

**MINUTES OF THE REGULAR COUNCIL MEETING
OF THE CITY OF KODIAK
HELD THURSDAY, JULY 25, 2013
IN THE BOROUGH ASSEMBLY CHAMBERS**

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

Mayor Pat Branson called the meeting to order at 7:30 p.m. Councilmembers Randall C. Bishop, Charles E. Davidson, Terry J. Haines, Gabriel T. Saravia, Richard H. Walker, and John B. Whiddon were present and constituted a quorum. City Manager Aimée Kniazowski, City Clerk Debra L. Marlar, and Deputy Clerk Michelle Shuravloff-Nelson were also present.

After the Pledge of Allegiance, Salvation Army Sergeant Major Dave Blacketer gave the invocation.

II. PREVIOUS MINUTES

Councilmember Whiddon MOVED to approve the minutes of the July 11, 2013, regular meeting as presented.

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

III. PERSONS TO BE HEARD

a. Public Comments

None

IV. UNFINISHED BUSINESS

a. None

V. NEW BUSINESS

a. First Reading, Ordinance No. 1310, Amending Kodiak City Code 3.08.025, Allocation of Tax Proceeds, to Eliminate the December 31, 2013, Sunset Date for a Portion of the City Sales Tax

Mayor Branson read Ordinance No. 1310 by title. There is language in the City's sales tax code that states the special allocations of sales tax currently appropriated to roads, parks, and harbor capital improvements will expire by December 31, 2013, unless extended or deleted. Staff discussed the implications of the sunset provision with Council at their July 9, 2013, work session, and Council voiced consensus to bring an ordinance forward to remove the sunset provision. This ordinance will amend sections (a) and (b) of KCC 3.08.025 to remove the sunset provision. If passed by Council, the new ordinance will go into effect in enough time to avoid implementation of the sunset provision on December 31, 2013.

Councilmember Haines MOVED to pass Ordinance No. 1310 in the first reading and advance to second reading and public hearing at the next regular or special Council meeting.

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

b. Resolution No. 2013–23, Authorizing Payment of Fiscal Year 2014 Nonprofit Organization Grants

Mayor Branson read Resolution No. 2013–23 by title. Each year the City Council authorizes grant payments to local nonprofit organizations. The types and levels of funding are based on the City Council's nonprofit funding policy guidelines adopted by Resolution No. 2011–10. The policy also stipulates the total amount available for nonprofit grants in a given fiscal year, which equals the maximum of one percent of budgeted general fund revenues, exclusive of any fund balance appropriations. The amount budgeted for FY2014 for nonprofit grant payments is \$158,800. The City received 17 applications from nonprofit organizations that provide services to Kodiak, for a total requested amount of \$120,671. Council reviewed the applications at the July 9, 2013, work session and indicated support to award requested funding to all FY2014 applicants.

Councilmember Walker MOVED to adopt Resolution No. 2013–23.

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

c. Resolution No. 2013–24, Requesting the Governor and Legislature to Develop a Long-Term Solution to Ensure Full and Uninterrupted Ferry Service to Kodiak

Mayor Branson read Resolution No. 2013–24 by title. Mayor Branson and City Council members have expressed serious concern over the recent news that the return to service date for the M/V Tustumena was delayed again. The Tustumena was removed from service for scheduled repairs on November 1, 2012, at the Seward Ship Dry-dock. The latest delay is to correct repairs that didn't meet safety inspection requirements. The Tustumena has been out of service for almost ten months, causing economic harm to the communities it serves. The Kodiak community businesses, especially the tourism-based businesses, have experienced cancellations due to the lack of ferry service. Other businesses that rely on the ferry to transport fish, equipment, and supplies have also been affected.

Councilmember Whiddon MOVED to adopt Resolution 2013–24.

Councilmember Whiddon said he strongly supports this resolution. He stated the ferry delay has had an adverse affect for Kodiak. He stated that the Council should work with the Alaska Municipal League (AML) and Southwest Alaska Municipal Conference (SWAMC) to align strategies to address the ferry delay with the Legislature and Governor.

