

MINUTES FOR A REGULAR MEETING OF  
SELDOVIA CITY COUNCIL  
COUNCIL CHAMBERS

Monday  
April 26, 2021  
6:00pm

SWEATT COLBERG MORRISON ROJAS PAYTON NATHAN
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A. Call to Order & Roll Call: MAYOR CAMPBELL CALLED THE MEETING TO ORDER AT 6:18PM  
PRESENT: COUNCIL MEMBERS: SWEATT, COLBERG, MORRISON, ROJAS, PAYTON

STAFF: CITY MANAGER FRIEDLANDER  
FINANCE OFFICER YAEGER  
CHIEF HAWKINS  
CITY CLERK GEAGEL

- B. Pledge of Allegiance: Held  
C. Excused Absences: NATHAN  
D. Agenda Approval:

SWEATT/COLBERG MOVED TO APPROVE THE AGENDA  
ROLL CALL VOTE/ SWEATT-Y, COLBERG-Y, MORRISON-Y, ROJAS-Y, PAYTON- Y/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: Minutes of the Regular Meeting, April 12, 2021- will be provided at the May 10, 2021 meeting
  2. Payment Approval Report:
  3. Ordinance Introduction:
    - a. ORDINANCE 21-11 A NON-CODE ORDINANCE OF THE CITY OF SELDOVIA, ALASKA, AMENDING THE ANNUAL BUDGET, APPENDIX A, FOR FISCAL YEAR ENDING JUNE 30, 2021

MAYOR CAMPBELL- Spoke to the header for Ordinance 21-11 having been amended to read Ordinance 21-11 An Ordinance of the Seldovia City Council Amending the Fiscal Year 2021 Budget for the General, Water, Sewer, Dock, Boat Haul Out, Harbor, Senior Meals, Lollipop Park, Seldovia Cemetery, CARES Act, and Major Maintenance and Repair Funds.

ROJAS/COLBERG MOVED TO APPROVE THE CONSENT AGENDA  
ROLL CALL VOTE/ SWEATT-Y, COLBERG-Y, MORRISON-Y, ROJAS-Y, PAYTON- Y/MOTION PASSED

- F. Mayoral Proclamations: None  
G. Public Presentation Prior Notice: (each presenter has up to 10 min)
1. Brad Janorschke and Keriann Baker, HEA- Introduction of New Director of Member Relations  
BRAD JANORSCHKE, HEA General Manager- Introduced Homer Electric Association's (HEA) new Director of Member Relations, Keriann Baker, and discussed that one of HEA's goals was to try and get to Seldovia at least once a month in the winter season. He spoke to there being two generation units in Seldovia that had monthly tests and were doing great upon testing. Generation was last used, March 10<sup>th</sup> -12<sup>th</sup> and had worked just as expected, the challenge was keeping the load balanced. He spoke to Port Graham generation usually coming online once the problem was diagnosed and discussed that upgrades to the circuits (SKADA mates) would be taking place that year between McDonald Spit and Big Tutka in order to improve communication. He discussed that HEA would provide the City a map of their facilities near areas that were snowplowed and would also put flag on them and that their annual meeting would be May 6<sup>th</sup> at 6:00pm. HEA would also be bringing back their area meetings in the fall.  
ERIN MCKITTRICK, HEA Board Director – Commented that there was still time to mail ballots back to HEA for their election, ballots had to be returned by May 5<sup>th</sup>.

There was a brief question and answer period between the Mayor, Council, and Representatives from HEA.

2. Mary Anne Wilson, resident- Request for junk ordinance- She asked the City Council to consider a junk yard ordinance for junk vehicles and household debris that required high fencing in order to screen from the right-of-way. She spoke to items overflowing a property posing a public safety problem.

SWEATT- Spoke in support of bringing up a junk ordinance again.

ROJAS- Thanked for Ms. Wilson for her presentation and spoke to it being a City responsibility to ensure nothing was in the right-of-way. She spoke in support of bringing an ordinance up again.

JAN WYLAND, resident- Spoke to her concern of items falling in the right-of-way, that the request had been brought up in the past and there was an ordinance in place that required every property to have dedicated parking.

