

SAND POINT CITY COUNCIL
Regular Meeting Minutes

Tuesday, October 8, 2013

CALL TO ORDER:

The regular meeting of the Sand Point City Council was held Tuesday, October 8, 2013, in the Sand Point Council Chambers. Mayor Martin Gundersen called the meeting to order at 8:04 p.m.

ROLL CALL:

Martin Gundersen	Mayor	Present
Danny Cumberlidge	Seat A	Absent-Excused
Allan Starnes	Seat B	Present
Shirley Brown	Seat C	Present
Jack Foster Jr.	Seat D	Present
Marita Gundersen	Seat E	Present
Rayette McGlashan	Seat F	Present

A quorum was established.

Staff in attendance:

Paul Day, Administrator
Krista Galvin, Finance Officer
Shannon Sommer, City Clerk
Michael Livingston, Police Officer
Dave Stokes, Public Works Director
Raymond Ogata, Acting Harbormaster
Dennis McGlashan, Jr., Water/Sewer Director

APPROVAL OF AGENDA:

Mayor Martin Gundersen requested a motion Certification of Election/Oath of Office be moved between Approval of Agenda and Consent Agenda add City Administrator Position as #7 and Volleyball Donation Request as #8 to New Business.

MOTION: Councilperson Shirley Brown made a motion to approve the agenda with the correction of Certification of Election/Oath of office be moved between Approval of Agenda and Consent Agenda and adding City Administrator as #7 and Volleyball Donation request as #8 under New Business.

SECOND: Councilperson Rayette McGlashan seconded the motion.

VOTE: Motion passed unanimously.

CERTIFICATION OF ELECTION:

City Clerk Shannon Sommer read the election results for the 2013 General Election held on October 1, 2013. For Seat A, Danny Cumberlidge received 130 votes, with 6 write-ins, and 11 left blank. For Seat C, Shirley Brown received 129 votes, with 9 write-ins, and 10 left blank. For Proposition 1, there were 89 Yes votes, 56 No votes, and 6 left Blank. For Proposition 2, there were 87 Yes votes, 51 No votes, and 10 were left 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 October 1, 2013 have been correctly tabulated."

MOTION: Councilperson Rayette McGlashan made a motion to certify the election results.

SECOND: Councilperson Marita Gundersen seconded the motion.

VOTE: Motion passed unanimously.

OATH OF OFFICE:

Shirley Brown took Oath of Office for Seat C, a 3-year term.

APPROVAL OF CONSENT AGENDA:

1. Minutes of September 10, 2013 Regular Meeting

Mayor Gundersen made a motion to change Jack Foster Jr. from present and excused to excused and remove the extra period under Administrator-Paul Day, first sentence.

MOTION: Councilperson Rayette McGlashan made a motion to approve the consent agenda with those two corrections.

SECOND: Councilperson Marita Gundersen seconded the motion.

VOTE: Motion passed unanimously.

REPORTS:

Finance Officer- Krista Galvin

Finance Officer Krista Galvin reported that as of August 2013, we received \$137,107.36 in Raw Fish Tax and \$73,136.15 in Sales Tax and our combined bank balances was \$3,731,091.34. She included a detailed check register, including revenue and expenditure guidelines. Finance Officer Galvin stated she will have something for the Payroll Review in December from Banyon Data Systems.

Administrator- Paul Day.

-Administrator Day gave the update on Pacific Pile & Marines status; he stated there was a mistake last week which was going to throw the Harbor layout. Keith Cronin told Administrator Day they would redo the pilings, and Public Works Director Dave Stokes estimates half the floats have been removed from the Harbor. Administrator Day suggested to the Council if there is any monies left to ship the floats out to dispose of them.

-Administrator Day stated the Silver Bay Seafoods lease has not been signed yet. He described there are two different options for subdividing the upland property in the new harbor. Administrator Day stated Silver Bay Seafoods is very interested in the outcome of the finished harbor. He would also talk to McClintock Land Associates, Inc. and come to a final resolution on how the lots will be made up, putting a road in; he would like for them to come out and corner each lot.

-Mayor Martin Gundersen will provide an update on the progress to fix the damaged dock/float.

