

**WHITTIER CITY COUNCIL  
REGULAR MEETING  
TUESDAY, JULY 21, 2009  
7:00 PM  
COUNCIL CHAMBERS  
P-12 BUILDING**

**MINUTES**

**1. CALL TO ORDER**

Mayor Lunceford called the meeting to order at 7:15 pm.

**2. OPENING CEREMONY**

Mayor Lunceford led the Pledge of Allegiance.

**3. ROLL CALL**

**A. Council Members Present:** Peter Denmark, Jerry Vandergriff, Lester Lunceford, Juan Cardenas, Shannon Tolman, Becky Cotner.

**B. Council Members Absent:** Mary Brenneman

Mayor Lunceford stated that Councilman Brenneman has a written request asking to be excused from tonight's meeting but also stated that she would be available telephonically if needed.

**MOTION:** Juan Cardenas made a motion to excuse Mary Brenneman from tonight's meeting.

**SECONDED:** Jerry Vandergriff seconded the motion.

**VOTE:** Juan Cardenas: Yes, Jerry Vandergriff: Yes, Lester Lunceford: Yes, Becky Cotner: Yes, Shannon Tolman: Yes, Peter Denmark: Yes.

**Motion passed 6-0.**

**C. Excused Absence:** Mary Brenneman

**D. Administration Present:** Brenda Krol, City Clerk; Mark Earnest, City Manager

Others present included: Matt Abbey, RC Collin, Fred Whittingham, Ed Barrett, Pete & Marilyn Heddell, Rebecca Clement, Joey Viera-Gotay, Rob Cone-Clark, Charlie Eldridge, Cheryl Dalena, Kelly Powers, Dave Schofield, KC Jackson

#### **4. APPROVAL OF MINUTES**

##### **A. 25 June 2009, Special Meeting Minutes**

##### **B. 29 June 2009, Special Meeting Minutes**

City Clerk, Brenda Krol stated that the June 16<sup>th</sup> Regular Meeting Minutes were not ready for approval.

**MOTION:** Jerry Vandergriff made a motion to approve the special meeting minutes of June 25<sup>th</sup> and June 29<sup>th</sup> 2009 as written.

**SECONDED:** Juan Cardenas seconded the motion.

**VOTE:** Jerry Vandergriff: Yes, Juan Cardenas: Yes, Lester Lunceford: Yes, Peter Denmark: Yes, Becky Cotner: Yes, Shannon Tolman: Yes.

**Motion passed 6-0.**

#### **5. APPROVAL OF REGULAR MEETING AGENDA**

**MOTION:** Jerry Vandergriff made a motion to approve the regular meeting agenda.

**SECONDED:** Juan Cardenas seconded the motion.

**DISCUSSION:** Juan Cardenas asked that the F/V Tradition be added to the agenda under New Business

Peter Denmark asked that resolution #941-09 and #942-09 be postponed until the second August meeting.

Mayor Lunceford asked that ordinance #554-09 be postponed until the next Council meeting because it was not ready for this meeting.

The maker of the motion, Vice Mayor Vandergriff had no problem with the amendments to the agenda.

The second to the motion, Councilman Cardenas had no problem with the amendments to the agenda.

**VOTE:** Jerry Vandergriff: Yes, Juan Cardenas: Yes, Peter Denmark: Yes, Lester Lunceford: Yes, Becky Cotner: Yes, Shannon Tolman: Yes,

**Motion passed 6-0.**

#### **6. MAYOR'S REPORT – MAYOR LESTER LUNCEFORD**

##### **A. Mayor Report – Mayor Lunceford**

Mayor Lunceford stated that he received official notice today that the Department of Transportation did in fact grant us the extended tunnel hours permanently so we now have tunnel hours from 7am to 11pm.

Everyone applauded.

##### **B. Vice Mayor Report – Jerry Vandergriff**

None

##### **C. Commission Reports**

###### **Planning**

None

Jerry Vandergriff stated that there was not a quorum for the last scheduled Planning Commission Meeting.

