

Mayor

Clay Koplin

Council Members

- Tom Bailer
- Cathy Sherman
- Jeff Guard
- Melina Meyer
- Anne Schaefer
- David Allison
- David Glasen

City Manager

Helen Howarth

City Clerk

Susan Bourgeois

Deputy Clerk

Tina Hammer

Student Council

summer vacation

Regular City Council Meeting
July 1, 2020 @ 7:00 pm
Cordova Center Community Rooms
Agenda

A. Call to order

B. Invocation and pledge of allegiance

I pledge allegiance to the Flag of the United States of America, and to the republic for which it stands, one Nation under God, indivisible with liberty and justice for all.

C. Roll call

Mayor Clay Koplin, Council members Tom Bailer, Cathy Sherman, Jeff Guard, Melina Meyer, Anne Schaefer, David Allison and David Glasen



Bring your dog to work day June 26, 2020

D. Approval of Regular Agenda..... (voice vote)

E. Disclosures of Conflicts of Interest and Ex Parte Communications

- conflicts as defined in 3.10.010 https://library.municode.com/ak/cordova/codes/code_of_ordinances should be declared, then Mayor rules on whether member should be recused, Council can overrule
- ex parte should be declared here, the content of the ex parte should be explained when the item comes before Council, ex parte does not recuse a member, it is required that ex parte is declared and explained

F. Communications by and Petitions from Visitors

1. Guest Speakers
 - a. Incident Management Team, COVID-19 Update
2. Audience comments regarding agenda items..... **(3 minutes per speaker)**
3. Chairpersons and Representatives of Boards and Commissions **(CCMCA BoD, School Board Rep)**
4. *summer vacation*-Student Council Representative Report

G. Approval of Consent Calendar

5. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of the following: Council member Glasen from the 06/17/2020 Regular Meeting
6. Minutes of the 06-17-2020 Public Hearing..... **(page 1)**
7. Minutes of the 06-17-2020 Regular Council Meeting..... **(page 2)**

H. Approval of Minutes – in Consent Calendar

I. Consideration of Bids – none

J. Reports of Officers

8. Mayor’s Report
9. City Manager’s Report
 - a. Finance Director Ken Fay, COVID-19 Expenses update..... **(page 7)**
10. City Clerk’s Report

K. Correspondence

11. DNR Preliminary Decision and notice of public comment period through 07-27-20..... **(page 8)**
for 21 acres for kelp cultivation in Simpson Bay ADL 233604
12. State Division of Elections Press Release re: online absentee ballot application..... **(page 9)**

L. Ordinances and Resolutions

13. Resolution 07-20-30..... (roll call vote)(page 10)

A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source contract with Arctic IT for up to \$82,000 for the purpose of purchasing laptop computers and upgrading technology for the City of Cordova

M. Unfinished Business

N. New & Miscellaneous Business

14. Discussion of COVID-19 Emergency Response

15. Pending Agenda, Calendar and Elected & Appointed Officials lists..... (page 13)

O. Audience Participation

P. Council Comments

Q. Executive Session

City Council is permitted to enter into an executive session if an explicit motion is made to do so calling out the subject to be discussed and if that subject falls into one of the 4 categories noted below. Therefore, even if specific agenda items are not listed under the Executive Session header on the agenda, any item on the agenda may trigger discussion on that item that is appropriate for or legally requires an executive session. In the event executive session is appropriate or required, Council may make a motion to enter executive session right during debate on that agenda item or could move to do so later in the meeting.

R. Adjournment

Public Call-in number 907-253-6202, each call is placed on hold, then calls will ring through in the order received, please stay on the phone until you've been addressed or thanked by the Chair or Council, then hang up, comments limited to 3 minutes

Executive Sessions per Cordova Municipal Code 3.14.030

- **subjects which may be considered are:** (1) matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government; (2) subjects that tend to prejudice the reputation and character of any person; provided that the person may request a public discussion; (3) matters which by law, municipal charter or code are required to be confidential; (4) matters involving consideration of governmental records that by law are not subject to public disclosure.
- **subjects may not be considered in the executive session except those mentioned in the motion calling for the executive session, unless they are auxiliary to the main question**
- **action may not be taken in an executive session except to give direction to an attorney or labor negotiator regarding the handling of a specific legal matter or pending labor negotiations**

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full City Council agendas and packets available online at www.cityofcordova.net

**City Council Public Hearing
June 17, 2020 @ 6:45 pm
Cordova Center Community Rooms A & B
Minutes**

A. Call to order

Mayor Clay Koplín called the Council public hearing to order at 6:45 pm on June 17, 2020, in the Cordova Center Community Rooms.

B. Roll call

Present for roll call were **Mayor Clay Koplín** and Council member **Tom Bailer**. Council members **Cathy Sherman, Jeff Guard, Melina Meyer, Anne Schaefer** and **David Allison** were present via teleconference. Council member **David Glasen** was absent. Also present were City Manager **Helen Howarth** and City Clerk **Susan Bourgeois**.

C. Public hearing

1. Ordinance 1188 An ordinance of the Council of the City of Cordova, Alaska, amending Cordova Municipal Code Section 5.40.030 to update language regarding sales tax exemptions and adding CMC 5.40.025 to identify classes of buyers exempt from city sales tax and to exempt sales, services, and rentals to federally recognized tribal entities from City sales tax

2. Emergency Ordinance 1189 An emergency ordinance of the Council of the City of Cordova, Alaska, adopting the City of Cordova COVID-19 recovery plan, and ratifying Emergency Order 2020-09

Mayor Koplín opened the hearing up for public testimony on the ordinances. There was no public testimony.

Mayor Koplín recessed the public hearing from 6:51 pm until 6:59 pm.

D. Adjournment

Hearing no objection **Mayor Koplín** adjourned the public hearing at 7:00 pm.

