



# THE CITY OF WHITTIER

*Gateway to Western Prince William Sound*

P.O. Box 608 • Whittier, Alaska 99693 • (907) 427-2327 • Fax (907) 472-2404

**WHITTIER CITY COUNCIL  
REGULAR MEETING  
TUESDAY, FEBRUARY 20, 2018  
7:00 PM  
COUNCIL CHAMBERS  
P-12 BUILDING**

## MINUTES

### 1. CALL TO ORDER

Mayor Daniel Blair called the meeting to order at 7:00 p.m.

### 2. OPENING CEREMONY

Mayor Daniel Blair led the Pledge of Allegiance.

### 3. ROLL CALL

**A. Council members present and establishing a quorum:** Monty Irvin, Debra Hicks, Dave Dickason, Peter Denmark, Victor Shen, David Pinguoch (telephonically) and Daniel Blair.

**B. Administration Present:**

Mark Lynch, City Manager  
Annie Reeves, Assistant City Manager  
John Janik, Finance Officer  
Holly Wells, City Attorney  
Scott Korbe, Public Works Director

Kyle Sinclair, Harbormaster  
Krista Fish, City Clerk  
Dyanna Pratt, Executive Assistant

**Others Present:**

|               |                 |                  |
|---------------|-----------------|------------------|
| Lindsey Erk   | Tim Charnon     | Brandelyn Bender |
| Bill Rome     | Anthony Sabrino | Don Stevens      |
| Greg Clifford | Nicole Strasser | Suzanne Eusden   |
| John Wros     | Terry Bender    | Mike Bender      |

### 4. APPROVAL OF MINUTES

January 8, 2018 Special Meeting Minutes, January 16, 2018 Regular Meeting Minutes, January 22, 2018, Special Meeting Minutes.

**MOTION:** Dave Dickason made a motion to approve the January 8, 2018 Special Meeting Minutes, January 16, 2018 Regular Meeting Minutes, January 22, 2018, Special Meeting Minutes as they are.

**SECOND:** Victor Shen

**DISCUSSION:** None

**VOTE:** Motion passed unanimously

### 5. APPROVAL OF REGULAR MEETING AGENDA

**MOTION:** Dave Dickason made a motion to approve the Regular Meeting Agenda with amendments moving Presentation Item 12 to 5A and New Business item 18B 'Summer Music Festival' to 5A.

**SECOND:** Victor Shen

**DISCUSSION:** Councilman Shen disclosed his financial interest with businesses included in the Consent Calendar.

**VOTE:** Motion passed unanimously

Mark Lynch asked for clarification for Victor Shen's statement. Holly Wells, City Attorney, responded that Victor disclosed his financial interest, now the Council will determine whether or not the financial interest is substantial enough for Victor to abstain.

Dan Blair asked Victor Shen the nature of his conflict of interest. Victor replied that his family owns the Anchor Inn. Council asked Victor if he believes there is a substantial financial interest. Victor replied that the financial interest is not substantial enough to grant him legal exemption during the discussion of those agenda items.

**MOTION:** Dave Dickason made a motion that Victor's financial interest does not exceed the amount and that we do not accept his recusal.

**SECOND:** Monty Irvin

**DISCUSSION:** None

**VOTE:** Motion passed unanimously

#### **A. John Wros & Tim Charnon**

John Wros with the Conservation Fund introduced himself and the Conservation Fund. He presented that the U.S. Forest Service is interested in purchasing private lands around the Portage Pass area. They are hoping to improve the Pass trail and its infrastructure. John Wros reported the conflicts and issues that currently surround the area. He explained that the owner, who currently owns the lot that allows hikers to park their vehicles, has no interest in subdividing the lot and is looking to sell the lot as it is in its current state. As a result, the Forest Service is looking at options on what *can* be done to the lot after the acquisition. He listed the options for the Council.

Presentation ensued.

Tim Charnon stated that this opportunity would help in improving the productivity of the Portage Pass trail. He expressed his concern with dealing with a private owner and hopes to acquire more private lands in the future. He continued with the presentation by stating that he is willing to work with the community to on developing the project.

#### **B. Summer Music Festival**

Joe Kilhoffer presented an opportunity to hold a Summer Music Festival in Whittier. He reported that he is an audio engineer and manages four radio stations. He how enthusiastic he was about this opportunity to the Council. He mentioned getting 20 bands to perform. He named the event "I Love Whittier" due to popular demand. He reminded the Council that the name was not set in stone and that it can be changed in the future. The event will be focused on Family. Therefore the bands that will be invited to perform in the festival will be Family-based bands. He is looking at Memorial Weekend to throw the festival. Joe Kilhoffer shared that Whittier sits in a place that is easily accessible for most Anchorage residents and holding a free concert will bring to light Whittier's unique features.

