

City of Coffman Cove
Regular City Council Meeting
Thursday, May 16th, 2019
6:30 PM at City Hall

Call to Order: Mayor Olson calls meeting to order at 6:30pm

Roll Call: Mike Underwood, present, Joel Buchanan, absent, excused, Randy Wright Jr., present, Yvonne Drozdowicz-Somfleth, present, Brian Wilson, absent, excused, Perry Olson, present, Bridget Wright, present.

Pledge of Allegiance: Yes

Public Comment: None

Approval of Agenda: Mayor Olson makes a motion to approve agenda with one addition. Addition of the AMLJIA Memorandum/Contribution, Bridget Wright 2nd. **All in favor, none opposed, motion passes.**

Persons to be Heard: None

Consent Agenda: Mayor Olson makes motion to approve the consent agenda, Mike Underwood 2nd. Yvonne went to the SLICE (Small Library in Continuing Education) Training. Learned a lot, made new contacts, there is a Grant Writing opportunity to help our Librarian learn to write a grant. Librarian along with some volunteers need to find another community to partner with and come up with an idea to enhance the community, this Grant will be due around the end of July. **All in favor, none opposed, motion passes.**

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

Correspondence/Issues: Steve Beilgard Water/Sewer Letter: no comments from public or council

Resolutions & Ordinances:

Non-Code Ordinance 19 03 FY20 Budget: First Reading- Mayor Olson makes motion to approve first reading, one change that needs to be made is the addition of \$2000 for tires under 6310 Equipment and Material Purchases, Streets & Roads. This change would go from \$1000 to \$3000. Mike Underwood 2nd, no discussion, and no other changes. **Mike Underwood, yes, Randy Wright Jr., yes, Yvonne**

Drozdowicz-Somfleth, yes, Perry Olson, yes, Bridget Wright, yes. All in favor, none opposed, motion passes.

Unfinished Business:

1. ROW Firewood Permit Policy: Bridget would like to see the city staff write up a Policy for editing during next meeting, this is in regards to all the wood laying down on the road edge. Council discussion-would like to see the wood used by community members for firewood, a permit could be issued by the City for \$25 a year January to January. Mayor Olson makes a motion that the City ROW Policy read that any resident can come into the City and purchase an Annual Firewood Permit that runs from January 1 to December 31, to collect for their own personal use only, the wood must already be cut or windblown, but it must be down and dead. Council would also like to have an employee of the city such as Bill Fitzpatrick escort people to areas where wood is available. This motion was to lay out ideas for the next meeting, if council comes up with any other ideas they can be emailed to City Office staff and Mayor to be CC, no decisions will be made, emailing will be for ideas only and decision can be made at next council meeting, Mike Underwood 2nd.

Randy Wright Jr., Yvonne Drozdowicz-Somfleth, yes, Perry Olson, yes, Bridget Wright, yes, Mike Underwood, yes. All in favor, none opposed, motion passes.

2. Special Land Use Permits – Mayor Olson makes motion to approve Special Land Use Permit received from Cove Excavation. Mike Underwood 2nd. Discussion: Council wanted to know if letters had been sent to all Special Land Use Permit holders, yes letters were sent. Also wanted to know if this would tie into the land use plan, Mayor has no intentions in changing special land use areas. Mayor would like to make another motion to charge other Special Land Use Permit holders the same amount as last year. Call to question on first motion, **Yvonne Drozdowicz-Somfleth, yes, Perry Olson, yes, Bridget Wright, yes, Mike Underwood, yes, Randy Wright Jr., yes. All in favor, none opposed, motion passes.**

Second motion to direct Office Staff to bill all other Special Land Use Permit holders the same amount as last year, Mike Underwood 2nd. **Perry Olson, yes, Bridget Wright, yes, Mike Underwood, yes, Randy Wright Jr., yes, Yvonne Drozdowicz-Somfleth, yes. All in favor, none opposed, motion passes.**

3. North End Ferry Authority – October Ballot: Tabled from last meeting as requested from Brian Wilson, no updates available. Mayor Olson makes motion to put dissolving NEFA on the October Ballot for the community to decide. Randy Wright Jr. 2nd. Discussion: There was a question about possibly waiting until Brian was able to attend meeting, council did not want to do that as it takes time to add it to the ballot. **Bridget Wright, yes, Mike Underwood, yes, Randy Wright Jr., yes, Yvonne Drozdowicz-Somfleth, yes. All in favor, none opposed, motion passes.**

New Business:

