

City of Coffman Cove  
Regular City Council Meeting  
Thursday, July 19<sup>th</sup> 2018  
Regular Meeting **6:30 PM** at City Hall

**Call to Order**

**Roll Call**

**Pledge of Allegiance**

**Public Comment**

**Approval of Agenda**

**Persons to be Heard:**

1. Bill Yockey – Annual Moorage
2. Deedee Jeffreys – Library Report

**Consent Agenda:**

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:** None.

**Resolutions & Ordinances:** None.

**Unfinished Business:**

1. NEFA BOD Seats Opening

**New Business:**

1. Federal Lands Access Program (FLAP) Match Agreement
2. Harbormaster Position
3. Deputy Clerk/Treasurer Position

**Public/Council Comment**

**Executive Session/Legal Matters**

**Adjourn**

**Subject:** Re: Moorage Agreement

**Date:** Wednesday, June 27, 2018 at 4:34:25 PM Alaska Daylight Time

**From:** Sara

**To:** PJ Olson

**CC:** Gina Cavaretta, Brian Wilson, Randy Wright Jr, Dick Stewart, Joel Buchanan, Bridget Wright, Mike Underwood

Good Afternoon,

My apologies for not getting back to you earlier, I got busy & the day got away from me.

We will take the skiff ramp & appeal to the Council at your next regular meeting. Please add Bill to the agenda under persons to be heard & let me know the date & time for him to be there.

Thank You,  
Sara K Yockey

Sent from my iPhone

On Jun 26, 2018, at 4:51 PM, PJ Olson <[coffmanseatf@gmail.com](mailto:coffmanseatf@gmail.com)> wrote:

Hi Sara,

I don't know if the City has a history of prorating annual moorage charges. It might be something for the council to consider but, as Gina noted, I don't believe it's been done that way in the past. I do know that when I first got a slip for my boat it was mid-summer and I paid for a full year.

As far as billing schedules I believe the City has billed for moorage in October for quite some time. We don't have different billing cycles or terms of use for different people.

If you decide to decline annual moorage then, unless the council objects, I'd be willing to not charge for the time you've had your skiff down at the dock due to the misunderstanding.

Thanks for being so understanding about all this and just let Gina know what you decide.

PJ Olson.  
Mayor, Coffman Cove.

On Jun 26, 2018, at 4:20 PM, Sara <[sarayockey@hotmail.com](mailto:sarayockey@hotmail.com)> wrote:

Good Afternoon,

You are absolutely correct in saying you did not answer my question. So you are stating I have to pay for a full years moorage for only utilizing the skiff ramp for technically 5 months and 2 weeks or will I be on a different schedule of June to June than your typical October to October schedule? And if I disagree with this your Mayor's solution is for me to take time from my

schedule to contest to the City Council? I just want to clarify. I also shouldn't have to take time from my schedule to come debate with your Council for charging community members for services we have not utilized, this is kind of ridiculous. With that said you kinda have us by the short hairs either way you slice the pie since we've been down there for roughly 10 days I assume you would charge us transient moorage which would equal close to the same amount as just paying for the annual moorage...? Am I correct on that too? I will speak with my husband and see what he wants to do and get back to you tomorrow.

Thank You,  
Sara K Yockey

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**From:** Gina Cavaretta <[clerk2@ccalaska.com](mailto:clerk2@ccalaska.com)>  
**Sent:** Tuesday, June 26, 2018 2:26 PM  
**To:** Sara  
**Subject:** Re: Moorage Agreement

Hi Sara,  
Sorry for the delay in getting back to you. From my recollection, we have not pro-rated any moorage payments in the past so to keep things cohesive, I would prefer that we not pro-rate your payment. That being said, I don't want to charge you the annual moorage fee if you will only be utilizing the slip for half of 2018 and transient fees for 6 months would actually be more expensive for your skiff. Being that you would fill out the annual moorage agreement, we would have to charge the applicable annual moorage fee, since the application is designed for an entire year of Harbor use. I talked to Perry about this and he recommends appealing to Council at our next Regular Meeting. I know this doesn't answer your question at the moment but I'm hoping this offers some clarification and we can find a solution so you are not responsible for the months you have not utilized a slip. If you'd like to email Perry, he is at [coffmanseatf@gmail.com](mailto:coffmanseatf@gmail.com).  
Thanks