Joe answered various questions from the Council as well as the audience.

## **6. MAYOR'S REPORT**

### **A. Mayor Report**

Mayor Blair reported that he, the City Manager and the Assistant City Manager discussed the Del Long Dock the previous day. He states that he still can't convince himself that there is a rock solid turning basin. He pointed out that the Railroad doesn't seem too concerned about it. He indicated that he and the City Attorney are working together to find clarification.

### **B. Vice Mayor Report by Vice Mayor Dave Pinquoch**

None

## **7. MANAGER'S REPORT**

### **A. City Manager's Report- Mark Lynch**

See written report in original packet.

Mark Lynch reported that he was on vacation for two weeks. He explained the Capital Funding request and said that the breakwater project at the head of the bay still needs funding. He mentioned the Whittier Creek issue and said that he and the Assistant City Manager are working on it. He updated the Council on the status of the P-12 Building and said that Fire and EMS are mostly moved over. He took a moment to thank the Harbormaster and the men working at the harbor for helping with the move of the City office. He recommended a transfer be done at some point to the Harbor Office to offset any cost. He reported that the Police Department is still operating out of the BTI because Capsis is not working at the new building as of yet and for them to move, Capsis has to be fully functional. Mark Lynch encouraged anyone who hasn't been to the new building to pay a visit. He mentioned an open house for the building very soon.

Suzanne Eusden reported that the door to the stairwell is locked and that she had to take the elevator. Mark Lynch told her that the stairwell is an exit only. Mayor Blair shared his frustration about the stairs with Suzanne but reminded her that it is not a violation from a fire safety standpoint.

Dave Dickason asked Mark Lynch about the trash truck. Mark reported that the agreement was made at \$12,000, but the original owner of the truck does not have the title but is looking to get it to the City soon. Mark stated that he is hoping to hear from them. He reminded the Council that there is still a conversation about dumpsters that he needs to have with them.

Monty Irvin asked when Anchorage will take over policing Girdwood. Mark indicated that the contract Whittier has with Girdwood is valid for another two years. Monty replied that he had heard that Anchorage was going to tax their citizenry in Anchorage to which Mayor Blair replied that it was for the Highway so that Anchorage could keep tabs on what is going on in the highway.

### **C. School District Report**

See written report in packet.

Lindsey Erk reported that the Schol is wrapping up its second quarter of the school year and that it has been a little busy. She announced a volleyball night at the school tomorrow—everybody is invited—and an Alumni vs. Students basketball game on March 21<sup>st</sup>. She reported that the school is still in the process of looking for a new hire and that the school has been one teacher short. The process has been going since October of last year. Lindsey announced that five children have enrolled in the school. She mentioned a Facilities Use Permit that the City has agreed to sign for a quite some time. She stated that the City hired Brooke Lavender. Lindsey hopes to get the Gym open as early as next week—if not, the week after. She thanked the Council for partnering with the

school for this and is excited to get the kids in the gym during the cold winter months.

Dan Blair asked for an estimate of days within the week that the school gym will be available. Assistant City Manager, Annie Reeves, answered that Brooke Lavender would open the gym for three days out of the week for two and a half hours. She indicated that some days there would be specific sports and some days it will be a free day for kids to enjoy whatever activity they please. Dan Blair thanked Annie and everyone involved for their efforts to make this happen. He said, "That sounds excellent."

#### **D. Director's Reports**

##### **1. Financial report – John Janik**

See written report in original packet.

Dan Blair inquired about the Cruise Ship Vessel Tax. Mark Lynch replied that the deposit normally comes in February, but he isn't too sure if it shown up yet.

##### **2. Harbormaster Report – Kyle Sinclair**

Nothing new to report

##### **3. Director of Public Safety Report – Dave Schofield**

See written report in original packet.

##### **4. Public Works Report – Scott Korbe**

Nothing new to report

##### **5. Public Safety Building Report**

Nothing new to report

#### **8. COMMISSION/COMMITTEE REPORTS**

##### **A. Planning Commission**

Nothing new to report

##### **B. Port & Harbor Commission**

Greg Clifford reported that the Port and Harbor Commission will be meeting next month and he will give an update at the City Council meeting after it.

##### **C. Parks & Recreation Committee**

Dave Dickason reported that there was a presentation at the school and got great feedback from the kids. He pointed out that the children ask him about the park whenever he runs into them in the halls. He mentioned getting feedback from CRW and a meeting that will be arranged in the future to bring everything together to finalize the plan.

Victor Shen brought up a previous meeting where 14 people showed up. He specified that the meeting was to discuss spring and summer recreation planning. He stated that they are looking at hosting more volunteer events in the summer. Dave Dickason had a plan that the first Saturday of every month will be a Parks and Rec. Day where volunteers can gather to work on specific projects on that day.

