

~~Regular City Council Meeting~~  
Thursday, November 15<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:** None.

**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:**

1. Non-Code Ordinance 19 01 FY19 Budget Amendment

**Unfinished Business:**

1. Halibut Community Quota Entity (CQE)

**New Business:**

1. Coffman Cove Road Administration Proposal – Project Manager (PM)
2. Coffman Creek Assessment Findings
3. ARS Aleut Analytical Annual Contract – Compliance Monitoring Program (CMP)
4. Etolin View Subdivision Road Extension Issues
5. Garbage Truck Repairs
6. 911 Situation
7. HD Fowler Invoice for Water/Sewer System Parts

**Public/Council Comment:**

**Executive Session: Legal Matters**

**Adjourn:**

**Posted:** 11 05 2018 @ Post Office, City Hall & Riggin Shack

**Amended:** 11 12 2018

City of Coffman Cove  
Regular City Council Meeting  
Thursday, October 18<sup>th</sup> 2018  
Regular Meeting **6:30 PM** at City Hall

**Call to Order:** Mayor Olson call to order at 6:30pm

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

**Pledge of Allegiance:** Yes

**Public Comment:** None

**Approval of Agenda:** Mayor Olson makes motion to approve Agenda, Mike Underwood 2<sup>nd</sup>, **All in favor, none opposed, motion passes**

**Persons to be Heard:** None.

**Consent Agenda:** Mayor Olson makes motion to approve Consent Agenda, Brian Wilson 2<sup>nd</sup>, **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

**Correspondence/Issues:** None.

**Resolutions & Ordinances:**

1. Resolution 19 01: DOT Plow Truck Location Change

Mayor Olson, update, looks like the plan is to leave the plow truck here, on the days we need plowing, plow from here to Klawock, and on the days we don't DOT will have that person drive to Klawock and work out of the Klawock Station. The problem maybe that led to the change is the drive time from Coffman Cove to Klawock. Heard from Scott at

Island Air, he flew over and the letter to the Governor was signed by Mayor Olson. He also counts on the service provided out of Coffman Cove to make it to town. Resolution 19 01 was read. Mayor Olson makes motion to approve Resolution 19 01 DOT Plow Truck Location Change, Bridget Wright 2<sup>nd</sup>, **All in favor, none opposed, motion passes**

2. Resolution 18 11: Surplus City Boat (no action taken) Sealaska has decided not to purchase, City Clerk to advertise.
3. Resolution 18 12: Klawock Airport Plowing (no action taken) After signing the letter to the Governor, council feels this is not necessary.

4. Resolution 19 02: Check Signers

Our Ordinance only allows Council members to be check signers, after every election we have to update signers. Mayor Olson makes motion to approve Resolution 19 02 Check Signers, Bridget Wright 2<sup>nd</sup>, **All in favor, none opposed, motion passes**

**Unfinished Business:**

1. Halibut Community Quota Entity (CQE), no new information, tabled until next meeting

**New Business:**

1. Coffman Cove Road Administration Proposal

Two parts to discuss, Council must decide if the R & M Proposal is acceptable, and to identify someone with the City of Coffman Cove to be the PM. Mayor Olson makes motion to approve the R & M Proposal, they will be the on the job project manager for us. Brian Wilson 2<sup>nd</sup>,

Discussion: There will be 5 entities involved on the project, 1. The City of Coffman Cove, 2. R & M 3. Western Federal Lands, 4. RAC, 5. Construction company.

Proposal was sent to Western Federal Lands Manager Samantha Shields to get feedback, her response was read to council, positive feedback was given by Samantha Shields, a suggestion was made to negotiate the proposal. Western Federal Lands is good with the proposal the way it is, but we would like to negotiate, some money has already been spent for a design study. That is why R & M is our preferred vendor. **All in favor, none opposed, motion passes**

We need someone from the City to PM, Randy Wright is not able to be PM, Brian Wilson is our most qualified individual at this time, there are no other suggestions. Brian Wilson would like to be involved to start, and will decide in the next month whether he will have time or possibly be able to find someone else. He is willing to help negotiate

having experience in this area. This will be discussed further at the next Council Meeting.

2. Disposal of Business Training Center Trailer

Gina has been in contact with the person interested, he is supposed to have it moved out by the weekend. Thought is that if deadline is not made, Mayor Olson would like to advertise to see if someone else is interested, if no one is interested he would like us to make a proposal to have it removed. Mayor Olson would like to see it done before Winter. If trailer is not removed by next week, then Mayor Olson would like it to be advertised.

**Public/Council Comment:** Dawn Rosenlund: Happy to have attended meeting, liked the way things were handled Plow Truck, Air Port, thank you. Also made a comment about the letter, was impressed with the way things were handled.

Bridget Wright had a question about the water report, the rupture going over to the camp. Did we charge the customer? What happened with that? It was the customers responsibility, Gina will ask Mark about that on Monday.

