

City of Edna Bay - Regular Meeting

1 — Meeting Date, Place and Call to order:

This Regular meeting was held on Monday, July 13th, 2015 at Edna Bay School.
Mayor Richter called the meeting to order at 6:19 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)
Paul Haag	- City Council	(Absent)

2.1 — Public Participants:

Sharon Wargi	Joe Wargi	Curtis Greif	Mike Williams	Lee Greif
Russ Bartels	Charleen Bartels	Louise DiPaolo	Roger DiPaolo	Danielle Cramer
James Cramer	Pat Richter			

3 — Consent Agenda:

A: Approval of Meeting Agenda:

The current agenda was read by Mayor Richter.

B: Approval of Prior Meeting Minutes:

The following minutes were presented for review:

- | | |
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| 1: Regular Meeting Minutes of June 8th, 2015 | - No questions or objections |
| 2: Special Meeting Minutes of June 15th, 2015 | - No questions or objections |
| 3: Special Meeting Minutes of July 1st, 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: *Municipal Attorney Retainer.*

New Business:

- a: *First reading of "Title 5, Elections" amendment Ordinance No. 15-04CO.*
- b: *Discussion and decision on letter and invitation for local legislator(s) to visit Edna Bay.*
- c: *Municipal Entitlement land request discussion and resolution.*
- d: *Thank you card and letter for Lynn Kenealy (DCRA).*
- e: *Purchase of municipal safe and locking file cabinet discussion and decision.*

4 — Mayor's Report:

Mayor Richter reported that AMLJIA is planning to send someone out to Edna Bay to conduct a loss control evaluation. This person may assess the homes of city staff and the school building. The assessor will arrange to come perform the evolution as soon as the trip can be funded.

She reported that all of the USFS Road Project agreements are completed, and all of the Right of Way issues have been worked out except one area that remains in the Mental Health "Dark Forest" area of the Edna Bay road system. To assist in resolving this issue, DNR is working to obtain the land from Mental Health Land Trust and convey the land to the public good.

5 — Clerk's Report:

Tyler Poelstra reported on the items that were discussed and drafted in the work sessions held with

Lynn Kenealy. The work sessions ultimately resulted in Titles 1, 2, 3 and 5 being drafted, along with all forms essential to the elections process.

6 — Treasurer's Report:

Myla Poelstra read back the Treasurer's Report.

7 — Committee Reports

7.1 — Dock Committee:

Tyler Poelstra (Dock Chairman) reported that repairs had been made to the outside finger float at the dock that restored it to a safe operating state. He noted that for the dock to be replaced or repaired in any significant fashion, that there was a long road ahead to reach conclusions and obtain funding.

7.2 — Road Committee:

Pat Richter (Road Chairman) had no report.

7.3 — EMS Committee:

Karen Williams (EMS Administrator) reported that the last meeting was cancelled due to Council members being out of the bay, visiting with family in the bay, and Lynn Kenealy being here to work on municipal code during the same time window.

7.4 — Search & Rescue Committee:

Mayor Richter reported that the Search & Rescue radios are being charged on a regular basis so that they are prepared for use in an emergency.

7.5 — Fire Committee:

Lee Greif (Fire Chief) reported that it is time for the City to begin looking for a new fire truck, preferably a 4-wheel drive model. This will be discussed at a future meeting.

7.6 — Fish & Game Advisory:

Pat Richter (Advisory Committee Chairman) had no report.

7.7 — Bulk Fuel:

Mayor Richter reported that the construction contract has been awarded and the contractor is scheduled to arrive in August.

8 — Old Business

Item A – Municipal Attorney Retainer:

Mayor Richter shared information on Robert Paul Blasko last month. It was decided at that time to postpone the discussion item in order to get more info to make a decision on which attorney to retain.

