

City of Sand Point Council Meeting



Workshop: Tuesday, July 9, 2019 – 2:00 p.m.

Meeting: Tuesday, July 9, 2019 – 7:00 p.m.

CALL TO ORDER

ROLL CALL

CITY OF SAND POINT

(packet will be available on website July 4, 2019
www.sandpointak.com)



MAYOR

Mayor Glen Gardner Jr. - Office Exp. 2020

COUNCIL MEMBERS

Danny Cumberlidge	Seat A - Exp. 2019
Allan Starnes	Seat B - Exp. 2020
Shirley Brown	Seat C - Exp. 2019
Jack Foster Jr.	Seat D - Exp. 2020
Marita Gundersen	Seat E - Exp. 2021
Emil Mobeck	Seat F - Exp. 2021

SAND POINT CITY COUNCIL MEETING AGENDA CITY CHAMBERS

Regular Meeting

Tuesday, July 9, 2019 7:00 pm

**CALL TO ORDER
ROLL CALL
APPROVAL OF AGENDA**

CONSENT AGENDA:

1. Minutes: Minutes of Regular Meeting on June 4, 2019

REPORTS:

1. Finance Officer
2. Administrator
3. DPS Police Chief
4. Public Works Manager
5. Harbor Master

HEARINGS, ORDINANCES AND RESOLUTIONS:

OLD BUSINESS:

NEW BUSINESS:

1. QTT Annual Culture Camp Donation Request
2. PHT Recycling Fair Donation Request
3. Discussion: Leave Bank
4. Discussion: Council Compensation

**PUBLIC COMMENTS
COUNCIL COMMENTS
ADJOURNMENT**

THERE IS A WORKSHOP FOR THIS MEETING AT 2 P.M. – SAME DAY IN CITY CHAMBERS

POSTED: 07/03/19

CALL TO ORDER:

The regular meeting of the Sand Point City Council was held Tuesday, June 4, 2019 in the Sand Point Council Chambers. Mayor Glen Gardner Jr. called the meeting to order at 7:00 p.m.

ROLL CALL:

Glen Gardner Jr.	Mayor	Present
Danny Cumberlidge	Seat A	Present
Allan Starnes	Seat B	Present
Shirley Brown	Seat C	Absent - excused
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 via teleconference
Shannon Sommer, City Clerk

APPROVAL OF AGENDA:

Mayor Glen Gardner Jr. requested a motion to approve the agenda.

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

SECOND: Councilperson Emil Mobeck seconded the motion.

VOTE: Motion passed unanimously.

APPROVAL OF CONSENT AGENDA:

- 1. Minutes of the May 14, 2019 Regular Meeting.

MOTION: Councilperson Emil Mobeck made a motion to adopt the Minutes of May 14, 2019 Regular Meeting.

SECOND: Councilperson Allan Starnes seconded the motion.

VOTE: Motion passed unanimously.

REPORTS:

Finance Officer - Krista Galvin

Finance Officer Krista Galvin report was included in packet.

Administrator – Jordan Keeler

Administrator Jordan Keeler reported the harbor camera system contract will be approved this week. He spoke with EAT’s Finance Director, the 105(l) funding was approved retroactive to the current fiscal year, October 1, 2018 thru September 30, 2019. He spoke with Joe Zech, the dock project is on schedule. Administrator Keeler will attend the Alaska Municipal League’s internet sales tax symposium.

DPS Police Chief – Hal Henning

DPS Police Chief Hal Henning reported statistical information. Kat, with the Alaska State Troopers was here to help set up the new Records Management System, she did not know we did not have an address system for the City, to make the system work properly we need an address system. Police Officer Mark Chandler developed an address system to track things better. He got evidence lockers ordered.

Public Works Director - David Stokes

Public Works Director David Stokes reported was included in packet.

Harbor Master - Richard Kochuten Sr.

Harbor Master Richard Kochuten Sr.'s report was included in packet.

HEARINGS, ORDINANCES, AND RESOLUTIONS:

1. Ordinance 2019-05: FY20 Budget – 2nd Reading

MOTION: Councilperson Jack Foster Jr. made a motion to put Ordinance 2019-05: FY20 Budget on the floor for 2nd Reading

SECOND: Councilperson Allan Starnes seconded the motion.

VOTE: Motion passed unanimously.

Administrator Keeler stated the Aleutians East Borough did approve the fourth-year funding of the C.O.P.S. grant, the City will receive \$87,239 from the AEB on a reimbursable basis, every month or quarter the City will submit pay stubs to AEB. The City will receive 105(l) retroactive funding for the current year.

MOTION: Councilperson Allan Starnes made a motion to adopt Ordinance 2019-05: FY20 Budget.

SECOND: Councilperson Danny Cumberlidge seconded the motion.

VOTE: Motion passed unanimously.

