



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

# PUBLIC PACKET

July 11, 2016





# GUSTAVUS CITY COUNCIL

## GENERAL MEETING

### JULY 11, 2016

### 7:00 PM CITY HALL

#### Gustavus City Council:

##### Mayor (Seat D):

Mike Taylor  
mike.taylor@gustavus-ak.gov  
mayor@gustavus-ak.gov  
Term Expires 2017

##### Vice Mayor (Seat E):

Tim Sunday  
tim.sunday@gustavus-ak.gov  
Term Expires 2018

##### Council Member (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):

Jon Howell  
jon.howell@gustavus-ak.gov  
Term Expires 2017

##### Council Member (Seat F):

Connie Edwards  
connie.edwards@gustavus-ak.gov  
Term Expires 2018

##### Council Member (Seat G):

Greg Streveler  
greg.streveler@gustavus-ak.gov  
Term Expires 2018

#### Gustavus City Hall:

##### City Clerk/Treasurer:

Lori Ewing  
lori.ewing@gustavus-ak.gov

##### Accounting Clerk:

Penny Cook  
penny.cook@gustavus-ak.gov

#### AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes:
  - A. General Meeting Minutes June 13, 2016
4. Mayor's Request for Agenda Changes
5. Committee Reports:
  - A. Library
  - B. GVFD
6. Public Comment on Non-Agenda Items
7. Consent Agenda
8. Ordinance for Public Hearing:
  - A. Adopt FY16-13NCO Providing for the Amendment of City Held Accounts for FY17
9. Unfinished Business
10. New Business:
  - A. Resolution CY16-09 Municipal Support
  - B. Authorize PO for Road Grading
  - C. Publish FY17-01NCO Providing for the Amendment of City Held Accounts for FY17
11. Staff Reports
12. City Council Reports:
  - A. Mayor's Report
  - B. City Clerk/Treasurer Report
13. City Council Questions and Comments
14. Public Comments on Non-Agenda Items
15. Executive Session
16. Adjournment



**Item No. 1 Call to Order**

**Item No. 2 Roll Call**

**Item No. 3 Approval of Minutes**

**A. Minutes of May 9, 2016 General Meeting**

**GUSTAVUS CITY COUNCIL  
GENERAL MEETING MINUTES  
JUNE 13<sup>TH</sup>, 2016**

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**1. CALL TO ORDER:**

A General Meeting of the Gustavus City Council is called to order on June 13<sup>th</sup>, 2016, at 7:01pm by Mayor Taylor. There are eight (8) members 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 Sunday  
Council Member Trummer  
Council Member Irwin  
Council Member Streveler  
Council Member Howell  
Council Member Edwards

The following members are not present:

None

**3. APPROVAL OF MINUTES:**

**A. General Meeting Minutes May 9<sup>th</sup>, 2016**

MOTION: Council Member Edwards moves to approve the General Meeting Minutes from May 9<sup>th</sup>, 2016, as presented.

SECONDED BY: Vice Mayor Sunday

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION

**YES:** Taylor, Sunday, Trummer, Irwin, Streveler, Howell, Edwards

**NO:**

**RECUSED:**

MOTION **PASSES**/FAILS     7/0

**B. Special Meeting Minutes May 16<sup>th</sup>, 2016**

MOTION: Council Member Edwards moves to approve the Special Meeting Minutes from May 16<sup>th</sup>, 2016, as presented.