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

LAUREL HILTS, SVT, Chamber of Commerce, resident- Presented the following upcoming events; a village area clean up outside of city limits on Friday, May 7<sup>th</sup>, outside City Limits, the annual bike rodeo Saturday, May 8<sup>th</sup>, the Summer Kick-off, Friday, May 21, with heavy equipment out and hot dogs, and the Seldovia Bay Ferry season officially began May 20<sup>th</sup>, with an early run Friday 14<sup>th</sup> and 15<sup>th</sup>. She commented that anyone was welcome to sign up to become a patient with Seldovia Village Tribe Health & Wellness for the vaccine and the Chamber was making plans for the Human Powered fishing Derby on May 30<sup>th</sup>.

ERIN MCKITTRICK, community member- Spoke to the City having not received the technical assistance grant that she helped them apply for, feedback received was that they were worried about staff time and recommended a preliminary assessment so they would not be starting at ground zero.

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

1. Jan Yaeger, EMS Chief- Discussing the roles and responsibilities of the Seldovia Medical Director, the transitioning of the medical director, and ramifications if SVFD/EMS does not have a medical director to support services. She spoke to the history of Seldovia EMS having only had two unpaid medical directors in 40 years. Their current medical director had given notice that he would like to retire and would still be a provider for a couple of months, but Seldovia needed to find a new medical director. She discussed that EMS could still run as an ambulance, but without a director they could not provide any advanced care. She spoke to the roles and responsibilities of the medical director; providing offline and online care, as well as, reviewing patient reports and providing some education and learning opportunities, South Peninsula Hospital could also provide online care. She discussed that the role in the past had always been volunteer and in hopes that would continue but that there could be contingencies, such as, provider insurance. As long as the director was in a volunteer capacity they were under the City's insurance and the current director provided his own malpractice insurance of \$5500.00 a year. She discussed having reached out to Dr. Michael Levy, the medical director for Anchorage, most of Kenai Peninsula, and who was very well connected.

There was a brief question and answer period between the Mayor, Council, and Jan Yaeger, EMS Chief.

J. Public Hearings:

1. ACTION MEMORANDUM 21-11 APPROVING THE CERTIFICATION OF THE FY20 AUDIT AS PRESENTED BY ALTMAN, ROGERS & CO, CERTIFIED PUBLIC ACCOUNTANTS

\*Andy Bergene with Altman Rogers and Co. will be in attendance for this discussion

a. Presentation by Staff or Council

CM FRIEDLANDER- Presented Action Memorandum 21-11 and introduced Andy Bergene with Altman Rogers and Co. She responded to Councilmember Rojas that it was to prevent double entry and spoke to the budget having stated that there was a major maintenance and repair fund, when there was not actually a fund, just finances earmarked. She spoke to City code have a section that referenced major maintenance and repair funds where the City could build up a reserve, which hadn't been done, instead they had been earmarking funds to set aside. She commented that if the City removed all the capital assets from the budget, then the harbor was being subsidized by all the other funds. She spoke to the reference to the harbor capital improvement fund with funds from Jakobof Dock having already spent but were not shown on books at the time, management made the decision to actualize on the books funds already spent \$50,000 at a time now.

ANDY BERGENE, Altman Rogers and CO- Introduced himself and spoke to the letter of governing board with two items to touch base on accounts receivables and the useful lives of their investments having been reviewed and found standard. He spoke to the corrected and uncorrected statements, the most significant being the prior year adjustment from the transition from Caselle to QuickBooks's. He spoke to the responsibility of City and the auditors and steps gone through during the audit, presented the audit opinion, and discussed that it is an unmodified opinion,