**Executive Session: Legal Matters**

Mayor Olson makes motion to move into Executive Session, Mike Underwood 2<sup>nd</sup>, **All in favor, none opposed, motion passes**

**Adjourn:** 7:15pm Mayor Olson makes motion to adjourn, Mike Underwood 2<sup>nd</sup>, **All in favor, none opposed, motion passes**

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Perry Olson, Mayor

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Terra Green, Deputy Clerk

CITY OF COFFMAN COVE  
SPECIAL MEETING  
Tuesday, October 30<sup>th</sup>, 2018  
6:30PM  
AT CITY HALL

Call to Order: Mayor Olson call to order 6:30pm

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

Pledge of Allegiance: Yes

Public Comment: None

Approval of agenda: Mayor Olson moves to approve agenda, Randy Wright 2<sup>nd</sup>, **All in favor, none apposed, motion passes**

Persons to be heard: None

Resolutions & Ordinances: None

Unfinished Business: None

New Business:

1. RIMCO City Rock Pit Proposal – Mayor Olson makes motion to approve, Brian Wilson 2<sup>nd</sup>, **Mike Underwood, yes, Randy Wright, conflict of interest, Yvonne Drozdowicz-Somfleth, yes, Brian Wilson, yes, Perry Olson, yes, Bridget Wright, conflict of interest, none apposed, motion passes**
2. Etolin View Wetlands Permit – permit has been extended once, permit will expire in August 2019, Mayor Olson makes motion to have city staff extend for another 5 years, Brian Wilson 2<sup>nd</sup>.

Discussion: Bridget Wright would like city staff to hold off, there are some discrepancies with mapping and where the culverts are supposed to go. RIMCO will be looking into this in the next couple days to see if any modification needs to be made to plan. **All in favor, none apposed, motion passes**

3. State of Alaska DEC Permit – Mayor Olson makes motion to have city staff bring DEC Permit up to date, Bridget Wright 2<sup>nd</sup>, Terra Green has sent information to James Rypkema requesting a time extension for the DEC Permit that expired in September, this way the dates will match the current Permit from Army Corps., then we will be able to extend all another 5 years. **All in favor, none apposed, motion passes**

Public / Council Comment: Brian Wilson has been going over the Coffman Cove Road Admin. Proposal and would like guidance in regards to having local contractors do some of the work, also self-administrative work to have our own contractors put to work in hopes we could extend the money out to get more done. No council members were apposed to Brian Wilson negotiating for a better agreement, and exploring options. This will be added to our next Council Meeting Agenda.

BTC Trailer is now gone, not sure who came and picked it up.

Adjourn: Mayor Olson moves to adjourn meeting at 7pm, Brian Wilson 2<sup>nd</sup>, **All in favor, none apposed, motion passes.**

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Perry Olson, Mayor

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Terra Green, Deputy Clerk

**City of Coffman Cove**  
**Balance Sheet**  
 As of November 8, 2018

Nov 8, 18

**ASSETS****Current Assets****Checking/Savings****FIRST BANK ACCOUNTS**

1002 · Septic Tank CD 7950	26,544.64
1100 · City Savings Account 2290	60,249.31
1101 · Economic Develope Fund TD 0067	120,596.74
1102 · Economic Develope Savings 5353	25,192.91
1103 · First Bank Checking 7970	347,574.12
1105 · Fish Savings 4220	130,676.07
1106 · Land Sales Savings 4845	174,006.44
1107 · Timber Receipts (NFR) CD 7930	152,799.20
1108 · Volunteer Fire Department 4512	25,704.67
1109 · EMS Savings 6470	6,792.51
1110 · Refuse Savings 6480	41,687.08
1111 · Harbor Savings TD 7940/12-20-08	80,069.08
1112 · Water Sewer Savings 7960	221,998.51

**Total FIRST BANK ACCOUNTS** 1,413,891.28

**WELLS FARGO ACCOUNTS**

1113 · Gaming Checking 9127	4,973.50
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**Total WELLS FARGO ACCOUNTS** 4,973.50

1000 · Petty Cash 131.73

**Total Checking/Savings** 1,418,996.51

**Accounts Receivable****1300 · ACCOUNTS RECEIVABLE**

1318 · Due To/Fr - Rainforest Islands	-52,970.15
1300 · ACCOUNTS RECEIVABLE - Other	147,546.28

**Total 1300 · ACCOUNTS RECEIVABLE** 94,576.13

**Total Accounts Receivable** 94,576.13

**Other Current Assets**

1400 · Employee Advance 290.00

**Total Other Current Assets** 290.00

**Total Current Assets** 1,513,862.64

**Fixed Assets****Fixed Assets****Buildings**

1809 · City Hall	232,071.00
1810 · City Shop	74,312.35
1811 · Clinic	1,463,547.00
1812 · Ferry Terminal Building	529,208.00
1813 · Fire Hall	70,000.00
1814 · Library	337,735.00
1815 · Post Office	104,032.95

