

# City of Sand Point Council Meeting



**Workshop: Tuesday, April 14, 2020 – 2:00 p.m.**

**Meeting: Tuesday, April 14, 2020 – 7:00 p.m.**

# CALL TO ORDER

# ROLL CALL

# CITY OF SAND POINT

(packet will be available on website April 10, 2020)



## MAYOR

Mayor Glen Gardner Jr. - Office Exp. 2020

## COUNCIL MEMBERS

Danny Cumberlidge	Seat A - Exp. 2022
Allan Starnes	Seat B - Exp. 2020
Shirley Brown	Seat C - Exp. 2022
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 April 14, 2020 7:00 pm**

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

### CONSENT AGENDA

1. Minutes: Minutes of Emergency Meeting on March 23, 2020

### Reports:

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

### HEARINGS, ORDINANCES AND RESOLUTIONS

1. Resolution 20-04: A RESOLUTION OF THE CITY OF SAND POINT CITY COUNCIL SUPPORTING THE ALEUTIANS EAST BOROUGH'S PORT INFRASTRUCTURE DEVELOPMENT PROGRAM GRANT APPLICATION FOR THE AKUTAN AND SAND POINT HARBOR FLOAT SYSTEMS

### NEW BUSINESS:

1. COVID-19 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 be held telephonically. Please call 1-800-315-6338 and use the passcode 2696 followed by the # key.*

POSTED: 4.10.2020

**CALL TO ORDER:**

The special regular meeting of the Sand Point City Council was held Tuesday, January 14, 2020 telephonically. Mayor Glen Gardner Jr. called the meeting to order at 4:00 p.m.

**ROLL CALL:**

Glen Gardner Jr.	Mayor	Present
Danny Cumberlidge	Seat A	Present via teleconference
Allan Starnes	Seat B	Present via teleconference
Shirley Brown	Seat C	Present via teleconference
Jack Foster Jr.	Seat D	Present via teleconference
Marita Gundersen	Seat E	Present via teleconference
Emil Mobeck	Seat F	Present via teleconference

A quorum was established.

**Staff in attendance:**

Jordan Keeler, Administrator

**APPROVAL OF AGENDA:**

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

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

SECOND: Emil Mobeck seconded the motion.

VOTE: Motion passed unanimously.

**REPORTS:**

None

**HEARINGS, ORDINANCES, AND RESOLUTIONS:**

Resolution 20-08: A RESOLUTION OF THE SAND POINT CITY COUNCIL AUTHORIZNG THE MAYOR TO DECLARE A LOCAL EMERGENCY AND AUTHORIZING THE MAYOR TO TAKE NECESSARY ACTIONS TO REDUCE THE IMPACT AND SPREAD OF THE CORONAVIRUS KNOWN AS COVID-19 THROUGHOUT THE CITY OF SAND POINT

Administrator Keeler stated that there are a lot of unknowns at this point and more cases are reporting daily. He noted the threat to the commercial fishing industry due to the large non-resident workforce. He stated that declaring a disaster would allow the City to seek compensation for incurred costs, but it is not known if there could be compensation for lost revenue. Administrator Keeler did not think the City had the authority to issue a curfew or impose restrictions, and did not want to be the test case, but urged that the City encourage common sense behavior.

Councilperson Jack Foster Jr. noted his concern about the large amount of Seattle-area workers who would be arriving within the next few weeks. Councilperson Allan Starnes would like to see the City work with EATs and Trident. Councilperson Gunderson wants the City to urge people, especially teens and young adults, to take precautions. Councilperson Danny Cumberlidge expressed his concern about the arrival of outside workers and urges the city to form a task force. Mayor Gardner, Jr. indicated the Aleutians East Borough had formed one and the City was active with that. He also stated that he will meet with Mayor Osterback – AEB as well as with Trident. Councilperson Emil Mobeck expressed concern at the out of state workers and mandatory quarantine and asked what the City would do about police arriving from Outside. Mayor Gardner, Jr. indicated that the City lacked teeth to enforce a quarantine but the City was nearing a plan for the police department. Councilperson Jack Foster

requested the City work with KSDP to spread information and Mayor Gardner, Jr. stated a PSA would be a good idea. Councilperson Marita Gunderson reiterated that it was important for teens and young adults to take this seriously.

Armand Audette, Trident plant manager, joined the meeting and stated that the harbor house is key to spreading information. He said that Trident is committed to prevent the spread of the virus and no cases had been reported yet. He indicated that Trident has a plan and has multilingual information hand outs and posters. Mayor Gardner, Jr. said that he has seen the plan and it is quite good. Mr. Audette reiterated that Trident has lots of resources and to please reach out if anything is needed.

