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Special Ketchikan City Council meeting called to order by Mayor Sivertsen at 6:00 p.m., October 21, 2020, with the following members present: Janalee Gage, Mark Flora, Abby Bradberry, Judy Zenge, Riley Gass, Samuel Bergeron (via teleconference) and David Kiffer.

The Pledge of Allegiance was given by all persons in the Ted Ferry Civic Center.

Mayor Sivertsen stated the recital of Native Lands Acknowledgement.

Staff present were Manager Amylon, Assistant Manager Simpson, City Attorney Seaver, Finance Director Newell, Finance Department Controller Johansen, Acting Port and Harbors Director Hilson, Electric Division System Engineering Manager Bynum, Systems/Server Engineer Manager Maderios, Civic Center Manager Nelson, Executive Assistant Bixby and City Clerk Stanker.

### **COMMUNICATIONS**

Mayor Sivertsen indicated there was several laid on the table, including: A letter from MSC Cruises supporting Global Ports Holding (GPH); An email from Joey Tillson with regards to the request for proposal (RFP); A letter from Survey Point Holdings addressing their concerns with the Piper Sandler Financial Analysis; An email from Mary Stephenson with her ten questions to the proposers regarding the RFP; An email from Colin Murphy of Global Ports Holdings in regards to a financial payments to the City; An email from Rob Scheer voicing his concerns for the RFP award to a 3<sup>rd</sup> party; A letter from Royal Caribbean Group in support of awarding the RFP to Survey Point Holdings or the status quo option; A letter from Global Ports Holdings with an explanation to the advertisement in the papers, the revenue the City would receive, and the near term, long-term risk and the transfer of risk if they were awarded the RFP; A response from staff to questions submitted by Mary L. Stephenson and Timothy Hemme.

### **PERSONS TO BE HEARD**

Martin Pihl said he wanted to ensure that the Council and public have accurate information in respect to the proposals and the City retaining management option. He stated his concerns regarding Global Port Holdings proposal and the Piper Sandler financial report. He referenced and explained his handout that he passed out to Councilmembers. He encouraged the City to maintain management of the Port.

Norman A. Arriola felt there should be no executive sessions regarding the RFP. He said the Port belongs to the City taxpayers and we should be involved. He encouraged the Council to maintain control of the Ports.

Chris Parks General Manager for the Tongass Trading Company said based on the Piper Sandler financial report he felt the City would benefit more by retaining control of the Port. He stated this process has caused undue stress on the citizens, business owners and the City. He asked the Council to vote for the status quo option. He said we should work with our cruise partners to restore our port and our local cruise industry.

Spencer Strassburg said he disagrees with the status quo option. He stated we need leadership for our Ports. He asked the Council to make a sound decision tonight regarding the future of the community. He said we can get leadership and mitigate our risk by partnering and letting someone else manage our Ports. He asked the Council to think ahead for the next thirty years.

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Russell Wodehouse said Manager Amylon did a good job laying out the financial issues the City is facing. He stated his concerns the City will face with potentially another year of COVID ahead of us. He felt that the new Councilmembers have not had a chance to get up to speed on the RFP and options. He stated he is not opposed to the Council going into executive session. He informed if the Council does select one of the proposals that the City will still need to negotiate the final contract. He continued there was a reason the Council originally asked for the RFP process because the status quo isn't working. He asked the Council to deliberate before making a decision.

Jai Mahtani said this decision needs to be made without emotion and based on facts. He informed the Council serves at the pleasure of the people of the City of Ketchikan. He felt the consensus of the people is to maintain the status quo. He recommended appointing a board to manage the Port. He felt that if in five years we fail with the status quo option we can start the RFP process over again.

Jaimie Palmer said she owns and operates two local businesses and manages a large tour operation. She said the Council has a hard decision to make tonight. She asked the Council to select the status quo option. She suggested the Council take a step back and partner with local experts and work with the cruise lines. She thanked the Council for their time and hard work.

Ethan Berto with Survey Point Holdings said he was here tonight in case the Council had any questions.

Mary Stephenson detailed the two proponent options versus the City's status quo option. She felt the City is not capable of managing this global business. She questioned who do you trust to be a fair partner for the City for the next twenty years. She asked if City staff researched both of the proponents before accepting their bids. She recommended the City Council select Global Port Holdings.

Garrett Johnson said he is a local sea pilot. He stated because of where Ketchikan is located geographically, we will never be skipped by the cruise lines. He informed based on surveys from cruise ship passengers, Ketchikan is always ranked as one of the favorite destinations. He felt the City can charge a higher head tax because the cruise lines want to be here. He informed with the rock pinnacle removed Berth I and II can now accommodate a neo-panamax ship and a smaller ship. He said he would like the Council to stick to the status quo.

Councilmember Flora asked if the cruise ships would still stop in Ketchikan even if there were a different management structure.

In response to Councilmember Flora's question, Mr. Johnson said that it does not matter on the management structure, the cruise ships will still stop here because of Ketchikan's geographic location.

Russell Thomas urged the Council to retain control of the Port and select the status quo option. He said if in the future the City would like to work with an outside entity he would be in favor of Survey Point Holdings proposal. He suggested the City hire an individual to manage the Port. He thanked the Council for the time and consideration they have put into this and the public process.

Amy Slinker with Conrac Solutions working with Colin Murphy as part of Ketchikan Port Solutions, LLC, read a letter from Chairman Vago of MSC Cruises in support of Global Port Holdings. She stated the reasons why Conrac Solutions and Global Port Holdings teamed up and how they would benefit the Port of Ketchikan. She informed Ketchikan Port Solutions is willing

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to fund money up front so that the City and Ketchikan Port Solutions can work together. She informed Global Port Holdings does not work for the cruise lines, their clients are the communities that own the Port assets. She stated if Ketchikan Port Solutions is selected they will donate \$500,000 in grants to help local employers survive this pandemic, and to be ready for the cruise industry to resume at full speed. She said they are ready to start negotiations and enter into an agreement with the City as soon as possible. She thanked the Council for their time and consideration.

### **UNFINISHED BUSINESS**

#### **Settlement Agreement Between the City of Ketchikan, Ketchikan Youth Initiatives and Residential Youth Care, Inc. to Transfer Ownership of 632 Park Avenue to the City**

Moved by Kiffer, seconded by Flora the City Council approve the settlement agreement in substantially the same form as presented between the City of Ketchikan, Ketchikan Youth Initiatives, and Residential Youth Care, Inc., provide for payment of outstanding KYI contractor claims; payment to RYC for Ketchikan youth programming activities; transfer of 632 Park Avenue property back to the City for the purposes of using the facility as an overnight warming center; and authorize the City Manager to execute the settlement agreement on behalf of the City Council.

Motion passed with Gass, Kiffer, Gage, Zenge, Bradberry, Flora and Bergeron voting yea.

### **EXECUTIVE SESSION**

#### **Request of Executive Session – Review of the Proposals Received for Contract No. 19-36, Redevelopment of the Port of Ketchikan Berths I, II, III and IV and Other Infrastructure Within the City of Ketchikan**

Councilmember Flora asked for Council consensus to not go into executive session and no objections were heard.

