

**MINUTES FROM A REGULAR MEETING  
OF SELDOVIA CITY COUNCIL  
COUNCIL CHAMBERS**

**Wednesday  
December 13, 2017  
7:30pm**

COLBERG CAMPBELL MORRISON ROJAS LETHIN SWEATT
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- A. Call to Order & Roll Call: MEETING CALLED TO ORDER BY MAYOR LENT AT 7:30 PM  
IN ATTENDANCE; COLBERG, CAMPBELL-telephonic, ROJAS, LETHIN, SWEATT, MAYOR LENT
- B. Pledge of Allegiance: Held
- C. Excused Absences: MORRISON
- D. Agenda Approval:  
ROJAS/COLBERG MOVED TO APPROVE THE AGENDA  
VOICE VOTE/UNANIMOUS/MOTION PASSED
- E. Approval of Minutes: Minutes of the Regular Meeting, November 8, 2017  
SWEATT/LETHIN MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING NOVEMBER 8,  
2017  
VOICE VOTE/UNANIMOUS/MOTION PASSED
- F. Treasurer's Report/ Utility Report: AS WRITTEN
- G. Voucher/Payroll Report :  
LETHIN- Discussed that it should be made a policy that when City light bulbs are switched out they are  
automatically replaced with LED bulbs.  
ROJAS/LETHIN MOVED TO APPROVE THE VOUCHER REPORTS OF 11/1/17-12/31/17  
VOICE VOTE/UNANIMOUS/MOTION PASSED
- H. Ordinance Introduction:
- I. Proclamations:  
1. 18-01 Proclamation to the Family of Walter McInnes
- J. Public Presentation Prior Notice: (each presenter has up to 10 min)  
1. Heli Hansen- Sea Otter Community Center Update  
MARK JANES- Presented for Seldovia Recreation Service Area (SRSA) as the board president. He discussed the  
need for Council to receive regular updates now that Vivian Rojas was no longer a SRSA Board member. SRSA is the  
board for the facility named the Sea Otter Community Center (SOCC). SRSA encompasses the entire Seldovia voting  
district, it was established by the vote of its citizens in 2011 and operations started in 2012. The mission is to provide  
services to the community and the citizens of Seldovia and to essentially keep the center (SOCC) open. It is owned by  
the Borough, but we keep it open, otherwise he the facility would not be available to the community. They sponsor low  
cost and free use of the space for individuals and organizations to gather for community wide events, youth specific  
programing, community education classes, meetings, and private events. Since it's a Borough building they also have  
access to the entire campus of the school, so they can do stuff within the school. They want the entire school facility to be  
used additionally to just the students who are there. Board members besides himself are Valisa Higman, Greg Wolfer,  
Linda Hedgecoth, and Sheri Burt. As with most service area boards they have difficulty having people stand up for the  
elections and currently Linda, Sheri and Greg have volunteered to fill in this year until the next election. The Borough is  
trying to address the issue with elections by moving to more of an appointment basis, SRSA is very much in support of  
that so hopefully the City of Seldovia will be as well. He has been on the board for the duration, while the rest have been  
for a year or less so they are still working on a learning curve. In 2017 SOCC had an attendance of approximately 3500  
people coming through the door, which is pretty good for a town our size, its slowly been building since 2012, would be  
interesting to see if they can get higher than that, but they are pretty happy with it. They are continuing to develop a  
volunteer program, where people do programs as volunteers. It is essential for the whole program because they only  
higher the facility coordinator as a part time staff. The facility coordinator manages the facility, budget, and facilitates the  
board and manages the volunteers, it is a big job. They are always looking for more people to volunteer and help out with  
programs. The projected budget for the fiscal year is projected to have revenues of \$54,000. The mill rate currently for the

entire service area is .75, the largest expense is staff. They currently have a management agreement with the City for staff to be hired by the City, as the Borough did not want remote staff employed here, the only way it was going to work is if the City stepped up and hired for that position, and they pay \$30,000 to the City for the facility coordinator salary and administration services. \$9,000 of the budget is for utilities and the rest is to try and get some programming. Their greatest asset is an unrestricted fund balance of \$52,000 in the bank, the Borough for all, service areas, likes to keep between \$35,000 to \$40,000 in the bank. It is a fifteen year old facility and is going to need some upkeep soon and the carpets replaced. He thanked the Council for supporting the management agreement as it is an advantage to the community. Since he has moved here there has been a reduction in services to the community and he realizes that if they want to make it happen they have to do it themselves. SOCC can evolve and provide different services.

