

CITY OF UNALASKA  
UNALASKA, ALASKA

RESOLUTION 2018-15

A RESOLUTION OF THE UNALASKA CITY COUNCIL CONFIRMING THE MAYOR'S APPOINTMENTS TO THE LIBRARY ADVISORY COMMITTEE; THE PARKS, CULTURE AND RECREATION COMMITTEE; THE PLANNING COMMISSION AND PLATTING BOARD; AND THE HISTORIC PRESERVATION COMMISSION

WHEREAS, City of Unalaska Code of Ordinances §2.60.040 states that each member of a committee or commission shall be appointed by the Mayor, subject to approval of the City Council; and

WHEREAS, Mayor Kelty has considered the applications of members of the public and has submitted names to the City Council for approval.

NOW THEREFORE BE IT RESOLVED that the Mayor's appointments of the following persons to serve on the designated committee or commission are hereby confirmed:

<b>COMMITTEE / COMMISSION</b>	<b>APPOINTEE</b>	<b>TERM EXPIRES</b>
Library Advisory Committee	(1) M. Lynn Crane (2) Catherine Hazen (3) Robert Cummings	2/14/2021 2/14/2021
Parks, Culture and Recreation Committee	(1) James Morris (2) Kelly Stiles	2/14/2021 2/14/2021
Planning Commission and Platting Board; and the Historic Preservation Commission	(1) Caroline S. Williams (2) Thomas Bell	2/14/2021 2/14/2021

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 13, 2018.



Dennis Robinson  
Vice Mayor

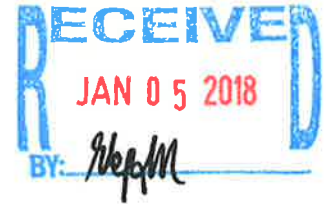
ATTEST:

  
Acting City Clerk





# BOARD, COMMITTEE & COMMISSION APPLICATION



APPLYING FOR (check one):

- Planning Commission, Planning Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliulik Family & Health Services Clinic Board

Name: M. Lynn Crane

Mailing Address: PO Box 626 Unalaska, AK 99685

Telephone: 907-581-1500 Email: usafved@arctic.net

Occupation: Human Service Non-Profit Administration & Direct Services Employer: USAFV

Previous Board/Committee/Commission Experience (attach additional pages if necessary):

Library Advisory Committee - 1993 (???) to present

IFHS Board of Directors

Bering Sea Art Exchange

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
  - I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other \_\_\_\_\_

Please explain in greater detail the reasons you checked above: The Unalaska Public Library provides entertainment, education, information, and opportunities for citizens to connect with one another. Libraries are more vital than ever for citizens to fully participate in our democracy, and I would be honored to continue to serve on this committee.

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other Current member

Date: 12-19-17

Signature: [Handwritten Signature]

THANK YOU FOR YOUR INTEREST IN SERVING  
**Applications expire one year from date received by City Clerk**  
 Please return completed Application to the City Clerk's Office in City Hall, 43 Raven Way, Unalaska  
 Or mail to City Clerk, City of Unalaska, P. O. Box 610, Unalaska, AK 99685



## BOARD, COMMITTEE & COMMISSION APPLICATION

APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission  
 Parks, Culture & Recreation Committee  
 Library Advisory Committee  
 Museum of the Aleutians Board of Directors  
 Iliuliuk Family & Health Services Clinic Board

Name: Catherine Hazen

Mailing Address: PO Box 386 Unalaska, AK 99685

Telephone: 907-581-2846

Email: cshazen@arctic.net

Occupation: Controller

Employer: City of Unalaska

Previous Board/Committee/Commission Experience (attach additional pages if necessary):

Previously a board member and treasurer for the Aleutian Arts Council.

Currently a member of the Library Advisory Committee.

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.  
 I have expertise I want to contribute.  
 I am interested in the activities the board, committee or commission handles.  
 I want to participate in local government.  
 I want to make sure my segment of the community is represented.  
 Other \_\_\_\_\_

Please explain in greater detail the reasons you checked above: I have enjoyed my first term on the Library Advisory Committee and hope to be allowed to continue as a member.

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media       Word of Mouth       Solicitation       Other \_\_\_\_\_

Date: 2/5/2018

Signature:

THANK YOU FOR YOUR INTEREST IN SERVING

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# BOARD, COMMITTEE & COMMISSION APPLICATION

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- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliuliuk Family & Health Services Clinic Board

Name: Robert Cummings

Mailing Address: P.O. Box 862

Telephone: 406.581.4379/359-1860 Email: robertwcu@yahoo.com

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Previous Board/Committee/Commission Experience (attach additional pages if necessary):

Library Advisory Committee (2017)

UCSD Budget Committee 2017 & 2018

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other \_\_\_\_\_

Please explain in greater detail the reasons you checked above: I have found my previous experience on this ~~board~~ committee to be rewarding and would like to continue to serve in the same capacity.