The Council took a short break at 7:40 p.m. and reconvened at 7:46 p.m.

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Work Session of the Ketchikan City Council was called to order by Mayor Sivertsen at 7:47 p.m., October 21, 2020, with the following members present: Janalee Gage, Mark Flora, Abby Bradberry, Judy Zenge, Riley Gass, Samuel Bergeron (via teleconference) and David Kiffer.

Staff present were Manager Amylon, Assistant Manager Simpson, City Attorney Seaver, Finance Director Newell, Finance Department Controller Johansen, Acting Port and Harbors Director Hilson, Electric Division System Engineering Manager Bynum, Systems/Server Engineer Manager Maderios, Civic Center Manager Nelson, Executive Assistant Bixby and City Clerk Stanker.

## Mayor and Councilmember Discussion

Manager Amylon answered questions submitted by Mary Stephenson and Timothy Hemme regarding the three options.

The Mayor and Council discussed the pros and cons of the two proposals and the status quo option for Contract No. 19-36, Redevelopment of the port of Ketchikan Berths I, II, III and IV and Other infrastructure within the City. Staff answered questions from the Council. Among the items discussed were; Ketchikan instituting a Port Authority; Piper Sandler's financial report; the development of new berths at Ward Cove; General Government and KPU 2021 budgets; and the possible increase and use of Port fees.

City Attorney Seaver and Manager Amylon answered questions from the Council.

The work session can be viewed at:

<https://ketchikan.primegov.com/Portal/Meeting?compiledMeetingDocumentFileId=2921>

The Council reconvened back into the special meeting at 8:53 p.m.

## NEW BUSINESS

### Continued Review of Proposals Received for Contract No. 19-36, Redevelopment of the Port of Ketchikan Berths I, II, III and IV and Other Infrastructure Within the City of Ketchikan, and the Option of the City Continuing to Operate the Port as a Municipal Department

Moved by Bergeron, seconded Gass the City of Ketchikan end the RFP process and direct staff that the Council endorse the no action alternative.

Councilmember Bergeron said this is the will of the community and that if the Council did decide to enter into an agreement it would end up going to a vote of the people, and it would fail. He felt this entire process is tearing the community apart, and we should start healing this community and end this process He informed we have all of the resources in town to deal with this issue. He continued if we go to the cruise industry, local vendors and partners we can all work together to get through this.

Councilmember Gage said she thinks this should go for a vote of the people.

Manager Amylon said if the Council wants to end the RFP process it should include in the record the reasons why this is the in the best interest of the City. He stated if the Council would like to

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give staff direction on what to do moving forward that should be a separate motion or discussion for a future meeting.

Mayor Sivertsen stated the pandemic has played a huge part in the decision making process that we are going through today. He informed the economic disaster we are in has caused uncertainty to this process. He said having read the different proposers and comparing them to the City maintaining control the long-term financial benefit is for the City to maintain control. He felt it is important to state these reasons so there are no questions in the future.

City Attorney Seaver said it would be cleaner if some of the determinations were incorporated into the ordinance. He stated it would be beneficial to articulate why the Council feels it is in the best interest of the City to cancel this project into the motion so everyone will know the rationale. He suggested adding in the following reasons; construction of docks at Ward Cove; length of contract commitment; management in-house or different type of arrangement that may be out there that would better serve the City's interest. He pointed out that neither of the best and final offers received match the RFP completely as there is no firm commitment the City would receive the passenger fees and any future increases. He continued another important element of the RFP was the up-front payment which only one proposer had offered. He said this body as elected officials has the best interest determinations to state a more encompassing motion, and these are just his suggestions.

Mayor Sivertsen asked Councilmember Bergeron if he would like to add City Attorney Seaver's suggestions into his motion.

In response to Mayor Sivertsen, Councilmember Bergeron said he would like to include those items, but did not state any specific one.

Moved by Kiffer, seconded by Flora to amend the main motion to incorporate as what is in the best interest of the City for the following reasons for the Council to endorse the no action alternative; including, the current RFP and/or lack of conditions met; COVID-19 pandemic; economic disaster; economic comparison; long-term contract commitment; keeping management of the Port in house and the development of Ward Cove.

Councilmember Kiffer said he would like to remove the language "the proposers didn't meet our requirements". He stated both of the proposers put a lot of work into this process and he does not want to turn them into the bad guy.

Councilmember Gage echoed Councilmember Kiffer's comments and said those are items we could have been negotiating.

Mayor Sivertsen asked if there were any objections, to remove the verbiage of intentions and conditions not being met to the Port RFP by the proposers. No objections were heard by the maker of the amendment or the seconder.

Motion to amend passed with Flora, Zenge, Gass, Kiffer, Gage, Bergeron and Bradberry voting yea.

Main motion as amended passed with Zenge, Gass, Bradberry, Bergeron voting yea; Flora, Kiffer and Gage voting nay.

**MANAGER'S REPORTS**

**Responses to Questions Received from the Public – Continued  
Review of Proposals Received for Contract No. 19-36,  
Redevelopment of the Port of Ketchikan Berths I, II, III and IV  
and Other Infrastructure Within the City of Ketchikan, and the  
Option of the City Continuing to Operate the Port as a  
Municipal Department**

This agenda item was moved to the beginning of the Work Session.

**MAYOR AND COUNCIL COMMENTS**

Councilmember Zenge said we are a divided Council on this issue, and indicated we can pull together and work together for the future. She stated she would like to know more about Port Authorities and will be reaching out to the Managers and City Attorney's offices. She thanked everyone for their hard work. She said she spent a lot of time thinking about which proposal would be best for the community, but believes it is best managed by the City. She informed we have the people in the community to help put this together and hiring a Port Authority would be the best way to do this.

Councilmember Gass echoed Councilmember Zenge's comments. He stated there are a lot of hard feelings on this subject and we can all agree to disagree and still remain civil. He felt they made the right decision tonight but he is always willing to listen and is excited to see what the future brings.

Councilmember Kiffer said for the first meeting in December he would like a discussion on a Port Authority.

Councilmember Bergeron thanked staff and the participants on the RFP for their hard work. He said everyone at the table has learned a lot from this experience. He stated everyone is in survival mode and we all need to come together, cruise industry, local business, the City, and work together to survive. He informed we as a community are facing some hard times but we will continue to keep the community in our prayers and do our best moving forward.

Councilmember Bradberry thanked everyone involved in the RFP process. She said she has been on the Council for a week and a half but her research started months ago and right up until tonight's meeting to make sure she was making the best decision for the community. She thanked the community members for reaching out and appreciates all of the different views and encouraged everyone to continue to reach out. She stated as we move into a new budget and the new standards for our Port, she understands that there will be tough decisions ahead and will do her best to find new avenues and creative ways to keep as many people as possible and the City moving forward.

Councilmember Flora said at the last Port and Harbors Advisory Board meeting there was a lot of discussion regarding tourism and "the bubble" model proposed by the cruise industry. He informed he met with the Mayor and Patti Mackey with the Ketchikan Visitor's Bureau (KVB) to discuss this issue. He stated the KVB is forming a committee to address concerns and to work with the industry regarding the proposed "the bubble" model. He said this committee would include representatives from KVB, City elected official, Chamber of Commerce, EOC, Port Director, TSS, Inc., Survey Point Holdings and one member of the public not involved in the tourism business.

