

**SELDOVIA CITY COUNCIL  
LAYDOWN  
JUNE 27, 2018**

**PAGES 1-6      MINUTES OF THE REGULAR MEETING OF JUNE  
13, 2018**

**PAGES 7-8      CITY MANAGER'S REPORT**

**PAGES 9-10      CITY OF SELDOVIA- PRIORITIES AND GOALS**

*NOTES*

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NOTE 25 END

MINUTE OF THE BOARD MEETING OF THE  
1-2010

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CITY MANAGER Y. RAYOR

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THE RECORD OF THE BOARD MEETING

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NOTE

**MINUTES FROM A REGULAR MEETING  
OF SELDOVIA CITY COUNCIL  
COUNCIL CHAMBERS  
Wednesday  
June 13, 2018  
7:30pm**

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| CAMPBELL<br>MORRISON<br>ROJAS<br>LETHIN<br>SWEATT<br>COLBERG |
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- A. Call to Order & Roll Call: MEETING CALLED TO ORDER BY MAYOR LENT AT 7:30 PM  
PRESENT: COUNCILMEMBERS: CAMPBELL-telephonic, MORRISON, ROJAS, LETHIN, SWEATT, and COLBERG

STAFF: CITY MANAGER CAMERON  
CITY CLERK GEAGEL

- B. Pledge of Allegiance: Held  
C. Excused Absences:  
D. Agenda Approval: ROJAS/LETHIN MOVED TO APPROVE THE WEDNESDAY JUNE 13, 2018 AGENDA

ROJAS/COLBERG MOVED TO ADD ITEM M.3 CITY CLERKS REPORT  
VOICE VOTE/UNANIMOUS/MOTION PASSED

ROJAS/LETHIN MOVED TO APPROVE THE AGENDA AS AMENDED  
VOICE VOTE/UNANIMOUS/MOTION PASSED

- E. Consent Agenda: *(All items under the Consent Agenda are approved with a single motion, no discussion, and one vote. A Council Member may request to remove an item(s) for discussion and a separate vote.)*
1. Approval of Minutes: None
  2. Payment Approval Report: None
  3. Ordinance Introduction: None
- F. Mayoral Proclamations: None
- G. Public Presentation Prior Notice: (each presenter has up to 10 min)
1. KPB Assembly Member- Willy Dunne, the representative for District 9, the Southern District, discussed the recently passed borough budget for over 80 million dollars. The mil rate was raised from 4.5 to 4.7, and is still not enough to cover the deficit, which will come out of savings unless they can find additional revenues. There was a proposal to increase borough wide sale tax from 3 to 5 percent, which failed and would have had to go to the voters for approval. Another revenue item on agenda is to change the way non-prepared foods are not taxed for most of the year, they would extend the non-prepared tax period from 3 months to 6 months. He spoke in opposition to the change as voters were not in favor. Another potential revenue source is bed tax; it was proposed earlier this year and has been modified. The new proposal is a 12% bed tax in lieu of sales tax. A lot of communities have bed tax around the state; the tax is not paid by the lodging owners, but the customers. There will be a few amendments coming to the proposal. Mayor Pierce spoke of putting excise tax on tobacco products as an item on the next meeting's agenda, there are no details yet, but it could be around \$.50 to \$1.20 cents on tobacco. Those proposals on the table are to reduce the deficit. The last proposal being discussed is about the hospital service area. It was formed around the 1960-1970, and at the time there was a hospital in Seldovia, so it was not included in the service area. Assembly Member Bagley plans to propose expanding the South Peninsula Hospital Service Area through the entire lower Kenai Peninsula except the City of Seldovia, because they can veto the entire expansion. People outside Seldovia city limits would be expanded which is extra a 2.3 mil increase. He spoke in full support of approving the reappointment of Paulette Bokenko Carluccio to the Kenai Peninsula Borough Planning Commission.  
LAUREL HILTS- resident, spoke in opposition of the bed tax.
- H. Public Presentation for Items not on Agenda: (public has 3 min each)
- LAUREL HILTS- Next week is the Seldovia summer music festival, performers arrive Thursday, with activities Thursday through Sunday around town, and Higgy's Plein Air in memory of Higgy begins Friday morning. She thanked everyone for supporting Seldovia Fine Arts. Tickets are available to purchase at Thyme on the Boardwalk, there are discounts for locals. The Chamber is working on the 4<sup>th</sup> of July schedule, Madalynn Grahn is in charge.