## **Port and Harbor**

Ed Barrett stated that the Port and Harbor Commission did meet last Saturday and there should be a letter of recommendation from the President of the Commission in the Council packets.

## **7. CITY MANAGER'S REPORT**

### **A. City Manager Report – Mark Earnest**

Mark Earnest stated that his items are pretty much covered in the rest of the council packet.

### **B. Finance Report for June 2009**

See June 2009 finance report in council packet.

## **C. Director Reports**

### **1. Administration – Matt Abbey**

See written report in Council packet.

Matt Abbey briefly went over his written report.

Matt Abbey welcomed any questions

Shannon Tolman asked how much the phone system would cost.

Matt Abbey stated that this is a project that he recently picked up that Mark had already started.

Mark Earnest stated that Administration did not have any numbers yet.

Shannon Tolman asked “what are we were doing with the street signs, have we decided to move forward on that?”

Matt Abbey replied “we need funding mechanisms for that and there is a budget amendment that Mark is working on for the next meeting.”

Matt Abbey stated that once the funding mechanism is in place then we can actually take a look at how we want to move forward.

Peter Denmark stated that he thought the Administrative Calendar was a great idea and suggested that the maintenance and replacement schedule for the City’s hard assets be added if possible.

Matt Abbey stated that he had just received a packet from Ron Turley Associates, Inc.

Matt Abbey said “RTA is industry standard transportation and asset maintenance management software.”

Matt Abbey stated that the software is not expensive and based on his conversations with RTA the City of Whittier could get the software package with enough asset license slots, 50 or so with the installation and support for \$2,000.

Matt Abbey briefly described the Fleet Maintenance Software stating that it allows you to track maintenance records on individual vehicles and fixed assets such as structures.

Matt Abbey stated that he had a demo version of the software if anyone is interested in taking a look at it.

### **2. Harbor – Ed Barrett**

See written report in Council packet

Ed Barrett stated that subsequent to his last written report the Harbor did get their June ending financials and he is noting that there is a bit of a vacuum in the transient moorage but there is a bump in the boat launches.

Ed Barrett said “we are seeing some softening because of what has been occurring in the economy but the good news is that we are becoming more efficient in how we’re collecting money and how we’re tracking the money that we collect and how we manage our contracts.”

Ed Barrett stated that he had put out an RFQ (Request for Qualifications) for mechanical contractor to do the emergency marina repair project.

Ed Barrett welcomed any questions.

Jerry Vandergriff asked “where do we stand on the survey and the signage for the new marine park?”

Ed Barrett replied “I have gathered the information that I need to pass on to the engineers, we need to have funding for that. A hydrographic survey for the park is not going to be that expensive but it is something that is not in this year’s budget and if we want to budget for that then we need an amendment or we could build it into the next budget.”

Ed Barrett said “I am bringing signage to the park that describes what the park is and what the park rules are.”

### **3. Public Safety – Dave Schofield**

See written report in Council packet

Dave Schofield included in Council packets the report on our Fire Department as prepared by Insurance Services Offices, Inc.

Dave Schofield stated that our rating could improve by showing increases in personnel and training as well as adding our second fire engine truck to the survey.

There was brief discussion on the need for a new fire truck.

**MOTION:** Peter Denmark made a motion to offer a clearance to spend as much as \$20,000 on a new fire truck including delivery into Whittier.

**SECONDED:** Shannon Tolman seconded the motion

**VOTE:** Peter Denmark: Yes, Shannon Tolman: Yes, Becky Cotner: Yes, Lester Lunceford: Yes Jerry Vandergriff: Yes, Juan Cardenas: Yes

### **Motion passed 6-0.**

Amy Smith stated that the safety mechanisms on the stretchers are not functioning properly anymore leaving a greater potential to drop a patient but there is also a huge risk of injury to volunteers.

There was some brief discussion on whether to pay for new stretchers with CVP funds.

Peter Denmark said “what I gather is that this is not an imminent and critical need but an appropriate upgrade.”