HELI HANSEN- Presented as the Sea Otter Community Center (SOCC) Facility Coordinator. She discussed the current programs being offered at SOCC. Valisa is offering yoga and workout programs in the morning as a volunteer, they average about 45 people a month for yoga and 25 people a month for the workouts. There was a presentation in October that brought in about 21 people, and Sandee Elvsaaas offered a watercolor class that took off and did really well. Sandee is taking a break for the month of December but hopes to continue the program next month. Overall there were 304 people for the month of October with pickle ball, basketball, presentations and she was open for Halloween. November was smaller but thanks to Mark opening pickle ball and Valisa opening basketball and having the Black Friday Bazaar, there were still being programs offered. Next week she will be attending office training in Kenai. There will be a lot more programs in January, such as the Art Club with Sandee, and maybe the Cooking Club, she could always use more volunteers as she only has so many hours. Mark is interested in doing a drone club for high schoolers/junior high depending on how much interest there is. November had only had 94 people because of the holidays; it's not a huge number but should pick back up in January. She explained that it depends on the activity if there is a charge, and that it is ten dollars an hour to rent the space.

SHARON TAYLOR- Asked if there was a charge for activities.

ROJAS- Discussed that the mission statement was to try to provide a place and services for free because it is already funded through people's taxes. She was glad to hear that Heli would be attending office training; the amount of paperwork from the Borough is a lot.

K. Public Presentation for Items not on Agenda: (public has 3 min each)

LAUREL HILTS- Lots of great things coming up, there is a schedule at the Post Office with tear aways and already there has been great stuff happening. The book giveaway is this Saturday at 2:00pm, Sunday is the Christmas Bible Chapel program at 6:00pm. The Scribner boys and Darrel Wheeler will be performing live on Friday night December 22 at the Linwood. The annual New Year's Eve Fireworks are happening at 9pm on New Year's Eve, which is by donation from the community, the can is at the Crabpot for loose change and checks or you can send checks directly to the Swick family.

L. Committee and Advisory Board Reports: (each member has 5 min)

WALT SONEN- Gave a report from his attendance at the Cook Inlet RCAC winter meeting. It was a two day meeting and he discussed four reports that were about the happenings around the inlet. The first one was by Harvest Alaska which is a pipeline subsidiary of Hill Corp., they are reconfiguring pipeline by utilizing existing pipelines to move oil from the West side to the East side, and they ship gas from the East side to the West side, some of the gas pipelines aren't used to their fullest extent. It's been going on a long time and council has been pushing to get rid of the drip river terminal. Tim Robertson has a pretty large contract with the council to study the pipelines, make a map of them and assess their condition; the third phase of his project is to assess them and try to mitigate any difficulties they might have in the future. There were a couple of reports made on the self-arrest study, which tankers can depend on if they run out of power and the skipper knows how to deploy anchors. The idea is to get skippers coming into the inlet to be versed in this study on how to slowly release anchors. The last report was from Blue Crest, which is drilling site just before Stariski. They drill down and out into the inlet and are running into problems with money but are still going. The interesting thing about this meeting was for the first time in the evenings they had a social event, which they are looking forward to in the future.

PAULETTE CARLUCCIO- Presented for the Kenai Peninsula Borough Planning Commission. The Borough is involved on updating their comprehensive plan. She doesn't know if they have received surveys but they can be done online. The first draft comes out Friday and she advised everyone to take a look as it will directly or indirectly affect everyone.

M. Unfinished Business:

1. Further Consideration of 8.12.070 Containers-- Specifications

a. Presentation by Staff or Council

CLERK/GEAGEL- Presented a draft ordinance changing the wording of 8.12.120 to include private property and adding private property to the associated fine in Title 1 General Provisions.

b. Public Presentation (public has 3 min each)

c. Council Discussion

d. Action/Disposition

ROJAS/COLBERG MOVED TO INTRODUCE ORDINANCE 18-06 AT THE NEXT MEETING  
VOICE VOTE/UNANIMOUS/MOTION PASSED

2. Trafficability Workshop Recommendations to Council Items 5 and 8

a. Presentation by Staff or Council

CM CAMERON- Discussed the Trafficability Workshop that was held right before that evening's Council meeting regarding all twelve of the Trafficability recommendations. It was a productive workshop and if Council would like to go through item by item and let us know whether you are accepting the item or not. Once you have accepted a recommendation Heidi and herself can develop an action plan on each item and get them where they need to be.

b. Public Presentation

LAUREL HILTS- Asked for clarification that accepting the recommendation simply just means it is an item to consider.