OLD BUSINESS: None.

NEW BUSINESS: None.

PUBLIC COMMENTS: None.

COUNCIL COMMENTS: None.

ADJOURNMENT:

MOTION: Councilperson Marita Gundersen made a motion to adjourn.

SECOND: Councilperson Emil Mobeck seconded the motion.

The meeting adjourned at 7:19 p.m.

Glen Gardner Jr., Mayor

ATTEST:

Shannon Sommer, City Clerk

REPORTS

FINANCE OFFICER

RAW FISH AND SALES TAX

No report given at this time.

City of Sand Point
Bank Balance

Date		Balance	
Bank	End of May		Date
Key Bank	2,306,253.00		7/3/2019
Wells Fargo - General	163,112.59	103,463.07	
Wells Fargo - Bingo Fund	51,827.54	66,151.70	
Wells Fargo - Silver Salmon Fund	29,694.32	29,694.32	
Wells Fargo - PD Forfeiture	35,955.08	35,955.08	
Charles Schwab	516,498.64	538,737.46	

CITY OF SAND POINT
***Expenditure Guideline-No Enc Sum©**

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Current Period: MAY 18-19

	18-19 YTD Budget	18-19 YTD Amt	MAY MTD Amt	18-19 YTD Balance	% of YTD
GENERAL FUND					
LEGISLATIVE	\$140,200.00	\$143,042.79	\$12,352.27	-\$2,842.79	102.03%
ADMINISTRATION	\$993,836.00	\$874,576.24	\$83,608.60	\$119,259.76	88.00%
PARKS AND RECREATION	\$25,000.00	\$20,247.58	\$1,916.23	\$4,752.42	80.99%
PUBLIC SAFETY	\$630,850.00	\$545,029.78	\$61,500.01	\$85,820.22	86.40%
PUBLIC WORKS	\$720,500.00	\$518,592.28	\$56,890.01	\$201,907.72	71.98%
FACILITIES	\$277,150.00	\$192,682.21	\$21,202.38	\$84,467.79	69.52%
<i>Total GENERAL FUND</i>	\$2,787,536.00	\$2,294,170.88	\$237,469.50	\$493,365.12	82.30%
BINGO FUND					
ADMINISTRATION	\$574,350.00	\$637,301.68	\$41,082.62	-\$62,951.68	110.96%
<i>Total BINGO FUND</i>	\$574,350.00	\$637,301.68	\$41,082.62	-\$62,951.68	110.96%
SILVER SALMON DERBY					
FIRE	\$32,504.00	\$31,504.02	\$9,000.00	\$999.98	96.92%
<i>Total SILVER SALMON DERBY</i>	\$32,504.00	\$31,504.02	\$9,000.00	\$999.98	96.92%
CLINIC OPERATIONS/MAINTENANCE					
ADMINISTRATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<i>Total CLINIC OPERATIONS/MAINTENANCE</i>	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ROCK CRUSHER ENTERPRISE FUND					
PUBLIC WORKS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<i>Total ROCK CRUSHER ENTERPRISE FUND</i>	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
WATER/SEWER OPERATIONS					
WATER/SEWER	\$276,500.00	\$172,137.40	\$27,212.13	\$104,362.60	62.26%
<i>Total WATER/SEWER OPERATIONS</i>	\$276,500.00	\$172,137.40	\$27,212.13	\$104,362.60	62.26%
HARBOR/PORT OPERATIONS					
HARBOR	\$596,500.00	\$461,960.34	\$70,716.69	\$134,539.66	77.45%
<i>Total HARBOR/PORT OPERATIONS</i>	\$596,500.00	\$461,960.34	\$70,716.69	\$134,539.66	77.45%
REFUSE COLLECTION					
PUBLIC WORKS	\$152,650.00	\$132,447.25	\$15,010.55	\$20,202.75	86.77%
<i>Total REFUSE COLLECTION</i>	\$152,650.00	\$132,447.25	\$15,010.55	\$20,202.75	86.77%
Report Total	\$4,420,040.00	\$3,729,521.57	\$400,491.49	\$690,518.43	84.38%

