

**City of Coffman Cove  
Regular City Council Meeting  
Thursday, January 19<sup>th</sup>, 2023, 6:30 PM @ City Hall  
Zoom Log-In Information:**

https://us06web.zoom.us/j/5748521201?pwd=LzQ2YXdzaWM5VWNlZHNLL2tQeU56UT09  
**Meeting ID:** 574 852 1201      **Passcode:** 041318      **Dial in #:** (253) 215-8782

**Call to Order:** Mayor Ashe brings the meeting to order.

**Roll Call:** Kate Holtman, present. Terry Coleman, excused. Mikael Ashe, present. Dawn Rosenlund, present. Yvonne Drozdowicz-Somfleth, present. Perry Olson, present. Jack Mulcare, present.

**Pledge of Allegiance:** Everybody in the meeting stands to recite the Pledge of Allegiance.

**Public Comment:** Mayor Ashe asks if there are any public comments. Ruth Lux speaks first. She still wishes to get paid for the use of her property. She requests justification from each City Council Member on why they believe she should not be paid. Ruth believes there is a city ordinance or policy that states, if she parked on city property, the city could charge Ruth \$500. Jacki Sunde is curious when the new parking signs are going to be put up, and if there will be an adjusted rate. The issue being Premium Parking at the harbor is the same amount of money, if not less, than Long-Term Parking.

**Approval of Agenda:** Kate Holtman makes a motion to approve the agenda with the additions of Ruth and Jackie in Public Comment. Jack Mulcare second the motion. Mayor Ashe asks if there is any discussion. Roll call vote. Kate Holtman, yes. Mikael Ashe, yes. Dawn Rosenlund, yes. Yvonne Drozdowicz-Somfleth, yes. Perry Olson, yes. Jack Mulcare, yes. **ALL IN FAVOR, MOTION PASSES.**

**Persons to be Heard:** No persons to be heard.

**Consent Agenda:** Kate Holtman makes a motion to approve the Consent Agenda. Yvonne Drozdowicz-Somfleth seconds the motion. Mayor Ashe asks if there is any discussion? No discussion, roll call vote. Kate Holtman, yes. Mikael Ashe, yes. Dawn Rosenlund, yes. Yvonne Drozdowicz-Somfleth, yes. Perry Olson, yes. Jack Mulcare, yes. **ALL IN FAVOR, MOTION PASSES.**

1.	<del>Mayor Report</del>	6. Water/Sewer Report	11. Loggers Lane/Luck Lake Paving Report
2.	Minutes	<del>7. Fire Dept. Report</del>	<del>12. Harbor Report</del>
3.	Financial Report	<del>8. EMS Report</del>	<del>13. IT Report</del>
4.	Post Office Report (Quarterly)	9. Library Report	
5.	Parks/Rec/Maintenance	<del>10. IFA Report</del>	

**Correspondence/Information:** DEC Letters. Dawn Rosenlund was curious if this is replacing Village Safe Water. Yvonne Drozdowicz-Somfleth wants to know if there is anyone who wants to spend their time doing the questionnaire. Perry Olson lets the council know that this is a low interest, long-term loan and he would have zero interest in applying for this for the city. Dawn Rosenlund agrees. Yvonne Drozdowicz-Somfleth agrees as well.

**Verbal Library Report:** Dawn Rosenlund, Coffman Cove Librarian, hands out a piece of paper with the goals of the library this upcoming year. One major project being painting the entire library. Perry Olson says there is a library sign in the shop. They are going to put library signs down at the harbor and on the lower street directing people the right direction. They are going to build a free book exchange down at the harbor as well. Arnie Bossard will come take look at the library gutters when he arrives back in Coffman Cove.

**Resolutions & Ordinances:** No resolutions and ordinances.

**New Business:**

1. **Management of Utility Department:** No discussion is made.
2. **Post Office Cameras:** Mayor Ashe is curious if there are any un-used cameras from the harbor? Terra Green speaks of a camera she needs to get back from Josh Holtman. Mayor Ashe tells Terra Green he will come into the office Monday and they can look for cameras on Amazon together. Mayor Ashe says we need a camera at the front door and in the sorting and mailbox area. Kate Holtman believes it would be best to have one camera in front, one in back, and one inside.

There's some discussion about what type of cameras we should get, the benefits and cons of having something that hooks up to its own monitor, or something that runs off of the cloud. Mayor Ashe questions if there's internet at the Post Office. Terra Green states the Ketchikan Post Office is the one paying for the internet. Jack Mulcare wonders if we have to ask the Ketchikan Post Office if we can use that internet for the camera. Perry Olson explains that AT&T is dropping a fiber optics at the Post Office which is fairly inexpensive and something we can use. Perry Olson also explains that the post office building is owned by the City of Coffman Cove and the only things we don't own are basically the boxes.

