

**CALL TO ORDER:**

The regular meeting of the Sand Point City Council was held Tuesday, April 12, 2022 in the City Chambers and telephonically. Mayor James Smith called the meeting to order at 7:04 p.m.

**ROLL CALL:**

James Smith	Mayor	Present
Danny Cumberlidge	Seat A	Present via telephonically
Allan Starnes	Seat B	Present
Shirley Brown	Seat C	Present
Jack Foster Jr.	Seat D	Absent - excused
Marita Gundersen	Seat E	Present
Arlene Gundersen	Seat F	Present

A quorum was established.

**Staff in attendance:**

- Jordan Keeler, Administrator
- Shannon Sommer, City Clerk
- Kurtis Gundersen, Finance Officer
- Dave Anderson, Police Chief
- Carmen Holmberg, EMS Director
- Julius Karlsen, Public Works Director via telephonically
- Dylan Jacobsen, Water & Sewer Supervisor
- Allen Kuchenoff Jr., Harbor Master

**APPROVAL OF AGENDA:**

Mayor James Smith requested a motion to approve the agenda.

MOTION: Councilmember Marita Gundersen made a motion to approve the agenda.

SECOND: Councilmember Arlene Gundersen seconded the motion.

VOTE: Motion passed unanimously.

**CONSENT AGENDA:**

Mayor James Smith requested a motion to approve the consent agendas.

MOTION: Councilmember Marita Gundersen made a motion to approve the Regular Meeting Minutes of February 8, 2022 and March 8, 2022 as amended.

SECOND: Councilmember Arlene Gundersen seconded the motion.

VOTE: Motion passed unanimously.

**REPORTS:**

Finance Officer – Kurtis Gundersen

Finance Officer Kurtis Gundersen reported for the month of January 2022 Raw Fish Tax was \$19,887.44 and Sales Tax was \$47,846.93, for the month of February 2022 Raw Fish Tax was \$0.38 and Sales Tax was \$50,102.23.

Administrator – Jordan Keeler

Administrator Jordan Keeler reported he attended the Board of Fish meetings at the Egan Center. He met with ECI and will touch on their report and recommendations under New Business. He started working on the FY23 Budget. He created an account for the American Rescue Plan Act reporting portal and started the first required report. The City received two calendar years of funding for the AAIT investigator position. At that time, there was a risk manager representative from AMLJIA conducting a site visit for employee safety and work environment safety. Alaska Municipal League 2022 Winter Conference had been moved to the Dena'ina Center and will be held December 5-9, 2022. The Travelift had just made its first lift the previous day. Administrator Keeler was out of the office due to COVID-19.

Police Chief – David Anderson

Chief Andersen reported there was statistical information included in his report and Investigator Richard Lowery's activity report. The Police Dept. is down one Officer position and have 2 applicants through the vetting process. With genuine sadness they mourned the loss of Senior 911 Dispatcher Christine Nielsen, they will her very much. Currently, 911 Dispatcher Jesse Pesterkoff continued to be the only full-time dispatcher 24/7 with the department assisting on and off until a permanent arrangement is made. He welcomed new Administrative Assistant Cathleen Adams to the department.

Councilperson A. Gundersen expressed her condolences to the Nielsen family.

EMS Director– Carmen Holmberg

EMS Director Carmen Holmberg gave her report for the month of March 2022 which Rescue 1 had received 5 calls, 3 tone outs and 2 medevacs. EMS continued held a meeting to plan the upcoming May 2022 event and the department should have a vehicle sometime in April 2022.

Fire Chief – Robert Gaddotti

Fire Chief Robert Gadotti report included in the packet.

Public Works Director – Julius Karlsen

Public Works Director Julius Karlsen reported they graded the Harbor Road and City Dock Road. They hauled 40 yards of D1 rock for Facility Contractors. They hauled 2 truckloads of alders to the landfill. They sanded roads. They maintained the Shop used oil heaters and put a Swing Motor back in the Hitachi 200 Excavator.

Water & Sewer Supervisor – Dylan Jacobsen

Water & Sewer Supervisor Dylan Jacobsen reported with the assistance from the Public Works crew, they fixed a leak on the 6-inch water main behind the old water plant and fixed a sewer leak in the Trailer Court. The footbridge sewer line in the harbor froze. He hooked up a new printer. He completed water samples and reports in a timely manner. He shut off a few houses to work on their leaks and frozen lines. He continued to do routine maintenance. He worked with a DEC representative to create a lead and copper sampling plan which will be on hold until the Address Mapping System becomes in effect.

