

**MINUTES OF THE REGULAR COUNCIL MEETING
OF THE CITY OF KODIAK
HELD THURSDAY, SEPTEMBER 13, 2018
IN THE BOROUGH ASSEMBLY CHAMBERS**

I. MEETING CALLED TO ORDER/INVOCATION/PLEDGE OF ALLEGIANCE

Deputy Mayor Charles E. Davidson called the meeting to order at 7:30 p.m. Councilmembers Randall C. Bishop, Laura B. Arboleda, Richard H. Walker, and John B. Whiddon were present and constituted a quorum. Mayor Pat Branson and Councilmember Daniel Mckenna-Foster were absent. City Manager Mike Tvenge, City Clerk Debra Marlar, and Deputy Clerk Michelle Shuravloff-Nelson were also present.

Salvation Army Major Dave Davis gave the invocation and the Pledge of Allegiance was recited.

II. PREVIOUS MINUTES

Councilmember Whiddon MOVED to approve the minutes of the August 9, 2018, regular meeting as presented.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Mckenna-Foster was absent. The motion passed.

III. PERSONS TO BE HEARD

a. Proclamation: Declaring Senior Center Month

Councilmember Whiddon read the proclamation, which urges all citizens to recognize the special contributions of senior center participants and the special efforts of the staff and volunteers who work every day to enhance and enrich the lives of the older citizens in our community.

Jonathan Strong accepted the proclamation on behalf of the Senior Citizens of Kodiak Inc. He said the seniors are vibrant members of the community and commended the services provided to the elder population in Kodiak. He thanked the Council for their leadership.

b. Public Comments

Major Dave Davis thanked the Council for their support of the nonprofit grant awards.

IV. UNFINISHED BUSINESS

a. Second Reading and Public Hearing, Ordinance No. 1381(SUB), Amending Chapters 18.12 and 18.20 of the Kodiak City Code to Allow for Negotiated Leases of Real Property if Approved by Ordinance

Deputy Mayor Davidson read Ordinance No. 1381(SUB) by title. Ordinance No. 1381 will codify the process of authorizing property leases via a standalone ordinance, which has been done for many years upon attorney advice. Kodiak City Code Title 18, Chapters 12 and 20 specify the process to dispose of or lease City real property. Title 18 as written includes a lengthy process requiring leases having a term of more than five years or having a computed annual minimum rental of more than \$5,000 to be offered by sealed bid or at public auction and an appraisal, in addition to other requirements.

Councilmember Whiddon MOVED to adopt Ordinance No. 1381(SUB).

Deputy Mayor Davidson closed the regular meeting, opened and closed the public hearing when no one came forward to testify, and reopened the regular meeting.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Mckenna-Foster was absent. The motion passed.

V. NEW BUSINESS

a. Authorization of Animal Control Services Memorandum of Agreement With the Kodiak Island Borough

The City operates animal control services and contracts with the Humane Society of Kodiak to operate the Animal Control Shelter. The Kodiak Island Borough (KIB) itself does not provide these services to its residents and, therefore, contracts with the City. This is a two-year agreement beginning July 1, 2018.

Councilmember Walker MOVED to authorize the Animal Control Contract, City Record No. 237761, between the City of Kodiak and the Kodiak Island Borough and authorize the City Manager to execute the document on behalf of the City.

Councilmember Bishop MOVED to amend Section 8 Fee Collection B. by inserting the words “Kodiak Island Borough” before the words “licensing fees”.

The roll call vote on the amendment was Councilmembers Arboleda, Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Mckenna-Foster was absent. The motion passed.

The roll call vote on the main motion as amended was Councilmembers Arboleda, Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Mckenna-Foster was absent. The motion passed.

b. Authorization of E-911 Agreement With the Kodiak Island Borough

Enhanced 911 system equipment and software is used to provide E-911 services to all Kodiak citizens with local telephone exchanges or any local 911 call. The City is

responsible for the operation and maintenance of the E-911 system. The Borough may impose an E-911 surcharge pursuant to Alaska State Statute 29.35.131 and will remit the surcharges collected, less allowable expenses, to the City for these E-911 services. The MOA outlines the responsibilities and financial outlay between the municipalities.

Councilmember Arboleda MOVED to authorize the E-911 Memorandum of Agreement between the Kodiak Island Borough and City of Kodiak, City Record No. 238610, and authorize the City Manager to execute the document on behalf of the City.

Councilmember Walker MOVED to amend Article II, Section 2.a. of the E-911 Memorandum of Agreement by deleting the words “bi-annually in July and January” and inserting the words “quarterly in January, April, July, and October.”

The roll call vote on the amendment was Councilmembers Arboleda, Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Mckenna-Foster was absent. The motion passed.

The roll call vote on the main motion as amended was Councilmembers Arboleda, Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Mckenna-Foster was absent. The motion passed.

c. Authorization of Building Inspection Memorandum of Agreement With the Kodiak Island Borough

The City and Borough run a joint building inspection program, which was developed in 1988 and revised through a Memorandum of Agreement (MOA) in 1997. An updated MOA between the Kodiak Island Borough and City of Kodiak for the Building Inspection Program has been drafted by the Borough Manager and City Manager, which reflects the cost of the building inspection program to be split equally. They will jointly develop and pay for engineering designs for small residential construction projects that are similar in nature that cannot be built prescriptively under the building code. Also, within the agreement are a zoning compliance program and a fire safety program. The agreement shall be in effect until June 30, 2023.