out of four opinions allowed to give as an auditor, that was the best. He presented the report on internal controls which disclosed the opinion on financial controls, there was a couple of discrepancies, two material weaknesses, and three significant deficiency, significant deficiency were for items management could have corrected. He provided the first finding being over payroll, the second finding was over credit cards, and the third finding was unavoidable with turnover, with beginning balances and reconciliations, but should not be a problem again. The first significant finding was one cash transaction was not materially supported and the last finding was not avoidable having occurred when becoming involved with Caselle and a transaction had to be made to correct the beginning balance. He spoke to the corrective action plan, which management would address before moving forward. He presented the financial statements and recommended the City worked to build up their reserves for repairs and maintenance. He responded to Councilmember Rojas that the cash receipts coming in were not properly recorded in FY2019 and were not being debited, it was an error in FY19, but had to adjust in FY20 and would not keep coming up because it was a fixed entry as of 6/30/2020. He responded to CM Friedlander that there were no un earmarked funds, everything was committed, with no unassigned balance and he recommended building up unencumbered funds. He responded to Mayor Campbell that the fund balance at the end of the year could be thought of as retained earnings, the excess of revenues over expenditures. He spoke to need to look back as to why they started in a negative deficit, all funds were lumped together for a total balance and the one negative fund, Boat Haul Out, was offset by the other funds in the combined schedule. The A1 and B1 took into account the capital assets for overall governmental wide statements and the negative balance were hidden in all the other assets. He responded to CM Friedlander that the funds received in 2008 for Jakolof Dock were being amortized now over the remaining time span of the dock, there were no available funds in the Harbor Capital Improvement plan. He responded to Councilmember Payton that the FY20 audit had one payroll that was over paid, FY19 had similar findings with rates of pay having not been authorized, and no approval of payroll for the month of October 2018. He stated that no fraud was being reported, just a failure in financial controls, the internal controls did not prevent, find or fix these errors and they were not addressed prior to the auditors showing up.

b. Council Discussion

ROJAS- Asked for an elaboration on the cash finding and if it would keep coming up?

MAYOR CAMPBELL- Asked for clarification how the fund balances worked at the end of each year, how did a negative fund balance affect the cash on hand.

PAYTON- Inquired about employee wages and questions on payroll.

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

MAYOR CAMPBELL called for public comment and none was heard.

d. Action/Disposition

ROJAS/COLBERG MOVED TO APPROVE THE ACTION MEMORANDUM 21-11

ROLL CALL VOTE/ SWEATT-Y, COLBERG-Y, MORRISON-Y, ROJAS-Y, PAYTON- Y/MOTION PASSED

2. ORDINANCE 21-09 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA AMENDING SECTION 2.04.070 MEETINGS—ORDER OF BUSINESS

a. Presentation by Staff or Council

CLERK GEAGEL- Presented Ordinance 21-09, moving staff reports to earlier on agenda and removing the payment approval report. She spoke to it being a best practice to have council approval the order of business, which could be done through ordinance, resolution, or resolution approving a council handbook.

b. Council Discussion

SWEATT- Spoke in support of Ordinance 21-09.

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

MAYOR CAMPBELL called for public comment and none was heard.

d. Action/Disposition

ROJAS/COLBERG MOVED TO ADOPT THE ORDINANCE 21-09

ROLL CALL VOTE/ SWEATT-Y, COLBERG-Y, MORRISON-Y, ROJAS-Y, PAYTON- Y /MOTION PASSED

3. ORDINANCE 21-10 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA AMENDING CHAPTER 2.32 ELECTIONS

a. Presentation by Staff or Council

CLERK GEAGEL- Presented Ordinance 21-10 and an informational memorandum that summarized the changes in the ordinance.

b. Council Discussion

ROJAS- Spoke in support of Ordinance 21-10.

PAYTON- Spoke in support of Ordinance 21-10.

MAYOR CAMPBELL- Spoke in support of Ordinance 21-10 and commented that it would streamline the process, increase voter turnout, and was in no way meant to diminish voter participation.

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

MAYOR CAMPBELL called for public comment and none was heard.

d. Action/Disposition

ROJAS/SWEATT MOVED TO ADOPT THE ORDINANCE 21-10

ROLL CALL VOTE/ SWEATT-Y, COLBERG-Y, MORRISON-Y, ROJAS-Y, PAYTON- Y/MOTION PASSED

4. ACTION MEMORANDUM 21-12 SUPPORTING THE DECLARATION OF CANDIDACY, AND APPOINTMENT IF GRANTED, OF RACHEL FRIEDLANDER AS MEMBER OF THE BOARD OF DIRECTORS FOR THE ALASKA MUNICIPAL LEAGUE INVESTMENT POOL (AMLIP)

a. Presentation by Staff or Council

CM FRIEDLANDER- Presented Action Memorandum 21-12 and discussed wanting to put her name in as a candidate for the board of directors because the City invested their money with AMLIP. She responded to Councilmember Rojas, that she was unsure if it could be done from Seldovia, but was hoping with the new technology opportunities.

b. Council Discussion

ROJAS- Spoke in support and inquired if the position could be done from Seldovia.

