

City of Edna Bay - Regular Meeting

1 — Meeting Date, Place and Call to order:

This Regular meeting was held on Monday, March 9th, 2015 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	(Absent)
Tyler Poelstra	- Clerk / City Council	(Present)
Myla Poelstra	- Treasurer / City Council	(Present)
Carleigh Fairchild	- City Council	(Present)
Doris Greif	- City Council	(Present)
Paul Haag	- City Council	(Present)

2.1 — Public Participants:

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

3 — Consent Agenda:

A: Approval of Meeting Agenda:

The current agenda was read by Tyler Poelstra.

Tyler suggested that Item E (“Municipal Watershed Study and Action to Seek Protection from Future Logging Impacts”) under old business necessitated deeper discussion with the public during a work session, as did item A (“Council Member Roles and Meeting Efficiency”) under New Business. He also felt that Item A under New Business should be discussed when all Council Members are present, since it relates to the Council directly.

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

Motion:

Councilor (Mr.) Poelstra moved to table item E under Old Business and A under New Business to Work Sessions for deeper discussion.

- *Seconded by Mayor Richter*

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

- **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:

1: Regular Meeting Minutes of February 9th, 2015	- No questions or objections
2: Special Meeting Minutes of February 10th, 2015	- No questions or objections
3: Special Meeting Minutes of February 19th, 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: Revenue Sharing Application
- b: City Budget Amendment Ordinance for EMS Funds
- c: Discussion and Approval of EMS Budget Activities
- d: EMS ETT Tuition and Training Expenses

New Business:

- a: *Division of Forestry 2015-2019 Schedule of Timber Sales Comment Letter and Resolution*
- b: *Municipal Entitlement Report and Selection*

4 — Mayor's Report:

Mayor Richter reported that she had an update on the USFS Road Repair project. The USFS has obtained approximately \$2-Million for replacement of the bridges in Edna Bay, and some additional road repair work. They were out on Friday to evaluate the old survey data and will be out again tomorrow to do new surveying work on Charlie Creek Bridge and Thayer Creek Bridge. They noted that they still have easement issues that will need to be worked out before work can be conducted, but they are aiming for re-construction and repairs to be conducted in 2015.

5 — Clerk's Report:

Tyler Poelstra reported that the new City Clerk equipment has arrived. The current minutes were typed using the new Municipal PC, and printed using the new City Printer.

6 — Treasurer's Report:

Myla Poelstra read back the Treasurer's Report. She noted that she would like to see the following item added to the next agenda to resolve an allocation/transfer discrepancy in EMS Committee funds:

1. *New Business: EMS Funding Transfer Amendment.*

7 — Committee Reports

7.1 — Dock Committee:

Tyler Poelstra (Dock Chairman) reported that a Dock Committee Work Session meeting was recently held to discuss the budget suggestion from the Committee for the FY '16 Revenue Sharing application.

Tyler reported that he also spoke with the DOT today regarding the DOT Reimbursable Agreement amendments that were suggested by the City. The DOT indicated that they should be implemented and the new agreement returned to the City by next week if possible.

7.2 — Road Committee:

Pat Richter (Road Chairman) had no report.

7.3 — EMS Committee:

Karen Williams (EMS Administrator) was not present to give a report, Myla Poelstra (Squad Captain) had no report and indicated the only item that needed to be discussed would be handled under the Revenue Sharing Budget agenda item.

7.4 — Search & Rescue Committee:

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

7.5 — Fire Committee:

Lee Greif (Fire Chief) had no report.

7.6 — Fish & Game Advisory Committee:

Pat Richter (Advisory Committee Chairman) had no report.

8 — Old Business

Item A – Revenue Sharing Application:

Mayor Richter introduced the item, describing that the estimated revenue sharing for the City in 2016 would be approximately \$93-Thousand. Mayor Richter emphasized that though the City will have more Revenue Sharing funds than the Community used to, that the City maintain a frugal use of the funds going forward. Myla Poelstra (Municipal Treasurer) noted that the Incorporation Grant is on track for receipt by May of 2015 and will provide the City with an additional \$50-Thousand to utilize for Municipal transitional expenses.

Councilor (Mr.) Poelstra described that he had communicated with DCRA regarding municipal budget item

categories, and shared that it was reasonable to add an "Emergency" funding category to the application as long as it was an "R & M (Repair and Maintenance)" category item. He also shared that typically R & M line items are organized under each department in the City, not necessarily as a primary general fund area. He pointed out that the main goal to keep in mind is not having a category that is too vague to be effective.