**City of Coffman Cove**  
**Balance Sheet**  
As of November 8, 2018

	Nov 8, 18
1816 · Public Restroom	11,775.00
<b>Total Buildings</b>	<b>2,822,681.30</b>
<b>Vehicles/ Equipment</b>	
1848 · Ambulance	
1858 · A/D 2006 Ford Ambulance	-20,250.00
1848 · Ambulance - Other	65,250.00
<b>Total 1848 · Ambulance</b>	<b>45,000.00</b>
1849 · Bus	
1859 · A/D 2006 Bus	-27,814.18
1849 · Bus - Other	27,814.18
<b>Total 1849 · Bus</b>	<b>0.00</b>
1850 · City Boat	
1860 · A/D City Boat	-12,017.34
1850 · City Boat - Other	70,101.16
<b>Total 1850 · City Boat</b>	<b>58,083.82</b>
1851 · Fire Truck	
1861 · A/D 1989 Mac Fire Truck	-9,721.17
1851 · Fire Truck - Other	17,822.16
<b>Total 1851 · Fire Truck</b>	<b>8,100.99</b>
1852 · Flat Bed Truck	
1862 · A/D 2009 Dodge Flat Bed Pick-up	-7,542.50
1852 · Flat Bed Truck - Other	39,152.50
<b>Total 1852 · Flat Bed Truck</b>	<b>31,610.00</b>
1853 · Garbage Truck	
1863 · A/D Garbage Truck	-22,273.58
1853 · Garbage Truck - Other	46,596.22
<b>Total 1853 · Garbage Truck</b>	<b>24,322.64</b>
1854 · John Deere Loader	
1864 · A/D John Deere Loader 310C	-18,000.00
1854 · John Deere Loader - Other	48,000.00
<b>Total 1854 · John Deere Loader</b>	<b>30,000.00</b>
1855 · Motor Road Grader	
1865 · A/D Road Grader	-88,540.00
1855 · Motor Road Grader - Other	180,040.00
<b>Total 1855 · Motor Road Grader</b>	<b>91,500.00</b>
1856 · Street Sweeper	
1866 · A/D Street Sweeper	-4,086.92
1856 · Street Sweeper - Other	4,086.92

**City of Coffman Cove**  
**Balance Sheet**  
As of November 8, 2018

	Nov 8, 18
<b>Total 1856 · Street Sweeper</b>	0.00
<b>1857 · Water &amp; Plow Truck</b>	
1867 · A/D Water & Plow Truck	-4,800.00
1857 · Water & Plow Truck - Other	10,800.00
<b>Total 1857 · Water &amp; Plow Truck</b>	6,000.00
<b>Total Vehicles/ Equipment</b>	294,617.45
<b>Water Sewer Fixed Assets</b>	
1800 · Raw Water Storage Tank	1,450,312.50
1801 · Water Plant, Tank & Intake	2,015,999.99
1802 · Water Sewer Lines City	705,287.29
1803 · Water Sewer Lines Ferry Termnl	217,499.99
1804 · Water Sewer Lines Kodiak Drive	222,500.00
1805 · Water Sewer Lines Luck Point	739,246.14
1806 · Water Sewer Lines Subdivision 1	1,530,611.33
1807 · Water Sewer Lines Subdivision 2	2,202,607.69
1808 · Water Sewer Lines Subdivision 3	1,620,073.07
1821 · Accumulated Depreciation W/S	-4,134,849.38
<b>Total Water Sewer Fixed Assets</b>	6,569,288.62
<b>1817 · Harbor</b>	
1818 · Boat Launch	112,140.30
1819 · Ferry Terminal Dock	1,211,300.00
1820 · Small Boat Harbor	2,056,406.09
<b>Total 1817 · Harbor</b>	3,379,846.39
<b>1822 · Land</b>	
1823 · Admin Site	320,000.00
1824 · Block 1 Lot 2 Clarence Straits	12,175.00
1825 · Block CC lot 10 Downtown	1,925.00
1827 · Block CC Lot 22 - downtown	2,337.50
1829 · Block CC Lot 9 - downtown	2,062.50
1830 · Tract A - Past Sea Otter	159,110.00
1831 · Coffman Island	431,184.48
1832 · Log Storage	346,314.47
1833 · Lot 7A Chum Creek	18,175.00
1834 · Tract SCH-3 Valentine School	75,450.28
1835 · Tract A-1 Chum Creek	12,925.00
1836 · Tract A Luck Point	46,141.90
1837 · Tract A downtown	1,237.50
1838 · Tract B-1 Harbor	318,600.00
1839 · Tract C - Off Sea Otter Dr.	40,013.69
1840 · Tract CC-1 Coffman Cove	80,000.00
1841 · Tract CC-2B - Coffman Center	34,704.56
1842 · Tract CC-3 Coffman Cove	103,500.00
1843 · Tract CC-4 Coffman Center	50,000.00
1844 · Tract CC-5 Coffman Center	79,544.85
1845 · Tract CC-6 Coffman Center	43,590.75
1846 · Tract E Ferry Terminal	150,000.00