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other \_\_\_\_\_

Date: 2/5/2018

Signature:

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RECEIVED  
JAN 18 2018  
BY: *RAW*

## BOARD, COMMITTEE & COMMISSION APPLICATION

APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliuliuk Family & Health Services Clinic Board

Name: James Morris

Mailing Address: P.O. Box 921506, Dutch Harbor, AK 99692

Telephone: 907.359.4689

Email: JMorrisDC@yahoo.com

Occupation: Doctor of Chiropractic

Employer: Morris Health & Wellness Associates LLC

Previous Board/Committee/Commission Experience (attach additional pages if necessary):

Advisory Board PCR

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other \_\_\_\_\_

Please explain in greater detail the reasons you checked above: \_\_\_\_\_

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other \_\_\_\_\_

Date: 1/12/2017

Signature: \_\_\_\_\_

THANK YOU FOR YOUR INTEREST IN SERVING

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# BOARD, COMMITTEE & COMMISSION APPLICATION

RECEIVED  
JAN 31 2018  
BY: *M. Schmidt*

APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliuliuk Family & Health Services Clinic Board

Name: Kelly Stiles  
 Mailing Address: PO Box 921597 Dutch Harbor, AK 99692  
 Telephone: 907-581-3495 Email: kystiles@gmail.com  
 Occupation: HR Manager Employer: City of Unalaska

Previous Board/Committee/Commission Experience (attach additional pages if necessary):  
PCR Advisory Committee 2009 - Present  
Aleutian Arts Council 2009-2016

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other \_\_\_\_\_

Please explain in greater detail the reasons you checked above: I believe strongly in the mission of PCR & the opportunities it provides youth, parents, adults. We live in a hard working community & it is great to have options to exercise; volunteer & interact w/ one another!

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other Notice from the Clerks Office

Date: 1/29/2018

Signature: Kelly Stiles

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## KELLY STILES

PO Box 921597 Dutch Harbor, AK 99692 907-581-3495/907-359-1978

[k4stiles@gmail.com](mailto:k4stiles@gmail.com)

### PROFESSIONAL SUMMARY

Results-oriented and versatile Human Resources Professional with progressive career including periodic managerial duties. Particularly adept at manager/employee relations, new hire assimilation, benefit administration, training and development and industrial relations within union and non-union environments. Software expertise includes: ADP Payroll, Munis, PeopleTrak, QuickBooks. Other strengths include:

- Needs Assessment
- Employee/Corporate Relations
- Recruitment
- Interviewing/Active Listening
- Open Communication
- Ethical Standards
- Benefits & Compensation
- Reorganization & Culture Change
- HR Policies & Procedures

### PROFESSIONAL EXPERIENCE

**The City of Unalaska, Unalaska, AK**

**2008-Present**

*This local government entity controls and regulates the entire community of the City of Unalaska and the International Port of Dutch Harbor.*

#### **Human Resources Manager**

Responsible for all aspects of human resources ranging from benefits administration to employee/labor relations for all 150+ employees of the City.

- Responsible for all aspects of the recruiting process of all potential new employees maintaining legal recruiting/interviewing and hiring practices.
- Participates in contract negotiating team by acting as recording secretary and performing research regarding wages, job duties, work rules and collective bargaining practices
- Keeping abreast on current HR topics such as recruiting, benefits administration, employee relations and labor relations.
- Participates in a variety of research projects to assist the Assistant City Manager and City Manager.
- Supervises a staff of one.
- Provides staff training on a variety of topics including recruiting, FMLA/ADA compliance, effective communication skills, performance evaluations and handling employee conflict; anti-harassment.
- Primary point of contact with all employee relations and labor relations issues, providing employment law guidance and mediation assistance

**Omega Financial Corporation, State College, PA**

**2006-2008**

*Omega Financial is a Pennsylvania corporation organized for the specific purpose of managing banks and related financial services businesses.*

#### **Human Resources Generalist & Benefits Coordinator**

Responsible for staffing, records administration, analysis and reporting activities for a three-region retail banking system.

- Screened applicants, provided phone interviews, scheduled interviews with managers, processed feedback, ran appropriate pre-employment screening and reference checks and made employment offers.
- Provided compensation analysis support; assisted three regions with annual open enrollment of benefits and provided benefit information, i.e. rates, types of coverage, to employees, properly enrolling into corresponding websites and payroll systems, implementing all changes.
- Assisted managers with progressive disciplinary policy through written warnings and probationary periods, communicating information to employees.
- Advised managers of proper and legal way to handle employee issues.
- Aided employees with job bidding process.
- Distributed and explained new employee orientation information—reviewing benefits, job descriptions, job expectations and corporate mission.
- Provided general counseling with manager and employee relations.

