchers for the community.

Jacki Sunde makes a motion to pay Ron Littleton for retroactive 16 hrs, Sara Yockey 2<sup>nd</sup>.

Terry Coleman, yes, Jacki Sunde, yes, Sara Yockey, yes, Terra Green, yes.

**All in favor, none opposed, motion to pay Ron Littleton passes.**

**Adjourn:** Mayor Yockey makes a motion to adjourn, Jacki Sunde 2<sup>nd</sup>.

**All in favor, none opposed, motion to adjourn passes.**

**Passed and approved this 17<sup>th</sup> day of December 2020.**

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Sara Yockey, Mayor

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Terra Green, Clerk

**City of Coffman Cove**  
**Balance Sheet**  
As of December 10, 2020

	Dec 10, 20
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
<b>FIRST BANK ACCOUNTS</b>	
1002 · Septic Tank CD 7950	26,572.29
1100 · City Savings Account 2290	60,321.33
1101 · Economic Develope Fund TD 0...	121,925.06
1102 · Economic Develope Savings 5...	25,223.08
1103 · First Bank Checking 7970	751,354.37
1105 · Fish Savings 4220	130,832.42
1106 · Land Sales Savings 4845	174,214.62
1107 · Timber Receipts (NFR) CD 7930	83,160.93
1108 · Volunteer Fire Department 4512	25,704.67
1109 · EMS Savings 6470	6,801.29
1110 · Refuse Savings 6480	41,736.93
1111 · Harbor Savings TD 7940/12-20-...	80,152.51
1112 · Water Sewer Savings 7960	222,264.12
1114 · CARES Checking	129,640.16
<b>Total FIRST BANK ACCOUNTS</b>	1,879,903.78
<b>WELLS FARGO ACCOUNTS</b>	
1113 · Gaming Checking 9127	1,950.32
<b>Total WELLS FARGO ACCOUNTS</b>	1,950.32
1000 · Petty Cash	76.86
<b>Total Checking/Savings</b>	1,881,930.96
Accounts Receivable	
1300 · ACCOUNTS RECEIVABLE	81,250.38
<b>Total Accounts Receivable</b>	81,250.38
Other Current Assets	370.00
<b>Total Current Assets</b>	1,963,551.34
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
1355 · Notes Rec - Northend Port Auth3	8,500.00
<b>Total Notes Receivable</b>	58,394.27
1450 · Due To/From	0.00
1461 · Due To/From Other Govenments	77,604.52
<b>Total Other Assets</b>	135,998.79
<b>TOTAL ASSETS</b>	<b>17,943,587.86</b>
<b>LIABILITIES &amp; EQUITY</b>	17,943,587.86

11:30 AM

12/03/20

**City of Coffman Cove**  
**Reconciliation Summary**  
2801 - Wells Fargo Bankcard, Period Ending 11/12/2020

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	Nov 12, 20
Beginning Balance	1,099.26
Cleared Transactions	
Charges and Cash Advances - 19 items	-4,588.45
Payments and Credits - 2 Items	1,148.49
Total Cleared Transactions	-3,437.96
Cleared Balance	4,537.22
Register Balance as of 11/12/2020	4,537.22
New Transactions	
Payments and Credits - 1 item	4,537.22
Total New Transactions	4,537.22
Ending Balance	0.00



RECEIVED

12/2/20



## CONSOLIDATED BILLING CONTROL ACCOUNT STATEMENT

Prepared For	CITY OF COFFMAN COVE CITY OF COFFMAN COVE
Account Number	[REDACTED]
Statement Closing Date	11/12/20
Days in Billing Cycle	30
Next Statement Date	12/13/20

For Customer Service Call:  
800-231-5511

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

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

Credit Line	\$9,000	Cash Limit	\$1,800
Available Credit	\$0	Available Cash	\$0

## Payment Information

New Balance	\$4,537.22
Current Payment Due (Minimum Payment)	\$500.00
Current Payment Due Date	12/07/20

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	\$1,099.26
Credits	\$49.23
Payments	\$1,099.26
Purchases & Other Charges	\$4,586.45
Cash Advances	\$0.00
Finance Charges	\$0.00
New Balance	\$4,537.22

## 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	9.050%	.02479%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	9.050%	.02479%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

## Summary of Sub Account Usage

Name	Sub Account Number Ending In	Monthly Spending Cap	Spend This Period
MARK HIGGINS	4799	2,000	\$165.40
GINA CAVARETTA	1942	9,000	\$4,371.82

See reverse side for important information.





RECEIVED

12/2/20

## Transaction Details

The transactions detailed on this Consolidated Billing Control Account Statement contain transactions made directly to this Control Account plus all transactions made on Sub Accounts. If there were no transactions made by a Sub Account that Sub Account will not appear.

