



THE CITY OF WHITTIER

Gateway to Western Prince William Sound

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**WHITTIER CITY COUNCIL
REGULAR MEETING
TUESDAY, JUNE 20, 2017
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, Victor Shen, Dave Dickason, and Daniel Blair.

B. Council Members Absent: Peter Denmark and David Pinquoch

MOTION: David Dickason made a motion to excuse council members Peter Denmark and David Pinquoch from tonight's meeting.

SECOND: Monty Irvin

DISCUSSION: None

VOTE: Motion passed unanimously

C. Administration Present:

Mark Lynch, City Manager
Jennifer Rogers, City Clerk
Scott Korbe, Public Works Director
David Schofield, Director of Public Safety

Kyle Sinclair, Harbormaster
John Li, Finance Officer
Holly Wells, City Attorney

Others Present:

Kelly Bender
Greg Clifford
Sam Daniels
Karen Dempster
Lindsey Erk
Ken Hunt
Michael Scott
Gerda Weamire

4. APPROVAL OF MINUTES

May 16, 2017 BOE Hearing Minutes and May 16, 2017 Regular Meeting Minutes

MOTION: David Dickason made a motion to approve the May 16, 2017 BOE Hearing Minutes and the May 16, 2017 Regular Meeting Minutes as is.

SECOND: Monty Irvin

DISCUSSION: None

VOTE: Motion passed unanimously

5. APPROVAL OF REGULAR MEETING AGENDA

MOTION: Monty Irvin made a motion to approve the regular meeting agenda.

SECOND: David Dickason

DISCUSSION: None

VOTE: Motion passed unanimously

6. PRESENTATIONS

None

7. MAYOR'S REPORT

A. Mayor's Report by Mayor Daniel Blair

Mayor Daniel Blair reported that he and Mark Lynch met with a staff member from Senator Sullivan's office. She was optimistic about potential funding for our community. Mayor Blair also stated that he had a productive meeting with the Alaska Railroad regarding the DeLong Dock.

B. Vice Mayor Report by Vice Mayor Dave Pinguoch

None

8. MANAGER'S REPORT

A. City Manager's Report- Mark Lynch

See written manager's report in original council packet.

City Manager, Mark Lynch reported that the City Clerk, Jennifer Rogers, has submitted her resignation to take care of family. He wished her well. The position for a clerk has been advertised.

He also mentioned that he and Mayor Blair met with Senator Sullivan's representative, Elaina Spraker. She and a member of the IRT team would like to speak to the council about potential projects.

The harbor is complete and the last pay request has been sent out. There are some remaining close-out paperwork that needs to be done. As soon as the paperwork is complete, Mark will submit the reimbursement paperwork for the remaining phase. He'll then submit a grant application for the final phase.

Kyle Sinclair disclosed that he received an update on the loan earlier in the afternoon and was told that more information will be provided in the coming days.

Mark reminded the council that grants will not be issued until next July. He's trying to get a low-interest loan in the interim to continue the work in the harbor; this will avoid having to pause the work until next July. The final phase is expected to begin fall of 2018.

David Dickason asked for examples of work that could be done this fall. Mark Lynch replied that a deposit will need to be paid to begin building the floats. Floats A, G and H have been built. Mark is unsure of all that needs to be done until he talks to BMI. It could be that they just need enough for a deposit, build the floats and have them shipped up here. Mark Lynch also said, "The Tier II grant is not guaranteed; it's possible that we may end up having to finish the project with borrowed money."

Debra Hicks asked Mark Lynch to confirm if another assistant city manager candidate is arriving on the 30th and asked if there will be any more after that. Mark replied that there is another candidate arriving and he is hoping to get this wrapped up soon.

B. City Attorney's Report- No report

C. School District Report - No report

D. Director's Reports

1. Financial Report

No report

2. Harbormaster's Report

See written report in original council packet.

