



**City of Gustavus**  
P.O. Box 1  
Gustavus, AK 99826  
Phone: (907) 697-2451

# PUBLIC PACKET

February 9, 2015





# GUSTAVUS CITY COUNCIL

## GENERAL MEETING

### FEBRUARY 9<sup>TH</sup>, 2015

### 7:00 PM CITY HALL

#### Mayor (Seat D):

Mike Taylor

mike.taylor@gustavus-ak.gov

mayor@gustavus-ak.gov

Term Expires 2017

#### Vice Mayor (Seat A):

Lori Trummer

lori.trummer@gustavus-ak.gov

Term Expires 2016

#### Council Member (Seat B):

Jeff Irwin

jeff.irwin@gustavus-ak.gov

Term Expires 2016

#### Council Member (Seat C):

Dan Lesh

dan.lesh@gustavus-ak.gov

Term Expires 2017

#### Council Member (Seat E):

Tim Sunday

tim.sunday@gustavus-ak.gov

Term Expires 2015

#### Council Member (Seat F):

Tania Lewis

tania.lewis@gustavus-ak.gov

Term Expires 2015

#### Council Member (Seat G):

Greg Streveler

greg.streveler@gustavus-ak.gov

Term Expires 2015

#### City Treasurer:

Noël Farevaag

noel.farevaag@gustavus-ak.gov

#### City Clerk:

Lori Ewing

lori.ewing@gustavus-ak.gov

#### AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes:
  - A. General Meeting Minutes January 12, 2015
  - B. Special Meeting Minutes January 19, 2015
4. Mayor's Request for Agenda Changes:
  - A. Move #12 Staff Reports to #6
  - B. Move #13 City Council Reports to #7
  - C. Remove #7A from Consent Agenda
5. Committee Reports:
  - A. GVA
  - B. Roads
6. Public Comment on Non-agenda Items Only
7. Consent Agenda:
  - A. **FY15-13NCO** Providing for the Amendment of the Administrative Budget for Fiscal Year 2015
8. Ordinance for Public Hearing
9. Resolutions:
  - A. **Resolution CY15-07** Support of Pursuing Legal Action against Taylor Charters for Delinquent Sales Tax
  - B. **Resolution CY15-08** Supporting the Reinstatement of a Full \$60 Million into the Revenue Sharing
  - C. **Resolution CY15-09** Providing for the Closure of First National Bank Alaska Gaming Account
  - D. **Resolution CY15-10** Commending the Gustavus Foxes Mixed 6 Volleyball Team on ASAA State Championship
  - E. **Resolution CY15-11** Providing for a Cost-of-Living Pay Adjustment for CoG Employees in Regular Positions
10. Unfinished Business:
  - A. **Policy/Procedure for Mayoral Succession**
11. New Business:
  - A. Award Gravel Pit Contracts
  - B. Approve ITB for Tong Road Bridge Replacement
  - C. Award Good River Contract
  - D. Approve Correction to Title 3.05.020
12. Staff Reports:
  - A. DRC
13. City Council Reports:
  - A. Treasurer's Report
  - B. City Clerk's Report
  - C. Mayor's Report
14. City Council Questions and Comments
15. Public Comments on Non-Agenda Items
16. Executive Session
17. Adjournment



Item No. 1 Call to Order

Item No. 2 Roll Call

Item No. 3 Approval of Minutes

**A. Minutes of General Meeting January 12, 2015**

**GUSTAVUS CITY COUNCIL  
GENERAL MEETING MINUTES  
JANUARY 12<sup>th</sup>, 2015**

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**1. CALL TO ORDER:**

The monthly General Meeting of the Gustavus City Council is called to order on January 12<sup>th</sup>, 2015, at 7pm by Mayor Taylor. There are ten (10) members of the public in attendance at City Hall.

**2. ROLL CALL:**

Comprising a quorum of the Gustavus City Council, the following are present:  
Mayor Taylor  
Vice Mayor Trummer  
Council Member Sunday  
Council Member Irwin  
Council Member Streveler  
Council Member Lewis  
Council Member Lesh

**3. APPROVAL OF MINUTES:**

**A. Minutes from the December 8th, 2014 General Meeting are presented.**

MOTION: Council Member Irwin moves that we approve the General Meeting Minutes from December 8th, 2014.

SECONDED BY: Council Member Streveler

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION

YES: Taylor, Trummer, Sunday, Irwin, Streveler, Lewis, Lesh  
NO:  
RECUSED:

MOTION **PASSES**/FAILS **7/0**

**B. Minutes from the December 19th, 2014 Special Meeting are presented.**

MOTION: Council Member Streveler moves that we adopt the Special Meeting Minutes from December 19th, 2014.