**City of Coffman Cove**  
**Balance Sheet**  
 As of November 8, 2018

	Nov 8, 18
1847 · Tract SCH-2 Valentine School	68,611.42
1868 · Tideland - ATS 1590	193,150.46
1869 · Tideland - ATS 1305	87,795.67
1870 · Tideland - ATS 1392	99,053.94
Total 1822 · Land	2,777,603.97
Total Fixed Assets	15,844,037.73
Total 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
Total Notes Receivable	58,394.27
1450 · Due To/From	
1453 · Due To/From-Harbor Utility Grnt	-75,863.92
1454 · Due To/From - Gaming	966.85
1455 · Due To/From - General	51,615.45
1456 · Due To/From - Harbor & Dock	29,409.02
1457 · Due To/From - Harbor Causeway	-197.10
1458 · Due To/From - Water & Sewer	-3,012.77
1460 · Due To/From -Garbage & Landfill	-2,917.53
Total 1450 · Due To/From	0.00
1461 · Due To/From Other Governments	77,604.52
Total Other Assets	135,998.79
<b>TOTAL ASSETS</b>	<b>17,493,899.16</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	-293.95
Total Accounts Payable	-293.95
Other Current Liabilities	
2200 · Payroll Liabilities	
2220 · Medicare - Company	-83.07
2232 · Workers Comp	9,385.93
2240 · Alaska Unemployment ESC Company	140.25
2241 · Alaska UnemploymentESC Employee	63.15
Total 2200 · Payroll Liabilities	9,506.26
Total Other Current Liabilities	9,506.26

**City of Coffman Cove**  
**Balance Sheet**  
As of November 8, 2018

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	Nov 8, 18
<b>Total Current Liabilities</b>	9,212.31
<b>Total Liabilities</b>	9,212.31
<b>Equity</b>	
3000 · Opening Bal Equity	16,044,603.27
3501 · Fund Balance - Gaming	12,209.39
3503 · Fund Balance - Harbor & Dock	103,622.63
3504 · Fund Balance - Water/Sewer	65,727.67
3505 · Coffman Cove Fund Balance	1,184,492.84
Net Income	74,031.05
<b>Total Equity</b>	17,484,686.85
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>17,493,899.16</b>

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11:12 AM

10/25/18

**City of Coffman Cove**  
**Reconciliation Summary**  
2801 - Wells Fargo Bankcard, Period Ending 10/12/2018

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	<u>Oct 12, 18</u>
Beginning Balance	1,356.16
Cleared Transactions	
Charges and Cash Advances - 17 items	-2,369.37
Payments and Credits - 6 items	1,577.76
Total Cleared Transactions	<u>-791.61</u>
Cleared Balance	<u>2,147.77</u>
Register Balance as of 10/12/2018	2,147.77
New Transactions	
Payments and Credits - 1 item	<u>2,147.77</u>
Total New Transactions	<u>2,147.77</u>
Ending Balance	<u><u>0.00</u></u>



## CONSOLIDATED BILLING CONTROL ACCOUNT STATEMENT

Prepared For	CITY OF COFFMAN COVE CITY OF COFFMAN COVE
Account Number	[REDACTED]
Statement Closing Date	10/12/18
Days in Billing Cycle	30
Next Statement Date	11/12/18

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	\$6,852	Available Cash	\$1,800

## Payment Information

New Balance	\$2,147.77
Current Payment Due (Minimum Payment)	\$500.00
Current Payment Due Date	11/07/18

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		\$1,356.16
Credits	-	\$221.60
Payments	-	\$1,356.16
Purchases & Other Charges	+	\$2,369.37
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$2,147.77

**RECEIVED**

10-23-18

## 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	11.050%	.03027%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	11.050%	.03027%	\$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	\$1,973.77
MARK HIGGINS	4799	2,000	\$174.00

See reverse side for important information.



**RECEIVED**  
10-23-18

**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
09/20	09/20	6556938LR60T2MP5A	Phone Payment 263CP4134	1,356.16	
			TOTAL 5589190000567835 \$1,356.16-		