**MOTION:** Councilperson Jack Foster Jr. made a motion to approve Resolution 20-08: A RESOLUTION OF THE SAND POINT CITY COUNCIL AUTHORIZING THE MAYOR TO DECLARE A LOCAL EMERGENCY AND AUTHORIZING THE MAYOR TO TAKE NECESSARY ACTIONS TO REDUCE THE IMPACT AND SPREAD OF THE CORONAVIRUS KNOWN AS COVID-19 THROUGHOUT THE CITY OF SAND POINT

**SECOND:** Councilperson Emil Mobeck seconded the motion.

**VOTE:** Motion passed unanimously.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

**PUBLIC COMMENTS:**

Mr. Audette stated that he and Trident are standing by to assist.

**COUNCIL COMMENTS:**

Councilperson Emil Mobeck asked what Peter Pan is doing to address the situation. Councilperson Danny Cumberland urged the City and partners to be proactive. Councilperson Marita Gunderson urged the City to pass on information. Councilperson Allan Starnes underlined the need for a task force. Councilperson Jack Foster stressed the importance of the youth getting educated.

**ADJOURNMENT:**

**MOTION:** Councilperson Emil Mobeck made a motion to adjourn.

**SECOND:** Councilperson Allan Starnes seconded the motion.

The meeting adjourned at 4:35 p.m.

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Glen Gardner Jr., Mayor

ATTEST:

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Shannon Sommer, City Clerk

# REPORTS



# FINANCE OFFICER

**City of Sand Point  
Raw Fish Tax Revenue**

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
July	121,976.31	110,509.71	129,882.77	142,500.10	83,040.24	81,992.40
August	48,575.15	94,822.69	42,576.34	139,542.35	48,290.30	88,100.71
September	64,362.76	62,297.79	63,622.18	37,427.07	49,496.61	65,893.27
October	32,213.32	76,878.70	59,854.60	32,201.69	46,261.99	51,476.42
November	7,214.11	3,770.50	6,757.09	10,083.69	4,963.48	3,495.99
December	372.97	735.79	-	515.28	74.67	
January	25,670.23	21,798.52	8,015.18	3,836.52	12,558.77	
February	37,309.68	47,098.16	47,058.04	27,529.30	24,948.95	
March	88,220.14	69,354.74	95,569.42	45,022.21	82,916.26	
April	15,613.35	23,493.50	5,984.43	58,469.24	13,561.22	
May	25,246.23	16,091.74	20,790.33	24,240.36	8,025.95	
June	68,319.25	78,884.08	109,955.05	58,431.26	89,711.60	-
<b>Total</b>	<b>535,093.50</b>	<b>605,735.92</b>	<b>590,065.43</b>	<b>579,799.07</b>	<b>463,850.04</b>	<b>290,958.79</b>

**Sales Tax Revenue**

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
July	104,201.30	88,780.27	75,255.42	79,691.25	92,628.52	88,102.92
August	88,102.34	92,491.15	64,147.25	77,015.98	65,979.46	102,628.84
September	116,436.20	95,569.47	80,332.82	66,935.45	71,697.10	86,603.67
October	81,510.79	71,821.64	62,727.84	34,186.58	58,219.29	75,277.68
November	43,535.59	35,841.10	36,741.45	49,870.42	46,835.09	42,723.86
December	44,980.97	48,357.80	37,647.73	31,235.26	39,642.29	50,112.63
January	66,575.33	60,942.89	58,373.49	39,387.33	44,528.74	34,118.45
February	69,895.86	60,702.43	59,618.34	45,302.69	41,619.24	
March	105,731.28	81,364.98	77,700.11	81,890.02	75,803.84	
April	58,562.79	53,394.08	52,535.54	45,633.53	49,639.45	
May	52,976.00	44,528.77	45,569.00	46,470.55	61,719.51	
June	96,824.06	80,350.37	78,996.36	81,316.23	93,332.26	-
<b>Total</b>	<b>929,332.51</b>	<b>814,144.95</b>	<b>729,645.35</b>	<b>678,935.29</b>	<b>741,644.79</b>	<b>479,568.05</b>
			TDX Fines	(150,000.00)		
				528,935.29		

City of Sand Point  
Bank Balance

Date

Balance

Date

Bank

End of January

Key Bank	2,647,699.62
Wells Fargo - General	140,926.66
Wells Fargo - Bingo Fund	72,604.80
Wells Fargo - Silver Salmon Fund	38,725.16
Wells Fargo - PD Forfeiture	1,093.65
Wells Fargo - PD Forfeiture	12,836.85
Charles Schwab	557,259.61

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

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Current Period: FEBRUARY 19-20

