



P.O. Box 46
Kotzebue, Alaska 99752

City Hall
(907) 442-3401

Police Dept.
(907) 442-3351

Fire Dept.
(907) 442-3404

Public Works
(907) 442-3401

**CITY OF KOTZEBUE
REGULAR CITY COUNCIL MEETING
MINUTES
CITY COUNCIL CHAMBERS
December 14, 2017**

I. CALL TO ORDER

Mayor Gayle Ralston called the meeting to order at 5:15 p.m.

II. ROLL CALL

In attendance were: Mayor Gayle Ralston, Vice-Mayor Dr. Lewis Pagel;
Councilors: Johnson Greene, August Nelson, Sr., Sandra Shroyer-Beaver, Eugene
Smith and Matthew Tekker.

A quorum was established.

Others present included: Sonia McCabe, Alex McCabe, Dara Otness, Brian
Reiselbara, Joseph Linger, Matthew Hoke, Billy Reich and
Jason Miles (telephonically)

III. INVOCATION/PLEDGE OF ALLEGIANCE

Pastor Matthew Hoke of the First Baptist Church provided the invocation.

The Pledge of Allegiance was recited.

IV. ADOPTION OF THE AGENDA

The agenda was reviewed.

**A motion was made by Councilor Smith, seconded by Councilor Nelson to
adopt the agenda as written.**

The motion passed unanimously by voice vote.

V. ADOPTION OF MINUTES

The council reviewed the regular meeting minutes of November 9, 2017.

A motion was made by Councilor Nelson, seconded by Councilor Greene to adopt the regular meeting minutes of November 9, 2017 as written.

The motion carried unanimously by voice vote.

VI. CORRESPONDENCE

City Manager Shawn Gilman stated that a letter was received from the Bureau of Land Management (BLM) formally inviting the City of Kotzebue to be a cooperating agency while they do their Environmental Assessment (EA) for the Recreational Area Management Plan (RAMP) for Squirrel River.

City Manager Shawn Gilman stated that if there were no objections she will notify BLM that the City of Kotzebue agrees to be a cooperating agency during the EA and RAMP for Squirrel River.

City Manager Shawn Gilman stated that the 2nd piece of correspondence received is a request from KEA for a contribution for the New Year's Eve fireworks show, however the City did not have any money in the budget to give out donations.

City Manager Shawn Gilman stated that the 3rd piece of correspondence was from City Attorney, Joe Evans thanking the City Council for the flowers that were sent after the passing of his mother.

Also included in correspondence was a thank you from Michael Cooper's family for the flowers sent by City Council for the passing of both his parents.

City Manager Shawn Gilman stated that the last piece of correspondence was from the Coast Guard regarding alternative planning criteria and it's basically for more remote locations for oil spill response.

Mayor Ralston gave his condolences to City Attorney, Joe Evans for the passing of his mother.

Hearing no other discussion on correspondence Mayor Ralston continued with the agenda.

VII. CITIZEN'S COMMENTS

No one present made comments to the council.

VIII. UNFINISHED BUSINESS

There was no unfinished business to discuss.

IX. NEW BUSINESS

a. Re-appointment of three (3) Local Beverage Control Board Members

Mayor Gayle Ralston stated that included in council packets were three letters of interest from individuals interested in being re-appointed to the Local Beverage Control Board (LBCB).

Mayor Gayle Ralston stated that he appreciated the individuals willing to continue to serve on the LBCB and that if there were no objections from Council he would like to re-appoint them.

Hearing no objections, **Mayor Gayle Ralston announced the re-appointment of Jon Gregg, Hannah Atkinson and Derek Haviland-Lie to another term on the LBCB.**

b. Resolution 18-20: a resolution of the City Council of the City of Kotzebue authorizing the execution of New Signature Cards for bank accounts with Wells Fargo Bank of Alaska.

A motion was made by Councilor Greene, seconded by Councilor Beaver to adopt Resolution 18-20.

The motion passed unanimously by voice vote.

c. Resolution 18-21: a resolution of the City Council of the City of Kotzebue adopting the Kotzebue Drinking Water Protection Plan.

A motion was made by Councilor Smith, seconded by Councilor Tekker to adopt Resolution 18-21.

The motion passed unanimously by voice vote.

d. Resolution 18-22: A resolution of the City Council of the City of Kotzebue acknowledging the contributions of the non-profit Kotzebue Volunteer Fire Department (“KVFD”) over the past forty years to the City of Kotzebue and residents of Kotzebue and the NANA Region and forgiving delinquent sales taxes, penalties and interest due from KVFD’s Games of Chance through December 14, 2017.

A motion was made by Councilor Smith, seconded by Councilor Beaver to adopt Resolution 18-22.

Discussion:

Councilor Matthew Tekker stated that he realizes that the Kotzebue Volunteer Fire Department does a lot for the City and its residents but that if Council forgives this for them, he stated that in the future for the other gaming establishments there better be a little leniency if they are a day late paying their taxes and that the City should not hit the other gaming establishments with a huge fine for being late.

The roll call vote was:

Eugene Smith	yes		
Sandra Beaver	yes	August Nelson	yes
Matthew Tekker	no	Johnson Greene	yes
Lewis Pagel	yes	Gayle Ralston	yes

The motion passed 6-1.

