

**CALL TO ORDER:**

The regular meeting of the Sand Point City Council was held Tuesday, October 12, 2021 in the City Chambers and telephonically. Mayor James Smith called the meeting to order at 7:03 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	Present
Marita Gundersen	Seat E	Present
Emil Mobeck	Seat F	Present

A quorum was established.

**Staff in attendance:**

- Jordan Keeler, Administrator
- Shannon Sommer, City Clerk
- Kurtis Gundersen, Finance Officer
- Curt Boyle, Officer
- David Stokes, Interim Public Works Director
- Julius Karlsen, Equipment Operator II
- Dylan Jacobsen, Water & Sewer Supervisor
- Allen Kuchenoff Jr., Interim Harbor Master
- Carmen Holmberg, EMS Director

**APPROVAL OF AGENDA:**

Mayor James Smith requested a motion to approve the agenda.

MOTION: Councilperson Shirley Brown made a motion to approve the agenda.

SECOND: Councilperson Emil Mobeck seconded the motion.

VOTE: Motion passed unanimously.

**CERTIFICATION OF ELECTION / OATH OF OFFICE:**

City Clerk, Shannon Sommer, read the election results for the General Election held on October 25, 2021. For Seat E, Marita Gundersen received 107 votes, there were 5 write-ins, and 8 left blank. For Seat F, Arlene Gundersen received 100 votes, with 8 write-ins, and 7 blank. Followed by the statement, "I, Shannon Sommer, Election Supervisor, hereby certify that the above election results of the City of Sand Point's General Election held on October 5, 2021, have been correctly tabulated."

MOTION: Councilperson Emil Mobeck made a motion to adopt the certification of election.

SECOND: Councilperson Allan Starnes seconded the motion.

VOTE: Motion passed unanimously.

**OATH OF OFFICE**

Marita Gundersen took Oath of Office for Seat E, a 3-year term.

Arlene Gundersen took Oath of Office for Seat F, a 3-year term.

**CONSENT AGENDA:**

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

MOTION: Councilperson Marita Gundersen made a motion to approve the Regular Meeting Minutes of September 14, 2021 as amended.

SECOND: Councilperson Shirley Brown seconded the motion.

VOTE: Motion passed unanimously.

**REPORTS:**

Finance Officer – Kurtis Gundersen

Finance Officer Kurtis Gundersen reported for the month of August 2021 Raw Fish Tax was \$138,608.76 and Sales Tax was \$74,541.89.

Administrator – Jordan Keeler

Administrator Keeler reported he spent time on personnel matters. He submitted additional information request by Army Corps of Engineers as part of the permitting process to get the piles pulled and replaced by the east wall. He worked on the Community Development Block Grant application; it would be reviewed by the State but funds are federal so it has associated paperwork. With Mayor Smith's consent, received and approved, a bid for engineering firm to conduct an inspection of the City's dam. He participated in Alaska Municipal Managers Association meeting to plan the annual meeting. Administrator Keeler thanked past councilperson Emil Mobeck and welcomed new councilperson Arlene Gundersen.

Officer – Curt Boyle

Officer Curt Boyle reported there was statistical information included in Chief of Police Dave Anderson's report. He described the ARMS system and the address mapping system will be a big help. Included in Chief Anderson's report was a reminder to all motor vehicle traffic, please drive slowing when going through the harbor area and equipment and pedestrians have the right of way. Sergeant Brent Nierman has retired from law enforcement and thanked him for his years of service and wished him luck in his future endeavors. Investigator Justin Cash will assume the role of Sergeant for the City of Sand Point.

Emil Mobeck asked Officer Boyle the process of address mapping system. Officer Boyle replied for accurate records of everything the Alaska reporting system.

EMS Director – Carmen Holmberg

EMS Director Carmen Holmberg's reported for the month of September 2021 Rescue 1 had 6 calls, 4 medevacs and 2 tone outs.