	19-20 YTD Budget	19-20 YTD Amt	FEBRUARY MTD Amt	19-20 YTD Balance	% of YTD
<b>GENERAL FUND</b>					
LEGISLATIVE	\$107,000.00	\$64,451.43	\$6,427.50	\$42,548.57	60.23%
ADMINISTRATION	\$1,056,072.00	\$747,465.52	\$69,981.58	\$308,606.48	70.78%
PARKS AND RECREATION	\$23,000.00	\$14,419.49	\$1,734.84	\$8,580.51	62.69%
PUBLIC SAFETY	\$670,253.00	\$482,465.55	\$45,330.97	\$187,787.45	71.98%
PUBLIC WORKS	\$576,500.00	\$347,480.37	\$55,633.10	\$229,019.63	60.27%
FACILITIES	\$276,550.00	\$137,254.53	\$17,668.98	\$139,295.47	49.63%
<i>Total GENERAL FUND</i>	<u>\$2,709,375.00</u>	<u>\$1,793,536.89</u>	<u>\$196,776.97</u>	<u>\$915,838.11</u>	<u>66.20%</u>
<b>BINGO FUND</b>					
ADMINISTRATION	\$710,300.00	\$528,901.13	\$31,743.05	\$181,398.87	74.46%
<i>Total BINGO FUND</i>	<u>\$710,300.00</u>	<u>\$528,901.13</u>	<u>\$31,743.05</u>	<u>\$181,398.87</u>	<u>74.46%</u>
<b>SILVER SALMON DERBY</b>					
FIRE	\$37,500.00	\$27,695.31	\$358.40	\$9,804.69	73.85%
<i>Total SILVER SALMON DERBY</i>	<u>\$37,500.00</u>	<u>\$27,695.31</u>	<u>\$358.40</u>	<u>\$9,804.69</u>	<u>73.85%</u>
<b>CLINIC OPERATIONS/MAINTENANCE</b>					
ADMINISTRATION	\$62,412.00	\$0.00	\$0.00	\$62,412.00	0.00%
<i>Total CLINIC OPERATIONS/MAINTENANCE</i>	<u>\$62,412.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$62,412.00</u>	<u>0.00%</u>
<b>WATER/SEWER OPERATIONS</b>					
WATER/SEWER	\$305,000.00	\$166,292.56	\$16,580.21	\$138,707.44	54.52%
<i>Total WATER/SEWER OPERATIONS</i>	<u>\$305,000.00</u>	<u>\$166,292.56</u>	<u>\$16,580.21</u>	<u>\$138,707.44</u>	<u>54.52%</u>
<b>HARBOR/PORT OPERATIONS</b>					
HARBOR	\$517,200.00	\$328,678.80	\$28,784.18	\$188,521.20	63.55%
<i>Total HARBOR/PORT OPERATIONS</i>	<u>\$517,200.00</u>	<u>\$328,678.80</u>	<u>\$28,784.18</u>	<u>\$188,521.20</u>	<u>63.55%</u>
<b>REFUSE COLLECTION</b>					
PUBLIC WORKS	\$153,650.00	\$88,954.48	\$10,401.22	\$64,695.52	57.89%
<i>Total REFUSE COLLECTION</i>	<u>\$153,650.00</u>	<u>\$88,954.48</u>	<u>\$10,401.22</u>	<u>\$64,695.52</u>	<u>57.89%</u>
<b>Report Total</b>	<u>\$4,495,437.00</u>	<u>\$2,934,059.17</u>	<u>\$284,644.03</u>	<u>\$1,561,377.83</u>	<u>65.27%</u>

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

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Current Period: FEBRUARY 19-20