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

09/11	09/13	0522702LGEHVTVF4R	ISLAND AIR EXPRESS 888-387-8969 AK		-15.00 ✓
09/13	09/13	8518564LHWGP46WGT	RIGGIN SHACK COFFMAN COVE AK		-7.50 ✓
09/13	09/13	5543286LG5SAS7AAT	AMZN MKTP US*MT8KR7FF0 AMZN.COM/BILL WA		-22.00 ✓ PO 297
09/13	09/13	5543286LG5SA1Z5N9	AMZN MKTP US*MT6HL4CZ2 AMZN.COM/BILL WA		-194.74 ✓ PO 297
09/15	09/15	5543286LJ5SK7KTYA	AMZN MKTP US*MT6IQ1O42 AMZN.COM/BILL WA		-35.58 ✓
09/15	09/15	5543286LJ5SK7M4SQ	AMZN MKTP US*MT7ZR8OL2 AMZN.COM/BILL WA		-142.73 ✓ PO 297
09/16	09/16	5543286LK5SSG5NSQ	AMAZON.COM*MT4F23L11 AMZN.COM/BILL WA		-31.04 ✓ PO 297
09/16	09/16	5543286LK5STP2D0F	AMAZON.COM*MT3371ON2 AMZN.COM/BILL WA		-1,215.00 ✓ PO 297
09/18	09/18	5543286LM559TRDKL	AMZN MKTP US*MT33S8ZM1 AMZN.COM/BILL WA		-23.47 ✓ PO 297
09/20	09/20	5543286LP5SMM5WRW	AMAZON.COM*MT45F33Z1 AMZN.COM/BILL WA		-133.93 ✓ PO 297
09/20	09/20	5543286LP5SMR97VY	INTUIT *PAYROLL 888-537-7794 CA	73.00 ✓	
09/20	09/20	5543286LP5SMR97WP	INTUIT *PAYROLL 888-537-7794 CA	15.60 ✓	
09/20	09/20	5543286LP5SMR97W6	INTUIT *PAYROLL 888-537-7794 CA	73.00 ✓	
09/21	09/21	5543286LR5SSFG6FQ	INTUIT *QB ONLINE 800-266-6800 CA	30.00 ✓	
09/21	09/21	5543286LR5SSFG63S	INTUIT *QB ONLINE 800-266-6800 CA	30.00 ✓	
09/24	09/24	0522702LXEHLVLPDEA	ISLAND AIR EXPRESS 888-387-8969 AK		-15.00 ✓
09/27	09/27	5543286LY5V0HGB2W	AMAZON.COM*MT90Y1X61 AMZN.COM/BILL WA		-119.89 ✓ PO 297
09/28	09/28	5531020M2PZZ0Z86Y	ALASKA A 0272744243104 8006545889 WA		-121.12 ✓
			ALASKA AIRLINES		
10/06	10/06	0522702M8EHW41LQ4	ISLAND AIR EXPRESS 888-387-8969 AK		-15.00 ✓
10/10	10/10	5542950MQJHME9RW5	INTER-ISLAND FERRY AUT 8778877815 AK		-103.34 ✓
			TOTAL \$1,973.77		
			JEAN SODERBERG / Sub Acct Ending In 6777		

Transaction Summary For **MARK HIGGINS**  
Sub Account Number Ending In **4799**

09/18	09/18	5541734LN50RKK597	DEC ONLINE PAYMENT CTR 907-4855089 AK		-99.00 ✓
10/06	10/06	5550036M9R8GHJV28	ACC KLAWOCK FUEL KLAWOCK AK		-75.00 ✓
			TOTAL \$174.00		
			MARK HIGGINS / Sub Acct Ending In 4799		

**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 [wellstargo.com/biz/online-banking](http://wellstargo.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.



RECEIVED

10-23-18

WELLS FARGO BUSINESS ELITE CARD



Page 1 of 2

SUB ACCOUNT MEMO STATEMENT

Prepared For	CITY OF COFFMAN COVE MARK HIGGINS
Sub Account Number	[REDACTED]
Statement Closing Date	10/12/18
Next Statement Date	11/12/18

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*	\$2,000
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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	+	\$174.00
Cash Advances	+	\$0.00
Credits	-	\$0.00
Statement Total		\$174.00

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
09/18	09/20	5541734LN50RKKK97	DEC ONLINE PAYMENT CTR 907-4855089 AK		99.00
10/08	10/09	5550038M9RBGHJV28	ACC KLAWOCK FUEL KLAWOCK AK		75.00
10/12	10/12	000000000000COMPC	TOTAL PURCHASES	\$174.00	
			TOTAL	\$174.00	

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

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](http://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.

See reverse side for important information.



RECEIVED

10-23-18

WELLS FARGO BUSINESS ELITE CARD



Page 1 of 4

SUB ACCOUNT MEMO STATEMENT

Prepared For	CITY OF COFFMAN COVE JEAN SODERBERG
Sub Account Number	[REDACTED]
Statement Closing Date	10/12/18
Next Statement Date	11/12/18

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	+	\$2,195.37
Cash Advances	+	\$0.00
Credits	-	\$221.60
Statement Total		\$1,973.77