c. Council Discussion

ROJAS- Reiterated for the audience that it was discussed during the workshop that they would not accept recommendations 1 and 2, that they would accept items 3 and 4 and refer them to Planning and Zoning, item 5 would be accepted but would need 4 inches of snow instead of 1 inch, they did not accept item 6, but did accept 7 and 8 and the wording would be changed in the City Office, the concept of 9 and 10 was accepted, 11 was not accepted and 12 will not take place at this time.

d. Action/Disposition

CONSENSUS OF THE COUNCIL TO NOT ACCEPT RECOMMENDATIONS 1 AND 2, THEY WOULD ACCEPT 3 AND 4 AND REFER THEM TO PLANNING AND ZONING, ITEM 5 WOULD BE ACCEPTED BUT WOULD NEED 4 INCHES OF SNOW ACCUMULATION INSTEAD OF 1 INCH, THEY ARE NOT ACCEPTING ITEM 6, THEY ACCEPTED 7 AND 8 AND THE WORDING WILL BE CHANGED IN THE CITY OFFICE, THE CONCEPT OF 9 AND 10 WAS ACCEPTED, 11 WAS NOT ACCEPTED AND 12 WILL NOT TAKE PLACE AT THIS TIME

N. New Business:

1. Multi-Hazard Mitigation Plan Update Discussion and Approval- Presented by Jennifer Le May

a. Presentation by Staff or Council

JENNIFER LEMAY- Presented from LeMay Engineering and consulting, they were hired by the state through a grant from FEMA to update Seldovia's 2012 all-hazard mitigation plan. The plan is required by FEMA and is required to be updated every five years. She has been working with Heidi and Cassidi on the update. The City participates in the Kenai Peninsula Boroughs flood insurance, but there has been no flooding claims so she asked the public if they thought it relevant to have flooding include in the plan. She also asked the community to evaluate their top three priority natural disaster concerns, such as wild fires, Tsunamis, rivers flooding, e.t.c. She also asked the community to look over the list of critical infrastructure, to make sure it was complete; it should list all the critical facilities that cannot be lived without. She discussed next the vulnerability overview broken down by percent, as natural disasters will not affect everyone the same. It was fortunate to have the recent DGGs Tsunami Study report to be included in this report. The last things in the packet are the mitigation projects proposed in 2012, many still remain. Seldovia has been very active in implementing what they could; she would say for a community of this size that FEMA will be very pleased that you made progress. If anyone would like a copy of the plan she can email it to them. The process from here is that it will be available for comments, FEMA respectively will have about 45 days to review it, and then we incorporate them, then Council can adopt it, and then it can be used for grants. She explained that last time there were multiple meetings because the plan was

being developed, for a review one meeting is typical. After it comes back from FEMA then it will be approved by resolution. Power is the most important resource.

b. Public Presentation (public has 3 min each)

LAUREL HILTS- Discussed that there had been exposure to floods and erosion especially out the road in the last fifteen years. There have been 2-3 events that have taken out the road to Rocky River. She did not see the NOAA/Kasitsna Bay facility or the Barabara Heights Volunteer Fire Department facility on the critical infrastructure list. She discussed that they cannot have a tsunami without first having an earthquake and that volcanos should be a priority.

PAULETTE CARLUCCIO- Asked if there would be community meetings to go over the updates, or is this City meeting the public meeting. In 2012 they had 3 or 4 meetings.

CALEB BILLMEIER- Asked when the comment period will end.

AMY GILSON- Discussed that severe weather should be a priority, large rainstorms with huge winds taking out roofs, powerlines and road crossings.

c. Council Discussion

CM CAMERON- Asked if Jennifer was reaching out to DOT as well for estimates on the airport and bridge or is that something that she could do for Jennifer. She asked the community present to discuss priorities, and discussed earthquakes being a priority and then tsunamis.

LETHIN- Discussed tsunamis being the biggest priority and having the harbor and dock wiped out.