		19-20	19-20	FEBRUARY	19-20	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
<b>GENERAL FUND</b>						
Active	R 01-200 CAPITAL GAIN / LOSS	\$0.00	-\$2,892.70	(\$21,151.74)	\$2,892.70	0.00%
Active	R 01-201 INTEREST INCOME	\$20,000.00	\$39,238.54	\$3,781.28	-\$19,238.54	196.19%
Active	R 01-202 FINES AND PENALTYS	\$1,000.00	\$870.92	\$0.00	\$129.08	87.09%
Active	R 01-203 OTHER REVENUE	\$5,000.00	\$1,881.76	\$24.00	\$3,118.24	37.64%
Active	R 01-205 4% SALES TAX	\$600,000.00	\$572,907.31	\$34,118.45	\$27,092.69	95.48%
Active	R 01-213 RAW FISH TAX	\$400,000.00	\$380,670.39	\$0.00	\$19,329.61	95.17%
Active	R 01-214 FINE-LATE SALES TAX	\$5,000.00	\$66.72	\$0.00	\$4,933.28	1.33%
Active	R 01-217 7% B & B Tax	\$14,000.00	\$10,464.05	\$267.03	\$3,535.95	74.74%
Active	R 01-225 PAYMENT IN LIEU OF TAX	\$150,000.00	\$0.00	\$0.00	\$150,000.00	0.00%
Active	R 01-230 DONATIONS	\$0.00	\$43,612.00	\$0.00	-\$43,612.00	0.00%
Active	R 01-233 BUSINESS LIC. FEE	\$4,000.00	\$2,075.00	\$1,400.00	\$1,925.00	51.88%
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	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
Active	R 01-250 STATE REVENUE SHARIN	\$90,000.00	\$87,901.02	\$0.00	\$2,098.98	97.67%
Active	R 01-256 REVENUE--STATE OF ALA	\$0.00	\$87,675.00	\$87,675.00	-\$87,675.00	0.00%
Active	R 01-260 STATE LIQUOR SHARE TA	\$3,500.00	\$2,500.00	\$0.00	\$1,000.00	71.43%
Active	R 01-265 SOA DOCCED SHARED FIS	\$44,000.00	\$0.00	\$0.00	\$44,000.00	0.00%
Active	R 01-266 SOA DOR FISH BUS SHAR	\$275,000.00	\$158,350.66	\$0.00	\$116,649.34	57.58%
Active	R 01-285 EQUIPMENT RENTAL	\$47,000.00	\$22,959.97	\$75.00	\$24,040.03	48.85%
Active	R 01-290 AK HIDTA PROGRAM	\$0.00	\$3,084.12	\$3,084.12	-\$3,084.12	0.00%
Active	R 01-291 BUILDING RENTALS	\$140,000.00	\$137,470.12	\$14,202.23	\$2,529.88	98.19%
Active	R 01-293 LIBRARY GRANT	\$0.00	\$7,000.00	\$0.00	-\$7,000.00	0.00%
Active	R 01-296 PD FORFEITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-297 POLICE MISC REVENUE	\$0.00	\$34,585.41	\$16,717.60	-\$34,585.41	0.00%
Active	R 01-298 EMS MISC REVENUE	\$15,000.00	\$7,236.00	\$2,680.00	\$7,764.00	48.24%
	<b>Total</b>	<u>\$1,868,500.00</u>	<u>\$1,597,656.29</u>	<u>\$142,872.97</u>	<u>\$270,843.71</u>	<u>85.50%</u>
	<b>Total GENERAL FUND</b>	\$1,868,500.00	\$1,597,656.29	\$142,872.97	\$270,843.71	85.50%
<b>BINGO FUND</b>						
Active	R 02-294 BINGO REVENUE	\$45,000.00	\$19,159.00	\$1,893.00	\$25,841.00	42.58%
Active	R 02-295 PULL TAB REVENUE	\$525,000.00	\$516,611.50	\$28,896.00	\$8,388.50	98.40%
	<b>Total</b>	<u>\$570,000.00</u>	<u>\$535,770.50</u>	<u>\$30,789.00</u>	<u>\$34,229.50</u>	<u>93.99%</u>
	<b>Total BINGO FUND</b>	\$570,000.00	\$535,770.50	\$30,789.00	\$34,229.50	93.99%
<b>SILVER SALMON DERBY</b>						
Active	R 03-230 DONATIONS	\$3,250.00	\$3,700.00	\$0.00	-\$450.00	113.85%
Active	R 03-292 SILVER SALMON DERBY	\$26,384.00	\$31,649.26	\$0.00	-\$5,265.26	119.96%
	<b>Total</b>	<u>\$29,634.00</u>	<u>\$35,349.26</u>	<u>\$0.00</u>	<u>-\$5,715.26</u>	<u>119.29%</u>
	<b>Total SILVER SALMON DERBY</b>	\$29,634.00	\$35,349.26	\$0.00	-\$5,715.26	119.29%
<b>CLINIC OPERATIONS/MAINTENANCE</b>						
Active	R 10-257 REVENUE--FEDERAL GOV	\$307,410.00	\$190,880.75	\$0.00	\$116,529.25	62.09%
	<b>Total</b>	<u>\$307,410.00</u>	<u>\$190,880.75</u>	<u>\$0.00</u>	<u>\$116,529.25</u>	<u>62.09%</u>
	<b>Total CLINIC OPERATIONS/MAINTENANCE</b>	\$307,410.00	\$190,880.75	\$0.00	\$116,529.25	62.09%
<b>WATER/SEWER OPERATIONS</b>						
Active	R 61-202 FINES AND PENALTYS	\$1,000.00	\$1,621.40	\$18.11	-\$621.40	162.14%
Active	R 61-206 WATER/SEWER REVENUE	\$220,000.00	\$139,591.32	\$18,436.24	\$80,408.68	63.45%
Active	R 61-235 TRANSFER IN	\$60,500.00	\$0.00	\$0.00	\$60,500.00	0.00%

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

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Current Period: FEBRUARY 19-20

