

# City of Valdez

212 Chenega Ave.  
Valdez, AK 99686



## Meeting Minutes - Draft

Tuesday, August 20, 2019

7:00 PM

Regular Meeting

Council Chambers

**City Council**

**REGULAR AGENDA - 7:00 PM****I. CALL TO ORDER**

Council Member Scheidt called the meeting to order at 7:00 p.m. in Valdez City Council Chambers.

**II. PLEDGE OF ALLEGIANCE**

The Valdez City Council led in the Pledge of Allegiance to the American flag.

**III. ROLL CALL**

Present: 5 - Council Member Christopher Moulton  
Council Member Sharon Scheidt  
Council Member Darren Reese  
Council Member Dennis Fleming  
Council Member Alan Sorum

Excused: 2 - Mayor Jeremy O'Neil  
Council Member Ron Ruff

Also Present: 4 - Assistant City Manager Roxanne Murphy  
Deputy City Clerk Allie Ferko  
Records Manager Shelley McMillen  
City Attorney Jake Staser

**IV. APPROVAL OF MINUTES**

1. **City Council Regular Meeting Minutes of July 2, 2019**
2. **City Council Regular Meeting Minutes of August 6, 2019**

The City Council regular meeting minutes of July 2, 2019 and August 6, 2019 were approved as presented.

**V. PUBLIC BUSINESS FROM THE FLOOR**

Lieutenant Commander Todd Bagetis, executive officer of U.S. Coast Guard Marine Safety Unit Valdez, provided brief remarks regarding the impacts of lack of local childcare on Coast Guard personnel in Valdez. One of his primary responsibilities is oversight of personnel. He stated there are 120 active duty personnel and over 400 active duty dependents stationed in Valdez. He stated approximately 15 Coast Guard families are currently affected due to limited or complete lack of childcare. When there are no childcare options, the Coast Guard provides active duty members four options – either they can temporarily separate from the service for two years based on hardship, have their spouse (if they have one) stay at home to care for their children, send their dependents to a different location, or separate from the service completely.

LCDR Bagetis stated there is an internal Coast Guard childcare program available to just active duty Coast Guard members. However, the program requires many steps and childcare providers to work the program. He explained thus far, the local units have been unable to bring the program to Valdez. He stated, just like the City, the Coast Guard is not in the business of childcare. However, just like the City cares about the

well-being of its citizens, the Coast Guard cares about the well-being of its members. He explained he wanted to bring visibility to the impacts of lack of childcare on the active duty assignment process. All Coast Guard members being assigned to an Alaskan duty station must undergo something called an overseas screening to determine if their needs and the needs of their family can be met in the duty location or nearby the duty location. These needs mainly include medical and specialty care availability, but also cover other amenities. In the future, Valdez will be notated as having little or no childcare options to better inform active duty members who are considering assignment here. The impacts of this update to the overseas screening process will likely involve primarily single members, married members without children, or married members with one stay-at-home parent being assigned to Valdez.

Council Member Moulton asked if the Coast Guard was aware of the recent City Council discussions regarding local childcare. LCDR Bagetis stated he listened to City Council audio recordings and read Stepping Stones Learning Center meeting minutes on the topic, as well as attended a recent Stepping Stones Learning Center board meeting. Council Member Moulton stated the Coast Guard, as a significant portion of the local population, should be included and invited to discussions regarding childcare. Ms. Murphy stated she would be happy to get LCDR Bagetis and the Coast Guard up to speed regarding recent developments regarding childcare.

## **VI. CONSENT AGENDA**

### **1. Appointments to City Library Board (Three-Year Term)**

MOTION: Council Member Moulton moved, seconded by Council Member Fleming to approve the Consent Agenda. The motion carried by the following vote.

VOTE ON THE MOTION:

Yays: 5 - Council Member Moulton, Council Member Scheidt, Council Member Reese, Council Member Fleming and Council Member Sorum

Absent: 2 - Mayor O'Neil and Council Member Ruff

## **VII. UNFINISHED BUSINESS**

1. #19-38 - Authorizing a Lease with the Valdez Community Garden for a .69 Acre Portion of Medical Park Subdivision (Postponed from August 6, 2019 Regular Meeting)

MAIN MOTION ALREADY ON THE FLOOR.

Ms. Ferko explained, under municipal code, this resolution requires an affirmative vote of at least six council members to pass. Since there were only five members present at the meeting, she recommended the resolution be postponed until the next regular meeting.

MOTION TO POSTPONE: Council Member Moulton moved, seconded by Council Member Sorum, to postpone Resolution #19-38 to the next regular City Council Meeting of September 3, 2019. The motion carried by the following vote.