**Gina Cavaretta**  
City of Coffman Cove  
PO Box 18047  
Coffman Cove, AK 99918  
(907) 329-2233  
(907) 329-2212 Fax

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**From:** Sara <[sarayockey@hotmail.com](mailto:sarayockey@hotmail.com)>  
**Date:** Monday, June 25, 2018 at 12:07 PM  
**To:** Misty Fitzpatrick <[clerk2@ccalaska.com](mailto:clerk2@ccalaska.com)>, "[mayor@ccalaska.com](mailto:mayor@ccalaska.com)" <[mayor@ccalaska.com](mailto:mayor@ccalaska.com)>  
**Subject:** Re: Moorage Agreement

Good Afternoon Gina,

I just have a quick question, since it is June is the 270\$ for June to June or will you be pro-rating for the 7 months we did not have a slip? I don't want to pay

for annual moorage for a slip we will only have for five months by the time October rolls around, that doesn't seem fair...? Let me know.

Thank You,  
Sara K Yockey

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**From:** Gina Cavaretta <[clerk2@ccalaska.com](mailto:clerk2@ccalaska.com)>  
**Sent:** Monday, June 25, 2018 11:55 AM  
**To:** [sarayockey@hotmail.com](mailto:sarayockey@hotmail.com)  
**Subject:** Moorage Agreement

Good Morning Sara,  
I attached our annual moorage agreement for you to fill out as well as the invoice for your 18' skiff. Please let me know if I can help with anything else!  
Thanks,

**Gina Cavaretta**  
City of Coffman Cove  
PO Box 18047  
Coffman Cove, AK 99918  
(907) 329-2233  
(907) 329-2212 Fax

City of Coffman Cove  
Regular City Council Meeting  
Thursday, June 21<sup>st</sup> 2018  
Regular Meeting **6:30 PM** at City Hall

**Public Hearing: Non Code Ordinance 18 03 FY19 Budget 6:15 PM**

**Call to Order:** Mayor Olson called the meeting to order at 6:30 pm.

**Roll Call:** Mike Underwood: present. Joel Buchanan: present via teleconference. Randy Wright, Jr.: present at 7:30. Dick Stewart: absent, excused. Brian Wilson: absent, excused. Perry Olson: present. Bridget Wright: present.

**Pledge of Allegiance:** Yes

**Public Comment:** Randy Neuberger requested clarification on the monthly Newsletter regarding new Postal regulations on physical addresses.

**Approval of Agenda:** Perry Olson made a motion to approve the agenda with two changes: adding “Arts & Seafood Electricity at the Ferry Terminal,” “Landfill Dump Fees” to Unfinished Business and “Lucky Ducky Money” to New Business. Bridget Wright seconded. All were in favor, none opposed. Motion Passes.

**Persons to be Heard:** None.

**Consent Agenda:** Perry Olson made a motion to approve the Consent Agenda, calling out the Mayor’s Report for a verbal report. Bridget called out the Library report.

Bridget Wright seconded. All were in favor, none opposed. Motion Passes. Bridget requested that more statistics be included in the Library report, such as number of patrons, number of books being checked out, volunteer hours, etc. Mayor’s Report: Perry had a conversation with Laurie, the postmaster in Ketchikan, who oversees our Post Office. Several people have voiced concerns to Perry regarding the physical address delivery requirements. Laurie said mail has to be delivered to an address on the mail; if it’s a physical address and there’s no one to deliver to that physical address, the mail must be returned. Ruth has posted a sign to use the Post Office physical address with a P.O. Box as the apartment number. We have hired two brush cutters, Nate Yockey and Eric Bazzett. At the dock, we have moved two of the 40-foot skiffs – one to the chinook dock and one to the main dock. The 80-foot ramp on the other side of the B Dock is falling apart; Council’s original plan was to get rid of it. After talking to Bill, Perry wants to take it apart to make a smaller dock with it. Perry will try and get CDBG money to install new fingers, making enough room for at least 12 more boats.

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:** None.

**Resolutions & Ordinances:**

1. Non-Code Ordinance 18 03 FY 19 Budget: 2<sup>nd</sup> Reading. **Perry Olson made a motion that we approve Non-Code Ordinance 18 03 for a second reading with the following changes:** striking out under Administration the \$50,917.81 under uncategorized expenses, striking the travel expense of \$240 under EMS, and shifting the \$5,000 in brushing and grading under Streets & Roads to vehicle equipment and maintenance under Streets & Roads. Bridget Wright seconded. Roll Call: Mike Underwood: yes. Joel Buchanan: yes. Perry Olson: yes. Bridget Wright: yes. Motion Passes.

