

# THE CITY OF WHITTIER

*Gateway to Western Prince William Sound*

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

**WHITTIER CITY COUNCIL  
REGULAR MEETING  
TUESDAY MARCH 17, 2020  
7:00 PM  
COUNCIL CHAMBERS  
PUBLIC SAFETY BUILDING**

## MINUTES

### 1. CALL TO ORDER

Mayor Dave Dickason called the meeting to order at 7:03 p.m.

### 2. OPENING CEREMONY

Mayor Dave Dickason led the Pledge of Allegiance.

### 3. ROLL CALL

**A. Council members present and establishing a quorum:** Peter Denmark, David Pinguoch, Victor Shen, Debra Hicks, Tom Wagner, and Dave Dickason.

**MOTION:** Peter Denmark made a motion to excuse Monty Irvin from tonight's meeting.

**SECOND:** David Pinguoch

**DISCUSSION:** None

**VOTE:** Motion passed unanimously

#### **B. Administration Present:**

Jim Hunt, City Manager

Naelene Matsumiya, City Clerk

Kristin Erchinger, Finance Director

Scott Korbe, Director of Public Works

Andre Achee, Police Chief

Amy Pantaleon, Office Assistant

**Others Present:** Kelly Bender and Mike Bender

### 4. APPROVAL OF MINUTES

February 18, 2020 Regular Meeting Minutes

**MOTION:** Victor Shen made a motion to approve the minutes as they are.

**SECOND:** Debra Hicks

**DISCUSSION:** None

**VOTE:** Motion passed unanimously

## **5. APPROVAL OF THE REGULAR MEETING AGENDA**

**MOTION:** Tom Wagner made a motion to approve the Regular Meeting Agenda as is.

**SECOND:** Debra Hicks

**DISCUSSION:** None

**VOTE:** Motion passed unanimously.

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

### **A. Mayor Report**

Dave Dickason gave an update on the COVID-19 situation. Various Council Members shared their thoughts with the Mayor and the City Manager. Dave also mentioned the new City website and gave an update on the Harbormaster status.

### **B. Vice Mayor Report**

Peter Denmark reiterated the COVID-19 situation and ways it will affect the community and tourism. He spoke about the City's finances and what to expect during these times. Offered several ideas in terms of public postings and notifications. Suggested limiting City spending. Discussion ensued.

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

### **A. City Manager and Director Reports- Jim Hunt**

Jim reported on the public closure of the City Offices, reassured that business is still operational. He mentioned that in the coming days, an emergency ordinance will be presented to the Council to declare a state of Emergency for the City of Whittier that will entail specific protocols surrounding COVID-19.

Andre Achee spoke to the Council about his department, specifically the EMS department, during this time. Updated the Council on cases in Alaska. Council discussed with Andre for some time.

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

### **A. Planning Commission**

Nothing New to report

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

Dave Dickason gave a report on behalf of Greg Clifford on the Port and Harbor Commission.

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

Dave reported on the postponing of the Committee meeting due to the virus.

### **D. Whittier Community School**

Dave Gave the Whittier Community School report on behalf of Tim Wieland. Mentioned the following: City Gym and School shut down, breakfast still being served to students, PSAT

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

Nothing new to report

### **F. Regional Citizen's Advisory Council**

Mike Bender spoke about Hilcorp.

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

**10. APPROVAL OF CONSENT CALENDAR**

None

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

None

**12. PRESENTATIONS**

**Kelly Bender**

Kelly Bender gave a presentation the Visitors Center for Whittier.