There are not a lot of things on either side of the 4<sup>th</sup> of July as it the middle of week, so that's a challenge. The parade theme is "Pick of the Litter"; Dee Dee Jonrowe is the Old Crab.

- I. Committee and Advisory Board Reports: (each member has 5 min)  
PAULETTE CARLUCCIO- Gave a reminder that the Planning Commission is down to three members and trying to deal with some pretty heavy issues, like the commercial business district. They have had to cancel August because there are not enough people, and cannot at all deal with issues that require a majority plus one or four people at this time.
- J. Public Hearings: None
- K. Unfinished Business: None
- L. New Business:

1. Application for Reappointment of Paulette Bokenko Carluccio to the Kenai Peninsula Borough Planning Commission (move to approve)

a. Presentation by Staff or Council

CLERK GEAGEL- Presented the letter from Paulette Bokenko Carluccio requesting approval for her reappointment to the Kenai Peninsula Borough Planning Commission.

b. Council Discussion

ROJAS- Thanked Paulie for being on the Kenai Peninsula Borough Planning Commission again and spoke in support of her application for reappointment.

SWEATT- Spoke in support of Paulette's reappointment and thanked her for her time on the commission.

c. Public Presentation or Hearing (public has 3 min each)

LAUREL HILTS- Spoke in support of approving Paulette's reappointment and acknowledged Paulette for her service and her time not only for the meetings, but for the back in forth of travel, especially in the winter with weather.

d. Action/Disposition

MAYOR LENT- Asked for a motion to approve the reappointment of Paulette Bokenko Carluccio to the Kenai Peninsula Borough Planning Commission

LETHIN /ROJAS SO MOVED

VOICE VOTE/UNANIMOUS/MOTION PASSED

2. Discussion- Public Notice US Army Corp of Engineers Application for Permit POA-2017-271- Pebble Project DRAFT LETTER AND RESOLUTION

a. Presentation by Staff or Council

CLERK GEAGEL- Presented a draft resolution and discussed a resolution written by the City of Homer that passed the previous month. It lays out points of opposition more formally, if the Council wanted to review the Homer's resolution and include some of the more formal points of opposition in their resolution, the amended resolution could be brought back for a public hearing at the next meeting. The comment period closes June 29<sup>th</sup>.

b. Council Discussion

ROJAS- Asked about the timeframe, and stated that Homer did a great job. She spoke in favor of including bullet number one, the location is absolutely appalling. Bullet number two is very important, as well as the last one on the first page. The next bullet on top of page two, they addressed already, and the second bullet from the bottom is accumulative.

CAMPBELL- Spoke in agreement with Rojas and expanding the resolution.

SWEATT- Spoke in agreement with Rojas.

c. Public Presentation or Hearing (public has 3 min each)

PAULETTE CARLUCCIO- resident, spoke in favor of beefing up the resolution

ALIX CHARTIER- resident, spoke in agreement.

d. Action/Disposition

THE CITY COUNCIL DIRECTED THE CITY CLERK TO AMEND THE RESOLUTION AND BRING IT BACK TO THE NEXT MEETING.

3. Discussion- ORDINANCE 18-18 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA, ADOPTING CHAPTER 11.06 CITY LAND EXCAVATION AND ESTABLISHING A PENALTY OF OFFENSE IN TITLE 1.08.040 MINOR OFFENSE TABLE

a. Presentation by Staff or Council

CLERK GEAGEL- Presented the amended Ordinance 18-18 on city land excavation that removed the permitting process as requested.

b. Council Discussion

ROJAS- Spoke in favor of the ordinance and in support of the amendment.

SWEATT- Spoke in favor of the ordinance and the amendment.

c. Public Presentation or Hearing (public has 3 min each)

MAYOR LENT CALLED FOR PUBLIC COMMENT WITH NONE BEING OFFERED.

d. Action/Disposition

SWEATT/ROJAS MOVED TO APPROVE ORDINANCE 18-18 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA, ADOPTING CHAPTER 11.06 CITY LAND EXCAVATION AND ESTABLISHING A PENALTY OF OFFENSE IN TITLE 1.08.040 MINOR OFFENSE TABLE

VOICE VOTE/UNANIMOUS/MOTION PASSED

4. Discussion- Seldovia Petition to the Local Boundary Commission

a. Presentation by Staff or Council

LETHIN- Presented a Seldovia petition to the local boundary Commission. He thanked the staff for getting information on the Soldotna petition. The petition he did was from Sand Point, it is a short petition that would be accepted. Seldovia is the smallest first class city, a lot of young people live outside city limits and it would give them opportunity. He spoke in favor of drafting a resolution similar to Soldotna's to help get the conversation started, get peoples' comments and then begin the petition process.

b. Council Discussion

ROJAS- Spoke in favor of seeing the City of Seldovia expand and having the discussion begin on annexation.