Victor Shen asked the harbormaster if there is an existing maintenance schedule for the harbor. Kyle replied that there is a treatment and schedule for the treatment. BMI will return on July 14th and they'll bring other applications to assist.

Victor then questioned if there are solutions to the car rental business using prime parking spaces near the ramp. Kyle replied that the handicap parking is open and he hasn't received any complaints about the parking. Victor stated that he has heard complaints about this from community members.

Mark Lynch added that this has been an issue in the past, but action has never been taken. Council members stated that a work session should be scheduled in the fall to further discuss this.

Lastly, Victor Shen inquired about accommodating kayakers in the harbor area. Kyle replied that kayakers use the passenger dock near the hotel and they also use the launch ramp and Smitty's Cove. Mark Lynch added that kayaks are also launched at the head of the bay.

3. Public Safety Report- Dave Schofield

Dave Schofield announced that he was able to purchase ten locks for \$600. These locks were previously installed in a new construction, but were removed for an upgrade. The original amount Dave was going to ask the council was \$16,000; so Item B of the new business can be skipped.

Sam Daniels, Public Safety Supervisor for the Girdwood Board of Supervisor, announced that he is very pleased with the services our officers provide.

He addressed the concerns relating to APD coming down Turnagain Arm then to Girdwood. He reassured the council that APD will not patrol Girdwood in the future. In order for them to expand their police service area, they would require a vote of all the citizens of Anchorage and the area being taxed for the service, which means Girdwood would have to vote on it as well.

The Anchorage Police Officer's Union representative has informed Girdwood that they're ok with Whittier providing their police services. However, they will contest it if the service comes from anywhere besides Whittier.

Again, Sam Daniels stated that he is pleased with the services Whittier has provided Girdwood and is thankful for the partnership created.

4. Public Works Report- Scott Korbe

See written report in original council packet.

Mayor Dan Blair asked Scott Korbe asked if there will be a surplus of funds from the monument project. Scott replied that they still need to complete the concrete work, but there might potentially be a surplus. Mayor Blair asked if the extra funds could be used to improve pedestrian safety at the railroad crossing to enhance the trail area. Scott replied that the funds are originally dedicated for railroad station pedestrian safety improvements. There is a substantial amount of money in the state right now, so he is in the early stages of applying for funds. A letter of support or concurrence from the council will be needed in the future to support this request.

There was also a brief discussion regarding signage on the DOT highway.

5. Public Safety Building Report

See written report in original council packet.

9. COMMISSION/COMMITTEE REPORTS

A. Planning Commission

No report.

B. Port & Harbor Commission

The approved P&H meeting minutes dated April 6, 2017 were included.

Mark Lynch then reviewed the motions made at the last meeting. They are as follows:

- Approve the current Whittier Harbor Policy and Procedures Rules and Regulations with the changes discussed with the harbormaster.

This will be placed on the next council meeting agenda for approval.

- Institute a pause in work regarding projects at the head of the bay.

There was a lengthy discussion regarding this topic. To summarize, Greg Clifford stated that the intent of this motion was to not rush into selecting the A,B or C option without properly vetting the options through the right people. Monty Irvin replied that \$800,000 has already been invested in the project. Greg rebutted, "How much more are we going to spend to build something that isn't what everybody needs or what is best for the future?"

Victor Shen added, "Right now we're overextending ourselves; we're stretched with the current projects we have right now with the Public Safety Building and the Harbor rebuild." Mayor Blair clarified that the Corps isn't asking for any money right now. Mark Lynch stated that additional funding will be required if we pause the project because the point of pausing the project is to go back and finish the study for the other two options.

The City has already selected Option 1, and the City will need to provide \$1 million to fund the project. The City will request the needed 10% funding match from the state legislature in 2018.

Council members agreed unanimously to place this topic on a future agenda (perhaps schedule a work session) for further discussions.

- Repair the launch ramp to Smitty's Cove and to temporarily shut it down until it is repaired.

