

City of Edna Bay - Regular Meeting

1 — Meeting Date, Place and Call to order:

This Regular meeting was held on Monday, November 14th, 2016 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	(Present)
Tyler Poelstra	- Clerk / City Council	(Present)
Myla Poelstra	- Treasurer / City Council	(Present)
Carleigh Fairchild	- City Council	(Present)
Doris Greif	- City Council	(Present)
Richard Stockdale	- City Council	(Present)

2.1 — Public Participants:

Sharon Wargi	Joe Wargi	Sandy Henson	Bob Fish	Pat Richter	Mike Williams
John Dodson	Sue Crew				

3 — Election of Vice Mayor:

Mayor Richter nominated Karen Williams to continue on in her role as Vice Mayor.

Motion:

Mayor Richter moved to nominate Karen Williams to continue her term as Vice Mayor.

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

4 — 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 October 10th, 2016 - No questions or objections

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

Motion:

Mayor Richter moved to approve the consent agenda.

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

4.1 — Business:

Old Business:

- a: *Draft Title 2 Amendment Ordinance regarding Teleconferencing.*

New Business:

- a: *Letter to AP&T Regarding Limited Phone Service Availability Discussion and Decision.*
- b: *Fire Department Purchase of Smoke Alarms and Fire Extinguishers Discussion and Decision.*
- c: *Road Culverts and Safety Issues Discussion and Decision.*
- d: *Use of City Generator for non-City Activities Discussion and Decision.*
- e: *First Reading of Budget Amendment Ordinance 16-08NCO for Bulk Fuel Facility Expenses.*
- f: *Certified Financial Statement Discussion and Decision.*

5 — Mayor's Report:

Mayor Richter had no report.

6 — Clerk's Report:

Tyler Poelstra reported that the Election Materials were submitted to, and have been returned from the Division of Elections, and that the results of the elections should now be available online.

7 — Treasurer's Report:

Myla Poelstra read back the treasurer's report.

8 — *Committee Reports*

8.1 — Dock Committee:

Tyler Poelstra (Dock Chairman) indicated that he is working to gather remaining information and materials to submit a request for a detailed quote for a replica replacement of the existing log-floats at the harbor from Wolseley Industrial Group. Since the last meeting was held, preliminary quotes were returned from the company for two variations of a 6'x30' float. One quote included pressure treated decking and mounting supplies for ~\$8638 per float, and one without decking and mounting supplies (floats only) for ~\$4926 each.

Since it was previously decided to get a complete quote for replacement of the existing floats, Tyler noted that he will continue working on getting the submission completed and the final quote obtained before moving ahead with the next step(s) in the process.

8.2 — Road Committee:

Pat Richter (Road Chairman) stated that he and the volunteers need to drive and review the road and the safety items identified at the last committee meeting. Two long logs are available in the debris pile near Charlie Creek bridge that are suitable for use as safety logs.

Pat noted that he is working with the land owner of the lot at the downhill side of the new steel bridge near the Store to straighten the roadway. A road work proposal needs to be drafted and brought to a future meeting or approval before any work can be done, even if it is volunteered. Pat will speak with the land owner and work on drawing up a proposal.

8.3 — EMS Committee:

Karen Williams (EMS Administrator) reported that no new information is available on training programs for responders. She is waiting on Bobbi (SEREMS) to be available for obtaining additional information on any training programs that are available to the EMS at this time.

8.4 — Search & Rescue Committee:

No report.

8.5 — Fire Committee:

Lee Greif (Fire Chief) noted he will discuss fire department activities under the New Business agenda item.

8.6 — Fish & Game Advisory:

A meeting will be posted for Thursday, December 15th 2016 to discuss current proposals.

8.7 — Bulk Fuel:

Mayor Richter reported that everything has been checked off and accepted for the bulk fuel pad construction and the paperwork for the Mental Health rock pit is being closed out. The project is moving along very well.

