

**MINUTES OF THE REGULAR COUNCIL MEETING
OF THE CITY OF KODIAK
HELD THURSDAY, APRIL 9, 2020**

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

Mayor Pat Branson called the meeting to order at 7:31 p.m. and stated for the record that some Elected Officials are participating via Audio/Video Conferencing and Councilmember Whiddon is attending in person. She announced the meeting is broadcasted over KMXT 100.1 FM and that for everyone's protection, there will be no public in-person attendance for the regular meeting in compliance with the Centers for Disease Control and Prevention's guidance on social distancing. She stated that meeting agendas and packets are available online on the City of Kodiak website.

Councilmembers Randall C. Bishop, Laura B. Arboleda, Charles E. Davidson, Terry J. Haines, and John B. Whiddon were present and constituted a quorum. City Manager Mike Tvenge, City Clerk Nova Javier, and Assistant Clerk Annika Woods were also present. Councilmember Richard H. Walker joined the meeting at 7:43 p.m.

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

II. PREVIOUS MINUTES

Councilmember Whiddon MOVED to approve the minutes of the March 12, 2020, regular meeting and March 18, 2020, special meeting as presented.

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

III. PERSONS TO BE HEARD

a. Public Comments

None.

IV. UNFINISHED BUSINESS

None.

V. NEW BUSINESS

a. First Reading, Ordinance No. 1396, Authorizing a Five-Year Lease of Certain Real Property at Pier II to Matson Navigation of Alaska, LLC

Mayor Branson read Ordinance No. 1396 by title. On February 15, 2020, Matson Navigation of Alaska, LLC submitted an application for purchase, lease, or renewal of lease of real property to the City for U.S. Survey 2537B for Pier II warehouse, office space, and adjacent parking spaces. The request is for a five-year lease.

Matson Navigation occupies a portion of the Pier II warehouse including offices, a site for a vehicle off-loading ramp, van rows 8 and 9, and parking adjacent to the Warehouse, but excluding the following: (i) all other city-owned property in the vicinity of Pier II, (ii) 162 sq. ft. of office space on the second floor, (iii) a 320 sq. ft. area in the warm room, (iv) two 60-ft parking areas on the north and south sides of the Warehouse, (v) one 120-ft parking area on the east end of the Warehouse, and (vi) a 60 ft. by 120 ft. (7,200 sq. ft.) section of the Warehouse for use as a port maintenance shop and other purposes as deemed appropriate by the City (the "Premises"), for storage, loading, and unloading of freight shipped or to be shipped across the City port facilities.

Councilmember Bishop MOVED to pass Ordinance No. 1396 in the first reading and advance to second reading and public hearing at the next regular or special meeting.

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

b. Authorization to Award the Construction Contract to Jay-Brant General Contractors LLC for the Waste Water Treatment Plant UV Effluent Disinfection Facility Project No. 20-04/7526

The "Invitation to Bid" for the project WWTP UV Disinfection Facility Project No. 20-04/7526 was issued on February 18, 2020. There were two bids received on March 20, 2020, and opened by the Deputy City Manager and City Engineer. Jay-Brant General Contractors LLC was the "Apparent Low bidder" at \$2,418,143. Staff reviewed the bid documents and determined the bid to be a responsible bid.

Councilmember Davidson MOVED to authorize the bid award for the construction contract to Jay-Brant General Contractors LLC for the Waste Water Treatment Plant UV Effluent Disinfection Facility Project No. 20-04/7526 in the amount of \$2,418,143 and authorize the City Manager to execute documents on behalf of the City.

Councilmember Walker joined the meeting at 7:43 p.m.

Councilmember Whiddon discussed the multiple reasons the City Council authorized the construction contract. He stated that this project is an unfunded federal mandate, and the City attempted to get a waiver or delay the process without success. The interest rate for the funding that the manager mentioned is locked for the duration of the loan.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Haines, Walker, and Whiddon in favor. The motion passed.

c. Authorization to Purchase Marine Travel Lift Straps in the Amount of \$106,082.28 With Kendrick Equipment USA LLC

The Kodiak Shipyard 600C Marine Travelift requires new Slings along with Chine/Keel Pads to be purchased and installed in order to continue safe Shipyard operations without interruption. Kendrick's Equipment performed an annual inspection on April 30, 2019 and stated the straps still appear to be in good condition at that time; however, with age and UV damage, replacement

should be considered. Currently the Travelift straps are showing more signs of wear due to another year of use (34 lift/launches), low winter temperatures and age. The shipyard is entering into the busy season for vessel haul outs beginning at the end of March. The Kodiak Shipyard currently has 10 vessels scheduled between March 20th and the middle of June and have several additional inquiries, which may lead to additional bookings.

Councilmember Haines MOVED to authorize Council to purchase slings, chine/keel pads, from Kendricks Equipment USA LLC for \$106,082.28 with funds coming from the Shipyard Administration Machinery & Equipment less than \$5,000 line item and authorize the City Manager to execute documents on behalf of the City.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Haines, Walker, and Whiddon in favor. The motion passed.

d. Extend Professional Services Contract for Auditing Services With Altman, Rogers, & Co. for Fiscal Years Ending June 30, 2020 and June 30, 2021

Each year, the City Council retains a qualified professional audit firm to perform an independent audit of the City's financial records. The City Charter and the City Code require the Council to accept the Comprehensive Annual Financial Report at the completion of the audit. The City's request for these services is to award a three-year contract with the option to extend for two additional years.

The current professional services contract for independent auditing services with Altman, Rogers & Co. was awarded in May 2017 for fiscal years ending June 30, 2017, 2018, and 2019 with an option to extend the contract for fiscal years ending June 30, 2020 and 2021. Finance staff and Altman, Rogers & Co. desire to extend this contract for the next two fiscal year end periods.