Councilmember Walker said he supports this resolution and voiced his concern about the ferry delay. He said the delay will negatively impact the construction projects on the island, as well as travel for school based activities.

Mayor Branson shared the information she received from the Marine Highway System General Manager Captain John Falvey about the ferry delay and the proposed schedule for the Kennicott to substitute some the Tustumena's scheduled trips for the remainder of the year. She said a press release is scheduled for Friday.

Councilmember Haines said that the Kennicott will not be able to dock at certain locations due to its size. He stated it is not an optimal solution to replace the Tustumena's ferry schedule with the Kennicott for several locations in Alaska.

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

d. Authorization of Change Order No. 2 to Aleutian Homes Water and Sewer Phase V, Segment A, Project No. 7026/10-03

Aleutian Homes Water and Sewer Replacement Phase V, Segment A is a continuation of the upgrade of utilities, pavement, and sidewalks in the Aleutian Home Area. The award for construction for this segment of the upgrade project was issued to Brechan Enterprises, Inc. on March 18, 2013. Change Order No. 2 is for rock trench excavation, sanitary sewer service connect, footing drain services, resetting fence, and modular block retaining wall.

Councilmember Bishop MOVED to authorize Change Order No. 2 to Brechan Enterprises in the amount of \$87,675, with funds coming from the Water Capital Improvement Fund, Aleutian Homes Water and Sewer Project, Phase V Segment A, Project No. 7026/10-03, and authorize the City Manager to sign the documents on behalf of the City.

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

e. Authorization of Vehicle Purchase for Kodiak Police Department

This action authorizes the replacement of one older and high mileage police patrol vehicle that has been recommended for replacement in FY2014 with a 2014 model all-wheel-drive Police Utility Vehicle. The existing vehicle has been in service beyond its useful life and has been evaluated for replacement, consistent with the Council's Vehicle Replacement Policy.

Councilmember Davidson MOVED to authorize the City to attach to the State of Alaska Light Duty Contract to purchase one 2014 model year Ford all wheel drive Police Utility Vehicle in the amount of \$25,830, with funds coming from the FY2014 Kodiak Police Department Operation Budget, Uniform Patrol Sub-department, Machinery and Equipment line item.

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

f. Authorization of Ambulance Purchase

One of the three ambulances used in the Fire Department, a 1997 International, was evaluated and identified for replacement. Staff submitted a grant through the State of Alaska Code Blue Phase 11 funding, and in 2012 the City was notified of a partial award of up to \$35,000 to be applied toward the replacement cost of a new ambulance. In April of this year, staff was informed that reallocated USDA funds in the amount of \$61,000 were also available for the ambulance purchase. The Code Blue and USDA grants provide combined funding of \$96,000, and the City's matching grant funding of \$105,000 will cover the remaining cost to purchase a new ambulance.

Councilmember Haines MOVED to authorize purchase of a 2013 North Star 167-1 ambulance through Braun NW in the amount of \$201,000, with funds coming from the FY2014 General Capital Project Fund, Fire Department Ambulance Replacement Account.

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

g. Authorization of Fire Truck Purchase

One of the fire pumper trucks used in the Fire Department, a 1986 E-One Cyclone pumper, was evaluated and identified for replacement in 2011 and was budgeted as a capital purchase in the FY2012 budget. Staff looked for grant funding, and the City Council identified the pumper as one of its state legislative priorities during that time, but no funding was available. In October 2012, the fire pumper was decommissioned due to severe mechanical, pump, and electrical issues that were not cost effective to fix. The City's budget identifies a replacement fire pumper as a capital purchase in the amount of \$450,000.

Councilmember Walker MOVED to authorize purchase of a replacement fire pumper manufactured by the Pierce Manufacturing Company through its distributor, Hughes Fire Equipment, in the amount of \$450,000, with funds coming from the General Capital Project Fund, Fire Department Engine Account.

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

h. Authorization of Bid Awards for Furniture, Fixtures, and Equipment for the New Library, Project No. 6012/12-02

This recommendation is to authorize the awards of two contracts for furniture, fixtures, and equipment (FF&E) for the new library facility. The first is the authorization to award a procurement bid contract to Capital Office Systems in the amount of \$251,554.97, and the second is to authorize a sole source procurement contract for the custom fabrication of the circulation desk to Demco Interiors in the amount of \$48,348.90.

