

# City of Edna Bay - Regular Meeting

## 1 — Meeting Date, Place and Call to order:

This Regular meeting was held on Monday, October 9th, 2017 at Edna Bay School.  
Mayor Richter called the meeting to order at 6:15 PM.

## 2 — Swearing In Council Members and Election of Mayor and Vice Mayor:

Sandy Henson read back her Oath to Office and was sworn in.  
Karen Williams read back her Oath to Office and was sworn in.

### Motion:

Councilor (Mr.) Poelstra moved to nominate Heather Richter for Mayor,  
and Karen Williams for Vice Mayor.

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

## 3 — 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)
Sandy Henson	- City Council	(Present)
Doris Greif	- City Council	(Absent)
Lee Greif	- City Council	(Absent)

## 3.1 — Public Participants:

Joe Wargi                      Mike Williams                      Sharon Wargi                      John Dodson                      Jay Towne

## 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 Minutes of September 11th, 2017                      - No questions or comments
- 2: Special Minutes of October 6th, 2017                      - No questions or comments

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

### Motion:

Mayor Richter moved to pass the consent agenda.

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

## 4.1 — Business:

### **Old Business:**

- a: *Insurance Needs for Bulk Fuel Facility, Discussion and Decision.*
- b: *Road Maintenance Project Contract, Discussion and Decision.*

### **New Business:**

- a: *Certified Financial Statement, Discussion and Decision.*
- b: *SEAPRO Membership, Discussion and Decision.*
- c: *Equipment Change / Addition for Edna Bay BFF, Discussion and Decision.*

**5 — Mayor's Report:**

No report.

**6 — Clerk's Report:**

Tyler Poelstra reported that all election materials have been prepared for submission to the Division of Elections for processing and will go out on the next plane.

**7 — Treasurer's Report:**

Myla Poelstra read back the treasurer's report. No questions or comments.

**8 — *Committee Reports***

**8.1 — Dock Committee:**

Mayor Richter reported that the DOT is still on track for arriving on the 27th unless otherwise noted. She noted that a travel confirmation has not yet been issued, and that a Special Meeting will be posted as soon as a final date is known.

**8.2 — Road Committee:**

No report.

**8.3 — EMS Committee:**

No report.

**8.4 — Search & Rescue Committee:**

No report.

**8.5 — Fire Committee:**

Myla Poelstra reported that she has ordered 40 lithium battery smoke detectors, and they are on the way.

**8.6 — Fish & Game Advisory:**

No report.

**8.7 — Bulk Fuel:**

Mayor Richter reported that the Mechanical Contractor is nearly finished with work, but will come back to Edna Bay to make some small changes and commission the facility. The Electrical Contractor is on site and expects to wrap up the work in a few weeks.

She reported that we voted last week to have Integrity Environmental write the O&M and SPCC plans for the facility, and that they are moving quickly. It was suggested by those in attendance that premium fuel makes the most sense to stock for the minor price difference due storage longevity.

**9 — *Old Business***

**Item A – Insurance Needs for Bulk Fuel Facility...:**

Mayor Richter explained that the agenda item is ongoing as a discussion item to keep the public up to date on insurance policies related to the facility. When we reach completion of the facility the discussed coverages will be put in place.

**Item B – Road Maintenance Contract...:**

This item has been tabled to a future meeting. The contract draft must be finalized before presentation.

**10 — *New Business***

**Item A – Certified Financial Statement...:**

Councilor (Mr.) Poelstra read back the resolution and projected it on the overhead for those in attendance to review.

Consensus of the public attendants was taken in favor the certified financial statement as presented.

No objections were noted.

**Motion:**

Mayor Richter moved that we adopt Resolution #2017-15, certifying the annual Certified Financial Statement of Revenues and authorizing expenditures for the year ending June 30th, 2017.

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

**Item B – SEAPRO Membership...:**

Mayor Richter explained the role SEAPRO would play if hired to assist the City. They are an entity that responds in emergency fuel spill situations to assist in the process of fuel cleanup and disposal as well as communicating and working with the USCG, EPA, DEC and other agencies as necessary in such an event. SEAPRO operates out of Ketchikan, which presents a logistical challenge for them to reach Edna Bay in a timely fashion. The first year of coverage is ~\$6700 to start our membership and ~\$2900/yr afterwards.

Councilor (Mr.) Poelstra felt that it would be valuable to have a membership for the first year the facility is in operation, since he felt it was most likely for any issue to occur on the first year. After further discussion on fees, viability of the service for Edna Bay, and potential benefits it was agreed to table to a future meeting before deciding for or against a membership.

**Item C – Equipment Change / Addition for Edna Bay BFF...:**

Mayor Richter explained that during the downscale and facility redesign that took place a few years back CRW was notified that the City needed to have a high volume pump and hose reel for #2 diesel for filling ISO tanks, barrels and fuel trucks. The current retail dispenser systems max out at 22gpm, which is not sufficient for filling large tanks efficiently. A high volume dispenser can move up to 60gpm. It was only in the last two weeks that the City became aware that this aspect of the facility was not included in the final design being implemented.

The City is working with the mechanical and electrical contractors on the possibility of adding a higher power fuel pump, and T-ing into the transfer line on the #2 bulk storage tank, installing piping, a meter and hose reel in the lockable cage of the dual product tank. Mayor Richter reported that she has been actively looking into pricing options, and it is anticipated that a rough cost for the components and install work to be around ~\$15K. She emphasized the importance of this item to the facility due to 3-4 entities needing high fuel volume utilization. It was suggested to add \$10K more to have a adequate amount of funds.

Consensus of the public attendants was taken in favor covering costs related to the high flow components. No objections were noted.

**Motion:**

Councilor (Mr.) Poelstra moved to approve expending up to \$25,000.00 to purchase and install high volume fuel dispensing equipment for the Edna Bay Bulk Fuel Facility.

- *Seconded by Councilor Henson*
- **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 7:13 PM.