

City of Edna Bay - Regular Meeting

1 — Meeting Date, Place and Call to order:

This Regular meeting was held on Monday, February 9th, 2015 at Edna Bay School.
Mayor Richter called the meeting to order at 6:37 PM.

2 — Roll Call:

Heather Richter	- Mayor / Presiding Officer	(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:

Lee Greif	Fran Wright	Sue Crew	Pat Richter	Joe Wargi
Curtis Greif	Sharon Wargi	Mike Williams		

3 — Consent Agenda:

A: Approval of Meeting Agenda:

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

Mayor Richter moved to put items D and E at the top of the agenda and item C at the end.

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

- **Council consensus was unanimous to amend the order of business for the agenda.**

B: Approval of Prior Meeting Minutes:

The following minutes were presented for review:

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|--|------------------------------|
| 1: Special Meeting Minutes of January 19th, 2015 | - No questions or objections |
| 2: Special Meeting Minutes of January 27th, 2015 | - No questions or objections |
| 3: Emergency Meeting Minutes of January 28th, 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:

New Business:

- a: Revenue Sharing Resolution for AML
- b: Revenue Sharing Application
- c: DOT Reimbursable Maintenance Agreement with the City of Edna Bay
- d: Municipal PC for Clerk Duties and Record Keeping
- e: City Budget Amendment Ordinance for EMS Funds
- f: Discussion and Approval of EMS Budget Activities
- g: EMS ETT Tuition and Training Expenses
- h: Date Selection for DCRA Staff to Assist in Drafting City of Edna Bay Municipal Code
- i: Municipal Watershed Study and Action to Seek Protection from Future Logging Impacts

4 — Mayor's Report:

Mayor Richter reported that she spoke with the USFS since the last meeting. The USFS reported that they are still working on the Kosciusko plan. As soon as the plan is more formalized they will notify us. They believe they will still be taking action, however they do not know when. The USFS has secured funding for the roads and bridges. They are working on the right-of-way issues, and Heather has offered to assist them in identifying what the City can do during this process.

5 — Clerk's Report:

Tyler Poelstra reported he was accepted for the RUBA Clerk training class. He describes the POFD (Public Official Financial Disclosure) process, and penalties for failing to comply. Progress was noted on the City of Edna Bay website, with more needing to be done before it will be published.

6 — Treasurer's Report:

Myla Poelstra read back the Treasurer's Report. There were no comments or questions.

7 — Committee Reports

7.1 — EMS Committee:

Myla Poelstra noted that she did not have a complete report. She added that she would work to identify discussion points in the business items on the agenda pertinent to the EMS.

7.2 — Search & Rescue Committee:

Pat Richter had no report.

7.3 — Fire Committee:

Lee Greif had no report.

7.4 — Fish & Game Advisory Committee:

Pat Richter had no report.

8 — Old Business (None)

9 — New Business

Item A – Revenue Sharing Resolution for AML:

Mayor Richter introduced the item, describing the state of future Revenue Sharing funds and the reason for a resolution being requested by AML.

Councilor (Mr.) Poelstra read back correspondence from AML regarding Revenue Sharing. The letter conveyed the need for all municipalities in the State to push for maintaining Revenue Sharing at the levels they need to sustain essential services, and provided a sample resolution that each municipality could modify as needed and provide to AML in order for the them to lobby the legislature to protect the fund to the best of their ability. Mayor Richter read back the language of the draft resolution.

Mayor Richter felt that the resolution was important to provide to AML. Other council members voiced their feelings on the resolution. Some of the public in attendance voiced their feeling that they would like to see the City focus on tightening it's fiscal belt leading into the years ahead. A question was raised about the status of the Municipal Incorporation fund status. Councilor (Mrs.) Poelstra shared that it is still on track for receipt by April or May of 2015.

Amendments to the language of the resolution were discussed and drafted.

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

Motion:

Councilor Fairchild moved to pass the resolution from AML with the amendments drafted.

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

Item B – Revenue Sharing Application:

Councilor (Mrs.) Poelstra requested that Committees of the City first form their budgets and return them by the next City Council meeting before carrying out the approval and submission of the Revenue Sharing Application.

Mayor Richter agreed, and noted that it was her feeling that Committees should over-estimate their budgets when discussing what is needed for the year due to constraints in how funds can be spent as a City.

This item will be carried to the next agenda.

Item C – DOT Reimbursable Harbor Maintenance Agreement with the City of Edna Bay:

Councilor (Mr.) Poelstra explained the agenda item and the language of the new agreement that was presented to the Council and members of the public in attendance.

Some language in the agreement was noted for amendment that used the language “Bylaws and Articles of Incorporation”, instead of “Municipal Code”. The errors were noted and a request for correction was agreed to be sent before the agreement is signed.