- e. Resolution 18-23: A resolution of the City Council of the City of Kotzebue authorizing the Mayor, or his designee, to execute a Cooperative Project Agreement with the Alaska Native Tribal Health Consortium for the design, cost estimate, permitting and archeological review for the construction of a new water treatment plant.**

City Manager Shawn Gilman pointed out a typo that needs to be corrected in the title of this resolution. She stated that Alaska was misspelled.

A motion was made by Councilor Tekker, seconded by Councilor Greene to adopt Resolution 18-23.

The motion passed unanimously by voice vote.

- f. Resolution 18-25: A resolution of the City Council of the City of Kotzebue authorizing the City Manager, or her designee, to accept funds totaling \$125,000.00 from the U.S. Department of Justice Office of Community Oriented Policing Services; 2017 COPS Hiring Program (CHP) Award Number 2017UMWX0117.**

City Manager Shawn Gilman stated that Senator Murkowski called and congratulated the City of Kotzebue personally on receiving this award.

A motion was made by Councilor Greene, seconded by Councilor Smith to adopt Resolution 18-25.

The motion passed unanimously by voice vote.

X. CITY MANAGER REPORT

City Manager Shawn Gilman briefly went over her written report

She announced the following calendar dates:

December 15th Trilateral meeting @ NVOK conference room at 10:00 a.m.

December 18th LBCB Meeting @ Council Chambers at 5:00 p.m.

Shawn Gilman stated that she attended the annual Alaska Municipal Management Association meeting in Anchorage. They covered topics such as Cyber liability and public records. They held their annual membership meeting and she is still serving as a Board Member and also as a member of the Ports and Harbor Committee. She stated that several City Councilors attended the AML Conference; they covered great topics that were very informational.

City Manager Shawn Gilman stated that the City was contacted by Vitus inquiring about an RFP for allowing full time fueling services at Swan Lake Boat Harbor. This activity is a requested service by the users of the harbor area. If the City Council supports such an RFP she can prepare one after the first of the year and she would be certain to include hazardous plan submissions and spill response plan submissions.

City Manager Shawn Gilman stated that the Christmas party was a success, with a wonderful turn out and fantastic food. She thanked everyone who participated in its success.

City Manager Shawn Gilman asked Council for a little clarification on employee travel. She stated that Council gave her directive to have travel approved by Council and she asked if she should change the City's policies to reflect all travel or travel that goes beyond the budgeted amount already approved.

Councilor Smith stated that he doesn't recall any discussion on policy changes just some discussion that the budget should be amended first on those departments that are way over budget on travel so that it doesn't present red flags.

Councilor Beaver stated that she would like to see what conferences and/or meetings are being attended and when. She stated that she didn't need the

itineraries or agendas just who is traveling for what and when so that when she gets asked by members of the community she can answer them.

Councilor Beaver told Shawn Gilman that she does a good job of keeping council and staff informed of who is in charge when she is gone and that she appreciates that.

Shawn Gilman stated that the website improvements were a work in progress and that she plans to begin working on the upgrades in January.

Shawn Gilman stated that the City has begun the landfill permit renewal process and they are working with ADEC to make the required corrections of the deficiencies.

There was some brief discussion regarding the third avenue sidewalk project.

XI. COUNCIL MEMBERS COMMENTS

Seat A: Eugene Smith: Councilor Smith requested a copy of the “non-paying customer survey” that the water plant is conducting when it becomes available. Councilor Smith also suggested a resolution opposing a statewide sales tax and double taxation.

City Attorney, Joe Evans stated that he would draft a resolution opposing a statewide tax for the next council meeting.

Seat B: Lewis Pagel: Councilor Pagel asked about the AML Safety Assessment. He stated that AML has funding available to communities and are willing to come here and do a safety assessment and fix anything that needs fixing.

Seat C: Matthew Tekker: Councilor Tekker asked that clearance for emergency vehicles be kept in mind when doing snow removal. Councilor Tekker gave his condolences to the 3 families who lost loved ones recently and he wished everyone a happy and safe holiday season.

Seat F: August Nelson, Sr.: Councilor Nelson had no comment.

Seat G: Johnson Greene: Councilor Greene asked if one of the members on the LBCB was a conflict of interest.

City Attorney, Joe Evans stated that he checked into this and that there was no conflict of interest.

Seat D: Gayle Ralston: Mayor Ralston gave his condolences to the families who recently lost loved ones.

Seat E: Sandra Beaver: Councilor Beaver wished everyone a Merry Christmas and thanked the Kotzebue Police Department for the work they did when the community lost loved ones.

XII. EXECUTIVE SESSION

A motion was made by Councilor Tekker, seconded by Councilor Smith to go into executive session to discuss matters, the immediate knowledge of which would have an adverse effect upon the finances of the city that are required by law to be kept confidential;

The motion carried unanimously by voice vote.

The council went into executive session at 6:07 p.m.

The meeting reconvened in open session at 6:28 p.m.

XIII. ADJOURNMENT

A motion was made by Councilor Smith, seconded by Councilor Tekker to adjourn.

The motion carried unanimously by voice vote.

The meeting adjourned at 6:29 p.m.

Respectfully submitted,



Brenda Krol
Acting City Clerk

Accepted by:



Gayle D. Ralston
Mayor