CITY OF SAND POINT
***Revenue Guideline-Alt Code©**

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Current Period: MAY 18-19

		18-19	18-19	MAY	18-19	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
GENERAL FUND						
Active	R 01-200 CAPITAL GAIN / LOSS	\$10,000.00	-\$3,746.74	(\$15,083.55)	\$13,746.74	-37.47%
Active	R 01-201 INTEREST INCOME	\$20,000.00	\$53,695.13	\$4,772.11	-\$33,695.13	268.48%
Active	R 01-202 FINES AND PENALTYS	\$1,000.00	\$48.92	\$0.00	\$951.08	4.89%
Active	R 01-203 OTHER REVENUE	\$5,000.00	\$2,548.33	\$239.05	\$2,451.67	50.97%
Active	R 01-205 4% SALES TAX	\$700,000.00	\$667,909.25	\$49,639.45	\$32,090.75	95.42%
Active	R 01-213 RAW FISH TAX	\$375,000.00	\$424,543.75	\$13,561.22	-\$49,543.75	113.21%
Active	R 01-214 FINE-LATE SALES TAX	\$5,000.00	\$4,652.17	\$0.00	\$347.83	93.04%
Active	R 01-217 7% B & B Tax	\$14,000.00	\$9,285.74	\$608.12	\$4,714.26	66.33%
Active	R 01-225 PAYMENT IN LIEU OF TAX	\$150,000.00	\$0.00	\$0.00	\$150,000.00	0.00%
Active	R 01-226 EVENT COSTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-229 EASTER EGG HUNT DONA	\$0.00	\$1,100.00	\$250.00	-\$1,100.00	0.00%
Active	R 01-230 DONATIONS	\$47,753.00	\$50,253.00	\$1,800.00	-\$2,500.00	105.24%
Active	R 01-231 INSURANCE REFUND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-233 BUSINESS LIC. FEE	\$4,000.00	\$2,800.00	\$625.00	\$1,200.00	70.00%
Active	R 01-234 SB 46 PERS RELIEF	\$40,000.00	\$0.00	\$0.00	\$40,000.00	0.00%
Active	R 01-238 ANCHORAGE OFFICE	\$0.00	\$20,000.00	\$20,000.00	-\$20,000.00	0.00%
Active	R 01-244 JAG GRANT REVENUE	\$0.00	\$3,494.00	\$0.00	-\$3,494.00	0.00%
Active	R 01-250 STATE REVENUE SHARIN	\$92,598.00	\$92,595.98	\$0.00	\$2.02	100.00%
Active	R 01-256 REVENUE--STATE OF ALA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-257 REVENUE--FEDERAL GOV	\$0.00	\$987.66	\$0.00	-\$987.66	0.00%
Active	R 01-260 STATE LIQUOR SHARE TA	\$3,500.00	\$2,100.00	\$0.00	\$1,400.00	60.00%
Active	R 01-265 STATE PROCESSORS TAX	\$40,788.00	\$0.00	\$0.00	\$40,788.00	0.00%
Active	R 01-266 ExT FISH TAX SHARING	\$300,000.00	\$316,893.19	\$0.00	-\$16,893.19	105.63%
Active	R 01-285 EQUIPMENT RENTAL	\$47,878.00	\$53,952.00	\$0.00	-\$6,074.00	112.69%
Active	R 01-291 BUILDING RENTALS	\$140,000.00	\$116,911.08	\$8,945.68	\$23,088.92	83.51%
Active	R 01-293 LIBRARY GRANT	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.00%
Active	R 01-296 PD FORFEITURES	\$0.00	\$3,418.77	\$60.00	-\$3,418.77	0.00%
Active	R 01-297 POLICE MISC REVENUE	\$36,000.00	\$33,786.52	\$0.00	\$2,213.48	93.85%
Active	R 01-298 EMS MISC REVENUE	\$15,000.00	\$18,237.28	\$4,575.50	-\$3,237.28	121.58%
Active	R 01-990 F/V DESTINATION SWEAT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total	<u>\$2,054,517.00</u>	<u>\$1,875,466.03</u>	<u>\$89,992.58</u>	<u>\$179,050.97</u>	<u>91.29%</u>
	Total GENERAL FUND	\$2,054,517.00	\$1,875,466.03	\$89,992.58	\$179,050.97	91.29%
BINGO FUND						
Active	R 02-203 OTHER REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 02-294 BINGO REVENUE	\$45,000.00	\$42,689.85	\$2,494.00	\$2,310.15	94.87%
Active	R 02-295 PULL TAB REVENUE	\$525,000.00	\$606,662.00	\$33,343.00	-\$81,662.00	115.55%
	Total	<u>\$570,000.00</u>	<u>\$649,351.85</u>	<u>\$35,837.00</u>	<u>-\$79,351.85</u>	<u>113.92%</u>
	Total BINGO FUND	\$570,000.00	\$649,351.85	\$35,837.00	-\$79,351.85	113.92%
SILVER SALMON DERBY						
Active	R 03-230 DONATIONS	\$3,250.00	\$3,950.00	\$0.00	-\$700.00	121.54%
Active	R 03-292 SILVER SALMON DERBY	\$26,384.00	\$26,384.92	\$0.00	-\$0.92	100.00%
	Total	<u>\$29,634.00</u>	<u>\$30,334.92</u>	<u>\$0.00</u>	<u>-\$700.92</u>	<u>102.37%</u>
	Total SILVER SALMON DERBY	\$29,634.00	\$30,334.92	\$0.00	-\$700.92	102.37%
CLINIC OPERATIONS/MAINTENANCE						
Active	R 10-257 REVENUE--FEDERAL GOV	\$62,412.00	\$46,692.43	\$7,037.73	\$15,719.57	74.81%
	Total	<u>\$62,412.00</u>	<u>\$46,692.43</u>	<u>\$7,037.73</u>	<u>\$15,719.57</u>	<u>74.81%</u>