Approved: July 1, 2020

Attest: _____
Susan Bourgeois, CMC, City Clerk

Regular City Council Meeting
June 17, 2020 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes

A. Call to order

Mayor Clay Koplín called the Council regular meeting to order at 7:00 pm on June 17, 2020, in the Cordova Center Community Rooms.

B. Invocation and pledge of allegiance

Mayor Koplín led the audience in the Pledge of Allegiance.

C. Roll call

Present for roll call were **Mayor Clay Koplín** and Council member **Tom Bailer**. Council members **Cathy Sherman**, **Jeff Guard**, **Melina Meyer**, **Anne Schaefer** and **David Allison** were present via teleconference. Council member **David Glasen** was absent. Also present were City Manager **Helen Howarth** and City Clerk **Susan Bourgeois**.

D. Approval of Regular Agenda

M/Bailer S/Sherman to approve the regular agenda. Council member **Bailer** asked to add a Proclamation of Appreciation to Commander Colin Bronson of the USCG as item 17a. There was no objection from Council.

Hearing no objection to approval of the regular agenda, **Mayor Koplín** declared it approved with the addition of item 17a.

E. Disclosures of Conflicts of Interest and ex parte communications - none

F. Communications by and Petitions from Visitors

1. Guest speaker

a. Incident Management Team, Covid-19 update – **Dr. Hannah Sanders**, Medical Team lead for the IMT emergency response reported that late this afternoon the medical response team identified our second positive COVID-19 case in Cordova. This individual came from out of state and the positive test was caught during routine screening. The immediate contact group was tested and all were negative; the one positive is now in isolation. The contact tracing has now been initiated and a confirmation test will be sent to the state lab in the morning. The processes in place are working great, this is the second time we caught a case like this early during the quarantine process and we feel like we'll really be able to contain this well again. The testing that the community of Cordova has is so robust it exceeds what so many other communities have and that is 100% attributable to the people working behind the scenes that make this work so seamlessly. She appreciates those individuals working at both Ilanka and the hospital to make that work out for Cordova.

Questions from Council: **Bailer** asked her to reiterate what she thinks is optimal regarding testing for people coming home to Cordova or coming to visit Cordova. **Dr. Sanders** replied: follow the state's guidelines, test before coming from out of state or out of the country within 72 hours of travel, or test as soon as you arrive from out of state or out of country. Quarantine until the test results show negative. Then you can move around the community but we encourage social distancing, not entering stores that have curbside services available, mask wearing until you can take a second test which shows negative after you have been in state for seven days. **Schaefer** thanked **Dr. Sanders** for the clear information.

2. Audience comments regarding agenda items

Lisa Docken representing CRWP spoke to correspondence item 12 and wanted to bring a little more attention to the upcoming road work and possible delays and road closures at the 25-mile culvert project on the CR Highway. Citizens can call 424-3334 and get on an email notification list and they will send updates 48 – 72 hours ahead of closures.

3. Chairpersons and Representatives of Boards and Commissions

Dr. Hannah Sanders, CCMCA CEO was present via teleconference and reported: 1) been a busy time for the hospital – she's been able to look at quite a few of the processes that occur at the hospital and there is room for improvement in some of these; the medical/patient care received has never been a concern for her and that continues; 2) COVID has enabled collaboration between Ilanka and CCMC and it's been an exciting time to build healthcare here; 3) new CFO **Eric** has been here for about a month – he's overseeing COVID and other financial processes; 4) **Eric Price**, CCMC CFO agreed with **Dr. Sanders** and said there is a unique opportunity financially at the hospital due to the COVID funding we've been receiving – currently, he said we have \$4.9 million in COVID funds – this has been set aside in 2 new accounts: CARES Act and Rural Healthcare Act – the intent of both of these is to get the facility prepared for any sort of ongoing COVID; we will work toward identifying priorities – quality of care and infrastructure; he is working on improving the billing systems

- goal is to have claims fully adjudicated through the insurance process within 60 days of service. Intent is to be effective and cost-efficient.

There was no School Board report.

4. Student Council representative - summer vacation

G. Approval of Consent Calendar

5. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of the following: Council member Schaefer from the 06/03/2020 Regular Meeting

Mayor Koplín moved the minutes to the consent calendar

6. Minutes of the 06-03-2020 Regular Public Hearing

7. Minutes of the 06-03-2020 Regular Council Meeting

Vote on the consent calendar: 6 yeas, 0 nays, 1 absent. Bailer-yes; Sherman-yes; Guard-yes; Meyer-yes; Schaefer-yes; Allison-yes and Glasen-absent. Consent Calendar was approved.

H. Approval of Minutes - moved to Consent Calendar

~~6. Minutes of the 06-03-2020 Regular Public Hearing~~

~~7. Minutes of the 06-03-2020 Regular Council Meeting~~

I. Consideration of Bids - none

J. Reports of Officers

8. Mayor's Report - *Mayor Koplín* reported: 1) his COVID-19 emergency response participation has settled down a bit, still involved in a few local/state and national meetings weekly, mostly concerning fisheries related and daily radio updates and once per week press briefing (handled jointly by either City Manager, Dr. Sanders or himself) - he appreciates the work of the PO's especially Cathy Sherman who drafts those and keeps us and the community abreast of the work of the Incident Management Team; 2) he's been receiving feedback from agencies that Cordova is still well ahead of the curve - due to committed and sincere citizenry, volunteers and ambassadors and City staff; 3) focus shifting from public health to economically supporting the business community through a difficult time; 4) as far as the Cordova Community Health front he has met with the City Manager, the CCMC Board Chair, Tribal Council Chair, CCMC CEO and other stakeholders - mostly to give feedback to Council for the executive session item later tonight; 5) ADF&G Commissioner *Douglas Vincent-Lang* has arrived in Cordova this evening, he'll be flying over the Copper River tomorrow with *Sam Rabung*, ComFish Director; 6) AMHS Governor's reform committee has been meeting - he's attended some of those, we are slated for the Aurora to come back here in the fall, it is currently in the shipyard being rebuilt - he appreciated the input and suggestions of former AMHS employee *Robin Irving* and Chamber Director *Cathy Renfeldt*

