

City of Coffman Cove
Regular City Council Meeting
Thursday, March 21st, 2019
6:30 PM at City Hall

PUBLIC HEARING at 6:15 PM: Ordinance 19 02: Signage & Advertising Policy

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

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

Pledge of Allegiance: Yes

Public Comment: No Public Comment

Approval of Agenda: Mayor Olson makes motion to approve agenda, Bridget Wright 2nd
All in favor, none opposed, motion passes

Persons to be Heard: Stas Moszynski: USFS Recreation Planning – Luck Lake, not present

Consent Agenda: Mayor Olson makes motion to approve agenda with oral Mayor Report, Randy Wright 2nd, **All in favor, none opposed, motion passes**

Mayor Report: Mayor has an idea for land use problems, on a printed map there will be designated areas for storage, boat parking, etc. When this agreed upon Council/Mayor can pass it as a plan, mayor would like to start renting out permit parking where the stage used to be, with Council approval.

In regards to the Post Office, directions were given and mail should not be sent back unless there is no chance of delivery. There was a question about people collecting other peoples mail, if the mail is not picked up within 2 weeks it has to be sent back, deliveries are monitored by Ketchikan PO and they do call to see why a package has not been delivered after 2 weeks. There are set Post Office rules that must be followed and sending back an undelivered package after 2 weeks is required. A comment was made about package overflow, Council believes some direction should be given on this.

Free mail box, all patrons that have a physical address is allowed one free mail box, the patron has to be here physically with identification, and proof of physical address. This process cannot be done any other way.

City Ambulance, there is a problem with the Ambulance; Bill was in contact with Danny Sunde. The hubs need to be replaced and the City would like for Danny to do the work so it does not have to be sent out.

New Alliance Church water meter froze again this year, it will be fixed this summer.

State Officer will be taking care of the driveway built illegally out the road in Coffman Loop Phase 1, it is a State ROW and is currently a state issue only. The state will also be taking down any signage that is in the State ROW.

On Etolin View wetlands, we received a bill from Jeanette Brucker that was almost \$1400.00, and is being paid.

There has been no interest shown for Transient Harbor attendant, public comment was made that there might be someone interested.

End of Mayor Report.

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

Correspondence/Issues:

1. Beilgard Sign Encroachment Violation: all correspondence will go on public record.

Resolutions & Ordinances:

1. Ordinance 19 02 (2nd Reading): Signage & Advertising Policy: Mayor Olson makes motion that second reading is accepted, Bridget Wright 2nd. See attached Ordinance **Randy Wright, yes, Yvonne Drozdowicz-Somfleth, yes, Perry Olson, yes, Bridget Wright, yes, motion passes to accept Ordinance 19 02.**
2. Resolution 19 01: Prince of Wales Community Advisory Council (POWCAC) Transportation Priority: For 2019, Mayor Olson makes motion to approve Resolution 19 01, Randy Wright 2nd. See Attached Resolution 19 01 **Yvonne Drozdowicz-Somfleth, yes, Perry Olson, yes, Bridget Wright, no, Randy Wright, yes, motion fails.**
3. Resolution 19 05: Certified Financial Statement for Community Assistance Program (CAP) Application Mayor Olson makes motion to approve Resolution 19 05 See attached, Bridget Wright 2nd. **Perry Olson, yes, Bridget Wright, yes, Randy Wright, yes, Yvonne Drozdowicz-Somfleth, yes, motion passes.**

Unfinished Business: None.