ROJAS- Discussed that there had been more and more flooding erosion. The last two nights of rain was washing out more and more of Jakolof and Outside Beach.

d. Action/Disposition

NO ACTION WAS TAKEN

**2. RESOLUTION 18-06 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA TO SUPPORT THE SELDOVIA EARLY EDUCATION COMMITTEE DBA SELDOVIA COMMUNITY PRESCHOOL WITH THEIR EFFORTS TO PROVIDE EARLY EDUCATION OPPORTUNITIES IN SELDOVIA FOR SELDOVIA**

a. Presentation by Staff or Council

AMY GILSON- Discussed that this was a two-fold capacity, one is to update the Council and thank them for their letter of support in August. They have built strong relationships with SRSA, SOCC, and the Borough. They are holding sessions 3 days a week for the ages 3-5, who are not in school yet and serving approximately eight families. This is a temporary fix for a hole in this community when it comes to our kids. In the interim they have formed a more solidified group and are now a non-profit and in order to continue their partnership with the school, they have requested a more formal agreement with them in the form of a Memorandum of Agreement, part of that is to have liability insurance. Since they are a new organization they are asking support from the City Council to provide on umbrella LLC to them on a temporary basis. The end goal is to be financially secure and autonomous and have their own preschool that is parent directed, with professional early childhood educators back in the classroom with the kids.

b. Public Presentation (public has 3 min each)

WALT SONEN- Discussed that as a member of the community he would like to see this move forward.

HELI HANSEN- Spoke in agreement.

PAULETTE CARLUCCIO- Discussed that there was a hole in the community and they should fill it.

CALEB BILLMEIER- Spoke in favor of this model of a community run program designed by the community for years and years to come. He has seen the rug pulled out from them before.

LAUREL HILTS- Discussed that she did not believe that the Arts Council paid the City for their insurance and that it was at the will of the City.

c. Council Discussion

ROJAS- Discussed that this was for insurance coverage in order to operate within the school but the question is cost. She asked if the group had considered fundraising to support the liability insurance, if it was legal and she asked if SEEC was given money could they transfer it to the City.

CM CAMERON- Discussed that she had reached out to Paul Bryner their underwriter with AMLJIA, he has not gotten back to her but she is thinking that it will equate to the cost to SOCC and they would be prorated for the remainder of the year, which would be approximately \$600-\$1000 for the remainder of FY18 and then they feel

that the community preschool will be established enough to not need that temporary insurance and will be able to obtain their own insurance. She discussed that a fundraiser would not be the most straightforward and quickest way to gain an MOA and their childcare licensing. In order to transfer funds between the city and the preschool they would need to develop a contract with the City. She would like to remind that that they support Chamber of Commerce and the Seldovia Arts Council with insurance.

LETHIN- Spoke in favor of supporting SEEC. Don't stymie the group over \$1000, they should go ahead and approve the resolution.

COLBERG- Spoke in agreement.

SWEATT- Spoke in agreement. They are a little over budget but what SEEC is asking for is not going to break them.

CAMPBELL- Spoke in agreement. It is a short coming in the community and these folks stepped up. They spend money on a lot of things, some better than others. This is a must have for the children.

d. Action/Disposition

ROJAS/LETHIN MOVED TO APPROVE RESOLUTION 18-06 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA TO SUPPORT THE SELDOVIA EARLY EDUCATION COMMITTEE DBA SELDOVIA COMMUNITY PRESCHOOL WITH THEIR EFFORTS TO PROVIDE EARLY EDUCATION OPPORTUNITIES IN SELDOVIA FOR SELDOVIA  
VOICE VOTE/UNANIMOUS/MOTION PASSED

\*\*\*MAYOR LENT CALLED FOR A TEN MINUTE RECESS AT 8:50PM\*\*\*

\*\*\*MAYOR LENT CALLED THE MEETING BACK TO ORDER AT 9:00PM\*\*\*

3. ORDINANCE 18-05 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA, AMENDING TITLE 12 SELDOVIA PERMANENT FUND BY REFORMATTING THE CHAPTERS AND ADDING SECTIONS

- a. Presentation by Staff or Council
- b. Public Presentation (public has 3 min each)
- c. Council Discussion
- d. Action/Disposition

ROJAS/SWEATT MOVED TO ADOPT ORDINANCE 18-05 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA, AMENDING TITLE 12 SELDOVIA PERMANENT FUND BY REFORMATTING THE CHAPTERS AND ADDING SECTIONS  
VOICE VOTE/UNANIMOUS/MOTION PASSED

4. ORDINANCE 18-04 A NON-CODE ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA, FOR CITY PROPERTY T 8S R 14W SEC 31 SEWARD MERIDIAN SL 0670030 WATERFRONT RESUB NO 1 LOT 4 BLOCK 4 TO BE CONSIDERED FOR LEASE NEGOTIATIONS FOR A BENEFICIAL NEW INDUSTRY OR ECONOMIC DEVELOPMENT BUSINESS OPPORTUNITY

- a. Presentation by Staff or Council
- b. Public Presentation
- c. Council Discussion
- d. Action/Disposition