Trans	Post	Reference Number	Description	Credits	Charges
11/03	11/03	8556939N460T2MP6H	Phone Payment 306CP7775	1,099.26	
			TOTAL 5569190000567835	\$1,099.26	

Transaction Summary For MARK HIGGINS  
Sub Account Number Ending In 4799

11/02	11/02	5531020N411K8DQNT	ALASKA A 0277107964200 8005545669 WA		67.00
			CITY OF COFFMAN COVE		
		11/02/20 1	KETCHIKAN ANCHORAGE		
11/03	11/03	5543687N44PWE0ZAP	ISLAND AIR EXPRESS 888-3878989 AK		15.00
11/05	11/05	7522571N70BRBGEK1	R AND R FUELS AND SERV COFFMAN COVE AK		43.40
11/06	11/06	5543687N75172KZNs	ISLAND AIR EXPRESS 888-3878989 AK		40.00
			TOTAL \$185.40		
			MARK HIGGINS / Sub Acct Ending In 4799		

Transaction Summary For GINA CAVARETTA  
Sub Account Number Ending In 1942

10/13	10/14	5541734MG4EQED2FF	DMV WEB 907-2695577 AK		24.00 Po 326
10/13	10/14	5548077MG0T2RXPI9	AK DEPT OF COMMERCE WE 9074653817 AK		100.00 Po 326
10/16	10/16	5543286MJ5STX780S	FREECONFERENCECALL.COM 877-216-7555 CA		1.94 Po 316
10/17	10/17	5543286MK5V22WXR8	FREECONFERENCECALL.COM 877-216-7555 CA		
10/17	10/17	5543286MK5V22WXRK	FREECONFERENCECALL.COM 877-216-7555 CA		
10/17	10/17	5543286MK5V22WXR3	FREECONFERENCECALL.COM 877-216-7555 CA		
10/21	10/21	5543286MP5S9G1LDO	AMAZON.COM*2T5F96X90 AMZN.COM/BILL WA		
10/22	10/22	5543286MR5S90M2M	AMZN MKTP US*2T3A18VM2 AMZN.COM/BILL WA		
10/23	10/23	5543286MT5SV3Z20M	AMZN MKTP US*2T8C21K41 AMZN.COM/BILL WA		
10/27	10/27	5531020MX2E05G471	AMAZON.COM*2T5Z747F2 A AMZN.COM/BILL WA		
10/27	10/27	1527632MY00FLBB9J	ABCSUBMIT SACALAZ RO		
10/29	10/29	5543286MZ5SBP0Z0R	IN *SIGN PRO OF KETCHI 907-2477776 AK		
10/30	10/30	5543286N05SK5G3BR	LOGMEIN*GOTOMEETING LOGMEIN.COM MA		
10/31	10/31	0543684N3BLJZNVXS	WAL-MART #2710 KETCHIKAN AK		
11/02	11/02	0543684N5BLJXW0KE	WAL-MART #2710 KETCHIKAN AK		
11/05	11/05	5543286N65V2VM89G	AMAZON.COM*2808V98Z1 AMZN.COM/BILL WA		
11/10	11/10	8530651NBS66D2DAZ	MY CHOICE SOFTWARE LLC 800-3181439 CA		
11/12	11/12	5543286ND5SSFNMAW	AMZN MKTP US*2816649M2 AMZN.COM/BILL WA		
			TOTAL \$4,371.82		
			GINA CAVARETTA / Sub Acct Ending In 1942		

14.05 Po 316  
26.02 Po 316  
9.16 Po 316

24.00 Po 326  
100.00 Po 326  
1.94 Po 316  
71.47 Po 327  
6.10 Po 325  
27.55 Po 325  
92.23 Po 325  
24.99 Po 327  
212.32 Po 327  
24.00 Po 326  
1,922.11 Po 326  
516.91 Po 326  
1,154.49 Po 326  
89.99 Po 326  
152.95 Po 326

## Wells Fargo News

## What can alerts do for your business?\*

Receive timely updates on your business credit card account via email or text. Alerts allow you to set up and receive only the messages that are important to you. Sign up for alerts during your Wells Fargo Business Online® session by going to your Business Elite Card account screen and selecting the Manage Alerts menu option.

Not enrolled in Online banking? Enroll today at [wellsfargo.com/biz/online-banking](https://wellsfargo.com/biz/online-banking)

\*Availability may be affected by your mobile carrier's coverage area. Your mobile carrier's message and data rates may apply.



**WATER REPORT**  
November/December 2020

Water usage for the week of:

Nov 9th - Nov 15th was 10,000 gallons.  
Nov 16th - Nov 22nd was 9,000 gallons.  
Nov 23rd - Nov 29th was 8,500 gallons.  
Nov 30th- Dec 6th was 8,800 gallons.

Chemical usage:

Nov 12th - 2 gallons of NALCO  
Nov 29th - 2 gallons of NALCO  
Dec 7th- 2 gallons of NALCO

Mark Higgins  
329-2323

### December Harbor Report:

\*I have reorganized the harbor projection for the layout of 2021. By moving the two rental skiff ramps over to the "Chinook Dock" and rearranging the "Chinook Dock" slips to Charter Fishermen only, as was discussed in the November Workshop Meeting, we would be able to fit everyone that had slips with us in 2020 and everyone that was on the waiting list for this year. They would all fit.  
I've enclosed four maps in your packet for your reference.