She reported that quotes have been returned for the final fuel tanks. These quotes include small items like ladders, hoses, light poles, etc. She noted that piping, wiring and other finish items that are not part of the fuel tanks are not included in the quotes. The current quote for the tanks is ~\$280K.

The City is preparing to move ahead with more pass-through grant funding, which will be discussed tonight.

9 —

Old Business

Item A – Draft Title 2 Amendment Ordinance Regarding Teleconferencing:

Mayor Richter shared some thoughts she had on the topic.

She explained that the Council has had the ability to teleconference since the first City Council, noting that DCRA support staff members Lawrence Blood and Lynn Kenealy assisted in conducting the first meeting and swearing in the initial City Council by teleconference due to weather related travel delays they experienced.

Mayor Richter stated that the City does not have the authority to limit the voting powers of Council members who attend telephonically. She shared her desire to keep with the spirit of the community and City on the matter of telephonic attendance, and feels that cutting off the capability entirely may be an overall negative in the long run. She also noted her understanding on long distance voting and feels that the only other option is to simply abolish teleconferencing altogether, but is unsure if that can be done while complying with Alaska law.

She would like to see there be an understanding that teleconferencing not be used for convenience, and only for necessary events. She felt there may be times when the capability is needed, citing Council members being unable to attend on time due to weather delays returning to Edna Bay, or when government officials need to call in to discuss their business with the City. She would like to see pursuit of purchasing equipment for teleconferencing cancelled at this time, and opt to ask volunteers for use of their phones when necessary.

General agreement was noted by those in attendance. Pat Richter shared his desire to see an honor system around this capability, and his concern for how it might be used in the future. Mayor Richter noted the current implementation of Title 2, and the honor system it provides by use of a Public Consensus on agenda items during City meetings is already in effect, and felt that as long as the public continues to elect candidates who support the honor system, there will not be an issue. The alternative is to ban it entirely, and not have the ability when we need it. She noted a decision does not need to be reached tonight.

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

10 —

New Business

Item A – Letter to AP&T Regarding Limited Phone Service Availability...:

Mayor Richter stated that Karen Williams originally raised the item at the last meeting. Many residents in Edna Bay have been declined phone service due to the new system not being able to reach their homes.

Councilor Greif has made a list of residents who cannot receive phone service from AP&T, and she noted that the list represents a large portion of the community. Councilor Williams would like to see the number of homes that cannot receive service incorporated into any letter that is written on the matter.

Councilor Fairchild asked if it would be possible to finish running the poles around the community for the phone system now that the City is the road authority and the bridges have been built, which could presumably carry the lines across the creeks and streams. Pat Richter shared history on cabled phone system, and stated that years ago the requirement was that the lines had to be buried, which is too cost prohibitive in Edna Bay.

Councilor Greif suggested writing a letter to AP&T in Port Townsend and other agencies as necessary to appraise them of our situation, but have the letter written without a threatening undertone at this time. The letter should ask AP&T what options currently exist for Edna Bay to improve service availability. Some felt that a second tower or pursuit of a cell phone repeater for the community could remedy the limited service.

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

Motion:

Councilor Fairchild moved to write a letter to AP&T addressing the community's phone concerns.

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

Myla, Heather and Tyler will collaborate on writing the letter.

Item B – Fire Department Purchase of Smoke Alarms and Fire Extinguishers....:

Councilor Greif summarized a matching grant that is available to purchase Fire Department equipment. The consensus was that the grant language appears to support purchase of fire extinguishers and smoke alarms. The grant will provide up to \$7500 in matching funds for these purchases. An application is being submitted to get more information on the grant before proceeding.

Lee Greif stated his desire to see the Fire Department work to ensure a smoke alarm and fire extinguisher is purchased and provided to every home in Edna Bay. He noted that smoke alarms cost around \$25 and small fire extinguishers (non-refillable) cost around \$30.