		19-20	19-20	FEBRUARY	19-20	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
<b>Total</b>		\$281,500.00	\$141,212.72	\$18,454.35	\$140,287.28	50.16%
<b>Total WATER/SEWER OPERATIONS</b>		\$281,500.00	\$141,212.72	\$18,454.35	\$140,287.28	50.16%
<b>HARBOR/PORT OPERATIONS</b>						
Active	R 62-201 INTEREST INCOME	\$5,000.00	\$2,695.04	\$396.66	\$2,304.96	53.90%
Active	R 62-203 OTHER REVENUE	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
Active	R 62-210 HARBOR/MOORAGE	\$280,000.00	\$196,527.83	\$13,003.35	\$83,472.17	70.19%
Active	R 62-211 HARBOR/TRAVELLIFT	\$110,000.00	\$92,826.00	\$331.49	\$17,174.00	84.39%
Active	R 62-212 BOAT HARBOR/RENTS	\$85,000.00	\$60,634.90	\$7,700.00	\$24,365.10	71.34%
Active	R 62-215 HARBOR/WHARFAGE	\$95,000.00	\$107,535.69	\$73,089.55	-\$12,535.69	113.20%
Active	R 62-219 HARBOR ELEC SERVICE F	\$8,000.00	\$5,129.35	\$242.59	\$2,870.65	64.12%
Active	R 62-220 HARBOR/ELEC DEPOSIT	\$1,100.00	\$100.00	\$0.00	\$1,000.00	9.09%
Active	R 62-221 HARBOR/VAN STORAGE	\$20,000.00	\$14,131.61	\$0.00	\$5,868.39	70.66%
Active	R 62-222 HARBOR/STALL ELECTRIC	\$30,000.00	\$31,890.21	\$6,971.85	-\$1,890.21	106.30%
Active	R 62-223 HARBOR/ELECTRICITY	\$4,000.00	\$1,956.32	\$0.00	\$2,043.68	48.91%
Active	R 62-224 GEARSHED LOCKER RENT	\$15,000.00	\$10,730.59	\$4,200.00	\$4,269.41	71.54%
Active	R 62-237 HARBOR STORAGE	\$2,500.00	\$878.59	\$0.00	\$1,621.41	35.14%
Active	R 62-285 EQUIPMENT RENTAL	\$40,000.00	\$12,515.30	\$154.03	\$27,484.70	31.29%
<b>Total</b>		\$705,600.00	\$537,551.43	\$106,089.52	\$168,048.57	76.18%
<b>Total HARBOR/PORT OPERATIONS</b>		\$705,600.00	\$537,551.43	\$106,089.52	\$168,048.57	76.18%
<b>REFUSE COLLECTION</b>						
Active	R 65-202 FINES AND PENALTYS	\$1,500.00	\$544.73	\$10.09	\$955.27	36.32%
Active	R 65-204 REFUSE COLLECTION	\$146,000.00	\$105,689.02	\$16,659.86	\$40,310.98	72.39%
Active	R 65-235 TRANSFER IN	\$12,150.00	\$0.00	\$0.00	\$12,150.00	0.00%
<b>Total</b>		\$159,650.00	\$106,233.75	\$16,669.95	\$53,416.25	66.54%
<b>Total REFUSE COLLECTION</b>		\$159,650.00	\$106,233.75	\$16,669.95	\$53,416.25	66.54%
<b>Report Total</b>		\$3,922,294.00	\$3,144,654.70	\$314,875.79	\$777,639.30	80.17%

CITY OF SAND POINT

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**\*Fund Summary -  
Budget to Actual©**

FEBRUARY 19-20

	19-20 YTD Budget	FEBRUARY MTD Amount	19-20 YTD Amount	19-20 YTD Balance	19-20 % YTD Budget
<b>FUND 01 GENERAL FUND</b>					
Revenue	\$1,868,500.00	\$142,872.97	\$1,597,656.29	\$270,843.71	85.50%
Expenditure	\$2,709,375.00	\$196,776.97	\$1,793,536.89	\$915,838.11	66.20%
		-\$53,904.00	-\$195,880.60		
<b>FUND 02 BINGO FUND</b>					
Revenue	\$570,000.00	\$30,789.00	\$535,770.50	\$34,229.50	93.99%
Expenditure	\$710,300.00	\$31,743.05	\$528,901.13	\$181,398.87	74.46%
		-\$954.05	\$6,869.37		
<b>FUND 03 SILVER SALMON DERBY</b>					
Revenue	\$29,634.00	\$0.00	\$35,349.26	-\$5,715.26	119.29%
Expenditure	\$37,500.00	\$358.40	\$27,695.31	\$9,804.69	73.85%
		-\$358.40	\$7,653.95		
<b>FUND 10 CLINIC OPERATIONS/MAINTENANCE</b>					
Revenue	\$307,410.00	\$0.00	\$190,880.75	\$116,529.25	62.09%
Expenditure	\$62,412.00	\$0.00	\$0.00	\$62,412.00	0.00%
		\$0.00	\$190,880.75		
<b>FUND 61 WATER/SEWER OPERATIONS</b>					
Revenue	\$281,500.00	\$18,454.35	\$141,212.72	\$140,287.28	50.16%
Expenditure	\$305,000.00	\$16,580.21	\$166,292.56	\$138,707.44	54.52%
		\$1,874.14	-\$25,079.84		
<b>FUND 62 HARBOR/PORT OPERATIONS</b>					
Revenue	\$705,600.00	\$106,089.52	\$537,551.43	\$168,048.57	76.18%
Expenditure	\$517,200.00	\$28,784.18	\$328,678.80	\$188,521.20	63.55%
		\$77,305.34	\$208,872.63		
<b>FUND 65 REFUSE COLLECTION</b>					
Revenue	\$159,650.00	\$16,669.95	\$106,233.75	\$53,416.25	66.54%
Expenditure	\$153,650.00	\$10,401.22	\$88,954.48	\$64,695.52	57.89%
		\$6,268.73	\$17,279.27		
<b>Report Total</b>		\$30,231.76	\$210,595.53		