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Mayor Sivertsen said he would like to appoint Councilmember Flora to that committee since he has been spearheading it and has the Port & Harbors interest and will represent the Council.

Councilmember Flora said at the first meeting in November he would like to invite the Chamber of Commerce to present on the topic of remote work and look at opportunities that may be available within our community.

**ADJOURNMENT**

As there was no further business, the Council adjourned at 9:15 p.m.

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Robert Sivertsen, Mayor

ATTEST:

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Kim Stanker, MMC  
City Clerk

Regular Ketchikan City Council meeting was called to order by Mayor Sivertsen at 7:00 p.m., November 5, 2020, with the following members present via WebEx live video teleconference: Riley Gass, Janalee Gage, Mark Flora, David Kiffer, Abby Bradberry, Samuel Bergeron and Judy Zenge.

The Pledge of Allegiance was given by all persons in the Ted Ferry Civic Center.

Mayor Sivertsen stated the Recital of Native Lands Acknowledgement.

Staff present via WebEx live video teleconference were: Manager Amylon, Assistant Manager Simpson, Finance Director Newell, Telecommunications Division Manager Cushing, EOC Incident Commander Hoage, Acting Port and Harbors Director Hilson, Electric Division Manager Donato, Sales, Marketing and Customer Service Division Manager Simpson, Acting Fire Chief Brainard, Human Resources Manager Miller, Senior Project Engineer Holstrom, Grants, Contracts Administrator Diaz, Systems/Server Engineer Manager Maderios, Deputy Clerk Lee and City Clerk Stanker.

### **COMMUNICATIONS**

Mayor Sivertsen read Resolution No. 20-2795 recognizing Robert Newell for his service to the City of Ketchikan and KPU.

Jennifer Kolanko thanked the Council for their honorable recognition of her father, Mr. Newell as he departs from his 29-year role as the Finance Director.

Controller Michelle Johansen speaking for the Finance Department indicated the entire finance team is proud to have worked with him for the past 29 plus years. She said he has been a great mentor, and they are all sad to see him go. She stated it is with great respect and admiration that the entire department thanks him for what he has given to the City and especially the Finance Department. She wished him all the best in his upcoming adventures and they will use the phrase "What would Bob Do" for the foreseeable future.

Finance Director Newell thanked the Council for this resolution. He said he was born and raised in Ketchikan, and together with his wife Beverly raised their three daughters here. He stated working for the City of Ketchikan was his dream job because it has allowed him to grow professionally. He said it also gave him the opportunity to work with people who want to make our community a better place to live. He especially wanted to thank the Council for taking an active interest in the finances of the City, and for working with staff to make good decisions for Ketchikan. He thanked City Manager Karl Amylon for his guidance and support, and could not think of a better person to work under. He said he enjoyed working with everyone over the years, and hoped during that time he was able to help them achieve the goals to make their department better. He indicated it will be especially hard saying goodbye to those he has worked with for many years, noting all his successes are due to their efforts and dedication. He said he has enjoyed every minute of working for the City, as it has been a great ride.

Councilmember Bergeron thanked Mr. Newell for his 30 years at the City and a great career, and for making the City of Ketchikan a professional organization. He said you have earned your retirement, and when the pandemic is over to go out and see the world.

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Councilmember Flora said it has been a pleasure and an honor to be on the City Council while Mr. Newell was the finance director. He stated his level of professionalism, integrity and patience is unmatched, and as others stated your shoes will be hard to fill. He said he enjoyed working with Mr. Newell, and hoped during his retirement he is able to spend time with family and friends.

Councilmember Gage said she appreciates all the work and effort Mr. Newell has done for her during her tenure on the Council. She said it has been an honor and privilege, and wished him well in his retirement.

Councilmember Kiffer said a lot of what he wanted to say has already been said. He questioned if you had asked yourself if you would still be here 40 years down road, would the answer be yes. He said he saw a lime green mustang on EBay and stated Bob now is the time.

Councilmember Gass said from the sounds of it you have done a great job for the City. He thanked him for all his hard work and wished him well in his retirement.

Councilmember Zenge thanked Mr. Newell for all his work he has done for the City, and for the time he spent teaching her how to look at the budget. She said she was sure he has schooled many councilmembers in the past, and hoped some of them have been memorable. She thanked him again for everything he has done, and looked forward to seeing him around town.

Councilmember Bradberry thanked Mr. Newell for his service, and was sad that she would not have the opportunity to work with him during her tenure on the Council. She said she appreciates him for all his help, and for answering her questions over the past month.

Mayor Sivertsen said he has known Mr. Newell for over 50 years starting when they played in his aunt's back yard while growing up, and he has also had the privilege to work with Mr. Newell as a City employee, a councilmember and now as the mayor. He congratulated him on his outstanding career and retirement. He stated people like Mr. Newell are the backbone of this community and an example of what Ketchikan is made of.

Manager Amylon indicated it was both his honor and privilege to serve with Mr. Newell. He said when he first came to Ketchikan in 1995 Mr. Newell was often time his mentor. He stated he has definitely left his mark on this community with his years of service and involvement in every aspect of government including the projects this government has done to make Ketchikan the place it is today. He said he was grateful for the years he has been able to work with Mr. Newell, and wished him the best in his retirement. He echoed Councilmember Bergeron's sentiment that he should enjoy his retirement as it has been well earned.

Finance Director Newell thanked everyone for their comments.

EOC Incident Commander Hoage said he was thankful to be able to follow after all those comments, and he was glad he didn't have to fill his shoes in the Finance Department. He congratulated him on his retirement.

EOC Incident Commander Hoage informed that the community risk level was raised to a Level-3 yesterday. He said the most recent outbreak began on October 26 and 27, 2020 when we had our first initial four cases of community spread in Ketchikan. He explained since then and including those four cases, Ketchikan has 53 new positives and four hospitalizations in the past week and a half. He stated one of those cases is currently under investigation. He informed the Council that

three cases are travel related, 12 are community spread, 37 are due to close contact and of those 37 cases 34 are tied to a single cluster within the community. He stated over the months they have increased the capacity to test and process them within 24 hours, which has been helpful in responding to this outbreak. He indicated 2,087 tests have been collected since this outbreak began, which equates to 189 per day. He felt our efforts and the ability to test locally has had amazing results, and this has allowed us to respond quickly. He stated they continue to conduct tests at the airport for north and south bound arrivals, noting traffic has dropped significantly at the airport from what they were over summer. He said it should be noted once the cases started to rise, one local business responded quickly to shut down all their operations so they could get a handle on it. He stated other businesses have implemented protocols to slow the spread in the community, and to encourage adoption of these good practices by our residents. He informed of what is happening within the school district, and said it was comforting to see the processes and procedures that they have put in place to mitigate the spread are working. He encouraged people to be kind, look out for each other and now is the time to do our part to help crush the curve. He said it is important that we don't attach a stigma to catching COVID as it is a very contagious virus, and it doesn't mean you did anything wrong. He explained what the EOC is trying to accomplish by going to a Level-3. He said it is important that people wear masks when they are in public places. He said Level-3 reduces capacity in businesses and government buildings. He cited the EOC recommendations for bars, restaurants including curbside pickup or delivery, personal services, indoor gatherings be reduced to less than 20 people and outdoor less than 30, medical services with alternative care and to stop non-essential visits to congregate settings. He stated that is all the updates he has, and he is here if there are any questions from the Council.

