

**MINUTES OF THE REGULAR COUNCIL MEETING
OF THE CITY OF KODIAK
HELD THURSDAY, JUNE 25, 2020**

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

Mayor Pat Branson called the meeting to order at 7:30 p.m. and stated for the record that some Elected Officials are participating via Audio/Video Conferencing and Councilmembers Davidson and Whiddon are 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 Laura B. Arboleda, Charles E. Davidson, Terry J. Haines, Richard H. Walker, and John B. Whiddon were present and constituted a quorum. Councilmember Randall C. Bishop was absent. City Manager Mike Tvenge, City Clerk Nova Javier, and Deputy Clerk Michelle Shuravloff-Nelson were also present.

Major Dave Davis called in and gave the invocation and the Pledge of Allegiance was recited.

II. PREVIOUS MINUTES

Councilmember Whiddon MOVED to approve the minutes of the June 11, 2020, regular meeting as presented.

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

III. PERSONS TO BE HEARD

a. Public Comments

None

IV. UNFINISHED BUSINESS

a. Second Reading and Public Hearing, Ordinance No. 1402, Authorizing a Contract With the Kodiak Historical Society to Operate the Kodiak History Museum Through June 30, 2022

Mayor Branson read Ordinance No. 1402 by title. The City has provided funding to the Kodiak Historical Society (KHS) to help cover operating costs of the Kodiak History Museum (formerly known as Baranov Museum) for many years. In 2017, KHS requested that the City enter into a multi-year operating agreement or contract with them for the services provided at the Kodiak History Museum. The current contract expires June 30, 2020. Ordinance No. 1402 will authorize a new two-year agreement from July 1, 2020, through June 30, 2022. Based on City Charter requirements and previous legal advice, the contract approval is made by Council through the or-

dinance process. All of the terms in the new contract are the same as the existing contract, but the annual funding level will be set in the FY2021 and FY2022 budgets.

Councilmember Davidson MOVED to adopt Ordinance No. 1402.

Mayor Branson closed the regular meeting, opened and closed the public hearing, and after no public testimony, she reopened the regular meeting.

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

V. NEW BUSINESS

a. **First Reading, Ordinance No. 1403, An Ordinance of the Council of the City of Kodiak Amending Titles Two and Fourteen of the Kodiak City Code to Establish a Historic Preservation Commission (HPC) and Register of Historic Places**

Mayor Branson read Ordinance No. 1403 by title. The National Historic Preservation Act of 1966 established a federal and state partnership and created a national preservation program. In 1980, the Certified Local Government (CLG) Program was added to include local governments into the program. Applying for the Historic Preservation Program and establishing a Historic Preservation Commission empowers the City of Kodiak to identify, preserve, and protect the rich history of Kodiak Isle. This ordinance accomplishes both endeavors.

Councilmember Haines MOVED to pass Ordinance No. 1403 in the first reading and advance to second reading and public at the next regular or special meeting.

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

b. **First Reading, Ordinance No. 1404, Amending Chapter 2.24 Election—Procedures by Creating Section 2.24.250 Emergency Plan**

Mayor Branson read Ordinance No. 1404 by title. The integrity of the City of Kodiak Municipal elections is important, and the Kodiak City Charter and City Code provide the procedures and rules to protect them. Chapter 2.24 Election—Procedures provides the procedures of how elections are conducted. Elections are an essential government function and the right of the voters must be protected from human error in all cases and in the event of public emergencies, natural disasters, global pandemic, or other similar events.

Adopting this ordinance would allow flexibility for the Clerk to provide options such as early voting in person for two weeks leading up to Election Day at the Harbor and/or at the Teen Center. A good example of utilizing this ordinance is during the current spread of COVID-19, which could disrupt the administration of the local October election. This ordinance could assist in the exercise of voters of their right to vote while protecting the health and safety of both the voters and election workers. Although this ordinance allows flexibility, it also dictates that the clerk take steps to maintain a record of any action taken that deviates from the norm.

Councilmember Whiddon MOVED to pass Ordinance No. 1404 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, Davidson, Haines, Walker, and Whiddon in favor. Councilmember Bishop was absent. The motion passed.

c. Resolution No. 2020-17 Accepting Coronavirus Emergency Supplemental Funds From the Alaska Department of Public Safety for Procurement of Supplies Related to First Responder Efforts to Combat the Impact of COVID-19

Mayor Branson read Resolution No. 2020-17 by title. On May 13, 2020, the Kodiak Police Department (KPD) submitted a grant application to the Department of Public Safety (DPS) for local public safety COVID-19 funding in the amount of \$20,878.50. On June 5, 2020, the KPD received notification that the funding was approved. The approved request authorized the reimbursement and continued procurement of decontamination supplies and personnel protective equipment (PPE) used to safeguard police department employees and prisoners housed in the Kodiak Community Jail from the virus.

Councilmember Walker MOVED to adopt Resolution No. 2020 17.

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

d. Authorization of FY2021 Special Services Contract with Alaska Department of Public Safety

The Alaska Department of Public Safety (DPS) requests the renewal of its contract with the City to provide services, which support the mission and operations of the Alaska State Troopers (AST) and Alaska Wildlife Troopers (AWT) in Kodiak. In exchange for providing these services, DPS will compensate the City \$81,900 for FY2021. This reflects a requested funding increase of 4% from previous years. Staff recommends Council authorize the FY2021 Special Services Contract with the Alaska Department of Public Safety.