**Unfinished Business:**

1. NEFA BOD Seats Opening – no interested parties.
2. Ken Page Special Land Use Renewal. **Perry Olson made a motion to approve Ken Page's special land use permit with the following changes (main motion):** a standardized January 1<sup>st</sup> – January 1<sup>st</sup> period for all special land use permits to keep better track; and to waive Ken's cost for a year in recognition for the work he has done in the scrap metal cleanup with his own equipment and help. Mike Underwood seconded. Joel questioned whether or not we have the legal means to do this. Bridget suggests billing Ken for last year, pay him for his scrap metal job and zero him out. Roll Call: Perry Olson: yes. Bridget Wright: yes. Mike Underwood: yes. Joel Buchanan: yes. Motion Passes. **Perry Olson made a motion to amend that instead of waiving Ken's fee, we charge him the fee and pay him that amount for his efforts in the scrap metal cleanup.** Bridget Wright seconded. Roll Call: Joel Buchanan: yes. Perry Olson: yes. Bridget Wright: yes. Mike Underwood: yes. Motion Passes.
3. Jeff Wetton Special Land Use Renewal. **Perry Olson made a motion that Council approve the special land use permit for Jeff Wetton.** Bridget Wright seconded. Roll Call: Bridget Wright: yes. Mike Underwood: yes. Joel Buchanan: yes. Perry Olson: yes Motion Passes.
4. Arts & Seafood Festival Electricity at the Ferry Terminal: Council received a proposal from the festival committee requesting the addition of 7-8 electrical outlets in the ticket box inside the fenced area of the ferry terminal. These will be installed by City employee, Joel Buchanan. The festival committee will pay for the installation and all electrical supplies. Joel said they will need to pull new conductors back to the panels inside the shop area but the festival is not ready to pay for that yet. Joel's recommendation to Council is that we only provide receptacle boxes inside the ticket booth and all vendors will supply their own cords. The Arts and Seafood Festival would have to limit vendors to one 20-amp cord per tent so there are no issues. **Perry Olson made a motion to accept the proposal from the Arts & Seafood Festival for the electrical work at the Ferry Terminal as outlined in the proposal with the addition of also installing the necessary infrastructure to provide 208-volt electricity to the Fish and Chicks**

**wagon under Joel Buchanan's recommendations.** Mike Underwood seconded. Roll Call: Mike Underwood: yes. Joel Buchanan: yes. Perry Olson: yes. Bridget Wright: yes. Motion Passes.

5. Landfill Dump Fees. Bridget Wright noted that we have only received one payment for the dump fees. She would like the City to put a new lock on the dump site or refund the customer who is paying, since many are using the dump without paying. Perry is in favor of locking the dump and limiting access to the key. **Perry Olson made a motion to direct the Mayor to put a new lock on the waste dump area and to limit the key to only people who are paying.** Mike Underwood seconded. Roll Call: Joel Buchanan: yes. Perry Olson: yes. Bridget Wright: yes. Mike Underwood: yes. Motion Passes.

#### **New Business:**

1. Chum Creek W/S Utilities – Brandon Denniger. All Chum Creek lots have sold now; Brandon and his neighbors have all shown interest for utilities and four homes in the near future would need them. Brian Wilson noted that for the sewer, a lift station would be required or it would need to be blasted down into the rock. Concerning water, it would need to be pumped up to flow down hill. The City has no money to do this, so a grant would be required for this work. Brandon and his neighbors are willing to donate money for the completion of this project. They are expecting an estimate of \$10,000 for each of their sewer systems. Perry recommends getting ahold of Village Safe Water, letting them know that there are people willing to work and contribute.
2. Trailer Parking at Harbor. (The area where the Festival stage has been cleared and evened out.) Perry would like to turn this area into paid trailer parking for people who do not want to tow their boats back and forth. Brian had concerns for opening this area to parking – it violates a past agreement that this area would never be used in that way. Until we have something in writing, Bridget is not willing to give much validity to an agreement that has yet to be found and is not a current City policy. The second concern Brian voiced is that this may crowd the day-use parking, therefore blocking people in. Bridget is not fond of long-term parking in this area; the majority of people park for short-term. If long term parking is allowed in the area in question, there will not be enough room for people who are already abusing parking privileges by leaving their trailers right next to the boat launch for long periods of time without paying. No action was taken on this agenda item.
3. Clerk/Treasurer Position. Jean Soderberg has left her position as Clerk/Treasurer at City Hall; Perry would like Gina to take over Jean's responsibilities and increase her pay to whatever Jean's pay rate was as Clerk/Treasurer. **Perry Olson made a motion to promote Gina up to the main Clerk/Treasurer position and bump her pay up to whatever Jean was making.** Mike Underwood seconded. Roll Call: Perry Olson: yes. Bridget Wright: yes. Mike Underwood: yes. Joel Buchanan: yes. Motion Passes. Perry would like to advertise for the Deputy Clerk/Treasurer position but cut back the hours. He would like for the applicant to work more than six hours a week but not have both people in the office at all times. Also, Perry

