

SAND POINT CITY COUNCIL

Regular Meeting Minutes

Tuesday, November 12, 2013

CALL TO ORDER:

The regular meeting of the Sand Point City Council was held Tuesday, November 12, 2013, in the Sand Point Council Chambers. Mayor Martin Gundersen called the meeting to order at 7:03 p.m.

ROLL CALL:

Martin Gundersen	Mayor	Present
Danny Cumberlidge	Seat A	Present
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
Aaron Spencer, Police Officer
Dave Stokes, Public Works Director
Richard Kochuten, Sr., Harbor Master

APPROVAL OF AGENDA:

Mayor Martin Gundersen requested a motion to approve the agenda with the corrections, Minutes of Regular Meeting on October 8, 2013 and moving City Administrator Applicants from New Business to Executive Session.

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

SECOND: Councilperson Rayette McGlashan seconded the motion.

VOTE: Motion passed unanimously.

CERTIFICATES OF APPRECIATION:

Chief of Police John Lucking, Jr. presented Police Officer Aaron Spencer with an Outstanding Achievement award. Fire Chief Dave Stokes presented Allan Starnes and Dennis McGlashan, Jr. with Outstanding Achievement awards. Councilperson Rayette McGlashan accepted Dennis' award in his place.

APPROVAL OF CONSENT AGENDA:

1. Minutes of September 10, 2013 Regular Meeting

Mayor Gundersen made a motion to approve the Consent Agenda.

MOTION: Councilperson Jack Foster, Jr. made a motion to approve the consent agenda.

SECOND: Councilperson Shirley Brown seconded the motion.

VOTE: Motion passed unanimously.

REPORTS:

Finance Officer- Krista Galvin

Finance Officer Krista Galvin reported that as of September 2013, we received \$53,307.44 in Raw Fish Tax and \$75,647.72 in Sales Tax. She included a bank balance, expenditure and revenue guideline with a detailed check register.

Administrator- Paul Day.

- Administrator Paul Day reported the Small Boat Harbor Rehabilitation Project had a few minor glitches but is proceeding as planned.
- Pacific Pile is installing the B & C floats at this time, taking out A floats and removing piling from that area. Administrator Day stated the final elevation/height of the pilings to be cut at a +18 elevation instead of the planned +16 elevation.
- McClintock has been in town surveying the harbor area, and we are nearing the final phase of the new harbor uplands project. Administrator Day stated there are two major entities interested in the area, Horizon Lines and Silver Bay Seafoods. Administrator Day is hopeful to get the Silver Bay Seafoods lease signed in the next couple of months.
- Administrator Day stated Mayor Gundersen will give an update of the damaged dock.
- There are two finalists for the Administrator position which will be talked about during Executive Session.
- Administrator Day provided a copy of 2014 City of Sand Point Scheduled Timelines and Current Issues to help the new Administrator

Mayor Martin Gundersen

- Mayor Gundersen stated he spoke with Jack McFarland. Magone should be arriving in Sand Point that coming week to fix the repairs in the new boat harbor.

Mayor Gundersen stated that during the workshop that day, Melvin Larsen was curious about the power in the boat harbor, Harbor Master Richard Kochuten, Sr. stated a bad breaker has been fixed and there should be power now. Councilperson Jack Foster, Jr. asked Mayor Gundersen if the power supplied is metered. Mayor Gundersen stated the power goes into one meter reading. Administrator Day explained there are still grant monies available for the Small Boat Harbor Project, the monies can be used for anything to improve the small boat harbor but cannot be used to improve the harbor house, the uplands, the electrical grid or power poles, strictly for the boat harbor itself but we can install a water line.

Department of Public Safety - Chief John Lucking, Jr.

Chief of Police John Lucking, Jr. reported some statistical information which was provided. Chief of Police Lucking stated numbers have gone down for the month of October. He is finalizing the vacant position in the Police department. They have been spending a fair amount of time at the school for Safety Days, and for the Halloween parade. They provided a semi-informal presentation with the group, Reclaim Alaska.

Public Works Department - Dave Stokes

Shop/Streets

Public Works Director Dave Stokes reported the Public Works department have been grading and sweeping the roads. They hauled 90 yards of crushed rock for Joe Zech. They ditched the main road by the jumps and a portion of the boat harbor. They completed the City playground. They have been actively working on the Shumagin Corporation pot pad by the shop. They have ordered parts for the monitor at the shop.