9. Manager's Report - City Manager *Helen Howarth* reported: 1) next week we will focus in on CARES Act funding and specifically how we will spend those resources, we will have a lot of information available for Council to help make these decisions; 2) small businesses, Alaska has a \$280 million relief fund for small businesses, she wants to alert the community so businesses owners will seek these out, non-profits have over \$40 million available to them

a. Finance Report, *Ken Fay*, Finance Director presented a financial update as of May and he is still getting a handle on things, revenue numbers are as expected. UBS - he had a good conversation with our Investment Advisor, to determine if we are getting value from the fees charged there.

Questions: *Bailer* said he agrees on the UBS front, anytime you've had the same firm for 10 years it's a good idea to go out for an RFP. *Fay* agreed. Questions for City Manager: *Bailer* said maybe add E911/addressing to the CARES ACT projects for Council discussions.

10. City Clerk's Report - *Bourgeois* reported: 1) she had a written report with highlights from the department's work of late; 2) she mentioned that Faith at CCMC had contacted her today with new email addresses for all of the CCMCA Board members and the elected and appointed officials lists behind the calendars in the Council packets will be updated accordingly (this goes to what *Dr. Sanders* had mentioned about working on transparency at CCMC) 3) she will also be putting minutes in the consent calendar to save us a vote each meeting, see how that procedure works out; 4) she may bring a discussion item to Council soon concerning changes to election code to allow for more and easier opportunity for absentee by mail voting in local elections, she'd bring this up at Pending Agenda.

K. Correspondence

11. 06-03-20 Letter from thread re Childcare funding

12. 06-08-20 CRWP email re Culvert project on Copper River Hwy

13. 06-08-20 AHFC Housing Relief Notice

Meyer commented on the childcare letter – might be worth looking into for our local CARES money.

L. Ordinances and Resolutions

14. Ordinance 1188 An ordinance of the Council of the City of Cordova, Alaska, amending Cordova Municipal Code Section 5.40.030 to update language regarding sales tax exemptions and adding CMC 5.40.025 to identify classes of buyers exempt from city sales tax and to exempt sales, services, and rentals to federally recognized tribal entities from City sales tax – 2nd reading

M/Bailer S/Guard to approve Ordinance 1188 an ordinance of the Council of the City of Cordova, Alaska, amending Cordova Municipal Code Section 5.40.030 to update language regarding sales tax exemptions and adding CMC 5.40.025 to identify classes of buyers exempt from city sales tax and to exempt sales, services, and rentals to federally recognized tribal entities from City sales tax

Bailer said he supported this. *Guard* agreed, said this is just housekeeping. All other council members also said they were in support.

Vote on the motion: 6 yeas, 0 nays, 1 absent. Schaefer-yes; Sherman-yes; Bailer-yes; Meyer-yes; Allison-yes; Guard-yes and Glasen-absent. Motion was approved.

15. Emergency Ordinance 1189 An emergency ordinance of the Council of the City of Cordova, Alaska adopting the City of Cordova COVID-19 recovery plan, and ratifying emergency order 2020-09

M/Schaefer S/Guard to adopt Emergency Ordinance 1189 An emergency ordinance of the Council of the City of Cordova, Alaska adopting the City of Cordova COVID-19 recovery plan, and ratifying emergency order 2020-09

Schaefer asked the City Manager to explain what the change is in this from our current plan. *Howarth* said this isn't really a change, it is an acknowledgement that we agreed to bring the City inline with State mandates. The state has red, yellow, green in place, but this emergency order gives us the orange alert language that provides a way to deviate from the state's plan in case we get a local outbreak and the state doesn't find need to make any changes statewide, yet we'd be inclined to quickly change rules here locally. *Howarth* said that she hadn't run this through the IMT, just a timing issue, and they do have some suggested changes, so this can possibly be looked at tonight but then brought back later. City Attorney *Holly Wells* was on the line to explain the details to the City Council; mostly this was a proposal she offered council for legal protection in case we had an outbreak in Cordova and needed to move quickly to go back to previous state mandate language and be much stricter again.

Schaefer asked if as a home rule city and under our current emergency rules don't we already have the ability to increase restrictions further than what the state rules are. *Wells* replied that, we really don't know because this is a whole new ballgame – the court would consider, what process did you follow, reason for doing it, was it reasonable, did you violate a right to privacy or substantive procedural or due process rights under the constitution and are you acting within your authority that is granted under state law. She feels as though the constitutional piece is what she is really watching, these types of acts are significant so we want to provide as much process as possible. So, if we do not put in a new system, now that affords process (i.e. this ordinance, made public, includes a public hearing, weighed publicly by Council) then we are more vulnerable to challenge.

Guard said we still have the 10-day window on state mandates right? Yes, but that 10-day rule allows us to pause when the state relaxes or repeals mandates, they only really have a few things left to remove; testing, travel and some industry requirements, there is really nothing left to open.

Bailer said he views this as a solution looking for a problem, by no means is this needed. He reminded Council that not too long ago the governor said on tv that any community that needs to be more restrictive with their rules can be as long as its science and health based. He didn't agree with this extra step which would confuse the public. He doesn't support this at all. *Wells* said the Governor does not determine constitutionality – we'd certainly want to ask the state about the constitutionality of rules and Alaska has been known to interpret the constitution pretty strictly. Taking this opportunity to show process makes our rules less vulnerable to challenge. *Bailer* said he thinks that the shopkeepers and citizens will shut this place down tight if there is an outbreak here, he thinks this is a non-issue and won't support it.