##### **D. Prince William Sound Aquaculture Corp.**

Don Stevens announced that, in Anchorage, the beginning of the season begins on the 2<sup>nd</sup> of March and there will be a meeting for that.

**E. Regional Citizen's Advisory Council**

Mike Bender reported that there was an RCAC meeting in January where the main topic was that Crowley will no longer be escorting tankers in and out of the sound in July. He reassured that a new company called Edison Chouest Offshore will be taking over. He acknowledged Crowley and their diligence. Mike Bender announced that RCAC is holding a public meeting in Valdez sometime in May.

Mike Bender mentioned the letter that the City of Whittier had submitted for support of the change in the Valdez Marine Terminal. He reported that it had been delayed as they didn't want a boom by the nearby hatchery and the duck flats. He said that RCAC was opposed to the plan as they wanted the plan to remain the same and the topic will be moved a hearing.

Mark Lynch asked if RCAC needed testimony from the City of Whittier. Mike Bender responded that it still remains to be seen, but assured that the letter went a very long way. He thanked the Council.

Peter Denmark asked about the letter that was written last year expressing displeasure with the new plan to decentralize incident response. Mike Bender replied that that letter has been since they stayed the course on the Regional Response Team. He continued by clarifying that they were trying to provide an intermediate spokesperson to the stakeholders, but now the information will be continuous and will come right from the on-scene coordinator so that we'll have access anytime during the day. Peter asked if there was essential change to incident response, Mike replied, no.

**9. CITIZENS COMMENTS ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING**

None

**10. APPROVAL OF CONSENT CALENDAR**

Dan Blair presented the consent calendar before him and asked if any Council member would like to discuss any items individually. If so, he asked them to call the item out.

Hearing none. He moved to approve the consent calendar.

**MOTION:** Dave Dickason made a motion to approve the consent calendar

**SECOND:** Peter Denmark

**DISCUSSION:** None

**VOTE:** Motion passed unanimously.

**11. PUBLIC HEARINGS (NON-ORDINANCE)**

None

**12. PRESENTATIONS**

None

**13. ORDINANCES**

**Introduction (1<sup>st</sup> reading)**

#### 14. PUBLIC HEARING (2<sup>nd</sup> reading)

**#08-2017 – An Ordinance of the City Council of the City of Whittier, Alaska, authorizing the City Manager to execute an agreement with the Alaska Railroad Corporation transferring Tract A-1 to the Alaska Railroad in exchange for Tract W and Delong dock subject to specific essential terms and conditions executed by the parties.**

**MOTION:** Dave Dickason made a motion to postpone the reading and public hearing of ordinance #08-2017 until no later than March 20<sup>th</sup>.

**SECOND:** Victor Shen

**DISCUSSION:** None

**VOTE:** Motion passed unanimously

#### 15. RESOLUTIONS

**#06-2018 – A Resolution declaring a declaration of economic hardship**

**MOTION:** Peter Denmark made a motion to skip Resolution #06-2018

**SECOND:** Dave Dickason

**DISCUSSION:** None

**VOTE:** Motion passed unanimously

**#08-2018 – A Resolution adopting a City pay plan**

**MOTION:** Victor Shen made a motion to adopt resolution #08-2018

**SECOND:** Dave Dickason

**DISCUSSION:** Mark Lynch specified that the City does this every year and what it is essentially is a cost of living increase and that the cost of living increased this year by half a percent. He added that there is a new position on the pay plan that has not been filled; it is a position of Police Lieutenant.

Victor Shen inquired about how close the CPI was compared to inflation. Mark replied that the inflation rate is the CPI, generally, they can be interchangeable. Discussion ensued.

**VOTE:** Motion passed unanimously

**#09-2018 – A Resolution designating a City Auditor for CY 2017**

**MOTION:** Dave Dickason made a motion to skip resolution #09-2018

**SECOND:** Monty Irvin

**DISCUSSION:** Mark Lynch reminded the Council that there is a legal requirement for the City to have an audit.

**VOTE:** Motion passed unanimously

#### 16. EXECUTIVE SESSION

**A. Discussion of DeLong Dock Agreement/ARRC Land Issues – Matters that, if immediately disclosed, would tend to adversely affect the finances of the City. AS 44.62.310(1)**

**B. Discussion of City Manager Contract Extension– Matters that, if immediately disclosed, would tend to adversely affect the finances of the City. AS 44.62.310(1)**

**MOTION:** Dave Dickason made a motion to enter executive session to discuss the DeLong Dock Agreement/ARRC Land Issues – Matters that, if immediately disclose, would tend to adversely affect the finances of the City. AS 44.62.310(1)

To Discuss City Manager Contract Extension. Matters that, if immediately disclosed, would tend to adversely affect the finances of the City. AS 44.62.310(1)

**SECOND:** Monty Irvin

**DISCUSSION:** None

**VOTE:** Motion passed unanimously

**Council entered into Executive Session at 9:09 pm.**

**MOTION:** Dave Dickason made a motion to close executive session at 10:16 p.m. and return to the regular meeting.

**SECOND:** Monty Irvin

**DISCUSSION:** None

**VOTE:** Motion passed unanimously

**Council ended Executive Session and returned to the regular meeting at 10:16 pm.**

## **17. UNFINISHED BUSINESS**

### **A. Shotgun Cove Road Project**

Nothing new to report.