would prefer Gina work more hours if necessary and the Deputy Clerk/Treasurer to have less hours than what Gina was working in the past. Perry would like to keep Heather in her position as a deep back up; she helps in the office with certain things and would be available for emergency purposes. Bridget is in favor of this; she would rather pay someone for entry level, secretarial tasks to answer phones and interact with the public rather than use Gina's time for that. **Perry Olson made a motion under the same item that we advertise for Gina's now vacated position under the conditions that Bridget just stated – entry level, most of the low-skill tasks in the office, to free Gina up for higher skill tasks in the office; allowing her time to flex her schedule so she doesn't have to be here during the time when the door is open with the most interruptions.** Bridget Wright seconded. Roll Call: Bridget Wright: yes. Mike Underwood: yes. Joel Buchanan: yes. Perry Olson: yes. Motion Passes.

4. Disposition of the City Landing Craft. The City has received an inquiry about the City Landing Craft. **Bridget Wright made a motion that we surplus the boat.** Perry Olson seconded. There is currently no offer, just an interest to see if the City was selling it. Being that the landing craft is a high-value item, it will need to be put out to bid. Roll Call: Mike Underwood: yes. Joel Buchanan: yes. Perry Olson: yes. Bridget Wright: yes. Motion Passes.
5. Water Overage – Keith Brady. Keith and his wife are down south but recently called to have their water turned back on. Unknown to them or the City, a toilet was running all month long and caused a significant overage costing almost \$800. Keith does not feel he should pay for the overage and would like for the City to waive his fees so Perry advised him to appeal to Council for this decision. Perry stated that this is not the City's responsibility so he believes Keith should be responsible for this fee since the City's responsibility ends at the property line. Bridget agrees that we have to follow our Ordinance and thus Council cannot waive the fee.
6. Gina as designated contact person – Intuit and QuickBooks. **Perry Olson made a motion that we designate Gina as the contact person with Intuit and QuickBooks.** Bridget Wright seconded. Roll Call: Joel Buchanan: yes. Perry Olson: yes. Bridget Wright: yes. Mike Underwood: yes. Motion Passes.
7. Authorize Apple PC. During the Budget, Perry asked for money for a new PC. His original intention was for this PC to be for the back-up person but his new intention is for the Mayor's office. **Perry Olson made a motion for the Council to authorize the same purchase (\$4,000) made for the Admin iMac computer for the Mayor's office as well; Gina's replacement would then use the Mac Laptop that Gina is currently using.** Bridget Wright seconded. Roll Call: Perry Olson: yes. Bridget Wright: yes. Mike Underwood: yes. Joel Buchanan: yes. Motion Passes.
8. Lucky Ducky Money. Traditionally, this money has gone into Fish Enhancement but the City no longer has a Fish Enhancement program. Roxy Wilson voiced the idea of applying money to the Neck Lake project. Perry's preference is that the money goes back into our community, preferably to Fire and/or EMS. Bridget is in agreement with this. Mike Underwood offered the money be applied to fireworks but the Civic



Club is responsible for this. **Perry Olson made a motion that we designate the Lucky Ducky money 50% Fire and 50% EMS.** Bridget Wright seconded. Roll Call: Bridget Wright: yes. Mike Underwood: yes. Joel Buchanan: yes. Perry Olson: yes. Motion Passes.

**Executive Session / Legal Matters: Perry Olson made a motion that we adjourn from Regular session to Executive Session to discuss legal matters.** All were in favor, none opposed. Motion Passes. **Perry Olson made a motion to adjourn from Executive Session.** Bridget Wright seconded. All were in favor, none opposed. Motion Passes.

**Public/Council Comment:** Roxy Wilson inquired about the BTC trailer. Council decided to surplus the BTC with no value and had an immediate offer to take the BTC off of City hands with no cost to us. We encountered pushback from the community and a Council member so the trailer was then put out to bid. The City received no bids. During this process, the person who originally wanted the trailer found a different trailer and now there is no one to take the trailer. The last communication Perry sent to Council was that unless there was objection, Perry would post it to local sale sites that the trailer was free for anyone wanting to take it away. He has received one positive response to this and no negative responses so this is his plan.

Randy Neuberger made a suggestion to Council that we have Public Comment before Executive Session.