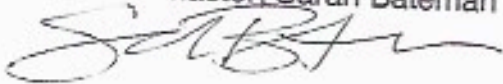
\*Terra received two quotes back for the Piling Hoops.  
- From Topper Industries inc. the quote is: \$22,456.00  
- From Rainier Welding inc. the quote is: \$21,006.00  
- Rainier Welding inc. estimated the finished products weight to be approximately 2,100# and provided this information for shipping estimate purposes.

These quotes are included in your council packet.  
I would urge the council to replace these Piling Hoops before you consider adding any additional stalls or fingers to the docks. Since these are the devices that keep your dock firmly attached to the pilings, their maintenance is of the utmost importance.

\*The majority of customers have returned their Annual Moorage Agreements, although I am still waiting for 24 to come back to the office. Mayor Sara Yockey and I extended the deadline for turning in the agreements from November 30<sup>th</sup> to December 17<sup>th</sup>.

\*As many in the Cove are aware, the roof fell off the fish cleaning station that I had beached earlier this year. 1 inch of snow was just too much for the poor old girl to handle. I have tied the roof rubble to the beaming of the fish cleaning station to the best of my ability and have been picking up pieces of roofing and lumber as it tries to float out. I have been waiting for a break in our atrocious weather to dismantle it.

-Harbor Master: Sarah Bateman



# OPTION #1

Doug Rhodes  
Brian Castle  
Mike Kampnich  
Ralph Mackie  
Eric Hansen  
Jim Dunbar  
Russ Johnston  
Russ Holbrook

Max Royall

Sandy Duke  
Jonathan Beard  
Robert Rowland  
Nick Anderson  
Larry Peterson  
John Fitzpatrick

A 40ft skiff ramp would stick out off the end of this gangway about 4ft. Making the last skiff space unusable.

Stephen Smith

Nick Anderson  
Damon Hottman (Josh)  
Stephen Smith  
Jacki Sunde  
Eric Hansen

I overlooked Page's slips when moving the Charters because his magnet on the Harbor board isn't red. As the "Clunkhook Dock" would be full, these would have to stay.

Overhauled  
Ken Page  
Duke Dar Bruckner  
Jeff Welfer  
Ralph Jones  
Bill Vanlankeuster  
Doncan  
B. Fitzpatrick  
D. Sunde  
R. Hull  
C. Lortie  
C. Sineberg

Greg Hurston

Josh Hattman

Randy Lenz

Piepin Owen

John Cretich

Brandon Deigner

Spencer Richter

Leonard Leach

• Kurt Collins • Doug Rhodes •

Jeff-Lukken  
Mike Mulare  
Mike Cowan

Patrick Shannon  
Randy Newberger

Steve Kelly Karling  
Josh Hottman

Chris Powell  
Ken Lytle

Kurt Collins  
R. McElfresh  
M. Dunkle  
L. Bruckner  
C. Ackerson  
R. Hill  
E. Ackerson

