

**MINUTES OF THE REGULAR COUNCIL MEETING  
OF THE CITY OF KODIAK  
HELD THURSDAY, APRIL 28, 2016  
IN THE BOROUGH ASSEMBLY CHAMBERS**

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

Mayor Pat Branson called the meeting to order at 7:30 p.m. Councilmembers Laura B. Arboleda, Randall C. Bishop, Charles E. Davidson, 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.

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

**II. PREVIOUS MINUTES**

Councilmember Whiddon MOVED to approve the minutes of the April 14, 2016, regular meeting as presented.

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

**III. PERSONS TO BE HEARD**

**a. Public Comments**

**Patrick O'Donnell**, a member of the Alaska Whitefish Trawlers Association, spoke in support of Resolution No. 2016-15, which would authorize a permit for a Groundfish festival, fundraiser and parade.

**IV. UNFINISHED BUSINESS**

**a. Second Reading and Public Hearing, Ordinance No. 1347, Rescinding Ordinance No. 1314 and Authorizing Amendment of Lease No. 211696 Between the City of Kodiak and ACS of the Northland, LLC, for Pillar Mountain Communications Site No. 10**

Mayor Branson read Ordinance No. 1347 by title. Council adopted Ordinance No. 1314 on January 23, 2014, which authorized Lease Agreement No. 211696, a five-year communication site lease with ACS of the Northland LLC. The lease was not signed by ACS as they requested changes to Section 8, the insurance requirement, which amends the Lease Agreement to reflect ACS has the option to self insure.

Councilmember Arboleda MOVED to adopt Ordinance No. 1347.

Mayor Branson 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, Saravia, Walker, and Whiddon in favor. The motion passed.

**V. NEW BUSINESS**

**a. Resolution No. 2016–12, Authorizing the Issuance of a Permit to the Kodiak Chamber of Commerce for Use of Public Property in Conjunction With the Kodiak Crab Festival**

Mayor Branson read Resolution No. 2016–12 by title. The Kodiak Chamber of Commerce is the local organization that manages the annual Kodiak Crab Festival, one of Kodiak’s premiere events. It promotes Kodiak, gives a boost to the local economy, and provides fundraising opportunities for many local organizations and non-profits. This year the festival will run from May 25 through May 31, 2016.

Councilmember Walker MOVED to adopt Resolution No. 2016–12.

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

**b. Resolution No. 2016–13, Authorizing the Issuance of a Permit to the Kodiak Garden Club for Use of Public Property for its Annual Plant Sale**

Mayor Branson read Resolution No. 2016–13 by title. Resolution No. 2016–13 authorizes the issuance of a permit to the Kodiak Garden Club to use the covered area of the Baranof Park ice rink to hold its annual plant sale on June 4, 2016.

Councilmember Davidson MOVED to adopt Resolution No. 2016–13.

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

**c. Resolution No. 2016–14, Authorizing the Issuance of a Permit to Hope Community Resources for the Use of Public Property for Its Walk and Roll Community Walk Fund-raiser**

Mayor Branson read Resolution No. 2016–14 by title. Hope Community Resources is a non-profit that is funded by grants and community donations. Hope Community Resources wants to offer its annual walk and roll community walking fundraiser on May 7 at the Baranof Track. Hope Community Resources will set up a tent to offer snacks and drinks to participants and will accept donations.

Councilmember Bishop MOVED to adopt Resolution No. 2016–14.

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

**d. Resolution No. 2016–15, Authorizing the Issuance of a Permit to Alaska Whitefish Trawlers Association for the Use of Public Property in Conjunction With the Groundfish Festival and Fundraiser**

Mayor Branson read Resolution No. 2016–15 by title. The North Pacific Fisheries Management Council will meet in Kodiak June 6-14, 2016. Resolution No. 2016–15 will permit Alaska Whitefish Trawlers Association, in conjunction with the Alaska Groundfish Data Bank, to close and use City streets for its one-time Groundfish parade and to use City property in the vicinity of Oscar’s Dock for festival and fundraiser activities. Street closures for the parade will take place on Saturday June 11, 2016, from 4:30 p.m. to 5:30 p.m., for Shelikof Street at Jack Hinkle Way, Shelikof Street to Marine Way, and Marine Way to Oscar’s Dock.

Councilmember Davidson MOVED to adopt Resolution No. 2016–15.

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

**e. Authorization of Purchase FY2016 Sodium Chloride**

For many years the Public Works Department has ordered deicing salt to mix with ¼ inch rock chips for winter deicing and traction control on City streets and parking lots. The FY2016 budget included the funds to purchase the normal amount of deicing salt.

Councilmember Whiddon MOVED to authorize purchase of sodium chloride from Round Butte Products in the amount of \$24,966 with funds coming from the FY2016 Public Works Department, Street Supplies Account and authorize the City Manager to execute the documents of behalf of the City.

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

**f. Authorization of Purchase of Computer V-M Host Servers**

The City currently has three existing VM Host Servers that were purchased in 2010. These servers are currently utilized for all Citywide virtual network functions. These servers host approximately 60 virtual machines used by multiple City departments. The VM Host Servers are becoming obsolete and were scheduled for replacement during the FY2016 budget year.

Councilmember Arboleda MOVED to authorize purchase of VM Host Servers from SHI International Corp in the amount of \$\$28,646.76 with funds from the Finance-IT Machinery and Equipment account and authorize the City Manager to execute the documents on behalf of the City.