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
09/11	09/13	0522702LGEHVTVF4R	ISLAND AIR EXPRESS 888-387-8889 AK		
09/13	09/14	5543286LG5SA57AAT	AMZN MKTP US*MT8KR7FF0 AMZN.COM/BILLWA		15.00
09/13	09/14	5543286LG5SA1Z5N9	AMZN MKTP US*MT8HL4CZ2 AMZN.COM/BILLWA		22.00
09/13	09/16	8518564LHWGP46WGT	RIGGIN SHACK COFFMAN COVE AK		194.74
09/15	09/16	5543286LJ5SK7KTYA	AMZN MKTP US*MT6IQ1O42 AMZN.COM/BILLWA		7.50
09/15	09/16	5543286LJ5SK7M4SQ	AMZN MKTP US*MT7ZR8OL2 AMZN.COM/BILLWA		35.58
09/16	09/17	5543286LK5SSG5NSQ	AMAZON.COM*MT4F23L11 AMZN.COM/BILLWA		142.73
09/16	09/17	5543286LK5STP2D0F	AMAZON.COM*MT3371ON2 AMZN.COM/BILLWA		31.04
09/18	09/19	5543286LM5S9TRDKL	AMZN MKTP US*MT3358ZM1 AMZN.COM/BILLWA		1,215.00
09/20	09/21	5543286LP5SMM5WRW	AMAZON.COM*MT45F33Z1 AMZN.COM/BILLWA		23.47
09/20	09/21	5543286LP5SMR97VY	INTUIT *PAYROLL 888-537-7794 CA		133.93
09/20	09/21	5543286LP5SMR97WP	INTUIT *PAYROLL 888-537-7794 CA	73.00	
09/20	09/21	5543286LP5SMR97W6	INTUIT *PAYROLL 888-537-7794 CA	15.60	
09/21	09/23	5543286LR5S5FG6FQ	INTUIT *QB ONLINE 800-286-6800 CA	73.00	
09/21	09/23	5543286LR5S5FG63S	INTUIT *QB ONLINE 800-286-6800 CA	30.00	
09/24	09/26	0522702LXEHVLPDEA	ISLAND AIR EXPRESS 888-387-8889 AK	30.00	
09/27	09/28	5543286LY5V0HGB2W	AMAZON.COM*MT90Y1X61 AMZN.COM/BILLWA		15.00
09/28	10/02	5531020M2PZZ0Z86Y	ALASKA A 0272744248104 8008545669 WA		119.89
			ALASKA AIRLINES		121.12
10/08	10/10	0522702M8EHW41LQ4	ISLAND AIR EXPRESS 888-387-8889 AK		
10/10	10/11	5542950MQJHME9RW5	INTER-ISLAND FERRY AUT 8778877815 AK		15.00
10/12	10/12	000000000000COMPC	TOTAL PURCHASES \$2,195.37		
			TOTAL RETURNS \$221.60		
			TOTAL \$1,973.77		

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

See reverse side for important information.

## WATER REPORT

NOVEMBER 2018

Same as last month:

Now that the summer season is winding down, water demand has dropped off and is at about 13,000 gallons per day.

All of the monthly water sampling has been going well this year and is on schedule.

Mark Higgins

Ron Rusher

329-2323

Fiscal Year 2018-2019 Library Monthly Numbers

	Monthly Totals- Library open	Volunteer Hours	Number of Patrons	Number of Computer Users	Number of WiFi users	Number of Reference Questions	Books Checked Out
July	81 1/2	106	117	15		53	104
August	68 3/4	87 1/2	139	10		42	122
September	85 1/2	114	194	25		56	169
October	81	83 1/4	175	15		26	68
November							
December							
January							
February							
March							
April							
May							
June							
<b>TOTALS</b>							
	<i>Prepared 10/31/18 DS</i>						



Public Water System  
COMPLIANCE MONITORING PROGRAM

RECEIVED

10-22-18

PROGRAM INVOICE

Remit To: ARS Aleut Analytical, LLC  
5757 Corporate Blvd, Suite 450  
Baton Rouge, LA 70808

Phone: 303-301-2217

Program: 2019 CMP Coffman Cove 120436

Attention: Perry Olsen

Invoice To: PO Box 18047  
Coffman Cove, AK 99918

Invoice #: PWS-00060

Invoice Date: 10/1/2018

PWS Number: 120436

Account #: 030189

<u>Item Charges</u>	<u>Balance Due</u>
Full Annual CMP Contract Price	\$6,504.30
<b>Balance Due</b>	<b><u>\$6504.30</u></b>

This invoice is based on the current Monitoring Summary, and may be subject to change once the new Monitoring Summary is available from your regulatory authority. We will contact you if there are any changes upon receipt of your updated summary.

Prepayment Options:

- Annual billed & paid in advance
- Quarterly \*billed & paid in advance, within approved credit terms (1)(2)(3)

Notes: (1) Available only for accounts with approved credit.  
(2) Reminder statements for payments due are not provided.  
(3) A 5% processing fee will be added to Quarterly and Semiannual payment options.

Prepayment Method:

- Cash
- Check
- VISA\*
- MasterCard\*

\*By selecting VISA or MASTERCARD I authorize the Automatic Recurring Billing Payment option according to the prepayment plan selected above.