The two likely candidates are Blasko from Craig, and Keene out of Ketchikan. After council and public discussion it was agreed that Keene is the better choice for Edna Bay due to his responsiveness and rates. It was noted that Keene is also available to work after hours, and is willing to look into items related to our municipal code when we need him to.

If selected, the City would have a written Attorney/Client agreement with Keene to retain him at no cost to the City until he is called on for services.

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

Motion:

Councilor (Mrs.) Poelstra moved to retain Keen and Currall as our Municipal Attorney.

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

9 — New Business

Item A – First Reading of “Title 5, Elections” Amendment Ordinance No. 15-04CO:

Councilor (Mr.) Poelstra read back the draft ordinance to the council and public in attendance before a motion was cast to accept the draft as written.

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

Motion:

Councilor Fairchild moved to accept the first reading of draft ordinance 15-04CO.

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

Item B – Discussion and Decision on Letter and Invitation for Local Legislator(s)....:

Councilor (Mr.) Poelstra explained the benefit of inviting local legislators to Edna Bay, which included establishing a relationship with them to support the funding and planning needs of the City now and in the future, and to hear the desires and concerns of the public in order to get assistance in addressing them.

A question was raised about voter qualification and what the state standards. It was suggested that any concerned individuals should call their legislators and the Division of Elections to seek resolution to any discrepant registrations or to find answers about questions or concerns about the process.

Consensus of the public attendants was taken in favor of writing a letter to Edna Bay’s local legislator(s) and Senator(s) requesting a visit to Edna Bay when they are out of Session, and to address voter registration and other concerns that the public in attendance would like to see addressed. One member of the public in attendance was opposed to writing a letter.

Motion:

Councilor Fairchild moved to write a letter of introduction and invitation to Bert Stedman and Jonathan Crees Tomkins to come to Edna Bay, and state our issues regarding voter registration and other concerns of a new City.

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

Item C – Municipal Entitlement Land Request Discussion and Resolution:

Councilor (Mr.) Poelstra explained that Lynn Kenealy had suggested that the ~34 acres adjacent the School could be made available to the City for its Municipal Entitlement, and that the City could pursue it further if it is interested in obtaining the land. He suggested that it might be beneficial to send a resolution or a letter formally requesting the land designation be changed so that it can be come available to the City.

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

Motion:

Councilor Williams moved to write a letter to DNR asking for them to clarify whether the 34 acres of land across from the School can be made available for entitlement, or if not, request that the designation be changed to make it available.

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

Item D – Thank You Card and Letter for Lynn Kenealy (DCRA):

Councilor (Mr.) Poelstra explained that the difficult task of drafting the initial municipal code would have been daunting and considerably more challenging without the expertise and assistance of Lynn, and that she has been an invaluable asset to the City as it comes online. He felt that a thank you card for her would be a great thing to send, with signatures from everyone who appreciated her help.

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

Motion:

Mayor Richter moved to write a letter and send a thank you card to Lynn Kenealy.

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

Item E – Purchase of Municipal Safe and Locking File Cabinet Discussion and Decision:

Councilor (Mr.) Poelstra explained the need for a lockable safe for ballots, and a locking file cabinet for personnel records.

After discussion it was agreed that a locking safe, locking cabinet and locking box should be purchased and that appropriate but affordable hardware that meets necessary requirements be purchased.

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

Motion:

Mayor Richter moved that Tyler is tasked with purchasing a locking safe, locking box and locking two door file cabinet of adequate sizes and prices.

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

10 —

Persons to Be Heard

Councilor Fairchild noted that four other Titles in the municipal code were drafted, along with forms and an employee handbook during the work sessions held with Lynn Kenealy.

Councilor Poelstra suggested that the larger draft titles be posted for a month or more before their first readings are held to ensure every resident possible has adequate time to review and prepare for any questions they would like to have answered.

Adjournment

Mayor Richter moved that the meeting be adjourned.
Motion seconded by Councilor (Mrs.) Poelstra
Meeting adjourned at 8:22 PM.