Councilperson Brown asked EMS Director Holmberg how many EMS drivers there are. EMS Director Holmberg replied 2.

Equipment Operator II – Julius Karlsen

Interim Public Works Director David Stokes reported they swept and graded roads. They continue to service equipment. They hauled tires and netting to the landfill. They readied the sand truck.

Water & Sewer Supervisor – Dylan Jacobsen

Water & Sewer Supervisor Dylan Jacobsen reported there was a mop head stuck in the Mud Bay lift station pump, pulled and removed it. He broke up grease and pumped the Russian Town sewer plant. He located shut off valves and turned on and off houses. He changed the pump head and hose polymer feed pump and ordered a new spare. He had to backwash twice a week due to fall time algae/vegetation. Cleaned flow meters and

turbidimeters. He continued to do water samples and monthly reports as needed. The school reported they had a major water leak in the pool and were using more water than normal.

Councilperson Brown asked Water & Sewer Supervisor Jacobsen when Aerospace will be finished at the school. Water & Sewer Supervisor Jacobsen replied the end of October 2021. Emil Mobeck asked about the COVID-19 funds for a generator for the water plant. Water & Sewer Supervisor Jacobsen replied he has to speak with ANTHC.

Interim Harbor Master – Allen Kuchenoff Jr.

Interim Harbor Master Allen Kuchenoff Jr. reported they continue to haul and store boats for the winter. They emptied oil bins at the City Shop. They are looking into the Jet dock. They repaired street lights. They shut the water off, winterized and closed the public bathroom. They ordered more shore power plugs and breaks.

Emil Mobeck asked Interim Harbor Master Kuchenoff about the bilge blocks and when they will have more. Interim Harbor Master Kuchenoff replied they are looking into ordering more wood and wood for the bridge. Councilperson Brown asked if the Harbor Master position is posted. Mayor Smith replied yes, it is and described Interim Harbor Master Kuchenoff's certificates.

AML Remote Sales Tax Presentation

Director of the Municipal Sales Tax Program spoke telephonically and described the sales tax program.

**HEARINGS, ORDINANCES, AND RESOLUTIONS:**

1. Ordinance 2021-04: Amending Compensation of Council Members – 2<sup>nd</sup> Reading

Administrator Keeler stated the ordinance currently states council members receive \$500 per regular council meeting since they were no longer to receive health insurance. This ordinance puts in code council members will receive \$100 per special meeting.

MOTION: Councilperson Marita Gundersen made a motion to put Ordinance 2021-04: Amending Compensation of Council Members on the floor for 2<sup>nd</sup> Reading.

SECOND: Councilperson Arlene Gundersen seconded the motion.

VOTE: Motion passed unanimously.

MOTION: Councilperson Shirley Brown made a motion to adopt Ordinance 2021-04 as amended §2.30.030 to §2.20.050: Amending Compensation of Council Members.

SECOND: Councilperson Arlene Gundersen seconded the motion.

VOTE: Motion passed unanimously.

2. Ordinance 2021-05: Amending Compensation of Mayor – 2<sup>nd</sup> Reading

Administrator Keeler stated the Mayor's salary assigned \$2,000 per month unless otherwise during budget process. For the past 3 years, as part of the budget process the Mayor's salary had been \$2,000, this ordinance is to correct the mayor's salary to \$3,000 per month for during the budget process.

MOTION: Councilperson Jack Foster Jr. made a motion to put Ordinance 2021-05: Amending Compensation of Mayor on the floor for 2<sup>nd</sup> Reading.

SECOND: Councilperson Marita Gundersen seconded the motion.

VOTE: Motion passed unanimously.

MOTION: Councilperson Shirley Brown made a motion to adopt Ordinance 2021-05: Amending Compensation of Mayor.

SECOND: Councilperson Jack Foster Jr. seconded the motion.

VOTE: Motion passed unanimously.

