

# CITY OF SAND POINT COUNCIL MEETING



Tuesday, August 9, 2022

Workshop : 2:00 pm

Meeting: 7:00 pm

# CALL TO ORDER

# ROLL CALL

# APPROVAL OF AGENDA

# CITY OF SAND POINT

(Packet will be available on website August 5, 2022)

[www.sandpointak.com](http://www.sandpointak.com)



## MAYOR

Mayor James Smith - Office Exp. 2023

## COUNCIL MEMBERS

Danny Cumberlidge	Seat A - Exp. 2022
Allan Starnes	Seat B - Exp. 2023
Shirley Brown	Seat C - Exp. 2022
Jack Foster Jr.	Seat D - Exp. 2023
Marita Gundersen	Seat E - Exp. 2024
Arlene Gundersen	Seat F - Exp. 2024

## SAND POINT CITY COUNCIL MEETING AGENDA CITY CHAMBERS

**Workshop**  
**Regular Meeting**

**August 9, 2022 2:00 pm**  
**August 9, 2022 7:00 pm**

### CALL TO ORDER ROLL CALL APPROVAL OF AGENDA

### CONSENT AGENDA:

- Minutes: Minutes of Regular Meeting July 20, 2022

### REPORTS:

- Finance Officer
- Administrator
- Police Chief
- EMS Director
- Fire Chief
- Public Works Director
- Water / Sewer Supervisor
- Harbor Master

### HEARINGS, ORDINANCES AND RESOLUTIONS:

### OLD BUSINESS:

### NEW BUSINESS:

- Boat Impoundment and Sale
- Trident Water Connection Discussion

### PUBLIC COMMENTS COUNCIL COMMENTS ADJOURNMENT

*Note: Due to concerns about the COVID-19 virus and to follow best practices in order to prevent the spread of the virus, the meeting will also be held telephonically. Please call 1-800-315-6338 and use the passcode 26961 followed by the # key.*

# CONSENT AGENDA

**CALL TO ORDER:**

The regular meeting of the Sand Point City Council was held Wednesday, July 20, 2022 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
Allan Starnes	Seat B	Present
Shirley Brown	Seat C	Present
Jack Foster Jr.	Seat D	Present - Telephonically
Marita Gundersen	Seat E	Present
Arlene Gundersen	Seat F	Present

A quorum was established.

**Staff in attendance:**

- Jordan Keeler, Administrator - Telephonically
- Jade Gundersen, Interim City Clerk
- Kurtis Gundersen, Finance Officer
- Dave Anderson, Police Chief
- Carmen Holmberg, EMS Director -Telephonically
- Robert Gadotti, Fire Chief
- Julius Karlsen, Public Works Director
- Dylan Jacobsen, Water & Sewer Supervisor

**APPROVAL OF AGENDA:**

Mayor James Smith requested a motion to approve the agenda.

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

SECOND: Council Member Shirley Brown seconded the motion.

VOTE: Motion passed unanimously.

**CONSENT AGENDA:**

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

MOTION: Council Member Marita Gundersen made a motion to approve the Regular Meeting Minutes of June 3, 2022.

SECOND: Council Member Shirley Brown seconded the motion.

VOTE: Motion passed unanimously.

**REPORTS:**

Finance Officer – Kurtis Gundersen

Kurtis reported that there was \$23,111.00 in Raw Fish Tax Revenue and \$52,776.83 in Sales Tax received in May. He added that in last month’s report, Sales Tax for April was reported as \$30,697.45, but the correct amount is \$45,696.71.

Administrator – Jordan Keeler

Administrator Jordan Keeler reported that he continued working with Trident and ANTHC on connecting them to our water supply. He also spent time sorting through personnel issues and worked with Jade to catch up on incomplete items. He read up on boat impoundment procedures and old emails with legal on how to do it properly, and spent more time with lawyers regarding outstanding legal matters. He added that the Borough did receive funding from the State of Alaska to help pay for new harbor improvements, including floats, water, and electricity. They will be the lead on the project. There is no start date yet, but the Borough and City have both been pushing for this and its great news for us.

