

Regular Ketchikan City Council meeting was called to order by Mayor Kiffer at 7:00 p.m., April 21, 2022, with the following members present: Riley Gass (via WebEx), Jai Mahtani, Abby Bradberry, Lalette Kistler, Janalee Gage and Mark Flora. Judy Zenge was absent.

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

Mayor Kiffer stated the Recital of Native Lands Acknowledgement.

Staff present were Acting City Manager Simpson, City Attorney Seaver, Finance Director Johansen, Public Works Director Hilson, Police Chief Walls, Port & Harbors Director Verfaillie, Telecommunications Division Manager Cushing (via WebEx), Acting Electric Division Manager Bynum (via WebEx), Electric Division Operations Manager Adams (via WebEx), Water Division Manager Kleinegger, Deputy Clerk Lee and City Clerk Stanker.

**PUBLIC HEARING ON RESOLUTION NO. 22-2846
– AMENDING THE 2022 GENERAL GOVERNMENT
OPERATING AND CAPITAL BUDGET TO PROVIDE A
SUPPLEMENTAL APPROPRIATION FOR THE MAYOR &
COUNCIL DEPARTMENT IN THE AMOUNT OF \$27,000;
AUTHORIZING BUDGET TRANSFERS FROM THE
APPROPRIATED RESERVES OF THE GENERAL FUND,
SOLID WASTE SERVICES FUND, WASTEWATER
SERVICES FUND, HARBOR FUND, PORT FUND AND KPU
ENTERPRISE FUND IN THE AMOUNTS OF \$10,171, \$939,
\$724, \$486, \$1,180 AND \$13,500, RESPECTIVELY**

Mayor Kiffer called a public hearing on Ordinance No. 22-2846 at 7:01 p.m. and requested testimony.

As there was no testimony, Mayor Kiffer declared the public hearing closed at 7:01 p.m.

COMMUNICATIONS

Mayor Kiffer said there were several laid on the table, including additional information on the New Business housing needs discussion from the Ketchikan Gateway Borough Planning & Community Development; Approving Memoranda of Agreement among the Cruise Line Corporations, Cruise Ports, the State of Alaska Department of Health and Social Services (DHSS) and the City of Ketchikan from Carnival Corporation; Approving a cruise line agreement for Norwegian Cruise Lines and a request to withdraw the executive session regarding the Collective Bargaining Agreement between the City of Ketchikan and the International Brotherhood of Electrical Workers, Local 1547.

PERSONS TO BE HEARD - None

CONSENT AGENDA

Mayor Kiffer suggested moving a couple of items to the Consent Agenda, including; Appointments to Boards and Commissions; Ordinance No. 22-1945 regarding the North America Zone Authority Agreement and Resolution No. 22-2846 amending the 2022 General Government Operating Capital Budget. No objections were heard.

Approval of Minutes – Regular City Council Meeting of April 21, 2022

Moved by Bradberry, seconded by Flora, for approval of minutes from the regular City Council meeting of April 21, 2022.

Motion passed with Mahtani, Bradberry, Kistler, Flora, Gage and Gass voting yea; Zenge absent.

Letter of Support for Electric Buses – Ketchikan Gateway Borough Transit Department

Moved by Bradberry, seconded by Flora the City Council approve the submission of a letter of support for the Ketchikan Gateway Borough Transit Department's grant application to the Federal Transit Administration for electric buses and charging stations as to be written by staff and/or as directed by the City Council.

Motion passed with Mahtani, Bradberry, Kistler, Flora, Gage and Gass voting yea; Zenge absent.

Appointment to Boards and Commissions

Mayor Kiffer recommended the appointment of Silvia Grueter to the Naming Committee. No objections were heard.

Ordinance No. 22-1945 – Approving a North America Zone Maintenance Authority Agreement Among the Parties Signatory to Said Agreement and the City of Ketchikan d/b/a Ketchikan Public Utilities – Second Reading

Copies of Ordinance No. 22-1945 were available for all present.

Mayor Kiffer informed there has been an executive session scheduled if the Council needs more information.

Moved by Bradberry, seconded by Flora the City Council approve in second reading Ordinance No. 22-1945 exempting from the competitive bidding process the North America Zone (NAZ) Maintenance Authority Agreement between the City of Ketchikan d/b/a Ketchikan Public Utilities and the parties signatory to said agreement; and establishing an effective date.

Motion passed with Mahtani, Bradberry, Kistler, Flora, Gage and Gass voting yea; Zenge absent.