CAMPBELL- Spoke in agreement with drafting a resolution and starting the conversation on annexation. With the decline in school enrollment and revenue it would help define the first class designation and population.

COLBERG- Spoke in agreement with drafting a resolution and starting the conversation on annexation.

SWEATT- Spoke in agreement with drafting a resolution and starting the conversation on annexation.

MORRISON- Spoke in agreement with drafting a resolution and starting the conversation on annexation.

c. Public Presentation or Hearing (public has 3 min each)

LAUREL HILTS- Discussed that there should be a population comparison and consideration of voters from within city limits versus outside city limits, as well as a timeline, to see what is the projected probability for success.

WILLY DUNNE- Stated that he would encourage the city to have a conversation with the borough administration. The borough has had some conversation with Soldotna and Nikiski about their annexations, as it does have impact on borough. The city would have to maintain the roads that the borough maintains and the borough would lose road revenue. The borough would do an analysis of impact.

ALIX CHARTIER- Spoke in opposition of the city pursuing annexation.

d. Action/Disposition

THE CITY COUNCIL DIRECTED CITY STAFF TO PREPARE RESOLUTION

5. Discussion- Tidelands Application Approval

a. Presentation by Staff or Council

CLERK GEAGEL- Presented the tidelands application draft, it was approved by the Planning Commission at their last meeting and needs approval from the city council before staff can proceed. The third page of the application was accidentally included in the packet and is not included in the actual application.

b. Council Discussion

ROJAS- Spoke in support of the application.

SWEATT- Spoke in support of the application.

c. Public Presentation or Hearing (public has 3 min each)

PAULIE CARLUCCIO- Commented that the planning commission had looked at the application at the last meeting and were in agreement that it was a good application for what it is supposed to do.

d. Action/Disposition

ROJAS/LETHIN MOVED TO APPROVE THE TIDELANDS APPLICATION  
VOICE VOTE/UNANIMOUS/MOTION PASSED

6. Discussion - Clinic Space Allocation

a. Presentation by Staff or Council

CM CAMERON- Presented three scenario clinic space allocation plans. The first continued using the space as is for eight to ten thousand dollars annually. The second was to convert part of the space to a bunk house if they change the police model to a two week model. The third scenario was that they could liquidate the clinic, renovate the space and lease it to a potential long term tenant looking for bigger space. The market value for the space is forty-five to fifty thousand dollars annually on a lease with \$2 to \$2.50 a foot. She has been in discussion with the post office as a potential long term tenant, their contract is up in fall and they have requested a space auditor to come to their site. If this was the direction the council wanted to explore she could run some figures on selling the x-ray, renovation costs, and what would need to be borrowed from the permanent fund to pay back over the years.

b. Council Discussion

LETHIN- Discussed that Dr. Barnes was still interested, but not in the near future, and that they only thing to liquidate was the x-ray machine.

SWEATT- Spoke in favor of option three, it is time for the city to step up and come up with ideas for revenue.

ROJAS- Spoke in agreement with Sweatt. They have worked hard to replace what was lost. The city cannot afford to heat and maintain the space. It is exciting what can be done with an empty building. If a doctor comes in future they can find space a space for them.

CAMPBELL- Spoke in favor of aggressively pursuing option three. Option two could be important depending on the direction of the police contract.

MORRISON- Spoke in favor of option three.

c. Public Presentation or Hearing (public has 3 min each)

LAUREL HILTS- Requested that a flag pole be mounted if the post office becomes the tenant and a cost analysis be done on digitizing the x-ray machine versus purchasing an x-ray machine.