SECONDED BY: Council Member Irwin

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION

**YES:** Taylor, Sunday, Trummer, Irwin, Streveler, Howell, Edwards

**NO:**

**RECUSED:**

MOTION **PASSES**/FAILS 7/0

4. **MAYOR'S REQUEST FOR AGENDA CHANGES: None**

5. **COMMITTEE REPORTS:**

**A. GCN – oral report given by N. Borson**

6. **PUBLIC COMMENT ON NON-AGENDA ITEMS:**

**A. S. Doyle, NPS – Frontcountry Planning Meeting in Salmon River Park, June 14th**

7. CONSENT AGENDA

8. **ORDINANCE FOR PUBLIC HEARING:**

**A. Adopt FY16-08NCO Providing for the Amendment of the DRC Budget for FY16**

MOTION: Council Member Streveler moves adopt FY16-08NCO Providing for the Amendment of the DRC Budget for FY16

SECONDED BY: Council Member Trummer

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION

**YES:** Taylor, Sunday, Trummer, Irwin, Streveler, Howell, Edwards

**NO:**

**RECUSED:**

MOTION **PASSES**/FAILS 7/0

**B. Adopt FY16-09NCO Providing for the Amendment of the MFC Budget for FY16**

MOTION: Council Member Trummer moves to adopt FY16-09NCO Providing for the Amendment of the MFC Budget for FY16

SECONDED BY: Council Member Howell

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION

**YES:** Taylor, Sunday, Trummer, Irwin, Streveler, Howell, Edwards

**NO:**

**RECUSED:**

MOTION **PASSES**/FAILS 7/0

**C. Adopt FY16-10NCO Providing for the Amendment of the Roads Budget for FY16**

MOTION: Council Member Howell moves to adopt FY16-10NCO Providing for the Amendment of the Road Maintenance Budget for FY16

SECONDED BY: Council Member Irwin

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION

**YES:** Taylor, Sunday, Trummer, Irwin, Streveler, Howell, Edwards

**NO:**

**RECUSED:**

MOTION **PASSES**/FAILS 7/0

**D. Adopt FY16-11NCO Providing for the Amendment of the Library Budget for FY16**

MOTION: Council Member Irwin moves to adopt FY16-11NCO Providing for the Amendment of the Library Budget for FY16

SECONDED BY: Council Member Streveler

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION

**YES:** Taylor, Sunday, Trummer, Irwin, Streveler, Howell, Edwards

**NO:**

**RECUSED:**

MOTION **PASSES**/FAILS 7/0

**E. Adopt FY16-12NCO Providing for the Establishment and Adoption of the Budget for Fiscal Year 2017**

MOTION: Vice Mayor Sunday moves to adopt FY16-12NCO Providing for the Establishment and Adoption of the Budget for Fiscal Year 2017

SECONDED BY: Council Member Edwards

PUBLIC COMMENT:

A. P. Berry – Well-organized budget, great summary page; thanks Council for DRC support

B. R. Parks – GVA line item

C. S. Vanderhoff – GVA marketing

D. N. Borson – GVA staff

ROLL CALL VOTE ON MOTION

**YES:** Taylor, Sunday, Trummer, Irwin, Streveler, Howell, Edwards

NO:  
RECUSED:

MOTION **PASSES**/FAILS 7/0

9. UNFINISHED BUSINESS

10. **NEW BUSINESS:**

**A. Approve awarding Road Maintenance RFQ-FY17-RM01**

MOTION: Council Member Trummer moves to award the Road Maintenance Contract RFQ-FY17-RM01 to Glacier Bay Construction

SECONDED BY: Council Member Streveler

PUBLIC COMMENT:

A. S. Mattson – Road Committee recommends awarding the Contract

ROLL CALL VOTE ON MOTION

**YES:** Taylor, Sunday, Trummer, Irwin, Streveler, Howell, Edwards

NO:

RECUSED:

MOTION **PASSES**/FAILS 7/0

**B. Award City Survey Contract**

MOTION: Council Member Edwards moves to award the City Survey contract to Sentenium for \$7,410.00.