Councilor Fairchild added that she had conducted research on other Municipal Budgets and had seen in multiple cases where where a "Reserve Fund" item is listed under the City budget, and under other line items for specific departments.

Discussion continued on how to establish "Reserve" account sub categories for the FY '16 Revenue Sharing budget listing. It was agreed to establish a "Reserve" fund on the application, using "R & M" as one of the line items, and "Administration" as the second line item.

Revenue Sharing figures for each Committee and budget category were discussed. It was agreed to leave Phone Fees as a blank line item on the list until a budget can formed after further discussion has been held on establishing a phone line if the City and Public agree to having one connected for the Clerk's office. Further discussion resulted in including the funds necessary for a prospective phone under the Utilities item.

After continued discussion the Council asked if the Public would like to see the budget discussion taken to a Work Session for deeper discussion and consideration; the Public and Council agreed to conclude primary discussion and budget decisions at this meeting.

The current budget categories were filled as follows:

1. *Utilities* - \$6,000
2. *Insurance* - \$7,500
3. *Search & Rescue* - \$500
4. *Fire Department* - \$10,000
5. *Road Funds* - \$10,000
6. *Dock Funds* - \$10,000
7. *Postal Funds* - \$12,000
8. *EMS Funds* - \$5,000

It was agreed to split the un-allocated Revenue Sharing funds into two other categories: \$20,000 into the "Repair & Maintenance" category, and all remaining funds into "Administration". Discussion concluded on the item. The Council agreed to have two additional items added to the next City agenda:

1. *New Business: FY 2016 Budget Hearing Announcement.*
2. *New Business: City Phone Line.*

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

Motion:

Councilor (Mr.) Poelstra moved to approve the FY 2016 Revenue Sharing budget projections and submit the Revenue Sharing Application to the State of Alaska.

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

Item B – City Budget Amendment Ordinance for EMS Funds:

Councilor (Mrs.) Poelstra discussed the original intent of the agenda item with the Council and Public. Karen Williams initially introduced the item for the EMS and has been working to obtain the information necessary to reach a decision on the item. She was unable to attend today due to being absent from the City for her attendance at a regional Tsunami Training class held in Ketchikan.

Councilor (Mr.) Poelstra suggested moving to table the item to a Special Council Meeting when Karen can be present to fully explain the item and reach a conclusive decision. After additional discussion it was agreed that Item B on the agenda, as well as items C and D, were all dependent on Karen being present to fully explain the details of the items and reach effective conclusions.

Consensus of the public attendants was taken in favor of tabling items B, C and D, and no objections were noted.

Motion:

Mayor Richter moved to table items B, C and D to a meeting at a date yet to be announced.

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

Item C – Discussion and Approval of EMS Budget Activities:

Tabled to a future meeting.

Item D – EMS ETT Tuition and Training Expenses:

Tabled to a future meeting.

9 — *New Business*

Item A – Division of Forestry 2015-2019 Schedule of Timber Sales....:

Councilor (Mr.) Poelstra discussed and announced the 2015-2019 Division of Forestry Schedule of Timber sales comment period, and noted that it ends on April 10th. He asked if the City wants to submit a comment letter on the proposal, restating our positions previously provided during the Parlay Sale comment period. He felt it was important to stay in the conversation and not miss an opportunity to comment due to the chance of losing involvement in the process.

Mayor Richter would like to see the item tabled to a later date for further discussion. Councilor (Mr.) Poelstra noted that there are other comment periods open into April regarding the DOF's (Division of Forestry) activities that the City may also want to discuss and submit comments on. The question was raised on if the City wants to approve amending the old letter and sending along the same resolution submitted previously for this comment period in order to stay involved in the process. Councilor Fairchild stated that there are some key differences in the proposals, and that the language used in the previous letter and resolution may need to be changed to be applicable to the new proposal(s). Councilor (Mr.) Poelstra agreed that there were key differences to keep in mind when submitting comments for this proposal.

It was agreed that the City needs to look into how the land designation changes proposed by the DOF will affect the Municipal Entitlement. Mayor Richter will call Clarence Clark (DNR/DOF) and ask how the various DOF proposals overlap, or if they even do, and depending on her findings call a meeting to discuss the proposals further. This information will help the City know if it will need to comment on each proposal to stay involved in the process, or if the comments previously submitted are adequate to stay involved in the dialog on the DOF's activities at this time.