David Hottman  
Jeff Hottman  
Kent Johnston

Travis Hedges  
Tiff Vincent

Dennis Beckin  
JC Patrick

Steve Mathias  
Ken Lyon

Julie Shuckman  
James Embury

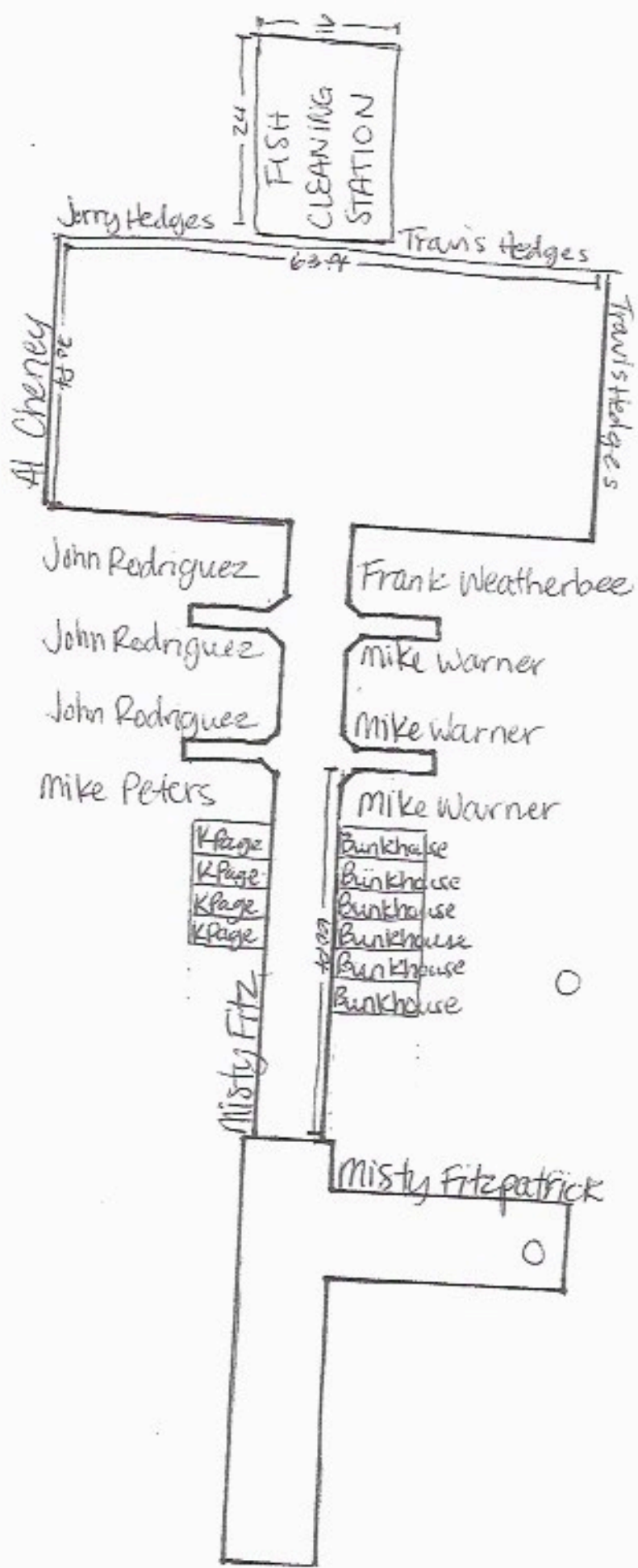
Gary Hanning  
David Scheid

Gary Soderberg

- JC Patrick may relinquish her slip  
- Ken Lyon I may have to move because of his & Steve's boat widths.



OPTION #1



# OPTION #2

Leonard Leach  
 Spencer Richter  
 Brandon Deigner  
 John Cretich  
 Pippin Wen  
 Randy Lenz  
 Josh Holtzman  
 Greg Huston

• Kurt Collins • Doug Rhodes •

Art Bossard  
 Jeff Lytle  
 Mike Mulcare  
 Mike Cowan  
 Mike Shannon  
 Randy Neuberger  
 Steve Kelly Kring  
 Josh Blinn  
 Chris Powell  
 Don Littlejohn

Kurt Collins  
 Paul Whitsart  
 Chuck Feltner  
 Jeff Huston  
 Kent Johnson  
 Treask Haggis  
 Tiff Vincent  
 Dennis Beckin  
 Jeff Krich  
 Steve Mathew  
 Ken Lytle  
 Julie Strazant  
 James Emmon  
 Gary Hoenning  
 David Schred  
 Gary Siderberg

Paul Whitsart  
 Mike Jank  
 Winn Biedeman  
 Cliff Johnson  
 Paul Johnson  
 Bill Ackerman

Doug Blades  
 Brian Castle  
 Mike Kampovich  
 Ralph Mackie  
 Eric Johnson  
 Jim Dunbar  
 Russ Johnston  
 Russ Holbrook

Max Powell

Sandy Duke  
 Jim & Susan Beard  
 Robert Roeland  
 Nick Anderson  
 Larry Peterson  
 Jonathan Fitz

