

City of Edna Bay - Regular Meeting

1 — Meeting Date, Place and Call to order:

This Regular meeting was held on Monday, September 9th, 2019 at Edna Bay School.

At the approval of those in attendance, Councilor (Mr.) Poelstra called the meeting to order at 6:10 PM.

2 — Roll Call:

Heather Richter	- Mayor / Presiding Officer	(Absent - Resigned)
Karen Williams	- Vice Mayor / City Council	(Present)
Tyler Poelstra	- Clerk / City Council	(Present)
Myla Poelstra	- Treasurer / City Council	(Present)
Sandy Henson	- City Council	(Present)
Doris Greif	- City Council	(Absent)
Lee Greif	- City Council	(Absent)

2.1 — Public Participants:

Sharon Wargi Katie Buss Joe Wargi Mike Williams

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 August 12th, 2019 - No changes or objections noted.
- 2: Special Minutes of August 28th, 2019 - No changes or objections noted.

Consensus of the public attendants was taken in favor, and one objection was noted.

Motion:

Councilor (Mr.) Poelstra moved to approve the consent agenda as presented.

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

3.1 — Business:

Old Business:

- a: *Revisit Road Contracts C105 and C106, Discussion and Decision.*
- b: *Revisit Breakwater Repairs Proposal, Discussion and Decision.*

New Business:

- a: *Public Hearing of Non-Code Ordinance #19-19NCO for Breakwater Repairs, Discussion and Decision.*
- b: *Review Proposed Amendment to the Prince of Wales Island Area Plan, Discussion and Decision.*

4 — Mayor's Report:

No report.

5 — Clerk's Report:

Tyler Poelstra reported that everything is underway for the General Election which will be held on the 1st of October. The two candidates running this year are Doris Greif and Michael Williams.

6 — Treasurer's Report:

Myla Poelstra read back the treasurer's report.

7.1 — Dock Committee:

Tyler Poelstra (Dock Chairman) reported that the DOT has incorporated Seley Corp's pipe breakwater into the construction plan and bid documents for the new dock replacement project. Kirk Miller with DOT and Mr. Seley are working together to finalize the design documents.

Tyler reported that a replacement for the missing breakwater light has been ordered and will arrive soon so that it can be installed while the breakwater repairs are being finished up.

7.2 — Road Committee:

Michael Williams volunteered to be the Road Chairman.

Consensus of the public attendants was taken in favor of accepting Michael Williams being as Road Committee Chairman, no objections were noted.

Motion:

Councilor (Mr.) Poelstra to accept Mike Williams as the new Road Chairman.

- *Seconded by Councilor Henson*

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

7.3 — EMS Committee:

No report.

7.4 — Search & Rescue Committee:

No report. Chairman not present.

7.5 — Fire Committee:

No report. Chairman not present.

7.6 — Fish & Game Advisory:

No report. Elections are coming up at the end of the year and 3 seats are up.

7.7 — Bulk Fuel:

Tyler Poelstra (Plant Manager) reported the approximate quantities of remaining fuel and the anticipated date of the next fuel delivery, which may be in early November if scheduling lines up.

Item A – Revisit Road Contracts C105 and C106....:

Councilor (Mr.) Poelstra read back a letter from CSL Farm & Services regarding their request for the City to terminate their contracts with the City for work on C105 and C106 due to Heather's health condition. He read back the terms of both contracts under section C.2.(g). If the contracts are terminated with the existing contractor the City may elect to take over the contracts and transfer them to another person or otherwise for completion or could elect to cancel and revisit them at a later date for reconsideration and revision. At the least the City must choose whether to terminate the contracts at this time.

Joe Wargi offered to complete the contracts under the same terms, remaining funds and time windows and pick up where Pat left off. Pat was the only bidder on both contracts when they were let. Councilor (Mr.) Poelstra and others suggested seeing if a roller or compacter is available and could be rented from Jere to pack the bridge approaches if needed for C105. Getting the safety logs and road condition improved before the snow falls was discussed. It was noted that Joe was going to be the person performing the work for Pat under his original contract with the City. Councilor (Mr.) Poelstra stated that Joe would need to provide the City with proof of insurance, contractors license, business license(s) and other information pertinent to his ability to complete the work before he would be given a Notice to Proceed. Joe said he would get the documents to the City in the next week.

Consensus of the public attendants was taken in favor of transferring the contracts to Joe Wargi / Davidson

Enterprises for completion, no objections were noted.