Questions were raised about the availability of fire pumps. Lee noted that there is a pump available to responding personnel on both sides of Edna Bay. He shared that the pumps are available 24/7, and that if a resident cannot reach one responder, that they call another and continue working up the chain of responders as necessary in a small community.

Pumps are stored at Lee Greif's on the East side of Edna Bay and at the Store/Post Office on the West side. Sue Crew asked if the pumps can be put out where anyone who wants can use them. Mayor Richter stated that due to history with fire equipment misuse, that only a responsible and accountable individual will have access to the pumps to ensure they are used properly and returned to a state ready for response after use.

Item C – Road Culverts and Safety Issues....:

Mayor Richter noted that the item is tabled for now until a road/safety review is conducted.

Item D – Use of City Generator for Non-City Activities....:

Mayor Richter received a letter from the Library requesting exclusive use of the City generator for its needs. She read the letter back to those in attendance. Mayor Richter shared her view that the Library has taken work to establish and maintain, and that its intention is honorable and good for the community, similar to the Church and other non-government entities that exist for the public's benefit.

The City generator is primarily used to maintain teacher housing and the main school building during the winter. Questions were raised about who is responsible to replace the generator if it dies from being used the ~400 hours a year it is being requested for. During discussion clear historical separation of the Library from the local government was detailed, with some stating that the same position should be taken with the Library at this time since it is not in the City's best interest to allow the Library use of the City generator.

Mayor Richter shared that the City is well established in its support of the school, and heating its facilities in exchange for the limited periods of use it receives for City meetings. Councilor Fairchild noted her concurrence with the consensus that it is best to keep the two entities separate, and suggested that in the interim while the Library works to obtain a grant for a generator that they pursue a privately owned generator that can be loaned to the Library to meet their short term needs.

Consensus of the public attendants was taken unanimously in favor of not allowing the City generator to be used by any entity other than the City, and no objections were noted.

Motion:

Councilor Greif moved that the City generator(s) not be used for non-City activities.

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

Item E – First Reading of Budget Amendment Ordinance 16-08NCO....:

Mayor Richter described the need for the amendment is based on the City not having enough working capital to purchase the remaining items that must be obtained for the tank farm. She noted that the pass-through grant reimburses for expenses related to the facility, but now that the City is managing the project directly it has to purchase components, get reimbursement, and purchase the next large item one step at a time. That purchase volume requires the City to have more working capital allocated to Bulk Fuel at this time.

The draft ordinance was projected for those in attendance to review. The ordinance will increase available

funding in the Bulk Fuel category by \$138K. It was suggested that in the final draft, that the \$138K increase be specifically noted in Section 4 along with the already detailed changes and reductions to the Fire, Travel & Training, and Repair & Maintenance categories. Mayor Richter noted that the AEA has up to 30 days to complete a reimbursement to the City for a project expense, but can and will likely move more quickly.

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

Motion:

Councilor (Mrs.) Poelstra moved that we accept draft Ordinance 16-08NCO to amend the budget, with one clarification to Section 4.

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

Item F – Certified Financial Statement...:

Councilor (Mrs.) Poelstra detailed the contents of the Certified Financial Statement. The Council is required to annually vote to accept and submit the figures as reported in the Statement. She added that a new Budget to Actual form will be submitted along with the Statement, as recommended by DCRA. Resolution 2016-11 and all documents related to the Statement were projected for those in attendance to review.

Mayor Richter attested that she inspected all financial documentation and reviewed the draft report prior to its presentation. Councilor (Mr.) Poelstra read back draft Resolution 2016-11 to those in attendance.

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

Motion:

Councilor Fairchild moved that we accept Resolution 2016-11, a resolution certifying the annual Certified Financial Statement of revenues and authorized expenditures for the year ending on June 30th, 2016.

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

11 —

None.

Persons to Be Heard

Adjournment

Mayor Richter moved that the meeting be adjourned.

Motion seconded by Councilor (Mrs.) Poelstra

Meeting adjourned at 6:40 PM.