SECONDED BY: Council Member Lewis

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION

YES: Taylor, Trummer, Sunday, Irwin, Streveler, Lewis, Lesh  
NO:  
RECUSED:

MOTION **PASSES**/FAILS **7/0**

4. **MAYOR'S REQUEST FOR AGENDA CHANGES:**  
**A. Move item #15 Staff Reports to #6**  
**B. Move Item #16 City Council Reports to #5**

5. COMMITTEE REPORTS: None

6. **PUBLIC COMMENT ON NON-AGENDA ITEMS:**  
**A. P. Scott – GVFD dispatch**  
**B. R. Cole – tank farm/Dray purchase**

7. CONSENT AGENDA: None

8. ORDINANCE FOR PUBLICATION: None

9. **ORDINANCE FOR PUBLIC HEARING:**  
**A. FY15-11NCO An Ordinance for the City of Gustavus Providing for the Amendment of the City Held Accounts in Fiscal Year 2015**

MOTION: Council Member Irwin moves to adopt FY15-11NCO An Ordinance Providing for the Amendment of City Held Accounts in Fiscal Year 2015

SECONDED BY: Council Member Streveler

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION

YES: Taylor, Trummer, Sunday, Irwin, Streveler, Lewis, Lesh

NO:

RECUSED:

MOTION **PASSES**/FAILS **7/0**

10. **RESOLUTIONS:**  
**A. CY15-01 A RESOLUTION BY THE CITY OF GUSTAVUS PERTAINING TO THE AUTHORIZED INVESTMENTS OF, THE INVESTMENT ALLOCATIONS OF, AND ESTABLISHING APPROPRIATE BENCHMARKS TO MEASURE PERFORMANCE OF THE CITY'S ENDOWMENT FUNDS (READ BY COUNCIL MEMBER IRWIN)**

MOTION: Council Member Irwin moves to adopt Resolution CY15-01 A Resolution for the City of Gustavus Pertaining to the authorized investments of, the investment allocations of, and establishing appropriate benchmarks to measure performance of the City's Endowment Funds

SECONDED BY: Council Member Sunday

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION

YES: Taylor, Trummer, Sunday, Irwin, Streveler, Lewis, Lesh

NO:

RECUSED:

MOTION **PASSES**/FAILS **7/0**

- B. CY15-02 A RESOLUTION FOR APPLYING FOR CITY CREDIT CARDS THROUGH BANK OF AMERICA ALASKA AIRLINES MILEAGE REWARDS (READ BY COUNCIL MEMBER SUNDAY)**

MOTION: Council Member Sunday moves to adopt CY15-02 A Resolution for Applying for City Credit Cards through Bank of America Alaska Airlines Mileage Rewards

SECONDED BY: Council Member Lewis

PUBLIC COMMENT: P. Berry

ROLL CALL VOTE ON MOTION

YES: Taylor, Trummer, Sunday, Irwin, Streveler, Lewis, Lesh

NO:

RECUSED:

MOTION **PASSES**/FAILS

**7/0**

**C. CY15-03 A RESOLUTION TO ADOPT "POLICY AND PROCEDURE FOR SUCCESSION OF MAYORAL DUTIES IN THE TEMPORARY ABSENCE OR DISABILITY OF THE MAYOR" (READ BY COUNCIL MEMBER SUNDAY)**

MOTION: Council Member Sunday moves to adopt CY15-03 A Resolution to adopt "Policy and Procedure for Succession of Mayoral Duties in the Temporary Absence or Disability of the Mayor"

SECONDED BY: Council Member Lesh

PUBLIC COMMENT: None

MOTION: Council Member Lewis moves to postpone to a time specific of the next General Meeting, February 9, 2015

SECONDED: Vice Mayor Trummer

ROLL CALL VOTE ON MOTION

YES: Trummer, Irwin, Streveler, Lewis, Lesh

NO: Taylor, Sunday

RECUSED:

MOTION **PASSES**/FAILS

**5/2**

**D. CY15-04 A RESOLUTION BY THE CITY OF GUSTAVUS IN SUPPORT OF THE GUSTAVUS COMMUNITY CENTER (READ BY COUNCIL MEMBER STREVELER)**

MOTION: Council Member Streveler moves to adopt CY15-04 A Resolution by the City of Gustavus in Support of the Gustavus Community Center

SECONDED BY: Council Member Sunday

PUBLIC COMMENT: C. Gabriele

AMENDMENT TO THE MOTION: Council Member Lesh moves to amend the adoption of the Resolution by removing all quotation marks in the document

SECONDED: Council Member Irwin

ROLL CALL VOTE ON MOTION

YES: Taylor, Trummer, Sunday, Irwin, Streveler, Lewis, Lesh

NO:

RECUSED:

MOTION **PASSES**/FAILS

**7/0**

ROLL CALL VOTE ON MAIN MOTION

YES: Taylor, Trummer, Sunday, Irwin, Streveler, Lewis, Lesh

NO:  
RECUSED:

MOTION **PASSES**/FAILS 7/0

**E. CY15-05 A RESOLUTION IN SUPPORT OF THE PROPOSAL TO 'DESIGN MODEL COMMUNITY NETWORK' (READ BY VICE MAYOR TRUMMER)**

MOTION: Vice Mayor Trummer moves to approve CY15-05 A Resolution in support of the proposal to 'design model community network'.

SECONDED BY: Council Member Irwin

PUBLIC COMMENT: N. Borson

ROLL CALL VOTE ON MOTION

YES: Taylor, Trummer, Sunday, Irwin, Streveler, Lewis, Lesh

NO:

RECUSED:

MOTION **PASSES**/FAILS 7/0

**F. CY15-06 A RESOLUTION APPROVING THE SUBMISSION OF A CAPITAL IMPROVEMENT PROJECT FUNDING REQUEST FOR THE REPLACEMENT OF THE DISPOSAL AND RECYCLING CENTER'S SKID-STEER LOADER (READ BY VICE MAYOR TRUMMER)**

MOTION: Vice Mayor Trummer moves to adopt CY15-06 A Resolution Approving the Submission of a Capital Improvement Project Funding Request for the Replace of the DRC's skid-steer loader

SECONDED BY: Council Member Lewis

PUBLIC COMMENT: P. Berry

AMENDMENT TO THE MOTION: Council Member Lewis moves to amend the Resolution by adding after \$49,000 " , to be matched with \$7,000 from City reserves,"

SECONDED: Council Member Irwin

ROLL CALL VOTE ON MOTION

YES: Taylor, Trummer, Sunday, Irwin, Streveler, Lewis, Lesh

NO:

RECUSED:

MOTION **PASSES**/FAILS 7/0

ROLL CALL VOTE ON MAIN MOTION

YES: Taylor, Trummer, Sunday, Irwin, Streveler, Lewis, Lesh

NO:

RECUSED:

MOTION **PASSES**/FAILS 7/0

11. POLICY AND PROCEDURES FOR PUBLICATION: None
12. POLICY AND PROCEDURES FOR PUBLIC HEARING: None
13. UNFINISHED BUSINESS: None
14. NEW BUSINESS: None

15. **STAFF REPORTS:**
  - A. Library – report given/submitted by S. Martinez
  - B. GVFD – report given/submitted by L. Ewing
  
16. **CITY COUNCIL REPORTS**
  - A. City Treasurer’s Report: - report given/submitted by N. Farevaag
  - B. City Clerk's Report: - report given/submitted by L. Ewing
  - C. Mayor's Report: - report given/submitted by M. Taylor
  
17. **CITY COUNCIL QUESTIONS AND COMMENTS**
  - A. Lewis – work session topics
  - B. Lesh – GVFD dispatcher
  - C. Sunday – firing of Pat Kemp
  
18. **PUBLIC COMMENT ON NON-AGENDA ITEMS ONLY:**
  - A. B. Robichaud – CoG requesting assistance with dispatching from NPS
  
19. EXECUTIVE SESSION
  
20. **ADJOURNMENT**

Hearing no objections, Mayor Taylor adjourns the meeting at 9:23pm.

*\*Meeting Minutes Recorded by Lori Ewing, City Clerk*

## B. Minutes of Special Meeting January 19, 2015

### GUSTAVUS CITY COUNCIL SPECIAL MEETING MINUTES JANUARY 19<sup>th</sup>, 2015

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**1. CALL TO ORDER:**

A Special Meeting of the Gustavus City Council is called to order on January 19<sup>th</sup>, 2015, at 7:02pm by Mayor Taylor. There is one (1) member of the public in attendance at Gustavus City Hall.

**2. ROLL CALL:**

Comprising a quorum of the City Council, the following are present:

Mayor Taylor

Vice Mayor Trummer

Council Member Sunday

Council Member Irwin

Council Member Streveler

Council Member Lewis

Council Member Lesh

The following members are not present:

Council Member Sunday     *Excused*

Council Member Lesh        *Unexcused*

3. APPROVAL OF MINUTES: None

4. MAYOR'S REQUEST FOR AGENDA CHANGES: None

5. COMMITTEE REPORTS: None

**6. PUBLIC COMMENT ON NON-AGENDA ITEMS: None**

7. CONSENT AGENDA: None

8. ORDINANCE FOR PUBLIC HEARING: None

9. RESOLUTIONS: None

10. UNFINISHED BUSINESS: None

**11. NEW BUSINESS:**

**A. Approval of Phase 1 of Solid Waste Management Plan**

MOTION: Council Member Streveler moves that the proposal made to Paul Berry by Bell and Associates of November 24, 2014, be accepted.