Harbor Master – Allen Kuchenoff Jr.

Harbor Master Allen Kuchenoff Jr. reported they burned waste oil. They picked up garbage on the East wall. They made dump runs. A day shift employee transferred to a Night Watchman. They put out totes for used batteries. They prepared for the arrival of the new Travelift and waiting for more space to haul boats.

**HEARINGS, ORDINANCES, AND RESOLUTIONS:**

1. Ordinance 2022-01: Address Mapping System – 2<sup>nd</sup> Reading

MOTION: Councilmember Marita Gundersen made a motion to put Ordinance 2022-01: Address Mapping System on the floor for 2<sup>nd</sup> Reading.

SECOND: Councilmember Allen Starnes seconded the motion.

Administrator Keeler stated the proposed ordinance will help the Police Dept. move towards a consolidating dispatch service for smaller communities and the State Troopers. It will help with Records Management in the database managed by the State. It will also help with physical addresses for a Real ID. Administrator Keeler stated the address mapping system will not change anyone’s existing mailing address and for the Council’s consideration he has lowered the penalties for non-compliances and removed a reference to another part of code.

Councilperson A. Gundersen thanked everyone involved in the long process of putting together the proposed Address Mapping System.

MOTION: Councilmember Marita Gundersen made a motion to adopt Ordinance 2022-01: Address Mapping System.

SECOND: Councilmember Allen Starnes seconded the motion.

VOTE: Motion passed unanimously.

2. Resolution 22-02: AEB SDP Harbor Floating Docks Letter of Support

MOTION: Councilmember Arlene Gundersen made a motion to adopt Resolution 22-02: AEB SDP Harbor Floating Docks Letter of Support.

SECOND: Councilmember Marita Gundersen seconded the motion.

VOTE: Motion passed unanimously.

**OLD BUSINESS: None.**

**NEW BUSINESS:**

1. Donation Request: Janice Shuravloff Memorial Easter Egg Hunt

MOTION: Councilmember Shirley Brown made a motion to donate \$500 to the Janice Shuravloff Memorial Easter Egg Hunt.

SECOND: Councilmember Allan Starnes seconded the motion.

VOTE: Danny-yes; Arlene-abstain; Marita-yes; Allan-yes; Shirley-yes.  
Motion passed with 4-yes’ and 1-abstain.

2. Donation Request: QTT Earth Day Fair

MOTION: Councilmember Arlene Gundersen made a motion to donate \$300 and ALPAR bags to the QTT Earth Day Fair.

SECOND: Councilmember Shirley Brown seconded the motion.

VOTE: Motion passed unanimously.

3. City Municipal Building Assessment Report

Administrator Keeler stated EIC made a site visit to Sand Point to assess the foundation of the City Municipal Building which included structural damage, water management and gutter replacements which they recommended to be completed by the end of summer 2022.

MOTION: Councilmember Arlene Gundersen made a motion to authorize the Mayor to accept the proposal from EIC not to exceed \$39,869.

SECOND: Councilmember Allan Starnes seconded the motion.

VOTE: Motion passed unanimously.

**PUBLIC COMMENTS: None.**

**COUNCIL COMMENTS:**

Councilperson A. Gundersen attended the Board of Fish meetings and provided a testimony opposing proposal 282 and Area M had good a representation. Mayor Smith thanked Kendrick Equipment for the new Travelift, Peter Pan Seafoods and their offer to assist work on the East wall Summer 2022, all Board of Fish participants including Kiley and Madison Thompson, the Aleutians East Borough and staff, the Harbor and Public Works crews, Trident Seafoods Corporation included Allan Starnes, Alex Batriz and David Walls, TDX Power and Harbor Master Allen Kuchenoff Jr. Councilperson Brown thanked the City Council on behalf of her husband James Brown for sending him the Board of Fish meeting.

**ADJOURNMENT:**

MOTION: Councilperson Marita Gundersen made a motion to adjourn.

SECOND: Councilperson Arlene Gundersen seconded the motion.

The meeting adjourned at 7:43 p.m.

  
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James Smith Sr., Mayor

ATTEST:

  
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Shannon Sommer, City Clerk