-Administrator Day and Mayor Gundersen met with the Administrator applicants, 4 face to face and 1 phone interview.

Mayor Gundersen moved to New Business to discuss number eight on the agenda.

Mayor Martin Gundersen

-Mayor Martin Gundersen stated he spoke with Jack McFarland, and they would be here in a couple weeks to address the issue of the damaged doc/float.

Department of Public Safety - Chief John Lucking, Jr.

Chief of Police John Lucking, Jr. asked Police Officer Michael Livingston to give his report during the meeting.

-Police Officer Livingston reported there were nine cases including one Drug Charge, Title 47 Protective Custody, Assault IV, Violation of Probation, Theft, Driving with Revoked License, Court Paper Service and 35 911 calls, half of which were hang-ups. Red Ribbon week will be at the end of the month, Chief Lucking and Police Officer Aaron Spencer will talk to the students. There are more Harbor patrols. Chief Lucking met with Medical Director, Dr. Allison Kelliher and Chief of EMS Division Susan Shoemaker.

Councilmember Shirley Brown asked Officer Livingston if the City was paying the Veterinarian way to come out. Officer Livingston replied the Vet is paying his own way. Mayor Gundersen stated Police Officer John Wahl resigned and the City is looking at a couple recruits to fill his position.

Public Works Department - Dave Stokes

Shop/Streets

Public Works Director Dave Stokes reported the Public Works department was short 4 guys for 8 days of last month. They have been busy grading and sweeping roads. They have hauled half of the boat harbors floats. They moved a couple vehicles to the dump for Aleutian Housing Authority. They finished building the Circle turn house on the 140H Grader. They lost a motor on the D6 last month and waiting on the air cleaner house to come in.

Water/Sewer

Water Sewer Director Dennis McGlashan, Jr. has been doing his monthly reports. They moved the Porta-Potties. They replaced the Jump Pumps. Two guys from ANTHC came in last month to diagnose the water plant. They have been water testing. They fixed the Jet Wash. They are starting to go around and turn off delinquent water/sewer/refuse accounts.

Landfill

They have been hauling lots of trash and picked up End of Summer Clean-up bags.

Recycle Center

Laborer Walter Osterback was out of town. Solid Waste Manager Brandon Gundersen and Solid Waste Laborer Wade Johansen helped with the glass.

Fire Chief - Dave Stokes

He has received 9 air packs back from Fire King in Seattle. The Fire department is doing really good.

Harbor - Richard Kochuten Sr.

Report in packet.

Administrator Day stated we will be reviewing our Harbor Ordinance and will need to include an electrical section, and our new billing system into the ordinance.

HEARINGS, ORDINANCES, AND RESOLUTIONS: None.

OLD BUSINESS: None.

NEW BUSINESS:

1. 2014 Lease Renewals

Administrator Day recommends to the Council to remove Horizon Lines, LLC lease from the list, due to it being very specific lease we will be dealing with. Councilmember McGlashan stated to change William Cumberlandidge's name to Kyoung Yoo.

MOTION: Councilperson Rayette McGlashan made a motion to approve the 2014 Lease renewals as listed with the exemption of Horizon Lines, LLC and changing William Cumberlandidge to Kyoung Yoo.

SECOND: Councilperson Marita Gundersen seconded the motion.

VOTE: Motion passed unanimously.

2. Christmas Bonuses

Councilmember Brown stated the Council has discussed this topic last year and Finance Officer Galvin will add it to the second half of the November's payroll which will come out the beginning of December.

MOTION: Councilperson Shirley Brown made a motion to approve Christmas Bonuses.

SECOND: Councilperson Rayette McGlashan seconded the motion.

VOTE: Motion passed unanimously

3. QTT Donation Letter

Mayor Gundersen stated the Council discussed this item during the workshop and agreed to donate the same amount of \$750.00, as last year.

MOTION: Councilperson Marita Gundersen made a motion to approve the same amount as last year to the QTT Christmas potluck.

SECOND: Councilperson Shirley Brown seconded the motion.