SECONDED BY: Vice Mayor Trummer

PUBLIC COMMENT: P. Berry

ROLL CALL VOTE ON MOTION

YES: Taylor, Trummer, Irwin, Streveler, Lewis

NO:

RECUSED:

**B. Approval of Employment Offer Letter to Fire Chief/Harbormaster Candidate**

MOTION: Council Member Irwin moves to approve the Employment Offer Letter to Fire Chief/Harbormaster Candidate Bradley Sudz

SECONDED BY: Vice Mayor Trummer

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION

YES: Taylor, Trummer, Irwin, Streveler, Lewis

NO:

RECUSED:

MOTION **PASSES**/FAILS

5/0

12. STAFF REPORTS: None

13. CITY COUNCIL REPORTS: None

A. Mayor's Report

B. City Treasurer's Report

C. City Clerk's Report

14. CITY COUNCIL QUESTIONS AND COMMENTS: None

15. PUBLIC COMMENT ON NON-AGENDA ITEMS ONLY: None

16. EXECUTIVE SESSION: None

**17. ADJOURNMENT:**

Hearing no objections, Mayor Taylor adjourns the meeting at 7:27pm.

*\*Meeting Minutes Recorded by Lori Ewing, City Clerk*

**Item No. 4 Mayor's Request for Agenda Changes:**

**A. Move #12, Staff Reports, to #6**

**B. Move #13, City Council Reports, to #7**

**C. Remove #7A from Consent Agenda**

**Item No. 5 Committee Reports**

**A. GVA**

**B. Roads**

**Item No. 6 Public Comment on Non-Agenda Items Only**

This is the opportunity for the public to speak on items that are not included on the Meeting Agenda

**Item No. 7 Consent Agenda****Item No. 8 Ordinance for Public Hearing**

**Item No. 9 Resolutions:**

**A. Resolution CY15-07 A Resolution in Support of Pursuing Legal Action against Taylor Charters for Delinquent Sales Tax**

**CITY OF GUSTAVUS, ALASKA  
RESOLUTION CY15-07**

**A RESOLUTION BY THE CITY OF GUSTAVUS IN SUPPORT OF PURSUING LEGAL ACTION AGAINST TAYLOR CHARTERS FOR DELINQUENT SALES TAX**

**WHEREAS**, the City of Gustavus has made a concerted effort to work with local businesses in making tax payment arrangements in times of financial difficulty, and

**WHEREAS**, the City of Gustavus has attempted to collect delinquent taxes from Taylor Charters fishing since November 2013, and

**WHEREAS**, the amount of taxes, penalties and interest owed to the City of Gustavus exceed \$43,000, and

**WHEREAS**, the owner of Taylor Charters has signed two payment agreements with the City and defaulted on both agreements, and

**WHEREAS**, the City of Gustavus has the legal responsibility to collect sales tax according to AS. Sec. 29.35.170 (a) *Assessment and collection of taxes* which states: “A borough shall assess and collect property, sales, and use taxes that are levied in its boundaries, subject to AS 29.45”, and

**WHEREAS**, the City of Gustavus is a city outside a borough, and according to AS Sec. 29.45.700. (c) *Power of levy* “A city outside a borough may levy and collect sales and use taxes in the manner provided for boroughs”, and now, therefore, be it

**RESOLVED**, that the Gustavus City Council directs the City Attorney, Paul Grant, to take any appropriate legal action to collect the tax.

**PASSED** and **APPROVED** by the Gustavus City Council this 9<sup>th</sup> day of February, 2015.

\_\_\_\_\_  
Mike Taylor, Mayor

\_\_\_\_\_  
Attest: Noël Farevaag, City Treasurer

\_\_\_\_\_  
Attest: Lori Ewing, City Clerk

**B. Resolution CY15-08 A Resolution Supporting the Reinstatement of a Full \$60 Million into the Revenue Sharing Fund on a Yearly Basis with a One-Year Appropriation of \$8 Million to the Fund with an Effective Date Prior to June 30, 2015**

**CITY OF GUSTAVUS  
RESOLUTION CY15-08**

**A RESOLUTION SUPPORTING THE REINSTATEMENT OF A FULL \$60 MILLION INTO THE REVENUE SHARING FUND ON A YEARLY BASIS WITH A ONE-YEAR APPROPRIATION OF \$8 MILLION TO THE FUND WITH AN EFFECTIVE DATE PRIOR TO JUNE 30, 2015**

