
Regular Ketchikan City Council meeting was called to order by Mayor Sivertsen at 7:00 p.m., April 17, 2025, with the following members present: Riley Gass, Judy Zenge (via Webex), Dick Coose, Jai Mahtani, Abby Bradberry, Lalette Kistler and Jack Finnegan.

The Pledge of Allegiance was given by all persons in the Chambers.

Mayor Sivertsen stated the Native Lands Acknowledgement.

Staff present were Acting Manager Simpson, Acting Assistant Manager Hart, Finance Director Johansen, Attorney Seaver, Human Resources Manager Alderson, Port & Harbors Director Phillips, Fire Chief Hines, Police Chief Mattson, Deputy Police Chief McGarrigan, Library Director Tully, Electric Project Manager Adams, Assistant Public Works Director Jurczak, Network Operations and Engineering Manager White, Deputy Clerk Lee and City Clerk Stanker.

COMMUNICATIONS

Mayor Sivertsen informed that a couple of items were laid on the table, including: A request to withdraw the new business item regarding the tourism presentation; additional information relative to the new business item regarding the discussion by the Library Advisory Board on lost and damaged book charges for students; and the Acting City Manager’s report to City Council.

PERSONS TO BE HEARD

Ryan McHale spoke in support of the “We BELONG” Block Party sponsored by the Ketchikan Wellness Coalition and encouraged the Council to approve the block party.

Jed Pool and Bob Foltz with KRBD Radio requested that the Council allow KRBD to utilize the Ketchikan Youth Fundraising Booth on the Port of Ketchikan when a youth organization is not using it.

Zac Boles with Sourdough Cab spoke to the Council about the several road construction projects occurring throughout Ketchikan. He asked the Council to reach out to SECON and request that they work at night on the Wolfe Point project to help ease congestion or at least keep both lanes open during the busy parts of the day.

Alma Parker informed that she is here tonight on behalf of the Ketchikan Wellness Coalition to answer any questions regarding their request for closure of streets for the “We BELONG” Block Party. She informed that the block party was a hit last year and hopes the Council will authorize it again this year.

Michael Mastin with Headstream Properties informed that he sent an email to the Council regarding his property located on the Third Avenue Bypass, along with his request to open up that end of Third Avenue so the sightseeing vehicles could bring their passengers there. He informed he was here if there were any questions from the Council.

CONSENT AGENDA

Mayor Sivertsen suggested moving the award of Contract No. 25-03, Utility Tree Pruning to Three Dog Construction, Inc., and the request for the Alaska Department of Transportation to reinstate maintenance of the boat launch parking areas for Mountain Point and Knudson Cove and further to provide at a minimum, bi-annual maintenance and grading of the identified parking lots to the Consent Agenda, and no objections were heard.

Approval of Minutes – Regular Meeting of April 3, 2025

Moved by Kistler, seconded by Finnegan for approval of the minutes from the regular City Council meeting of April 3, 2025.

Motion passed with Gass, Finnegan, Coose, Kistler, Zenge, Mahtani and Bradberry voting yea.

Award of Contract No. 25-10, Ted Ferry Civic Center Kitchen Upgrades– Dawson Construction, LLC

Moved by Kistler, seconded by Finnegan the City Council award Contract No. 25-10 Ted Ferry Civic Center Kitchen Upgrades to Dawson Construction, LLC in the amount of \$337,790; authorize the use of a contingency of \$40,000 for a total project cost of \$377,790; authorize funding from the 2025 Ted Ferry Civic Center Kitchen Upgrade Capital Account; and authorize the Acting City Manager to execute the contract on behalf of City Council.

Acting City Manager Simpson and Assistant Public Works Director Jurczak answered questions from the Council.

Motion passed with Gass, Finnegan, Coose, Kistler, Zenge, Mahtani and Bradberry voting yea.

Award of Contract No. 25-23, KPU Virtualization Platform Refresh – GCSIT

Moved by Kistler, seconded by Finnegan the City Council award Contract No. 25-23, KPU Virtualization Platform Refresh, to GCSIT in the amount of \$304,020; authorize the use of a contingency of \$15,200 for a total project cost of \$319,220; authorize funding from the 2025 KPU Annual Capital Budget for the Server Environment Capital Account; and authorize the Acting General Manager to execute the contract documents on behalf of the City Council.