VOTE: Motion passed unanimously

4. Payroll Review

Administrator Day stated we should be paying employees as stated in the handbook, the 7th and 22nd of each month. He and Finance Officer Galvin have discussed ideas how to have a set payroll. Finance Officer Galvin stated she needs to talk to Banyon Data Systems about payroll before any changes can be made. Administrator Day stated

there could be a new policy stating payroll that would be every other Friday, and there would be a downfall to getting paid 26 times a year instead of 24. Councilmember Brown stated if there is a payroll change we need to change our personnel policy. Councilmember McGlashan stated if we do not change to a 26 payroll period, to have a set date for employees to be paid. Councilmember Brown suggested we do a payroll poll. Finance Officer Galvin stated she will send a poll to all employees.

5. AML Attendees

Councilmember Brown stated she will attend AML. Administrator Day stated if there is a new Administrator appointed by then, that person will attend.

6. TDX Boat Harbor Agreement

Administrator Day explained the present agreement we have with TDX, they own the electrical system in the harbor, and they are responsible for reading and billing slip owners; now we are redoing the harbor, they are selling the city the same amount of electricity, and TDX will no longer have to read them, the City will be doing the billing. TDX will only bill us the electricity going to the harbor. Administrator Day recommended the Council to approve this agreement.

MOTION: Councilperson Jack Foster Jr. made a motion to approve the TDX Boat Harbor Agreement.
SECOND: Councilperson Shirley Brown seconded the motion.
VOTE: Motion passed unanimously

7. City Administrator Position

Administrator Day stated he has advertised in both the Anchorage Daily News and their on-line 'Career Builder' site for the new City Administrator. The City has received over 40 respondents who emailed or called for more information about the position. Of the 40 interested, 15 individuals applied for the position. From the 15, Administrator Day whittled them down to 4 applicants, who were interviewed by him and Mayor Gundersen, three in person, and one phone interview. Councilmembers agreed to have two interviews one day, and two interviews an additional day; the days agreed too are October 16, 2013 and October 22, 2013.

MOTION: Councilperson Marita Gundersen made a motion to approve the dates of the City Administrator Applicant Interview.
SECOND: Councilperson Shirley Brown seconded the motion.
VOTE: Motion passed unanimously

8. Volleyball Donation Request

Madison Thompson explained to the Council that Volleyball season has started and they have two games planned for the month of November and the team has scheduled more games in Anchorage and have a raffle to raise money. Madison requested an iPad mini. Ingrid Cumberlandidge described how well the team has been playing, and possibly taking the team to the meet the University of Alaska Anchorage Women's Volleyball. Councilmember Brown asked how much an iPad mini costs, and Councilmember McGlashan asked a specific dollar amount they are looking for. Ingrid stated iPad Mini costs about \$300 and they are looking for another \$5000 in donation requests, pledge requests, etc. Mayor Gundersen thanked Ingrid and Madison for coming to the meeting.

MOTION: Councilperson Shirley Brown made a motion to approve the iPad Mini donation request.
SECOND: Councilperson Marita Gundersen seconded the motion.
VOTE: Motion passed unanimously

PUBLIC COMMENTS: None.

EXECUTIVE SESSION:

MOTION: Councilperson Rayette McGlashan made a motion to move into Executive Session.
SECOND: Councilperson Shirley Brown seconded the motion.
VOTE: Motion passed unanimously.

MOTION: Councilperson Shirley Brown made a motion to move out of Executive Session.
SECOND: Councilperson Marita Gundersen seconded the motion.
VOTE: Motion passed unanimously

No action Taken.

COUNCIL COMMENTS:

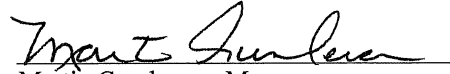
Councilmember Brown suggested we add water/sewer/refuse rate discussion-Elder Exemptions on Novembers Agenda. Administrator Day suggested we advertise the Administrator Applicant Interviews as Special Meetings.

ADJOURNMENT

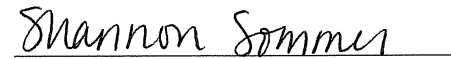
MOTION: Councilperson Rayette McGlashan made a motion to adjourn.

SECOND: Councilperson Marita Gundersen seconded the motion.

The meeting adjourned at 10:26 PM.


Martin Gundersen, Mayor

ATTEST:


Shannon Sommer, City Clerk