CITY OF SAND POINT
***Revenue Guideline-Alt Code©**

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Current Period: MAY 18-19

		18-19	18-19	MAY	18-19	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
Total CLINIC OPERATIONS/MAINTENANCE		\$62,412.00	\$46,692.43	\$7,037.73	\$15,719.57	74.81%
ROCK CRUSHER ENTERPRISE FUND						
Active	R 58-207 GRAVEL SALES	\$45,000.00	\$0.00	\$0.00	\$45,000.00	0.00%
Total		\$45,000.00	\$0.00	\$0.00	\$45,000.00	0.00%
Total ROCK CRUSHER ENTERPRISE FUND		\$45,000.00	\$0.00	\$0.00	\$45,000.00	0.00%
WATER/SEWER OPERATIONS						
Active	R 61-202 FINES AND PENALTYS	\$1,000.00	\$1,101.74	\$75.01	-\$101.74	110.17%
Active	R 61-206 WATER/SEWER REVENUE	\$200,000.00	\$178,271.04	\$10,333.10	\$21,728.96	89.14%
Active	R 61-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 61-235 TRANSFER IN	\$70,000.00	\$0.00	\$0.00	\$70,000.00	0.00%
Active	R 61-243 USDA GRANT REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 61-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total		\$271,000.00	\$179,372.78	\$10,408.11	\$91,627.22	66.19%
Total WATER/SEWER OPERATIONS		\$271,000.00	\$179,372.78	\$10,408.11	\$91,627.22	66.19%
HARBOR/PORT OPERATIONS						
Active	R 62-201 INTEREST INCOME	\$5,000.00	\$7,132.57	\$858.25	-\$2,132.57	142.65%
Active	R 62-203 OTHER REVENUE	\$10,000.00	\$6,566.64	\$0.00	\$3,433.36	65.67%
Active	R 62-210 HARBOR/MOORAGE	\$225,000.00	\$194,113.10	\$10,041.22	\$30,886.90	86.27%
Active	R 62-211 HARBOR/TRAVELLIFT	\$90,000.00	\$72,275.25	\$7,568.49	\$17,724.75	80.31%
Active	R 62-212 BOAT HARBOR/RENTS	\$85,000.00	\$97,223.00	\$590.70	-\$12,223.00	114.38%
Active	R 62-215 HARBOR/WHARFAGE	\$95,000.00	\$52,112.46	\$1,133.70	\$42,887.54	54.86%
Active	R 62-219 HARBOR ELEC SERVICE F	\$8,000.00	\$7,102.30	\$1,952.18	\$897.70	88.78%
Active	R 62-220 HARBOR/ELEC DEPOSIT	\$1,100.00	\$1,300.00	\$0.00	-\$200.00	118.18%
Active	R 62-221 HARBOR/VAN STORAGE	\$20,000.00	\$15,150.33	\$450.00	\$4,849.67	75.75%
Active	R 62-222 HARBOR/STALL ELECTRIC	\$30,000.00	\$38,963.13	\$13,351.59	-\$8,963.13	129.88%
Active	R 62-223 HARBOR/ELECTRICITY	\$4,000.00	\$3,076.75	\$640.19	\$923.25	76.92%
Active	R 62-224 GEARSHED LOCKER RENT	\$15,000.00	\$15,453.32	\$1,800.00	-\$453.32	103.02%
Active	R 62-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-235 TRANSFER IN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-237 HARBOR STORAGE	\$2,500.00	\$1,643.34	\$0.00	\$856.66	65.73%
Active	R 62-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-285 EQUIPMENT RENTAL	\$40,000.00	\$20,566.45	\$1,314.95	\$19,433.55	51.42%
Total		\$630,600.00	\$532,678.64	\$39,701.27	\$97,921.36	84.47%
Total HARBOR/PORT OPERATIONS		\$630,600.00	\$532,678.64	\$39,701.27	\$97,921.36	84.47%
REFUSE COLLECTION						
Active	R 65-202 FINES AND PENALTYS	\$1,500.00	\$723.69	\$41.51	\$776.31	48.25%
Active	R 65-204 REFUSE COLLECTION	\$130,000.00	\$139,144.51	\$6,121.25	-\$9,144.51	107.03%
Active	R 65-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 65-235 TRANSFER IN	\$24,000.00	\$0.00	\$0.00	\$24,000.00	0.00%
Active	R 65-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total		\$155,500.00	\$139,868.20	\$6,162.76	\$15,631.80	89.95%
Total REFUSE COLLECTION		\$155,500.00	\$139,868.20	\$6,162.76	\$15,631.80	89.95%
Report Total		\$3,818,663.00	\$3,453,764.85	\$189,139.45	\$364,898.15	90.44%

