

CALL TO ORDER:

The regular meeting of the Sand Point City Council was held Wednesday, November 9, 2022 in the City Chambers and telephonically. Mayor James Smith called the meeting to order at 7:01 p.m.

ROLL CALL:

James Smith	Mayor	Present
Austin Roof	Seat A	Present
Allan Starnes	Seat B	Present
Amy Eubank	Seat C	Present
Jack Foster Jr.	Seat D	Present
Marita Gundersen	Seat E	Present
Arlene Gundersen	Seat F	Present

A quorum was established.

Staff in attendance:

- Jordan Keeler, Administrator
- Kurtis Gundersen, Finance Officer – Telephonically
- Jade Gundersen, City Clerk
- Dave Anderson, Police Chief
- Logan Thompson, EMS Director
- Robert Gadotti, Fire Chief
- Julius Karlsen, Public Works Director – Telephonically
- Dylan Jacobsen, Water & Sewer Supervisor
- Allen Kuchenoff Jr., Harbormaster

APPROVAL OF AGENDA:

Mayor James Smith requested a motion to approve the agenda.

MOTION: Council Member Marita Gundersen made a motion to approve the agenda with the removal of Old Business, 1. City Hall Repair Bid and Executive Session, 2. Interview Police Chief Candidate.

SECOND: Council Member Arlene Gundersen seconded the motion.

VOTE: Motion passed unanimously.

CONSENT AGENDA:

MOTION: Council Member Austin Roof made a motion to approve the Regular Meeting Minutes of October 11, 2022 and Special Meeting Minutes of October 13, 2022 with corrections.

SECOND: Council Member Arlene Gundersen seconded the motion.

VOTE: Motion passed unanimously.

REPORTS:

Finance Officer – Kurtis Gundersen

Finance Officer Kurtis Gundersen reported that Raw Fish Tax for October was \$32,212.43 and Sales Tax Revenue for September was \$70,879.32.

Council Member Arlene Gundersen asked if the bank balance was correct for the General Fund, Bingo, and Silver Salmon Derby for September because it showed the same numbers for August. Finance Officer Kurtis Gundersen stated he could have put September numbers on the last one, but he will look into it.

Administrator – Jordan Keeler

Administrator Jordan Keeler reported that he submitted three notices of intent to apply. The first is a Community Transportation Project (CTP) for maintenance work on the bridge in the harbor, the second is a Transportation Alternative Program (TAP) for maintenance work on the foot bridge in the harbor, and the third is to get the ball rolling and engineering and design to replace the culverts on the reservoir. He has a follow up call with DOT+PF and AML on the CTP and TAP applications tomorrow at 11:00 am.

Kuchar was in town last week to do a site visit to further narrow down their scope of work on their bid for building repair. Unfortunately, they were scheduled to be here the week prior, so there are no new numbers at this point, but having spoken with staff, they indicated that the proposal will be scaled down a bit due to the reduced needs.

He thanked Pauloff Harbor Tribe for their donation towards a new generator for the water plant as well as a pledge to put funds towards a new burn box, should the CDBG grant application for a new burn box be successful.

He added that the Borough received funding for the State this past budget cycle, along with \$5000 in Federal Funds for inner harbor improvements. They anticipate the new harbor improvements will begin in summer of 2024. He thanked the Borough for their continued work on this.

Heliostar is in town tonight for a community meeting and tomorrow at 10:00 am, he and the mayor will meet with their representatives. He invited council and City staff to attend.

The Alaska Municipal League is offering online Newly Elected Officials training on October 30th. It's a good introduction and refresher for anyone who has not taken it or if it's been a few years. If you cannot attend the online presentation live, it will be recorded for later viewing, but you must sign up ahead of time.

Police Chief – David Anderson

Police Chief David Anderson reported that during the month of October, they had 23 calls for 911, generating about 35 reports. They struggled all month with their dedicated 911 line being down. They had the line forwarded to the officer house and the dispatcher's place until it was fixed. It has been fixed and they haven't had any problems so far. They had 2 people taken into custody for 2 separate incidents of assault and/or domestic violence. He added that the task force officer has been very busy and he hopes to have a report next month with a power point presentation showing what kind of work he has been doing.

Council Member Arlene Gundersen asked for an update on the house numbers and recognitions through the postal service. Chief David Anderson said the house addresses are slowly being picked up and that residents can come down to the Police Department between the hours of 8:00 am-4:00 pm and get their house number. He heard back from the National Register and responded, but hadn't heard back again yet. He sent in the City's new addressing system and hopes to hear back from them soon.

EMS Director – Logan Thompson

EMS Director Logan Thompson reported that they had two medical calls and two medivac transfer from the clinic. He added that he has taken over as EMS Director temporarily until December or January. He is working on getting an ETT class scheduled. After that, he is working on getting an ETT/EMT 1 Bridge done so there can be more EMTs in town.

Fire Chief- Robert Gadotti

Fire Chief Robert Gadotti reported that there were no fire calls for the month of October. The starter for the fire boat is here and will be put in in a week. He has been cleaning up the fire hall for the incoming vet to use.

Public Works Director – Julius Karlsen

Public Works Director Julius Karlsen reported that they maintained roads, hauled and spread 100 yards of rock in the harbor, hauled and spread 10 yards of rock for UTI, and hauled rock for two driveways. They performed routine maintenance on police vehicles and serviced the breaks on the Honda admin vehicle. They filled sand shed for the winter, fueled City Buildings, and performed ditch work on some side roads. They cleaned and serviced the shop heater, acquired a 1.5-yard sand spreader, put a new starter in Ford flatbed, plowed snow and sanded roads, and hauled some vehicles to the shop to be drained and loaded on the barge.