SWEATT- Thanked CM Friedlander for volunteering.

MAYOR CAMPBELL- Spoke in support of Action Memorandum 21-12.

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

MAYOR CAMPBELL called for public comment and none was heard.

d. Action/Disposition

SWEATT/COLBERG MOVED TO ACCEPT THE ACTION MEMORANDUM 21-12

ROLL CALL VOTE/ SWEATT-Y, COLBERG-Y, MORRISON-Y, ROJAS-Y, PAYTON- Y/MOTION PASSED

\*\*\*MAYOR CAMPBELL CALLED FOR A TEN-MINUTE RECESS AT 8:30PM, MEETING CALLED BACK TO ORDER AT 8:40PM\*\*\*

K. Unfinished Business: None

L. New Business:

1. Naming of Seldovia Police Department after Chief Anderson and Next Steps

a. Presentation by Staff or Council

CLERK GEAGEL- Presented correspondence with Chief Anderson's family wishing to name the Police Department in honor of him instead of the whole building. She discussed that the next steps were for the council to decide on which space to name, to provide for public comment, and then a resolution could be brought forward on June 14<sup>th</sup> meeting after the gathering service for Chief Anderson. She spoke to the City having been in discussion with the family and that timing was tight before the gathering which would be family focused, but a request could be made to have it apart of the day, or a special meeting could be held during the week after the gathering.

b. Council Discussion

COLBERG- Spoke in support of naming just the police department and naming it "Andy Anderson".

ROJAS- Spoke in support of the family's wishes to name just the police department, in support of providing for public comment, and in support of seeing something in honor of Chief Anderson on both the outside and the inside of the building.



SWEATT- Spoke in support of honoring the families wishes and of the desire to have a dedication ceremony. She inquired about the signage.

MORRISON- Inquired about the placement of the sign presented in the packet and spoke to wanting to see the plaque inside of the building and protected with a placard stating years of service. He inquired about having the dedication during the gathering and that he was willing to donate a live edge slab.

CHIEF HAWKINS- Spoke to wanting to hang a picture on the inside in honor and if Council desired putting the sign there that would work.

MAYOR CAMPBELL- Spoke in support of seeing lettering outside and inside, and in support of a placard with the years of service. He asked staff to bring back lettering examples.

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

LAUREL HILTS, resident- Spoke to the gathering for Chief Anderson being scheduled for June 5<sup>th</sup> and suggested the dedication be held at the meeting prior to the gathering.

d. Action/Disposition

CONSENSUS OF THE CITY COUNCIL TO DIRECT STAFF TO SPEAK TO THE FAMILY ABOUT DATES, LOOK INTO LETTERING FOR THE OUTSIDE BUILDING, OF BEING IN AGREEMENT WITH NAMING THE DEPARTMENT, AND OF SENDING OUT THE REQUEST FOR PUBLIC COMMENT

2. Chinook Sport Fishing Discussion: Snagging in the Seldovia Harbor and the Seldovia Slough Bridge

a. Presentation by Staff or Council

ROJAS- Discussed that ADF&G had classified the Seldovia Slough, Seldovia Bay, and the harbor as open snagging in 2019 and spoke to it being a danger and a hazard to have snagging open for six weeks every year. She responded to Councilmember Payton that an emergency order wouldn't work, the only way was to apply in 2022 for the 2023 meeting. She responded to Councilmember Colberg that Fish and Game had made the determination in error and spoke in support of putting up signs to asking individuals to please refrain from snagging from the bridge and harbor for safety reasons. She suggested that in addition to posting signage they could approach DOT about no longer allowing snagging on the bridge.