Councilmember Davidson MOVED to authorize award of the bid procurement contract for furniture, fixtures, and equipment to Capital Office Systems in the amount of \$251,554.97, and a separate procurement contract to Demco Interiors for the circulation desk for the quoted price of

\$48,348.90, with funds coming from the Building Improvement Fund, New Library, Project No. 6012/12-02 and authorize the City Manager to execute the contracts on behalf of the City.

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

i. Authorization of Document Production Equipment Lease

The City's contract with its current vendor for document production equipment (copy machines) for City Hall, Kodiak Police Department (KPD), Harbor, and Library ended in April 2013, and the contract has been carried over on a month-to-month basis until a new contract is authorized. A request for proposals for a new five-year lease was issued in March 2013. Two proposals were received and were opened and scored in June 2013. One proposal was submitted by Frontier Business Systems, the City's current vendor, for Konica machines and one proposal was submitted by OfficeTECH for Xerox machines. Frontier Business Systems received 74 points and OfficeTECH received 84 points.

Councilmember Haines MOVED to authorize a sixty-month lease agreement with OfficeTECH/Xerox Corporation for:

- 1 Xerox Colorqube 9303 in the amount of \$462.75 monthly, with funds coming from the General Fund, Non-Departmental, Administration Account;
- 1 Xerox W7855PT with professional finisher in the amount of \$229.37 monthly and two Xerox Colorqube 8700 machines in the amount of \$80.50 each monthly, with funds coming from the General Fund, Police, Police Support Services Account;
- 1 Xerox W7855PT in the amount of \$171.23 monthly, with funds coming from the Enterprise Fund, Boat Harbor, Administration Account; and
- 1 Xerox 5855A in the amount of \$195.47 monthly, with funds coming from the General Fund, Library, Administration Account

and authorize the City Manager to sign the lease on behalf of the City.

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

j. Authorization of Postage Machine Agreement

The City Hall postage machine is leased from Pitney Bowes through an ongoing rental agreement. The agreement was originally entered into under the City Code Chapter 3.12.070(c) through the Western States Contracting Alliance (WSCA). At the time the packet was prepared, Pitney Bowes was the only known vendor who supplies postage machines suitable to meet the City's needs and participates in the WSCA. Pitney Bowes offered the City the option of upgrading to a new postage machine, while at the same time lowering the monthly lease payment from \$529.30 to \$474.81. The total cost of a five-year rental agreement would go from \$31,758.00 to \$28,488.60 for an overall savings of \$3,269.40. Recently, staff received an unsolicited proposal from another vendor that also participates in the WSCA. Due to the late arrival of this proposal, staff recommends the Council postpone action until the August 8, 2013, meeting.

Councilmember Whiddon MOVED to approve the five-year postage machine replacement agreement with Pitney Bowes for the total amount of \$28,488.60 for the five-year term beginning August 1, 2013, through July 31, 2018, with funds coming from the Finance Department, Utilities operating budget in the General Fund.

Councilmember Davidson MOVED to postpone the vote on this motion until the August 8, 2013, regular meeting.

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

VI. STAFF REPORTS

a. City Manager

Manager Kniaziowski announced that the Planning and Zoning Commission approved the City's land application to lease land for composting. Manager Kniaziowski thanked Public Works Director Mark Kozak for his work on the land application packet. Manager Kniaziowski said she was pleased to meet with the Kodiak Island Borough (KIB) staff, Peter Olson, CH2MHill and Sara Barton, the consultant of the composting community outreach program. She said it was good to have all the key players together; they created a 12-month outline of objectives and those responsible to meet the objectives.

Manager Kniaziowski said she has been asked about the water supply in Kodiak and reported it is satisfactory at this time. She checked with the Public Works Director and he indicated the daily usage is 4.5 million gallons, which is manageable. Manager Kniaziowski said if the warm weather continues for the next month they will review the water supply again.

She said the Library construction is moving along as planned. She is working with staff on a transition plan to relocate to the new Library.