**WHEREAS**, all of Alaska’s boroughs and cities are appreciative to the Governor and the Legislature for the continuation of the Revenue Sharing program; and

**WHEREAS**, since 2008, municipalities have received a total of \$60 million per year to be divided among all boroughs, cities and unorganized communities in the State; and

**WHEREAS**, this money is a small share of the resource funding that is provided to the State; and

**WHEREAS**, \$60 million is also a small part of the total statewide budget for the year; and

**WHEREAS**, municipalities are political subdivisions of the State of Alaska; and

**WHEREAS**, boroughs and cities can only raise their own money through increased taxes and/or fees; and

**WHEREAS**, in the past 2014 Legislative Session, the amount deposited into the Revenue Sharing fund dropped to \$52 million; and

**WHEREAS**, the smaller municipalities use these funds to provide basic services, such as snow removal, public building maintenance, harbor upkeep, fuel and insurance; and now, therefore, be it

**RESOLVED**, that the City of Gustavus requests the Alaska State Legislature to reinstate the amount of \$60 million on an annual basis into the Revenue Sharing Fund and that the Alaska State Legislature appropriate an additional \$8 million to the fund with an effective date prior to June 30, 2015.

**PASSED** and **APPROVED** by the Gustavus City Council this 9<sup>th</sup> day of February, 2015.

\_\_\_\_\_  
Mike Taylor, Mayor

\_\_\_\_\_  
Attest: Noël Farevaag, City Treasurer

\_\_\_\_\_  
Attest: Lori Ewing, City Clerk

**C. Resolution CY15-09 A Resolution Providing for the Closure of the First National Bank  
Alaska Gaming Account**

**CITY OF GUSTAVUS  
RESOLUTION CY15-09**

**A RESOLUTION PROVIDING FOR THE CLOSURE OF THE FIRST NATIONAL BANK  
ALASKA GAMING ACCOUNT**

**WHEREAS**, AS 05.15 requires a separate account to manage funds of games of skill and chance, and

**WHEREAS**, in June 2008, the Gustavus City Council opened a gaming account with First National Bank Alaska to support a game of chance and skill within the City, and

**WHEREAS**, since the account was opened, only one game of skill and chance has been held within Gustavus, and

**WHEREAS**, the only activity in the FNBA gaming account for the past six (6) years has been monthly service charges, and

**WHEREAS**, the Gustavus City Council has determined that it not within the City's best interest to lend the required time and financial support to games of skill and chance, and now, therefore, be it

**RESOLVED**, that the Gustavus City Council authorizes the City Treasurer to close the First National Bank Alaska gaming account and deposit the funds into the First National Bank Alaska General Fund checking account.

**PASSED** and **APPROVED** by the Gustavus City Council this 9<sup>th</sup> day of February, 2015.

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Mike Taylor, Mayor

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Attest: Lori Ewing, City Clerk

**D. Resolution CY15-10 A Resolution Commending the Gustavus Foxes Mixed 6 Volleyball Team on Winning the ASAA State Championship**

**CITY OF GUSTAVUS, ALASKA  
RESOLUTION CY15-10**

**A RESOLUTION COMMENDING THE GUSTAVUS FOXES MIXED 6 VOLLEYBALL TEAM ON WINNING THE ASAA STATE CHAMPIONSHIP**

**WHEREAS**, all students need space for learning, the arts, and physical activity for the development of their unique school interests, and

**WHEREAS**, the Gustavus School is more than just a place for academics, it is a community resource for students, youth and adults to participate in sports and

**WHEREAS**, the Gustavus School has had a Mixed 6 Volleyball team for more than 25 years and have won the Regional Tournament five times including 2013 and 2014, but had never won the State Championship Tournament and

**WHEREAS**, this win capped off an amazing season for the Gustavus Foxes, as they finished nearly undefeated for the season, with the loss of only one set, and

**WHEREAS**, the achievements of the Gustavus Volleyball Team, under Coach, Rachel Parks, and the coaching staff, deserve recognition and have earned a rightful place at the top of their sport for their impressive 2014 season and for the example that they have set for future generations of young athletes in southeast Alaska, now, therefore, be it

**RESOLVED**, that the members of the Gustavus City Council, both individually and collectively, commend the State Champion Gustavus Foxes Volleyball team and congratulate each member of the team comprised of Cassandra Chase, Noah Ewing, Jonah Patrick, Jordan Wagner, Aishu Cozby, Nick Kunat, Bethany Bohlke, Cody Christofferson, Kailey Ewing, Miwa Kunat, Alyssa Patrick, Matthew Tu'au, and Natasha Lenning and wishes them the best of luck in all their future endeavors.

