

City of Edna Bay - Regular Meeting

1 — Meeting Date, Place and Call to order:

This Regular meeting was held on Monday, May 9th, 2016 at Edna Bay School.
Mayor Richter called the meeting to order at 6:08 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	(Present)

2.1 — Public Participants:

Sharon Wargi	Lee Greif	Mike Williams	Sue Crew
John Dodson	Charleen Bartels	Russ Bartels	

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 Meeting Minutes of April 11th, 2016 - No questions or objections

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

Motion:

Mayor Richter moved to adopt the consent agenda.

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

3.1 — Business:

Old Business:

- a: *AMLJIA Insurance Policy Changes, Discussion and Decision.*
- b: *West Edna Bay DNR Public Use Area and Dock Facility Purchase or Public and Charitable Lease Resolution.*
- c: *Municipal Water Rights for Local Water Sources Discussion and Decision.*

New Business:

- a: Municipal Budget Discussion.
- b: FY '17 Payment In Lieu of Taxes Resolution.
- c: Council Teleconferencing Discussion and Decision.
- d: Municipal Website Review / Adoption.

4 — Mayor's Report:

No report.

5 — Clerk's Report:

No report.

6 — Treasurer's Report:

Myla Poelstra read back the treasurer's report. Myla explained that the formatting of the reports is how Quickbooks breaks down the information and presents it and that sometimes it results in redundant numbers being listed on the reports.

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Committee Reports

7.1 — Dock Committee:

Tyler Poelstra (Dock Chairman) is waiting on return correspondence from 4 plastic float vendors for use on the finger floats at the dock. Quotes were not returned in time for the meeting. The request for quotes from the vendors indicated the turbulence that the floats will be put through in Edna Bay to ensure information on the most appropriate options is received. He is hoping to have these figures to work with at a Dock Committee meeting that can be held before June 1st, but is unsure if they will be returned in time.

7.2 — Road Committee:

No report.

7.3 — EMS Committee:

Karen Williams (EMS Administrator) reported that the EMS squad has varied CEU hours, and that ZOOM (online) training has been recommended for the squad to bring up their CEU hours before the ETT class is carried out. The health fair will tentatively be held some time in August, possibly September.

7.4 — Search & Rescue Committee:

No report.

7.5 — Fire Committee:

No report.

7.6 — Fish & Game Advisory:

No report.

7.7 — Bulk Fuel:

Mayor Richter reported that the AEA and CRW are working through the process with the contractor necessary to figure out what remains of the funding before the project can move ahead. If notable information is received, a Special Meeting will be called.

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Old Business

Item A – AMLJIA Insurance Policy Changes....:

Mayor Richter reported that no new quotes have been received from AMLJIA or AIPI, and noted that we cannot budget for insurance until we get new figures back.

Mayor Richter suggested rolling this agenda item into the current and future budget discussions. It was agreed to remove this item from old business and discuss it further under the Budget discussion.

Item B – West Edna Bay DNR Public Use Area and Dock Facility....:

Councilor (Mrs.) Poelstra shared that she has a call out but has not received new correspondence.

This item has been tabled.

Item C – Municipal Water Rights....:

Mayer Richter indicated that she and others have done some research, but no conclusions have been reached. She also indicated that the office responsible for obtaining water rights has not responded to correspondence as of this meeting.

This item has been tabled.

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New Business

Item A – Municipal Budget Discussion:

Mayor Richter explained that the City Council held a Work Session to form the draft budget for FY' 2017. She shared that Revenue Sharing is decreasing to \$62K in the next fiscal year. She also noted that the funding amounts from PILT, the Incorporation Grant and Shared Fisheries tax are estimates.

The funding projections for the budget were discussed during the work session for each department. The consensus was that last years budget numbers would be adequate for the next fiscal year, and that it accounted for any outstanding project costs through use of the Repair & Maintenance funding.

Mayor Richter read back the current budget figures, and asked if Administration could be adjusted from \$2544 to a more rounded number. Councilor Fairchild explained that the figure used last year was an unusual number because it was set to utilize all remaining funds that weren't already earmarked for other departments. It was agreed to set Administration to \$2500.

Councilor Fairchild asked if funding for the Clerk to be paid would go under the Administration budget item. Mayor Richter indicated it could be a separate payroll category and further explained that pay for the Clerk was discussed over the last year. She indicated that to pay the Clerk it cannot be done under a contract, but could instead be done for a flat rate for the employee.

During the budget work session Councilor Haag had suggested an "Honorarium" as a means of funding the Clerk's work activities. Mayor Richter felt that the easiest thing to do is come up with a figure and a rate. Tyler has provided a 25hr/mo work average as a basis, however Mayor Richter noted some months there will be more work and some months there will be less. Councilor Greif noted that she liked the idea of generating an amount based on the hour worked on a monthly basis.

Mayor Richter stated that the City could provide a flat rate payment per month. \$15/hr at 25Hrs/mo comes to ~\$375 a month for the Clerk. She shared that is on the low end of the pay scale and instead suggested a pay rate of \$500/mo. The cost for workmans comp and other taxes were approximated and factored into the City's overhead projection. The resulting rate the City will encumber is approximately \$560/mo. \$7,000/yr was budgeted to cover the expense. It was discussed and the Clerk's pay will have its own budget item as payroll.