Moved by Bradberry, seconded by Flora, the City Council authorize the creation of the KPU Telecommunications Division's 2022 KetchCan1 Subsea Cable Repair Capitol Account; authorize budget transfers of \$99,445 from the KPU Telecommunications' 2022 Internet Expansion Capital Account, \$142,595 from the Ketchikan Telecommunications' 2020 Internet Expansion Capital Account, and \$434,460 from Appropriated Reserves of the KPU Enterprise Fund to the KPU Telecommunications Division's 2022 KetchCan1 Subsea Cable Repair Capital Account for a total of \$676,500 for the propose of funding the as needed running costs associated with the dispatch of an emergency vessel per the terms of the authorize North America Zone (NAZ) Maintenance Authority Agreement between the City of Ketchikan d/b/a Ketchikan Public Utilities and the parties signatory to said agreement.

Motion passed with Mahtani, Bradberry, Kistler, Flora, Gage and Gass voting yea; Zenge absent.

Resolution No. 22-2846 – Amending the 2022 General Government Operating and Capital Budget to Provide a Supplemental Appropriation for the Mayor & Council Department in the Amount of \$27,000; Authorizing Budget Transfer from the Appropriated Reserves of the General Fund, Solid Waste Services Fund, Wastewater Services Fund, Harbor Fund, Port Fund and KPU Enterprise Fund in the Amounts of \$10,171, \$939, \$724, \$486, \$1,180 and \$13,500, Respectively

Moved by Bradberry, seconded by Flora the City Council approve Resolution No. 22-2846 amending the 2022 General Government Operating and Capital Budget to provide a supplemental appropriation for the Mayor & Council Department in the amount of \$27,000; authorizing budget transfer from the Appropriated Reserves of the General Fund, Solid Waste Services Fund, Wastewater Services Fund, Harbor Fund, Port Fund and KPU Enterprise Fund in the amounts of \$10,171, \$939, \$724, \$486, \$1,180 and \$13,500 respectively; and establishing an effective date.

Motion passed with Mahtani, Bradberry, Kistler, Flora, Gage and Gass voting yea; Zenge absent.

UNFINISHED BUSINESS

Both Unfinished Business items were moved to the consent agenda.

NEW BUSINESS

March 12, 2022 City Council Work Session Information Requests – Housing Needs

Richard Harney, Ketchikan Gateway Borough Planning & Community Development Director, informed the Council of the Ketchikan Gateway Borough 2019 Comprehensive Housing Needs Assessment (CHAP), and Borough initiatives to incentivize residential development.

Mr. Harney answered questions from the Council.

[Clerk's Note: Mr. Harney's CHAP was prepared for the Ketchikan Gateway Borough by the McDowell Group and can be found in the Council packet on the City's Website.]

Deborah Hayden representing Grow Ketchikan provided for the Council information regarding At Home Ketchikan Group and affordable housing. She discussed a potential opportunity for a housing development for Coast Guard families on Coast Guard owned property.

Ms. Hayden answered questions from the Council.

Award of Contract No. 22-06 – Fire Station 2 Parking Lot Improvements Phase 1, Three Dog Construction

Moved by Kistler, seconded by Flora, the City Council accept the bid of Three Dog Construction in the amount of \$102,596 for Contract No. 22-06, Fire Station 2 Parking Lot Improvements Phase 1; establish a ten percent contingency in the amount of \$10,260, bringing the total project cost to \$112,856; authorize a budget transfer in the amount of \$2,856 from the Appropriated Reserves of the Public Works Sales Tax Fund to the Fire Department's 2022 Station 2 Parking Lot and Drainage Capital Account; authorize funding in the amount of \$112,856 from the Fire Department's 2022 Fire Station 2 Parking Lot and Drainage Capital Account; and direct the Acting City Manager to execute the contract documents on behalf of the City Council.

Motion passed with Bradberry, Flora, Mahtani, Kistler, Gass and Gage voting yea; Zenge absent.

Memoranda of Agreement Among Such Cruise Line Corporations; Cruise Ports; the State of Alaska Department of Health and Social Services (DHSS) and the City of Ketchikan

Mayor Kiffer informed there is an executive session scheduled if the Council needs more information.

Moved by Bradberry, seconded by Mahtani, the City Council approve such Memoranda of Agreement among such cruise line corporations; cruise ports; the State of Alaska Department of Health and Social Services (DHSS); and the City of Ketchikan as determined acceptable by DHSS for the 2022 cruise season; and authorize the Acting City Manager to execute such Memoranda of Agreement on behalf of the City Council.

Motion passed with Bradberry, Flora, Mahtani, Kistler, Gass and Gage voting yea; Zenge absent.

Ordinance No. 22-1946 – Amending Chapter 11.12 Telecommunications Service and Rates of the Ketchikan Municipal Code – First Reading

Copies of Ordinance No. 22-1946 were available for all present.