It was then agreed to table the item for further discussion at a future meeting before the comment period(s) close for the DOF's proposals.

Item B – Municipal Entitlement Report and Selection

Mayor Richter explained the item. She spoke to John Dwyer about the information pertaining to Municipal Entitlement. The City is entitled to 319 acres, however, only approximately 283 are available to the City to select. She explained the boundaries for the land entitlement, and discussed the areas near the Charlie Creek boardwalk. She apologized for not effectively sharing the information she had received with the Council prior to the meeting and would like to get the Council and Public in attendance informed on the item.

A question was raised about if the City can request non-VUU land for its entitlement. Mayor Richter said yes, but she has been warned by Mr. Dwyer that selection of non-VUU lands can greatly hold up the Municipal Entitlement process. Mr. Dwyer suggested obtaining all VUU lands, and then requesting other lands as public and charitable land to expedite the process and make the transfer of the lands cleaner.

Counselor (Mrs.) Poelstra would like to see Mayor Richter speak to Mr. Dwyer again and ask how the Division of Forestry ILMA will impact the entitlement process. Is an exchange of approximately 35 acres possible to satisfy the Division of Forestry and the City's needs?

Mayor Richter noted that the key difference between VUU land selected by the City during the entitlement process and land obtained as public and charitable, is that public and charitable land cannot be sold by the City and VUU land can be sold. She also clarified that the lands must be surveyed before they can be fully transferred to the City, which then gives the City the right to sell parcels of the land. Councilor (Mrs.) Poelstra noted that the incorporation grant (\$50-Thousand) is designed to cover these types of fees.

Discussion continued with the Council and Public in attendance on whether the City should send a letter accepting the Certification of the land entitlement volumes and agree to select the existing available acreage of VUU land to be transferred to the City.

Councilor Haag suggested that he would like to see the City wait on reaching a decision until the Council can study the available land selections deeper. He felt that since the information was not readily available before the meeting to evaluate he was not in favor of a decision being reached at this time. Councilor Greif and Councilor Fairchild agreed that they also needed more time to evaluate the new information before reaching a conclusion on the land selections.

The public offered suggestions and related information on the process. Pat Richter would like to see the certification and entitlement selections of available land selected. Sue Crew noted that in past phone correspondence with DNR, they indicated to her that if the City was unable to reach its full entitlement with lands available to it during the selection process, that it would be due compensation for the remaining lands not available to the City that would be necessary to reach its full entitlement volume.

After further discussion, the Public and Council agreed to select Mayor Richter as the designated contact for the Entitlement Process, and agreed to have her send in the Certification form on March 28th so long as no issues or concerns are raised before that date which necessitate further discussion at a meeting.

Mayor Richter noted that she will post the Municipal Entitlement documents at the Post Office for the Public to review. She then read back the stages in the Entitlement process, and which stage the City was currently at to ensure that the Public and Council were aware of the scope of this process before concluding discussion on the item.

Consensus of the public attendants was taken in favor of having Mayor Richter submit a form to become the official designated contact for the Entitlement process and to submit the Land Entitlement Application form on March 28th barring any issues or concerns that arises before that date that necessitate a meeting. No objections were noted.

Motion:

Mayor Richter moved that barring any new information that warrants calling a Special Meeting before March 17th, we submit the Municipal Land Entitlement Application and Representation Form designating Mayor Richter the contact.

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

10 —

Persons to Be Heard

Councilor (Mr.) Poelstra noted that Lynn Kenealy from DCRA has contacted him. She indicated that events have come up that will not make it possible for her to be in Edna Bay for the full week of April 20th, and could instead come on the week of the 27th for the full week if the City desired. After discussion it was agreed that as an administrative decision to the maximum benefit of the City, Lynn be requested to visit the City of Edna Bay on the week of April 27th.

John Dodson requested to see the City continue to discuss the beach restroom located near the Dock Facilities in the future. Mayor Richter informed the public regarding the current status of the item and the difficulties involved in reaching a conclusion at this time.

Adjournment

Mayor Richter moved that the meeting be adjourned.
Motion seconded by Councilor Fairchild
Meeting adjourned at 9:13 PM.