Stephan Smith

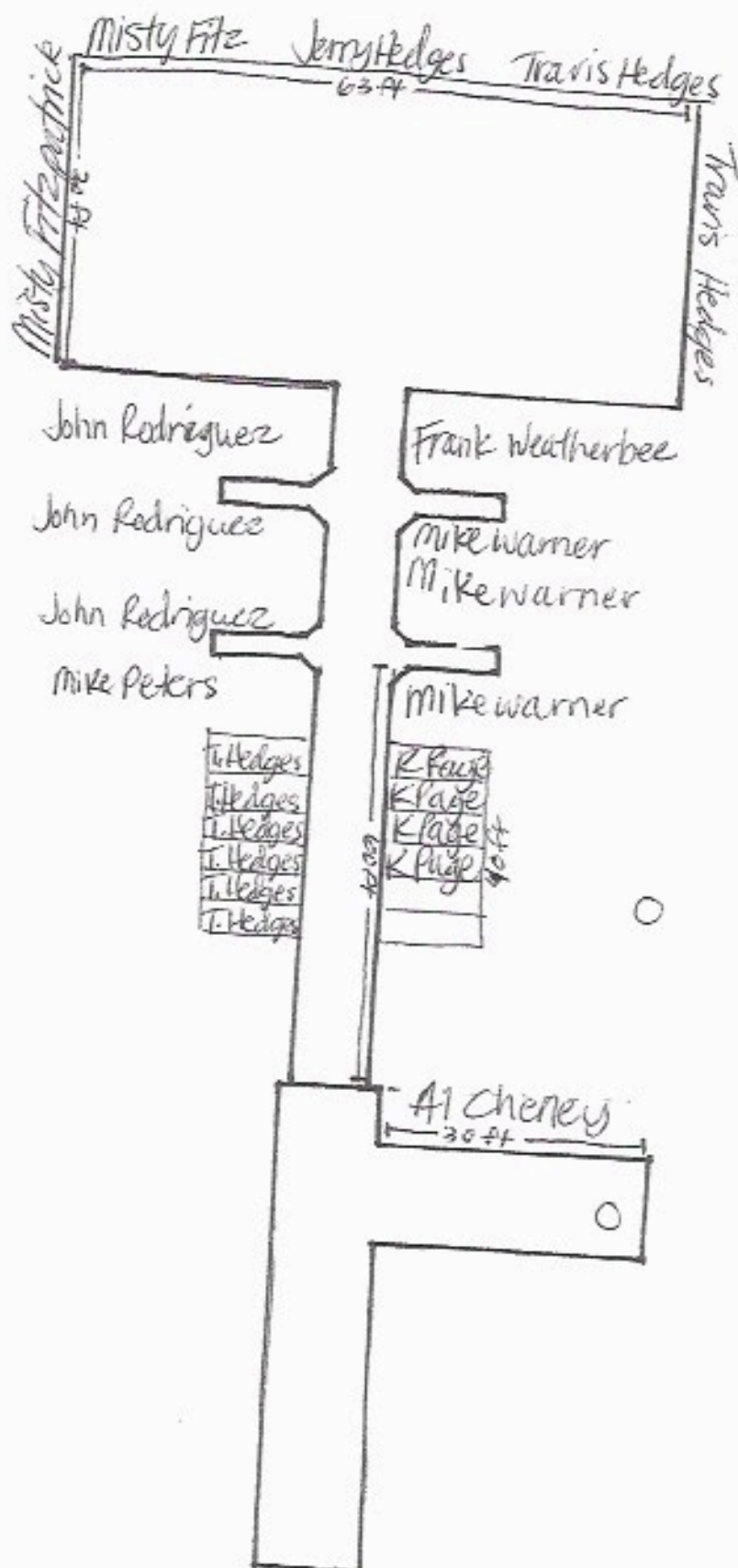
FISH  
 CLEANING  
 STATION

Eric Johnson  
 Jackie Kunde  
 Stephan Smith  
 Damon Holtzman  
 Nick Anderson  
 Oberhansly  
 K Page  
 K Page  
 Jeff Wietion  
 Dave & Bar Brickreutz  
 Ralph Jones  
 Bill Vielanden  
 Ron Risher  
 Bill Duvette  
 Bill Fitz  
 Winn Kunde  
 Ron Hall  
 Julie Lortie  
 Clayton Stiller

This map shows  
 a 30 ft Skiff ramp  
 moved next to the  
 other instead of a 40'

Also shows an option  
 for the Cleaning station

# OPTION #2



# DEPARTMENT: IT/ADMIN/MARKETING

## Monthly Activity Report

Please fill out the following form and turn it to City Office Staff five (5) days prior the City Council Meeting, reporting on the activities for the prior month.

**Name: Heather Hedges**

**Reporting Month/Year: December 2020**

<b>Task/objectives/deliverables</b>	<b>Due date</b>	<b>Date of completion</b>	<b>Highlight of Major accomplishment and project deliverables over the month</b>	<b>If not completed, why? And Date of expected completion</b>
New Website	ASAP	12/15/2020	New Website is up! This process was expected to take over 3 months	
Brochures/Ad program	12/30/2020	12/11/2020	Brochure is at the printers, all ads have been placed still need to do some work on ads for Alaska Magazine	Alaska Magazine online ad will be completed by 12/21/2020
Order 2 computers, set up with Quickbooks and Office 365	ASAP	12/10/2020	Ordered 2 new computers for Food Bank & New Electronic Sign. Set both up with Quickbooks & Office 365.	



In the last 30 days

Felton - Handled Plow install  
Also Garbage Trk Repair

Ron - Did Repairs/Water Pump  
on Garbage Trk.

Russ J- Amazing Job  
Doing Bleacher Removal  
And Brushing.

Art - Helped where he  
could.



## Terra Green

---

**From:** Proudfoot, Dylan A (DNR) <dylan.proudfoot@alaska.gov>  
**Sent:** Wednesday, November 25, 2020 8:59 AM  
**To:** Terra Green  
**Subject:** Re: ADL 108215 Application for Easement - Grassy Flats Trail

Hi Terra,

Thanks for getting back to me. I understand the uncertainty about being able to move forward. However, since this has been in our backlog since 2013 and the City of Coffman Cove did not know about the project and is not ready to move forward at this time, we are going to close the case file.

Fortunately, this won't exclude the City of Coffman Cove from pursuing the project in the future! Due to the location and purpose of the trail, it is unlikely that any future development in that area would hinder the issuance of the easement for a public access trail.

Whenever the City is ready to reapply, just submit an updated application packet and associated fee. The email that I forwarded to you on October 29th included the original application and requests that I made after reviewing the application. Hopefully, those resources will help when the council is ready to prepare the application in the future. I just checked our records, and the City of Coffman Cove was not charged an application fee in 2013.

Please don't hesitate to reach out if you have any questions.

Thanks,  
Dylan Proudfoot

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**From:** Terra Green <clerk2@ccalaska.com>  
**Sent:** Tuesday, November 24, 2020 11:41 AM  
**To:** Proudfoot, Dylan A (DNR) <dylan.proudfoot@alaska.gov>  
**Subject:** RE: ADL 108215 Application for Easement - Grassy Flats Trail

Good Morning Dylan,

Our City Council would like to know if we could get an extension or what we would need to do so we do not miss out on the opportunity to pursue this project in its entirety in the future? This is something council feels that they would like to continue in the future, however due to the pandemic, finalizing project plans has been a chore, getting our regular contractors to the island or getting equipment on island.

