

City of Edna Bay - Regular Meeting

1 — Meeting Date, Place and Call to order:

This Regular meeting was held on Monday, April 13th, 2015 at Edna Bay School.
Mayor Richter called the meeting to order at 6:35 PM.

2 — Roll Call:

Heather Richter	- Mayor / Presiding Officer	(Present)
Karen Williams	- Vice Mayor / City Council	(Present)
Tyler Poelstra	- Clerk / City Council	(Present)
Myla Poelstra	- Treasurer / City Council	(Present)
Carleigh Fairchild	- City Council	(Present)
Doris Greif	- City Council	(Absent)
Paul Haag	- City Council	(Present)

2.1 — Public Participants:

Mike Williams Russ Bartels Pat Richter Joe Wargi Sue Crew

3 — Consent Agenda:

A: Approval of Meeting Agenda:

The current agenda was read by Tyler Poelstra.
Consensus of the public attendants was taken in favor, and no objections were noted.

B: Approval of Prior Meeting Minutes:

The following minutes were presented for review:

- | | |
|--|--|
| 1: Regular Meeting Minutes of March 9th, 2015 | - It was noted that the word "accept" should be exchanged with "submit" for the motion under New Business, Item B. |
| 2: Special Meeting Minutes of March 26th, 2015 | - No questions or objections |
| 3: Special Meeting Minutes of March 28th, 2015 | - No questions or objections |
| 4: Special Meeting Minutes of April 9th, 2015 | - No questions or objections |

Consensus of the public attendants was taken in favor, and no objections were noted.

- Consent Agenda Approved by unanimous vote of the council

3.1 — Business:

Old Business:

- a: *City Budget Amendment Ordinance for EMS Funds.*
- b: *Discussion and Approval of EMS Budget Activities.*
- c: *EMS ETT Tuition and Training Expenses.*

New Business:

- a: *EMS Funding Transfer Amendment.*
- b: *Discussion and Adoption of Resolution naming City of Edna Bay as the Sole Applicant for the DNR Bulk Fuel Site, succeeding Edna Bay Community Inc. as Initial Applicant.*
- c: *Tsunami Training Report and Emergency Siren Discussion and Selection.*
- d: *City Clerk Phone Discussion and Decision.*
- e: *Municipal Seal Draft Design Review and Adoption.*
- f: *FY 2016 PILT Program for Cities in the Unorganized Borough, Discussion and Resolution.*
- g: *Draft Southeast State Forest Management Plan Comment Letter and Resolution.*

4 — Mayor's Report:

Mayor Richter had no report.

5 — Clerk's Report:

Tyler Poelstra reported that the website development is underway. He noted that it is a large undertaking, but that he hopes to publish a first draft soon and get feedback.

6 — Treasurer's Report:

Myla Poelstra read back the Treasurer's Report. She noted that it would be her preference to have the report based on a month to month balance instead of a balance to date for the day of the meeting, which will allow her more time to prepare new reports.

It was agreed by public and council consensus to have future reports be in a month to month report format.

7 — Committee Reports

7.1 — Dock Committee:

Tyler Poelstra (Dock Chairman) reported that the DOT Maintenance Agreement amendments are in need of implementation by DOT before the agreement will be initiated. He will contact DOT again soon.

He reported that the certified diver being hired to resolve the floating anchor line issue is scheduled to finalize travel plans by the end of the week.

7.2 — Road Committee:

Pat Richter (Road Chairman) had no report. The USFS is still working to make a decision on the road repairs, which will determine the necessity of other road repairs conducted by the City this year. He noted that no one has requested a Road Committee meeting, and if anyone would like to have one to please contact him.

7.3 — EMS Committee:

Karen Williams (EMS Administrator) reported that the EMS responder bags have been updated with new supplies and restocked. She then gave an overview of the Tsunami Training workshop class and the information she studied that will be shared with the public at future meetings.

7.4 — Search & Rescue Committee:

Pat Richter (S&R Chairman) had no report.

7.5 — Fire Committee:

Mike Williams (Deputy Fire Chief) reported that there have been no fires in the past 3 months.

7.6 — Fish & Game Advisory Committee:

Pat Richter (Advisory Committee Chairman) had no report, but noted that a meeting will be held soon and all members will be notified once it is scheduled.

8 — Old Business

Item A – City Budget Amendment Ordinance for EMS Funds:

Councilor (Mr.) Poelstra explained that the final figures for this item to be presented as a first reading are not yet finalized, and requested that the item be tabled until final figures can be resolved.