Manager Kniaziowski said the Shelikof Road slide repair is progressing as planned and should be open to thru traffic within the next two weeks. She said the Aleutian homes repair is on schedule with a projected completion by mid-September.

She indicated the work on the baseball outfield is progressing. She said the turf will be installed mid-August and should be completed by mid-September.

She said the Downtown Revitalization Committee will be scheduled soon and Police Chief T.C. Kamai will attend to give an overview of the legal parameters for the downtown area.

b. City Clerk

City Clerk Marlar informed the public of the next scheduled Council work session and regular meeting.

Clerk Marlar announced the October 1, 2013, election preparation is occurring in the Clerk's Office. She indicated to the public they will need to be registered to vote by September 1, 2013, to

vote in the October 1, 2013, election. She informed citizens if they have moved from an area in the Borough to the City they will need to register to vote within the City. She stated the two-year Mayoral seat and two three-year Councilmember seats will be up for election in October. The candidate packets are available in the Clerk's office. The declaration of candidacy opens on August 1, 2013, and closes on August 15, 2013, at 4:30 p.m. Clerk Marlar let the public know the City needs election workers. She encouraged the public to call the Clerk's office if they have any questions.

VII. MAYOR'S COMMENTS

Mayor Branson said she was disappointed with the ferry delay and has discussed her concerns with Borough Mayor Selby. She said they plan to discuss their concerns together with the Governor and the Department of Transportation Commissioner regarding the delay and the replacement of the ferry for southwest Alaska. She mentioned that the Alaska Marine Highway System has a board seat available and encouraged local applications.

Mayor Branson congratulated the U.S.C.G. on their anniversary and thanked them for the service they provide. She voiced appreciation of the Council supporting the nonprofits and the quality of life that the nonprofits bring to the community. She mentioned that several of the nonprofits have coordinated grief services for the recent tragedies in the community.

Mayor Branson said she was pleased with the progress of the Library building, stated Jerry Laktonen's artwork has been hung in the building, and she stated she looks forward to the next tour of the building.

She announced Relay for Life was occurring this weekend. She said the donations go to the American Cancer Society. She plans to walk to honor those affected by cancer and encouraged the public to participate.

VIII. COUNCIL COMMENTS

Councilmember Walker stated he has been out reviewing the construction projects and expressed his appreciation to Manager Kniazowski for work on these projects. He thanked Chief of Police T.C. Kamai and Fire Chief Rome Kamai for their hard work and dedication. He said his thoughts and prayers go out to the two families who have lost children. He shared that there will be a dinner fundraiser for the Matuatia family at the Elks Lodge next Thursday.

Councilmember Bishop offered his condolences to the two families who have lost children. He encouraged everyone to practice safety in their daily activities.

Councilmember Haines expressed his condolences to the families who have lost children. He said he appreciates the nonprofits within the community and the services they provide. He shared his concern regarding the delay of the Tustemena. He said he feels it is the time to let the Legislature know how important the ferry system is for the community and is pleased the Council has adopted the Resolution No. 2013-24.

Councilmember Saravia thanked Chief of Police T.C. Kamai and Fire Chief Rome Kamai for the services they provide. He shared his condolences for the families who have recently lost a child. He gave a fishing update.

Councilmember Davidson expressed his condolences to the families who have recently lost a child. He asked campers to be aware of the dryness of the ground when they start camp fires. He commented on the adverse affect to Kodiak's economy with the delay of the Tustemena. He said it would be helpful to quantify the impact of the Tustumena delay to the Department of Transportation.

Councilmember Whiddon said his thoughts and prayers go out to the families who have recently lost a child. He said he was pleased with the promptness of the construction projects. He expressed his appreciation for the quick response of KEA workers and the fire department when the transformer exploded this week. He expressed his gratitude and thanked the U.S.C.G. for their 223 years of service.

IX. AUDIENCE COMMENTS

None

X. ADJOURNMENT

Councilmember Davidson MOVED to adjourn the meeting.

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

The meeting adjourned at 8:29 p.m.

CITY OF KODIAK

Pat Brown

MAYOR

ATTEST:

Delma Mankin

CITY CLERK



Minutes Approved: August 8, 2013