Please share your thoughts by email or call me at the number below.

Thank you for your time,

Terra Green

City of Coffman Cove

Deputy Clerk/Treasurer

(907)329-2233

**From:** Proudfoot, Dylan A (DNR) <[dylan.proudfoot@alaska.gov](mailto:dylan.proudfoot@alaska.gov)>  
**Sent:** Thursday, October 29, 2020 10:44 AM  
**To:** [clerk2@ccalaska.com](mailto:clerk2@ccalaska.com)  
**Subject:** Fw: ADL 108215 Application for Easement - Grassy Flats Trail

Please see the original email I sent below and I have attached the original application and development plan □.

Thank you!

---

**From:** Proudfoot, Dylan A (DNR) <[dylan.proudfoot@alaska.gov](mailto:dylan.proudfoot@alaska.gov)>  
**Sent:** Monday, October 26, 2020 11:00 AM  
**To:** [coffmancove@ccalaska.com](mailto:coffmancove@ccalaska.com) <[coffmancove@ccalaska.com](mailto:coffmancove@ccalaska.com)>  
**Subject:** ADL 108215 Application for Easement - Grassy Flats Trail

Hello,

I have recently been assigned the case file for the Grassy Flats Trail easement of State land. I'll be adjudicating the decision for the Department of Natural Resources Division of Mining, Land, and Water (DMLW).

According to the case file, I believe DMLW previously worked with Elaine Price or Misty Sea Fitzpatrick. I'm reviewing the application right now and will work with you to get everything in order.

First and foremost, there is some missing information on the application. Please add the following to the application:

- More information about the construction process and materials used for the three proposed bridges / supported walkways. The original application did not include any language about the construction of bridges, the type of tread surface, or support pilings and design of each bridge.
- More information about the fill that will be placed for the trail construction. I already have a volume estimate, but I need to know the origin of the fill material and gravel, and approximately where it will be placed. If the material is being purchased from the State, we will need to know.
- Specifics about location of the trail with respect to the estuary boundary. According to the Prince of Wales Island Area Plan, (chapter 3 pg. 84), "All development must set back 100 feet from the estuary." I'm trying to figure out the estuary boundaries that may impact the easement. If you have a map of the estuary boundary, please forward it to me.
- An environmental risk questionnaire must be added to the application, be sure to include any information that may pertain to the project, like temporary fuel storage for construction vehicles.

For now, that is all that I need for this application all forms can be found at <http://dnr.alaska.gov/mlw/forms/>. Be sure to review the *Easement Application and Cover Letter* file, as it includes current easement application requirements.

In the meantime, I will start requesting additional information needed for the easement. Now that I have been assigned this case, I will do my best to take care of everything as quickly as possible.

Thank you and please confirm by 12/4/2020 that the City of Coffman Cove is still interested in this easement and don't hesitate to reach out for any questions.

My Best,

Dylan Proudfoot | Natural Resource Specialist II  
Alaska Dept. of Natural Resources  
Division of Mining, Land & Water  
Southeast Regional Office (SERO)  
(907) 465-3402

Pronouns: he, him, his

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**From:** Cheryl Fecko <[cherylfecko@gmail.com](mailto:cherylfecko@gmail.com)>

**Sent:** Thursday, December 10, 2020 1:31 PM

**To:** Gina Cavaretta <[clerk@ccalaska.com](mailto:clerk@ccalaska.com)>; Sara Yockey <[mayor@ccalaska.com](mailto:mayor@ccalaska.com)>

**Subject:** SEASWA notes for Coffman Council

Hello Mayor Yockey and Coffman Cove Council members,

I have attached the notes from the SEASWA meeting I attended on behalf of Coffman Cove via Zoom on December 2, 2020.

I want to thank you for appointing me as the SEASWA representative for Coffman Cove. I am happy to volunteer. Apparently, there are issues with me being eligible to officially serve as the Coffman Cove representative, mainly because I also reside in Craig, where I am registered to vote. Jon Bolling mentioned that according to the by-laws, the entire SEASWA group would need to agree to changing what are called "enabling ordinances".

I am hoping that we can find some sort of exemption and/or a path forward, but in the meantime Sara and I will work together making sure that one of us attends SEASWA meetings. As it currently stands, I can not vote at the meetings, but can attend and comment on Coffman Cove's behalf.

My recommendations before the next meeting, January 6, 2020:

1. Identify Coffman Cove's solid waste issues, perhaps at a future workshop, and contact Katherine Bell from Southeast Conference. She wants to hear from communities.
2. Be sure the representative attends the January meeting to participate in the 5-year Strategic Planning exercise with Meilani Schijivens (Southeast Conference). This may mean opportunities to address community issues for the Legislative Grant (see notes).

