

# City of Edna Bay - Special Meeting

## 1 — Meeting Date, Place and Call to order:

This Special meeting was held on Saturday, October 1st, 2016 at Edna Bay School. Mayor Richter called the meeting to order at 6:00 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              | (Present) |

## 2.1 — Public Participants:

|                  |                   |                |               |                |
|------------------|-------------------|----------------|---------------|----------------|
| Joe Wargi        | Brian Poelstra    | Jacque Nelson  | Sandy Henson  | Teran Poelstra |
| Lee Greif        | Maureen Viera     | Terry Poelstra | Mike Williams | Robert Fish    |
| Charleen Barrels | Richard Stockdale | Pat Richter    | Russ Barrels  |                |

## 3 — Consent Agenda:

### A: Approval of Meeting Agenda:

The current agenda was read by Councilor (Mr.) Poelstra.

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

### Motion:

Mayor Richter moved to accept the consent agenda as presented.

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

## 3.1 — Business:

### **Special Business:**

- a: *Announcement and acceptance of sole-source contractor for bulk fuel site construction.*
- b: *General bulk fuel project update.*

## 4 — Special Business

### **Item A – Announcement and Acceptance of Sole-Source Contractor....:**

Mayor Richter shared that Tyler and Richard are assigned as Project Managers for the Bulk Fuel Facility and have asked for a meeting to be called in order to share their contractor selection for the Bulk Fuel Facility earthwork construction.

Councilor (Mr.) Poelstra shared that shortly after the last Special Meeting when the City's position was stated clearly by motion and resolution to Direct-Hire for the earthwork construction phase of the project, he was contacted by a contractor with an offer to complete the construction as it has been detailed by the City and AEA for \$36,000.00.

As previously indicated, the project timeline has boiled down to less than 90-days remaining to bring the project to completion. Councilor (Mr.) Poelstra shared that utilization of direct-hire is in compliance with Alaska Administrative Code and Statute under the "Small Procurement" construction contract maximum cost limit of \$100K, and the small procurement purchase limit of \$50K, citing a list of applicable AAC and Statute codes made available for review by those in attendance.

Councilor (Mr.) Poelstra cited the emergency need for quick action on the project due to the funding window being so short, and the risk of losing the project funding if it is not renewed after the existing December 31st deadline. He stated that execution of the construction utilizing Direct-Hire under AAC/Statute is in the State's Best Interest due to the large investment of public funds that has been made in order to get the facility to this

phase in development for the residents of the City. He stated that failure to complete the project would result in a detriment to overall investment the State has made to establish the City and its facilities as they are key properties in development of the Bulk Fuel Facility which aim to promote health, safety, and future growth.

Councilor (Mr.) Poelstra shared that after communicating with Richard Stockade about the offer from CSL Farm and Services for \$36,000 a Request for Qualifications was issued and returned. He observed that the contractor has an excess of recent experience to demonstrate competency to complete the project beyond the needs of the City, and also appreciated the low overall cost, availability of the contractor, and the offer by the contractor to donate rock as needed to finish the project with the suggested changes.

As Project Managers, Tyler and Richard recommended that the City accept the offer from CSL Farm and Services for the cited factors. Mayor Richter asked to be excused from voting on the matter at hand due to a Conflict of Interest. The Council concurred with the request for the Mayor to be excused.

Consensus of the public attendants was taken in favor of accepting the proposal from CSL Farm and Services to the bulk fuel pad construction, and no objections were noted.

**Motion:**

Councilor Williams moved to accept the proposal by CSL Farm and Services for the sum of \$36,000 and initiate a Small Procurement contract for the Bulk Fuel pad construction.

- *Seconded by Councilor Greif*
- **Approved by majority vote of the council**
- **Council vote:**

|                     |                |
|---------------------|----------------|
| Heather Richter:    | <b>Excused</b> |
| Carleigh Fairchild: | <b>Yea</b>     |
| Tyler Poelstra:     | <b>Yea</b>     |
| Myla Poelstra:      | <b>Yea</b>     |
| Karen Williams:     | <b>Yea</b>     |
| Doris Greif:        | <b>Yea</b>     |

**Item B – General Bulk Fuel Project Update:**

Mayor Richter said that she is working on having a new Fire Marshal review done to bring it up to date with the current design. The Coastguard fuel permit is an extensive process that must also be done before the first load of fuel can be delivered to the facility.

Mayor Richter is working with the AEA to push for wrap-up on the original grant funding so that it can be released for the tanks to be purchased. She also noted that she is working on obtaining a secondary quote from a company in Canada for competitive pricing. Pat asked if the existing \$100K or pass through grant funds can be used to purchase or put a down payment on the tanks. Mayor Richter said she was looking into whether that would be possible.

Charleen Bartels asked if we can get the funding date extended on the original grant. Mayor Richter shared the AEA's confidence that it could be, but also the air of caution Senator Stedman offered regarding the fiscal situation the State is currently in and his lack of optimism that it would be possible to get further extensions. She noted that advice from the Senator is a key reason the City is moving to direct-hire at this time since he warned that an extension is unlikely.

**5 – Persons to be Heard:**

Charleen Bartels thanked the Council for all of their hard work and her appreciate for their strong efforts.

Sandy Henson stated "We Want Fuel" for the record.

**Adjournment**

Mayor Richter moved that the meeting be adjourned.

Motion seconded by Councilor (Mr.s) Poelstra.

Meeting adjourned at 6:23 PM.