**TO:** Mayor Gardner  
City Council Members

**FROM:** Jordan Keeler  
City Administrator

**DATE:** April 9, 2020

**SUBJ:** Monthly Report for April 2020



Here is a summary of these hectic past two months:

- Attended SWAMC. Several sessions were very useful, as was the chance to meet with leaders from across our region. Legislators were not over optimistic about the budget and this has possibly proven correct.
- Served on the AML Legislative Committee and reviewed the introduced legislation for the impact it would have on Sand Point, and to a lesser extent, the state as a whole.
- Travelled to Juneau for the Winter AML sessions. I met with several legislators, including Speaker Edgmon and key people in various state agencies. Obviously lots has changed since late February, but it's good to get out and tell as many people about Sand Point and our challenges and successes.
- Had a teleconference with ANTHC where they revealed that they will not undertake and projects in Sand Point this summer. The projects will need more funding than initially estimated, but they are hopeful for summer 2021. One issue was that a sewer main slated for repair will have to be relocated instead, but the Jumps and Mud Bay lift stations are on track for 2021. Given the current events, it's possible that work this summer was a non-starter even with adequate funding.
- Submitted the liability insurance application with AML/JIA and the health insurance enrollment period opens soon. I don't have a cost estimate on either insurance, but we should be looking at an increase.
- Worked with DEC and DCRA on the impact of flight disruptions as it related to our ability to send in water samples. If the City cannot get the monthly samples in on time, we will get dinged for it due to federal regs, but our Best Practices score will not take a hit; the Best Practices score is used when ranking projects for funding. We have a high score now and it should not suffer.
- Various forms, inquires, paperwork, calls and the usual day-to-day tasks. Mundane can be good sometimes.
- I assembled this month's packet, so please forgive any deviation from the usual format or any errors.





# 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. 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  
Mr. Jordan Keeler, City Administrator, City of Sand Point

From: Denise Mobeck, Administrative Assistant

Date: April 7, 2020

Ref: Department of Public Safety's Monthly Report for February and March 2020

### **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**

FEBRUARY 2020

## **0 persons were jailed**

There were 21 calls to 911

## **911 calls**

2 hang up/mis-dials

8 Med on Call requests

1 criminal mischief

1 natural death

5 removal of unwanted persons

4 reports of dead eagles

## **Incidents generated not listed in 911 calls**

motor vehicle collision investigation

burglary

arrest warrant served

serve court documents

suspicious circumstances

## MARCH 2020

### **1 persons were jailed**

1 domestic violence

There were 27 calls to 911

### **911 calls**

9 hang up/mis-dials

2 Med on Call requests

1 ambulance needed

1 civil issue

2 criminal mischief

1 911 line testing

1 domestic violence

1 possible break in residence

1 natural death

1 removal of person at residence

5 welfare check (3 calls for same incident)

1 illegal dumping of vehicle

1 harassment

### **Incidents generated not listed in 911 calls**

REDDI report

Assistance with OCS request

Suspicious circumstances- secured open door in building

Drug information

Public assist

Destruction/vandalism

Destruction to property

Noise complaint

Motor vehicle damage

Note from Hal:

These are unprecedented times in our community, country, and world dealing with COVID-19. Steps taken by the police department include officers changing temporarily to a six week on six week off rotation to mitigate the travel of officers coming in and out of the community. The office has also been closed to the public as well, this has been done to limit exposure of our officers and community to the COVID-19 virus.

Though our officers are exempt from the quarantine mandate as essential personnel, we have been observing the 14-day quarantine when officers arrive on island. It was our hopes to have officers stagger so they could be quarantined without interruption. However, this doesn't appear possible as a result of Ravn's decision to cease operations and file Chapter 11.

We are currently working on solutions to get officers in and out for their six week rotations. Some of these options include being transported by the troopers, or chartering air service to the island and selling the additional seats to offset the cost. It is our hopes that any monies the city has to spend on the additional airfare can be claimed through the various options in the COVID-19 Disaster Bill.

Currently, Sergeant Nierman and Officer Anderson are on island and Chief Henning and Officer Chandler will relieve them on or around the 6th of May. Jordan and I have been in contact almost daily for updates and planning strategies. There has also been contact between EATS and the department of public safety as well to keep up to date on any changes. Any relevant information has been shared with the community via KSDP radio and our police department Facebook Page.

Our officers have agreed to this six week on six week off temporary schedule, to assist the city in these trying times. They have agreed to do this with no overtime compensation.