Councilmember Arboleda MOVED to authorize an extension of the professional services contract for fiscal years ending June 30 2020 and June 30, 2021 with Altman Rogers & Co to perform an annual independent audit in the amount of \$75,200 for FY2020 and \$77,450 for FY2021 with funds coming from the Finance Administration Professional Services account and authorize the City Manager to execute documents on behalf of the City.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Haines, Walker, and Whiddon in favor. The motion passed.

e. Authorization of Amendment to City Manager's Employment Agreement

The City Manager is hired by contract and works directly for the City Council. The Manager's contract contains a provision that the Council and Manager meet annually to discuss goals and objectives of both the past 12 month performance period as well as the upcoming 12 month performance period. The meeting to discuss goals and objectives was held March 12, 2020, at which time the Manager's contract was discussed and a consensus voiced to amend it.

Councilmember Davidson MOVED to authorize Amendment 1 the City Manager's Employment No. 242084.

Councilmember Whiddon stated the year has been difficult from cleaning up legal issues, to passing an audit with flying colors, to staffing issues that are a part of running any large organization. He complimented the hard work, dedication, and professionalism of City Manager Mike Tvenge and thanked him for the wonderful job, especially in light of the additional work created by COVID-19 response.

Councilmember Haines also thanked Manager Tvenge for his exemplary service, especially during this critical time.

Councilmember Davidson complimented Manager Tvenge, and stated the manager has a lot of long hours ahead of him due to COVID-19 related issues.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Haines, Walker, and Whiddon in favor. The motion passed.

VI. STAFF REPORTS

a. City Manager

Manager Tvenge gave an overview of the several up and coming City infrastructure projects that would be taking place over the coming months. He stated the City would be providing financial relief for water and sewer customers, and more information will be included in the mailings for the next billing cycle.

He stated Captain Matt Stone with the Kodiak Fire Department recently retired with 21 years of service with the City. He welcomed two new City employees, Trenton Mackenzie and Edgar Sandoval returning from their military service in Kosovo. He also welcomed new employees Police Officer Samantha Talley, Fleet Mechanic John Peterson, and Harbor Officer Thomas Green Jr. He thanked the Council for extending his contract for an additional three years.

b. City Clerk

City Clerk Javier summarized the upcoming meetings and relayed how the public can still connect with the Mayor and Council. She announced ways that the meetings are made accessible to the Public. She encouraged the public to email their public comments to the Clerk's Office email, or send in letters, or call in during the meetings by phone. She wished everyone well during this challenging time and hopes that everyone is staying safe and healthy.

VII. MAYOR'S COMMENTS

Mayor Branson stated the deadline for the Mayor Poster Contest is tomorrow. She welcomed the National Guard home as well, especially the two City employees. She congratulated Captain Matt Stone on his retirement. She thanked the CEO of KANA, Andy Teuber, for bringing in the rapid COVID-19 tests to Kodiak in an expedient manner. She went over some of the Governor's recent vetoes including those that affect the marine highway system, school bond debt, and other vetoes that affect the Kodiak community. She stated Governor Dunleavy plans on using COVID-19 related funds to cover the vetoed funds. She thanked Kodiak for being "Kodiak Strong," and

encouraged everyone to wash their hands, practice social distancing, and wear face masks. She wished everyone a Happy Easter.

VIII. COUNCIL COMMENTS

Councilmember Haines stated he is proud of Kodiak for coming together to stay apart. He expressed gratitude to live somewhere that is easy to enjoy the outdoors while maintaining social distancing.

Councilmember Arboleda complimented everyone for being very prepared for COVID-19 despite having no confirmed cases in Kodiak. She encouraged everyone to keep supporting one another. She said she is grateful for her fellow councilmembers and although she misses them, she is grateful she can at least see everyone remotely. She wished everyone a Happy Easter.

Councilmember Bishop also said he is grateful to live in a wonderful community like Kodiak and encouraged everyone to keep following the various health mandates. He said Kodiak really comes together when someone in the community is in need, and in this case everyone is in need to stay healthy and strong. He wished everyone a Happy Easter.

Councilmember Davidson stated these are challenging times and cautioned everyone to adhere to CDC guidelines, and to keep a face mask as a constant companion in order to help prevent the spread of illness.

Councilmember Walker thanked Kodiak for taking COVID-19 seriously and for hunkering down. He congratulated Captain Matt Stone for a long and fruitful career. He wished everyone a happy and loving Easter this Sunday. He encouraged everyone volunteer, donate, and help out during this crisis.

Councilmember Whiddon acknowledged the hard work done by the Emergency Operations Center which includes various members of the community hard at work from all fields coming together. He stated that he is impressed by the solid leadership of the EOC and said Kodiak is known for pulling together during times of challenge and rising to said challenges. He thanked Mike Murray at Safeway and all essential businesses for the logistical aspect of making sure the community has everything it needs. He stated the Economic Task Force met with a goal of helping the economy reboot once COVID-19 has finished. He said they will continue to meet and do what they can to help local businesses. He informed everyone that the Economic Task Force recently launched a website to assist with keeping the community informed with COVID-19 related updates and resources, called Kodiakeconomictaskforce.org.

Mayor Branson closed by acknowledging Manager Tvenge for his hard work with the EOC. She said a lot of stress is on his shoulders and noted that Kodiak is lucky to have him for another three years.

IX. AUDIENCE COMMENTS

None.

X. ADJOURNMENT

Councilmember Davidson MOVED to adjourn the meeting.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Haines, Walker, and Whiddon in favor. The motion passed.

The meeting adjourned at 8:14 p.m.

CITY OF KODIAK


MAYOR

ATTEST:


CITY CLERK

Minutes Approved: April 23, 2020