Meyer said she'd prefer this be referred to staff because it seems like the IMT has some issues with it still. *Wells* agreed that it should be referred because she thinks the IMT still wants to consider changes to it.

Allison said he has mixed emotions; he always gets a little queasy when the City Attorney gets involved, especially when they are proposing something. He has never like rule 17 so he's ok with getting rid of that. He'd be supportive as it gets us closer to the state, a sermon he's given more than a few times, and for the deliberative reasons the attorney was giving, but it sounds like mostly everyone wants to refer it to staff.

Sherman said she had wished it would've been removed from the agenda. She is not in support if the unified command isn't and she does not want to remove rule 17.

M/Sherman S/Bailer to refer to staff.

Sherman, Bailer, Meyer, Guard, Allison and *Schaefer* all said they support referring to staff.

Vote on the motion to refer: 6 yeas, 0 nays, 1 absent. Meyer-yes; Allison-yes; Bailer-yes; Sherman-yes; Glasen-absent; Guard-yes and Schaefer-yes. Motion to refer was approved.

16. Resolution 06-20-28 A resolution of the Council of the City of Cordova, Alaska, adopting the 2020 Land Disposal Maps

M/Bailer S/Guard to approve Resolution 06-20-28 A resolution of the Council of the City of Cordova, Alaska, adopting the 2020 Land Disposal Maps

Guard said we do this annually, let's get 'er done. *Allison* said he'd go along with the Planning Commission recommendation and he pointed out that any piece of land could be made available. *Meyer* commented that the not available property which can be made available, sometimes that is confusing for the public but she doesn't really have a good alternative to propose on how to handle that. *Bailer* made a suggestion that maybe we should list why a property isn't available. Also, input from the Harbor Commission or others as to why certain lots aren't deemed available. City Planner *Leif Stavig* said we are always looking at ways to improve this process.

Vote on the motion: 6 yeas, 0 nays, 1 absent. Allison-yes; Sherman-yes; Meyer-yes; Bailer-yes; Guard-yes; Schaefer-yes and Glasen-absent. Motion was approved.

17. Resolution 06-20-29 A resolution of the Council of the City of Cordova, Alaska, opposing a request for emergency special action to allow federal subsistence fish harvest in the lower copper river using dipnet and rod and reel

M/Bailer S/Sherman to approve Resolution 06-20-29 A resolution of the Council of the City of Cordova, Alaska, opposing a request for emergency special action to allow federal subsistence fish harvest in the lower copper river using dipnet and rod and reel

Mayor Koplín said he put this on the agenda, what concerned him most about this was this is a very serious modification to what exists with sweeping impacts, he was concerned that the City wasn't consulted. There is still an opportunity to comment, before the local district ranger could start setting seasons with this. He reached out to *Chairman Olsen* of the NVE Tribal Council and they have actually voted a couple of times to oppose this.

Bailer said he would oppose this. *Sherman* said she would stand with the Tribal Council on this one. *Guard* said he supports the resolution. *Schaefer* agreed to support this resolution and stand with the Tribal Council. *Allison* also stands with the resolution and the village. *Meyer* agrees as well to support the resolution but she acknowledges that access to subsistence is limited; while she doesn't support this proposal of subsistence on the lower Copper she does understand the limitations to subsistence for people who do not have access to boats.

Vote on the motion: 6 yeas, 0 nays, 1 absent. Glasen-absent; Bailer-yes; Meyer-yes; Guard-yes; Allison-yes; Schaefer-absent and Sherman-yes. Motion was approved.

17a. Proclamation of Appreciation to Commander Collin R. Bronson, United State Coast Guard

M/Bailer S/Sherman to approve the proclamation of appreciation to Commander Collin R. Bronson, USCG.

Mayor Koplín read the proclamation into the record. *Bailer* thanked him and all of those who serve the country. *Sherman* said that proclamation was lovely, she said the USCG in Cordova is family and it is always hard when they have to leave, thanks. *Allison* also thanked him for his service. *Guard* echoed what was said before him, we wish him well. *Schaefer* agreed and thanked him, said good luck. *Mayor Koplín* said tomorrow there will be a very small event for the "change of command" - he will represent the City, usually it is quite a public affair, but not this time due to COVID.

Mayor Koplín followed up the proclamation with a statement from *Micah Renfeldt* of the Cordova Disc Golf Club, "As the President of the Cordova Disc Golf Club, the members, and myself personally, would like to extend our deepest gratitude to *Commander Collin Bronson* for his instrumental, and paramount role in it's creation. Through his vision and aptitude, he shall leave Cordova a lasting recreation opportunity at the Meals Reservoir Disc Golf Course. We are sad to see him go, but we pledge to keep and stay the course for all players and his (hopefully) eventual return. Remember to always keep your disc wet!"

Vote on the motion: 6 yeas, 0 nays, 1 absent. Sherman-yes; Schaefer-yes; Guard-yes; Meyer-yes; Allison-yes; Glasen-absent and Bailer-yes. Motion was approved.

M. Unfinished Business - none

N. New & Miscellaneous Business

18. Pending Agenda, Calendar and Elected & Appointed Officials lists

Council called a special meeting for 6/24/20 at noon for 2 items, CARES Act funding and Elections. Perhaps the referred ordinance would be ready to come back as well. **Mayor Koplín** continued saying we'd have that special meeting format like we've been doing with the IMT report and the COVID emergency discussion item on there as well.

O. Audience Participation

Barb Jewell of mile 2.2 Whitshed Road thanked Council for the thoughtful discussion about the Covid 19 emergency and the way forward in addition to still taking care of the day-to-day business of the City. She wanted to speak to the issue of transparency, the CCMC item in executive session is an item she'd like to see in open session.

P. Council Comments

Sherman said she likes **Bailer's** idea about considering E-911 and addressing for Covid CARES Act funding.

