

**MINUTES OF THE REGULAR COUNCIL MEETING
OF THE CITY OF KODIAK
HELD THURSDAY, JULY 13, 2017
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 Mike Tvenge, City Clerk Debra Marlar, and Deputy Clerk Michelle Shuravloff-Nelson were also present.

Salvation Army Mathew Spencer gave the invocation and the Pledge of Allegiance was recited.

II. PREVIOUS MINUTES

Councilmember Whiddon MOVED to approve the minutes of the June 22, 2017, 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

None

IV. UNFINISHED BUSINESS

None

V. NEW BUSINESS

a. First Reading, Ordinance No. 1364, Amending Section 5.04.050 of the Kodiak City Code Pertaining to Procedures for Issuing Permits for Community Festivities

Mayor Branson read Ordinance No. 1364 by title. In an effort to accommodate local nonprofit organizations and other associations performing community events on City-owned property, a permit must be issued for the specific request. The Council has been authorizing these requests during regular Council meetings. This proposal moves the approval of the event from the Council or Clerk to the City Manager. This is an effort to streamline the application and approval process.

Councilmember Walker MOVED to pass Ordinance No. 1364 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 Arboleda, Bishop, Davidson, Saravia, Walker, and Whiddon in favor. The motion passed.

b. Resolution No. 2017–20, Appropriating Funding From The General Fund and Respective Enterprise Fund Balances to Include a 5% Cost of Living Increase to City Employees

Mayor Branson read Resolution No. 2017–20 by title. Resolution No. 2017–20 provides for the adoption of a cost of living adjustment for all City full-time, part-time, and temporary employees and does not adjust the pay scale per the Personnel Rules and Regulations handbook. The cost of living adjustment was calculated using the State of Alaska CPI-U Inflation / Deflation calculator for Anchorage, Alaska. The proposed increase is five percent for fiscal year 2018. City staff recommends the cost of living adjustment to be effective July 31, 2017.

Councilmember Davidson MOVED to adopt Resolution No. 2017–20.

Councilmember Whiddon acknowledged the City staff in the audience during the meeting in support of Resolution No. 2017–20. He said he appreciates the services provided by City staff; he stated they enhance the safety of the community and the quality of life to the island.

Councilmember Davidson said he supports the resolution and City employees.

Councilmember Walker said he values the City employees and appreciates the services that they provide.

Councilmember Bishop said the most important people in the workplace are the workforce and he supports the cost of living increase.

Councilmember Saravia said he appreciates the services provided by City staff. He stated he is glad the City is able to do a cost of living increase and he hopes this can be reviewed each year.

Councilmember Arboleda said she appreciates the workforce's attendance and she thanked staff for the services provided. She said they help make the island beautiful.

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

c. Authorization of Bid Award for Compost Wood Amendment Purchase for FY2018 through FY2020

Starting in December 2015, the City of Kodiak began operation of the bio-solid composting facility. The facility is using negative aeration static pile process by combining bio-solids with wood amendments to create a Class A, EQ compost. The City issued a Request for Proposal for wood amendment purchase for FY2018, FY2019, and FY2020. The proposal was advertised on May 15 and proposals were opened on June 22; one proposal was received.

Councilmember Whiddon MOVED to authorize the purchase of wood amendments for the Composting Facility to Jere's Tree Service in the amount of \$125,000 for FY2018, \$110,000 for

FY2019 and \$110,000 for FY2020 with funds coming from the annual Sewer Operation, Composting Supplies-Wood Chips Line Item.

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

d. Authorization to Purchase Servers

The Finance-IT Department is requesting the purchase of five servers. The existing servers are currently six years old and are no longer covered under warranty. These servers store the City's financial software and various third-party software components. IT equipment is generally required to be replaced every three to five years.

Councilmember Walker MOVED to authorize the purchase of five servers from GovConnection, Inc. in the amount of \$38,845.70 from the Finance-IT Machinery & Equipment Line Item.

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

e. Authorization of Cooperative Agreement Between the City of Kodiak and Sun'aq Tribe for Improvements to Shelikof Street

The Sun'aq Tribe of Kodiak has approached the City requesting to extend the Memorandum of Agreement (MOA), which included Shelikof Street in the Tribe's existing road inventory, and the Bureau of Indian Affairs (BIA) Tribal Transportation Program. The initial MOA expired in May with an option to renew. By continuing the agreement, the Sun'aq Tribe would potentially bring federal funding to Kodiak to make improvements to this street. The Memorandum of Agreement is for an additional three years.

Councilmember Arboleda MOVED to authorize the Memorandum of Agreement between the City and Sun'aq Tribe for improvements to Shelikof Street, City Record No. 232453, and authorize the City Manager to sign the MOA for the City.

Councilmember Whiddon MOVED to postpone the Memorandum of Agreement between the City and Sun'aq Tribe for improvements to Shelikof Street.

A discussion ensued with a consensus voiced to bring the MOA back for a vote at the next regular meeting.