Motion:

Councilor (Mr.) Poelstra moved to accept CSL Farm & Services request for termination of contracts EDB-11-18-C105 & EDB-11-18-C106, and pursuant to Section G of the contracts transferring both to Davidson Enterprises for completion.

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

Councilor (Mr.) Poelstra noted that Pat and the City had discussed and agreed to reduce the scope of work on C106 and the contract amount to \$11,000 and extend the contract window by 60 days, but Pat had never worked out the final changes and addenda with the City for those specification changes. Concerns were discussed on how C106 could even be done for \$11K even with the reduction in scope. Joe felt that C106 should be done first since the rock for the project will only be available until the end of the year. Councilor (Mr.) Poelstra stated that it must be completed for the \$11K, and if that it is not possible to complete the work for that amount the contract may need to be scrapped entirely. Joe and Mike will get together and review Limestone and bring back their report to the City. He noted that it may be necessary to revisit C106 at another meeting to determine a plan forward with this contract.

Consensus of the public attendants was taken in favor of revisiting EDB-11-18-C106 for amendment at a future meeting, no objections were noted.

Motion:

Councilor (Mr.) Poelstra to revisit EDB-11-18-C106 for amendment at a future meeting.

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

Item B – Revisiting Breakwater Repairs Proposal...:

Councilor (Mr.) Poelstra explained that he requested this item be on the agenda and remain on the agenda until the next meeting around the time when the work is likely to be underway so that if there are material changes or other things that come up related to the project or Jere's schedule that can be discussed and accepted as becomes necessary. Once the funding is in place, the next step will be Jere letting us know when he will likely be able to do the work, provide proof of insurance and other documents and then the City providing a Notice to Proceed. Councilor (Mr.) Poelstra noted that the logistics are out of the way to provide for flexibility around Jere's availability and schedule to ensure the work gets completed. He mentioned his concern that Preston was leaving town and had mentioned his experience working with Jere conducting this type of repair, so he was unsure of whether there would be enough local labor to carry out the repairs.

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

9 —

New Business

Item A – Public Hearing of Non-Code Ordinance #19-19NCO for Breakwater Repairs....:

Councilor (Mr.) Poelstra read back draft ordinance #19-19NCO and provided copies to those in attendance. The amendment is for \$16,500.00, which is enough to cover the \$15K maximum noted by Jere for the repairs including an additional 10% for contingency.

Consensus of the public attendants was taken in favor of the draft ordinance and there were no questions or objections noted.

Motion:

Councilor (Mr.) Poelstra moved to accept budget amendment ordinance #19-19NCO for breakwater repairs.

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

Councilor (Mr.) Poelstra noted he has heard Jere is out of town, but will work to catch up with him and provide

more information on the status of the Dock Project so that Jere knows nothing will be happening with breakwater replacement this winter and repairs continue to be needed as soon as possible.

Item B – Review Proposed Amendment to the Prince of Wales Island Area Plan...:

Councilor (Mr.) Poelstra described that the plan amendment is occurring due to the shortfall in lands that were available for the City to select for its municipal entitlement process. The State has provided the City with 4 new areas totaling ~51.5 acres of additional land, including the LTF near the State dock and the beach area up to the Bulk Fuel Facility. The documents are posted publicly with a comment deadline of October 1st and the public and City are encouraged to comment. There is no new information on the large LTF in West Edna Bay, even though the City hired Clarence Clark to look into the matter and also appealed DNR's decision. All efforts were unsuccessful to this point.

Councilor (Mrs.) Poelstra noted that the boat launch / small dock area near the school was not included and it may be a good idea to ask them to include it in the final amendment. Consensus was that most were very pleased with the new portions, but many felt that it would be good to write a letter to DNR during the comment period and request a small addition to the amendment that would include the West Edna Bay recreational area near the School. The Community and now City have been working on conveyance of this small area to the City for many years, and since the City was told to wait on purchase of the area until conclusion of the entitlement process it makes sense to request it be included now if possible.

Consensus of the public attendants was taken in favor of writing a comment letter to DNR, no objections were noted.

Motion:

Councilor (Mrs.) Poelstra moved to write a letter to DNR requesting an addition to the Amendment Order #SE98001A07 to include the West Edna Bay Recreational Area.

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

10 —

Persons to Be Heard

Councilor (Mr.) Poelstra commented that he has spoken with SISD and is communicating with them. They may approve work on the staircase and other items if we take photos and provide them with a scope of work. These items can be approved after review by SISD.

Adjournment

Councilor (Mr.) Poelstra moved that the meeting be adjourned.
Motion to adjourn seconded by Councilor Henson.
Meeting adjourned at 7:09 PM.