1. Welcome to Coffman Cove Banner: Heather Hedges gives explanation of where the banners came from, one of the banners still remains. The Festival would like to hang the Welcome to Coffman Cove banner for the season. Our new ordinance was read, the banner would only be allowed to be hung for 2 weeks. It was decided that the banner would be hung on the available bracket for a 2-week period starting on August 1st and taken down on August 14th. Yvonne Drozdowicz-Somfleth makes motion to have banner hung from August 1st to August 14th 2019, Mike Underwood 2nd. **Mike Underwood, yes, Randy Wright Jr., yes, Yvonne Drozdowicz-Somfleth, yes, Perry Olson, yes, Bridget Wright, yes. All in favor, none opposed, motion passes.**
2. Water and Sewer Billing & Payment Issues: One issue is Chum Creek Sub. which does not have a water main or sewer running through it, the one lot in Chum Creek council needs to make a decision on is Lot 1 as it is across the street from a water main. Mayor Olson makes motion to direct Office Staff to start charging Chum Creek Lot 1 a stub out fee of \$40, Yvonne Drozdowicz-Somfleth 2nd. **Randy Wright Jr., yes, Yvonne Drozdowicz-Somfleth, yes, Perry Olson, yes, Bridget Wright, yes, Mike Underwood, yes. All in favor, none opposed, motion passes.** All lots that have access to water and sewer in Oceanview RV Park are being billed.
3. RFP for Sign Survey: On April 1st letters were sent out to sign owners requesting that if their sign was in the City ROW it be removed, with this letter was the new Ordinance. Mayor Olson would like to have an official survey stating that the remaining signs that have not been moved are in the ROW. Then we can take steps after that, Mayor Olson makes a motion for council to direct the City Staff to post an RFP for surveying of all Commercial/Advertising Signage to determine if they are in City ROW, Yvonne Drozdowicz-Somfleth 2nd. **Yvonne Drozdowicz-Somfleth, yes, Perry Olson, yes, Bridget Wright, yes, Mike Underwood, yes, Randy Wright Jr., yes. All in favor, none opposed, motion passes.**
4. Transient Harbor Position: All other duties have been moved to other departments; the final change is to move Transient Collection off of Perry Olson to someone else. Mayor Olson would like to do this on a commission of 50% of the income NOT including electricity. Mayor Olson makes a motion that the council put out a job announcement for a City Job based on 50% commission of all Transient Moorage brought in by employee, to exclude electrical fees, this would be a year-round position, Mike Underwood 2nd. Water is not charged down there, according to last year's numbers the City only brought in \$200+ last year for electric. **Perry Olson, yes, Bridget Wright, yes, Mike Underwood, yes, Randy Wright Jr., yes, Yvonne Drozdowicz-Somfleth, yes. All in favor, none opposed, motion passes.**
5. Warner Waterline Extension: This is not for the extension of a water main; Mike wants to put in a water line and stop using his currently metered 800' hose. He

would take responsibility for all costs of putting in the line, maintenance, and any other possible overages that could occur. He is already paying for the service, has the proper DEC draining permits for areas that needed them. Also have the pumps, tanks, UV lights, filters. He is looking to make it more convenient for running his business as it seems we have had more and more of a drought, would also like to get rid of the hose. The line would be 1" black plastic pipe, buried the proper depth under the ground along the side of the road. Mayor Olson makes a motion to allow Mike Warner to install a 1" line from the Frost Free (Corner of Minke Lp.) to his property, line will be buried in the City ROW, with the understanding that he will incur all costs associated with the installation, and maintenance on the line, Yvonne Drozdowicz-Somfleth 2nd. **Bridget Wright, yes, Mike Underwood, yes, Randy Wright Jr., yes, Yvonne Drozdowicz-Somfleth, yes, Perry Olson, yes. All in favor, none opposed, motion passes.**

6. AMLJIA Contribution Letter and Memorandum FY2020: Mayor Olson makes motion for the council to direct Mayor to sign the Memorandum agreement, Mike Underwood 2nd. This covers insurance on everything, there have been 2 trucks taken off to bring down the total, there was a question about harbor/docks being on there. Office Staff will look into it, and let council know what information we get. **Mike Underwood, yes, Randy Wright Jr., yes, Yvonne Drozdowicz-Somfleth, yes, Perry Olson, yes, Bridget Wright, yes. All in favor, none opposed, motion passes.**

Public/Council Comment: Mr. Beilgard wanted to make sure he was understanding the City Sign (Banner Item 1 under New Business) he wanted to know if the city was allowed to put a city sign up for as long as the city wants, and where ever the city wants. It was suggested to read the city Ordinance.

The letter for water and sewer was addressed again, and a copy of the letter, the response from Mayor Olson is attached, and a copy of the Major Platting rules.

Mayor Olson requested the extra documentation, letters from Mr. Beilgard to be able to look into his complaint/concern further.

Mike Warner would like to know what would happen if someone were to be hurt at the dock/harbor, Jackie Sunde was under the impression that there is no coverage and that is why signs "use at your own risk" were put up. Council believes there is coverage, but still would like office staff to verify.

Adjourn: Mayor Olson make motion to adjourn, Yvonne Drozdowicz-Somfleth 2nd. **All in favor, none opposed, motion passes.**

Passed and approved this _____ day of _____, 2019.

Perry Olson, Mayor

Terra Green, Clerk