JENNY CHISSUS- Spoke in opposition of having the clinic space dismantled and no longer serving a medical purpose.

d. Action/Disposition

THE CITY COUNCIL DIRECTED THE CITY MANAGER TO EXPLORE OPTION THREE

\*\*\*MAYOR LENT CALLED FOR A TEN MINUTE RECESS AT 8:37\*\*\*\*

\*\*\*MAYOR LENT CALLED THE MEETING BACK TO ORDER AT 8:45\*\*\*\*

7. Discussion- Police Position

a. Presentation by Staff or Council

CM CAMERON- Presented several options for the chief of police position. She has received thirty-five resumes, six are from Alaska, and there is a lot of interest in the job. She interviewed one individual who is a great candidate, but it comes down to money. They are seeing a trend over the last five years with police chiefs using the position as a stepping stone, due in part to salary range. If they want to have a police chief invest in the community, they need to invest in the position and offer more money. FY19 is budgeted around the \$109,000 range for the position, they can find someone to be police chief in that range and continue the cycle. A realistic option could be to invest \$15,000 more in the position to get a long term candidate who wants to invest in Seldovia. Another option is a model with the state to share officers on routing schedule; it would provide 24 hour service which has been mentioned. That model would be \$158,000 for the city on their own and does not include travel. If they share the model with another community the administration fee would be an additional \$24-50 thousand a year. \$29 an hour is the going rate in Alaska, she talked to several professionals and communities and that is the minimum. Part of reason Seldovia is not a serious option for candidates is that they don't offer health care for family. The option to increase the position pay includes a living stipend that can go towards a mortgage or health insurance. Heidi has reached out to her clerk colleagues about health insurance, and they will be exploring how to get adequate health insurance in the future and putting that out to bid.

b. Council Discussion

Lethin- Spoke in support of hiring the candidate that was interviewed, and discussed getting people to volunteer or on a pay basis as the deputy.

ROJAS- Spoke in support of offering more for the position with a five year commitment.

SWEATT- Spoke in support of offering more for a long term candidate.

Morrison- Inquired about the possibility of policing themselves or hiring a VSO or VPSO.

CAMPBELL- Spoke in support of offering more for a long term candidate and the two on two off police model, though it is not economically feasible and discussed that Seldovia was at the bottom of the pay scale.

COLBERG- Spoke in support of offering more for a long term candidate.

CLERK GEAGEL- Discussed that a VSO or VPSO was an option. Cities in Alaska are not required to offer their own safety officers; it is the state's responsibility. There is a large amount of liability with a VSO or VPSO.

c. Public Presentation or Hearing (public has 3 min each)

JENNY CHISSUS- Spoke in support of offering more for a long term candidate and getting a person of quality.

PAULIE CARLUCCIO- Spoke in support of offering more for a long term candidate and in opposition of the two on two off model, unless it is the same two people.

GREG WOLFER- Spoke in support of offering more for a long term candidate and in opposition of a VSO or VPSO, they have a high turnover.

ALIX CHARTIER- Spoke in support of offering more for a long term candidate.

d. Action/Disposition

CONSENSUS OF THE CITY COUNCIL TO HAVE THE CITY MANAGER MOVE FORWARD WITH INVESTING MORE FOR A LONG TERM CANDIDATE

8. Public Safety Contract

a. Presentation by Staff or Council

CM CAMERON- Presented renewal FY19 annual contract.

b. Council Discussion

c. Public Presentation or Hearing (public has 3 min each)

Mayor Lent called for public comment with none being offered.

d. Action/Disposition

ROJAS/LETHIN MOVED TO AUTHORIZE THE CITY MANAGER TO ENTER INTO NEGOTIATIONS WITH THE ALASKA DEPARTMENT OF PUBLIC SAFETY  
VOICE VOTE/UNANIMOUS/MOTION PASSED

M. Administration Reports:

1. Treasurer's Report: None

2. City Manager's Report: See Laydown

3. City Clerk Report: Presented on the training she attended in Tacoma the previous week.

N. Informational Items Not Requiring Action:

1. After the next council meeting Wednesday June 27, 2018 at 7:30pm regular council meetings will be held Mondays at 6pm.

O. Executive Session: None

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

CAMPBELL- Thanked the public for coming and Willy Dunne for spending time in the community.

MORRISON- Thanked the public for coming and all their great comments, and thanked Willy for spending time with the community.

ROJAS- Thanked Willy, and mentioned the City Council workshop June 18 on page 18 of laydown. Good enthusiasm staff.

LETHIN- Thanked the staff, public, and Willy.

SWEATT- Thanked everyone for coming. Heidi you are doing a great job. Thank you Willy for coming to see us.

COLBERG- Thanked the public, staff and Willy.

MAYOR LENT- Thanked Willy, thanked Paulie for her past and future service, thanked Greg for his assistance with the cemetery, and thanked the public for attending.