Moved by Gage, seconded by Flora, the City Council approve in first reading Ordinance No. 22-1946 amending Chapter 11.12, Telecommunications Service and Rates of the Ketchikan Municipal Code; providing for a public hearing; and establishing an effective date.

Motion passed with Bradberry, Flora, Mahtani, Kistler, Gass and Gage voting yea; Zenge absent.

Approval of Vouchers

Moved by Bradberry, seconded by Kistler, for approval of vouchers to Parnassus Books in the amount of \$155.73.

Motion passed with Bradberry, Flora, Mahtani, Kistler, Gass and Gage voting yea; Zenge absent.

CITY MANAGER’S REPORT –

Acting City Manager Simpson asked for Council approval to move forward with the two proposed dates to review and discuss semi-finalist and finalist candidates for the City Manager/General Manager position. It was the consent of the Council to hold special meetings on May 24 and June 21, 2022 at 6:30 p.m. in Council Chambers.

Acting City Manager Simpson informed that she, along with Vice-Mayor Flora and Port & Harbors Director Verfaillie, had several meetings with the cruise industry. She said the start of the cruise season will be a soft start, onboard capacities on vessels is much lower than originally anticipated, around 30-50%, building toward 90% capacity toward the end of the summer.

Schedule of General Government and KPU Appropriated Reserves Through the City Council Meeting of April 7, 2022

Acting City Manager Simpson attached for Council review a schedule of the General Government and KPU Appropriated Reserves through the City Council meeting of April 7, 2022.

Alaska Head Start Association 2021 Humanitarian Award – Ketchikan Public Library

Acting City Manager Simpson provided for Council a memorandum from Library Director Tully, the Ketchikan Public Library was awarded the 2021 Humanitarian Award from the Alaska Head Start Association for services provided to the community during the COVID-19 pandemic. She congratulated Ms. Tully and her staff for this accomplishment and thanked staff for their constant and creative programming throughout the pandemic.

Status of Recruitment Efforts for Vacant Department Head/Division Manager Positions

Acting City Manager Simpson provided for Council consideration a summary of the recruitment efforts for the three management-level positions currently vacant within General Government and Ketchikan Public Utilities as of April 12, 2022.

Sharps Containers at Harbormaster Building Public Restrooms

Acting City Manager Simpson attached for Council review a memorandum from Port & Harbors Director Verfaillie regarding the recently installed sharps containers at the Harbormaster Building public restrooms for the safe, secure and sanitary disposal of syringes. She stated if the containers are worthwhile, staff will consider installing them in other high traffic areas.

Senator Murkowski Infrastructure Grant Symposium and Mayor & Council Department Travel-Business Appropriation

Acting City Manager Simpson informed the Public Works Director and Contracts and Grant Administrator Diaz attended this event and found it worthwhile. She indicated the funds used for travel were utilized from the Mayor and City Council's Travel-Business account, and there may be a need to transfer funds to this account as Councilmembers decide on travel expenses within the year.

Proposed Dates for City Council Review and Discussion of City Manager/General Manager Applicants

Acting City Manager Simpson attached for City Council consideration dates for Special City Council meetings to review and select semi-finalist and finalist candidates. She has proposed May 24, 2022, or June 21, 2022, at 6:00 p.m., and asked for Council confirmation on these meeting dates.

K.P.U. MANAGER'S REPORT –

Project Status Reports of the KPU Division Managers – March 2022

Acting City Manager Simpson attached for City Council review of the project status reports of the KPU Division Managers for the month of March 2022.

CITY CLERK'S FILE - None

CITY ATTORNEY'S FILE -

Acting City Manager Simpson supplied the Council with a copy of the report of significant activities for the office of the city attorney for the month of March 2022.

FUTURE AGENDA ITEMS -

Councilmember Flora said he would like to revisit at what step level staff has to have approval from Council for hiring personnel.

Councilmember Bradberry said she would like to add a chapter into ordinance 2.05 entitled "Code of Ethics" to reflect the Rules and Responsibilities in Conduct for Elected and Appointed Officials sections A, B, C and D from the Councilmember manual.

MAYOR AND COUNCIL COMMENTS –

Councilmember Kistler congratulated the library on its recent award. She questioned if the City was going to go paperless in its billing, or at least an option for some folks as it would be a cost-saving for the City.