CM FRIEDLANDER- She discussed having spoken with Mike Booz with ADF&G and that the next Board of Fish meeting was in 2023. She spoke to the City having no authority to enact fishing regulations per Article 8 of the constitution and that even though it was allowed, the City could post signs discouraging snagging or recommended areas to snag that are safer. The City could pursue no snagging with DNR who had the authority to trump ADF&G for road safety. She responded to Councilmember Rojas and Councilmember Payton that she did not specifically ask Mike Booz about an emergency order, but they could post signs to educate, discourage, and recommend areas.

b. Council Discussion

MORRISON- Suggested eliminating fishing off of the bridge and spoke of the fishing situation on the bridge in summer.

PAYTON- Suggested putting in a request to ADF&G to repeal the request as an emergency order, spoke to it not being safe, and in opposition of snagging being open the whole time.

MAYOR CAMPBELL- Spoke to the Board of Fish meeting process and in support of putting up signs recommending people don't snag. He responded to Councilmember Morrison that ADF&G had made a mistake and lumped that area in with salt water. He suggested signage prefacing that the determination was made in error of the last Board of Fish meeting, the previous regulations should be honored and snagging was inherently dangerous.

COLBERG- Spoke to the state not allowing fishing off of bridges in Alaska, Seldovia was liable for fishing off of the slough bridge and if someone fell. He spoke to the slough being labeled as salt water, because of the City's request to the Kenai Peninsula Borough per their fresh water regulations and now with environmental laws. He suggested moving the smolt stocking to Lake Irene.

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

MAYOR CAMPBELL called for public comment and none was heard.

d. Action/Disposition

ROJAS/MORRISON MOVED TO DIRECT THE CITY OFFICE TO MOVE FORWARD WITH THE POTENTIAL OF INFORMATIONAL LITERATURE ABOUT THE SNAGGING INFORMATION AND

ERROR WITH FISH AND GAME AND PURSUE NO MORE SNAGGING OFF BRIDGE WITH  
DEPARTMENT OF TRANSPORTATION  
ROLL CALL VOTE/ SWEATT-Y, COLBERG-Y, MORRISON-Y, ROJAS-Y, PAYTON- Y/MOTION PASSED

M. Administration Reports:

1. Treasurer's Report: See Packet

CM FRIEDLANDER- Spoke to the financial report shown being pre-the end of year adjustment that would be a public hearing ordinance at the next council meeting.

2. City Manager's Report: See Packet

3. CM FRIEDLANDER- Provided a summary of the report and was available for comment. She thanked staff for setting up chambers so well for first in person meeting, spoke to written staff reports still being expected, with the next provided in the second meeting of May, and that there would be a resolution at next meeting accepting a grant received from Rasmuson for the cemetery. She stated that there was an error in Ordinance 21-11, the unfunded COVID funds were not on the summary page and she was looking forward to the budget meeting.

4. Chief of Police Report: None

5. Harbormaster's Report: None

6. Public Works Report: None

N. Informational Items Not Requiring Action:

1. A City Council Budget Work Session will be held, Wednesday, April 28, 2021 at 4:00pm.

O. Executive Session:

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

SWEATT- Thanked everyone for all their hard work again, everyone for attending, and Dr. Zink for being there.

COLBERG- Thanked the staff for all their hard work, HEA, and Dr. Zink, it had been a good meeting.

MORRISON- Spoke to it having been a great meeting it had been informative and it was nice to have HEA there, thank you.

PAYTON- Spoke to it having been a good meeting, thanked the staff, and gave thanks for the public presentations they had.

It was a great meeting and she was looking forward to Wednesday

CAMPBELL- Thanked everyone for attending and for the spirited debate and discussion as always, and thanked the staff for all the work they did for the meeting.

Q. Next Meeting: The next Regular Meeting will be held on May 10, 2021 at 6:00 pm

R. Adjournment:

COLBERG/SWEATT MOVED TO ADJOURN AT 9:29PM  
NO OBJECTION/MOTION PASSED

I certify the above represents accurate minutes of City of Seldovia Council meeting of April 26, 2021.



  
Heidi Geagel, City Clerk

Approved by Council May 10, 2021