Q. Next Meeting: Regular Meeting will be held on June 27, 2018 at 7:30 pm

R. Adjournment:

ROJAS/COLBERG MOVED TO ADJOURN AT 9:30PM  
NO OBJECTION/MOTION PASSED

I certify the above represents accurate minutes of City of Seldovia Council meeting of June 13, 2018.

Heidi Geagel, City Clerk

Approved by Council





## City of Seldovia

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To: Mayor and Seldovia City Council  
From: Cassidi Cameron  
Subject: City Manager's Report  
Date: June 27, 2018

### Report

- WTP Update
- Hazard Mitigation Plan, Tsunami Evacuation Plan, Emergency Operation Plan; the Tsunami signs are ready, Program Manager from the State is planning on coming to Seldovia in the summer for the mapping and sign placement, as well as Dan Nelson at OEM at the Borough – June 28<sup>th</sup> Visit
- Water Infrastructure Repair Projects
- NorSea Opportunity
- SFL Contract Negotiation Update
- FAA/DOT Easement
- Police Update
- Bear Situation
- Job Openings
- Alaska Rural Water Association Visit
- Technology Upgrades
- Priorities and Goals

CITY OF SHERBORNE  
1-11-2010  
1-11-2010  
1-11-2010  
1-11-2010



IN WITNESS WHEREOF  
I have hereunto set my hand  
and the seal of the City of Sherborne  
this 11th day of January, 2010.

Mayor

I, the undersigned, being the duly qualified and authorized officers of the City of Sherborne, do hereby certify that the foregoing is a true and correct copy of the resolution of the Council of the City of Sherborne, as the same appears in the minutes of the meeting of the Council of the City of Sherborne, held on the 11th day of January, 2010.

City Clerk

City Clerk

City Clerk

City Clerk

City Clerk

City Clerk

City Clerk

City Clerk

City Clerk

City Clerk



## City of Seldovia

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### Priorities and Goals- Discussion Points

We are a team. We are a team that has been appointed and voted in to ensure that the systems and future of Seldovia and its people are upheld and highly considered. In order to succeed in my position and for Seldovia to thrive, I believe it is important to have the same outlook on goals and priorities in order to maintain progress and momentum. This bullet list is just a beginning to a discussion that I am wanting to have; we can discuss specifically plans and strategies to help us achieve our common priorities and goals. They are not in any order, but we should also prioritize accordingly.

- Tsunami Readiness and Hazard Mitigation Plans; Heidi and I have been working towards updating our Hazard Mitigation Plan, Evacuation Routes and an Emergency Operations Plan (EOP). This is a must for our community; want to create a response plan that will ensure the safety and well-being of Seldovia.
- Conduct a detailed analysis of all departments to find areas where we can be more efficient not only in time management, but projects and expenses. This will only help us meet our budgetary goals but be able to plan and strategize for future projects.
- Continue to work with VSW on assessment of our current wastewater system and find solutions and funding for upgrades and improvements.
- Create a strategy for growing and encouraging business in Seldovia; this will include analyzing and looking at each Seldovia parcel and defining a plan and expectations for each piece of property.
- In relation to that above-mentioned item, I would like to continue to explore options for the Industrial building. First and foremost, secure funding to complete the building and create business opportunities.
- Follow the Comprehensive Plan of 2014 and its stated goals and make sure that we are in line with the document. From the Plan, the elements that Seldovia deemed most important: *economy, transportation, land use, community and human resources, and environment*. Are these elements still current 4 years later? I would like these elements to motivate and influence how we proceed as a council and as we are considering and setting policy.
- Analyze our current codes to make sure that the code is applicable to Seldovia today. Ensure that we implement our codes; our municipal code is a breathing record, there are items that need to be updated, addressed and reformed so that we are in line with the State Statutes and regulations that are constantly changing as well as make sure they are straight forward and thoroughly thought out for the next wave of Seldovians – staff and citizens alike.

- Ensure that our new water treatment plant is running at optimum capacity; this includes ensuring that our personnel is equipped, trained and certified to ensure the success of the production of water and facility operations; making sure our fees and billings coincide and meet the costs of the new facility.
- Work closely with Finance Officer to ensure our systems are accurate and precise according to state standards. Ensure our audits run smoothly and coincide with all GASB (Governmental Accounting Standards Board) standards.
- Continue to build and maintain relationships at the local, borough and state levels in order to make sure that Seldovia is represented and considered for projects, opportunities that will enhance the quality of life – economically, environmentally and fundamentally.
- Other projects?
  - Road to Red Mountain
  - Jakolof Harbor Management Plan
  - Boat Storage Restructuring Possibility