

# City of Edna Bay - Special Meeting (Postponed Regular)

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

This Special meeting was held on Monday, November 19th, 2018 at Edna Bay School.  
Mayor Richter called the meeting to order at 6:10 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)
Sandy Henson	- City Council	(Absent)
Doris Greif	- City Council	(Present)
Lee Greif	- City Council	(Present)

### 2.1 — Public Participants:

Pat Richter	Joe Wargi	Katie Buss	Sharon Wargi	Richard Stockdale
Bob Fish	Teran Poelstra	Louise DiPaolo	Roger DiPaolo	John Dodson
Sue Crew	Mike Williams	Brian Poelstra		

### 2.A — Election of Vice Mayor:

Karen Williams stated she is willing to continue on for another term as Vice Mayor.

#### Motion:

Mayor Richter moved to nominate Karen Williams to act as Vice Mayor for another term.

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

## 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.

### B: Approval of Prior Meeting Minutes:

The following minutes were presented for review:

1: Regular Minutes of October 8th, 2018 -

Sue Crew requested that her summarized opinion noted under Person's to Be Heard regarding the City Website being broken be redacted. It was agreed to remove the line and leave the portion pertaining to watermarking as originally summarized.

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

#### Motion:

Mayor Richter moved that we approved the consent agenda with noted corrections.

- Seconded by Councilor (Mr.) Greif
- **Approved by unanimous vote of the council**

## 3.1 — Business:

### Old Business:

- a: Snow Plow Policy, Discussion and Decision.
- b: Road Maintenance Project Contracts, Discussion and Decision.
- c: Budget Amendment Ordinance #18-15NCO for Roads, Discussion and Decision.
- d: Contract for Installation of Bulk Fuel Facility Fence, Discussion and Decision.

- e: *Bid Opening and Award of EMS Transport Trailer, Discussion and Decision.*

### **New Business:**

- a: *Changing Logistics and Finances for Post Office, Discussion and Decision.*

**4 — Mayor's Report:** No Report.

**5 — Clerk's Report:** No Report.

**6 — Treasurer's Report:**

Myla Poelstra read back the treasurer's report. There were no questions or comments.

## **7 — Committee Reports**

**7.1 — Dock Committee:**

Mayor Richter stated that the City had received a report that one of the breakwater lights was out. The situation will be inspected and addressed immediately. John Dodson noted his observation that the signs on the pilings at the dock rattle when the wind hits them, and they sound like they may be loose.

Councilor (Mr.) Poelstra stated that he has not yet received a new response from Kirk. Kirk recently sent a short update indicating he was backlogged but was working on the designs and would notify the City as soon as they were prepared.

Pat Richter met with Chuck Poole (Poole Engineering). Chuck is building a new style breakwater design that uses loader tires slid over a 26" diameter 3/4" thick galvanized steel tube that has 1" thick end caps welded on to keep the tires in place and water out of the tube. This style breakwater has been built up to 460' long for around \$300/ft. Pat Richter feels this would be a better design to replace the existing log breakwater with. The City has requested that Pat obtain more information on the design.

**7.2 — Road Committee:**

Mayor Richter noted that road contracts will be discussed under their agenda items later in the meeting.

**7.3 — EMS Committee:**

Karen Williams (Administrator) stated that Airmedcare has taken over for Apollo MT. The 25th of November will mark the end of the old coverage program, and it was noted that the new coverage program will not be available in Idaho or Washington state. It was also noted that the coverage will only pay for one leg of a medivac; from Edna Bay to Ketchikan, for example, but not on to Washington if higher care is necessary. Karen noted that she will double check on what is covered by the program and report back to everyone.

Councilor (Mrs.) Greif noted the need for the EMS to obtain body bags appropriate for any deceased to be buried in Edna Bay, and the need for the EMS to replace the baby medical kit.

**7.4 — Search & Rescue Committee:**

No report (Chairman not present). Pat Richter shared that he recently responded to a Search and Rescue operation to find a missing Naukati man with his plane, and strongly suggested that people hunting or out in the forest wear bright colored clothing. Pat noted the difficulty locating the man that was lost due to his clothing being full camouflage, and how easy it was to see another person from up to a mile away who had fluorescent colored clothing on.

**7.5 — Fire Committee:**

No report.

**7.6 — Fish & Game Advisory:**

No report. Myla Poelstra noted the need for the Committee to hold a meeting before the end of the year.