Again, I am happy to contact people from the Southeast Conference on Coffman Cove's behalf, and to address the community's needs regarding solid waste issues.

Cheryl Fecko

## **SEASWA (Southeast Alaska Solid Waste Authority) December 2, 2020 Zoom meeting notes**

Jon Bolling, acting chair, lead meeting  
Roll call taken. There was no quorum.

### **Old Business**

#### **Legislative Grant**

Legislature approved a grant in 2012 for \$125, 000 to be used for “equipment purchases for the regional solid waste disposal program, and collections, and education and training for member communities participating in the regional solid waste disposal program. Several extensions have been granted.

Board needs to identify uses before June 30, 2021, but shooting for May completion, as may not get another extension.

Southeast Conference submits the grant not SEASWA.

Member groups need to identify potential uses of the grant. At this meeting there was continued discussion from previous meeting about using grant for a tire shredder that moves from community to community throughout the region. Challenge would be developing a schedule and moving it from community to community, and then uses for the shredded rubber.

Without a quorum there could be no vote, but there were no objections from Craig, Petersburg, and Thorne Bay.

There would still be \$71K remaining.

Cheryl asked if individual communities could submit needs for the grant. Jon answered that grant should be used for something that benefits member communities, but possible if members agree.

Meilani Schijvens from Southeast Conference will be providing 5-year Strategic Planning exercises to address other issues for the grant at next meeting.

#### **Compaction and Bailing**

Matthew Peterson from Republic Services looking at mitigation plans from Sitka, Wrangell, and Klawock for compaction and bailing. Craig and Klawock will be discussing bailing services when they meet.

### **New Business**

Katherine Bell with Southeast Conference has spoken with Kake, Craig, and Klawock tribes about solid waste issues including the tire shredder, junk cars, bailing costs, and efficacy of bailing. She is still interested in hearing from communities, and asked that communities call her to discuss solid waste concerns.

Jon Bolling is current acting chair of SEASWA, but stated that election of officers will be on January meeting agenda.

## **MSW (Municipal Solid Waste) Updates**

### **Member Communities**

Wrangell- Chris Hatton: Needs to get folks caught up

Thorne Bay Les Carter: Solid waste site is “hands off” to comply with Governor’s mandates

Petersburg- Chris Cotta: Still deciding on recycling, co-mingles or drop-offs. Community support for recycling, but economics of it is costly.

Craig-Jon Bolling: Continued communication with Klawock landfill folks regarding bailing.

### **Non-member updates**

Gustavus- Paul Berry: Looking to vote on becoming a member group at next meeting.

Sitka- Michael Harmon: Not much new, working on fire mitigation with solid waste. Looking into the future with regards to solid waste: incineration, landfills, and newer technologies to see what’s possible to reduce transportation costs. Sitka may be interested in partnering with other communities.

Haines- Solid waste working group getting back together, and working through pros and cons of shipping garbage. Haines has had a recycling program for 21 years and if any community needs info please contact Melissa. They do shred tires. They are also working on a resource guide for how to reduce waste.

Next meeting is Wednesday, January 6, 2021 at 10am.