CITY OF SAND POINT

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***Fund Summary -
Budget to Actual©**

MAY 18-19

	18-19 YTD Budget	MAY MTD Amount	18-19 YTD Amount	18-19 YTD Balance	18-19 % YTD Budget
FUND 01 GENERAL FUND					
Revenue	\$2,054,517.00	\$89,992.58	\$1,875,466.03	\$179,050.97	91.29%
Expenditure	\$2,787,536.00	\$237,469.50	\$2,294,170.88	\$493,365.12	82.30%
		<u>-\$147,476.92</u>	<u>-\$418,704.85</u>		
FUND 02 BINGO FUND					
Revenue	\$570,000.00	\$35,837.00	\$649,351.85	-\$79,351.85	113.92%
Expenditure	\$574,350.00	\$41,082.62	\$637,301.68	-\$62,951.68	110.96%
		<u>-\$5,245.62</u>	<u>\$12,050.17</u>		
FUND 03 SILVER SALMON DERBY					
Revenue	\$29,634.00	\$0.00	\$30,334.92	-\$700.92	102.37%
Expenditure	\$32,504.00	\$9,000.00	\$31,504.02	\$999.98	96.92%
		<u>-\$9,000.00</u>	<u>-\$1,169.10</u>		
FUND 10 CLINIC OPERATIONS/MAINTENANCE					
Revenue	\$62,412.00	\$7,037.73	\$46,692.43	\$15,719.57	74.81%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$7,037.73</u>	<u>\$46,692.43</u>		
FUND 61 WATER/SEWER OPERATIONS					
Revenue	\$271,000.00	\$10,408.11	\$179,372.78	\$91,627.22	66.19%
Expenditure	\$276,500.00	\$27,212.13	\$172,137.40	\$104,362.60	62.26%
		<u>-\$16,804.02</u>	<u>\$7,235.38</u>		
FUND 62 HARBOR/PORT OPERATIONS					
Revenue	\$630,600.00	\$39,701.27	\$532,678.64	\$97,921.36	84.47%
Expenditure	\$596,500.00	\$70,716.69	\$461,960.34	\$134,539.66	77.45%
		<u>-\$31,015.42</u>	<u>\$70,718.30</u>		
FUND 65 REFUSE COLLECTION					
Revenue	\$155,500.00	\$6,162.76	\$139,868.20	\$15,631.80	89.95%
Expenditure	\$152,650.00	\$15,010.55	\$132,447.25	\$20,202.75	86.77%
		<u>-\$8,847.79</u>	<u>\$7,420.95</u>		
Report Total		<u>-\$211,352.04</u>	<u>-\$275,756.72</u>		

TO: Mayor Gardner
City Council Members

FROM: Jordan Keeler
City Administrator

DATE: July 1, 2019

SUBJ: Monthly Report for July 2019



Here is a brief list of items I have been working on or tracking since our June meeting:

TRANSPORTATION

- New dock prep work and construction continues apace. The barge with the most of the supplies should arrive mid-month. Mobilization started somewhat late due to the late date and last-minute changes to the RFP, but Western Marine is still planning to be finished this fall. Some modifications have been made to the plan in order to meet our needs and this will not impact the final budget.
- I had a far-ranging conversation with the consultants hired by the state to discuss AMHS service to Sand Point and what level of service we have now and the impact of any cuts and ideas to mitigate the impacts of the anticipated cuts.

BUDGET

- Our FY19 Budget is tracking to finish at a roughly break-even point although we won't know for sure until June gets closed out, including fish taxes, and the books are reconciled.
- The final state budget is finalized and does not contain any cuts that directly impact the city's bottom line. Community revenue sharing will be funded for FY 2020 but it will be zeroed out for FY2021.

INSURANCE

- Our AML/JIA insurance came in roughly \$10,000 higher than last year. As we are part of a larger pool and other re-insurers, the large amount of disaster-related claims down south worked to drive up the prices. Another factor was the valuations that were done by AML/JIA staff of city assets that put them closer to their actual replacement value. No single action by the City or City staff was responsible for the increase. On the plus side, we did get a \$4,000 rebate from last year's rates, so that's a small bit of solace.
- As discussed at the May meeting, we are no longer able to offer health insurance to our elected officials as they do not meet the 30hr/wk requirement that is verified through a payroll audit. In light of this, I have a memo proposing alternative forms to compensate council members for their efforts in serving Sand Point.