Network Operations and Engineering Manager White answered questions from the Council.

Motion passed with Gass, Finnegan, Coose, Kistler, Zenge, Mahtani and Bradberry voting yea.

Amendment and Assignment of Tideland Lease AKL 63811

Moved by Kistler, seconded by Finnegan the City Council approve the amendments to Tideland Lease ADL 63811; approve the assignment of this lease from KRM Inc., to CoAlaska, Inc.; and authorize the Acting City Manager to execute the necessary documents on behalf of the City.

Motion passed with Gass, Finnegan, Coose, Kistler, Zenge, Mahtani and Bradberry voting yea.

Council Review of Liquor License Renewal Application – Bush Pilots’ Lounge and Krabby Crab Shack

Moved by Kistler, seconded by Finnegan the City Council approve the Liquor License Renewal Application for Restaurant or Eating Place License No. 6024 – Bush Pilots’ Lounge 2417 Tongass Ave. Suite 111-226, Ketchikan, AK 99901, and Liquor License Renewal Application for Seasonal Restaurant/Eating Place Tourism License No. 6147 – Krabby Crab Shack 127 Stedman St. Ketchikan, AK 99901.

Motion passed with Gass, Finnegan, Coose, Kistler, Zenge, Mahtani and Bradberry voting yea.

Award of Contract No. 25-03 – Utility Tree Pruning – Three Dog Construction, Inc.

Moved by Kistler, seconded by Finnegan the City Council award Contract No. 25-03, Utility Tree Pruning, to Three Dog Construction, Inc., in the amount of \$547,475; authorize the use of \$30,000 for emergent work for a total project cost of \$577,475; authorize funding from the Electric Division's Technical Services O&M Account No. 635.12; and direct the Acting General Manager to execute the contract on behalf of the City Council.

Motion passed with Gass, Finnegan, Coose, Kistler, Zenge, Mahtani and Bradberry voting yea.

Request for Alaska Department of Transportation Maintenance of Boat Launch Parking Areas

Moved by Kistler, seconded by Finnegan the City Council formally requests that the Alaska Department of Transportation reinstate maintenance and grading services for the Mountain Point and Knudson Cove launch parking areas. The City further requests that ADOT provide, at a minimum, bi-annual maintenance and grading of the identified parking lots to ensure continued public access and safety.

Motion passed with Gass, Finnegan, Coose, Kistler, Zenge, Mahtani and Bradberry voting yea.

UNFINISHED BUSINESS

Resolution No. 25-2958 – Amending the City of Ketchikan Compensation Plan to Provide for Pay Equity Adjustments and Reclassification for Police Department Personnel

The motion on the floor that was postponed from the March 20, 2025, City Council meeting is:

Moved by Kistler, seconded by Finnegan the City Council approve Resolution No. 25-2958, amending the City of Ketchikan Compensation Plan to provide for pay equity adjustments and reclassifications for Police Department personnel; and establishing an effective date.

Acting City Manager Simpson explained that the represented positions within the Police Department recently received wage increases. She provided the Council with an updated proposal that will maintain internal equity within the Police Department. She did not recommend that the Council allocate any funds to adjust revenues at this time to afford this particular increase to non-represented Police Department employees.

Mayor Sivertsen thanked staff for their work on this revised proposal. He stated that there is a genuine concern about the possibility of losing officers or administrative staff due to competition with other communities. He felt this adjustment was reasonable and reminded the public that, in regards to the police officers, the funds to cover this cost are already in the budget.

Motion passed with Finnegan, Coose, Kistler, Zenge, Bradberry, Gass and Mahtani voting yea.

NEW BUSINESS

Tourism Presentation – Listening Sessions Summary Report and Revisit Priorities

This item was removed from the agenda at the request of staff, and no objections were heard from the Council.

Discussion of Ketchikan Public Library Lost and Damaged Item Charges on Student Accounts – Sponsored by Mayor Sivertsen and Councilmember Zenge

Moved by Bradberry, seconded by Kistler the City Council discuss the Ketchikan Public Library's lost and damaged item charges on student accounts.