**PASSED** and **APPROVED** by the Gustavus City Council this 9<sup>th</sup> day of February, 2015.

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Mike Taylor, Mayor

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Attest: Lori Ewing, City Clerk

**E. Resolution CY15-11 A Resolution Providing for a Cost-of-Living Pay Adjustment for City of Gustavus Employees in Regular Positions**

**CITY OF GUSTAVUS, ALASKA  
RESOLUTION CY15-11**

**A RESOLUTION PROVIDING FOR A COST-OF-LIVING PAY ADJUSTMENT FOR CITY OF GUSTAVUS EMPLOYEES IN REGULAR POSITIONS**

**WHEREAS**, the Gustavus City Council adopted an “Employee Payment and Earnings Policy” on June 8, 2006, and

**WHEREAS**, the Gustavus City Council adopted Resolution 2011-23 on December 8, 2011, which updates the Section of the “Employment Payment and Earnings Policy” entitled “Pay Raises”, and

**WHEREAS**, the adopted Policy of “Pay Raises” states that the Gustavus City Council may grant, from time to time, by resolution, periodic adjustments to the City’s pay schedule. The City Council will consider the cumulative change in the Consumer Price Index (Anchorage) since the last such pay adjustment in formulating such adjustments. Such periodic pay adjustments, if any, will apply to all Regular Position employees of the City of Gustavus. A Regular Position is a full-time or part-time year-round position in which the employee generally works the same schedule every week, although actual hours each week may vary with season or with work load, and

**WHEREAS**, in adopting this policy, the City Council of the City of Gustavus has determined that adjusting the pay of its Regular Position employees in an amount equal to the change in the consumer price index (CPI) for Anchorage, the standard measure of CPI for Alaska, is appropriate, and

**WHEREAS**, the logical time to approve the Cost-of-Living Pay Adjustment is before the Gustavus City Council has adopted the next fiscal year budgets, and

**WHEREAS**, the consumer price index (CPI) for Anchorage rose 1.6% for the calendar year 2014, and now, therefore, be it

**RESOLVED**, that the Gustavus City Council grants a 1.6% Cost-of-Living Pay Adjustment to current hourly rates (nonexempt) and base salary (exempt) for all Regular Position Employees effective July 1, 2015.

**PASSED** and **APPROVED** by the Gustavus City Council this 9<sup>th</sup> day of February, 2015.

\_\_\_\_\_  
Mike Taylor, Mayor

\_\_\_\_\_  
Attest:Noël Farevaag, City Treasurer

\_\_\_\_\_  
Attest: Lori Ewing, City Clerk

**Item No. 10 Unfinished Business:**

**A. Policy and Procedure for Succession of Mayoral Duties in the Temporary Absence or Disability of the Mayor**

**Item No. 11. New Business:**

**A. Award Gravel Pit Contracts**

**(Documents available for viewing at City Hall)**

**B. Approve ITB for Tong Road Bridge Replacement**

**(Document available for viewing at City Hall)**

**C. Award Good River Contract**

**(Document available for viewing at City Hall)**

**D. Approve Correction to Title 3.05.020**

Section 3.05.020 - Holidays.

(a) City of Gustavus workplaces will be closed on the holidays listed below:

New Year's Day	January 1
Presidents' Day	<del>February 21</del> <b><u>Third Monday in February</u></b>
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Thanksgiving	Fourth Thursday in November
Day after Thanksgiving	
Christmas	December 25

- (b) The City of Gustavus will grant paid holiday time off to all eligible employees. Holiday pay will be calculated based on the employee's straight-time pay rate as of the date of the holiday. Paid time off for holidays will not be counted as hours worked for the purposes of determining overtime. Regular position employees will not receive compensation for a holiday that occurs on a day that the employee is on an unpaid leave of absence.
- (c) For city employees whose normal work week is Monday through Friday, if a city-observed holiday falls on a Saturday, the holiday will be observed on the previous Friday, and if a city-observed holiday falls on Sunday, the holiday will be observed the following Monday. For city employees working on Saturday, if the city-observed holiday falls on Saturday, it will be observed on that day. All city workplaces will be closed on Sunday.

## Item No. 12 Staff Reports:

### **A. DRC**

Gustavus Disposal & Recycling Center Quarterly Staff Report  
Paul Berry, DRC Manager/ Operator  
Monday, February 9<sup>th</sup>, 2015

My last quarterly report was during the November 13<sup>th</sup>, General Meeting and my next scheduled quarterly report would be during the May 11<sup>th</sup>, 2015 General Meeting.