#### Police Chief – David Anderson

Chief David Anderson reported that they had 29 calls for service and various cases. They had two new officers report for duty, Officer John Young on June 28<sup>th</sup> and Sergeant Tyler Fryberger on July 6<sup>th</sup>. They have both come to the City highly recommended are finishing their first tour here. It has been a good experience for them. Also included in the written report is Investigator Lowrey's report from Anchorage, he has been very busy interdicting quite a bit. He just completed training in Nashville, Tennessee and headed back for regular duty tomorrow. The addressing signs are ready to pick up at the Police Department. We are working on a letter with Jade to send out that advises people on when they can pick them up.

#### EMS Director– Carmen Holmberg

EMS received 7 calls, 3 tone outs and 4 medevacs. The EMS position will be posted for EMS Relief. They are still waiting on AutoPulse Training to be used in the Ambulance. The EMS Vehicle has had an oil change and the ambulance is fueled up. They are working on having an ETT Training and hopefully by the end of this month or next month, they will have lines painted for the ambulance bay.

#### Fire Chief – Robert Gaddotti

Fire Chief Robert Gadotti reported that there were 0 fire calls for the month of June. He assisted on 1 EMS call. He did repairs on the Fire Boat and got it running. He took it for a short ride, but it still needs to be pulled out of the water for cleaning and inspection.

#### Public Works Director – Julius Karlsen

Public Works Director Julius Karlsen reported that they graded the harbor and city dock, swept the roads, and put gravel on side roads. They moved and rented out the Hitachi 200 and serviced the Hitachi 200 excavator. Housekeeping was performed at the shop. They hauled rock for TelAlaska and rented the 580. Serviced was provided on the EMS vehicle and partitions were removed. They ordered and installed new final drive motor for Bobcat 325. The seals were replaced in the Case 425 skid steer grapple cylinders. They repaired broken water and sewer lines. Equipment was rented to Utility Technologies, Inc. The broken fan coupler was replaced on the incinerator motor at the landfill.

#### Water & Sewer Supervisor – Dylan Jacobsen

Water & Sewer Supervisor Dylan Jacobsen reported that GCI had contractors here digging and they had to fix 3 sewer lines and 2 water lines damaged during their dig. He completed the annual Consumer Confidence Report, sent in final draft to DEC, posted them throughout the community, and the office helped by posting it on the website and distributing it in the mail. He completed Monthly and Quarterly water samples and the Quarterly PM reported was completed and sent in. He met with Trident about their upcoming water service connection. Alaska Geothermal contacted him and postponed the lift station project from June until after July 4<sup>th</sup>. He pressure washed, cleaned out, and set up a porta potty in the harbor for the Pink Rain Champagne event. He repaired the polymer pump, checked valves, and replaced the diaphragm. Routine maintenance was performed around the water plant and backwashing as needed. Brandon helped him hand dig a shut off valve to turn someone's water off.



Harbor Master – Allen Kuchenoff Jr.

Harbor Master Allen Kuchenoff's report was included in the packet.

**HEARINGS, ORDINANCES, AND RESOLUTIONS: None**

**OLD BUSINESS: None.**

**NEW BUSINESS:**

1. Contract for Professional Services

MOTION: Council Member Marita Gundersen made a motion to approve the Contract for Professional Services with Irina Morozova as presented.

SECOND: Council Member Danny Cumberlidge seconded the motion.

VOTE: Motion passed unanimously.

2. Building Permit: George Huckobey

MOTION: Council Member Marita Gundersen made a motion to approve the Building Permit Application submitted by George Huckobey.

SECOND: Council Member Arlene Gundersen seconded the motion.

VOTE: Motion passed unanimously.

3. Donation Request: QTT Graveyard Clean-Up

MOTION: Council Member Arlene Gundersen made a motion to donate \$500 to the QTT Graveyard Clean-Up.