SWEATT/LETHIN MOVED TO ADOPT ORDINANCE 18-04 A NON-CODE ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA, FOR CITY PROPERTY T 8S R 14W SEC 31 SEWARD MERIDIAN SL 0670030 WATERFRONT RESUB NO 1 LOT 4 BLOCK 4 TO BE CONSIDERED FOR LEASE NEGOTIATIONS FOR A BENEFICIAL NEW INDUSTRY OR ECONOMIC DEVELOPMENT BUSINESS OPPORTUNITY  
VOICE VOTE/UNANIMOUS/MOTION PASSED

5. Recommendation from Council for a Representative for the Kenai Peninsula Economic Development District  
a. Presentation by Staff or Council

CLERK/GEAGEL- Discussed the need for a new recommendation from Council for a Seldovia Representative for the Kenai Peninsula Economic Development District since Tod has left and was the last representative for the community.

b. Public Presentation

PAULETTE CARLUCCIO- Discussed that the City Manager was the best person at this time; she couldn't see anyone else doing it.

c. Council Discussion

LETHIN- Spoke in favor of Cassidi being the new representative.

ROJAS- Spoke in agreement.

COLBERG- Spoke in agreement.

d. Action/Disposition

ROJAS/SWEATT MOVED TO RECOMMEND CASSIDI CAMERON AS THE REPRESENTATIVE FOR THE KENAI PENINSULA ECONOMIC DEVELOPMENT DISTRICT  
VOICE VOTE/UNANIMOUS/MOTION PASSED

5. City Council Confirmation of the Appointment of Gerry Patrick to the Seldovia Planning Commission

a. Presentation by Staff or Council

CLERK/GEAGEL- Discussed that Gerry Patrick had turned in letter of intent to be on the Planning Commission to the City.

b. Public Presentation

c. Council Discussion

MAYOR LENT- Discussed that Rebecca Lambourn had said she would be willing to fill a seat in January.

d. Action/Disposition

ROJAS/COLBERG MOVED TO ACCEPT GERRY PATRICK FOR THE SELDOVIA PLANNING COMMISSION  
VOICE VOTE/UNANIMOUS/MOTION PASSED

O. Informational Items Not Requiring Action:

1. Cassidi Cameron- Sales Tax and Real Property Tax Summary Comparisons

2. Cassidi Cameron- Harbor Electric Usage for floats

3. Cassidi Cameron- Alaska Marine Highway System Reform Initiative

P. City Manager's Report: As written

LETHIN- Directed the City Manager to check with the recorder's office to see if a lease for the Fuel and Lube building had been recorded.

ROJAS- Discussed that after it was determined whether there was an existing lease or not the City Manager could enter into a negotiated lease.

Q. Council and Mayor Comments Concerning Items Not on the Agenda:

COLBERG- Thank you everybody for coming, it was a good meeting, thank you ladies you do good work.

CAMPBELL- Thanks everyone.

ROJAS- I would like to thank the Council for the time I was gone for all the hard work that they have done and it's nice to see Cassidi on board, ladies you are doing a fine job down there.

LETHIN- Thank you everyone for coming, it was a good meeting.

SWEATT- She was just curious it was discussed at one point to have open house at the Water Treatment Plant and wanted to know if that was something that would still materialize at some point. Thank you everybody for all the work you are doing. Cassidi you are doing a great job, and we are addressing things that need to be addressed and moving forward.

MAYOR LENT- Thank you Jen, thank you ladies and everyone for coming. I just got back and I leave again tomorrow so happy holidays, and good meeting.

R. Next Meeting: Regular Meeting will be held on December 27, 2017 at 7:30 pm

MAYOR LENT- Asked the Council if they would be having the December 27<sup>th</sup> meeting.

LETHIN- Discussed that he had thought it was already decided that they would not meet December 27<sup>th</sup>.

CM CAMERON- Explained that a consensus from everybody had not yet been reached on whether or not to have the meeting.

SWEATT- Discussed that she was okay with either option.

CAMPBELL- Spoke in support in of not having a December 27<sup>th</sup> meeting.

CONSENSUS OF THE COUNCIL TO CANCEL THE DECEMBER 27, 2017 REGULAR COUNCIL MEETING

S. Adjournment:

ROJAS/COLBERG MOVED TO ADJOURN AT 9:37PM  
VOICE VOTE/UNANIMOUS/MOTION PASSED

I certify the above represents accurate minutes of City of Seldovia Council meeting of December 13, 2017.

  
Heidi Geagel, City Clerk

Approved by Council 01/10/2018