I've spoken with the city of Valdez police Department and we all agreed the dispatch beta testing should be placed on hold until this COVID-19 crisis has come to an end.

There are also grant monies available to upgrade or possibly use for jail facilities. Also, the Alaska chiefs of police Association is lobbying to get the state to pay additional funding for all local jails. I will keep you informed on any updates.

## **EMS Division**

**Chief of EMS Division:** Denise Mobeck

*February*

### **EMS Activity: 5 runs**

Rescue1 transported 1 patient to clinic

Rescue1 transported 2 patients to airport for medevac

Rescue1 transported 1 patient to airport for transport

Rescue1 assisted in wing to wing transfer from Coast Guard to medevac

*March*

### **EMS Activity: 4 runs**

Rescue1 transported 3 patients to clinic

Rescue1 transported 1 patient to airport for medevac

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

## **Fire Division**

**Chief of Fire Division:** Vacant, administrative duties being fulfilled by police administrative assistant. We have completed the Fire Department's registration for 2020.

### **Fire Activity: 0 fires**

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

# February 2020 Public Works Report

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## Shop

- Fueled buildings, equipment
- Worked on Sand Truck chains
- Sanded roads
- Work on Recycle center heater
- Plow Snow! 20 days
- Fix lights on sand truck
- Fix Mack truck tire
- Changed blade on sand truck
- Welded basket for Harbor, helped with Travelift
- Change the Sand Truck alternator belt
- Fix idler pulley on recycle truck
- Fuel filter housing fixed on blue flatbed
- Worked on heaters in shop
- Fix air brake line on Cat Grader
- Serviced Volvo and Bobcat

## Landfill

- Work on front end of the trash truck
- Picked up around dumpsters

## Recycling

- Recycle center changed combustion chamber on heater

## Water and Sewer

- Thawed out force main, fix water spigot at harbor
- Pump harbor lift station
- Work on altitude valve at school pump house
- Monthly sampling
- Dylan passed his last exam!
- Looking at vacant houses for leaks
- Sent out pump for Nagai lift station

## Water & Sewer for March 2020

-Installed Pump in Harbor Lift Station. Thanks to Alan Starnes and Trident for the help placing the pump since we don't have a boom truck.

-Cleaned outer intake screens in the reservoir.

-Dylan took a couple loads of solid with the pumper truck out of Russian Town.

-Moved old manhole segments for future placement around shutoff valves.

-Talked with new ANTHC engineer about possible funding for future projects.

-Worked on backwash shoot in backwash pond.

## February / March 2020

Not much going on tearing the Gehl down waiting for parts ordered cable for both Travel Lifts and new slings for the 150 ton travel lift.

TDX is helping with the street lights while we are broke down with the Gehl.

Had some movement with the March 7<sup>th</sup> state cod fishery opened on March 7<sup>th</sup> .

With this Covid 19 virus going around and with the harbor house closed to the public is nice to slow down the interaction with the people stressing them to call the harbor house for things needed that we can help with still trying to figure out how to launch the boats as they come in and with the two week quarantine have more issues with the travel lift as we are starting to use it trying to get parts asap but that's starting to be something else.

Got the parts for the Gehl putting it back together now not sure when it will be up and running.



# HEARINGS, ORDINANCES AND RESOLUTIONS

**RESOLUTION 20-04:  
SUPPORTING THE  
ALEUTIANS EAST  
BOROUGH PORT  
INFRASTRUCTURE  
DEVELOPMENT GRANT  
APPLICATION**

# Memo

To: Mayor Gardner  
From: Jordan Keeler, Administrator  
cc: City Council  
Date: April 7, 2020  
Re: Resolution 20-04

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The Aleutians East Borough will be applying for funding to complete Float B in the New Harbor as well as the completion of Akutan Small Boat Harbor through a funding opportunity issued by the Maritime Administration Port Infrastructure Development Grant. This grant has traditionally targeted projects at ports such as the Port of Seattle and others that are much larger than Sand Point. However, the Trump administration has ordered DOT to focus on smaller and rural projects and AEB has met with DOT's Maritime Administration who confirmed that a bundled application meets their criteria. The total amount for the Sand Point portion is roughly \$6 million and Akutan is roughly \$8 million, which fits the intended price and scope of this round of funding. The completion of the New Harbor float will expand the capacity of the City to host and support more vessels and increase the ability to host vessels year-round. Keeping boats in Sand Point is key to retaining year-round residents, providing a safe moorage for the fleet and increasing the raw fish tax as more vessels will be based out of Sand Point. Completion of the New Harbor has been a long term goal of the City and AEB and this opportunity should be pursued.

I recommend approval.