SECOND: Council Member Allan Starnes seconded the motion.

VOTE: Motion passed unanimously.

4. Donation Request: Sand Point Silver Salmon Derby

MOTION: Council Member Arlene Gundersen made a motion to approve the Sand Point Silver Salmon Derby donation request in the amount of \$750.

SECOND: Council Member Marita Gundersen seconded the motion.

VOTE: Motion passed unanimously.

5. City Building Repair

MOTION: Council Member Shirley Brown made a motion to give staff authority to put the City Building Repairs out for bid.

SECOND: Council Member Arlene Gundersen seconded the motion.

VOTE: Motion passed unanimously.

6. Trident Water Rates

Administrator Jordan Keeler explained the situation with taking over the water production for Trident Seafoods with rates being the first issue, which Trident hasn't monitored water production. For the City to set a rate, they need to know the water production amount. Then the rate would need to go into an Ordinance for first reading, second reading, and adoption, if approved. At the next meeting, the Ordinance will be out for first reading. Council Member Marita Gundersen expressed concerns that the council hadn't voted on adding Trident to our water supply yet, but that it is discussed like it is happening. She also had concerns about increased utility costs to run additional pumps and other costs to connect. Council Member Arlene Gundersen expressed similar concerns and added that there has been nothing presented to the council on how this project

is going to affect the city in costs. Mayor Smith added that there is a lot to work out yet. There was additional discussion about the vacant Water/Sewer Operator position and concerns filling it. Council Member Allan Starnes added that both he and David Walls are certified water operators and that for Trident to commit to anything, they need to know what the price will be based off of usage, utility, and labor, and Trident would be supplying the tie in.

**PUBLIC COMMENTS:**

None

**EXECUTIVE SESSION:**

MOTION: Council Member Marita Gundersen made a motion to move into Executive Session to discuss Outstanding Legal matters at 7:29 pm.

SECOND: Council Member Danny Cumberlidge seconded the motion.

MOTION: Council Member Marita Gundersen made a motion to move out of Executive Session at 7:39 pm.

SECOND: Council Member Danny Cumberlidge seconded the motion.

No action taken.

**COUNCIL COMMENTS:**

Councilmember Arlene Gundersen thanked the department heads for their written reports.

**ADJOURNMENT:**

MOTION: Council Member Danny Cumberlidge made a motion to adjourn.

SECOND: Council Member Arlene Gundersen seconded the motion.

The meeting adjourned at 7:48 p.m.

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James Smith Sr., Mayor

ATTEST:

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City Clerk

# REPORTS

# FINANCE OFFICER

# ADMINISTRATOR

POLICE CHIEF



David E Anderson  
CHIEF OF POLICE

# SAND POINT DEPARTMENT of PUBLIC SAFETY

Post Office Box 423  
Sand Point, Alaska 99661  
EMAIL: [sppd@arctic.net](mailto:sppd@arctic.net)



TEL: (907)383-3700  
FAX: (907)383-5496

## MEMORANDUM

To: Honorable Jim Smith, Mayor, City of Sand Point  
Mr. Jordan Keeler, City Administrator, City of Sand Point  
Mr. Danny Cumberlidge, City Councilperson, City of Sand Point  
Mr. Allan Starnes, City Councilperson, City of Sand Point  
Ms. Shirley Brown, City Councilperson, City of Sand Point  
Mr. Jack Foster Jr. City Councilperson, City of Sand Point  
Ms. Marita Gundersen, City Councilperson, City of Sand Point  
Ms. Arlene Gundersen, City Councilperson, City of Sand Point

From: Cathy Adams, Administrative Assistant

Date: August 9, 2022

Ref: Police department's Monthly Report for July

### Police Department

- Dave Anderson, Chief of Police
- John Young, Police Officer
- Tyler Fryberger, Police Officer
- Richard Lowery, Police Officer