SECONDED BY: Council Member Howell

PUBLIC COMMENT:

A. R. Parks – Company location

ROLL CALL VOTE ON MOTION

**YES:** Taylor, Sunday, Irwin, Streveler, Howell, Edwards

NO: Trummer

RECUSED:

MOTION **PASSES**/FAILS 6/1

**C. Approve Capital Project CP16-01-DRC to Purchase an All-Wheel Steer Loader for the DRC**

MOTION: Council Member Trummer moves to approve Capital Project CP16-01-DRC to Purchase an All-Wheel Steer Loader for the DRC

SECONDED BY: Council Member Irwin

PUBLIC COMMENT:

A. P. Berry – thanks Council for considering project

B. N. Borson – support the motion

ROLL CALL VOTE ON MOTION

**YES:** Taylor, Sunday, Trummer, Irwin, Streveler, Howell, Edwards

**NO:**

**RECUSED:**

MOTION **PASSES**/FAILS 7/0

**D. Adopt Resolution CY16-08 Bypassing the Competitive Bid Process and Purchasing an All-Wheel Steer Loader from Bobcat of Juneau (Read by Council Member Howell)**

MOTION: Council Member Howell moves to adopt Resolution CY16-08 Bypassing the Competitive Bid Process and Purchasing an All-Wheel Steer Loader from Bobcat of Juneau

SECONDED BY: Council Member Edwards

PUBLIC COMMENT:

A. P. Berry – vendor knowledge; municipal discount

ROLL CALL VOTE ON MOTION

**YES:** Taylor, Sunday, Trummer, Irwin, Streveler, Howell, Edwards

**NO:**

**RECUSED:**

MOTION **PASSES**/FAILS 7/0

**E. Publish FY6-13NCO Providing for the Amendment of City Held Accounts for FY17**

MOTION: Council Member Sunday moves to publish FY16-13NCO Providing for the Amendment of City Held Accounts for FY17.

SECONDED BY: Council Member Irwin

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION

**YES:** Taylor, Sunday, Trummer, Irwin, Streveler, Howell, Edwards

**NO:**

**RECUSED:**

MOTION **PASSES**/FAILS 7/0

11. STAFF REPORTS

12. **CITY COUNCIL REPORTS:**

**A. Mayor's Report – oral overview of Profit/Loss year-to-date**

13. **CITY COUNCIL QUESTIONS AND COMMENTS:**

**A. C. Edwards – purchase order policy/procedure**

**B. L. Trummer – Road Committee purchase order line by line request as recommended by City Clerk/Treasurer**

**MOTION TO EXTEND MEETING PAST 10:00pm**

MOTION: Council Member Sunday moves to extend the meeting past 10:00pm for 5 minutes.

SECONDED BY: Council Member Streveler

*MOTION PASSES BY UNANIMOUS CONSENT*

**14. PUBLIC COMMENT ON NON-AGENDA ITEMS:**

**A. R. Parks – value in Committees**

**15. EXECUTIVE SESSION**

**16. ADJOURNMENT:**

Hearing no objections, Mayor Taylor adjourns the meeting at 10:05pm.

**Motion by: Council Member Irwin**  
**Public Comment (Oral/Written)**  
**Motion Comes Back to the Table for Council Comments/Discussion**  
**ROLL CALL VOTE ON MOTION**

## Item No. 4 Mayor's Request for Agenda Changes

### Item No. 5 Department/Committee Reports:

#### **A. Library**

#### **B GVFD**

### QUARTERLY STAFF REPORT – JULY 2016

#### **Gustavus Public Library**

#### General Library Statistics 2016

		April	May	June	
We have been receiving quite a few book and DVD donations, thanks to our loyal patrons. Come by and take a look.	People Entered	796	756	970	
	Books Checked out	406	346	430	
	Movies Checked out	479	464	548	
	Totals:	885	810	978	

#### APRIL 2016 LIBRARY STATISTICS:

During April 2016, we had 796 visits (adults, children, preschoolers, junior/senior high, in-house computer users, and library computer users). In April, patrons checked out 406 books, and 479 movies; for a total of 885 items. Programs included: GVA meeting; Best Beginnings; School classes (Story hours and uke playing) Yoga; Library Everyone Welcome AND UKES Band; uke, banjo and piano lessons; Citizen Science BAT program; Huna Tlingit House Program; NPS Webinars; plus inside and outside internet use.