Acting City Manager Simpson stated Council had a lengthy discussion about the lost and damaged charges the library assesses to student accounts when library material goes missing or is damaged as a result of being in their possession. She indicated the Council discussed a variety of issues, and the ultimate direction was to have staff come back with suggestions on how we could either assess or waive fees in a manner that doesn't discourage children or families from using the library. She informed the Library Advisory Board met last week and discussed different ideas on how to address this issue, and tonight staff has put together a summary of that discussion.

Library Director Tully stated the Advisory Board had an excellent discussion regarding the various aspects of the lost and damaged book charges. She stated the situation with the Ketchikan Charter School is through the school district, but they would be happy to help. She answered questions from the Council.

Mayor Sivertsen thanked the Library Advisory Board for the work they do.

Councilmember Finnegan informed if someone has a frozen account and can't check out books, they can still come and use the library facility and streaming services.

Moved by Mahtani, seconded by Kistler to postpone this item for additional information to the May 1, 2025 Council meeting.

Motion passed with Bradberry, Finnegan, Gass, Mahtani, Coose, Zenge and Kistler voting yea.

Amendment to City Council Rules of Procedure – Meeting Adjournment Time – Sponsored by Councilmember Kistler and Zenge

Moved by Kistler, seconded by Bradberry the City Council amend the City Council Rules of Procedure – Meeting Adjournment Time as directed by the City Council.

A lengthy discussion ensued by the Council.

Acting City Manager Simpson stated her concerns if a meeting runs late and the Council has to continuously postpone agenda items to the next meeting. She answered questions from the Council.

Moved by Gass, seconded by Mahtani to postpone the motion indefinitely.

Motion to postpone indefinitely passed with Bradberry, Finnegan, Gass, Mahtani and Coose voting yea; Kistler and Zenge voting nay.

Request to Close Mission Street for the 2025 "We BELONG" Block Party – Ketchikan Wellness Coalition (KWC)

Moved by Finnegan, seconded by Mahtani the City Council take such action as determined appropriate and authorize the closure of Mission Street to accommodate the 2025 "We BELONG" Block Party on July 12, 2025, as requested by the Ketchikan Wellness Coalition.

Motion passed with Finnegan, Coose, Kistler, Zenge, Mahtani, Bradberry and Gass voting yea.

**Procurement of Major Refurbishment of Rescue Apparatus
Unit 18645 – Firetrucks Unlimited, LLC**

Moved by Kistler, seconded by Finnegan pursuant to Section 3.12.050(a)(9) of the Ketchikan Municipal Code, the City Council authorize the procurement of the refurbishing of rescue apparatus unit 18645 under Sourcewell Contract No. 120921-BLE from Firetrucks Unlimited LLC in an amount not to exceed \$400,000; approve funding in the amount of \$400,000 from the Fire Departments 2025 Purchase Used Rescue Truck capital project accounts; and direct the Acting City Manager to execute the purchase contract documents on behalf of the City Council.

Councilmember Bradberry asked the Chair for permission to abstain from this item as she has a connection to the Fire Department. There was no objection from the Chair.

Acting City Manager Simpson stated the funds and authorization to purchase this apparatus were approved during budget deliberations. She said this motion is to refurbish that truck.

Fire Chief Hines gave the Council an update regarding the refurbishment and indicated that 50% of this cost is funded by SEMT funds. He stated a new apparatus would cost around \$1.5 million, and there is currently a two to three-year wait time. He answered questions from the Council.

Motion passed with Zenge, Mahtani, Gass, Finnegan, Coose and Kistler voting yea; Bradberry abstain.

Approve Draft Amendments to the City Charter

Moved by Kistler, seconded by Coose the City Council approve the proposed City Charter amendments as determined appropriate; direct staff to conduct public engagement on such City Charter amendments; and present the received public comment to the City Council for review and amendment finalization at a later date.

Acting Manager Simpson stated that at the January 30, 2025, meeting the Council discussed several potential Charter changes that staff had brought forth based on Council feedback. She said what staff has provided tonight includes the language that will solidify those changes if the item is advanced to a ballot. She indicated that at this point, staff wants the Council to review these changes to make sure they correspond with what the Council had in mind. She said the Council at this point, can still add items to the list, and from there we will begin the public review and engagement process.