EOC Incident Commander Hoage answered questions from the Council.

### **PERSONS TO BE HEARD**

Sales, Marketing and Customer Service Division Manager Simpson introduced Abigail Stevenson as a new employee to her department. She described her background, noting she has been doing as freelance work since October. She said KPU is thrilled to have her and welcomed her aboard.

Ms. Stevenson thanked everyone and said she was happy to be part of the team.

Acting Fire Chief Brainard introduced their new Fire Fighter EMT, Tyler Pendergrass, and informed Gretchen O'Sullivan was promoted as the new Fire Marshall on November 1, 2020. He stated Ms. O'Sullivan and has been with the department since 1993, and grew up in Ketchikan.

Fire Fighter Pendergrass thanked Chief Brainard, Mayor and Councilmembers for this opportunity to serve Ketchikan. He said he was excited for the opportunity to come on board. He stated he has been around fire service his entire life, and grew up in Eastern Washington. He indicated that he moved here in 2010 and has worked as a volunteer fire fighter since 2011.

Gretchen O'Sullivan said she was born and raised in Ketchikan, and has worked in the Fire Department since 1993 as a volunteer EMT before she started her career in 2006 as a full time fire fighter/EMT. She informed she has been in the position of senior medic since 2007. She indicated her father was also a fire fighter in Ketchikan, and retired after 30 years of service. She said she is excited to start her new career as the Fire Marshall for the City of Ketchikan.

Mayor Sivertsen congratulated both of them on their new positions in the Fire Department.

**CONSENT AGENDA**

Mayor Sivertsen suggested moving several items to the Consent Agenda, including; Appointment to boards and commissions; A resolution recognizing Robert Newell for his service to the City of Ketchikan and KPU; Consenting to and approving a Vacation of Right-of-Way on Grant Street and Amundsen Way; Amendment No. 1 to Contract No. 19-29, Women in Safe Homes (WISH) domestic violence shelter design and engineering by Welsh Whiteley Architects; and no objections were heard.

**Approval of Minutes – Regular City Council Meetings of October 1 and 15, 2020 and Special City Council Meetings of October 12 and 14, 2020**

Moved by Flora, seconded by Gage the City Council approve the minutes from the regular City Council meetings of October 1 and 15, 2020 and special City Council meetings of October 12 and 14, 2020.

Motion passed with Gass, Kiffer, Gage, Zenge, Bradberry, Flora and Bergeron voting yea.

**Letter in Support of Application for Essential Air Service – Alaska Airlines**

Moved by Flora, seconded by Gage the City Council direct the city manager to submit a letter to the United States Department of Transportation in support of Alaska Airlines application for Essential Air Service.

Motion passed with Gass, Kiffer, Gage, Zenge, Bradberry, Flora and Bergeron voting yea.

**Acceptance of State Homeland Security Program Grant No. 20SHSP-GY20**

Moved by Flora, seconded by Gage the City Council accept State Homeland Security Program Grant No. 20SHSP-GY20 in the amount of \$214,750 for the purchase and installation of a new radio repeater to provide coverage to the south end of Revillagiedo Island and for electronics for the Saxman VPSO patrol vessel and direct the City Manager to execute the grant documents on behalf of the City Council.

Motion passed with Gass, Kiffer, Gage, Zenge, Bradberry, Flora and Bergeron voting yea.

**Marijuana and Alcohol License Renewal Applications – E & M Holdings, LLC d/b/a The Stoney Moose and Alcohol Transfer of Location and Transfer of Ownership Applications – Isner, Inc. d/b/a Alaska Liquor North**

Moved by Flora, seconded by Gage the City Council approve the renewal marijuana application for Retail Marijuana Store License No. 10873 – E&M Holdings, LLC d/b/a The Stoney Moose, 127 Stedman St. Ketchikan, AK 99901 and for alcohol transfer of ownership and transfer of location applications for Package Store License No. 1824 – Isner, Inc. d/b/a Alaska Liquor North, Lot 1 C-1 Signal Road, Ketchikan, AK 99901.

Motion passed with Gass, Kiffer, Gage, Zenge, Bradberry, Flora and Bergeron voting yea.

**Budget Transfer – Telecommunications Division Overtime Report for the Quarter Ended September 30, 2020**

Moved by Flora, seconded by Gage the City Council authorize the general manager to transfer \$47,450 from the Telecommunications Division’s 2020 Salaries & Wages Account No. 500.01 to its Overtime Wages Account No. 501.01 to fund anticipated overtime expenditures through the end of 2020.

Motion passed with Gass, Kiffer, Gage, Zenge, Bradberry, Flora and Bergeron voting yea.

**Budget Transfer – Telecommunications Division Employee Moving Expenses**

Moved by Flora, seconded by Gage the City Council authorize the general manager to transfer \$20,000 from the Telecommunications Division’s 2020 Salaries & Wages Account No. 500.01 to its Moving Expenses Account No. 509.07 to fund the cost of unanticipated employee moving expenses through the end of 2020.

Motion passed with Gass, Kiffer, Gage, Zenge, Bradberry, Flora and Bergeron voting yea.

**Councilmember Appointments to Boards and Commissions**

Mayor Sivertsen assigned councilmembers to the following boards and commissions. No objections were heard.

<b><u>POSITION</u></b>	<b><u>APPOINTMENT</u></b>
Ketchikan Historic Commission	Maxwell (Council designee)
Library Advisory Board	Kiffer
Museum Advisory Board	Gage
Port & Harbors Advisory Board	Flora
Ketchikan Visitors Bureau	Gass
Public Facility Naming Committee	Zenge, Bergeron
SEAPA (3 voting – 3 non-voting)	Voting Sivertsen (non-voting Ward) Voting Amylon (non-voting Bynum) Voting Skillings (non-voting Coose)
Hospital Governing Board	Amylon
Community Grant Committee	Flora, Zenge, Kiffer and Deputy Police Chief Mattson
Lobbying Executive Committee	Sivertsen, Bergeron
Cooperative Relations Committee	Bradberry, Gage, Sivertsen
Local Emergency Planning Committee	Gage, Bradberry
Planning Commission Code and Planning Subcommittee	Gass
KPU Advisory Board (Board inactive)	Bergeron
Hospital Relations Committee	Zenge
University of Alaska	Kiffer
KVB – Port Steering Committee	Flora

**Resolution No. 20-2795 – Recognizing Robert Newell and His Service to the City of Ketchikan and Ketchikan Public Utilities**

Moved by Flora, seconded by Gage the City Council approve Resolution No. 20-2795 recognizing Bob Newell and his service to the City of Ketchikan and Ketchikan Public Utilities; and establishing an effective date.

Motion passed with Gass, Kiffer, Gage, Zenge, Bradberry, Flora and Bergeron voting yea.