**7.7 — Bulk Fuel:**

No report. A question was raised about whether it was possible to partially enclose the dispenser cages without consulting an engineer. Mayor Richter indicated that partially enclosing the cages is only to block water exposure to the equipment and floor. She noted the top of the cage walls will remain open and



breathable and that enclosing the cages would not require further engineering consultation.

**Item A – Snow Plow Policy....:**

The draft Snow Plow Policy and Snow Plow Application were projected on the overhead and copies made available for review.

Discussion was held on the variability of snow conditions and if a clause could be added to handle times when snow plowing isn't possible until after an excessive amount of snow has built up. Councilor (Mr.) Poelstra suggested that if adjustments are made based on snow volume they be limited to a cap of no more than \$500. It was agreed to add a provision stating "If section is large enough or an excessive amount of snow exists" to the last main paragraph of the policy.

Mayor Richter asked Pat and Joe if they had plow rate suggestions. She asked Sue if Jere had suggestions or was interested in plowing the road. Pat provided the suggestion of \$750 for the main roads and \$750 for the side roads with the amount of work and time to do both portions being approximately the same. Jere had not provided suggested figures for snow plowing.

It was agreed to amend the application with the excessive snow volume provision and the rate of \$750 for the main roads and \$750 for the side roads. The application will be provided by the City on request.

Consensus of the public attendants was taken in favor of the snow plow policy as amended. No objections were noted.

**Motion:**

Councilor (Mrs.) Poelstra moved that we accept the Snow Plow Policy, Application, and Fees including the language to cover excessive snow.

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

**Item B – Road Maintenance Project Contract(s)....:**

Contracts C104, C105 and C106 were displayed on the overhead projector and copies available for review.

Contract C104 was carefully reviewed in its entirety to present the contract formatting to those in attendance since most of the generalized content of C105 and C106 is the same.

Mayor Richter emphasized that the Bulk Fuel Fence contract C104 needs to be done quickly in order for the City to get reimbursed before the grant closes out in December. She explained that requests were made for 3 quotes on the fence material, and the fence quote from Seattle at \$5600 was nearly half the price of the next closest quote. Shipping to Craig will be ~\$1500. It was agreed to accept C104 as presented.

Contract C105 was discussed next. Mayor Richter explained that the City agreed to include placing 3 safety logs in the contract, but wanted consensus on where best to situate the 3rd log. It was agreed to have the third log installed up the hill and on the opposite side of the hole near Sandy's driveway. The estimated cost of the contract is around \$15K. It was agreed to accept C105 as presented with the 3rd log outlined on the attached diagram in the appropriate location.

Contract C106 was presented last. It was noted that the longer window for completion was set to 120 days to allow for a the rock necessary for the project to be sourced. After discussion it was agreed to modify the "Location" noted on the contract to specify "Kosciusko and Limestone Pl. Road". Maintenance for the lower portion of Kosciusko was discussed. Consensus was that with the hill being exposed bedrock, any work to the road may cause further erosion and material migration down the hill instead of substantive improvement. The anticipated cost of the contract is dependent on the rock source, but is expected to be \$20-25K.

Consensus of the public attendants was taken in favor of letting contracts C104, C105 and C106 as amended. No objections were noted.

**Motion:**

Councilor (Mrs.) Poelstra moved to accept contracts C104, C105 and C106 as presented and discussed with 1 clarification to C105's 3rd safety log location.

- *Seconded by Mayor Richter*
- **Approved by unanimous vote of the council**

Councilor (Mr.) Poelstra cautioned about the estimated costs of all three contracts and asked if it would be a good time of year to let all three since the City is about to order its next load of fuel. Consensus of the public attendants was taken in favor of letting contracts C104, C105 and C106 as amended. One public objection was noted.

**Motion:**

Mayor Richter moved to let contracts C104, C105 and C106.

- *Seconded by Mayor Richter*
- **Approved by unanimous vote of the council**

***Item C – Budget Amendment Ordinance #18-15NCO for Roads....:***

Tabled.

***Item D – Contract for Installation of Bulk Fuel Facility Fence....:***

Discussed under Item B.

***Item E – Bid Opening and Award of EMS Transport Trailer....:***

Two bids were submitted at the opening of the meeting. They are as follows:

Bid 1: Roger DiPaolo for \$107.00  
Bid 2: John Dodson for \$25.99

The winning bid is Roger DiPaolo for \$107.00. Roger was awarded the EMS Transport Trailer.