3. **Road Maintenance Chum Creek:** Dawn Rosenlund requests some gravel be used on Chum Creek Road because the road is dangerously rutted. Perry Olson speaks that Loggers Lane potholes are getting really bad. Terra Green spoke with Russ Holbrook about grating the road. Perry Olson is in favor of putting a pile of rock on Chum Creek Road and other roads that need it. Jack Mulcare requests we make a list of priority roads that need rock because there are a lot of roads that need attention. Once the city gravel / rock is gone, it is gone. Mayor Ashe asks this be put on the workshop for further discussion. Kate Holtman points out that Chum Creek Rd. is so steep that putting gravel on the road isn't going to help. Danny Sunda states that putting gravel on the steep part of the road will be a waste of time because the rain will wash it off anyway. He recommends putting some gravel on the other side by the houses.
4. **RFP for Water Treatment Plant Repairs:** Jack Mulcare spoke with Aaron from Village Safe Water in December. He answered a number of questions that were submitted to him. One question was about the media. The media will be replaced in the tank. Aaron wasn't aware if they are going to clean the tank and he is supposed to figure that out and get back the Jack with an answer. If we want to address that intake we will need to apply for planning. We can apply in February and Aaron will help on the application process. Another question Jack Mulcare plans on asking Aaron is when he plans on putting this project out to bid. Somebody submitted a big report to the Island Post saying our water was out of compliance. In Stephan's water report he said the information given to the Island Post was in-fact wrong. Council is in agreement that Island Post needs to be contacted and the information needs to be corrected publicly.

#### **Unfinished Business:**

1. **Lux Property Repair:** Ruth Lux explained to Dawn Rosenlund that she sent pictures of the equipment on her property to Mayor Ashe. She also phoned City Hall and talked Terra about getting the machinery off her property. Next, Terra Green talked to Jack Mulcare who then talked to Jeanette Brucker about getting the equipment off Ruth's property. The roller parked on her property compressed her dirt pile she had been working on for years. There's a statement made about possibly replacing the dirt. People from the community have also offered getting Ruth some quality dirt from town to help solve the situation. Danny Sunde reminds everyone the dirt is still there, it's just compacted. Danny Sunde says he will walk his excavator over with the permission of Ruth Lux and fluff up the dirt back into a pile like it was previously. Perry Olson wants some clarification where Ruth got the information about the \$500 fine. Dawn Rosenlund believes it is in the Parking Ordinance. The only place Perry Olson found a \$500 fine is in the General Penalty Section in Title I. This allows up to a \$500 fine in violations of our ordinances. Ruth Lux believes this is stated in the Right of Way under the Parking Policy. Mayor Ashe wants to know exactly how many bales it would take to replace the pile. Ruth Lux says she has never asked the city to repair the damage. Her concern is the city using her property without her permission. Mayor Ashe reminds Ruth the city already voted against paying her parking bill. Now we are trying to at least fix the damage. Mayor Ashe asks if we bought four or five bags of soil would that fix this part of the problem. Ruth Lux replies "yes" but this isn't her main concern. She would also have to see how much is there when it gets here. Therefore, she cannot give a concrete answer. The Mayor is going to go forward with buying the bags of soil. Yvonne Drozdowicz-Somfleth is curious how this is going to solve the parking issue. Mayor reminds her that after the soil arrives and is distributed to Ruth, this will be taken off of Unfinished Business unless two council members want to vote it back. Perry Olson speaks up again about the \$500

fine. He spent time looking at the Parking Policy and Ordinance and nowhere did it state the city will charge a \$500 (per day) fine.