3. Ordinance 2021-06: Amending Upland Storage Fees – 1<sup>st</sup> Reading

Administrator Keeler stated in 2011 the City's Title 11 was reworked likely in response to finance the harbor renovation. The purpose of this ordinance to correct the existing language and set a clear expectation of harbor use fees for users and staff alike.

MOTION: Councilperson Jack Foster Jr. made a motion to put Ordinance 2021-06: Amending Upland Storage Fees on the floor for 1<sup>st</sup> Reading as amended.

SECOND: Councilperson Marita Gundersen seconded the motion.

VOTE: Motion passed unanimously.

4. Resolution 21-09: CDBG Grant

Mr. Keeler explained the CDBG stating it was federal funds passed through by the state and listed the three target areas of funding and stated that a public hearing. He explained it was noticed and there was a chance for public input. He stated that the City needed to explain the need for the project and consider any alternatives. He explained the award limit and required 25% match. Mr. Keeler stated that the notice to apply was posted in four locations and stated that no input was given by fax, call, email letters or other communications. He explained that solid waste was a focus area and that harbor floats, another community need, exceed the funds allocated by the CDBG. He stated that the other two areas of eligibility were not what the city was looking for. Mr. Keeler explained the need for a new incinerator and how it impacts all residents including those of lower to middle income. He stated that having an incinerator lowers costs for the city when dealing with solid waste in terms of operational cost and landfill related expenses.

Councilwoman Brown asked if this was the public hearing. Mr. Keeler stated it was a public hearing. He went on to explain how else it could be used. He stated there were several required grant components like audits, budgets, various certification. He stated that the grant was on a reimbursement basis and the city would have to float the cost until reimbursed. Councilwoman Brown

MOTION: Councilperson Marita Gundersen a motion to adopt Resolution 21-09: CDBG Grant.

SECOND: Councilperson Shirley Brown seconded the motion.

VOTE: Motion passed unanimously.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

1. Donation Request: Area M Seiners Association

Councilperson Cumberlidge expressed his opinion.

MOTION: Councilperson Shirley Brown made a motion to donate \$5,000 to the Area M Seiners Association.

SECOND: Councilperson Marita Gundersen seconded the motion.

VOTE: Arlene – no; Marita – yes; Shirley – yes; Danny – yes; Allan – yes; Jack – yes.  
Motion passed with 5 yes' and 1 no.

2. Upcoming Events: AML & Pacific Marine Expo

Mayor Smith, Administrator Keeler, Finance Officer Gundersen, City Clerk Sommer, Councilperson Gundersen will attend AML and their conferences.

**PUBLIC COMMENTS:**

Emil Mobeck thanked the council, he congratulated new councilperson Gundersen and re-elected Councilperson Gundersen. He expressed his opinion for more appreciation for City employees.

**Executive Session:**

MOTION: Councilperson Arlene Gundersen made a motion to go into executive session at 8:27 PM.  
SECOND: Councilperson Allan Starnes seconded the motion.  
VOTE: Motion passed unanimously.

MOTION: Councilperson Shirley Brown made a motion to go out of executive session at 8:53 PM.  
SECOND: Councilperson Jack Foster Jr. seconded the motion.  
VOTE: Motion passed unanimously.

No action taken.

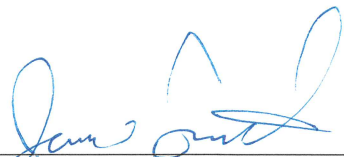
**COUNCIL COMMENTS:**

Councilperson Foster thanked all City employee's. Councilperson Brown asked current Public Works Director Stokes Contract.

**ADJOURNMENT:**

MOTION: Councilperson Jack Foster Jr. made a motion to adjourn.  
SECOND: Councilperson Shirley Brown seconded the motion.

The meeting adjourned at 9:09 PM.

  
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James Smith, Mayor

ATTEST:

  
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Shannon Sommer, City Clerk