Consensus of the public attendants was taken in favor of tabling item A and no objections were noted.

Motion:

Mayor Richter moved to table this item to a future meeting.

- *Seconded by Councilor Fairchild*
- **Approved by unanimous vote of the council**

Item B – Discussion and Approval of EMS Budget Activities:

Councilor Williams explained the item. The council discussed slated EMS activities for the year.

Councilor (Mr.) Poelstra noted that there were additional items discussed in EMS Committee, including shelving systems for the Multi-purpose building, that needed further investigation and figures before this item

could be discussed, and suggested it be taken back to Committee for further research before approval.

Consensus of the public attendants was taken in favor of moving item B to EMS Committee for further discussion, and no objections were noted.

Motion:

Councilor (Mr.) Poelstra moved to send this item back to Committee for further discussion.

- *Seconded by Councilor (Mrs.) Poelstra*
- **Approved by unanimous vote of the council**

Item C – EMS ETT Tuition and Training Expenses:

Councilor Williams explained the item and broke down the overall cost of the ETT training class. [ETT means Emergency Trauma Technician]

SERIMS will reimburse \$500 of the \$600 that the EMS will be spending on new training enrollments. The air fare for the trainer will be \$200, and there will be a \$50 charge for gas costs for Prince of Wales travel. The total cost of ETT expenses, including housing, will be \$2300. Karen will speak with SISD to see if the school building can be used to house the trainer in order to lower the costs. She noted that the \$100 mini grant can also be used to offset some of these costs, and \$600 of the total will be reimbursed to the EMS after the expenses have been incurred.

The trainer is planning to be in Edna Bay the second week of June.

9 —

New Business

Item A – EMS Funding Transfer Amendment:

Mayor Richter explained the item and would like to motion to correct the funding allocation amount.

Consensus of the public attendants was taken in favor and no objections were noted.

Motion:

Mayor Richter moved to accept the \$1285.09 from Edna Bay Community for EMS, amending the acceptance of the \$2800 previously approved at the February 9th, 2015 meeting.

- *Seconded by Councilor Fairchild*
- **Approved by unanimous vote of the council**

Item B – Discussion and Adoption of Resolution naming City of Edna Bay as the Sole...:

Mayor Richter explained that a resolution needs to be adopted to accept the transfer of the DNR Bulk Fuel Site to the City of Edna Bay. Councilor (Mr.) Poelstra read back a draft resolution for the action.

Consensus of the public attendants was taken in favor and no objections were noted.

Motion:

Councilor (Mrs.) Poelstra moved to adopt resolution #2015-04, naming the City of Edna Bay as the sole application for the Department of Natural Resources ADL 107923 succeeding Edna Bay Community Inc. as the initial applicant.

- *Seconded by Councilor Fairchild*
- **Approved by unanimous vote of the council**

Item C – Tsunami Training Report and Emergency Siren Discussion and Selection:

Councilor Williams explained the agenda item.

Karen reported that she attended the Tsunami Workshop in Ketchikan hosted by the Department of Homeland Security. She stated that the agency knows where Edna Bay is and is aware of our capabilities to respond to natural disasters. The class covered preparedness, response and recovery. She shared that there is a wealth of knowledge she learned during the 5 days of class, and broke down the information into 6 categories. She will share the information with the community throughout the year and will be setting up laminated procedure sheets to assist in dealing with the types of emergency responses she learned about.

Karen would like to see the EMS perform a complete local emergency drill, and noted that much of the video content shared during the class can be obtained on disk by request if the community is interested in having her contact the agencies that hosted the class for copies.

The emergency sirens were now introduced. Varying models were shown and discussed, ranging from low to high priced models, plastic and metal, and of varying quality. Logging Whistles are already on the EMS Code Blue request list, but it could be several years before they are obtained. General consensus was that it would be advantageous to be prepared as soon as possible and that an interim solution should be obtained. After discussion an aluminum model was the preferred model, and it was agreed to have hearing protection purchased to go with each siren that is obtained. The siren costs approximately \$130, shipped.

The public felt that the EMS should continue discussion on the sirens and form final conclusions on which model(s) and accessory equipment to purchase.

Consensus of the public attendants was taken in favor and no objections were noted.

Motion:

Councilor (Mr.) Poelstra moved to approve the EMS in purchasing emergency sirens and necessary equipment related to their use.