#### MAY 2016 LIBRARY STATISTICS:

During May 2016, we had 756 visits (adults, children, preschoolers, junior/senior high, in-house computer users, and library computer users). In May, patrons checked out over 346 books, and 464 movies; for a total of 810 items. Programs included: GVA meeting; Best Beginnings; School classes (Story hours and uke playing) ; Clinic meeting; Yoga; Library Everyone Welcome AND UKES Band; uke, banjo and piano lessons; Citizen Science BAT program; plus inside and outside internet use.

#### JUNE 2016 LIBRARY STATISTICS:

During June 2016, we had over 970 visits (adults, children, daycare children, in-house computer users, and library computer users). In June, patrons checked out over 430 books, and over 548 movies; for a total of over 978 items. Programs included: Movie; Child Care Info Meeting; GVA meeting; Preschool Legos Day; Clinic / Vets meetings; Yoga; Library Everyone Welcome AND UKES Band; plus inside and outside internet use.

➤ **Alaska Digital Library** (a.k.a. Reading with Rachel)

Access to ebooks and audio books is becoming more stream lined, we're encouraging it's use with adults and kids.

#### Status of Active or Upcoming Grants:

PLA Grant monies have been approved at \$6,900 this year, \$400 more than last year.

#### Status of Active or Upcoming Contracts:Existing projects:

- Connect the snow shed roof to the building to stop rain coming into the entrance. Can we use the existing gutters that are lying on the ground next to the door?

- Orca T-shirts are still being designed by Kate Boesser, to be used for fundraising.
- We continue to showcase the new ipads, highlighting one or two programs each month, to familiarize patrons with the new technology. We now have one AWE Station ipad that can be checked out as well.

### **Training Attended by Kate:**

Kate attended a follow-up on the Leadership workshop she attended in September, 2015. It was called **Lead the Change**, in Juneau Friday May 13. [What 21st Century Library Leaders Know and Do: Observations, Insights, and Valuable Lessons Learned](#), was a full-day workshop for librarians, recognizing that we are the Community Centers of communities in Alaska.

### **Ideas to better the Library:**

- Having a fence and/or rocks or cones from the end of the school sidewalk around the perimeter of the library parking lot to attach to the cement walkway at our back entry for SAFETY purposes – to not have any children running across the parking lot behind and between the cars. This would be best to install before school starts in August.
- Potatoes are growing, thanks to Preschool, Daycare, and K-1 kids. Watering and weeding are taking place during the summer.
- In the budget, we asked for a one-time expenditure for a mini fridge for employee use. During the summer it will be nice to have a cold drink and lunch!
- We need one or two library wheeled carts (approx.. \$300 each)
  - We hope to use unused personnel funds (lack of 2-hr. or 10-hour-per-week Summer Reading Assistants this year) for the following:
    - Pool of interested fill-in employees to be paid \$10 per hour for when Bre or Kate are out of town (both having 20-hr. per week jobs), so that we can have 2 adults during open hours: one employee and one volunteer. This is due to: 1) a shortage of summer volunteers; 2) often 40-50 patrons per day during the summer; and 3) needing to cover for all shifts. We've particularly had trouble finding people for Friday and Saturday shifts. This idea of a pool of folks would be similar to what is being done at the DRC.

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

Item No. 7 Consent Agenda

**Item No. 8. Ordinance for Public Hearing:**

**A. Adopt FY16-13NCO Providing for the Amendment of City Held Accounts for FY17**

**CITY OF GUSTAVUS, ALASKA  
ORDINANCE FY16-13NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF THE DRC  
BUDGET FOR FISCAL YEAR 2016**

**BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:**

**Section 1.** Classification. This is a **Non-Code Ordinance**

**Section 2.** For the Fiscal Year of 2016 estimated income and expenditures have changed from the estimates in the approved budget.

