

Regular Ketchikan City Council meeting was called to order by Mayor Sivertsen at 7:00 p.m., March 4, 2021, with the following members present via WebEx live video teleconference: Janalee Gage, Mark Flora, David Kiffer, Abby Bradberry, Judy Zenge and Samuel Bergeron. Riley Gass absent.

The Pledge of Allegiance was given by all persons via WebEx live video teleconference.

Mayor Sivertsen stated the Recital of Native Lands Acknowledgement.

Staff present via WebEx live video teleconference were Assistant Manager Simpson, Finance Director Johansen, City Attorney Seaver, Acting Port & Harbors Director Hilson, Acting Public Works Director Jurczak, EOC Incident Commander Hoage, Electric Division Manager Donato, Human Resources Manager Miller, Telecommunications Division Manager Cushing, Deputy Clerk Lee and City Clerk Stanker.

### **COMMUNICATIONS**

Mayor Sivertsen informed the laid on the table was correspondence between Cruise Lines International Association Alaska (CLIAA) and the City of Ketchikan.

Emergency Incident Commander (EOC) Hoage gave the Council an update on the community's current COVID-19 status. He said there was no new positive cases reported today and the community's risk level dropped to Level 1 – Low. He stated there has been two new cases in the last eight days, one was by community transmission and the other was a close contact and our positivity rate has decreased to .69%. He informed there has been 739 tests processed in the last seven days. He said we are continuing to vaccinate and of our total population, 29% of people age 16 and above are vaccinated and 75% of people age 65 and older are vaccinated. He explained we are scheduled to receive another 1,000 doses of vaccine in March from our State allocation; in addition, Walmart will received their federal allocation. He continued we will receive the Johnson & Johnson vaccine at some point which is only a one dose vaccine versus the others which require two doses. He informed Southeast Alaska Regional Health Consortium (SEARHC) will be shipping us an additional 1,500 doses for distribution in the community.

EOC Hoage answered questions from the Council.

### **PERSONS TO BE HEARD**

Jai Mahtani said he felt the City should not include the City of Skagway when meeting with CLIAA. He stated we should work out a deal that suits us since we are two different destinations. He felt that including the attorney in discussions is a bad idea. He suggested the City wait to increase electric and water rates until the end of the year. He thanked the Council for their time.

### **CONSENT AGENDA**

Mayor Sivertsen suggested moving the budget transfer regarding the design of Berth III new mooring dolphin and bollards by PND Engineers, Inc. to the Consent Agenda, and no objections were heard.

### **Approval of Minutes – Regular City Council Meeting of February 18, 2021**

Moved by Kiffer, seconded by Flora the City Council approve the minutes from the regular City Council meeting of February 18, 2021.

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

**Change Order No. 1 (Final) to Contract No. 20-28 – Schoenbar Culvert Temporary Stabilization, Log Jam Construction**

Moved by Kiffer, seconded by Flora the City Council approve Change Order No. 1 (Final) to Contract No. 20-28, Schoenbar Culvert Temporary Stabilization, between the City and Log Jam Construction providing a net credit of \$57,796.64; reduce the contract amount from \$191,054.50 to \$133,257.86; and direct the City Manager to execute the change order on behalf of the City Council.

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

**Exempting the Procurement of Financial and Accounting System Annual Software Maintenance Agreement from Competitive Bidding/Written Quotation Requirements of the Ketchikan Municipal Code – Tyler Technologies, Inc.**

Moved by Kiffer, seconded by Flora pursuant to subparagraph 6 of Section 3.12.050(a) of the Ketchikan Municipal Code, the City Council exempt the procurement of the Finance Department's financial and accounting system annual software maintenance agreement from the competitive bidding/written quotation requirements of the Ketchikan Municipal Code; authorize the City Manager to enter into an agreement for the purchase of such annual software maintenance agreement with Tyler Technologies, Inc. in an amount not to exceed \$78,819; and approve funding from the Finance Department's 2021 Software Maintenance Services Account No. 635.04.