VOTE ON THE MOTION TO POSTPONE:

Yays: 5 - Council Member Moulton, Council Member Scheidt, Council Member Reese, Council Member Fleming and Council Member Sorum

Absent: 2 - Mayor O'Neil and Council Member Ruff

**VIII. NEW BUSINESS**

**1. Approval of Purchase Order to Harris Sand & Gravel for 2019 Riprap Supply in the Amount of \$158,200**

MOTION: Council Member Moulton moved, seconded by Council Member Fleming, to approve purchase order with Harris Sand & Gravel for 2019 Riprap Supply in the amount of \$158,200.00. The motion carried by the following vote after the following discussion occurred.

Council Member Reese asked for clarification why the 2019 request for riprap appeared to be less than the 2018 request. Mr. Rob Comstock, city public works director, explained the amount of riprap in 2019 is the same, however the city received a better price in 2019.

VOTE ON THE MOTION:

Yays: 5 - Council Member Moulton, Council Member Scheidt, Council Member Reese, Council Member Fleming and Council Member Sorum

Absent: 2 - Mayor O'Neil and Council Member Ruff

**2. Discussion Item: 2020 Budget Topic - Employee Cost of Living Adjustment (COLA)**

Mr. Brian Carlson, city finance director, explained during the last discussion with City Council regarding employee COLA, they provided direction to staff to present a formulaic method to determine annual COLA. He stated the numbers outlined in the agenda materials include figures to support the formula, including the last twelve months Anchorage CPI data and the budget impact of the formulaic based increase.

City Council expressed no objections to moving forward with budget planning based upon use of the formulaic method of determining annual employee COLA.

**3. Approval of Write-Offs of Various City Fees to Be Forwarded to Collections Agency**

MOTION: Council Member Reese moved, seconded by Council Member Moulton, to approve authorization of write-offs of identified delinquent fees exceeding \$500, and forwarding of same to collections agency, pursuant to City Code, 2.20.010 and 2.20.020. The motion carried by the following vote after the following discussion occurred.

Mr. Carlson clarified the Coast Guard port delinquency has been settled and no longer needed to be forwarded to collections.

**VOTE ON THE MOTION:**

Yays: 5 - Council Member Moulton, Council Member Scheidt, Council Member Reese, Council Member Fleming and Council Member Sorum

Absent: 2 - Mayor O'Neil and Council Member Ruff

**4. Approval of City Manager Employment Agreement with Mr. Mark Detter**

MOTION: Council Member Reese moved, seconded by Council Member Moulton, to approve city manager employment agreement with Mr. Mark Detter. The motion carried by the following vote.

**VOTE ON THE MOTION:**

Yays: 5 - Council Member Moulton, Council Member Scheidt, Council Member Reese, Council Member Fleming and Council Member Sorum

Absent: 2 - Mayor O'Neil and Council Member Ruff

**IX. RESOLUTIONS**

**1. #19-39 - Amending the Valdez Convention and Civic Center Operating Policy by Updating Facility Rates and Fees and Repealing Resolution No. 04-111 Formerly Setting Rates and Fees**

MOTION: Council Member Moulton moved, seconded by Council Member Reese, to approve Resolution #19-39. The motion carried by the following vote after the following discussion occurred.

Council Member Moulton clarified Civic Center fees have not been adjusted since 2007. He asked if the rates and fees were still a great deal for users of the facility. Mr. Nicholas Farline, city parks, recreation and cultural services director, explained the rates are still a great deal for users and this reflects a 15% increase across all fees.

Council Member Scheidt asked if regular users of the facility will be individually notified of the rate changes. Mr. Farline confirmed regular users would be

notified.

**VOTE ON THE MOTION:**

Yays: 5 - Council Member Moulton, Council Member Scheidt, Council Member Reese, Council Member Fleming and Council Member Sorum

Absent: 2 - Mayor O'Neil and Council Member Ruff

**2. #19-40 - Setting Rates and Fees for Parks & Recreation Program  
Registration and Facility Rentals and Repealing Resolution No. 11-64  
Formerly Setting Rates and Fees**

MOTION: Council Member Moulton moved, seconded by Council Member Reese, to approve Resolution # 19-40. The motion carried by the following vote after the following discussion occurred.

Council Member Reese asked if this was the first of several gradual increases in rates over time. Mr. Farline stated the fees will be in a good place after this change and there is value in continually evaluating rates. However, as of now, his department does not have plans for putting a cost recovery model in place.