Amy Smith agreed and said “somebody needs to evaluate both stretchers and make sure that the crew and the passengers have the same stretcher.

Shannon Tolman stated that the city really needs to start working on our maintenance of equipment.

#### **4. Public Works – Matt Abbey**

See written report in Council packet

Matt Abbey briefly went over his written report for Public Works.

There was some brief discussion on the city's excavator.

**MOTION:** Peter Denmark made a motion to take the excavator off the for sale list.

**SECONDED:** Juan Cardenas seconded the motion

**VOTE:** Peter Denmark: Yes, Juan Cardenas: Yes, Shannon Tolman: Yes, Becky Cotner: Yes, Lester Lunceford: Yes, Jerry Vandergriff: Yes.

**Motion passed 6-0.**

#### **8. CITIZEN'S COMMENTS ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING**

Rob Cone-Clark stated that he works for Yukon Telephone and would like to broadcast the City Council meetings on channel 23.

Rob Cone-Clark stated that he spoke with the owner of Yukon Telephone, Don Eller and he said if the City was willing to hold Yukon Telephone harmless for anything that he would allow him to come down and do a live feed of the city council meetings.

**MOTION:** Shannon Tolman made motion to allow Yukon Telephone to install cable at no charge to the City and to hold Yukon Telephone harmless and to allow them to broadcast the City Council meetings on Channel 23.

**SECONDED:** Juan Cardenas seconded the motion

**VOTE:** Shannon Tolman: Yes, Juan Cardenas: Yes, Becky Cotner: Yes, Lester Lunceford: Yes, Jerry Vandergriff: Yes, Peter Denmark: Yes.

**Motion passed 6-0.**

#### **9. CONSENT CALENDAR**

None

#### **10. PUBLIC HEARINGS (NON-ORDINANCE)**

None

#### **11. PRESENTATIONS**

##### **Sub-Zero Motor Sports – Proposed Time Trial Race in Whittier**

RC Collin briefly described Sub-Zero Motor Sports desire to hold a proposed time trial race in Whittier on September 20<sup>th</sup>.

**MOTION:** Juan Cardenas made motion to allow RC Collin to move forward with Sub Zero Motor Sports proposed time trial race in Whittier in September.

**SECONDED:** Jerry Vandergriff seconded the motion

**VOTE:** Juan Cardenas: Yes, Jerry Vandergriff: Yes, Peter Denmark: Yes, Shannon Tolman: Yes, Becky Cotner: Yes, Lester Lunceford: Yes.

**Motion passed 6-0.**

## **12. ORDINANCES**

### **A. Introduction (first reading)**

None

### **B. Public Hearing (second reading)**

None

## **13. RESOLUTIONS**

### **A. #939-09 – A resolution authorizing administration and city council check signers**

**MOTION:** Juan Cardenas made a motion to approve resolution #939-09.

**SECONDED:** Becky Cotner seconded the motion.

**VOTE:** Juan Cardenas: Yes, Becky Cotner: Yes, Shannon Tolman: Yes, Lester Lunceford: Yes, Jerry Vandergriff: Yes, Peter Denmark: Yes.

**Motion passed 6-0.**

### **B. #940-09 – A resolution authorizing the City Manager to make available for lease that city property located on Depot Road, east of and adjacent to the lift station**

**MOTION:** Jerry Vandergriff made a motion to approve resolution #940-09

**SECONDED:** No second

**Motion died.**

### **C. #943-09 – A resolution authorizing the City Manager to enter into a cooperative agreement with the Alaska Department of Fish and Game, Division of Sport Fish (ADF&G) for constructing and maintaining transient moorage floats at the Whittier Small Boat Harbor**

**MOTION:** Juan Cardenas made a motion to approve resolution #943-09

**SECONDED:** Jerry Vandergriff seconded the motion.

**VOTE:** Juan Cardenas: Yes, Jerry Vandergriff: Yes, Lester Lunceford: Yes, Peter Denmark: Yes, Becky Cotner: Yes, Shannon Tolman: Yes