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

**Exempting the Procurement of Annual Hosted IP Business Phone System Professional Engineering Maintenance and Support Services for the Telecommunications Division from the Competitive Bidding/Written Quotation Requirements of the Ketchikan Municipal Code – ECG, Inc.**

Moved by Kiffer, seconded by Flora pursuant to subparagraph (A) of Section 3.12.051(c)(2) and subparagraph (2) of Section 3.12.051(b) of the Ketchikan Municipal Code, the City Council exempt the procurement of annual hosted IP business phone system professional engineering maintenance and support services from the competitive bidding and written quotation requirements of the Ketchikan Municipal Code; authorize the General Manager to enter into an agreement for such professional engineering maintenance and support services with ECG, Inc. in an amount not to exceed \$75,000; and approve funding from the Telecommunications Division's 2021 Engineering & Architectural Professional Services Account No. 640.02.

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

**Budget Transfer – Amendment No. 2 to Contract No. 20-07, Design of Berth III New Mooring Dolphin and Bollards, PND Engineers, Inc.**

Moved by Kiffer, seconded by Flora the City Council approve Amendment No. 2 to Contract No. 20-07, Design of Berth III New Mooring Dolphin and Bollards, between the City and PND Engineers, Inc. in an amount not to exceed \$16,000, increasing the total contract amount to \$289,000; authorize a budget transfer of \$16,000 from Appropriated Reserves of the Port Enterprise Fund to the Port Department's Berth III New Mooring Dolphin and Bollards Capital Account; and direct the City Manager to execute the amendment on behalf of the City Council.

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

## UNFINISHED BUSINESS - None

## NEW BUSINESS

### Ketchikan Wellness Coalition Presentation of the 2020 Community Health Needs Assessment

Romanda Simpson, Executive Director of the Ketchikan Wellness Coalition, summarized the Ketchikan Wellness Coalition (KWC) as an umbrella organization that supports community task forces, groups of individuals and organizations that collaborate to increase the community's capacity to respond and impact specific issues. She described the following from the 2020 Community Health Needs Assessment:

- Project objectives and KWC's approach.
- Methodology, which includes detailed analysis of quantitative data, qualitative focus group discussions, individual interviews, and quantitative community survey.
- Gave a community overview and who KWC serves.
- Secondary research data in Exhibit 1.
- Presented Exhibit 2: Social Vulnerability Index Measures that include the City of Ketchikan, Ketchikan Gateway Borough, Metlakatla and Southeast Alaska inner passage.
  - The City of Ketchikan has higher rates of poverty and lower median incomes than the Ketchikan Gateway Borough average, indicating that the greatest number of people in need within the Ketchikan Gateway Borough resides within the city proper.
  - The City of Ketchikan and the Ketchikan Gateway Borough have higher rates of single-parent households than Southeast Alaska (Inner Passage).
  - There are higher rates of youth (age 17 or younger) in the City of Ketchikan than the Southeast Alaska average.
- Exhibit 3: Poverty by Race/Ethnicity.
  - Ethnic minorities experience poverty at a higher rate than do white individuals in the City of Ketchikan and the Ketchikan Gateway Borough.
  - Over one in four, 27.6% American Indian/Native Alaskans in the City of Ketchikan lives in poverty.
  - Poverty rates are slightly higher in the City of Ketchikan than comparative regions.
- Exhibit 4: Behavioral Health.
  - Ketchikan Gateway Borough has a higher rate of suicide than the United States average, identify depression rates are lower.
- Exhibit 5: Leading Causes of Death, per 100,000 populations.
  - Suicide rates in Ketchikan are some of the highest in the nation. Rates in Ketchikan are approximately twice the national average.
  - Ketchikan is unique when compared to United States averages for many reasons, but one that stands out as the leading cause of death in Ketchikan is cancer, compared to heart disease for nearly every state in the nation.
- Exhibit 6: Preventive lifestyle measures.
  - Ketchikan Gateway Borough has a higher rate of binge drinking, individuals who smoke and obese adults than comparative regions.
- Exhibit 7: Alcohol induced deaths by age and ethnicity, Alaska.
  - American Indian/Alaska Native adults ages 25-64 are most likely to die from alcohol-induced deaths in Alaska, compared to other age ranges and ethnicities.
- Exhibit 8: Percentage of students who binge drink.
  - The percentage of students who binge drink has decreased since 2013, approximately one in every ten Ketchikan students reported binge drinking in 2019.