Dawn Rosenlund asked about Library Internet, specifically, how the day-to-day operations (checking in/out of books, research, etc.) of the Library will work now that there is no Internet source. Perry was told that the software does not need to be online in order to be useful. Bridget mentioned that the Follett Software is a stand-alone system for the most part; it can be used as a search tool for books if it was connected to the Internet. Dawn mentioned that the Library would need Internet for looking up book requests for patrons, references, information, etc. Perry said that the Library volunteers could come to City Hall to catalogue books, if they needed to, in case Follett Software needed the Internet.

**Adjourn: Perry Olson made a motion to adjourn.** Bridget Wright seconded. All were in favor, none opposed. Motion Passes.

Passed and approved this 19<sup>th</sup> day of July 2018.

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Perry Olson, Mayor

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Gina Cavaretta, Clerk

9:40 AM  
07/10/18

**City of Coffman Cove**  
**Reconciliation Summary**  
2801 - Wells Fargo Bankcard, Period Ending 06/12/2018

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	Jun 12, 18
Beginning Balance	5,242.48
Cleared Transactions	
Charges and Cash Advances - 16 items	-957.67
Payments and Credits - 2 items	5,271.42
Total Cleared Transactions	4,313.75
Cleared Balance	928.73
Register Balance as of 06/12/2018	928.73
New Transactions	
Payments and Credits - 1 item	928.73
Total New Transactions	928.73
Ending Balance	0.00

WELLS  
FARGO
**RECEIVED**  
 6-20-18

## WELLS FARGO BUSINESS ELITE CARD



Page 1 of 4

## CONSOLIDATED BILLING CONTROL ACCOUNT STATEMENT

Prepared For	CITY OF COFFMAN COVE CITY OF COFFMAN COVE
Account Number	7835
Statement Closing Date	06/12/18
Days in Billing Cycle	34
Next Statement Date	07/13/18

 For 24-Hour 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	\$8,071	Available Cash	\$1,800

## Payment Information

New Balance	\$928.73
Current Payment Due (Minimum Payment)	\$500.00
Current Payment Due Date	07/07/18

 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	\$5,242.48
Credits	\$28.94
Payments	\$5,242.48
Purchases & Other Charges	\$957.67
Cash Advances	\$0.00
Finance Charges	\$0.00
New Balance	\$928.73

**PAID**  
 CK NO. 17546  
 DATE 7-6-18

## 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	10.550%	.02890%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	10.550%	.02890%	\$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
JEAN SODERBERG	6777	6,000	\$928.73
MARK HIGGINS	4799	2,000	\$0.00

Ref# 187CP8400

See reverse side for important information.


 RECEIVED  
 6.20.18


## SUB ACCOUNT MEMO STATEMENT

Prepared For	CITY OF COFFMAN COVE JEAN SODERBERG
Sub Account Number	6777
Statement Closing Date	06/12/18
Next Statement Date	07/13/18

 For 24-Hour Customer Service Call:  
 800-231-5511

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

Monthly Spending Limit*	\$6,000
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\*Available funds are subject to the monthly spending limit and the available credit on the control account.

## Sub Account Summary

Purchases and Other Charges	+	\$957.67
Cash Advances	+	\$0.00
Credits	-	\$28.94
Statement Total		\$928.73

The transactions detailed reflect activity on this card number only. The company control account has been billed for all transactions. Please refer payment inquiries to your company card administrator or owner.