OTHER ITEMS

- I attended an AML-sponsored Online Sales Tax workshop. There is no state-wide framework, including definitions or tax map boundaries, to administer an online sales tax. So the goal of the working group is to set definitions and establish an entity that would be responsible for collecting the sales tax and making the disbursement to municipalities. The cost of enforcing the online sales would likely fall to the municipalities and Sand Point would pay our portion – much less than Mat-Su or KPB. Please note that any online sales tax would NOT override our local authority to set tax rates and categories.
- Harbor cameras and gear have been ordered and will be installed, at this point, in late July or early August.



SAND POINT DEPARTMENT of PUBLIC SAFETY



Post Office Box 423
Sand Point, Alaska 99661

MEMORANDUM

To: Honorable Glen Gardner, 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
Mr. Emil Mobeck, City Councilperson, City of Sand Point

From: Denise Mobeck, Administrative Assistant

Date: July 2, 2019

Ref: Department of Public Safety's Monthly Report for June 2019

Police Department

- Hal Henning, Chief of Police
- Brent Nierman, Police Sergeant
- Dave Anderson, Police Officer
- Mark Chandler, Police Officer
- Thomas Slease, Investigator

Administrative Assistant

- Denise Mobeck/weekday 911 Dispatcher

Dispatchers

- Anne Christine Nielsen, 911 Dispatcher
- Alfred 'Jesse' Pesterkoff, 911 Dispatcher

Police Division Activity

JUNE 2019

6 persons were jailed

2 VCOR's

2 Assault -domestic violence

1 DUI

1 Disorderly conduct

There were 44 calls to 911

Incidents generated

2 Paper services

4 Abandoned vehicle tagged

2 Removal of unwanted persons

1 Traffic stop reckless driver on ATV

3 Trespasses

1 Loud music disturbance

1 Endangered adult

2 Welfare check

1 domestic disturbance, verbal only

1 Harassment report

1 misc disturbance

2 VCOR's (violating conditions of release)

1 violation of 3rd party custodial duties

2 Assault domestic violence

1 assist with medical emergency

1 fire response

1 DUI

1 Disorderly conduct

A note from Chief Hal Henning:

June was a difficult month for the SPPD with the loss of an in-custody prisoner due to a medical emergency. Although our staff responded professionally and provided lifesaving efforts, the individual later passed away at the clinic. I'm so proud of all our staff and the community jail guards who did everything in their power to save the inmate. At the time of this report the Alaska State Troopers have taken over the investigation and I have no further information to offer in this report.

The grant deadline for turning in the purchase agreement to DPS for the radio equipment has been extended until the 31st of July 2019. That said, I need approval to move forward with purchasing the equipment from ProComm. In order to do this and utilize the grant as described

and requested, I also need approval to conduct a 90-day Beta Test of the system to see if it will be viable for what we are proposing for dispatch services.

I am requesting the following timeline once the equipment is installed. The proposed start date of the Beta Test will be around the middle of September 2019.

Day 1-30

Keep 911 calls local 24/7 and run radio dispatch via Valdez PD during the day 9am-5pm Monday through Friday and switch back to local during the evening and weekends.

Day 31-60

If all is running well, transfer 911 calls along with radio dispatch to Valdez PD during the day 9am - 5pm Monday through Friday and switch back to local dispatch for 911 and radio dispatch during the evening and weekends.

Day 61-90

If the testing is going well, we transfer all 911 and radio dispatch 24/7 to Valdez PD. Keep local dispatch for a backup in case we run into any issues we can transfer back until we figure out the problems.

If the Beta Test period is successful in terms of technology and a positive experience for the community, then I would like to hold a public meeting to address any questions and concerns the community has with contracting 911 dispatch through Valdez PD.

I have spoken to Chief Hinkle and he stated they will not charge the city anything for the Beta Testing. There will be a small monthly charge for the internet modem at DPS that hooks up the internet to the state radio system to receive the transmissions from the radios in Sand Point. There will also be a small monthly charge for a dedicated phone line in Valdez for the 911 calls. These charges are accounted for and will be budgeted from the left over \$5,000 in the dispatch budget if the city decides to sign the contract with Valdez Police Department to provide the dispatch services.

If we do the Beta Testing and there are issues that arise that prohibit us from utilizing the system as projected or the city decides not to move forward with the project, we will not have to return the equipment or repay the grant. If the council chooses not to do the Beta Testing we will need scrap the program and return the grant.

I, along with many others in the community, see this as a very important program for the future of Sand Point Public Safety. It will provide an essential service to the community in the event of a natural disaster and also trained 911 dispatchers to answer the calls and get the appropriate information and resources out to responding personnel.

EMS Division

Chief of EMS Division: Denise Mobeck

EMS Activity: 5 runs

Rescue1 transported 2 patients to clinic

Rescue1 transported 1 patient to airport for medevac

Rescue1 transported 1 patient to the airport for transport

Rescue1 standby at fire- provided oxygen to those in need

Thank you to our volunteers that respond in a very short amount of time from being dispatched and for your commitment to the community!