**13. ORDINANCES**

None

**14. RESOLUTIONS**

A. Res. #09-2020 – A Resolution of The City Council of The City of Whittier, Alaska, Stating the Rate of Levy, Date of Equalization And Date When Taxes Become Delinquent For The 2020 Tax Role

**MOTION:** Debra Hicks made a motion to adopt Res. #09-2020

**SECOND:** Tom Wagner

**DISCUSSION:** None

**VOTE:** Motion passed unanimously

B. Res. #10-2020 – A Resolution of The City Council of The City of Whittier, Alaska, Authorizing Funding in an Amount Not to Exceed \$170,000 for the Purpose of Design and Specifications for a New Public Park and Amenities, And Appropriating Funds

**MOTION:** Debra Hicks made a motion to adopt Res. #10-2020

**SECOND:** Tom Wagner

**DISCUSSION:** Council discussed the resolution at length and agreed to postpone until next regular meeting.

**VOTE:** No vote was taken. Original motion to adopt died.

**MOTION:** David Pinquoch made a motion to postpone Res. #10-2020 until the next regular meeting

**SECOND:** Victor Shen

**DISCUSSION:** None

**VOTE:** Motion passed unanimously

C. Res. #11-2020 – A Resolution of The City Council of The City of Whittier, Alaska, Establishing a Policy of Utilizing Fund Balance Classifications in the General Fund Consistent with Governmental Accounting Standards Board Statement No. 54

**MOTION:** Victor Shen made a motion to adopt Res. #11-2020

**SECOND:** Debra Hicks

**DISCUSSION:** Kris explained the contents of the resolution. Council discussed the need for

clarification with Kris. Discussion ensued. Council asked to postpone resolution until next worksession

**VOTE:** Not vote was taken. Original Motion to adopt died.

**MOTION:** Peter Denmark made a motion to postpone resolution to a Worksession

**SECOND:** David Pinquoch

**DISCUSSION:** None

**VOTE:** Motion passed unanimously.

D. Res. #12-2020 – A Resolution of the City Council of the City of Whittier, Alaska, to Adopt the City of Whittier Personnel Policy and Procedures Manual

**MOTION:** Victor Shen made a motion to adopt Res. #12-2020 **with amendments**

**SECOND:** Tom Wagner

**DISCUSSION:** Council recommended some language amendments. Maker of the motion obliged to the adoption with amendments.

**VOTE:** Motion passed unanimously

E. Res. #13-2020 – A Resolution Of The City Council Of The City Of Whittier, Alaska, Authorizing The City Manager To Sole Source The Purchase Of A Hitachi Zw330 Loader And Attachments For The Public Works Department At A Cost Lower Than The Government Bid Contract For A Comparable Loader, In An Amount Not To Exceed \$303,500 For The Loader And \$4,517 For The Attachments

**MOTION:** Victor Shen made a motion to adopt Res. #13-2020

**SECOND:** Debra Hicks

**DISCUSSION:** Scott explained the resolution to the Council. Stated this will be a good back-up machine as machine currently being used is aging. Various members discussed funding and CPV funds. Council continued discussion for a while.

**VOTE:** Motion passed unanimously

## 15. EXECUTIVE SESSION

None

## 16. UNFINISHED BUSINESS

### A. Harbor Phase 3 Construction

Item was not discussed

## 17. NEW BUSINESS

None

## 18. COUNCIL DISCUSSION

Council Discussed the following:

Spreadsheet for usage of cruise ship funds

COVID-19

Lease Transfer

Local radio station

Shotgun Cove road construction

Dining services

**19. CITIZEN'S DISCUSSION**

Mike Bender asked payment regarding water/wastewater

Scott updated the Council of the Harbor transformer. Announced that his department will continue to provide services.

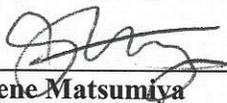
**20. COUNCIL AND ADMINISTRATION'S RESPONSE TO CITIZEN'S COMMENTS**

Council responded.

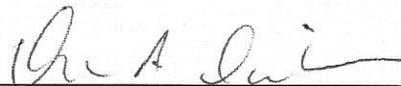
**21. ADJOURNMENT**

Council adjourned the meeting at 9:09 pm

**ATTEST:**



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**Naelene Matsumiya**  
City Clerk



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**Dave Dickason**  
Mayor