**Consenting to and Approving a Vacation of Right-of-Way as Detailed in Ketchikan Gateway Borough Planning Commission/Platting of Grant Street and Amundsen Way Rights-of-Way, Abutting 764 Amundsen Way, City of Ketchikan (Case No. 20-054)**

Disclosure of Relationship to Prospective Buyers – Consenting to and Approving a Vacation of Right-of-Way as Detailed in Ketchikan Gateway Borough Planning Commission/Platting Board Resolution No. 4268 A, Approving a Request to Vacate Portions of Grant Street and Amundsen Way Rights-of-Way, Abutting 764 Amundsen Way, City of Ketchikan (Case No. 20-054).

Moved by Flora, seconded by Gage the City Council consent to and approve the vacation of portions of Grant Street and Amundsen Way rights-of-way, as approved by the Ketchikan Gateway Borough Planning Commission/Platting Board through the approval of Resolution No. 4268 A at its meeting of October 13, 2020 Case No. 20-054.

Motion passed with Gass, Kiffer, Gage, Zenge, Bradberry, Flora and Bergeron voting yea.

**Amendment No. 1 to Contract No. 19-29, Women In Safe Homes (WISH) Domestic Violence Shelter Design and Engineering – Welsh Whiteley Architects, LLC**

Moved by Flora, seconded by Gage the City Council approve Amendment No. 1 to Contract No. 19-29, Women in Safe Homes (WISH) Domestic Violence Shelter – Design and Engineering, between the City and Welsh Whiteley Architects, LLC in the amount of \$42,606; establish a ten percent contingency in the amount of \$4,260, bringing the total amendment cost to \$46,866; and authorize funding from the public Health Department’s Women in Safe Homes (WISH) Domestic Violence Center Capital Account.

Motion passed with Gass, Kiffer, Gage, Zenge, Bradberry, Flora and Bergeron voting yea.

**UNFINISHED BUSINESS**

This item was moved to the Consent Agenda.

**NEW BUSINESS**

**Greater Ketchikan Chamber of Commerce Presentation  
Regarding Working Remotely – Councilmember Flora**

Councilmember Flora said now that the KPU fiber optic cable is functional, he has had several discussions with Executive Director of the Ketchikan Chamber of Commerce Michelle O'Brien about the opportunity in our community for a work remote program. He said he put this on the agenda so Ms. O'Brien could fill the Council in on what they are working on to promote Ketchikan's economy.

Michelle O'Brien Executive Director of the Greater Ketchikan Chamber of Commerce thanked the Council for their time. She said she would like to start the presentation off by saying she has heard from countless groups and organizations about various economic development propositions and ideas in all fields of work in Alaska. She stated with the recent events of COVID-19 and loss of tourism in 2020, her organization feels strongly that there needs to be something done immediately to gain value to our community, which includes remote workers. She said these are people who come to Ketchikan not to take local jobs, but to actually bring their job with them. She said we already have the infrastructure in place to support this and attract those types of folks. She said we believe that Ketchikan offers the potential of affordable single family home versus a home in Seattle or New York. She said one of the big things people are looking for is fast reliable unlimited untethered internet in order for them to work remotely. She summarized other items that Ketchikan has to offer and the fact we are only an hour and half flight out of Seattle.

Ms. O'Brien went on to explain the bottom line and what is in it for Ketchikan as far as revenue. She said they are looking for a partnership with the City and the Borough. She said in order to be able to market this successfully we will need each organization to contribute \$10K. She said they are prepared to report on the return of the investment. She stated their goal is to move five families to Ketchikan the first year, and five more in year two. She said they would like to be self-sustaining from the first year. She turned the presentation over to Kyle Quinn, CEO of a locally owned website design group.

Mr. Quinn presented to the Council the marketing initiatives they have planned, and what the Chamber will be doing with their website to attract these remote workers. He stated their objective is to interrupt the telecommuters daily lives and introduce them to a better one. He said they will create a website that is not the standard informational site, but to engage them and provide an interested person a full picture of what it is like to live in Ketchikan. He said they studied several different designs, layouts and structures to target big city generation X and millennium age families that are telecommuting, noting other cities that are doing this are successful. He informed once the site is created we can target these locations and people that are searching for this lifestyle. He said our ads on marketing Ketchikan will pop up in their live streams.

Ms. O'Brien clarified we would not be paying people \$10K to move here. She felt Ketchikan has enough benefits that we don't have to do that. She informed with Mr. Quinn and his team we will be creating a strategic plan set of blogs as well as putting out many press releases. She stated with the \$20K it will give us a very healthy marketing campaign for an entire year as well as a new website. She thanked the Council for their time.

Councilmember Flora questioned if we were to move ahead with the program, would it be possible to have monthly reports on the traffic to the site, and what do you anticipate for a regular Council update.

Ms. O'Brien stated that would be at a minimum, and they could provide the Council with all the information that the Council would like. She said if she were being asked to invest in something, she would like to see the results of that investment. She said we need to get the website up and running to make it self-sufficient and sustain itself in terms of domain and security costs. She informed a large portion of the money will be going towards digital marketing.

Ms. O'Brien answered questions from the Council.

Mayor Sivertsen thanked Mr. O'Brien and Councilmember Flora for bringing this forward, noting it is a very interesting idea.

Councilmember Flora questioned the process if the Council were interested would this be eligible for CARES Act funding, and what would be the most expeditious way to move this forward.

Mayor Sivertsen felt this would be something staff would need to research.

Manager Amylon agreed with Mayor Sivertsen comment, but based on what he has seen he thought it would be difficult to justify a connection using CARES Act funding. He stated if the Council would like to move forward it would be a simple agreement between the City and the Chamber and would require a budget transfer from Appropriated Reserves of the General Fund. He said that is assuming this program didn't qualify for CARES Act funding. He said he could have a conversation with the finance director and they could do a little research to bring this back to the Council.

Councilmember Gage asked if the Chamber has sought out partnering with some of the State entities since a lot of those folks are working remotely.

Ms. O'Brien said that is a great idea and they have not looked into that. She informed that Anchorage has launched their own campaign to bring remote workers to their area.

**Ongoing Review and Discussion of Cruise Related Issues – Councilmember Bergeron**

Mayor Sivertsen informed that the Cruise Lines Industry Association (CLIA) has announced they have voluntarily suspended cruise until December 31, 2020.

Councilmember Bradberry said she would like an update from the Ketchikan Visitors Bureau - Bubble Committee on how things are going.

Councilmember Flora informed the committee met again today where they had a presentation from Bermello Ajamil & Partners (B&A) in regards to the cruise industry restarting. He said in summary as far as timelines go we are well positioned, and as Mr. Ajamil stated as a community we have approximately 60 days to come up with a plan and 60 days to implement it. He said he had to opt out of the meeting early, but he believes there is some interest in the near future to have a public forum where people can express their opinion. He said B&A laid out several different models of what a tourism bubble in Ketchikan could look like. He said our ability to accept, isolate and transfer COVID infected passengers in our hospital is an issue, and will need to be addressed. He

informed of the COVID Clean Program that Ms. Schofield has put together which she is more than willing to share with the cruise lines. He felt it was in the best interest of the community to move ahead and get the COVID Clean Program to the cruise lines for their review to actively engage them. He said we need to also have the EOC and the Port Director start the framework of what the plan would look like for COVID infected passengers to be moved out of the community. He felt there should be a high level of urgency as we move through this to come up with concrete ideas, engage the lines and get their feedback, and at the same time engage the community as to their concerns and suggestions.