Schaefer a big thanks to those working on IMT and staff, things are going along smoothly.

Bailer asked for the parameters of what this money can be spent on. He thanked the ambassadors, smiling on a rainy day doing their job the day he flew in. Also thanked staff.

Q. Executive Session

19. Terms and conditions of CCMC sale subjects which may be considered are matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

M/Bailer S/Sherman to go into an executive session to discuss terms and conditions of CCMC sale subjects which may be considered are matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

With no objection, the meeting was recessed at 8:47pm to clear the room and give the Clerk time to text the executive session call-in number to Council

Council went into the executive session at 8:50 pm and was back in open session at 9:19 pm.

Mayor Koplín said the executive session was for adverse effect on the finances of the government, terms and conditions of CCMC sale. Primarily items discussed were lines of communication and the legal requirements and the legal agency of the City and who is authorized to do what. Council has designated a liaison and we discussed Council roles and transparency to the public. There is no letter of interest right now from the Native Village of Eyak for purchasing the hospital. **Greg Meyer** has been appointed to act as liaison between the Tribal Council and the City Council. The City Council is very committed to quality healthcare in Cordova and has directed the City Manager to assess various healthcare models, one of which is the Tribal Model, which may or may not include a transfer of facilities or new facilities or repurposing of facilities. There have been no formal negotiations as of yet. No action was taken in the executive session.

R. Adjournment

M/Bailer S/Sherman to adjourn the meeting.

Hearing no objection **Mayor Koplín** adjourned the meeting at 9:22 pm.

Approved: July 1, 2020

Attest: _____

Susan Bourgeois, CMC, City Clerk

Covid Expenses through May 31,2020

483,000 **1st Responder and IMT payroll**

78,347 **CARES Act Administration & non payroll expenditures**

Legal

Public Relations

Website

Ambassadors

53,953 **Facility Enhancements**

Harbor showers, signage and sinks

Sanitizer

Traffic Barriers

615,300 Total

State of Alaska
Department of Natural Resources
Division of Mining, Land & Water
Southcentral Regional Land Office
550 W. 7th Ave., Suite 900C
Anchorage, AK 99501-3577

ADL 233604

Public and Agency Notice: Aquatic Farmsite Lease

Pursuant to AS 38.05.945

(USGS Quad Map Cordova C-5)

Subject to AS 38.05.083, the Southcentral Regional Land Office (SCRO) has made a Preliminary Decision to offer a 10-year lease to Glen Lankard dba Blue Green Enterprises, LLC for a 21.7-acre, more or less, site for the operation of an aquatic farmsite for the purpose of cultivating sugar kelp and ribbon kelp. The location of the project area is further described as being within the SE1/4 of Section 23 and SW1/4 of Section 24, Township 14 South, Range 4 West, Copper River Meridian, within the southern cove of Simpson Bay, north of Bomb Point, approximately 7 miles northwest of the city of Cordova, Alaska.

The public is invited to review and comment on this Decision. A copy of the Decision can be found at <https://aws.state.ak.us/OnlinePublicNotices/default.aspx> or is available in hardcopy upon request. Questions concerning how to comment should be directed to Brent Reynolds at (907) 269-8567, by e-mail at brent.reynolds@alaska.gov or by fax to (907) 269-8913. **All comments must be received in writing at the above listed mailing address or e-mail on or before 5:00 PM on July 27, 2020.** To be eligible to appeal DNR's Final Decision, under AS 38.05.035(i)-(m), a person must have submitted written comments during this comment period.

The State of Alaska, Department of Natural Resources, complies with Title II of the American with Disabilities Act of 1990. Individuals with audio impairments that have questions concerning this PD may call Relay Alaska at 711 or 1-800-770-8973 for assistance at no cost.

DNR reserves the right to waive technical defects in this publication.

Gail Fenumiai
Director

www.elections.Alaska.Gov



Division of
Elections

Juneau, Alaska

STATE OF ALASKA

PRESS RELEASE

For Immediate Release

Online Absentee Ballot Application System now available

June 24, 2020 JUNEAU, AK- The State of Alaska Division of Elections (DOE) is excited to announce the addition of our new Online Absentee Ballot Application System. Beginning today, June 24, **voters who choose to vote by-mail can apply for the absentee ballot on our website:** <https://absenteeballotapplication.alaska.gov/> instead of mailing, emailing, or faxing their application to DOE.

For many years, voters in Alaska have had the choice to vote absentee by-mail and now the application process will be easier and faster for those who wish to apply. Once a voter submits their online application, following review by DOE, the voter will be scheduled to receive a ballot.

To use the Online Absentee Ballot Application System, voters must have a valid and current Alaska driver's license or state ID card. If a voter does not have a valid and current Alaska driver's license or state ID, they may select to apply using the paper absentee ballot application option. The new system will also allow voters to register to vote or update their voter registration while simultaneously requesting a by-mail ballot.

Voters are encouraged to apply for a by-mail ballot early and only once. Voters may apply for all elections in a calendar year on a single application. All applications for a by-mail ballot must be received no later than 10 days before Election Day.