Councilmember Gass said he was appreciative of Mr. Harney and everyone that was involved with his presentation. He stated he could relate to the vacation rental and mobile homes, and didn't feel it was the government's place to tell folks who they can rent to and what they can do with their own property. He said he has been thinking about the rules and procedures that we should be following within our meetings, and felt we were out of order on several things. He said while we are looking at our conduct outside of meetings, we should be looking at our conduct within our meetings. He encouraged Councilmembers to read through Robert's Rules of Order.

Councilmember Bradberry congratulated the library and thanked City staff, and thanked Borough staff for creating the housing presentation. She said it was well done and it appears people are trying to work on these issues and hopes the public sees that we are collectively trying to figure out a solution short-term and long-term, as these are not easy problems to solve. She echoed Councilmember Gass's comments.

Councilmember Gage said the humanitarian award for the library is amazing. She thanked staff for putting the sharps boxes in the harbor. She said we have a large population of people with diabetes and other medical needs that utilize those boxes.

Councilmember Mahtani thanked City staff, Borough staff and Ms. Hayden. He said tackling the housing issue is something we are working on and will continue to do, and hopes the public knows we are working on it because there is not an easy solution, but, with discussion and give and take, hopefully we will arrive on something that is workable for all. He thanked the library for winning that award. He said he agrees with Councilmember Bradberry and Gass, that we need to look into our code of conduct inside and outside of our meetings.

Mayor Kiffer said he appreciated the presentation from Borough staff as it is good to hear specifics on what is coming down the pipeline. He informed he has received numerous queries from the public is on what we are going to do about the housing situation and unfortunately the answer right now there is not a whole lot that can be done. We are in a bad situation and do not have housing for the people who live here let alone for people who want to come and work. He reminded everyone that every city in Alaska has a housing problem right now and to expect government to fix it tomorrow is unrealistic. He said we need to work on long-term solutions and working with the Borough to encourage their efforts. He informed when he had the meeting with a developer a few weeks ago, he seemed frustrated because there isn't a whole lot of property within the City and of the 40 parcels the City has to surplus, not all of them are developable. When it comes to developing within the City we are limited on space. We will continue to work with the Borough and see where we can assist, maybe with the expansion of utilities.

OTHER NEW BUSINESS – None

EXECUTIVE SESSIONS

Request for Executive Session – Discussion of Strategies Relative to Negotiation of a New Collective Bargaining Agreement Between the City of Ketchikan and the International Brotherhood of Electrical Workers, Local 1547 to Replace the Existing Contract that Expired December 31, 2021

This item was withdrawn from the agenda.

Request for Executive Session – Discussion of Negotiation Options and Strategies Related to the Proposed Memoranda of Agreement Among Such Cruise Lines Corporations; Cruise Ports; the State of Alaska Department of Health and Social Services (DHSS) and the City of Ketchikan for Voluntary Compliance with the CDC's COVID-19 Program for Cruise Ships

As the City Council took action for this item under the New Business, this executive session was withdrawn from the agenda.

Request for Executive Session – Review and Discussion of the North America Zone Maintenance Authority Agreement Among the Parties Signatory to Said Agreement and the City of Ketchikan d/b/a Ketchikan Public Utilities

As the City Council took action for this item under the Consent Agenda, this executive session was withdrawn from the agenda.

Request for Executive Session – Review and Discussion of a Proposed Electric Intertie Between Metlakatla Power & Light and the City of Ketchikan d/b/a Ketchikan Public Utilities

Moved by Bradberry, seconded by Flora, the City Council find that consistent with the Acting General Manager's memorandum dated April 14, 2022, it is in the City's best interest to consider such matters in executive session and that the Council go into executive session under Ketchikan Municipal Code 2.04.025(a)(1) to review and discuss a proposed electric intertie between Metlakatla Power & Light and the City of Ketchikan d/b/a Ketchikan Public Utilities, concerning matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the City.

Motion passed with Gass, Gage, Bradberry, Flora, Mahtani and Kistler voting yea; Zenge absent.

The Council took a short break at 8:56 and convened into executive session at 9:00 p.m.

The Council recessed into executive session at 9:00 p.m. and reconvened in regular session at 9:50 p.m.

Mayor Kiffer said the Council has completed its executive session to review and discuss a proposed electric intertie between Metlakatla Power & Light and the City of Ketchikan d/b/a Ketchikan Public Utilities, and direction was given to staff.

ADJOURNMENT

As there was no further business, the Council adjourned at 9:55 p.m.

Dave Kiffer, Mayor

ATTEST:

Kim Stanker, MMC
City Clerk

FYI:

Rendezvous Senior Day Services, Quarterly Activity Report – January Through March 2022
Ketchikan Area Arts & Humanities Council Quarterly Activity and Financial Reports – January
Through March 2022
Lake Levels and System Generation Report for the Month of March 2022