Mayor Sivertsen said if it is appropriate and your group agrees, we could have a report in every Council packet under FYI.

Councilmember Flora said the community would like to have all viewpoints heard, and the earlier the better so they can be addressed.

**Ongoing Review and Discussion of State of Alaska COVID-19 Health Mandates – Councilmember Bergeron**

Councilmember Bergeron said mandate 10, lowers the quarantine requirements, and he felt that was the wrong thing to do at this point in time.

**Discussion of Signing and Joining a Public Letter on Behalf of Municipal Leaders Urging Members of Congress to Pass Federal Nondiscrimination Legislation – Councilmember Gage**

Councilmember Gage said she had received an email and a phone call from this group “Freedom for All Americans”. She indicated it was a by-partisan campaign for comprehensive nondiscrimination laws for the LGBTQ Americans. She said it is asking Council for support since we passed nondiscrimination ordinance to join with 27 other groups to ask the Federal Government to pass laws for these Americans. She encouraged the Council to support sending this letter in order for people to feel safe within our Country.

Councilmember Gass questioned exactly what we would be asking for.

Councilmember Gage clarified we would be sending the letter that was attached in this agenda item. She said it would be unifying non-discrimination laws, and asking the Federal Government to sign the current bills on the floor.

**Award of Contract No. 20-28 – Schoenbar Culvert Temporary Stabilization – Log Jam Construction**

Moved by Bradberry, seconded by Zenge the City Council accept the bid of Log Jam Construction in the amount of \$191,054.50 for Contract No. 20-28, Schoenbar Culvert Temporary Stabilization; establish a ten percent contingency in the amount of \$19,105, bringing the total project cost to \$213,159.50; authorize funding from the Streets Division’s 2020 Schoenbar Creek Culvert Repair Capital Account; and direct the city manager to execute the contract documents on behalf of the City Council.

Councilmember Bradberry felt this is a good temporary fix, but we need to find a long term fix.

Manager Amylon stated this has become a pressing priority, and the temporary fix is to avoid what would otherwise be a difficult situation. He said he agreed with Public Works Director Hilson's recommendation.

Councilmember Bradberry stated it seems we have enough evidence to show use by cruise passengers in this area, and felt we should start a conversation with CLIA for use of Commercial Passenger Vessel (CPV) funds for some amount of the cost of repairs.

Mayor Sivertsen stated he would be fairly cautious in the fact that we have would have to tie this directly to the docks, and he understands there will be future project discussions. He felt this may be a stretch for use of CPV funds.

Councilmember Bergeron thanked Councilmember Bradberry for bringing this up as part of negotiating is you have to ask, and we need to step out there and start talking about these projects with CLIA. He stated those passengers use our facilities throughout Ketchikan. He felt we need to be less conservative on how we approach industry with these projects, and we may need to expand the Port, as the Port is all of Ketchikan.

Manager Amylon said he didn't disagree with the suggestion, but he would like to bring the constraints the City is facing to the table. He said the General Government budget will be out next week and in there is a discussion of the decline of Port revenues that the City experienced this year, and realistically we may be looking at another two to three year recovery of cruise. He informed the City did not receive any CPV funds this year, and in 2021 we are likely to receive significantly less than we received in 2019. He said one thing we have that will not go away is the Berth III debt service and the Berth IV lease payments. He indicated staff has tried to set up the budget as such if we do experience a delayed return to cruise we are going to need those CPV funds as a reserve to have them available for our Port obligations. He felt we may not have CPV funds to even ask cruise if we could use them for the Schoenbar culvert given the immediate financial realities and obligations of the Port.

Councilmember Bradberry said if we did get some cruise next year, could we start a fund for this particular project.

Manager Amylon said he doesn't disagree and has already had conversations with CLIA, and given the condition of the culvert he didn't know if the City had two or three years.

Public Works Director Hilson informed three years would be problematic. He said the long term fix is scheduled for 2021. He felt the short-term fix may add a little time, but he didn't see adding three years at this point.

Manager Amylon said he was not adverse to doing that, and would discuss it with CLIA. He stated he wanted to make sure the Council understood the financial constraints the City is operating under.

Public Works Director Hilson answered questions from the Council in regards to the Culvert project itself.

Motion passed with Bergeron, Flora, Bradberry, Zenge, Gage, Kiffer and Gass voting yea.

**Financial and Compliance Audit for the Year Ending December 31, 2020**

Moved by Bradberry, seconded by Bergeron the City Council authorize the finance director to negotiate a contract with Teuscher & Walpole, LLC for the financial and compliance audit for the City of Ketchikan for the year ending December 31, 2020, said contract to be submitted to the City Council for formal consideration and approval.

Manager Amylon informed that Teuscher & Walpole, LLC were the only firm in town that is capable of undertaking the work. He said we can go out for an RFP, but we will be contracting with a firm outside our area, and that cost will likely be greater. He stated staff's recommendation is to negotiate a contract with Teuscher & Walpole, LLC.

Motion passed with Gage, Zenge, Bradberry, Flora, Bergeron, Gass and Kiffer voting yea.

**Discussion of Purchasing Cisco WebEx Room Kit – Mayor Sivertsen**

Mayor Sivertsen said he put this on the agenda tonight for Council discussion. He said he believed the money has been allocated by CARES Act funding and would take a consensus of the Council to give direction for staff to move forward with the purchase and installation of the Cisco WebEx room kit. He said by having the room kit it will cut down on the man hours for putting together virtual meetings, and it can be used for presentations and updates by contractual vendors.

City Clerk Stanker stated in addition it would save on KPU labor costs by eliminating the KPU television staff that have to attend every meeting to enable the live stream. She referenced the laid on the table tonight by Finance Director Newell indicated that it would qualify for CARES Act funding if the equipment was received and paid for by the December 30, 2020 deadline.

Telecommunications Division Manager Cushing said in addition there is a great deal of manual effort that goes on behind the scene to ensure the virtual meetings work properly. He said this WebEx equipment will eliminate that, and put the clerk in a position to just push some buttons to enable all this to happen automatically. He informed it will also improve the video quality and sound for participating Councilmembers. He felt the documentation that Mr. Maderios provided speaks for itself.

Telecommunications Division Manager Cushing answered questions from the Council.

Finance Director Newell indicated by adopting that previous resolution the Council put aside \$622,000 of CARES Act funding to reimburse the City for COVID-19 related expenses.

Mayor Sivertsen asked for a show of hands to move forward with the purchase of the Cisco WebEx Room Kit, and at least four hands were shown.