Voters are not required to send repeat applications they may receive from other entities, during this election cycle. If a voter is unsure if they have already applied, they can check the status of their application and ballot on our website at <https://myvoterinformation.alaska.gov/>

For additional assistance, voters can contact the Absentee and Petition Office at (907) 270-2700 or akabsentee@alaska.gov

###

Contact: Gail Fenumiai – Director, Division of Elections: Gail.Fenumiai@alaska.gov (907) 465-4611



AGENDA ITEM 13
City Council Meeting Date: 7/1/2020
CITY COUNCIL COMMUNICATION FORM

FROM: Helen Howarth, City Manager
DATE: 7/1/2020
ITEM: Award of Contract for IT equipment to ARCTIC IT
NEXT STEP: Council approval of Resolution 07-20-30

ORDINANCE RESOLUTION
 MOTION INFORMATION

I. REQUEST OR ISSUE: This form constitutes the memorandum required per Code para 5.12.040 setting forth the following:

- A. Identity of Contractor: ARCTIC IT
- B. Contract Price: \$82,000
- C. Nature & quantity of the work that the City shall receive under the contract:
Purchase and configuration of 26 Laptop computers, replacement of firewalls to allow VPN tunnels to City Hall, installation of network switches for new IP phones, and replacement of small office routers with wireless access points to configure IT for consistency in all City departments and allow remote/off site work by City employees.
- D. Time for performance under the contract:
Start on July 2, 2020 with completion by November 15, 2020

II. RECOMMENDED ACTION / NEXT STEP: Council approval of Resolution 07-20-30.

III. FISCAL IMPACTS: This work will be paid for with CARES ACT funds awarded City by State of Alaska

IV. BACKGROUND INFORMATION: Covid19 emergency and subsequent closure of City facilities brought to light the need for additional laptop computers and upgraded

technology to allow staff to maintain City services by working remotely. This contract will provide upgraded technology to support improvements in communication and to replace desktops with laptops that can be used remotely as needed.

V. LEGAL ISSUES: Contract shall be negotiated and awarded per Cordova Municipal Code in Section 5.12.150 - Sole source procurements.

VI. SUMMARY AND ALTERNATIVES: The phone system used by City is over 10 years old and budget constraints during construction of the Cordova Center did not allow replacement. Now, replacing the phone system requires an upgrade to Cordova Center technology for which there is no alternative. Laptop computers with VPN connection are the only means to work remotely.

**CITY OF CORDOVA, ALASKA
RESOLUTION 07-20-30**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING THE CITY MANAGER TO ENTER INTO A SOLE SOURCE
CONTRACT WITH ARCTIC IT FOR UP TO \$82,000 FOR THE PURPOSE OF
PURCHASING LAPTOP COMPUTERS AND UPGRADING TECHNOLOGY FOR THE
CITY OF CORDOVA**

WHEREAS, the State of Alaska through the Federal CARES ACT, awarded the City of Cordova \$3.414M to provide for COVID19 related emergency response and preparedness; and

WHEREAS, City government functions are impacted by the COVID19 emergency and City facilities remain closed to public; and

WHEREAS, City does not have enough laptops to support employees working from home due to the health emergency and seeks to obtain laptop computers that provide for remote/offsite functioning of City government during an emergency; and

WHEREAS, technology at Cordova Center and City facilities is inadequate to support Voice Over Internet Protocol (VOIP), phone system upgrades and other needed IT improvements; and

WHEREAS, City has an existing contract with Arctic IT to provide support and equipment related to City technology needs; and

WHEREAS, this request meets the provisions of the Cordova Municipal Code in Section 5.12.150 - Sole source procurements. The city may procure supplies, services or construction without competition where the city manager determines in writing that one of the following circumstances applies: A. Supplies, services or construction that reasonably meet the city's requirements are available from only one vendor.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Cordova, Alaska hereby authorizes the City Manager to enter into a contract with Arctic IT for Laptop computers and related technology not to exceed \$82,000.

PASSED AND APPROVED THIS 1st DAY OF JULY 2020.

Clay R. Koplin, Mayor

Attest:

Susan Bourgeois, Clerk



City Council of the City of Cordova, Alaska
Pending Agenda July 1, 2020 Regular Council Meeting

A. Future agenda items - topics put on PA with no specific date for inclusion on an agenda initially put on or revisited

- | | |
|---|-----------|
| 1) Investment firms - RFP - re-check with Manager after April 2020 | 2/19/2020 |
| 2) City land management (disposal etal) including disposition of proceeds into City funds | 2/19/2020 |
| 3) City Manager authority re: purchases/contracts and whether budgeted/unbudgeted - after new finance director | 2/19/2020 |
| 4) Ordinance change (Title 4) before a new CBA gets negotiated - so Council has a role in approval process | 2/19/2020 |
| 5) Council training and other boards/commission/public - staff to report back after cert of March election | 2/19/2020 |
| 6) Refuse - how we do it - i.e. residential vs. neighborhood dumpsters - worksession June 2020 | 2/19/2020 |
| 7) Resolutions/actions regarding emergency as necessary possible special meetings, etc. throughout this COVID-19 emergency/disaster declaration | 3/18/2020 |

B. Resolutions, Ordinance, other items that have been referred to staff

- | | |
|---|-----------|
| 1) Res 12-18-36 re E-911, will be back when a plan has been made, referred 12/19/18 | 2/19/2020 |
| 2) Res 05-20-18 re CCMC sale committee, referred to staff at 5/6/20 | 5/6/2020 |
| 3) Emergency Ordinance 1189 re recovery plan and eo 2020-09, referred 06/17/20 | 6/17/2020 |

C. Upcoming Meetings, agenda items and/or events: with specific dates

- | | | | | | |
|---|--|------------------|-------------------|------------------|------------------|
| 1) Capital Priorities List and Resolution to come before Council quarterly | | | | | |
| | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">9/2/2020</td> <td style="width: 25%; text-align: center;">12/2/2020</td> <td style="width: 25%; text-align: center;">3/3/2021</td> <td style="width: 25%; text-align: center;">6/2/2021</td> </tr> </table> | 9/2/2020 | 12/2/2020 | 3/3/2021 | 6/2/2021 |
| 9/2/2020 | 12/2/2020 | 3/3/2021 | 6/2/2021 | | |
| 2) Staff quarterly reports will be in the following packets: | | | | | |
| | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">7/15/2020</td> <td style="width: 25%; text-align: center;">10/21/2020</td> <td style="width: 25%; text-align: center;">1/20/2021</td> <td style="width: 25%; text-align: center;">4/21/2021</td> </tr> </table> | 7/15/2020 | 10/21/2020 | 1/20/2021 | 4/21/2021 |
| 7/15/2020 | 10/21/2020 | 1/20/2021 | 4/21/2021 | | |
| 3) Joint City Council and School Board Meetings - twice per year, October & April | | | | | |
| 6pm @ CHS before Sch Bd mtg 10/14/2020 | 6pm before Council Mtg @ CC 4/7/2021 | | | | |
| 4) Clerk's evaluation - each year in Feb or Mar | | | | | |
| 5) City Manager's evaluation - October 2020 and each year in October or possibly January 2021 | | | | | |

D. Council adds items to Pending Agenda in this way:

item for action	tasking which staff: Mgr/Clrk?	proposed date
1) ...		
2) ...		
3) ...		