Councilmember Davidson MOVED to authorize the FY2021 Special Services Contract No. 249743 with the Alaska Department of Public Safety, Division of Alaska State Troopers, and authorize the City Manager to sign the contract on behalf of the City.

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

e. Authorization of Animal Control Services Memorandum of Agreement with the Kodiak Island Borough

The City provides animal control services and contracts with the Humane Society of Kodiak to operate the Animal Shelter. The Kodiak Island Borough (KIB) itself does not provide these services to its residents and, therefore, wishes to contract with the City. This is a two-year agreement beginning July 1, 2020.

Councilmember Arboleda MOVED to authorize the Animal Control Contract, City Record No. 249667, 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 Whiddon stated he is pleased with this contract, which provides a service to the community.

Councilmember Davidson commended the Humane Society Services for the Animal Shelter and the services provided for animal control.

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

f. Authorization of Bid Award for Bid No. 2020-006 Sodium Chloride FY 2021

Each year Public Works combines deicing salt with ¼ inch rock chips for winter deicing and traction control on City streets and parking lots. Annually the quantity of product requested is based on the remaining stock on hand and the previous winter's consumption. A bid was advertised on May 13, 2020 for 150 tons of salt for winter deicing. Bids were opened on June 12 and we had one bidder and one NO BID.

Councilmember Walker MOVED to authorize the FY2021 sodium chloride bid to Mill Bay Enterprises, LLC in the amount of \$66,099.09 with funds coming from the FY21 Public Works Department, Street Supplies account and authorize the City Manager to sign documents on behalf of the City.

Councilmember Whiddon complimented the Public Work's staff for the work they performed on the roads this winter.

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

g. Authorization of Bid Award for Bid No. 2020-006 Sodium Chloride FY 2021

Each year the Public Works Department issues bids for the City's petroleum products. Bids were opened on June 12, 2020, for petroleum products FY2021 - FY2023. Two (2) bids were received. Petro Marine Services was the responsive bidder for heating and equipment fuel and Petro Marine Services was low bidder for unleaded gasoline.

Councilmember Haines MOVED to authorize award of the City's FY2021 - FY2023 petroleum products bid to Petro Marine Services for heating and equipment fuel and to Petro Marine Services for unleaded gasoline fuel for all four fuel types with funds coming from each department's FY2021 - FY2023 fuel line items and authorize the Manager to sign documents on behalf of the City.

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

VI. STAFF REPORTS

a. City Manager

Deputy City Manager Bahnke highlighted that City's Wastewater Treatment Plant award from the State Department of Environmental Conservation. She thanked the Public Work Department staff for their stellar work to achieve the recognition. She said the 2016 Pink Salmon Federal Relief project grant proposal has been submitted to the Pacific States Marine Fisheries Commission and if the grant is awarded it will be brought back to Council for further approval. She stated the project focuses on repairs at St. Herman's Harbor. She introduced Julie Liew the Interim Finance Director.

b. City Clerk

City Clerk Javier shared that the City offices will be closed on July 3, 2020, in observance of the Fourth of July. She stated the July 7 work session and July 9 regular meeting have been cancelled. She highlighted that the next work session is scheduled for July 21 and the next regular meeting will be on July 23. She indicated that additional meeting information can be found on the City's website.

VII. MAYOR'S COMMENTS

Mayor Branson welcomed Interim Finance Director Julie Liew and she congratulated the Public Works department on the ADEC award and commented that Kodiak has high quality water. She encouraged the public to be safe during COVID-19 and to wear a mask. She introduced the Kodiak Emergency Operations Center "Banner Hunt Contest" and encouraged entry to win a BMX bike. She stated there was not a Fourth of July parade this year but encouraged a celebration of independence in a safe manner. She wished Councilmember Walker a Happy Birthday and said she was pleased with the establishment of the Historic Preservation Commission.

VIII. COUNCIL COMMENTS

Councilmember Walker welcomed Finance Director Liew. He said he was proud of Public Works and City staff. He commended the citizens of Kodiak for fighting the virus and their diligence to be cautious. He wished everyone a safe Fourth of July weekend.

Councilmember Whiddon thanked the Public Works for their award and the water service they provide. He provided a KEDC update on the applications and the awards. He commended Accounts Payable Victoria Ellis for producing these checks and the KEDC crew for their work.

Councilmember Haines thanked the Kodiak Economic Development Corporation (KEDC) for their work to administer CARES funds within the community. He encouraged social distancing for Kodiak's safety and economy.

Councilmember Davidson welcomed Finance Director Liew. He wished everyone a Happy Fourth of July and he wished Pat a happy Birthday.

Councilmember Arboleda wished Councilmember Walker and Mayor Branson a Happy Birthday and she wished everyone a safe Fourth of July.

IX. AUDIENCE COMMENTS

Bruce Schactler via telephone expressed his concern that there was not a public process for the City's CARES fund distribution and the Pink Salmon Disaster Relief Funds. He asked for further consideration in the future for an interactive process.

Mayor Branson stated there was a location on the City's website for comments and ideas on CARES funds and she provided an update on the current funding allocation. She thanked him for his feedback.

X. ADJOURNMENT

Councilmember Davidson **MOVED** to adjourn the meeting.

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


The meeting adjourned at 8:07 p.m.

CITY OF KODIAK



MAYOR

ATTEST:


CITY CLERK

Minutes Approved: July 23, 2020