**Resolution 20-04**

**A RESOLUTION OF THE CITY OF SAND POINT CITY COUNCIL SUPPORTING THE ALEUTIANS EAST BOROUGH'S PORT INFRASTRUCTURE DEVELOPMENT PROGRAM GRANT APPLICATION FOR THE AKUTAN AND SAND POINT HARBOR FLOAT SYSTEMS**

**WHEREAS**, economic development and diversification is a priority of the City of Sand Point; and

**WHEREAS**, the Sand Point Harbor is an economic asset for the community of Sand Point and the Aleutians East Borough; and

**WHEREAS**, the Sand Point Boat Harbor mooring basin, breakwater, wharf and Float B have been completed; and

**WHEREAS**, installing Float A is necessary for a fully functional and operational harbor in Sand Point; and

**WHEREAS**, the Aleutians East Borough intends to apply for a U.S. Department of Transportation Maritime Administration Port Infrastructure Development Grant to assist in the completion of the Sand Point Harbor and Akutan Harbor float systems; and

**WHEREAS**, the Sand Point City Council recognizes the importance of having operational harbors within the Borough and supports the Borough's effort to provide its communities with functional harbor infrastructure.

**NOW THEREFORE BE IT RESOLVED** that the Sand Point City Council supports the Aleutians East Borough's Port Infrastructure Development Program Grant Application for the Akutan and Sand Point Harbor Float Systems.

**PASSED AND APPROVED** by the Sand Point City Council this 14<sup>th</sup> day of April, 2020.

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**Glenn Gardner, Jr., Mayor**

**ATTEST:**

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**Shannon Sommer, Clerk**

# OLD BUSINESS

# NEW BUSINESS

# Memo

To: Mayor Gardner  
From: Jordan Keeler, Administrator  
cc: City Council  
Date: April 7, 2020  
Re: COVID-19 Matters

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As of this date, the City and staff members have taken the following measures:

- Closed the office to the public and requested payments be mailed or taken by phone
- Limited office staff
- Closed the police station
- Changed police staffing to 6-week terms for at least 12 total weeks (mid-June)
- Closed gaming
- Posted informational fliers around town
- Interviewed with KSDP
- Participated in numerous calls with relevant agencies, associations, service providers, industries
- Worked with EATs and assisted them, and vice versa, when possible
- Registered with FEMA for any allowable costs

The following efforts are underway

- Developing reporting forms for all out-of-town workers associated with the fishing industry
- Developing additional signage for the harbor and gear sheds
- Hashing out a plan to rotate the police officers in early May

How the City proceeds from here is partially up to us, but mostly dictated by external actors.

- The City can impose a mandatory quarantine for all arrivals, but that brings enforcement issues into play and may not be feasible or practical for incoming workers and vessels. Other cities are enforcing this, including some coastal fishing communities, but it's too early see if these cities/boroughs are able to enforce this on a logistical basis as well as the resulting impact on fishing. For the time being, I suggest

we stick with the status quo of voluntary quarantine. However we do reserve the legal authority to impose a mandatory quarantine if need be.

- The City of Dillingham and Curyung Tribe wrote to the Governor today and asked that he shut down their salmon season. I understand their concern, to an extent, as their seasonal population is much greater than Sand Point's or other cities in our region and they lack the ability to provide mass care. The Governor probably has the legal authority to do this, but the political and economic aspect is an entirely different beast – a \$300 million beast. Again, I cannot recommend the City follow the lead of Dillingham and the Curyung tribe, but is something we should follow closely to get a sense of State's reaction to their request.
- RAVN's bankruptcy this week throws another curveball to us and our region. The logistics of getting people and gear to town just became infinitely harder with no clear resolution on the horizon. When the intrastate travel ban is lifted for non-essential travel the strain on existing operators will grow quickly as deferred travel takes place and the summer tourism season kicks off, at least what remains of it. The City should clearly play a role in securing passenger air service, but I believe that the Borough is best suited to take the lead on this and we should support their efforts.
- Following the above talking point, there is no scheduled flights as of this date for the scheduled May 6<sup>th</sup> switch for our police officers. At this point it looks like the City will have to pay for a charter, find a partner like EATs to split the cost if they could use the extra room or rely on the Department of Public Safety for a ride. Each choice has an upside and a downside. It *appears* that costs associated with public safety due to the virus are going to be reimbursable by FEMA, but the FEMA guidelines and regulations are something that could only come from the federal government. The timeline for reimbursement, per the State based on previous disasters, could be six months or many years. Still, the police rearranged their schedules and are volunteering to be away from home and we should make all efforts possible to get them home and bring in fresh officers.
- We have yet to incur any direct costs due to the virus. This could change as the situation develops, but I'm not seeing any on the horizon. Still, in light of the dangers faced by our police, ems, fire and harbor employees who are and will be interacting with seasonal workers, I am asking that the City consider temporary hazard pay for these employees until the public health threat subsides. I am not sure if this is reimbursable or not under FEMA guidelines, but it appears to be. Even if it is not, I believe Council should consider this.



# PUBLIC COMMENTS

# COUNCIL COMMENTS

# ADJOURNMENT

**FYI**