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

**g. Authorization of Change Order No. 2 With Brechan Construction LLC for the Composting Facility, Project No. 08-06/7517**

The City Council authorized the construction of the Composting Facility to Brechan Construction LLC during the April 9, 2015, regular meeting. The additional elements of work are needed to complete construction and provide an efficient facility for production of Class "A" Exceptional Quality Compost suitable for use by the general public. Change Order No. 2 is for construction of additional site improvements and installation of a 72 foot by 120 foot covered tension fabric storage structure.

Councilmember Walker MOVED to authorize Change Order No. 2 to Brechan Construction LLC in the amount of \$1,079,247.44 for the Compost Facility with funds coming from the Biosolids Management Project, Project No. 08-06/ 7517 and authorize the City Manager to execute the documents on behalf of the City.

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

**h. Authorization of Assignment of Trident Basin Ground Lease From Andrew Properties, LLC to First National Bank Alaska**

The City currently has a lease with Andrew Properties, LLC for office space at Trident Basin to support Andrew Airways, Inc., charter aircraft operation. Section 10 of the lease requires City Council authorization for any assignment of the lease. Dean Andrew has requested the lease be assigned to First National Bank of Alaska as security for a loan, and the bank is awaiting Council approval.

Councilmember Whiddon MOVED to authorize the assignment of Trident Basin ground lease from Andrew Properties, LLC to First National Bank Alaska and authorize the City Manager to sign the Consent Certification.

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

**i. Authorization of Purchase of Compost Wood Amendments**

The City entered into a public/private partnership for the composting of biosolids in December 2012. Since that time we have completed the design of a Class A, EQ Composting Facility, bid the project, completed construction, and began operation on December 9, 2015. We concluded our public/private partnership on January 31, 2016. That partnership provided wood amendments by contract. With the City operating the composting facility full time, the City is now responsible for wood amendments and advertised a Request for Proposal (RFP) for the purchase of up to 3,000 cubic yards of wood amendments. The RFP was advertised beginning March 14, and three proposals were opened on April 15, 2016.

Councilmember Davidson MOVED to authorize the purchase of wood amendment for the Composting Facility from Quayanna Development Corporation in the amount of \$82,500 with funds coming from the Sewer Fund, Compost Department Operation budget line for Supplies - Wood Chips and authorize the City Manager to execute the documents on behalf of the City.

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

## **VI. STAFF REPORTS**

### **a. City Manager**

Manager Kniazowski stated the FY2017 drafted budget books have been given to the Mayor and Council for the budget work session on May 7. She shared that Finance Director Mayes and Deputy Manager Tvenge have worked on the budget extensively and brought forth some great new ideas, and she expressed her appreciation for the work completed by the Department Heads. She indicated she will work with Public Works Director Kozak and Engineer Melvin to schedule tours of the Monashka pumphouse and compost facilities after the budget presentation. She stated DOWL will hold a variety of public meetings in Kodiak on the Pedestrian Pathway and the Near Island plans in the near future. She shared that she attended the government social media training with Clerk Marlar and commented the training was very beneficial. She stated Clerk Marlar is researching best practice policies before creating City Facebook and Twitter accounts. She said the Personnel Rules and Regulations will be adjusted to reflect a COLA increase of 2.38 percent if approved, and she clarified the individual merit based increases are separate.

### **b. City Clerk**

Clerk Marlar announced the first week of May is Municipal Clerk's week and she recognized the work of her staff. She shared that the office of the Clerk administers processes of elections and manages the City's records program. She stated Clerks are the go between of the elected officials and the public and help by communicating the legislative actions of the elected officials. City Clerk Marlar informed the public of the next scheduled Council work session and regular meeting.

## **VII. MAYOR'S COMMENTS**

Mayor Branson shared she just arrived in town after spending time with her mother, and she encouraged others to spend quality time with their parents. She thanked the Clerk's staff for helping the elected officials and the public. She thanked Deputy Mayor Walker for presiding over the work session.

## **VIII. COUNCIL COMMENTS**

Councilmember Walker stated he is very appreciative of the City staff and the hard work that has been completed to prepare the draft FY2017 budget.

Councilmember Bishop stated he had no comments.

Councilmember Davidson thanked the Clerks for their work.

Councilmember Saravia thanked the department heads for their work on the budget and acknowledged Municipal Clerk's week.

Councilmember Arboleda thanked all the staff for their hard work.

Councilmember Whiddon said he was in Washington D.C. last week, and it reminded him how thankful he was to reside in Kodiak. He shared the Fisheries Work Group meetings will be held on May 4, 6, and 11; the meetings are in preparation for the NPFMC visit in June. He thanked the FWG members for their continued work.

#### IX. AUDIENCE COMMENTS

None

#### X. EXECUTIVE SESSION

##### a. Unionization of the Workforce

Councilmember Davidson MOVED to enter into executive session pursuant to AS 44.62.310(c)(1) to discuss matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the City.

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

Council entered into Executive Session at 8:07 p.m.

Mayor Branson reconvened the regular meeting at 8:49 p.m.

#### XI. ADJOURNMENT

Councilmember Davidson MOVED to adjourn the meeting.

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

The meeting adjourned at 8:50 p.m.



ATTEST:

CITY OF KODIAK

MAYOR

for CITY CLERK

Minutes Approved: May 12, 2016