#### **Administrative Assistant**

- Cathy Adams

#### **Dispatcher**

- Alfred 'Jesse' Pesterkoff, 911 Dispatcher
- Kelly Bjornstad 911 Dispatcher

## Police Activity

JULY 2022

### **3 Persons were jailed**

1 trespass

1 DUI

1 VOC

### **32 calls to 911**

2 misdials

10 MOC

5 Ambulance needed

5 Medivac

8 EMS assists

2 public assists

2 civil issues

1 noise complaint

Handheld radio problems

Reckless driving

Speed warning

Possible DUI

Juvenile reckless driving

1 vehicle collusion

### **Incidents Generated**

Noise complaint

5 suspicious circumstances

2 vehicle collusions

1 assist motorist

2 welfare checks

2 public assists

2 civil issues

1 disturbance

1 trespass

3 Reddi Reports

2 medical assists



1 assault  
1 alarm reported  
1 animal c all  
1 patrol request  
Court documents served  
1 abandoned vehicle

# EMS DIRECTOR

## **EMS Director Report**

Rescue One received 16 calls – Seven Tone outs 9 – Medevacs

EMS Relief Position

Carmen Holmberg  
EMS Director  
PO BOX 249  
Sand Point, AK 99661

**FIRE CHIEF**

**Fire Chief Report**  
**July 2022**

-0 Fire Calls

-Conducted routine fire house and equipment maintenance

PUBLIC WORKS  
DIRECTOR

# City of Sand Point Public Works Department

## Monthly Report July 2022

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### **Shop**

- Grade Harbor and City Dock road
- Fueled all city buildings
- Hauled 2 vehicles from Peter Pan property
- Filled sinkhole by reservoir
- Sweep roads
- Housekeeping at shop
- Put gravel on side roads
- Grade side roads
- Service Police Interceptor
- Pump oil for shop heaters
- Ordered parts for Honda Ridgeline
- Ordered brake parts for harbor F-150
- Ordered safety equipment for shop and first aid kits for shop, harbor, and water plant
- Helped harbor deploy oil boom to contain small fuel spill at footbridge

## **Water/Sewer City Council Report**

**July 2022**

**Dylan Jacobsen**

- Had a meeting over the phone with Jordan, the mayor and Trident reps regarding their potential upcoming water service connection.
- Alaska Geothermal, the contractors here for the lift station project arrived on the 1<sup>st</sup> and have begun work.
- Completed monthly reports and water samples.
- Weed whacked around the school pump house area and some dumpsters around town.
- Helped pick up some appliances left by dumpsters and in the harbors no dumping zone.
- Used maintenance kits on our chlorine analyzers.
- Cleaned turbidimeters and flow meters.
- Cleaned up around the water plant.



# HARBOR MASTER

# Robert E Galovin Small Boat Harbor Report

## July 2022

- Cleaned oil bins and delivered used oil to public works
- Maintenance work on big travel lift and work truck
- Fuel spill outside of harbor, had oil booms out for 4 days
- Hauled a few boats
- A couple garbage runs
- A pedestal caught fire on A float
- Ordered hardware for the wall project
- One guy out due to back injury

# HEARINGS, ORDINANCES AND RESOLUTIONS

# OLD BUSINESS

# NEW BUSINESS

# Memo

**To:** Mayor Smith  
**From:** Jordan Keeler, Administrator  
**cc:** City Council  
**Date:** August 3, 2022  
**Re:** Boat Impoundment and Sale

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There are several derelict vessels in the Sand Point harbor area which pose a threat to public safety, the environment and take up finite space that could be otherwise used to store fee-paying vessels. The City has the authority to impound vessels as part of Title 11: Boat Harbor Facilities and then offer the boats for sale. The City has done this periodically in the past, mostly recently in 2016 with the *Barren Islands*.