If you would like to be a part of the

Fire Division

Chief of Fire Division: Vacant, administrative duties being fulfilled by police administrative assistant.

Fire Activity: 1 electrical fire in a residence

- All monthly incident reports were filed with the State Fire Marshal's Office meeting obligations and maintaining agency certification.

PUBLIC WORKS DIRECTOR

No report given at this time.

HARBOR MASTER

No report given at this time.

HEARINGS, ORDINANCES AND RESOLUTIONS

OLD BUSINESS

NEW BUSINESS



QAGAN TAYAGUNGIN TRIBE
P.O. BOX 447
SAND POINT, ALASKA 99661
PHONE (907) 383-5616

City of Sand Point
PO Box 249
Sand Point, AK 99661

June 2, 2019

Dear City of Sand Point,

It is that time of year again to start preparing for our Annual Culture Camp. This will be our twentieth year having camp in Sand Point. The camp dates for this year are Monday, July 22 through Thursday, August 1, 2019. Classes will be held from 9 am through 5 pm for our student campers; and from 6:30 pm to 8:30 pm for adult participants.

This year we will continue to learn the Unangax language and dance, beaded headdresses, Unangan bentwood hat making, bidarka making, basket weaving, and traditional foods (i.e. gathering and preparing salmon for drying, smoking, salting for use throughout the year).

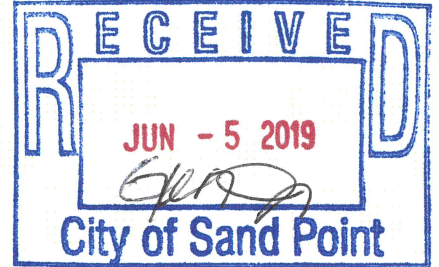
We take great pride in providing a cultural education to our community every year and hope to continue to do so. It takes a significant amount of money to fund camp every year. Last year's camp had 73 children from kindergarten through twelfth grade and a few dozen adults who attended. We are asking you for a generous donation of \$3000 to help us continue to provide our community with a cultural education.

Thank you very much for your time and support for the Sand Point Culture Camp.

Sincerely,

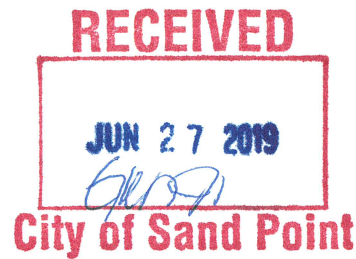
A handwritten signature in blue ink that reads "Peyton Kuzakin".

Peyton Kuzakin
Culture Camp Director



Pauloff Harbor Tribe

P.O. Box 97
Sand Point, Alaska 99661
Phone: (907) 383-6075
Fax: (907) 383-6094
Environmental Dept. Phone: (907) 383-2487



Glen Gardner
City of Sand Point
P.O. Box 249
Sand Point, AK 99661

June 26, 2019

Re: Recycling Fair Donations

Dear Glen Gardner,

The Pauloff Harbor Tribe is planning the 3rd Annual Recycling Fair, August 24, 2019. We will have games, planting table, information table, and snacks to be provided to participants. We are asking for donations, cash to purchase prizes, snacks, etc. or in-kind donation that can be used for prizes during the fair.

In addition to the recycling fair, the Pauloff Harbor Tribe is pleased to announce that we have been very successful with operations of recycling items within our community. Our biggest challenge and achievement so far have been recycling used tires off our beautiful island. Approximately 48,484 pounds to date. The tribe pays the recycling company to take the tires, and Coastal Transportation has taken them to Seattle, space available, cost donated. We are pleased that the tires are no longer taking up space in our landfill. Pauloff Harbor also continues to collect aluminum and plastics. Plastics are proving to be more of a challenge now that China is currently having tariff issues. The little money we do make is from the aluminum goes to pay for the plastics.

Thank you for your contribution in advance. Please continue to recycle. Our environment and community are much better due to everyone's efforts. Hope to see you at the Recycling Fair. Please do not hesitate to call with any questions. Either my-self or Marcy DeCosta will be happy to respond.

Respectfully,

Anne M Morris
Anne M. Morris,
PHT Environmental Coordinator

DISCUSSION: LEAVE BANK

Memo

To: Mayor Gardner & City Council
From: Jordan Keeler, Administrator
cc: City Council
Date: July 1, 2019
Re: Leave Bank

The idea of a leave bank came up in a discussion with the Mayor and several employees after the May council meeting and I was instructed to look further into the matter. A leave bank, at the most basic level, allows for employees to donate leave time to fellow employees who have run out of accrued leave due to a qualifying event. Employees are not required to ask for donations from the leave bank during a qualifying event nor are employees required to donate when an employee makes a request for a donation. The concept is fairly simple, but administering the specific provisions of the leave bank can get fairly deep into the weeds and is bound in several instances by state and federal law.