City Attorney Seaver informed that the reasoning for the changes to Section 5-17, subpart 2 of the Charter was to eliminate the referendum language, which will remove the 30-day requirement before an ordinance becomes effective after the two readings.

Clerk Stanker indicated that if the amendments are done by resolution, they would need Council approval by the last meeting in July.

Councilmember Bradbary questioned if the vote could be split, as she is in support of some of these changes, but not of others.

In answer to Councilmember Bradberry, City Attorney Seaver said, as he understood it, the decision point tonight was if the Council wanted to go out for further public input, and it would be appropriate to split the questions.

Moved by Bradberry, seconded by Mahtani to split the question to address all six proposed Charter amendments separately.

Motion passed to split the question on all six proposed Charter language changes with Finnegan, Gass, Mahtani, Zenge and Kistler voting yea; Coose voting nay.

Moved by Coose, seconded by Kistler to approve the proposed language changes to Section 3-1 of the Charter – City Manager: Appointment, Term, Qualifications, Removal.

Motion passed to approve the proposed Charter language changes to Section 3-1 with Coose, Zenge, Kistler and Finnegan voting yea; Mahtani, Bradberry and Gass voting nay.

Moved by Finnegan, seconded by Kistler to approve the proposed Charter language changes to Section 5-17 – Contracts and Sales.

Acting City Manager Simpson stated that a lot has changed since the 90s with the cost of items. She said the intent of this amendment is to provide a higher threshold for contracts and other corresponding purchases.

Finance Director Johansen stated that staff is trying to eliminate dollar amounts in the Charter and have them established by ordinance in the Ketchikan Municipal Code. She said this would allow updates and changes by ordinance rather than a vote of the people.

City Attorney Seaver answered questions from the Council.

Moved by Bradberry, seconded by Kistler to amend language in Section 5-17 to strike “is more than \$100,000” and add “which do not exceed an amount established by a nonemergency ordinance to be set by Council”.

Motion to amend passed with Coose, Zenge, Kistler, Bradberry, Finnegan, Gass and Mahtani voting yea.

Main Motion passed as amended to approve the proposed Charter language changes to Section 5-17 with Kistler, Bradberry, Finnegan, Gass, Mahtani, Coose and Zenge voting yea.

Moved by Finnegan, seconded by Kistler to approve the proposed Charter language changes to Section 5-18, Public Improvements.

Acting City Manager Simpson answered questions from the Council. She said she and the Finance Director are currently working on better ways to educate employees in regards to purchasing.

Motion passed to approve the proposed Charter language changes to Section 5-18 with Coose, Zenge, Kistler, Bradberry and Finnegan voting yea; Mahtani and Gass voting nay.

Moved by Finnegan, seconded by Kistler to approve the proposed Charter language changes to Section 5-19, Personal Interest.

Motion passed to approve the proposed language changes to Charter Section 5-19 with Coose, Zenge, Kistler, Bradberry and Finnegan voting yea; Gass and Mahtani voting nay.

Moved by Finnegan, seconded by Kistler to approve the proposed Charter language changes to Section 5-21, Independent Annual Audit.

Motion passed to approve the proposed language changes to Charter Section 5-21 with Kistler, Finnegan, Gass, Coose and Zenge voting yea; Bradberry and Mahtani voting nay.

Moved by Finnegan, seconded by Kistler to approve the proposed Charter language changes to Section 5-13, Ordinance: Passage, When in Effect.

City Attorney Seaver stated that the two public readings will still be in effect for non-emergency ordinances.

Acting City Manager Simpson said that within all the ordinances, the Council can still specify an effective date

Motion passed to approve the proposed language changes to Charter Section 5-13 with Finnegan, Gass, Mahtani, Coose, Zenge, Kistler and Bradberry voting yea.