The process is not overly complex, however, but it does involve government taking private property, there are rightly several steps and notice periods to ensure that owners have sufficient notice and time to act. The first step is for the Harbor Master to find any vessel that meets the criteria laid out in City Code. When that determination is made, the Harbor Master must give notice of Intent to Impound that states why action will be taken and make an effort to reach the last known owner/agent of a vessel with a 20-day notice as well as any creditors with a secured interest or lien on the vessel. From there, the owner or agent can demand a hearing to be held within a written 72-hour notice to the City. Under code, the City Administrator serves as the Hearing Official; a non-response to the Notice to Impound is deemed a waiver of the right to a hearing. When the Hearing Official makes a decision on a vessel, if the vessel is deemed to have cause to be impounded, a copy of the hearing decision is sent to the same address the notice was sent to.

If the situation is not remedied, the City has the option to sell the vessel. However, if the owner/agent of the vessel makes the City whole, the process is stopped and the vessel is in good standing again. If the City is not made whole, it will follow a procedure similar to the Notice to Impound but there is no hearing. After the notice period, the City must offer the vessel to bid at an amount owed to the City. If there are no acceptable bids, then the City may destroy, sell at a private sale or otherwise dispose of the vessel. The City is not financially liable to the owner, agent, or any lien holder or creditor and may retain the proceeds of the sale.

I cannot speculate on the conditions of the derelict vessels in the Harbor or the possibility that the City could find a bidder or buyer for any vessel; some of them look very rough. It is important to note that if the City does impound a vessel but cannot offload it, then the City retains possession and liability of the vessel.

If Council believes the situation in the harbor merits impoundments and attempted sale, then City staff will initiate the process to remedy the situation through legal means. I would also note that the City retains the authority to impound boats that are not derelict but are behind on their bills. If this is something the Council believes needs to be addressed, then staff will do so.

# PUBLIC COMMENTS



# COUNCIL COMMENTS

# ADJOURNMENT

**FYI**

**Thank you to the City of Sand Point for supporting the 2022 softball season.  
A little wrap up follows:**

- On an average day, 25 kids arrived at the field and were put in the game.
- Kids were awesome, not one problem, the players responded well to importance of keeping it positive.
- Weather cooperated fairly well, but the inside play on wet days was a lot of fun.
- Austin Roof was a great help in mowing the field. Thank you, Austin!
- The only complaint was kids wanted it to last longer!
- Free hot dogs, water and some snacks. Candy was sold for a very low price, and money turned over to buy more. Trident and AC and Peter Pan were great with discounts for us.
- Paid several kids for helping at field, hauling equipment and trash, running snack bar, umping at bases, score keeping and other tasks. These kids are such nice people! Helpers were Mia, Violet, Whitney, Kaylee, Rylen and Keira.
- Adult game was held on July 3. Over 35 people attended, teams built on a first come, first served basis. It was a great time for everyone who played or came as spectators.

Sadly, the storage shed is in terrible shape. It has been hacked on by whatever tools are available to the vandals. I stored the equipment in a more secure location. I would be happy to run the program again, but if the council has any suggestions for a small storage shed, I would love to have some help with that. Kids love to get snacks and drinks while there. It is part of the whole picture, just kids having fun doing good things.

Pictures will be printed and sent as well. I have a few of the kids, not much on the adult games, I was umpiring and too busy to snap a photo.

Thank you,

Jerri Nyberg





July 27, 2022

City of Sand Point  
Attn: Jordan Keeler  
P.O. Box 249  
SAND POINT AK 99661

Re: Claimant: Dwayne Kapp  
Date of Occurrence: 04/01/2022  
Claim Number: CA-22-00424  
Type of Claim: Sewer Backup

Dear Jordan,

Please allow this letter to serve as acknowledgement of the above-referenced claim. I am the adjuster assigned to handle this claim. I will make contact with Mr. Kapp and begin the discussion of cost to repair.

There is a \$0 deductible with regard to this claim.

Please feel free to call with questions or concerns.

Respectfully,

Jim Lane  
Senior Casualty Claims Adjuster  
[jiml@amljia.org](mailto:jiml@amljia.org)