## Sub Account Transactions

Trans	Post	Reference Number	Description	Credits	Charges
05/11	05/11	5531020GK2DAQV51F	AMAZON MKTPLACE PMTS W WWW.AMAZON.COWA		55.95✓
05/16	05/16	5531020GR2DG2QKN2	AMAZON MKTPLACE PMTS W WWW.AMAZON.COWA		59.85✓
05/17	05/16	5543286GT5SLQ117P	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA	2914	38.44✓
05/17	05/16	5543286GT5SLY1HFL	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA	2914	28.99✓
05/18	05/16	5543286GS5SM75RMZ	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA	2914	29.70✓
05/18	05/20	5531020GS2DA06R7Q	AMAZON MKTPLACE PMTS W WWW.AMAZON.COWA		39.80✓
05/18	05/20	5531020GS2DG7ZK2L	AMAZON MKTPLACE PMTS W WWW.AMAZON.COWA	2914	9.60✓
05/19	05/20	5543286GV5SVLLRSG	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA	2914	10.78✓
05/19	05/21	5543286GV5SZANPDE	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA	2914	5.98✓
05/21	05/22	0522702GYEHVML91F	ISLAND AIR EXPRESS 888-387-8989 AK		15.00✓
05/21	05/22	5531020GX2DGBRXTB	AMAZON MKTPLACE PMTS W WWW.AMAZON.COWA		351.44✓
05/23	05/24	5531020GZ2DGBXWES	AMAZON MKTPLACE PMTS W WWW.AMAZON.COWA		98.52✓
06/01	06/05	5531020HBPZZ15VY2	ALASKA A 0272744248104 8006545689 WA ALASKA AIRLINES		181.68✓
06/04	06/05	0522702HQEHVZZWNP	ISLAND AIR EXPRESS 888-387-8989 AK		15.00✓
06/05	06/05	5531020HQ2D9NDWP5	AMAZON MKTPLACE PMTS W WWW.AMAZON.COWA	2914	28.94✓
06/06	06/07	5531020HD2DGM3A5A	AMAZON MKTPLACE PMTS W WWW.AMAZON.COWA		19.98✓
06/06	06/07	5543286HD5S9WVHGJ	INTUIT QB ONLINE 800-286-6800 CA		30.00✓
06/12	06/12	000000000000COMP	TOTAL PURCHASES \$957.67		
			TOTAL RETURNS \$28.94		
			TOTAL \$928.73		

All transactions detailed above have been billed to the company control account.

See reverse side for important information.



## 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
06/04	06/04	8556939HB60T2MTAB	Phone Payment 155CP7363	5,242.48	
			TOTAL 5569190000567835	\$5,242.48	

### Transaction Summary For JEAN SODERBERG Sub Account Number Ending In 6777

05/11	05/11	5531020GK2DAQV51F	AMAZON MKTPLACE PMTS W WWW.AMAZON.CO.WA		35.95
05/16	05/16	5531020GR2DG2QKN2	AMAZON MKTPLACE PMTS W WWW.AMAZON.CO.WA		56.85
05/17	05/17	5543286GT5SLQ117P	AMAZON MKTPLACE PMTS AMZN.COM/BILL.WA		36.44
05/17	05/17	5543286GT5SLY1HFL	AMAZON MKTPLACE PMTS AMZN.COM/BILL.WA		26.99
05/18	05/18	5543286GS5SM75RMZ	AMAZON MKTPLACE PMTS AMZN.COM/BILL.WA		23.70
05/18	05/18	5531020GS2DA08R7Q	AMAZON MKTPLACE PMTS W WWW.AMAZON.CO.WA		39.60
05/18	05/18	5531020GS2DG7ZK2L	AMAZON MKTPLACE PMTS W WWW.AMAZON.CO.WA		9.60
05/19	05/19	5543286GV5SVLLR5G	AMAZON MKTPLACE PMTS AMZN.COM/BILL.WA		10.76
05/19	05/19	5543286GV55ZANPDE	AMAZON MKTPLACE PMTS AMZN.COM/BILL.WA		5.98
05/21	05/21	5531020GX2DGBRXTB	AMAZON MKTPLACE PMTS W WWW.AMAZON.CO.WA		351.44
05/21	05/21	0522702GYEHVML91F	ISLAND AIR EXPRESS 888-387-8989 AK		15.00
05/23	05/23	5531020GZ2DGBXWES	AMAZON MKTPLACE PMTS W WWW.AMAZON.CO.WA		96.52
06/01	06/01	5531020HBPZZ15VY2	ALASKA A 0272744246104 8006545689 WA ALASKA AIRLINES		181.68
06/04	06/04	0522702HQEHVZZWNP	ISLAND AIR EXPRESS 888-387-8989 AK		15.00
06/05	06/05	5531020HQ2D9NDWP5	AMAZON MKTPLACE PMTS W WWW.AMAZON.CO.WA	28.94	
06/06	06/06	5543286HD5S9WVHGJ	INTUIT QB ONLINE 800-285-6800 CA		30.00
06/06	06/06	5531020HD2DGM3A5A	AMAZON MKTPLACE PMTS W WWW.AMAZON.CO.WA		19.95
			TOTAL \$928.73		
			JEAN SODERBERG / Sub Acct Ending In 6777		

## Wells Fargo News

Going forward your Payment Due Date will be the same calendar day each month. You may pay your account on or before the Payment Due Date at an open branch, but if the branch is closed on the due date, you must make that in-branch payment before the due date or it will be considered late. You may also make payments at any time, any day of the week, by telephone or by using online banking. Any payment received by 5pm will be credited as of that day. Thank you for choosing Wells Fargo for your business banking needs.