**Scottco Distributors, Inc**

2970 W. Hayden Ave.  
P.O. Box 3126  
Hayden Lake, ID 83835

Phone (208) 762-2719  
Fax (208) 772-8353  
E-Mail info@scottcomarine.com

**Quote 0041403****Quoted 10/17/2019****Bill To**

City, Of Coffman Cove AK

**Ship To**

City, Of Coffman Cove AK  
Ship to Samson Tug & Barge  
Seattle, Wa 98108

Purchase Order	Ship Via	FOB	Reference	Entered By	Sales rep	Terms
City Of Coffman Cove PTL	Hayden	(1) 4x30 Dock Kit	geh	5/7/2019		Prepaid
Product	W/H	Description	Ordered	Price	Disc	Amount
4848-12	WH1	(1) 4x30 dock kits 16" centers (Floats, fastener, hardware) (NO LUMBER OR DECKING)				
		48"x48"x12" Ace Foam Filled Float .150 Nominal Wall	4.00 Ea	163.90 Ea	0.00	\$655.60
WH-OCM	WH1	Outside Corner Male (1/4" Galv. Steel)	2.00 Ea	17.50 Ea	0.00	\$35.00
WH-OCE	WH1	Outside Corner End (1/4" Galv. Steel)	2.00 Ea	10.95 Ea	0.00	\$21.90
WH-IC	WH1	Inside Corner (1/4" Galv. Steel)	4.00 Ea	11.26 Ea	0.00	\$45.04
WH-A	WH1	Angle (1/4" Galv. Steel)	16.00 Ea	2.97 Ea	0.00	\$47.52
WH-W	WH1	Washer Plate (1/4" Galv. Steel)	32.00 Ea	1.02 Ea	0.00	\$32.64
F-CBS-3	WH1	1/2" x 3" Carriage Bolt Set HDG (Bolt, Washer, Nut)	44.00 Ea	0.78 Ea	0.00	\$34.32
F-CBS-5	WH1	1/2" x 5" Carriage Bolt Set HDG (Bolt, Washer, Nut)	52.00 Ea	1.06 Ea	0.00	\$55.12
F-LSS-4	WH1	3/8" x 4" Lag Screw Set (Lag, 3/8" & 1/2" Washer) HDG	26.00 Ea	0.46 Ea	0.00	\$11.96
WH-SP	WH1	Splice Plates - pair (1/4" Galv. Steel) (FOR SPLICE PLATES IF 30' LUMBER IS NOT AVAILABLE)	4.00 Ea	32.32 Ea	0.00	\$129.28
F-CBS-5	WH1	1/2" x 5" Carriage Bolt Set HDG (Bolt, Washer, Nut)	24.00 Ea	1.06 Ea	0.00	\$25.44
F-CBS-3	WH1	1/2" x 3" Carriage Bolt Set HDG (Bolt, Washer, Nut) (BOLTS FOR SPLICE PLATES IF 30' LUMBER IS NOT AVAILABLE)	24.00 Ea	0.78 Ea	0.00	\$18.72
5006-W10	WH1	5006-W10 Dock Edging - White, 10' Lengths, 3.50" 4 Channel Heavy W/90 degree lip **6 to a box**	7.00 Ea	35.95 Ea	0.00	\$251.65
CB SCCBG-W	WH1	Scottco Style Corner Bumper (GL) - White	2.00 Ea	14.15 Ea	0.00	\$28.30
F-SSS	WH1	#10 x 1 1/4" Truss HD/SQ Dr. S.S. Screw	175.00 Ea	0.10 Ea	0.00	\$17.50
C-10	WH1	10" Galvanized Steel Cleat (Hex Head)	4.00 Ea	5.00 Ea	0.00	\$20.00
WH-CA8,10	WH1	Cleat Angle (1/4" Galv. Steel) for 8" & 10" Cleats	4.00 Ea	3.28 Ea	0.00	\$13.12
WH-W	WH1	Washer Plate (1/4" Galv. Steel) (FOR CLEAT ANGLES)	4.00 Ea	1.02 Ea	0.00	\$4.08

(1) 4x4 pallets 80" tall

**Continued**

**Scottco Distributors, Inc**

2970 W. Hayden Ave.  
P.O. Box 3126  
Hayden Lake, ID 83835

Phone (208) 762-2719  
Fax (208) 772-6353  
E-Mail [info@scottcomarine.com](mailto:info@scottcomarine.com)

**Quote 0041403****Quoted 10/17/2019****Bill To**

City, Of Coffman Cove AK

**Ship To**

City, Of Coffman Cove AK  
Ship to Samson Tug & Barge  
Seattle, Wa 98108

Purchase Order	Ship Via	FOB	Reference	Entered By	Sales rep	Terms
City Of Coffman Cove PTL		Hayden	(1) 4x30 Dock Kit	geh 5/7/2019		Prepaid
Product	W/H	Description	Ordered	Price	Disc	Amount
F-CBS-3	WH1	1/2" x 3" Carriage Bolt Set HDG (Bolt, Washer, Nut) (FOR CLEAT ANGLES)	8.00 Ea	0.78 Ea	0.00	\$6.24
F-HB385	WH1	3/8" x 5" Hex Head Bolt HDG	8.00 Ea	0.51 Ea	0.00	\$4.08
F-N3/8	WH1	3/8" Nut HDG	8.00 Ea	0.04 Ea	0.00	\$0.32
F-FW3/8	WH1	3/8" Flat Washer HDG (3220pcs per box)	8.00 Ea	0.04 Ea	0.00	\$0.32
F-LW3/8	WH1	3/8" Lock Washer HDG	8.00 Ea	0.04 Ea	0.00	\$0.32
Shipping Chg.		Cost of Shipping (TO SEATTLE SAMSON TUG)	1.00 Ea	239.25 Ea	0.00	\$239.25

Each 4' x 30' dock kit would need the following lumber:

- (1) 4"x 6"- 8' (when cut it will make two 4' dock ends)
  - (3) 4"x 6"- 20' (one of these would be cut in half to make the two 10' splices that would be bolted to the 20' boards to make it 30')
  - (3) 2"x 6"- 20' (one of these would be cut in half to make the two 10' splices that would be bolted to the 20' boards to make it 30')
  - (1) 2"x 6"- 12' (this board would be cut into three 4' crossmembers that would be bolted under the frame in three places)
- IF 20' BOARDS ARE NOT AVAILABLE YOU CAN SPLICE 16' BOARDS TO MAKE 32' AND THEN CUT 2' OFF TO MAKE IT 30'.

(1) 4x4 pallets 80" tall

**Sub-total** \$1,697.72**Sales tax****Total** \$1,697.72



attn. Sam Yockey

I would like to ask City  
permission to remove rock  
adjacent to right of way onto  
the R.O.W. for Coffman loop subdivision.

The old Coffman Cove Road runs  
parallel to the R.O.W., by transferring  
the Rock to R.O.W. it would eliminate  
parking on City owned land  
adjacent to R.O.W.

A stylized handwritten signature consisting of several overlapping, sweeping strokes that form a cursive-like shape.