#### DRC Operations and New Office Update

##### DRC Labor Pool

In December Mayor Taylor recommended the formation of a DRC Labor Pool (Pool) as a means of fulfilling temporary labor needs at the DRC during the course of the year. The Pool is a method to have the initial portion of the hiring process: the post, interview, evaluate and forward my recommendations for hire part, happen just once at the beginning of the year rather than having to do it each time I need an Assistant or Relief Operator at the DRC - a process that takes two or three weeks at best. So this past December I posted an announcement (PO, DRC, C Chest & City Hall) for the Pool which allowed any interested individual to apply for inclusion in the Pool. At the close of the application period I interviewed and evaluated the applicants and forward my results to the Mayor. At present there are two individuals who applied for the pool, were interviewed and placed on the list: Eric Syrene and Jeff Irwin. At the latest this process will repeat again in December of this year.

So now that the Pool exists, when a labor need arises such as filling in for me when I will be away this month, I contact an individual from the Pool that I think would be best suited for the task to see if they will be available. If they are, I forward my recommendation to the Mayor for the temporary hire of that individual for the set tasks between set dates. A new level of planning and I'm fine with it so far.

Deja Hardy has been volunteering 4 hours each Tuesday as part of her Community Work Experience program. She has been running the recycling baler since she started and her help in keeping up with the continuous inflow of recyclable material has been greatly appreciated. Hopefully she can continue this work through the rest of the winter.

##### New Office

As I mentioned in my last report I moved into the new office on Halloween. Since then John Nixon has completed his electrical work and all the lighting is low wattage LED. Eric Syrene has brought the changing room up to speed by constructing a bench, installing the hand washing sink and hooking up the composting toilet. The changing room is now mostly complete. Later this spring I hope to install lockers for employees and volunteers. The completion of the office has had a positive effect on me and I really appreciate having a good environment for the important work of managing the DRC.

##### Community Chest Update

Betsy Lesh, Liz Vanderzanden, Judy Brakel and Maureen Moore continue to be the main Saturday and Wednesday staffers. This winter Betsy and a number of other volunteers have gone through the store, cleaned, purged and added new donations. The Chest looks very good and has had impressive sales for the middle of winter. Inspired by the suggestion of a volunteer I have written a thank you letter to these volunteers and issued them a \$5.00 credit for the DRC as a token of appreciation for their hard work and an acknowledgment that their work provides an important funding stream for the DRC.

### Southeast Alaska Solid Waste Authority (SEASWA) Update

The most recent happening in SEASWA has been the selection of Pool Engineering (PE), which is based in Ketchikan, as a scrap metal collection provider for our region for the next five years. This service is very similar to what was negotiated with Carson Dorn for regional HHW collection. Southeast Conference and SEASWA provide oversight for the program. Each interested community negotiates an agreement with PE based on a template provided by SEASWA/ SE Conference for Gustavus – that we are a northern community, not a part of SEASWA and that most of the scrap is owned by a private entity. Chuck didn't have a pat answer rather he suggested visiting the community and talking with the City and the private entity to see what could work. If this is a direction the Council wants me to go then I can initiate that discussion with PE. I have to add that a scrap metal collection event would be no small undertaking.

### Solid Waste Management and Facility Plan (SWMP) Update

The Council held a special meeting on Monday, January 19<sup>th</sup> where they approved a Letter of Agreement and a Purchase Order for up to \$10,000 with Bell & Associates for services related to the preliminary or phase 1 work on the SWMP. Since that time I have been working with Richard Hertzburg on the preliminary part of the SWMP.

At this point our shipping options are:

- Alaska Marine Lines/ Linden Transport who doesn't come directly to Gustavus but I believe serves Excursion Inlet and Hoonah periodically.
- The Ferry/ AMHS which regularly comes to Gustavus but categorically does not haul garbage. To me this means that AMHS will not allow freight that has odor or safety issues.
- The M/V Liteweight which can easily transport 20' waste containers but has a higher operating cost than the other two services.

In our favor is the fact that our facility recycles or reuses most of its waste stream and we only would need to be concerned with approximately five 20' containers of waste each year.

Tentatively, a site visit by one of the team members is scheduled for this April.

### 2015 Alaska Department of Environmental Conservation (ADEC) Solid Waste Operating Permit Renewal Update

In January I downloaded the most recent permit and operating plan documents from ADEC and have begun to assemble the next permit renewal application. The renewal application is due by August 2<sup>nd</sup> and my target for completing the renewal package and delivering it to the Council for final approval is the July 13<sup>th</sup> General Meeting. Most of the work in this process still remains to be done at this time. There are important issues to consider as part of this renewal such as how best to utilize the very limited space remaining within the fence. We are also looking at shipping waste out at some point in the future and there is need for a new “contingency disposal area” for waste that we don't want to ship because of weight or as backup for holding waste during any transportation crisis issue.