New Business:

1. Right of Way Firewood Permit Policy: Mayor Olson was unable to work on this, motion is made to table until next meeting, Randy Wright 2nd. **All in favor, none opposed, motion passes.**
2. Sea Otter Drive Army Corps Permit: See Attached Email, discussion on whether the City or the Lot Owner should pay for the process of permitting, most of council feels it is the City ROW so the city should be responsible.
Public comment, with the city having more control over the roads when they do become improved there would be a certain standard for which they are built, rather than a property/home owner building and the road not being up to standard for maintenance.
Council, the city will always be in control over all city roads, and maintenance, community members will be required to come to the city for approval of developing roads.
Mayor Olson makes motion to Authorize Jeanette Brucker to determine if it will need a permit. (only the 100' section) Bridget Wright 2nd. **Bridget Wright, yes, Randy Wright, yes, Yvonne Drozdowicz-Somfleth, yes, Perry Olson, yes, motion passes.**
3. Special Land Use Permits: not permits, there are differential rates for these permits; permit pricing needs to be standardized. The square footage is different between Wetton and Page. For the next meeting, council needs to start thinking of the rate. A break was given on Page's permit for work provided on city clean-up. Council would like to have the land use area map finished to be able to determine what areas should be used for storage. Miracle Bay also has a land use permit that has been expired for some time. Council would like to see what the cost per square foot is on a 75' X 100' lot and charge that amount. Add to next agenda.
4. Harbor View Hall Rental Policy: question as to whether the City Office would move to Terminal, Mayor has not looked into it yet; council members not in favor of renting Harbor View Hall, Perry Olson, and Bridget Wright.
Mayor is waiting until the October Ballot to add plan for NEFA. The Ballot will be to keep or abolish NEFA, depending on what happens with NEFA state will be or not be contacted about moving City Office down to Terminal. The council will have to vote to put it on the ballot. Ferry Terminal must stay available for use at any time, it does not say it can't have a dual purpose. There are two windows there – one can be used for Ferry Operation, and the other for City Office use.
Other members of the council are in favor of using it. There was a question about the \$150.00 Event Insurance – council would like for Office Staff to check on this for the next meeting. Mayor Olson makes motion to table this until question about insurance can be answered, Yvonne Drozdowicz-Somfleth 2nd. **All in favor, none opposed, motion passes.**
5. Harbor Slip Assignments: Mayor Olson will work on this next week.

6. State of Alaska MOA – Coffman Cove Ferry Terminal Dock Agreement with Alaska Marine Highway System: This is an extension of what has already been done, Memorandum of Agreement Amendment Three, see attached. Mayor makes motion to approve, Bridget Wright 2nd. Discussion: The state has treated the City well, they have done all the maintenance, inspections, electrical and at no cost to the City. Council would like to see us continue having a good rapport with the state. The city is responsible for any fence or gate repair. **Randy Wright, yes, Yvonne Drozdowicz-Somfleth, yes, Perry Olson, yes, Bridget Wright, yes, none opposed, motion passes.**

7. City Right of Way Signage Survey: Council would like to have all signs surveyed to see if they are encroaching on City ROW. If we find that there are signs in the City ROW first step is to write a letter for it to be moved, if there is no response or action taken, the second step would be for an attorney to write a legal letter, after that legal advice would be followed. Council would like to see Dave Matelski do the surveying; community member voiced that she would like to help with that if needed. Council commented that they have worked with him in the past and he is meticulous. Mayor makes motion for council to direct the Mayor to have a survey done on all signs, if the cost is reasonable, Bridget Wright 2nd. Discussion: Council would like to see a letter sent to all sign owners, that the Ordinance did pass and please move sign if you think it is on City ROW, the process needs to be the SAME for everyone. **Yvonne Drozdowicz-Somfleth, yes, Perry Olson, yes, Bridget Wright, yes, Randy Wright, yes, motion passes.**

Public/Council Comment: Council (Yvonne) comment: there was a library meeting, feeling that it went well, some issues were cleared up, and hoping for a fresh start. Working on getting PLA Grant finished and getting the volunteer base. Internet being available at the Library again was discussed only for library hours and hard wired at a minimum of one computer, Yvonne will continue to do research on making this possible.

Executive Session: Legal Matters

Adjourn: Mayor Olson make a motion to adjourn, Randy Wright 2nd. **All in favor, none opposed, motion passes.**

Passed and approved this _____ day of _____, 2019.

Perry Olson, Mayor

Terra Green, Clerk