Approval:

Approval and acceptance of this Agreement is acknowledged by the authorized representative below. All terms, conditions and provisions have been read and are understood.

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Anchorage  
3710 Woodland Drive,  
Suite #900  
Anchorage, Alaska 99517  
(907) 258-2155  
(907) 258-8634 fax  
800.873.8707-ext. 105

Fairbanks  
475 Hall Street, Fairbanks,  
Alaska 99701  
(907) 456-3116  
(907) 456-3125 fax  
800.873.8707-ext. 132

Mat-Su Service Center  
701 E. Parks Highway  
Suite #206  
Wasilla, Alaska 99654  
(907) 373-5440  
800.873.8707-ext. 109

10/8/2018

**Attention:** Compliance Monitoring Program (CMP) Customers

**Re: 2019 Program RENEWAL**

The purpose of this correspondence is to renew your PWS CMP Contract and guarantee uninterrupted Program benefits through the next year.

- **Automated Bottle Orders** - NEVER MISS A SAMPLING EVENT AGAIN!
- **Preprinted Labels & COC's** - SAVE COSTLY OPERATOR TIME
- **Out of Compliance Warning System** - RESAMPLE EASILY WITHIN DEADLINES!
- **Reporting** - ELECTRONIC RESULTS DELIVERED IN THE STATE REQUIRED FORMAT!
- **Safeguard Your System** - TRACKING AND ARCHIVING OF PWS DATA!

Program membership has grown to over 225 Systems with a renewal rate of 100%.

Just sign the enclosed invoice; FAX, email or mail it to me at:

Email: [jbaker@aaanalytical.com](mailto:jbaker@aaanalytical.com) or [AccountsReceivable@amrad.com](mailto:AccountsReceivable@amrad.com)  
Fax: 1-719-213-2478

If prepaying by check, mail your invoice and payment to:

ARS Aleut Analytical, LLC  
5757 Corporate Blvd  
Suite # 450  
Baton Rouge, LA 70808

We appreciate your business and continued participation in our PWS Compliance Monitoring Program. Please feel free to contact me via e-mail or telephone with any questions, suggestions or concerns.

Sincerely,

Mary Curry

Digitally signed by Mary  
Curry  
Date: 2018.10.08 10:51:18  
-08'00'

Mary Curry, Alaska Manager  
3710 Woodland Drive  
Anchorage, AK 99517  
[MCurry@aaanalytical.com](mailto:MCurry@aaanalytical.com)  
907-258-2155



THE STATE  
of **ALASKA**  
GOVERNOR BILL WALKER

Department of Environmental  
Conservation

DIVISION OF WATER  
Wastewater Discharge Authorization Program

555 Cordova Street  
Anchorage, Alaska 99501-2617  
Main: 907.269.6285  
Fax: 907.334.2415  
[www.dec.alaska.gov/water/wwdp](http://www.dec.alaska.gov/water/wwdp)

November 9, 2018

City of Coffman Cove  
P.O. Box 18135  
Coffman Cove, Alaska 99918

Re: City of Coffman Cove, Etolin View Subdivision Road Construction  
POA-2009-666, Clarence Strait

Dear City Clerk:

In accordance with Section 401 of the Federal Clean Water Act of 1977 and provisions of the Alaska Water Quality Standards, the Department of Environmental Conservation (DEC) is reissuing (time extension) the enclosed Certificate of Reasonable Assurance for placement of dredged and/or fill material in waters of the U.S., including wetlands and streams, associated with the development of a road to provide access to the Etolin View Subdivision.

DEC regulations provide that any person who disagrees with this decision may request an informal review by the Division Director in accordance with 18 AAC 15.185 or an adjudicatory hearing in accordance with 18 AAC 15.195 – 18 AAC 15.340. An informal review request must be delivered to the Director, Division of Water, 555 Cordova Street, Anchorage, AK 99501, within 20 days of the permit decision. Visit <http://dec.alaska.gov/commish/ReviewGuidance.htm> for information on Administrative Appeals of Department decisions.

An adjudicatory hearing request must be delivered to the Commissioner of the Department of Environmental Conservation, 410 Willoughby Avenue, Suite 303, PO Box 111800, Juneau, AK 99811-1800, within 30 days of the permit decision. If a hearing is not requested within 30 days, the right to appeal is waived.

By copy of this letter we are advising the U.S. Army Corps of Engineers of our actions and enclosing a copy of the certification for their use.

Sincerely,

A handwritten signature in black ink that reads "James Rypkema".

James Rypkema  
Program Manager, Storm Water and Wetlands

Enclosure: 401 Certificate of Reasonable Assurance

cc: (with encl.)  
Roberta Budnik, USACE, Juneau  
Mark Minnillo, ADF&G

USFWS Field Office Juneau  
Mark Douglas, EPA Operations, Anchorage

**STATE OF ALASKA**  
**DEPARTMENT OF ENVIRONMENTAL CONSERVATION**  
**CERTIFICATE OF REASONABLE ASSURANCE**

In accordance with Section 401 of the Federal Clean Water Act (CWA) and the Alaska Water Quality Standards (18 AAC 70), a Certificate of Reasonable Assurance, is reissued (time extension) to City of Coffman Cove, Post Office Box 18135, Coffman Cove, Alaska 99918, for placement of dredged and/or fill material in waters of the U.S. including wetlands and streams in association with the development of a road to provide access to the Etolin View Subdivision in Coffman Cove, Alaska.