Regarding the Permit I feel it is time for the Council and the DRC's adjacent property owners to take a look at a stipulation that has been in all our permits for the past 20 years:

“The permittee shall not expand the part of the disposal facility that is circumscribed by the chain link fence as it appeared in August 1994 any farther east or south. If expansion is needed the facility shall expand to the west... “

We should look at the use of all 12 acres of the DRC comprehensively. Areas close to State Dock road should remain as a buffer even someday be dedicated as a small park (as a side note Peter McKay recommended or suggested dedicating the possible park to Rita Wilson) but

certain areas immediately south and east of the original fence and between the fence and Boat Harbor Road should be open to utilization if it can be done in such a fashion as to not be objectionable to the adjacent property owners. This is one reason why I have proposed tree planting and other site improvements in one of the projects under the next heading (thought: the visual screening portion of a project should happen before major changes rather than after).

#### FY16 Capital Projects Update

In January the Mayor on behalf of the Council submitted a FY16 CIP request to the State for a new all-wheel drive loader to replace our existing nearly 20 year old skid- steer loader.

I will be submitting to the Mayor, Council and City Treasurer draft scoping documents for two important projects for the Council to consider funding with City reserve or Endowment funds during FY16 and beyond:

1. Pre-Processing Storage and Site Improvement Project – 3 sub-projects:

A. Improving public safety and improving operator safety and efficiency by creating a dedicated 50' x 165' pre-processing storage area between the landfill fence and Boat Harbor Road. See FY16\_pre-processing\_storage\_and\_site\_improvement\_diagram.pdf document

B. Visual improvements: Tree planting between State Dock Road and the existing fence and removal of what remains of the wooden visual screening fence with an earthen berm. See Robynn Jones Glasmann's letter to the Council dated June 6<sup>th</sup>, 2013

C. Improving public safety by addressing the problem of the DRC's undersized driveway.

These sub-projects are detailed somewhat in the draft scoping document. The projects are structured in such a way that they can be phased or partially funded over more than one year.

2. Household Hazardous Waste collection event for the fall of 2015 or 2016. The DRC would advertise for the collection of HHW over the summer and then have an “event” which is one day in September to pack a shipping van with the material collected during the summer. This van would be transported on the M/V Liteweight back to Juneau. See the draft scoping document for details.

3. Truck. With support from the Mayor I have been watching the State ([publicsurplus.com](http://publicsurplus.com)) and Federal ([gsaccess.gov](http://gsaccess.gov)) surplus property web sites for the possible purchase of a surplus truck for DRC and other City operations such as the servicing of the restroom and waste cans at the City owned facility at the Tank Farm. I have not produced a scoping document for vehicle purchase at this time.

#### Outlook for Present – 6 months

As I mentioned in my last report during the week of February 10 – 13 I will be attending the 17<sup>th</sup> annual Alaska Forum on the Environment in Anchorage. Included in that time is an 8 hour HAZWOPER refresher course. I am also giving a presentation on Thursday the 12<sup>th</sup> titled:

“Can a Rural Alaskan Community Recycle 60% – 70% of its Wastestream? The Gustavus Disposal & Recycling Center (DRC) a Community Based Recycling & Balefill Facility”

I appreciate the support of the Mayor and the Council have given me for attending this conference.

I have been invited to speak about our food waste composting program on Friday April 3<sup>rd</sup> during the Southeast Farm and Fish to Schools Conference in Juneau. This is still tentative

and no travel has been asked for or approved at this time but I think this could be a good thing.

I am scheduled to take the AK SWANA Chapter's Manager of Landfill Operations (MOLO) re-certification class in Anchorage during April 28<sup>th</sup> – May 1<sup>st</sup>. This training and travel have been approved.

As mentioned in my November report, as part of the SWMP process I would like to attend SWANA's Managing Transfer Station Systems training class held in Orlando Florida in late August of 2015. This training would also allow me to do a site visit at one or more transfer facilities in the Seattle area and meet with Republic Services staff. This is still tentative and no travel has been asked for or approved at this time.

Report compiled by Paul Berry [paul.berry@gustavus-ak.gov](mailto:paul.berry@gustavus-ak.gov) 02/03/15

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### **Item No. 13 City Council Reports:**

- A. City Treasurer's Report**
- B. City Clerk's Report:**
- C. Mayor's Report**

### **Item No. 14 City Council Questions and Comments**

### **Item No. 15 Public Comment on Non-agenda Items Only**

This is the second opportunity for the public to comment on non-agenda items only. The Council listens to each presenter

### **Item No. 16 Executive Session**

### **Item No. 17 Adjournment**