**Section 3.** For the current fiscal year, the budget and City held accounts are amended to reflect the changed estimates as follows:

**ACCOUNTS:**

	Beginning Balance* <i>(*Approximate, this is a dynamic value)</i>	Amended Balance	Change
FNBA Checking account	\$ 936,602.06	\$ 996,602.06	\$60,000.00
AMLIP – CoG (main account)	\$ 122,527.51	\$ 62,527.51	<b>(\$60,000.00)</b>
Total Change in Account Balances			<b>\$ 0.00</b>

**Section 4.** The budget and City Held accounts are hereby amended as indicated and any portion of the approved budget inconsistent with this amendment is repealed.

**Section 5.** Effective Date. This ordinance becomes effective upon its adoption by the Gustavus City Council.

**DATE INTRODUCED:** *June 13, 2016*

**DATE OF PUBLIC HEARING:** *July 11, 2016*

**PASSED** and **APPROVED** by the Gustavus City Council this \_\_\_\_ day of \_\_\_\_\_, 2016.

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

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

**Motion by: Council Member Trummer**  
**Public Comment (Oral/Written)**  
**Motion Comes Back to the Table for Council Comments/Discussion**  
**ROLL CALL VOTE ON MOTION**

**Item No. 10. New Business:**

**A. Adopt Resolution CY16-09 for Municipal Support**

**CITY OF GUSTAVUS, ALASKA  
RESOLUTION CY16-09**

**A RESOLUTION OF THE CITY OF GUSTAVUS EXPRESSING A DEEP SENSE OF URGENCY FOR THE ALASKA STATE LEGISLATURE TO TAKE IMMEDIATE ACTION DURING THE FIFTH SPECIAL SESSION OF THE 29<sup>TH</sup> LEGISLATURE TO PASS ALL NECESSARY FISCAL LEGISLATION REQUIRED TO PROVIDE FOR A FAIR, BALANCED, AND SUSTAINABLE STATE BUDGET**

**WHEREAS**, Alaska has relied predominantly on the development of its oil reserves to fund the majority of state government expenditures over the past 35 years, yet production of Alaskan North Slope crude oil has decreased over the past 25 years; and

**WHEREAS**, global oil prices have dropped significantly over the past two years and are projected to remain relatively low for the foreseeable future; and

**WHEREAS**, the combination of reduced oil production, reduced oil prices, and an overreliance on oil revenue as state government's primary source of funding has resulted in a massive state fiscal deficit; and

**WHEREAS**, Governor Walker has introduced a fiscal plan to provide for a sustainable budget, using the strength of our existing financial assets, a balanced blend of spending reductions, and additional new revenues; and

**WHEREAS**, during the 2016 regular session and four special sessions of the 29<sup>th</sup> Legislature, the Legislature failed to enact on this or any other fiscal plan, and continued funding the FY2017 budget from dwindling cash reserves; and

**WHEREAS**, cash reserves typically used to cover budget deficits now approach depletion, threatening the annual dividend program and the ability of the State government to adequately serve the people; and

**WHEREAS**, without enactment of a balanced fiscal plan the inevitable reduction in state services will shift major parts of the burden to municipalities; and

**WHEREAS**, this shift will require significant local tax increases among other painful adjustments; and

**WHEREAS**, a shift of tax burden further to municipalities such as Gustavus will have dramatic long-term effects on their fiscal viability, without doing anything to solve the underlying fiscal problem,

**NOW, THEREFORE, BE IT RESOLVED** that:

Section 1. The Alaska State Legislature, during the upcoming fifth special session, enact a comprehensive package of initiatives that will provide for a fair, sustainable, and balanced state budget for the foreseeable future.

Section 2. The Governor’s fiscal plan, and his recent administrative actions on the budget and permanent fund distribution, be considered the starting point for legislative deliberation, recognizing that action must be taken to distribute the resulting burden across income levels.