- Exhibit 9: Percentage of students who have used heroin.
  - Heroin use in high among Alaska and Ketchikan students, 2.4% and 1.9% respectively, when compared with the national average (0.4%)
- Exhibit 10: Percentage of students who use methamphetamine.
  - Approximately 2% of Ketchikan students reported using methamphetamine, a number that reflects around 16 Ketchikan high school students who used meth in the past month.

Ms. Simpson summarized the key qualitative findings, including: the COVID-19 impact on employment opportunities in Ketchikan; education and youth services; transportation; unique needs of the individuals affected by homelessness; access to affordable housing; access to community health services; behavioral health and substance use services. She concluded with a needs prioritization table based on the results of a secondary research, qualitative research, quantitative research and stated several secondary priorities.

Councilmember Gage said you have to have buy-in from the hospital with a doctor designated for a detox program. She didn't feel this community had enough providers now, and depending on the needs of the person detox can take up to a year. She indicated that piece has to be in place before you see any type of recovery.

Mayor Sivertsen felt this is something that needs to be discussed, but with a different group who can move forward with these programs within the community. He indicated it will take leadership and funding from somewhere to make things happen. He said he appreciates all the work the KWC is doing for the community

Councilmember Bergeron thanked Ms. Simpson for her presentation and said it was very informative and well done. He said what was alarming to him is the drug, alcohol and suicide rate in our community. He said there has been discussions regarding the need for a recovery center and those types of things. He said he appreciated the work that was put into this community assessment.

Ms. Simpson answered questions from the Council, and informed she would send the Council the long version of this assessment.

The KWC presentation of the 2020 Community Health Needs Assessment can be found on the City's website:

<https://ketchikan.primegov.com/Portal/Meeting?compiledMeetingDocumentFileId=3606>

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

Mayor Sivertsen said they have received a response back from CLIAA and we are looking at March 12, 2021 to meet with them and make sure all players are ready to go. He said there were comments made earlier tonight in regards to a few issues. He felt in regards to outside Counsel it is better to have everyone in the room to answer those questions at one time. He said this isn't for negotiations, this will be a meeting so they we can all come together and both parties can talk about what their wants and needs are to find a path to some kind of consensus. He said then it will be presented to the Council and at some point CLIAA will be asked to give a presentation. He explained the ordinance regarding our wharfage fees that was deferred was not to increase rates because that has already been established, but how the fee was structured and how it will be assessed.

Assistant Manager Simpson said staff has been in contact with the individuals of the City's team, and all are available for this meeting. At this point CLIAA will respond with availability for their team.

Councilmember Zenge questioned who the members of our team were.

In answer to Councilmember Zenge, Mayor Sivertsen informed that will be City Manager Amylon, Assistant Manager Simpson, Acting Port & Harbors Director Hilson, Vice-Mayor Kiffer and himself along with legal counsel.

Councilmember Flora questioned what Skagway's participation would be.

In answer to Councilmember Flora, Mayor Sivertsen indicated at this point the manager and the port director of Skagway have no direction from their Council. He said they just want to listen to the discussion.

Councilmember Bergeron said we must begin the process, and do everything we can to move forward.

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

Mayor Sivertsen indicated EOC Incident Commander Hoage gave a very informative report under communications. He thanked Ketchikan for lowering the positivity rate, and informed we still have testing going on in the community. He said there are smaller communities that have had a large outbreak with less medical resources than what Ketchikan has. He informed that the EOC has reached out to them to see if there is anything we can do to help them.

EOC Incident Commander Hoage answered questions from the Council regarding testing.