Councilmember Whiddon MOVED to authorize the Building Inspection Program Memorandum of Agreement between the Kodiak Island Borough and City of Kodiak, City Record No. 238612, and authorize the City Manager to execute the document on behalf of the City.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Mckenna-Foster was absent. The motion passed.

d. Authorization of Bid Award to Brechan Construction LLC for Annual Pavement Repair, Project No. 19-02/5039

A continual asphalt maintenance program is needed to keep City streets and parking lots in good driving condition. Change Order No. 1 will utilize the available funding in the project budget to extend paving in the project area to replace additional paving that has deteriorated due to loaded truck traffic exiting the Near Island Quarry.

Councilmember Walker MOVED to authorize Change Order No. 1 for the FY2019 Pavement Repair, Project No. 19-02/5039 to Brechan Construction LLC in amount of \$99,210 with funds coming from the Streets Capital Improvement Fund Project No. 5039, Pavement Repairs and authorize the City Manager to execute the documents on behalf of the City.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Mckenna-Foster was absent. The motion passed.

e. Authorization of Bid Award to Knight Technology Group for 30 Microsoft Office Standard 2016 Licenses and 150 Microsoft Office Professional Plus 2016 Licenses

The City of Kodiak accepted sealed bids for 30 Microsoft Office Standard 2016 licenses and 150 Microsoft Office Professional Plus 2016 licenses. The date of invitation began on July 31, 2018, and closed at 2 p.m. on August 31, 2018. The lowest responsive bidder was Knight Technology Group. They bid \$6,000 for the Microsoft Standard licenses and \$45,000 for the Microsoft Office Professional licenses.

Councilmember Bishop MOVED to authorize the bid award to Knight Technology Group for 30 Microsoft Office Standard 2016 Licenses and 150 Microsoft Office Professional Plus 2016 Licenses for \$51,000 with funds coming from Machinery and Equipment greater than \$5,000 account and authorize the City Manager to execute the documents on behalf of the City.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Mckenna-Foster was absent. The motion passed.

VI. STAFF REPORTS

a. City Manager

Manager Tvenge asked the public to use caution in the next two weeks as Parks and Recreation are removing the hanging flower baskets and banners that were installed for the summer months. He said the ice rink would transition from summer sports to winter sports beginning September 21. He shared the crew will be preparing the surface for ice, which is expected to be ready by October 9. He said that Birch Avenue continues to move ahead smoothly with all the underground work completed. Manager Tvenge provided an update that the contractor is preparing for street paving scheduled to begin Wednesday and Thursday next week, and the sidewalks will be paved the following week. He said the downtown police substation is still under construction and should be

completed this month. He said they are anxious to open this building to provide a police presence downtown.

b. City Clerk

Clerk Marlar encouraged the citizens to vote at the Municipal Election, on October 2, 2018. She said absentee voting would be held in the City Clerk’s office beginning September 17, 2018. She shared the City precincts are located at the Teen Center and Harbor buildings. She informed the public of the next scheduled work session, Fisheries Work Group, and regular Council meeting.

VII. MAYOR’S COMMENTS

Deputy Mayor Davidson gave his condolences to the Jensen family. He said the City is celebrating 78 years of being incorporated. He advised the public to drive cautiously as school is back in session.

VIII. COUNCIL COMMENTS

Councilmember Walker encouraged the citizens to vote and commented that voting is the mechanism to make changes. He said Birch Avenue is progressing well and commended the work done. He said the salmon run is finally occurring and said the weather has been great.

Councilmember Bishop thanked staff for being present at the meeting. He said he appreciated the City employees for their work and he thanked his colleagues, stating he is proud to be a part of group.

Councilmember Arboleda said she attended the Borough Lands Committee; she said there was a presentation on fish culverts. She said she heard that police officers were out on the first day of school greetings parents and kids, which she said was a nice thing to do.

Councilmember Whiddon expressed his appreciation for the Senior Citizens of Kodiak Inc. for taking care of elders, and he thanked the center for their services and dedication year round. He shared that he was appointed by the Governor to the Alaska Civilian-Armed Services Team (ACAST); the team consists of nine individuals around the state. He said the purpose of the team is to encourage the military to invest in communities and advise the Governor. He reported on the first meeting, which focused on education and transfer of credentials for spouses in the military and affordable housing for military personnel.

IX. AUDIENCE COMMENTS

None

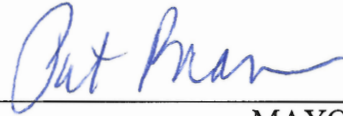
X. ADJOURNMENT

Councilmember Whiddon MOVED to adjourn the meeting.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Mckenna-Foster was absent. The motion passed.

The meeting adjourned at 8:10 p.m.

CITY OF KODIAK



MAYOR

ATTEST:



CITY CLERK

Minutes Approved: September 27, 2018