There was some discussion regarding the large hole at the ramp. Harbormaster, Kyle Sinclair, estimated that the repairs can be completed within a day's time.

- Mark the dock as a City of Whittier dock and anyone who uses the dock is required to contact the harbormaster before using it.

P&H members recommends that a sign be placed on the dock with instructions for users to contact the harbormaster before use.

C. Parks & Recreation Committee

Dave Dickason reported that on June 3rd, National Trails Day, approximately twenty-five people came out and helped work on the trail along Whittier Creek. There was much support from local community businesses. There were a lot of students and residents of Anchorage who came out to help.

It is now possible to walk from the railroad bridge, along Whittier Creek and to the water fall. It's still considered a rough trail, but improvements will be made over time.

Dave Dickason read aloud a list of items that are needed for the park. To name a few, they need gravel, dog waste stations and bear proof garbage cans. Victor Shen added that all the work done so far has been accomplished by volunteers. He estimates that 300 ft. of trails have been created year to date and another 200 ft. have been brushed out. They are out every weekend working on the trail.

David Dickason asked David Schofield if he would assist in removing an abandoned motor home as it has become an eyesore and safety issues are at hand. David Schofield replied that he will look into this.

D. Prince William Sound Aquaculture Corp.

None

E. Regional Citizen's Advisory Council

None

10. CITIZENS COMMENTS ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING

None

11. PRESENTATIONS

None

12. CONSENT CALENDAR

None

13. ORDINANCES

A. Introduction (1st reading)

1. #03-2017 – An Ordinance Amending WMC Chapter 2.70, to repeal and reenact code provisions pertaining to personnel.

MOTION: Victor Shen made a motion to introduce Ordinance #03-2017 and set a public hearing date for July 18, 2017.

SECOND: Dave Dickason

DISCUSSION: Mark Lynch explained the purpose for this code revision. The personnel handbook is outdated and this code will replace the handbook. Mayor Blair encouraged council members to review this code carefully and come to the July meeting with any notes or questions.

VOTE: Motion passed unanimously

14. RESOLUTIONS

None

Mayor Daniel Blair asked the council if they had any objections to moving Citizen's Discussions up on the Agenda since there will be a lengthy executive session.

There were no objections.

15. CITIZEN'S DISCUSSION

Karen Dempster stated that the clinic has proposed to move and she added that they have not been consulted or included in the decision. She stated that she has been corresponding with Jennifer Harrison. Karen wrote Jennifer a letter in September stating that 80% of the people living in Whittier are in the BTI. The clinic serves two distinct groups: the elderly and the young children.

She went on to say that paramedics have a shorter response time in the BTI. She also stated that the clinic is funded by a federal grant; it has nothing to do with the EMS grant, so the only issue is providing space. The BTI has voted to provide the space needed. She is concerned that the Whittier Council has made the decision to move the clinic without the support of the community. She suggested that this issue be voted on. She also stated that funds should be used in other areas aside from the police department providing transportation for patients to the clinic.

She asked the council members to form a committee to discuss the move with residents before making the final decision to move. Mayor Daniel Blair asked the city manager if the decision to move the clinic was voted on. Mark Lynch replied, "We had a public hearing one night and a work session. It was when they chose not to include the city manager's residence or provider's residence, but council did choose to include the clinic. Currently, there is somewhere around \$350,000 of grant money that is tied to the clinic going into the building. Not only did we build a specific floor purpose clinic in the building at a fairly extensive cost above what it would have been otherwise, but we have the offset to that so that it didn't cost the City that much extra."

There were some discussions about the amount of contiguous space the clinic needed, and it would not be possible to obtain that space at the Begich Towers. At a previous meeting, Jennifer Harrison identified the space needed by area. Mayor Daniel Blair stated that right now, it's at 1,800 ft., and there is room to expand. Mark Lynch agreed with Dan's estimation. The clinic will get all the space they requested. Mayor Blair also stated that EATS will look into obtaining a van for transporting patients.