Councilor Haag asked Russ how he felt about the Clerk pay at this time, since he had previously noted his feelings on the matter. Russ felt that paying the Clerk is a great idea. Councilor Haag asked Sue how she felt about paying the Clerk. She stated that her feeling is that the Clerk is traditionally paid.

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

Motion:

Mayor Richter moved to accept the draft budget with the noted amendments of administration to \$2,500 and the addition of the Payroll category with a figure of \$7,000.

- *Seconded by Councilor Greif*

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

Mayor Richter shared that the Revenue Sharing Application for FY '17 is in and is due by June 1st. We need to put in the figures that we have for the draft budget and submit the application. The budget does not have to be passed before the application is submitted, and submission is an administrative process that does not require a vote.

Item B – FY '17 Payment in Lieu of Taxes Resolution:

Councilor (Mr.) Poelstra read back a letter from the State of Alaska regarding PILT to the attendance. The letter indicated that City budgets including PILT figures should reduce those numbers by 25% when including them in their budget figures. The treasurer will amend the draft budget to reduce the PILT figure. Councilor (Mr.) Poelstra read back the PILT resolution provided by the State to the attendance.

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

Motion:

Councilor Fairchild moved to pass FY '17 Payment in Lieu of Taxes Resolution No. 2016-09.

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

Item C – Council Teleconferencing Discussion and Decision:

Mayor Richter explained that the discussion item is regarding the availability of teleconferencing for Council members to attend when they are out of Edna Bay. The Council and public in attendance felt that it would be best to weigh on the side of keeping things simple in terms of attempting to regulate the stipulations for how and when teleconferencing is to be an appropriate means of participation. Mayor Richter noted that telephonic presence does not count toward the Council's legal quorum.

Sue shared her feeling that the process could potentially allow a Council member who does not live in Edna Bay to only attend telephonically. Mayor Richter indicated that in order for someone to serve on the Council they first have to meet residency criteria and live in the State and City for a period of time, and does not see that as an issue. Councilor Haag indicated that he felt that concern is directed towards him, and felt that calling a spade a spade he is indeed gone often and it is a case in point.

Councilor Greif feels that teleconferencing is an unnecessary expense the City should not incur. Councilor Williams shared that Paul works hard to stay in the loop, be informed, call the Clerk and others to stay up to speed on local matters, and that she sees no problem with his absence in that instance and that if any Council member who does not work to be involved, informed, and abuses the teleconference system should be dealt with on a case-by-case basis.

Councilor (Mr.) Poelstra indicated that there are several options. Some are a one time cost, others will be a monthly rate. One option is to install a Cellular repeater to provide cell service inside the building where a Council member can dial into the conference number and then share the audio over a loudspeaker that will also allow the Council member attending telephonically to hear those in the meeting clearly. This option will cost around \$300-400. He also shared that the City has had two teleconferencing services setup since this topic was first discussed shortly after formation in 2014, and both are free services.

Councilor Fairchild suggested that the School phone number could be linked to the City phone number, and used to dial in to the 1-800 teleconference number and teleconferencing hardware be purchased to allow participants to hear the caller clearly, and vice-versa. Councilor Haag suggested that the City look into purchasing a used poly-com or similar piece of hardware if using the existing City phone number is the option of choice.

Mayor Richter indicated that it will be understood by both participants in the meeting and those attending over the phone that the main purpose of teleconferencing is for the Councilmen who are out of Edna Bay have the ability to be informed, and offer their objective opinions on discussion if they are able to maintain effective participation in the business at hand. However, it is assumed that telephonic attendance is not to the same anticipated level of involvement as physical attendance, and the business at meetings will not be adjusted in pace or process to offer verbatim participation by remote Councilman to those in attendance.

Councilor Haag felt that without teleconferencing available he does not feel good enough to continue being involved. He feels that teleconferencing may help him ride out the absences. He shared his feeling that he needs to hear feedback from the public at meetings, and this option will provide him with the live feedback he is looking for when offering opinions and position on business. Councilor Greif shared her feeling that Councilor Haag does a great job as a Councilman, but still feels that teleconferencing is unnecessary.

Mayor Richter acknowledged that adding teleconferencing will indeed add further administrative work load. Councilor (Mr.) Poelstra shared his feeling that for him, he is strongly in favor of having the service as an available tool because he has been gone on short business or medical leave, the same as other Council members, and feels he would personally always make an effort to attend telephonically when away from Edna Bay to stay up to date with current business and hear live feedback, and feels it is an important tool.

It was agreed to table this item to the next agenda and report back on the results of further testing and price checking on necessary equipment before reaching a decision.

Item D – Municipal Website Review / Adoption:

Councilor (Mr.) Poelstra presented a video review of the new City of Edna Bay website and described the design and components of each page to those in attendance. He noted that the website is feature complete

but that due to the nature of this website's design adding new content only takes a few minutes instead of hours or days, so as the needs of the City grow for an internet presence the website can easily grow to accommodate them.

The public and Council felt the website was well done and were pleased with the design. Councilor Haag noted that he liked that it was kept simple.

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

Motion:

Councilor Haag moved to adopt the City of Edna Bay Municipal Website.

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

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Persons to Be Heard

Councilor Fairchild shared that she may be gone for a few meetings on personal leave and will not be able to attend telephonically (if it becomes available) from her location.

Adjournment

Mayor Richter moved that the meeting be adjourned.
Motion seconded by Councilor Fairchild
Meeting adjourned at 7:47 PM.