The applicant proposes to place 3,480 cubic yards (CY) of shot rock fill into 1.26 acres of wetlands in order to construct a road in the Etolin View Subdivision. The road would be a total of 5,600 feet long, of which 2,750 feet would be within wetlands. The road would be 20 feet wide, toe-to-toe, and up to 2 feet thick.

A State Water Quality Certification is required under Section 401 because the proposed activity will be authorized by a U.S. Army Corps of Engineers permit, reference number POA-2009-666, and a discharge of pollutants to waters of the U.S. located in the State of Alaska may result from the proposed activity. Public notice of the application for this certification was given as required by 18 AAC 15.180 in the Corps Public Notice POA-2009-666 posted from August 13, 2013 to August 27, 2013.

The proposed activity is located within Sections 6, 7, and 8, T. 68 S., R. 82 E., Copper River Meridian; Latitude 55.997° N., Longitude 132.784° W.; Etolin View Subdivision; in Coffman Cove, Alaska

The Department of Environmental Conservation (DEC) reviewed the application and certifies that there is reasonable assurance that the proposed activity, as well as any discharge which may result, will comply with applicable provisions of Section 401 of the CWA and the Alaska Water Quality Standards, 18 AAC 70, provided that the following additional measures are adhered to.

1. Reasonable precautions and controls must be used to prevent incidental and accidental discharge of petroleum products or other hazardous substances. Fuel storage and handling activities for equipment must be sited and conducted so there is no petroleum contamination of the ground, subsurface, or surface waterbodies.
2. During construction, spill response equipment and supplies such as sorbent pads shall be available and used immediately to contain and cleanup oil, fuel, hydraulic fluid, antifreeze, or other pollutant spills. Any spill amount must be reported in accordance with Discharge Notification and Reporting Requirements (AS 46.03.755 and 18 AAC 75 Article 3). The applicant must contact by telephone the DEC Area Response Team for Southeast Alaska (907) 465-5340 during work hours or 1-800-478-9300 after hours. Also, the applicant must contact by telephone the National Response Center at 1-800-424-8802.
3. Runoff discharged to surface water (including wetlands) from a construction site disturbing one or more acres must be covered under Alaska's General Permit for Storm Water Discharges from Large and Small Construction Activities in Alaska (AKR100000). This permit requires a Storm Water Pollution Prevention Plan (SWPPP). For projects that disturb more than five acres, this SWPPP must also be submitted to DEC (William Ashton, 907-269-6283) prior to construction.

4. Construction equipment shall not be operated below the ordinary high water mark if equipment is leaking fuel, oil, hydraulic fluid, or any other hazardous material. Equipment shall be inspected on a daily basis for leaks. If leaks are found, the equipment shall not be used and pulled from service until the leak is repaired.
5. All work areas, material access routes, and surrounding wetlands involved in the construction project shall be clearly delineated and marked in such a way that equipment operators do not operate outside of the marked areas.
6. Natural drainage patterns shall be maintained, to the extent practicable, without introducing ponding or drying.
7. Excavated or fill material, including overburden, shall be placed so that it is stable, meaning after placement the material does not show signs of excessive erosion. Indicators of excess erosion include: gullyng, head cutting, caving, block slippage, material sloughing, etc. The material must be contained with siltation best management practices (BMPs) to preclude reentry into any waters of the U.S., which includes wetlands.
8. Include the following BMPs to handle storm water and total storm water volume discharges as they apply to the site:
  - a. Divert storm water from off-site around the site so that it does not flow onto the project site and cause erosion of exposed soils;
  - b. Slow down or contain storm water that may collect and concentrate within a site and cause erosion of exposed soils;
  - c. Place velocity dissipation devices (e.g., check dams, sediment traps, or riprap) along the length of any conveyance channel to provide a non-erosive flow velocity. Also place velocity dissipation devices where discharges from the conveyance channel or structure join a water course to prevent erosion and to protect the channel embankment, outlet, adjacent stream bank slopes, and downstream waters.
9. Fill material must be clean sand, gravel or rock, free from petroleum products and toxic contaminants in toxic amounts.

This certification expires five (5) years after the date the certification is signed. If your project is not completed by then and work under U.S. Army Corps of Engineers Permit will continue, you must submit an application for renewal of this certification no later than 30 days before the expiration date (18 AAC 15.100).

Date: November 9, 2018

  
\_\_\_\_\_  
James Rypkema, Program Manager  
Storm Water and Wetlands