Mayor Blair also added that EATS stated that the clinic would get more traffic at the new building thus, better serving the public. Their mission is to serve the entire community, not just the residents of the BTI bldg. Because the clinic is federally funded, they get audited. Conditions of the building, visibility of the building and parking are considered.

David Schofield stated that the electric outlets in the current location of the clinic does not support the needs of the clinic despite new outlets added during the remodel last year.

16. EXECUTIVE SESSION

A. Potential sale/trade/purchase of real estate – Matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity. AS 44.62.310(1)

B. Manager's evaluation and contract extension discussion – Subjects that tend to prejudice the reputation and character of any person and matters, the immediate knowledge of which would

clearly have an adverse effect upon the finances of the public entity. AS 44.62.310(1) and AS 44.62.310(2)

MOTION: David Dickason made a motion to enter executive session to discuss the potential future sale of municipal real estate. Matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity. AS 44.62.310(1)

To Discuss the Manager's evaluation and contract extension discussion – Subjects that tend to prejudice the reputation and character of any person and matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity. AS 44.62.310(1) and AS 44.62.310(2)

SECOND: Monty Irvin

DISCUSSION: None

VOTE: Motion passed unanimously

Council entered into Executive Session at 8:47 pm

MOTION: Debra Hicks made a motion to end the executive session and return to the regular meeting at 10:55 pm.

SECOND: Victor Shen

DISCUSSION: None

VOTE: Motion passed unanimously

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 Northwest PWS

Nothing new to report.

D. Public Safety Complex- Phase 2

Nothing new to report.

E. Paddle Craft Launch

Nothing new to report.

F. Head of Passage Canal Project

Nothing new to report.

18. NEW BUSINESS

A. Authorizing City Manager to enter into a professional contract for General City Engineering Services.

Mark Lynch stated that he received six qualified proposals from engineering firms. The City Manager recommends approving CRW Engineering Group as the City engineering firm.

MOTION: Victor Shen made a motion to authorize the City Manager to enter into a term contract with CRW Engineering Group, LLC as our city engineering firm with an initial term of three years and an

optional two year extension.

SECOND: Debra Hicks

DISCUSSION: Victor Shen asked if a vote will be required to extend the contract. Mark Lynch replied that typically the extension is done administratively. He'll contact the attorney and get a definite answer.

VOTE: Motion passed unanimously

B. Discussion and direction to Manager concerning WERFA funds.

Not discussed during this meeting.

C. Discussion and direction to Manager concerning additional City parking in Parcel 2.

MOTION: David Dickason made a motion to direct the City Manager to create additional city parking in Parcel 2.

SECOND: Monty Irvin

DISCUSSION: None

VOTE: Debra Hicks Yes, Monty Irvin Yes, Victor Shen No, David Dickason Yes, Daniel Blair Yes

Motion passed: 4-1

D. Discussion and direction to Manager concerning Municipal Waste disposal.

Not discussed during this meeting.

E. Approval of City Manager's contract revision.

MOTION: Monty Irvin made a motion to approve the City Manager's contract with revisions.

SECOND: Victor Shen

DISCUSSION: None

VOTE: Motion passed unanimously

F. Amend August City Council meeting date.

Mark Lynch stated that the purpose for the change is because he'll be attending a conference during the regularly scheduled meeting date and the Senator's representative, Elaina Spraker would like to attend the meeting with the IRT group.

The August City Council meeting date has been scheduled for August 22nd.

19. COUNCIL DISCUSSION

20. COUNCIL AND ADMINISTRATION'S RESPONSE TO CITIZEN'S COMMENTS

21. ADJOURNMENT

All were in favor of adjourning the meeting at 11:00 p.m.

ATTEST:



Naelene Matsumiya
Acting City Clerk



Daniel Blair
Mayor