Water/Sewer

They have been working on the Programmable Logic Controller, which has been having issues with the water chlorine at the water plant. The plant has been running on a manual mode, the automatic controls have gone out. They have been changing the backup batteries for when the power goes out. They have received a 15hp pump for the main pump house and waiting for the electric motor.

Landfill

They have been hauling trash, serviced a Skid Steer and have been picking up metal and trash around dumpsters.

Recycle Center

Crushing glass has slowed down.

Fire Chief - Dave Stokes

They had one standby fire call with the fire boat for the F/V Norseman and reassembled all Scott air packs that are certified.

Mayor Gundersen asked Public Works Director Stokes about the EMT vehicle. Public Works Director Stokes stated Maintenance Assistant Ken Spjut finished putting the flooring in the vehicle which was bought last year. Chief of Police Lucking commented on a great job Ken did repairing the water leaks in the police department.

Harbor - Richard Kochuten Sr.

Harbor Master Richard Kochuten, Sr. reported there was a stress fracture on the travel lift which John Leigh repaired. The harbor crew had been helping Pacific Pile & Marine with the machinery down on the floats and took off the majority of the streets lights they could, but couldn't get to the T float. The crew was able to get the LED lights off the floats, which will be used on the B & C floats. They have also made the city dock more user friendly by the putting cold patch on some of the pot holes on the dock and are getting ready to start replacing the fender piling on the dock. They have been busy hauling and storing boats in storage. They have 4 boats ready for destruction and are slowly getting rid of more abandoned/derelicts.

HEARINGS, ORDINANCES, AND RESOLUTIONS:

1. Ordinance 2013-06: Abatement of Nuisance – 1st Reading

MOTION: Councilperson Rayette McGlashan made a motion to put Ordinance 2013-06 on the floor for 1st Reading.

SECOND: Councilperson Danny Cumberlidge seconded the motion.

DISCUSSION: Administrator Day stated there have been some issues with the derelict buildings in town, trying to demolish them on private property, and having to find the owner if possible.

PUBLIC COMMENTS: None.

COUNCIL COMMENTS: None.

OLD BUSINESS:

1. Payroll Discussion

Administrator Day stated it is a change in the Personnel Policy, the current policy states employees have a window of 7 days to be paid after the pay period ends. The proposed policy will state: Beginning December 16, 2013, employees will be paid every other Friday. The first pay period under this new change will cover December 16 thru December 29. Completed timesheets must be submitted to the Finance Department no later than Tuesday for the previously completed payroll period. Late or missing timesheets may prevent an employee from receiving their pay in a timely fashion. The downside to the new policy will be the paychecks will be a little smaller.

NEW BUSINESS:

1. Water/sewer/refuse rate discussion – Elder Exemption

Councilperson Shirley Brown suggested this topic be put on the agenda because with the short falls of water and sewer they should look into changing the clause. Councilperson Danny Cumberlidge agreed, and suggested to keep the seniors that are getting free water/sewer/refuse rate grandfathered in and everyone that will be coming into 65 charge Elders 20% off of the regular rate. Mayor Gundersen stated that was the conversation during the workshop, was to grandfather those who are in and to implement a new program and a percentage for senior citizens. Administrator Paul Day recommended the Council give him direction to draft an ordinance which drafts water/sewer/refuse rates grandfathers in anyone who is currently under the program as an elder and changes the wording, henceforth people who qualify for the 65 year old exemption pays 80% of the going rate, not 100%. Councilperson Brown suggested making note in the ordinance; this applies to all with an application on file.

2. Mark Hickey Contract Renewal.

Administrator Day stated Hickey does a great job for the City and recommends renewing his contract for another year.

MOTION: Councilperson Jack Foster, Jr. made a motion to renew Mark Hickey's Contract for another year.

SECOND: Councilperson Shirley Brown seconded the motion.

VOTE: Motion passed unanimously

PUBLIC COMMENTS: None.

Mayor Gundersen moved into recess at 8:04 PM. Mayor Gundersen moved out of recess at 8:12 PM.

EXECUTIVE SESSION:

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

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

Councilperson Brown made a motion to offer Jordan Keeler the Administrator position with a negotiated contract.


COUNCIL COMMENTS:

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

ADJOURNMENT

MOTION: Councilperson Shirley Brown made a motion to adjourn.
SECOND: Councilperson Marita Gundersen seconded the motion.

The meeting adjourned at 8:53 PM.


Martin Gundersen, Mayor

ATTEST:


Shannon Sommer, City Clerk