Water & Sewer Supervisor – Dylan Jacobsen

Water & Sewer Supervisor Dylan Jacobsen reported that the water samples and reports were completed. He and Brandon replaced the Tee sewer connection to a trailer with a Wye and put in a cleanout. He attended Alaska Rural Water Association Conference in Anchorage. Some revisions were made to the lead and copper rule. The new lift stations the contractors are working on for ANTHC are almost complete. They excavated a water shut off on the main road and winterized the vaults at the school and old water storage tank. They drained the Kelly Avenue sewage lagoon, cleaned Turbidimeters and flow meters, and performed other routine maintenance around the water plant.

Council Member Austin Roof asked if ANTHC got a hold of someone at the City to help move and loaded some equipment. Dylan reported that he believed they had.

Harbor Master – Allen Kuchenoff Jr.

Harbor Master Allen Kuchenoff Jr. reported that they hauled and stored boats, performed some maintenance on the big travel lift, and changed out five street lights. They still need power to some street lights that they will need TDX to help with. Ted Morehouse finished working on the wall but will be back. One night guy turned in his keys and the temporary hire also turned his keys. They hired a new Laborer I and had been cleaning the harbor. They shut the water off and closed bathrooms.

HEARINGS, ORDINANCES, AND RESOLUTIONS:

1. Resolution 22-08: Honoring Sand Point Veterans

MOTION: Council Member Arlene Gundersen made a motion to adopt Resolution 22-08: Honoring Sand Point Veterans.

SECOND: Council Member Jack Foster Jr. seconded the motion.

VOTE: Motion passed unanimously.

OLD BUSINESS:

1. Personnel Policies and Procedures Manual: Pre-Employment Marijuana Screening

Administrator Jordan Keeler explained that he surveyed other entities in the region which took different approaches on this issue. The last time the City reviewed this was in 2015 when marijuana was legalized in the State of Alaska. Some cities that do not test still require testing for certain positions. They are arguments for it and against it. If there are changes made to the Personnel Policies and Procedures Manual, the City still has authority to punish anyone under the influence of any substance on the job up to termination and the pre-employment screening would still cover the other substances. No change to the manual is permanent and is subject to review.

MOTION: Council Member Amy Eubank made a motion to remove marijuana from the pre-employment drug screening.

SECOND: Council Member Austin Roof seconded the motion.

VOTE: Motion passed unanimously.

NEW BUSINESS:

1. 2023 Leases

Administrator Jordan Keeler explained that the City rents out various building spaces throughout the community and the last time the rates were updated was 2012. Costs have gone up since then, including fuel, electricity, maintenance, and upkeep. Administration is recommending a 10% increase to leases that expire on December 31, 2022, which would include commercial and residential. Industrial leases will be subject to the terms that pre-exist and the gear shed lockers would not fall under this.

MOTION: Council Member Austin Roof made a motion to approve the increase of rent of City facilities by 10% based on the lease list as they come due.

SECOND: Council Member Jack Foster Jr. seconded the motion.

VOTE: Motion passed unanimously.

2. Alaska Municipal League

Administrator Jordan Keeler informed the council that the 72nd annual Alaska Municipal League Conference is being held the week of December 5th at the Dena'ina Center, with some sub-groups meeting prior to the AML Conference, Dec. 7th-9th. Some sessions are more applicable to our community and communities like us. On Friday, December 9th, he will be meeting with our new Local Government Specialist to go over our RUBA score and what assistance, if any, we can get if needed. Council Member Austin Roof will be there for the Newly Elected Officials training.

PUBLIC COMMENTS:

Dick Jacobsen recommended that families be added to the resolution for veterans. In addition, he does not agree with the City's decision to remove marijuana testing for pre-employment screening because of equipment the City employee's operate. He does not believe the City should increase the lease rate for gear shed lockers due to hardship on the fishermen. He recommended that the public is given an opportunity to comment before the decisions are made by the council.

Edee Jacobsen asked why the City's addressing system was numbered in order of houses instead of even on one side of the street and odd on the other as in most cities.

Alvin Osterback Jr. commented about the skiff ramp for the harbor and explained the hazards with the current ramp in use. He encouraged administration to apply for grants for a new skiff ramp. He stated that the City's property is supposed to be smoke free and employees smoke in the vehicles. He expressed his and other community members unhappiness with a recent hire of the city due to the employee's reputation.

COUNCIL COMMENTS:

Council Member Austin Roof agreed with Dick Jacobsen about the need for an opportunity for public to comment on the agenda items.

EXECUTIVE SESSION:

MOTION Council Member Amy Eubank made a motion to move into Executive Session with the City Administrator at 7:47 pm.

SECOND: Council Member Arlene Gundersen seconded the motion.

MOTION: Council Member Marita Gundersen made a motion to move out of Executive Session at 8:00 pm.

SECOND: Council Member Amy Eubank seconded the motion.

No action was taken.


The council had a discussion about adding an opportunity for public to comment prior to voting on agenda items.

ADJOURNMENT:

MOTION: Council Member Austin Roof made a motion to adjourn.


SECOND: Council Member Jack Foster Jr. seconded the motion.

The meeting adjourned at 8:15 pm.



James Smith Sr., Mayor

ATTEST:



Jade Gundersen, City Clerk