### **B. ARRC/COW Land Swap**

Nothing new to report.

### **C. Improve Salmon Sport Fishing in in Northwest PWS**

Nothing new to report.

### **D. Paddle Craft Launch**

Nothing new to report.

## **18. NEW BUSINESS**

### **A. Harbor Issues**

**MOTION:** Dave Dickason made a motion to skip Harbor Issues.

**SECOND:** Debra Hicks

**DISCUSSION:** None

**VOTE:** Motion passed unanimously.

### **B. Summer Music Festival**

Council briefly discussed a workshop for this item for further discussion. Item was skipped and to be picked up under Council Discussion.

### **C. Appointment to PWSRCAC**

Dan Blair reappointed Mike Bender as the PWSRACA Chairperson. There were no objections. Mike Bender was reappointed to the PWSRCAC

### **D. City Manager Contract**

**MOTION:** Dave Dickason made a motion to provide a \$1,500 monthly housing stipend to

the current City Manager effective immediately instead of providing housing through duration of employment.

**SECOND:** Victor Shen

**DISCUSSION:** Council discussed the City Manager's housing situation at length. Mark Lynch announced that, City Clerk, Krista Fish is planning to leave the state of Alaska, and will make City apartment 1507 available for Mark Lynch to reside in. Council agreed.

**VOTE:** Motion was postponed indefinitely.

Dan Blair moved on to the next component of the New Business item which was the renewing of the City Manager Contract.

**MOTION:** Peter Denmark made a motion to renew the City Manager's contract.

**SECOND:** Dave Dickason

**DISCUSSION:** Mark Lynch indicated that he didn't ask for much as the City Manager, and he appreciated the bonuses given to him throughout the course, but as far as raises, he's never received one. He told the Council that he is torn about what he wants to do, but he is sure he doesn't want to stay in Whittier past August due to recent events. Mark stated that if Council moves to extend his contract, he'd appreciate the gesture, but he is undecided if he will accept it or not.

**VOTE:** Peter Denmark, No; Dave Dickason, No; Victor Shen, No; Monty Irvin, No; Dave Pinquoch, No; Debra Hicks, No; Dan Blair, No.

Motion failed unanimously.

There was a discussion about the City Manager's contract. Mayor Blair encouraged that Mark remains in the City Manager position until August, when the contract is finally up. Mark replied that he will be looking for work nonetheless. Council understood.

#### **19. COUNCIL DISCUSSION**

Dan Blair encouraged Council to form a committee to aid in the hiring of another City Manager with the help of the current City Manager.

Peter Denmark expressed his concerns about the jobs being posted and a positive transition of City Managers. He thanked Mark Lynch for the work he has done, and asked if Mark can assist the City with hiring a new City Manager as he knows what is needed for the job. Peter added that Mark's help will be integral in achieving the future the City of Whittier aspires to.

Dave Pinquoch suggested that the job for City Manager be posted before the next City Council meeting.

Council agreed to add a City Manager Hiring Committee component to the work session for the music festival.

Discussion ensued.

Peter Denmark nominated Dan Blair and Dave Dickason to be the two point people on this matter. Dan and Dave accepted the nominations.



Dave Pinquoch stated that Annie Reeves' position on the Employee Organizational Chart should be below the City Manager and above the Department Heads. Council agreed.

Work session date: Wednesday March 28<sup>th</sup>, 6:00 pm.

Victor Shen brought up some information about the City Pay Plan. He researched the pay for police officers. He listed the different rates police officers in Alaska get paid. He asked for input.

Mark Lynch responded that he had done pay studies and the City of Whittier is aligned with most of what he was looking at.

Discussion ensued.

**20. CITIZEN'S DISCUSSION**

None

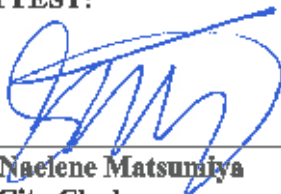
**21. COUNCIL AND ADMINISTRATION'S RESPONSE TO CITIZEN'S COMMENTS**

None

**22. ADJOURNMENT**

All were in favor of adjourning the meeting at 10:39 p.m.

**ATTEST:**



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**Naelene Matsumiya**  
City Clerk



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**Daniel Blair**  
Mayor