Mayor Koplin or the City Manager can either agree to such an item and that will automatically place it on an agenda, or a second Council member can concur with the sponsoring Council member.



City Council of the City of Cordova, Alaska
Pending Agenda July 1, 2020 Regular Council Meeting

E. Membership of existing advisory committees of Council formed by resolution:

- 1) Fisheries Advisory Committee:**
 - re-auth res 01-20-04 approved Jan 15, 2020
 - auth res 04-03-45 approved Apr 16, 2003

1-John Williams (fisheries educ/Mar Adv Prgm)	2-Jeremy Botz (ADF&G)	
3-vacant (processor rep)	4-Jim Holley (marine transportation/AML)	
5-Chelsea Haisman (fish union/CDFU)	6-Tommy Sheridan (aquaculture/PWSAC)	

- 2) Cordova Trails Committee:**
 - re-auth res 11-18-29 app 11/7/18
 - auth res 11-09-65 app 12/2/09

1-Elizabeth Senear	2-Toni Godes	
3-Dave Zastrow	4-Ryan Schuetze	
5-Wendy Ranney	6-Michelle Hahn	

- 3) Fisheries Development Committee:**
 - authorizing resolution 12-16-43
 - reauthorization via Res 11-19-51 approved 11/20/2019

1-Warren Chappell	2-Andy Craig	3-Bobby Linville
4-Gus Linville	5-vacant	6-Bob Smith
7- Ron Blake	8- John Whissel	

F. City of Cordova appointed reps to various non-City Boards/Councils/Committees:

- 1) Prince William Sound Regional Citizens Advisory Council**

Robert Beedle	re-appointed March 2020	2 year term until March 2022
	re-appointed June 2018	
	re-appointed March 2016	
	re-appointed March 2014	
	appointed April 2013	

- 2) Prince William Sound Aquaculture Corporation Board of Directors**

Tom Bailer	re-appointed October 2018	3 year term until Sept 2021
	appointed February 2017-filled a vacancy	

- 3) Southeast Conference AMHS Reform Project Steering Committee**

Mike Anderson	appointed April 2016	until completion of project
Sylvia Lange	alternate	

July 2020

CALENDAR MONTH **JULY**
 CALENDAR YEAR **2020**
 1ST DAY OF WEEK **SUNDAY**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28 		30	1  7:00 Council reg mtg CCAB	2	3 Independence Day Holiday- City Hall Offices Closed	4 
5	6	7	8 12:00 Council spec mtg CCAB-tentative 6:00 Harbor Cms CCM 7:00 Sch Bd HSL	9	10 	
12	13	 6:30 P&Z CCAB	15 5:30 CTC Board Meeting 6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB	16	17	Know Before You Go:  High-risk populations are encouraged to stay home.  Be sure to bring a face-covering with you to the event so it can be easily donned as needed.  Feeling sick? Stay home! No participant may join in any activity within 72 hours of a fever.  We're encouraging social distance of at least 6 ft with people outside your household/social bubble.  Handwashing and hand sanitizer stations will be available on-site. Please use them often!
19	20	21	22 12:00 Council spec mtg CCAB-tentative 6:00 CEC Board Meeting	23 6:00 CCMCAB HCR	24	
26	27	28 6:00 P&R CCM	29	30	31	1

2
3
Notes
 Legend:
CCAB-Community Rms A&B
HSL-High School Library
CCA-Community Rm A
CCB-Community Rm B
CCM-Mayor's Conf Rm
CCER-Education Room
LN-Library Fireplace Nook
CRG-Copper River Gallery
HCR-CCMC Conference Room
 Cncl - 1st & 3rd Wed
 P&Z - 2nd Tues
 SchBd, Hrb Cms - 2nd Wed
 CTC - 3rd Wed
 P&R - last Tues
 CEC - 4th Wed
 CCMCA Bd - last Thurs

August 2020

CALENDAR MONTH **AUGUST**
 CALENDAR YEAR **2020**
 1ST DAY OF WEEK **SUNDAY**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
			 ?			
			CHS Swimming starts Aug 5			
2	3	4	5	6	7	8
			6:00 Council work session 6:45 Council pub hrg (maybe)CCAB 7:00 Council reg mtg CCAB			
9	10	11	12	13	14	15
			12:00 Council spec mtg CCAB-tentative			
		6:30 P&Z CCAB	6:00 Harbor Cms CCM 7:00 Sch Bd HSL			
16	17	18	19	20	21	22
			5:30 CTC Board Meeting			2020 fair canceled
			6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB			
23	24	25	26	27	28	
			12:00 Council spec mtg CCAB-tentative			
		6:00 P&R CCM	6:00 CEC Board Meeting	6:00 CCMCAB HCR		
30	31	Notes				

Legend:
 CCAB-Community Rms A&B
 HSL-High School Library

CCA-Community Rm A
 CCB-Community Rm B
 CCM-Mayor's Conf Rm
 CCER-Education Room

LN-Library Fireplace Nook
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Cncl - 1st & 3rd Wed
 P&Z - 2nd Tues
 SchBd, Hrb Cms - 2nd Wed
 CTC - 3rd Wed
 P&R - last Tues
 CEC - 4th Wed
 CCMCA Bd - last Thurs