**Request to Hire Lineman Apprentice**

Moved by Flora, seconded by Bergeron the City Council direct the General Manager to take such action regarding recruitment of Journeyman Lineman or Journeyman Linemen Apprentice for the Electric Division as determined appropriate by the City Council.

Councilmember Flora said the entire time he has been on the Council there has never been enough lineman available. He said they keep the lights on and even though budgets are tight and we need to find the money to make this happen.

Assistant Manager Simpson updated the Council indicating the Electric Division has been trying to recruit journeyman lineman for some time now, and it has been difficult. She said the Electric Division has requested to hire an apprentice in lieu of a lineman. She said we work with I.B.E.W. and the State training program to hire an apprentice. She indicated we are seeking Council guidance tonight because we have been informed the recruitment process is nationwide and applicants are interviewed and scored. She said whoever scores as number one, Ketchikan will be obligated to hire as an apprentice. She indicated there is no guarantee that the number one candidate will be a Ketchikan resident. She said historically the City Council and management has supported apprenticeship programs because it is an opportunity for us to cultivate and grow our own work force, which may include some longevity benefits by having local candidates. She said staff has some concerns that if the number one candidate is from out of town once they go through the apprentice program they may move back to their home community. She said there can be no consideration given by us in the interview process as they are scored based on a set of national standardized questions.

Councilmember Bergeron felt we should really open this up to try and get a local candidate.

Assistant Manager Simpson said we have the ability to do our own advertising campaign, but the State program does so as well.

Human Resources Manager Miller said the applications are taken online by the Anchorage office and can be nationwide.

Mayor Sivertsen summarized the direction he is hearing is to do a local hire campaign.

Assistant Manager Simpson recommended continuing with the apprenticeship recruitment program with the understanding that the City Council would like staff to hire a local apprentice versus any apprentice.

It was the consensus of the Council by a show of hands to direct staff to continue with the apprenticeship recruitment program and request staff to hire local, and at least four hands were shown. Mayor Sivertsen said there would be no vote taken as Council has provided direction by a show of hands.

**VOUCHERS** - None

### **CITY MANAGER'S REPORT**

Assistant Manager Simpson said she was excited to inform the Council that a few of our fire department members took a trip last week to do the final inspection on our new ladder truck. She said it went very well and is nearly finished. She informed it should arrive in Ketchikan within the next two months. She said she was able to watch a video they made, and it is truly a marvel and an amazing piece of equipment that will be an asset to the community long into the future.

#### **Schedule of General Government and KPU Appropriated Reserves Through the City Council Meeting of February 18, 2021**

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 February 18, 2021.

#### **Public Works Director's Project Status Report – February 2021**

Manager Amylon provided for Council review the project status report of the public works director for the month of February 2021.

#### **Slope Stabilization Projects Update – Alaska Department of Transportation and Public Facilities**

Manager Amylon attached for Council review an update regarding the rock cut slope conditions along the Tongass Highway from Acting Port & Harbors Director Hilson.

**February 20, 2021 Photo Album Production Report – Ford F550 Super Duty 4x4 Mini Pumper and Associated Equipment**

Manager Amylon provided for Council review is the February 20, 2021 Photo Album Production Report for the Ford F550 super Duty 4x4 mini pumper and associated equipment.

**K.P.U. MANAGER’S REPORT** - None

**CITY CLERK’S FILE** – None

**CITY ATTORNEY’S FILE** – None

**FUTURE AGENDA ITEMS**

Councilmember Flora questioned when we will be having the special meetings regarding the port director and the tourism committee. He said we are also still missing the conflict of interest ordinance in our training manual.

Mayor Sivertsen said they wanted to have the meeting with CLIAA before Council discussed the port director and tourism committee. He indicated staff is also working on the final notes for a special meeting as to what our final budget impacts will be with no cruise for 2021.

Assistant Manager Simpson indicated staff is finishing up on the final details regarding the budget and will keep the Council apprised of the date for that special meeting.

Councilmember Zenge said it was her understanding the conflict of interest ordinance was to be presented to the Council by the end of February.