2. Backhoe Repair: The complete rear end is on order. It's already here and we are waiting for Joe to come out from CMI and do the repairs. Mayor Ashe is hoping our matience guys can be there as a helping hand for Joe when he installs the rear end.
3. Loggers Lane Paving Updates: Terra Green got an email from Willy at Southeast Road Builders. They would like a formal letter stating the road project has been completed. Terra Green told Willy she would not do that because it is not completed. After a discussion it was clarified that they don't want a sign off that the project has been completed. What they want is a letter stating all the things on the checklist they sent us are up to the city's satisfaction. Jack Mulcare is curious if it is R&M's responsibility to sign off on that checklist. Mayor Ashe says we can write a letter saying everything has been finished EXCEPT for the resurfacing of the roads. Jack Mulcare agrees with Mayor Ashe but says his main concern is signing off and relieving them of any liability. R&M needs to be contacted before writing a letter to Southeast Island Road Builders.
4. Post Office: Incoming/Outgoing Mail Issues: Teresa Vanaken has been gone for the last month. Kate Holtman thinks everything is going well with the new employee.
5. ARPA Fund Allocations: We have roughly about \$21,000. There was an EMS invoice added in the council packet. This is a refurbished zole monitor that cost about \$7500 that was something the Island Wide EMS Collation brought to Coffman Cove. Can we reallocate some of the ARPA funds to pay this invoice. The Zole monitors blood pressure, EKG, along with other important vitals and is an amazing piece of equipment. Kate Holtman makes a motion to reallocate funds from ARPA to pay the Ems invoice. Dawn Rosenlund seconds the motion. Kate Holtman, yes. Mikael Ashe, yes. Dawn Rosenlund, yes. Yvonne Drozdowicz-Somfleth, yes. Perry Olson, yes. Jack Mulcare, yes. **ALL IN FAVOR, MOTION PASSES.**
6. Harbor Finger Floats Update: No updates.
7. Long Term Parking: At the workshop this was discussed. We talked about getting some logs to use along side the parking. We were looking at find some metal to make a gate for the access area. We talked about Mike coming to Coffman to move some cars and possibly taking a few home with him if he wants them. Dawn Rosenlund want to know if the building owners have been contacted. Mayor Ashe says the office staff sent out the annual letters/ applications and we have already received responses and a payment. Some people consolidated their spaces. We are still on the search for all the city land and possibly using that for someone who want to start a business.
8. Approval of Subdivision Rd.: Jacki Sunde speaks. A subdivision road was created without an access to it. According to our ordinance, there needed to be a 30ft road or easement. When the surveyer was approached he was never asked to put a road in, he was only asked to put in an easement. He put center pins in. The road that needs to be put in will have to take some property from each owner to make it in compliance. There will need to be an easement agreement that everyone needs to sign. After that it need to be decided who will pay for the survey. Finally the road can go in. Terra Green has an email with a link about this and where we can submit the information. Chris Pipurn is going to be working up and easement exhibit that reflects the total 30ft in width. Once that's worked up we can have all parties sign it and send it in. Mayor Ashe explains he wouldn't be against have a Special Council Meeting to get this finished up if it is needed. Mayor Ashe thanks Jacki Sunde for her hard work. Terra Green speaks about Sea Otter connecting to the main highway. The platting board wants to continue with the original plans and maps. Eventually, if someone does want to build that road, they will still have to come to the council for permission along with presenting them all the information about the project like where they are putting culverts, etc. She asks if everyone on the council is in agreeance. After some discussion about why there are maps that don't have the same information, it is decided the council is in agreeance.

9. Special Land Use Permits: This is not open for discussion; it is open for approval. All Mayor Ashe has to say about Special Land Use Permits is that we are working on consolidating spaces and cleaning that area up, so we can also make room for more people.

**Public/Council Comment:**

Soiyor Fitzpatrick and Terra Green have a question concerning time card machines for the city employees. The ladies in the office found some time card machines that range from around \$60-\$200. It would be good for accountability and for the departments to be up to date with the office staff as sometimes they are really hard to get ahold of. We are going to bring this to the workshop. Jack Mulcare speaks of clocking in and out through something on employee's cell phones. Terra Green brings up the fact if there isn't cell phone service or they don't have internet access, this won't work. Jack responds this could work if they used the city internet. Dawn Rosenlund speaks of Ron Risher and his efforts to hire a new garbage truck driver. One day this is going to have to happen because of his eye issues. Is there a city worker we can get licensed to drive the garbage truck driver. It is possible we don't offer the service and people have to haul their own trash. There are people in town right now going through the extensive class to get the CDL but it is unknown if they would be willing to drive the garbage truck.

**Executive Session – Legal, Platting Pin Placement, EMS Transportation** Dawn Rosenlund makes a motion to go into executive session and invite Terra Green to join the session. Yvonne seconds that motion. The motion is withdrawn. Perry Olson wants Terra Green along with Soiyor Fitzpatrick to be invited into the executive session. Dawn Rosenlund makes a motion to move into executive session and invite Terra Green and Soiyor Fitzpatrick. Yvonne Drozdowicz-Somfleth seconds the motion. Roll call vote. Kate Holtman, yes. Mikael Ashe, yes. Dawn Rosenlund, yes. Yvonne Drozdowicz-Somfleth, yes. Perry Olson, yes. Jack Mulcare, yes.

**ALL IN FAVOR, MOTION PASSES.**

**Adjourn:**

Kate Holtman makes a motion to adjourn the meeting. Jack Mulcare seconds the motion.

**ALL IN FAVOR, NON-OPPOSED. MEETING ADJOURNED.**

Passed and Approved this 16<sup>th</sup> Day of February 2023

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Mayor, Mikael Ashe

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Deputy Clerk, Soiyor Fitzpatrick