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

VI. STAFF REPORTS

a. City Manager

Manager Tvenge said the Delta Medical Transport Agreement is in affect; the crew arrived to Kodiak to provide Emergency Medical Services (EMS) with the Fire Department staff to City

residents and those on the Borough's road system through September 2017. He gave an informational overview of an easement request by Mr. Dave Hilte on Mission Road, which went to the Planning and Zoning Commission and was later approved by no objection by the Borough Assembly. He said the City has no authority to change the vacation of easement; however, the City must sign an authorization to complete the process. Manager Tvenge said the State of Alaska has begun a program through the Alaska Police Standards Council for communities to participate in the Rent-a-Cop Program. He said the City staff is researching and interested in the program for additional policing in the downtown area. He shared a potential location for additional policing would be the City's building currently leased for TWIC services. He said Governor Walker recently solicited proposals from municipal and tribal infrastructure projects that are qualified for federal infrastructure established by the Trump Administration. Manager Tvenge said the City submitted funding proposals to the Office of Management and Budget for the Fire Station, St. Herman's Float, and WWTP upgrades; the three projects totaled over \$62 million dollars. He said he is unsure when the proposals will be reviewed at this time. He said the Kodiak Fire Department is performing water hydrant maintenance testing; he encouraged the public to run their water lines to flush out any sediment that may appear. He said the Public Works and the Parks and Recreation Departments' are clearing overgrown brush on the street to assist with visibility and access; he asked the citizens to be cautious of the equipment and staff at work. He said during the work session on Tuesday there was discussion regarding the local nonprofit award amounts, which included some incorrect tabulations. He asked if Council would like to review the tabulations at the next work session or move forward at the next meeting. Councilmember Davidson expressed an interest to further discuss and review the updated spreadsheet with the new tabulations. Mayor Branson said she will place nonprofit grant award discussion on the August 8, 2017, work session agenda. Manager Tvenge shared the Council received printed information for the August 8 budget discussion.

b. City Clerk

City Clerk Marlar said the municipal elections are approaching and she shared that nominating petitions for one, two-year City Mayoral seat and two, three-year City Council seats are available in the Clerk's office. She said qualified applicants must have resided within the City limit for at least one year and be registered to vote within the City limit. She said a resident must be 30 years old to fill the Mayoral seat and 21 years old to fill a Councilmember seat. She informed the public of the next scheduled Council work session and regular meeting. She shared the next Fisheries Work Group meeting is on August 23 and the next City and Borough joint work session is scheduled in October.

VII. MAYOR'S COMMENTS

Mayor Branson said it is heartwarming to see the City staff in attendance on a beautiful evening to show their support for Resolution No. 2017-20. She said there has been a 29 percent staff turnover in the last two years and she supports the COLA increase. She said staff makes the community whole and thanked them for their work and the services they provide. She commented that the budget goals are a five-year plan to project revenues and expenses; the plan further helps to keep up with the City's infrastructure, services, maintaining employees, providing a quality of life for the community, while having a balanced budget. She said Councilmembers Whiddon and Bishop went to the Chamber of Commerce to provide outreach and she and City Manager Tvenge were on KVOK. She said she drafted an outreach plan and disseminated the

plan to the Council in hopes to increase the outreach to the community. She said the Downtown Revitalization Committee has ordered the banners that were designed by Breanna Gibbs and they will be placed in downtown area soon. She said the mural on the Brechan building is underway. She mentioned a letter regarding the Rent-a-Cop program will be taken to National League of Cities by Councilmember Saravia this month for consideration of funding assistance.

VIII. COUNCIL COMMENTS

Councilmember Walker said he was pleased with the vote for the COLA; he thanked staff for the duty and services provided. He said there are some hard decisions in the future for the economy, yet emphasized with the USCG and fishing industry in Kodiak, he feels the options will be plentiful if everyone works together.

Councilmember Davidson extended his appreciation to staff and said the island can be an expensive place to reside and he hopes this COLA helps to subsidize some of those costs. He asked the citizens to be careful driving and watch for children crossing.

Councilmember Arboleda thanked the staff for their service and attending the meeting.

Councilmember Whiddon said the decision to support COLA was easy, because it is an investment in the future. He said the services staff provides are appreciated.

Councilmember Saravia said staff makes Kodiak a nice place to live, and the work they do behind the scenes is very important.

Councilmember Bishop said he hoped everyone had a good Fourth of July. He said the Marijuana Committee made its final recommendations to the Council and thanked co-chair Arboleda and the members of the committee. He thanked the City staff for their attendance at the meeting. He wished everyone a safe and enjoyable summer.

IX. AUDIENCE COMMENTS

Philip Bear Becker said he has been an employee for 23 years and he appreciates the COLA. He said that City Manager Mike Tvenge has demonstrated strong support for employee retention.

Nicole Clark, telephonically, said she is working at KMXT to broadcast the Council meeting and said she is also a City employee and is very grateful for the COLA increase. She said she loves living in Kodiak and this increase makes it easier to live on the beautiful island.

Chief of Police Wallace said she was very pleased with the COLA, commenting that it will help attract people to the work force. She said she is proud to be a member of the KPD team.

X. 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 8:14 p.m.



CITY OF KODIAK

Randall C. Bischoff

DEPUTY MAYOR

ATTEST:

Michelle Shrovelly-Nelson

DEPUTY CLERK

Minutes Approved: August 10, 2017