City of Cordova, Alaska Elected Officials & Appointed Members of City Boards and Commissions

Mayor and City Council - Elected

seat/length of term	email	Date Elected	Term Expires
Mayor: 3 years	Clay Koplin Mayor@cityofcordova.net	Mar 1, 2016, Mar 5, 2019	March-22
Council members:			
Seat A: 3 years	Tom Bailer CouncilSeatA@cityofcordova.net	March 5, 2019	March-22
Seat B: 3 years	Cathy Sherman CouncilSeatB@cityofcordova.net	March 3, 2020	March-23
Seat C: 3 years	Jeff Guard CouncilSeatC@cityofcordova.net	Mar 5, 2017, Mar 3, 2020	March-23
Seat D: 3 years	Melina Meyer, Vice Mayor CouncilSeatD@cityofcordova.net	March 6, 2018	March-21
Seat E: 3 years	Anne Schaefer CouncilSeatE@cityofcordova.net	Dec 6, 2017, Mar 6, 2018	March-21
Seat F: 3 years	David Allison CouncilSeatF@cityofcordova.net	March 5, 2019 March 1, 2016	March-22
Seat G: 3 years	David Glasen CouncilSeatG@cityofcordova.net	March 5, 2019	March-22

elected by cncl

Cordova School District School Board - Elected

length of term		Date Elected	Term Expires
3 years	Barb Jewell, President bjewell@cordovasd.org	Mar 5, 2013, Mar 1, 2016, Mar 5, 2019	March-22
3 years	Bret Bradford bbradford@cordovasd.org	Mar 3, 2015, Mar 6, 2018	March-21
3 years	Tammy Altermott taltermott@cordovasd.org	Mar 5, 2013, Mar 1, 2016, Mar 5, 2019	March-22
3 years	Peter Hoepfner phoepfner@cordovasd.org	Mar 7, 2006, Mar 3, 2009, Mar 6, 2012, Mar 3, 2015, Mar 6, 2018	March-21
3 years	Sheryl Glasen saglasen@cordovasd.org	Mar 4, 2014, Mar 7, 2017, Mar 3, 2020	March-23

seat up for re-election in 2021

vacant

board/commission chair

seat up for re-appt in Nov 20

City of Cordova, Alaska Elected Officials & Appointed Members of City Boards and Commissions

CCMC Authority - Board of Directors - Elected

length of term		Date Elected	Term Expires
3 years	Kelsey Appleton Hayden CCMCBoardSeatE@cdvcmc.com	March 3, 2020	March-23
3 years	Greg Meyer, Chair CCMCBoardSeatA@cdvcmc.com	Jul 19, 2018, Mar 5, 2019	March-22
3 years	Craig Kuntz, Vice Chair <small>elected by board</small> CCMCBoardSeatB@cdvcmc.com	March 26, 2020	March-22
3 years	Linnea Ronnegard CCMCBoardSeatC@cdvcmc.com	March 6, 2018	March-21
3 years	Gary Graham CCMCBoardSeatD@cdvcmc.com	May 31, 2018, Mar 5, 2019	March-21

Library Board - Appointed

length of term		Date Appointed	Term Expires
3 years	Mary Anne Bishop, Chair	Nov '06, '10, '13, '16 & '19	November-22
3 years	Wendy Ranney	Apr '13, Nov '15, Nov '18	November-21
3 years	Sherman Powell	June '18, Feb '20	November-22
3 years	Sarah Trumblee	February-18	November-20
3 years	Krysta Williams	February-18	November-20

Planning Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Nancy Bird	Nov '16, '19	November-22
3 years	Mark Hall	Nov '19	November-22
3 years	Scott Pegau, Vice Chair	Dec '11, Dec '14, Nov '17	November-20
3 years	John Baenen	Dec '12, Dec '15, Nov '18	November-21
3 years	Tom McGann, Chair	Apr '11, Dec '11, Dec '14, Nov '17	November-20
3 years	Chris Bolin	Sep '17, Nov '18	November-21
3 years	Trae Lohse	Nov '18	November-20

seat up for re-appt in Nov 20

seat up for re-election in 2021

vacant

board/commission chair

City of Cordova, Alaska Elected Officials & Appointed Members of City Boards and Commissions

Harbor Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Mike Babic	Nov '17	November-20
3 years	Andy Craig	Nov '16, '19	November-22
3 years	Max Wiese	Mar '11, Jan '14, Nov '17	November-20
3 years	Ken Jones	Feb '13, Nov '16, Nov '19	November-22
3 years	Jacob Betts, Chair	Nov '15, '18	November-21

Parks and Recreation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Wendy Ranney, Chair	Aug '14, Nov '15, Nov '18	November-21
3 years	Henk Kruithof	Nov '19	November-22
3 years	Ryan Schuetze	Aug '18	November-21
3 years	Kirsti Jurica	Nov '18	November-21
3 years	Marvin VanDenBroek	Feb '14, Nov '16, Nov '19	November-22
3 years	Karen Hallquist	Nov '13, '16, '19	November-22
3 years	Dave Zastrow	Sept '14, Feb '15, Nov '17	November-20

Historic Preservation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Cathy Sherman, Chair	Aug '16, Nov '19	November-22
3 years	Heather Hall	Aug '16, Feb '20	November-22
3 years	Sylvia Lange	Nov '19	November-22
3 years	John Wachtel	Aug '16, Nov '18	November-21
3 years	Wendy Ranney	Nov '18	November-21
3 years	Nancy Bird	Nov '17, Nov '18	November-21
3 years	Jim Casement	Nov '17	November-20

seat up for re-election in 2021

board/commission chair

seat up for re-appt in Nov 20

vacant