I consulted with several other municipalities across the state to see what, if any, provisions they have for a leave bank. I found that many municipalities did have a policy, but they varied in terms and eligibility, especially for municipalities with collective bargaining units. Some municipalities had minimum time limits on who was eligible to apply for leave and there are differences on the matter of refunding unused leave that was donated. Policies also varied on whether or not the donated hours would be cashed out at the donor or recipient pay scale, while at least one borough required any donors to maintain a minimum of 12 days of leave after making a donation.

There is flexibility in how the city could establish a leave bank and I don't think we need to get too fancy or reinvent the wheel if Council decides to move forward with establishing a leave bank. Aside from including a reference to the Family Medical Leave Act (FMLA) and following any provision laid out at the federal level, the city has several options. If instructed, I would present language agreeable to council at the August meeting after getting the blessings of our lawyers to ensure everything is above board and legal. The leave bank provision would be added to the Personnel Policies and Procedures Manual that city last updated and adopted in April 2015, so the council would have to adopt an updated version of the PPPM.

DISCUSSION: COUNCIL COMPENSATION

Memo

To: Mayor Gardner & City Council
From: Jordan Keeler, Administrator
cc: City Council
Date: July 1, 2019
Re: Council Compensation

Due to a change in our health insurance requirements, the City can no longer offer health insurance to elected officials. The health insurance was a great benefit for a position that otherwise does not come with any compensation but plenty of responsibility. In light of this, the Mayor and I spoke about offering financial compensation to all council members. Several municipalities across the state offer financial compensation to elected officials. The amount varies between communities and some municipalities pay a flat salary while others pay on a per-meeting basis. And some municipalities go further and have different amounts for different types of meetings. As a jumping off point, I have attached the pay amount and types for FY 2019 that is distributed on an annual basis by AML. I do not anticipate any drastic changes for any municipality in FY 2020

If council decides to move forward with a compensation proposal, I will bring back an Ordinance for a first reading at the August meeting that outlines a compensation amount and method for council members.

City of Whale Pass 45 City Clerk More 1 Non 20-30 \$1,600.00 \$2,400.00 Monthly wage range.

This is an elected position.

Council or Assembly Member

Municipality	Population	Specific Working Title	Job Match	# of Employees	Union or Nonunion	Work Week Hours	Lowest Wage Range	Highest Wage Range	Note:
AEIB Matanuska-Susitna Borough	102,598	Assembly Member	Same	7	Non		\$0.00	\$0.00	\$1108.33 per month \$ 300/meetings
Fairbanks North Star Borough	98,957	Assembly Member	Same	7	Non		\$0.00	\$0.00	\$900/month, \$1100/month for pres.
Kenai Peninsula Borough	58,060	Assembly Member	Same	9	Non		\$0.00	\$0.00	Pres. \$500/mo, Mbrs \$400/mo; Plus Car & Internet Allowance
City & Borough of Juneau	32,739	Assembly Member	More	8	Non		\$0.00	\$0.00	\$6,000.00 per year + Health Insurance
City of Fairbanks	31,597	Council	Same	6	Non		\$0.00	\$0.00	
City & Borough of Sitka	8,920	Assembly Member	Same	6	Non		\$0.00	\$0.00	\$300 per month - No PERS participation
City of Wasilla	8,468	Council Member	Same	6	Non		\$0.00	\$0.00	\$225/regular meeting attended
City of Kenai	7,098	Council Member	Same	6	Non		\$0.00	\$0.00	\$500 per month
City of Palmer	6,268	Council Member	Same	6	Non	Varies	\$0.00	\$0.00	\$100/Reg. Meeting, \$50/Special Meeting
City of Kodiak	6,124	Council Member	Same	6	Non		\$0.00	\$0.00	\$400 per month
City of Soldotna	4,376	Council Member	Same	6	Non		\$0.00	\$0.00	\$250 per month
City of Nome	3,777	Council Member	Same	6	Non		\$0.00	\$0.00	\$50 per month
City of Dillingham	2,316	Council Member	Same	6	Non	0	\$0.00	\$0.00	Volunteer
City of North Pole	2,145	Council Member	Same	6	Non		\$0.00	\$0.00	\$150/meeting, \$100/special meeting & \$50/work session
Denali Borough	1,810	Assembly Member	Same	9	Non	4	\$200.00	\$250.00	
City of Thome Bay	532	Council Member	Same	7	Non		\$0.00	\$0.00	\$100 stipend per meeting
City of Wales	167	Council Member	Less	7	Non		\$0.00	\$0.00	

PUBLIC COMMENTS

COUNCIL COMMENTS

ADJOURNMENT

FYI