**Exempting the Procurement of Professional Services for FERC Mandated Part 12 D Inspection for the Whitman Lake Hydroelectric Project and from the Competitive Bidding/Written Quotation Requirements of the Ketchikan Municipal Code – Schnabel Engineering**

Moved by Bergeron, seconded by Flora pursuant to subparagraphs (a)(5) and (c)(2)(A) for Section 3.12.050 of the Ketchikan Municipal Code, the City Council exempt the procurement of professional services for FERC mandated Part 12 D Inspection of the Whitman Lake Hydroelectric Project from the competitive bidding/written quotation requirements of the Ketchikan Municipal Code; authorize the General Manager to procure such professional services as detailed in the Senior Project Engineer's memorandum October 21, 2020 from Schnabel Engineering at a cost not to exceed \$62,700; and approve funding from the Electric Division's 2020 Management and Consulting Services Account No. 640.04.

Electric Division Manager Donato and Senior Project Engineer Holstrom answered questions from the Council.

Motion passed with Kiffer, Gage, Zenge, Bradberry, Gass, Flora and Bergeron voting yea.

**Exempting the Procurement of Professional Services for FERC Mandated Ketchikan Lakes Probably Maximum Flood (PMF) Development and Fawn Lake Hazard Assessment from the Competitive Bidding/Written Quotation Requirements of the Ketchikan Municipal Code – Schnabel Engineering**

Moved by Flora, seconded by Zenge pursuant to subparagraphs (a)(5) and (c)(2)(A) of Section 3.12.050 of the Ketchikan Municipal Code, the City Council exempt the procurement of professional services for FERC mandated Ketchikan Lakes Probable Maximum Flood (PMF) Development and Fawn Lake Hazard Assessment from the competitive bidding/written quotation requirements of the Ketchikan Municipal Code; authorize the General Manager to procure such professional services as detailed in the Senior Project Engineer's memorandum dated October 21, 2020 from Schnabel Engineering at a cost not to exceed \$84,200; and approve funding from the Electric Division's 2020 Engineering & Architectural Services Account No. 640.02.

Senior Project Engineer Holstrom answered questions from the Council.

Motion passed with Bradberry, Flora, Bergeron, Gass, Kiffer, Gage and Zenge voting yea.

**Resolution No. 20-2798 – Amending the City of Ketchikan Compensation Plan to Provide for the Classification of the Position of Principal Project Engineer**

Moved by Flora, seconded by Kiffer the City Council approve Resolution No. 20-2798 amending the City of Ketchikan Compensation Plan to provide for the classification of the position of Principal Project Engineer; and providing for an effective date.

Human Resources Manager Miller, General Manager Amylon and Electric Division Manager Donato answered questions from the Council.

Motion passed with Gass, Kiffer, Gage, Zenge, Bradberry, Flora and Bergeron voting yea.

**VOUCHERS**

**Approval of Vouchers – Millard & Associates Architects, LLC  
– \$168.75 and Parnassus Books – \$7.99**

Moved by Flora, seconded by Bradberry for the approval of vouchers to Millard & Associates Architects, LLC in the amount of \$168.75 and Parnassus Books in the amount of \$7.99.

Motion passed with Gage, Zenge, Bradberry, Flora and Gass voting yea; Kiffer and Bergeron abstain.

**CITY MANAGER’S REPORT**

Manager Amylon questioned Councilmember Flora if B&A was planning on making a similar presentation to the Council as they did today for the committee.

In answer to Manager Amylon, Councilmember Flora said B&A was planning on giving that presentation to the Council at the November 19, 2020 meeting, and said he had omitted that information in his report.

Councilmember Zenge questioned when Council will see updates to the Hospital lease negotiations.

In answer to Councilmember Zenge, Manager Amylon said if the Council would like an update staff can do that at any time given the status of negotiations. He said those updates would need to take place in executive session. He informed they will be meeting again with PeaceHealth within the next few weeks, and it might be beneficial for staff to have that meeting first, then schedule the executive session with updates to the Council.

Councilmember Zenge said she would like updates on the negotiations as soon as possible.

Manager Amylon said staff can put that together.

**Schedule of General Government and KPU Appropriated Reserves Through the City Council Meeting of October 15, 2020**

In his report, Manager Amylon 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 October 15, 2020.

**PeaceHealth Ketchikan Medical Center ICU Closure Public Comment at October 15, 2020 City Council Meeting**

Assistant City Manager Simpson attached for Council review information addressing the Intensive Care Unit (ICU) shutdown statement made by Jai Mahtani. She indicated on September 14, 2020 the ICU was closed for a single 12-hour shift due to unforeseen staffing shortages, and n patients were in the ICU and arrangements for ICU care were made available in other areas of the hospital.

**Fire Marshall Appointment**

Manager Amylon included for Council review a memorandum from Acting Fire Chief Brainard, that Senior Medic Gretchen O’Sullivan has been appointed to the position of Fire Marshall effective November 1, 2020. He congratulated Ms. O’Sullivan on her appointment, stating his office looks forward to working with her in the future.

**Overtime Report for the Quarter Ended September 30, 2020**

Manager Amylon provided the Council a memorandum of the General Government regarding overtime for the quarter ending September 30, 2020 for the City Clerk’s office and the Harbors Department.

**Week 1 Photo Album Production Report – Pierce Arrow XT Ascendant 100’ Mount Platform Vehicle from the Competitive Bidding/Written Quotation Requirements of the Ketchikan Municipal Code – Hughes Fire Equipment**

Manager Amylon attached for Council review the week 1 Photo Album Production Report for the period ending October 23, 2020, regarding the Pierce Arrow XT Ascendant 100’ Mount platform vehicle from Hughes Fire Equipment.

**Public Works Director’s Project Status Report – October 2020**

Manager Amylon provided for Council review the project status report of the Public Works Department for the month of October 2020.

**First Responder Recognition Day**

Manager Amylon attached for the Council review a copy of his report to the City Council dated July 28, 2020. He stated while staff had intended to target October 28, 2020 as First Responder Recognition Day in Ketchikan, circumstance associated with the COVID-19 pandemic precluded any formal ceremonies. He informed he had discussed this with Chief Hoage and Chief White, who both believed it would be best to undertake the initiative in 2021.

**2021 Proposed General Government and Ketchikan Public Utilities Operating and Capital Budgets**

Manager Amylon advised the Council that it is staffs intent to electronically submit the 2021 draft General Government and Ketchikan Public Utilities Operating and Capital Budgets to the Councilmembers on or about Thursday, November 5, 2020. He informed hard copies will be made available the week of November 9, 2020. He informed the electronic version of the KPU Budget will be released on November 6, 2020, with the General Government Budget to follow the following week as well as the hardcopies.

Mayor Sivertsen said if our Council meetings are still being held through WebEx during budget time, he would like to have the budget placed on the screen for Council viewing as we move through it.

City Clerk Stanker answered questions from the Council regarding the electronic distribution of the budgets.

Manager Amylon informed the Council will see in the budget a spending plan that looks like we are funding items with certain reductions. He informed the budget that is presented is not where it should be in order to have a balanced budget for 2022, and budget updates will give the Council alternatives for your consideration.

**2020 Community of Ketchikan Holiday Tree Lighting and Celebration**

Assistant City Manager Simpson provided for Council review a report submitted by KPU Sales, Marketing and Customer Service Division Manager Simpson regarding plans for the 2020 Community of Ketchikan Holiday Tree Lighting and Celebration. She stated due to the pandemic, a decision was made early by the event committee to make preparations for the community celebration to be enjoyed from home rather than at a large social gathering. She said as detailed in Ms. Simpson's report, the City was again granted use of the large tree at the Ketchikan Federal Building, which will be decorated and lit as part of a holiday TV special to be produced and filmed by KPUtv and aired on Sunday, November 29, 2020 at 6:30 p.m.