**Motion passed 6-0.**

### **D. #944-09 – A resolution authorizing the City Manager to enter into a grant agreement with the Alaska Department of Commerce, Community & Economic Development, Alaska Energy Authority (AEA) for Phase 1 – Reconnaissance effort to examine the viability of Hydropower on Whittier Creek**

**MOTION:** Juan Cardenas made a motion to approve resolution #944-09.

**SECONDED:** Jerry Vandergriff seconded the motion.

**VOTE:** Juan Cardenas: Yes, Jerry Vandergriff: Yes, Peter Denmark: Yes, Shannon Tolman: Yes, Becky Cotner: Yes, Lester Lunceford: Yes

**Motion passed 6-0.**

## **14. UNFINISHED BUSINESS**

None

## **15. NEW BUSINESS**

### **A. F/V Tradition – Philip Johnston**

**MOTION:** Juan Cardenas made a motion to approve resolution #939-09.

**SECONDED:** Becky Cotner seconded the motion.

**VOTE:** Juan Cardenas: Yes, Becky Cotner: Yes, Shannon Tolman: Yes, Lester Lunceford: Yes, Jerry Vandergriff: Yes, Peter Denmark: Yes.

Philip Johnston asked where the City and the Alaska Railroad was on their cooperation in storing the F/V Tradition at Smitty's for approximately one year until the owner is done working on it.

Philip Johnston stated that it is his understanding that the owner has the engines and the transmissions out as well as generators and the refrigeration system.

**MOTION:** Jerry Vandergriff made a motion to allow the City to rent space at \$500.00 a month to Steve Addison, owner of the F/V Tradition so that he may store his vessel on the City use property at Smitty's Cove until July 1<sup>st</sup> 2010.

**SECONDED:** Juan Cardenas seconded the motion.

**VOTE:** Jerry Vandergriff: Yes, Juan Cardenas: Yes, Lester Lunceford: Yes, Becky Cotner: Yes, Peter Denmark: Yes, Shannon Tolman: Yes.

**Motion passed 6-0.**

## **16. COUNCIL DISCUSSION**

Matt Abbey briefly went over his attachment #4 in the Council packets relating to the Council laptop project.

**MOTION:** Peter Denmark made a motion asking the City staff to accelerate the process of finishing personnel policies and procedures for the benefit of all city employees.

**SECONDED:** Shannon Tolman seconded the motion.

**VOTE:** Peter Denmark: Yes, Shannon Tolman: Yes, Becky Cotner: Yes, Juan Cardenas: Yes, Jerry Vandergriff: Yes, Lester Lunceford: Yes.

**Motion passed 6-0.**

Peter Denmark asked if Prince William Sound Economic Development District a viable funding source to approach the Harbor float replacement project.

Mark Earnest stated that he would follow up with that.

## **17. CITIZENS' DISCUSSION**

Kelly Powers asked how one would go about serving on the parking committee.

Ed Barrett stated that he would publicly advertise for letters of interest.

## **18. COUNCIL AND ADMINISTRATION RESPONSE TO CITIZENS' COMMENTS**

None

## **19. COUNCIL DIRECTION TO CITY MANAGER**

None

**20. EXECUTIVE SESSION**

**MOTION:** Becky Cotner made a motion to go into executive session at approximately 10:30 pm for subjects that tend to prejudice the reputation and character of any person, provided the person has been consulted and has not requested a public discussion.

**SECONDED:** Jerry Vandergriff seconded the motion.

**VOTE:** Motion passed unanimously

**MOTION:** Becky Cotner made a motion to go back into regular session at 10:44 pm.

**SECONDED:** Jerry Vandergriff seconded the motion.

**VOTE:** Motion passed unanimously.

**21. ADJOURNMENT**

**MOTION:** Becky Cotner moved to adjourn the meeting at 10:45 pm

**SECONDED:** Jerry Vandergriff seconded the motion.

**VOTE:** Motion passed unanimously

**Attest:**

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Brenda Krol  
City Clerk

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Lester Lunceford  
Mayor