**Revised Agreement for Online Access** We're updating our Online Access Agreement effective September 17, 2018. To see what is changing, please visit [wellsfargo.com/onlineupdates](https://www.wellsfargo.com/onlineupdates).

Thank you for being a valued Wells Fargo Business Elite Card customer. We want to ensure you receive important information from Wells Fargo about products and services that may affect your banking activity. So please verify that the contact information in your account profile is accurate. To do this, please follow these simple steps:

Go to [wellsfargo.com/biz](https://www.wellsfargo.com/biz) and enter your username and password. Select the **Security & Support** menu option and under **Protect Your Accounts** go to **Update Contact Information**.

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## Water Report

July 2018

There was a total of 272,000 gallons of water distributed last month. The average daily use was 10,500 gallons which is normal for this time of year.

There was one water leak located on the city dock. Someone turned on a valve from the water line that was disconnected from the fish cleaning float.

All sampling has been going well and on schedule. Any questions, give us a call.

Mark Higgins  
Ron Rusher  
329-2323



## POW Watershed Association (POWWA) Report, July 2018

It's been a year since I submitted a watershed report, and for that I apologize, but truthfully the Prince of Wales Watershed Association has suffered from a lack of interest and leadership. The last POWWA meeting was in November 2017 where community and tribal representatives agreed that the organization was worth reviving in some manner. It may mean meeting once or twice a year to share the status of island-wide watershed projects and opportunities.

In May 2016 the community of Coffman Cove, along with The Nature Conservancy, and Kai Environmental, conducted a stream assessment of the lower section of Coffman Creek. I have been working to get the findings to you, and believe I have made some progress. Here's the update from Kai Environmental:

- Data collected in May and September 2016
- Kai Environmental completed a draft report in November 2016
- Suggestions on the draft, were to refocus and refine the document with better historical aerial photo analysis of the past stream course.
- Work to determine whether stream segments function as fish habitat given survey information lacking for some stream channels ( 24 mapped channels with metrics for 13 channels).
- TNC and USFS are assisting with some of this additional data.

\* An interesting note is that the initial stream survey crew found juvenile coho and cutthroat trout in the upper watershed and throughout a good portion of the lower watershed. The adult foot-count surveys for spawning adults were limited to one day, however adult fish were also spawning above the bridge. I took a short walk in April this year down one of the very small side channels and saw about 10 juvenile cohos in an isolated pool.

The final report should be done soon and may provide recommendations and/or opportunities for restoration or enhancement projects on Coffman Creek.

From August 13-18 the Southeast Alaska Watershed Coalition (SAWC) will be on the island to meet with interested community members about potential watershed projects. It would be great if someone from the council and/or community would like to meet with SAWC and myself to discuss watershed related opportunities for Coffman Creek or any other watersheds you may have in mind. Let me know and I'll work to schedule a meeting!

Please contact me if you have any questions or concerns regarding local watersheds.

Cheryl Fecko  
907 401 1195  
[cherylfecko@gmail.com](mailto:cherylfecko@gmail.com)



**State:** Alaska

**Project Number/Name:** AK COFFMAN 51(1), Luck Lake Access Improvement

**Parties to this Agreement:**

U.S. Department of Transportation  
Federal Highway Administration (FHWA)  
Western Federal Lands Highway Division,  
and  
City of Coffman Cove

**Purpose of Agreement:**

The purpose of this agreement is to document the intent of City of Coffman Cove to meet its match requirement for the subject project as authorized under 23 USC 201(b)(7)(B).

With this agreement, Western Federal Lands Highway Division, FHWA authorizes this project as eligible for federal participation. The purpose of this project is to fund two culvert replacements and an approximate 0.5 mile section of road. This agreement does not commit the parties to complete the project, but, rather sets forth the respective responsibilities as the project proceeds. Any subsequent decisions to complete final design and to construct the project will depend on authorizing legislation, NEPA analysis, availability of appropriations, and matching funds at the time of obligation.

The authority for FHWA to enter into this agreement is provided under Title 23 U.S.C. Section 204.

**Funding:**

The Federal Lands Access Program (FLAP) under Fixing America's Surface Transportation Act (FAST Act) authorizes FHWA to provide funding for specific projects. The Program Decision Committee (PDC), consisting of FHWA, the State of Alaska, and an organization representing the local agencies of the state, is designated to jointly decide upon projects funded in the state. The PDC has selected this project for programming under the Alaska Federal Lands Access Program.