- *Seconded by Mayor Richter*

- **Approved by unanimous vote of the council**

Item D – City Clerk Phone Discussion and Decision:

Councilor (Mr.) Poelstra explained the need for a City phone and answering machine to have a dedicated point of contact for the City, instead of continuing to use a private line for receiving calls and City related business. The public felt it was good policy to have a direct point of contact.

Councilor (Mr.) Poelstra shared the cost breakdown for installation of a new line, the monthly service rates, and average phone/answering machine costs. The installation with AP&T is \$53.10, the premise visit is \$53.10, labor is \$90/hr, and the service rate is \$45/mo. Phone hardware with a built in answering machine cost around \$30. Currently, all costs are being incurred by the volunteer administration.

Councilor (Mrs.) Poelstra offered to exchange her second hardline installation for use as a City hard line in order to remove the overhead fees for setting up a new phone number. Councilor Haag suggested that it might be possible to get a digital subscription number that would stay the same as long as the user had an internet connection and a mobile phone. It was agreed to accept Myla's offer of replacing her second hard line connection with a City phone number.

Consensus of the public attendants was taken in favor of the City obtaining a phone line and no objections were noted. One member of the public was noted in opposition.

Motion:

Councilor Williams moved to accept Myla's offer to redesignate her secondary phone line as a City phone line and open an AP&T account, and purchase necessary hardware.

- *Seconded by Councilor (Mr.) Poelstra*

- **Approved by unanimous vote of the council**

Item E – Municipal Seal Draft Design Review and Adoption:

Councilor (Mr.) Poelstra presented a draft municipal seal design, and explained the purpose of the seal to the public in attendance. He noted that suggestions for changes had been made, specifically related to the fishing vessel on the seal that was posted publicly, and those changes were implemented in the final draft being presented.

Councilor (Mr.) Poelstra shared that for the design to work as a seal that can be pressed into paper or stamped, it must be round and of a certain level of detail that can still be seen when sized down. Minor changes may be necessary to ensure it is compatible with the requirements set out by the stamp company. The public and council noted their approval of the design.

Consensus of the public attendants was taken in favor and no objections were noted.

Motion:

Councilor Haag moved to accept the municipal seal as drafted with authorization for future edits as necessary, and to purchase the seal stamp and necessary implements.

- *Seconded by Councilor Williams*
- **Approved by unanimous vote of the council**

Item F – FY 2016 PILT Program for Cities in the Unorganized Borough...:

Mayor Richter explained that the State of Alaska is reinstating the PILT program. [Note: PILT means Payment in Lieu of Taxes] There are several requirements that must be met in order to qualify for the fund, and it is unclear if all of them can be satisfied by the City at this time because of how recently it was formed. She noted that the State is checking to ensure that we do meet necessary requirements before the City can formally apply. Once the profit/loss figures are generated the City should be able to apply.

Councilor (Mr.) Poelstra read back a draft resolution provided by the State for applying for the PILT program.

Consensus of the public attendants was taken in favor of applying for PILT if the necessary qualification are met, and no objections were noted.

Motion:

Mayor Richter moved to pass resolution #2015-05 requesting FY 2016 Payment In Lieu of Taxes funding from the DCCED.

- *Seconded by Councilor (Mrs.) Poelstra*
- **Approved by unanimous vote of the council**

Item G – Draft Southeast State Forest Management Plan Comment Letter and Resolution:

Councilor (Mr.) Poelstra explained the item and noted that the Division of Forestry has a hearing scheduled for April 23rd at 6:00PM to discuss the plan. He noted that the documents for the plan are extensive and there has not been enough research done at this time to have a valid discussion.

He felt that many questions would likely be answered during the hearing, and would like to have a discussion at a Special Meeting the day after the hearing to finalize any points and item for a letter if one is to be written.

Consensus of the public attendants was taken in favor of tabling the item and no objections were noted.

Motion:

Councilor (Mr.) Poelstra moved to table the item to a future meeting.

- *Seconded by Councilor Fairchild*
- **Approved by unanimous vote of the council**

10 —

Persons to Be Heard

Councilor (Mr.) Poelstra noted that Lynn Kenealy from DCRA will be in Edna Bay on April 28th for the week.

Councilor Haag noted that he is very thankful for how supportive Edna Bay residents are, and how unique and special the community is. He also announced that due to his work schedule, he may miss some future meetings.

Councilor (Mrs.) Poelstra announced that she will not be present for the next regular meeting, and will be in Juneau to see her new grand baby at that time.

Adjournment

Mayor Richter moved that the meeting be adjourned.

Motion seconded by Councilor (Mrs.) Poelstra

Meeting adjourned at 8:38 PM.