In answer to Councilmember Zenge, City Attorney Seaver explained it was a much bigger project than expected and their office has been extremely busy, and the day-to-day business that has come up is time sensitive. He indicated it is still at the top of his list and would get to the Council as soon as possible.

Councilmember Bergeron asked for an update on the Schoenbar culvert project, and he couldn't see where there had been an improvement except for a little added concrete.

Acting Port & Harbors Director Hilson explained this project was just a temporary stabilization project. He said there were large areas of erosion in the bottom of the culvert where it had completely rotted away. He indicated all this did was buy us some time until we do the final fix that is under design to line the culvert, which will be the permanent fix. He said where this erosion made us nervous was materials started moving from the sides of the culvert and up out of the bottom. He felt the concrete work really did a good job in filling those voids and stopping the material from moving. He said what they are looking at is essentially a plastic liner on the inside and then filling the void between that plastic liner and the existing pipe with a cementitious material.

**MAYOR AND COUNCIL COMMENTS**

Councilmember Bergeron said he was homesick for Ketchikan.

Councilmember Bradberry gave a shout out to the EOC in regards to getting that many vaccines into our community

Councilmember Gage brought up the issue with the slope stabilization project out north. She indicated when she was driving by Wolf Point a rock hit the top of her vehicle. She said we don't need another landslide that could cause injury to someone driving into town. She stated if we don't secure our property it ends up costing the City more money in lawsuits and medical bills.

Councilmember Kiffer said ditto to comments made by Councilmember Gage about the hillside, even if DOT says it is not on their to do list, we need to remind them that it needs to be. He thanked Mr. Hilson for using the word cementitious as he has learned a new word tonight.

Mayor Sivertsen said he had been contacted by the Governor's office today and had a chance to sit down and meet with Bill Thomas who is a special advisor to the Governor for Southeast Alaska. He said Mr. Thomas is a longtime resident of Haines and has been the chairman of house finance committee for a number of years. He said they talked about shortfall relief for the communities, the issues we have been having with the Department of Transportation, water and sewer issues, the ferry system, housing issues, cruise issues, COVID issues and the State budget. He said Mr. Thomas was dispatched to Ketchikan by the new administrative assistant to the Governor to come down here and see what is happening in our community. He said he will also be meeting with the Borough Mayor and other interested parties. He said the added vaccines for the community is a good thing. He told everyone to stay safe and remember to be kind.

**OTHER NEW BUSINESS** – None

**EXECUTIVE SESSIONS**

**Request for Executive Session – Discussion of Strategic Competitive Aspects of the Ketchikan Public Utilities Telecommunications Division Business Plan Operations**

Moved by Flora, seconded by Zenge the City Council declare that consistent with the General Manager's memorandum dated February 24, 2021, it is in the best interests of the City to discuss strategic competitive aspects of the Ketchikan Public Utilities Telecommunications Division business plan and operations in executive session in accordance with Ketchikan Municipal Code Section 2.04.025(a)(1) and (3) in order to discuss subjects the immediate knowledge of which would clearly have an adverse impact upon the finances of the City.

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

The Council recessed in to executive session at 8:30 p.m. and reconvened at 8:45 p.m.

Councilmember Flora left the meeting at 8:45 p.m. as he was unable to reconnect to WebEx.

Mayor Sivertsen said the Council has completed its executive session to discuss strategic competitive aspects of the Ketchikan Public Utilities Telecommunications Division business plan and operations and took the following action.

Moved by Bergeron, seconded by Kiffer the City Council authorize the General Manager to enter into a Master Services Agreement & License and Statement of Work for 2,500 to 3,300 square feet of City of Ketchikan property at the north end of Shoup Street with Space Exploration Technologies Corporation (Space X).

**"UNAPPROVED"** March 4, 2021

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

**ADJOURNMENT**

As there was no further business, the Council adjourned at 8:52 p.m.

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Robert Sivertsen, Mayor

ATTEST:

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Kim Stanker, MMC  
City Clerk

**FYI ITEMS INCLUDED**

“Ketchikan Child Care by the Numbers” – Southeast Alaska Association for the Education of Young Children (AEYC)