VOUCHERS - None

MANAGER'S REPORT

Acting Manager's Report to Council

Acting Manager Simpson reported on the status of work being done by the Department of Transportation at the Wolfe Point landslide. She indicated that Acting Assistant Manager Hart provided a summary of expenses to date, and she was happy to report that the expenses were much less than expected. She informed that they will continue to have conversations with the State in hopes that the City can seek reimbursement for our expenditures. She said they are hopeful that the State will still declare an emergency for their expenditures, then the City might be able to seek reimbursement for our expenditures as well. She indicated the shoefly route is being paved and will continue to be in use, likely for the duration of the project. She informed that due to shipping delays, the Museum will now open on May 1, 2025, and their bathrooms will be open, so staff will be removing the porta potties recently rented from Tyler Rental.

Acting Manager Simpson provided in her report:

- Follow-up information in regards to the portable restrooms options and stated she has asked the Tourism Manager to prepare a request for proposal (RFP) that would allow for either a trailerable or a Conex solution.
- She provided the Council with the expenses up to April 11, 2025, in regard to the Wolfe Point Landslide.
- She stated she presented at the February 6, 2025, Ketchikan Gateway Borough Assembly meeting three potential projects for consideration under Borough CPV funding. She informed the Assembly briefly discussed these proposals at their March 10, 2025, meeting, and City staff then provided a brief presentation at their April 7, 2025, meeting, however, no action was taken by the Assembly to include the City's requests for the FY 2026 fiscal year budget.
- She updated the Council on the progress of an interim Electric Division Manager. She said the HR Manager Alderson is currently reviewing this agreement with the City Attorney, which will need Council approval once it is finalized.
- Congratulated Andrew Hendrickson of Port & Harbors, who was promoted to Maintenance worker effective March 3, 2025.
- An updated staff travel report through March 2025.

Schedule of General Government and KPU Appropriated Reserves Through April 3, 2025

In her report, Acting Manager Simpson attached for Council review a schedule of the current balance of Appropriated Reserves of the various funds of General Government and KPU through the City Council meeting of April 3, 2025.

KPU Sales, Marketing & Customer Services Division Manager's Report – March 2025

Acting Manager Simpson included for Council review a copy of the March 2025 report from the KPU Sales, Marketing & Customer Service Division Manager Simpson.

Ketchikan Public Library – 2025 Q1 Report

Acting Manager Simpson provided the Council a memorandum for review of the 2025 quarter-one statistical usage report from Library Director Tully.

KPU Telecommunications Division Manager's Report – March 2025

Acting Manager Simpson included for Council review a copy of the March 2025 report from the KPU Telecommunication Divisions Manager Lindgren.

KPU Water Division Manager's Report – March 2025

Acting Manager Simpson included for Council review a copy of the March 2025 report from the KPU Water Division Manager Kleinegger.

Overview of the Joint All-Hazard Mitigation Plan

Acting Manager Simpson attached for Council review a letter from Fire Chief Hines regarding the Joint All-Hazard Mitigation Plan, which provides an outline of the process and what the plan addresses.

Update on Deactivated Ketchikan Charter School Library Cards

Acting Manager Simpson attached for the Council a report with an update on the deactivated Ketchikan Charter School Library cards. She provided key steps in a plan to mitigate the issue. She stated that the City and School District remain committed to the mission of the Ketchikan Library Consortium and to ensuring equitable access to books and resources for all students. She indicated that further details can be found in a memo from Library Director Tully.

COUNCIL COMMITTEE REPORTS

Port & Harbors Advisory Board Minutes and Director's report from their meeting of April 8, 2025 - Councilmember Mahtani

CITY CLERK'S FILE – None

CITY ATTORNEY'S FILE – None

FUTURE AGENDA ITEMS – None

MAYOR AND COUNCIL COMMENTS

Councilmember Mahtani said kudos to our Port and Harbors staff. He said we have five or six people maintaining our Port and Harbors compared to other municipalities that have harbors or receive cruise ships that have much larger staff.

Councilmember Bradberry said she is happy for the first ship day in the community and hoped that everyone had a better day than anticipated even with all the road construction. She hopes DOT is more mindful when they do things and would like to see the Council put out a bigger voice if that's through resolutions or statements to the public or to our representatives throughout the State or federal government, as it is getting out of hand with the miles and miles of work being done. She said she is super concerned, especially after their presentation two weeks ago, as they seemed willing to work with us and then this happened.