**Report on the Disbursement of CARES Act Funds Through October 28, 2020**

Manager Amylon attached for Council review a copy of the Finance Director Newell's report on the disbursement of CARES Act funding through October 28, 2020.

Councilmember Gage questioned if the City was in line with the CARES Act funding distribution deadline.

In answer to Councilmember Gage, Manager Amylon said between what we have expended today including the \$1.4 million that was turned over to the Borough, what the Council has authorized staff to use for internal expenses and public safety wages and benefits, and if residents take advantage of the programs that will continue through the end of December, he felt the City was on target. He said if it looks like residents are not taking advantage of those programs, Council has the option to direct more money to offset public safety expenses that were incurred from March to December 2020.

**Wastewater Division Resignations**

Manager Amylon attached for Council review a memorandum from Acting Public Works Director Jurczak regarding the resignation of two employees within the Wastewater Division. He indicated recruitment for new operators was underway and staff would keep the Council advised accordingly.

**Police Department Administrative Assistant Notification of Retirement**

Manager Amylon provided for Council review a memorandum from Police Chief White indicating Administrative Assistant Laurie Tucker had submitted her notice of retirement effective January 21, 2021. He indicated her contributions to the department have been significant and she will be missed. He thanked Ms. Tucker for her years of service, and wished her well in retirement and her future endeavors.

**K.P.U. MANAGER'S REPORT**

**Reelection of Telecommunications Division Manager to the Western Telecommunications Association Board of Directors**

General Manager Amylon provided for Council review a memorandum indicating the Telecommunications Division Manager Ed Cushing has been reelected to serve on the Western Telecommunications Association Board of Directors for an additional three-year term. He expressed his appreciation to Mr. Cushing for his willingness to serve on the board and place KPU in a strategic position to influence the organization's future policy directions.

**Resignation of Telecommunications Division Plant Manager Jason Hudlin**

General Manager Amylon attached for Council review a report from Telecommunications Division Manager Cushing indicating that Plant Manager Jason Hudlin had submitted his resignation effective November 28, 2020. He stated his office will keep the Council advised as to the status of the recruitment effort. He thanked Mr. Hudlin for his service, and wished him success in his future endeavors.

**KetchCan1 Subsea Fiber Cable Activation**

General Manager Amylon attached for Council review a memorandum from Telecommunications Division Manager Cushing confirming the subsea fiber cable was placed into service on October 29, 2020. He congratulated him and his staff for bringing this critically important project to fruition and to the Council and residents of Ketchikan for their foresight in making this happen. He informed the cable has been working very well, and a significant amount of traffic has been moved off our contractual purchases from GCI.

Telecommunications Division Manager Cushing said the cable is working flawlessly, and our contractual relationship with GCI for the lease capacity will officially end this weekend. He said the circuit itself will be shut off on Monday, November 9, 2020.

**CITY CLERK'S FILE** – None

**CITY ATTORNEY'S FILE**

The City Attorney's office provided a report of significant activities for the month of September 2020.

**FUTURE AGENDA ITEMS**

Councilmember Gage asked if a couple councilmembers could be in on the negotiations with the unions so the Council has a better understanding of what is going on.

Councilmember Flora said he would like the Remote Worker Program brought back to the table for discussion at the next Council meeting along with the a budget option for the \$10,000 contribution.

Councilmember Bradberry asked for the next Council meeting a discussion on our Port fees in terms of 2021 and beyond regarding COVID, PPE, fencing and extra cleaning and how we can work with the cruise lines to initiate a fee on passengers that do come here.

Councilmember Gass felt we should continue discussion regarding the general operations of the Port.

Manager Amylon said staff was asked to bring forward this discussion for the first meeting in December of a Port Authority, along with general background information. He said one thing the Council needs to decide is if we need to start recruiting for that position, or wait until the Council determines the methodology by which the Council wants to manage the Port.

Councilmember Kiffer said he had asked to bring forward that discussion. He informed he has started discussions with the Mayors of Prince Rupert, Juneau, Skagway and other areas. He said he will have additional information to provide at that first meeting on this topic.

Councilmember Zenge said she just received a report from the Borough regarding information on a Port Authority and she would forward to everyone for review.

Mayor Sivertsen felt we should have the plan of operation before we go out and hire the personnel to staff it.

Councilmember Gage asked if we could get a consensus from the Council to send the letter urging members of Congress to pass Federal nondiscrimination legislation.

Mayor Sivertsen asked the Council for a show of hands in support of sending this letter to the members of Congress, and at least four hands were shown.

### **MAYOR AND COUNCIL COMMENTS**

Councilmember Kiffer told everyone to stay safe and to be kind because it is a tense time in our country right now, and everyone needs to work together.

Councilmember Gass stated it is good we are looking forward regarding the Ports, and he is looking forward to going over the budget next month.

Councilmember Gage said she is going to miss Mr. Newell and appreciates all the hard work everyone is putting in. She hoped everyone does their part like they did in the beginning of the pandemic to slow the spread. She informed they had their first case in Metlakatla so everyone needs to mask up, stay home if they can and be kind.

Councilmember Zenge requested Jason Maderios to mute Councilmembers if they forget to mute themselves when they are not speaking. She said she could hear background noise when others were trying to speak.

Councilmember Bradberry thanked the multiple departments she has meet with to learn more about what they do, and what their needs are and future projects. She said she appreciates their time and energy and how passionate they are about their departments.

Councilmember Bergeron welcomed the new Councilmembers and hoped they will find the longer they are on this body what a dynamic, great, professional organization they get to be a part of. He stated he appreciated the debate tonight. He informed he is in Petersburg and saw the news about the COVID outbreaks and encouraged everyone to mask up and physically distance to do their part.

# **"UNAPPROVED"** November 5, 2020

Mayor Sivertsen thanked everyone for their hard work and input to work through this agenda. He stated he is looking forward to some positive budget discussion as there will be tough decisions, and hopefully creative thinking on how to get through this. He informed staff does a really good job on laying out how all the departments are managed and funded. He asked for everyone to stay positive and we will get through this. He thanked EOC Incident Commander Hoage, the EOC and public health for all of their hard work. He reminded the community this is also in their hands to be kind, respectful and we will get through this.

**OTHER NEW BUSINESS** – None

**EXECUTIVE SESSIONS** - None

## **ADJOURNMENT**

As there was no further business, the Council adjourned at 10:10 p.m.

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Robert Sivertsen, Mayor

ATTEST:

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Kim Stanker, MMC  
City Clerk

## **FYI ITEMS INCLUDED**

Ketchikan Area Arts & Humanities Council's Quarterly Activity & Financial Reports –  
July through September 2020  
Love in Action Activity and Financial Report for the Month of October 2020  
Boys and Girls Club of Ketchikan's Quarterly Activity & Financial Reports – July through  
September 2020  
Southeast Alaska Independent Living (SAIL) Annual Activity Report – July Through  
September 2020