Section 3. The Legislature engage in honest discussions of all fiscal options without regard to perceived negative political fallout.

Section 4. The City Clerk/Treasurer of Gustavus transmit a copy of this Resolution to every member of the Alaska State Legislature, the Governor, and post at three prominent places in Gustavus.

**PASSED** and **APPROVED** by the Gustavus City Council on \_\_\_\_\_ day of \_\_\_\_\_, 2016, and effective upon adoption.

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

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

**Motion by: Vice Mayor Sunday**  
**Public Comment (Oral/Written)**  
**Motion Comes Back to the Table for Council Comments/Discussion**  
**ROLL CALL VOTE ON MOTION**

**B. Approve Purchase Order Request for Road Maintenance funds**

**Motion by: Vice Mayor Sunday**  
**Public Comment (Oral/Written)**  
**Motion Comes Back to the Table for Council Comments/Discussion**  
**ROLL CALL VOTE ON MOTION**

**C. Publish FY17-01NCO Providing for the Amendment of City Held Accounts for FY17**

**CITY OF GUSTAVUS, ALASKA  
ORDINANCE FY17-01NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF THE CITY HELD ACCOUNTS IN FISCAL YEAR 2017**

**BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:**

**Section 1.** Classification. This is a **Non-Code Ordinance**

**Section 2.** In Fiscal Year 2017 the following City held account balance transfers to be made for reasons stated in each transfer, with NCO's and Resolutions notated as appropriate.

**Section 3.** The budget is amended to reflect the changed estimates as follows;

	<b>Account Balance*</b>	<b>Amounts Amended Balance</b>	<b>Change</b>
<i>*Approximate, this is a dynamic value.</i>			
<b>ACCOUNTS</b>			
City Hall Addition	\$3,057.80.00	\$ 8,000.00	\$ 4,942.20
FNBA Checking account	\$ 812,257.23	\$807,315.03	(\$ 4,942.20)
<i>*Monies transferred to complete the City Hall addition to complete IT wiring</i>			
Total Change in Account Balances			<b>\$ 0.00</b>

**Section 4.** The City Held accounts are hereby amended as indicated.

**Section 5.** Effective Date. This ordinance becomes effective upon its adoption by the Gustavus City Council.

**DATE INTRODUCED:** July 11, 2016

**DATE OF PUBLIC HEARING:** August 8, 2016

**PASSED** and **APPROVED** by the Gustavus City Council this \_\_\_\_\_ day of July, 2016, and effective upon its adoption.

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

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

**Motion by: Council Member Trummer**  
**Public Comment (Oral/Written)**  
**Motion Comes Back to the Table for Council Comments/Discussion**  
**ROLL CALL VOTE ON MOTION**

[Item No. 11 Staff Reports](#)

**[Item No. 12 City Council Reports:](#)**

**A. Mayor's Report**

**B. City Clerk/Treasurer's Report**

**[Item No. 13 City Council Questions and Comments](#)**

**Council Recommended Action:**

This is the opportunity for the City Council members to ask questions and make comments regarding other issues the Council is dealing with.

**[Item No. 14 Public Comment on Non-Agenda Items](#)**

**Council Recommended Action:**

This is the opportunity for the public to speak on items that are not included on the Meeting Agenda. **The Council listens to each presenter. The Council will first ask permission of the Mayor before asking questions of the presenter. The comments being made are not on the Agenda and no action by the Council is necessary. The presenter shall be thanked for their comment(s).**

**[Item No. 15 Executive Session](#)**

**Council Recommended Action:**

The Council will move to go into Executive Session if the topic is legal under the Executive Session section of Gustavus Municipal Code.

**[Item No. 16 Adjournment](#)**

**Council Recommended Action:**

**Section 2.30.030c.** Meetings will adjourn by 10:00 p.m. unless extended by a vote of at least four (4) City Council members.