**VOTE ON THE MOTION:**

Yays: 5 - Council Member Moulton, Council Member Scheidt, Council Member Reese, Council Member Fleming and Council Member Sorum

Absent: 2 - Mayor O'Neil and Council Member Ruff

**X. REPORTS**

**1. Procurement Report: Professional Services Agreement with RSA Engineering for Hermon Hutchens Elementary Waterline Replacement Project in the Amount of \$38,460 and for Valdez High School Waterline Replacement Project in the Amount of \$35,426**

**2. June / July 2019 New Boat Harbor Report**

**3. PRCS Quarterly Newsletter & Pool Update**

Council Member Reese stated he was highly impressed with the work done on the pool.

Council Member Moulton stated the fees are more than reasonable based on the amenities now offered.

**4. Valdez Police Department 2019 Mid-Year Report**

Council Member Fleming asked about the status of the electronic monitoring

program. Police Chief Bart Hinkle stated the program has been busy and working quite well. Valdez was one of the first locations in the state to offer the program and there were some hurdles to work through over time.

Council Member Fleming stated he was impressed with the number of junk vehicles removed from the community.

Council Member Reese asked if the change to the bar closure hours had made an impact on police calls for service, crime, or arrests. Chief Hinkle stated there has been a noticeable change and he could provide statistics in the future if Council desired.

Council Member Moulton read a statistic which states Valdez Dispatch answered 10,000 calls through July 15<sup>th</sup>. Only 15 of the 911 calls were made from a landline. Chief Hinkle explained there has been past discussion about the importance of being able to determine location for 911 calls made by cell phone. He stated part of the upcoming work on the 911 telephone system will help with this capability.

**5. Treasury Report - June, 2019**

**6. Quarterly Financial Statements - June 30, 2019**

**XI. CITY MANAGER / CITY CLERK / CITY ATTORNEY / MAYOR REPORTS**

**1. City Manager Report**

Ms. Murphy encouraged those traveling to plan ahead and double check Alaska 511 for travel advisories.

She reviewed her recent activities as interim city manager, including staff preparation for the budget process, signing the agreement to end the Kimley-Horn contract, signing the contract to revise the City Emergency Operations Plan, plans for reviewing lessons learned from the cruise ship season, and her participation in the summer Alaska Municipal League conference.

Council Member Fleming asked for an update on the daycare situation. Ms. Murphy stated she reached out to the executive director of Stepping Stones Learning Center prior to her departure for AML and had not heard back. She stated she would reach out again.

Council Member Scheidt asked for the status moving forward on the comprehensive plan. Ms. Murphy stated staff will work to develop a revised scope of services and publish an RFP. She explained the preference would be to hire an Alaskan based firm.

**2. City Clerk Report**

Ms. Ferko gave an update on the upcoming special municipal election, including dates, times, absentee voting options, and a list of places where citizens could find educational and other materials about the election. She provided information on upcoming city boards and commissions vacancies and stated Ms. Pierce will return to the office the following day.

Council Member Scheidt thanked Ms. Ferko, Mr. Nate Duval from the city Capital Facilities Department, and Kinney Engineering for their work on the educational materials for the special election. She stated the materials made the proposition and the voting options crystal clear for the public.

Ms. Ferko provided information on the pavement project website created by Mr. Duval and the project team to help educate and engage the public in the process.

### **3. City Attorney Report**

Mr. Staser provided updates on projects and cases his firm is working on behalf of the City, including municipal code updates to purchase of property, smoking ordinances, election procedures, and Title 17, the C-Plan adjudication, the Meals Hill acquisition, the Pacific Pile & Marine case, the process for ending the Kimley-Horn contract, and code enforcement efforts. He provided an overview of the Governor's final budget vetoes.

### **4. City Mayor Report**

Council Member Scheidt stated she stepped in for the Mayor at the pool ribbon cutting and was impressed by the renovations to the facility, done on time and under budget.

## **XII. COUNCIL BUSINESS FROM THE FLOOR**

Council Member Fleming asked for a meeting to be scheduled for the Flood Mitigation Task Force.

Council Member Reese encouraged the public to be safe with fire over the holiday weekend.

Council Member Scheidt stated she was disappointed to learn the housing initiative was not on the agenda for this evening and asked when Council could anticipate the topic being brought forward. Ms. Murphy stated staff needed to do additional work and she anticipated the housing initiative being on the next regular meeting agenda.

Council Member Scheidt asked for the Council budget priorities work session to be scheduled prior to the new city manager arriving in Valdez based on budget timelines. Council Member Moulton stated the work session needed to be scheduled for a date most Council members would be present and/or able to participate by teleconference. Ms. Ferko stated she would take the lead on coordinating schedules to determine the most appropriate work session date.

## **XIII. ADJOURNMENT**

There being no further business, Council Member Scheidt adjourned the meeting at 7:48 p.m.