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***New Business***

***Item A – Changing Logistics and Finances for Post Office....:***

Councilor Williams requested this item be discussed. Councilor Williams expressed her general feeling that with the increased workload, requirements, and financial burden facing the Post Office that the community will face a large issue down the road if it doesn't work to find resolution to some of the problems in a short term fashion and begin planning for a long term way of sustaining the service.

She expressed that Myla will not be able or willing to handle the Post Office forever and in its current state she cannot continue to handle the growing mail volume alone. Myla needs help moving the mail. In the last 11 months alone, over 100K lbs of mail were moved to Edna Bay by Taquan Air, and lifted/moved multiple times to get it all delivered to the Post Office.

Councilor Williams described her concern that the City has not designed and implemented a set Policy on how the Post Office service is to be managed and run and wants to know where the City intends to go with the service and how best to take care of it going forward. She expressed her concern that the individual who ends up being responsible for moving all of the mail volume is working for no compensation and not being covered by Workman's Comp.

She explained that research has been done to seek funding support for the Post Office, but there is no outside help available. She felt that if the community hadn't decided to refuse an official Federal Post Office in 1997, the City would have more leverage today to get outside financial support for the issues it is facing today.

Councilor (Mrs.) Poelstra noted that the \$12K yearly postal rate is only for mail sorting, processing and related financial activities and was not set based on compensation for freight hauling. Pat Richter expressed his opinion that the rate was nearly doubled in recent years to compensate Teran. Mayor Richter explained that in years past the community has had to be very frugal to maintain any reserve monies.

Mike Williams shared his experience of being involved with the Post Office since he has lived in Edna Bay,



and working with Teran moving the freight. He expressed his observations of increased workload as the years have passed and feels Teran should be compensated. He stated the community needs to take care of the people that take care of them. Roger DiPaolo reiterated that his sentiment aligns with Mike and Karen Williams, and added his view that the City is all of us, and there is no separation. He shared that he and others in the community are reliant on the mail service to provide essential things they need to live in Edna Bay and feels the City must have some reliable services to survive.

Richard Stockdale expressed that Teran should somehow be covered by Workman's Comp, but is not sure how best for the City should go about that. It was suggested the City could pay for freight hauling under contract. Councilor (Mr.) Poelstra expressed his desire to see the City work on a long-term transition plan to assume responsibility of the Post Office. He feels it cannot continue on in the form it is in now and without incentive, it presents too much of a burden for others to want to take on the load and responsibility.

Pat Richter expressed his opinion that he does not feel the City should hire Teran as an employee. Sue Crew expressed her opinion that the City provides a Postal Subsidy to Myla, not an official contract. She asked if he was going to handle mail as an employee if he would be required to meet performance criteria and be screened. Councilor (Mrs.) Poelstra explained the position will never be a Federal Postal job, and would not be subject to the same standards. She noted that prior to her taking on the responsibility Sandy, Karen and others were historically employees of the community that performed the postal duties, and that the issues with operating the Post Office have been kicked down the road for too long.

Councilor Williams felt that more information needs to be gathered and everyone needs to bring more ideas to the next meeting. Mayor Richter suggested that Myla work on building a set of figures and costs for managing the postal related tasks to help define a basis for any further decisions. Councilor (Mr.) Poelstra expressed that the Store and Post Office are unrelated. If the Store closed, the same volume of mail would be coming into Edna Bay and still need to be hauled and stored but without the Store providing any level of subsidy for the various expenses it takes to have a local Post Office.

Councilor (Mrs.) Poelstra stated that the main concern she has is Teran or anyone who is hauling all of the freight not being compensated, not the other costs and challenges around running the Post Office.

Councilor (Mr.) Poelstra recapped the main goals of the discussion in his view:

- 1: More data points and metrics are needed to work with when discussing any financial changes.
- 2: Compensating the freight hauler, or individual hauling the mail and covering them with Insurance.
- 3: Coming up with a long term plan to keep the Post Office in Edna Bay into the future.

It was agreed to table this item to the next agenda.

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## ***Persons to Be Heard***

None.

## ***Adjournment***

Mayor Richter moved that the meeting be adjourned.

Motion to adjourn seconded by Councilor Henson.

Meeting adjourned at 7:02 PM.