The draft agreement included mention of the City maintaining one or more Wind Socks at the facility. Councilor (Mr.) Poelstra noted that during previous discussion with DOT, they have offered to provide Edna Bay with wind socks if needed. Members of the public and council requested that Councilor (Mr.) Poelstra ask the DOT to provide two wind socks to the City to be installed using their preferred installation method in order to satisfy the requirements of the agreement once it is active.

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

Motion:

Mayor Richter moved to accept the DOT Reimbursable Maintenance Agreement after noted amendments are applied.

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

Item D – Municipal PC for Clerk Duties and Record Keeping:

Councilor (Mr.) Poelstra described the agenda item. He felt that it would be best for the City to have its own PC to store all City records on, send and receive all correspondence from, and be available to use at public meetings in order to separate the City files and activities from the personal PC used by the Clerk.

Public consensus was in favor, along with suggestions on budgeting for the purchase being enough to account for obtaining a quality product that would last the City and efficiently serve the needs of the Clerk. Mayor Richter noted that she would like to see a Printer purchased to be used with PC to keep from wearing out the personal printer used by the Clerk at personal expense. The purchase was noted as needing to include ink, paper, and other necessary and relevant supplies to the PC purchase, keeping in mind that the price of ink being a key factor in the printer that is selected. Councilor Fairchild suggested that she would like to see filing system equipment purchased with the other peripheral items.

Consensus of the public attendants was taken in favor purchasing a PC and related items, and no objections were noted.

Motion:

Councilor Greif moved to approve up to \$1000 for the purchase of a computer, printer and related office supplies from the administration account.

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

Item E – City Budget Amendment Ordinance for EMS Funds:

Councilor (Mrs.) Poelstra noted that the EMS Administrator (Karen Williams) was working to get further information and final numbers before requesting the amendment. She still has some phone calls to make.

Councilor (Mrs.) Poelstra requested that items E, F and G be moved to Old Business on next months regular meeting agenda.

She added that the City could currently accept the \$2800 in funds provided by Edna Bay Community.

Consensus of the public attendants was taken in favor of moving agenda items E, F and G to next months

Old Business and accepting the \$2800 fund transfer from Edna Bay Community, and no objections were noted.

Motion:

Mayor Richter moved to accept the \$2800 transfer from the Community of Edna Bay designated as EMS funds.

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

This item has been tabled to Old Business on the next Regular Council Meeting agenda.

Item F – Discussion and Approval of EMS Budget Activities:

This item has been tabled to Old Business on the next Regular Council Meeting agenda.

Item G – EMS ETT Tuition and Training Expenses:

This item has been tabled to Old Business on the next Regular Council Meeting agenda.

Item H – Date Selection for DCRA Staff to Assist in Drafting City of Edna Bay Municipal Code:

Mayor Richter explained that Lynn Kenealy, a member of the DCRA Staff with the State of Alaska, has offered to come to the Edna Bay and spend a week working with the Council to form its initial municipal code. Mayor Richter felt that the soonest Lynn could arrive, the better. The earliest date Lynn noted as an available week begins on April 20th.

Consensus of the public attendants was taken in favor of requesting that Lynn plan to visit on the week of April 20th, and no objections were noted.

Motion:

Councilor (Mr.) Poelstra moved to request that Lynn Kenealy from DCRA plan to visit the City of Edna Bay the week of April 20th.

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

Item I – Municipal Watershed Study and Action to Seek Protection...:

Councilor (Mr.) Poelstra explained the item. He felt that due to all of the new logging activities around the City taking place in the next 3-5 years, that it would be prudent of the City to look into what defines a municipal watershed and what can be done to protect it. He stated that he felt there was a need for the City to have an understanding of the legal definition for a municipal watershed, and that may require legal council clearly define its parameters.

Mayor Richter noted that she has called to speak with Jim Beichel (USFS) to see if or when he can come back to Edna Bay to complete the dye testing. The additional testing could be used to form a more complete picture in the results of the Watershed Study that is currently underway. The USFS noted that Jim's funding for the water testing is not tied to the Kosciusko Management project, and so further testing should be possible. Mayor Richter stated that she will continue trying to reach out to Jim and the USFS to see if testing can be completed.

Councilor (Mrs.) Poelstra feels it is important that we start to discuss our watersheds and how to protect them. Some member of the public in attendance felt that the watershed study should conclude, and then further discussion on protection of the municipal watershed should take place.

Councilor Fairchild asked if AML could assist in the process of helping define what the legal definition of a municipal watershed is and how its boundaries would be defined.

It was agreed to table the item to Old Business on the next Regular Council Meeting agenda.

10 – Persons to be Heard:

Councilor Greif would like to request an excused absence for April, and possible May.

Adjournment

Mayor Richter moved that the meeting be adjourned.
Motion seconded by Councilor Fairchild
Meeting adjourned at 7:56 PM.