Councilmember Finnegan said he understands and appreciates the passion surrounding and maintaining access to library materials for all residents of the community, and particularly for youth, but he was disheartened and startled by the tenor of the discussion surrounding this issue involving Ketchikan Charter School at our previous meeting. He informed he received correspondence from residents of the city who were similarly disheartened, and it was his view at the time that library staff was trying to address an issue that didn't originate out of City policy but was related directly to the school district. He regrets not having spoken to the matter that evening and wanted to say that he hopes that our library staff does not feel undervalued or demoralized by the nature of that conversation.

Councilmember Kistler echoed comments made by Councilmember Bradberry relative to SECON's work. She stated it's different when construction is occurring in town, where there are alternate routes, but on a highway, when there are no ways around, except to build a way around, it seems like they should be able to do some more stuff at night to not obstruct traffic. We have a hard enough time with that one road through there, too bad we didn't get that bypass from 30 years ago, because we could sure use it now.

Mayor Sivertsen reminded everyone that we have been waiting for our roads to be fixed, and unfortunately, this is the process. He said that from Wolfe Point through town, there are restricted lanes, however, he has not seen a full stoppage of lanes unless it's for a car coming out of a side street or a business. He knows they are hurrying as quickly as they can to finish these projects because they do impact some businesses in these areas. He informed that they are getting ready to do paving on the sidewalks, curbs and gutters. He said depending on the project progress, SECON might be able to do some more evening work just based on the sheer face of the volume of work that they have to do. The incident at Wolfe Point was unexpected, and the response took some time to get it right, and now we are getting a bypass that will be paved, which hopefully will diminish any obstructions in that area, especially for the Ward Cove area. He stated his concern regarding night construction is that the general public endures the tourist traffic during the day, then they'll have to endure the construction delays in the evening, and they will have no relief until the projects are done. There are specific incidents that we can hopefully sway DOT to address when those come along. He informed DOT has been in contact with him from time to time in regards to potential projects. He said, as Councilmember Finnegan spoke to earlier regarding the discussions we had regarding the library, he understands everybody has their own passion, especially in regards to youth, but wanted to remind the Council that we want to make sure to attack the issue and not the person. He acknowledged that it is his responsibility to conduct the demeanor of the Council's discussions. He apologized to Library Director Tully for not stepping in during the conversation. He said it sounds like there was a lot of miscommunication, it is a complicated issue, and we are all looking for the best outcome. He thanked the Council for what they do and reminded

everyone of what the previous Police Chief said during COVID, that is just be kind. We are in a difficult situation where everybody's emotions are running high, like during COVID, so just try to be kind and make the best of it. He encouraged everyone, including the public, when they come to the Council with problems and concerns that they do it in a kind manner, so we can work towards a resolution.

EXECUTIVE SESSIONS

Request for Executive Session – Berth IV Amendment Discussion

Moved by Mahtani, seconded by Finnegan the City Council declare that consistent with the City Manager's recommendation, it is in the best interest of the City to discuss potential improvements to Berth IV and the associated impacts on the Berth IV lease in executive session; in accordance with that recommendation, the City Council go into executive session pursuant to Ketchikan Municipal Code 2.04.025(a)(1) to discuss matters the knowledge of which would have an adverse impact upon the finances of the City and upon the City's ability to negotiate a favorable agreement.

Motion passed with Gass, Kistler, Zenge, Finnegan, Bradberry, Coose and Mahtani voting yea.

The Council took a short break at 9:05 p.m. and convened into the executive session at 9:11 p.m. and reconvened into regular session at 9:47 p.m.

Mayor Sivertsen said the Council has completed its executive session to discuss potential improvements to Berth IV and the associated impacts on the Berth IV lease and direction was given to staff.

ADJOURNMENT

As there was no further business, the Council adjourned at 9:48 p.m.

Bob Sivertsen, Mayor

ATTEST:

Kim Stanker, MMC
City Clerk

FYI ITEMS INCLUDED

Case Number 24-024 – Ketchikan Gateway Borough, Department of Planning and Community Development – Adjust Lot Line
Ketchikan Youth Court – Grant Report