All FLAP expenditures associated with this project after execution of this match agreement will need to be matched by a Non-Federal source, by other Federal funds other than those made available under Titles 23 and 49 of the United States Code, or by funds made available under 23 U.S.C. 202 and 203. The matching requirement under the FAST Act will be met by City of Coffman Cove. The forms of match *shall* be those consistent with the 'Federal-Aid Guidance Non-Federal Matching Requirements' *and as approved by FHWA*. In the state of Alaska, the match rate is 9.03% of the total project cost.

The terms and form of the Match will be documented in the project Memorandum of Agreement (MOA) in coordination with City of Coffman Cove to be executed at a later date. The final Match will be determined based on actual expenditures at the conclusion of project work. Matching cash funds in FHWA receipt may need to be supplemented, or returned, once actual expenditures are determined.

***Federal Lands Access Program funds are administered by FHWA and are subject to annual appropriations from Congress. This document does not commit FHWA to advance the project or provide funds for the project, but provides the required matching funds if FHWA expends funds to advance the project.***

The following agencies have agreed to contribute the amounts shown which will reduce the federal share by the same amount.

**Agency Contributions:**

Agency	Percentage of Match	Total Match as a Percentage (%)	Value of Match (\$)
City of Coffman Cove	100%	9.03%	\$68,175
	100%	9.03%	\$68,175

City of Coffman Cove is ONLY responsible for their respective match as shown above. The required local match listed in the FLAP application was \$68,175. The value of the match will be confirmed during the development of the Project Memorandum of Agreement.

**Modification:**

This agreement is expected to be replaced and superseded by the execution of a project Memorandum of Agreement.

This Agreement shall be effective as of the date of the last signature:

**U.S. Department of Transportation Federal Highway Administration**  
**Western Federal Lands Highway Division, FHWA**

Approved By:

\_\_\_\_\_  
Dan Donovan, Chief of Business Operations

\_\_\_\_\_  
Date

**City of Coffman Cove**

Approved By:

\_\_\_\_\_  
Perry Olson, Mayor

\_\_\_\_\_  
Date

**Subject:** Re: Harbormaster  
**Date:** Tuesday, July 10, 2018 at 12:18:18 PM Alaska Daylight Time  
**From:** coffmancove  
**To:** PJ Olson, Brian Wilson, Randy Wright Jr, Dick Stewart, Bridget Wright, Mike Underwood  
**CC:** Gina Cavaretta, Heather Hedges

Gina,

Can we please add this to the next meeting so the council can discuss/vote on it.

Thanks,

Joel.

Sent via the Samsung Galaxy S\*6 active, an AT&T 4G LTE smartphone

----- Original message -----

**From:** PJ Olson <coffmanseatf@gmail.com>  
**Date:** 7/10/18 11:58 AM (GMT-09:00)  
**To:** Brian Wilson <abdiver9999@yahoo.com>, Randy Wright Jr <raw4372@gmail.com>, Dick Stewart <igofishing2@gmail.com>, Joel Buchanan <CoffmanCove@gmail.com>, Bridget Wright <bridgew09@gmail.com>, Mike Underwood <MichaelUnderwood518@yahoo.com>  
**Cc:** Gina Cavaretta <clerk2@ccalaska.com>, Heather Hedges <heather@ccalaska.com>  
**Subject:** Harbormaster

Everyone,

I've been covering harbormaster duties for the past year and things are in good shape at the docks now.

We no longer have a waiting list for annual moorage of any type but all of our slips are now assigned. Once the 80' skiff ramp is moved we'll have three additional slips to assign. We currently have four skiff ramp spaces empty.

Transient business is picking up and I've been hot berthing boats that are here for more than a few days. Summer residents have begun putting their boats in the water and I'm down to just a few open slips for hot berthing.

All of the electrical stations are secured to the rail and locked to prevent theft.

The harbor assignment board in city hall is up to date, including our hot berth assignments.

Most of the commercial fishing boats are gone and that has taken pressure off the outside transient rail at the main dock. Overnight transients have plenty of space so far.

Bill repainted the loading zone rail yellow and we're not seeing boats parking there now. We still need to order some additional signage for that.

I enjoy the harbormaster duties but no longer feel that it right to do this for free so I'll propose this offer:

I'll continue as before with harbormaster duties but during the summer months I'll charge 1.5 hours per day at \$15 per hour. That comes to \$22.50 per day or \$675 for a 30 day month. We paid our last harbormaster \$800 per month during the summer season so this is 16% less.

During the off season there is much less to do so I'd cut it back by around 50%.

If this is acceptable to a majority of the council then I'll continue as harbormaster.

If not then we'll need to advertise the position.

Thanks,

PJ Olson,  
Mayor, Coffman Cove.