## BOARD AND VOLUNTEER EXPERIENCE

2009-Current PCR Advisory Board  
2009-2016 Aleutian Arts Council

Board Chair (2015-Present)  
President (2010-2016)

## EDUCATION/TRAINING

Masters, Human resources and Industrial Relations, University of Illinois, IL (2001)  
Bachelor of Arts, Psychology, Washington & Jefferson College, PA (2000)  
Bachelor of Arts, Business Administration. Washington & Jefferson College, PA (2000)  
Mental Health First Aid Certified (2014)  
IAML Certificate in Employee Relations Law (2014)

## PROFESSIONAL REFERENCES

Elizabeth Masoni  
Former City Clerk  
City of Unalaska  
[elkmasoni@gmail.com](mailto:elkmasoni@gmail.com)

David Martinson  
Former City Manager  
City of Unalaska  
[damm89@gmail.com](mailto:damm89@gmail.com)

D Tyrell McGirt  
Former Parks, Culture and Recreation Director  
City of Unalaska  
[dtyrell98@gmail.com](mailto:dtyrell98@gmail.com)

Paula Scott  
Benefits Administrator  
USI  
[paula.scott@usi.biz](mailto:paula.scott@usi.biz)

Patricia Soule  
Former Finance Director  
City of Unalaska  
[psoule11@gmail.com](mailto:psoule11@gmail.com)





# BOARD, COMMITTEE & COMMISSION APPLICATION

RECEIVED  
JAN 23 2018  
BY: \_\_\_\_\_

APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliulik Family & Health Services Clinic Board

Name: Caroline S. Williams

Mailing Address: Box 186 Unalaska, AK 99685

Telephone: 907-359-1233 Email: \_\_\_\_\_

Occupation: Retired Employer: N/A

Previous Board/Committee/Commission Experience (attach additional pages if necessary):  
SAME AS before.

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other \_\_\_\_\_

Please explain in greater detail the reasons you checked above: Trying to keep things going in the right direction

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other \_\_\_\_\_

Date: 1-23-18

Signature: Caroline S. Williams

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# BOARD, COMMITTEE & COMMISSION APPLICATION

RECEIVED  
NOV 07 2017  
BY: RW

APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iluliuk Family & Health Services Clinic Board

Name: THOMAS BELL

Mailing Address: PO BOX 72 UNALASKA AK. 99685

Telephone: 907 359-5533 Email: tbbelli@hotmail.com

Occupation: MECHANIC Employer: ILWU/MATSON

Previous Board/Committee/Commission Experience (attach additional pages if necessary):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other \_\_\_\_\_

Please explain in greater detail the reasons you checked above: \_\_\_\_\_

AS A HOME OWNER AND RESIDENT OF UNALASKA  
I WOULD LIKE TO BE INVOLVED IN THE  
PLANNING AND FUTURE OF OUR COMMUNITY

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other \_\_\_\_\_

Date: 11-7-17

Signature: [Handwritten Signature]

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*c: Mayor, Hornka 11/7/17*



# BOARD, COMMITTEE & COMMISSION APPLICATION



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- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliuliuk Family & Health Services Clinic Board

Name: Virginia Hatfield

Mailing Address: PO Box 648, Unalaska, AK 99685

Telephone: 907-581-5150 Email: virginiahatfield@aleutians.org

Occupation: Museum director Employer: Museum of the Aleutians

Previous Board/Committee/Commission Experience (attach additional pages if necessary):

Past board member of the Urban Design and Historic Preservation Commission, Lubbock, TX

Current board member of the Aleutian Arts Council, Unalaska, AK

Check the primary reason(s) for your interest:

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- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
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- I want to make sure my segment of the community is represented.
- Other \_\_\_\_\_

Please explain in greater detail the reasons you checked above: \_\_\_\_\_

I am interested in serving on the Planning Commission, Platting Board and Historic Preservation Commission.

I would like to contribute to the Unalaska community and believe I have a perspective that would be of value.

I previously served on the City of Lubbock's Urban Design and Historic Preservation Commission and

would bring that experience to this commission.

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other \_\_\_\_\_

Date: Sept 19, 2017

Signature: Virginia Hatfield

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## VIRGINIA L. HATFIELD



### Contact Information:

Museum of the Aleutians, 314 Salmon Way, PO Box 648, Unalaska, AK 99685  
Work Phone: 907-581-5150; Cell Phone: 907.359.8000  
Email: Virginia@HatfieldArch.com

### Biographical Statement:

Virginia Hatfield is the Executive Director of the Museum of the Aleutians and a current board member of the Aleutian Arts Council. She received her BA in History from Texas Tech University and her MA and Ph.D. in Anthropology from Kansas University. She worked as a field archaeologist in Alaska between 1998 and 2016, completing her dissertation, *Historical Continuity from Shemya to Dutch Harbor* (2006), using collections from multiple sites in the Aleutians. As director of MOTA, she has successfully reengaged the community of Unalaska and invigorated the museum with a series of dynamic programs and a year long "Focus on Collections."

### Professional Preparation:

- Ph.D. May 2006 University of Kansas, Lawrence, Kansas. Department of Anthropology (Archaeology). *Historical Continuity from Shemya to Dutch Harbor: An evolutionary analysis of chipped stone technology in the Aleutian Islands.*
- M.A. May 2001 University of Kansas, Lawrence, Department of Anthropology (Archaeology). *Toward Evolutionary Archaeology: Analysis of Variability in Attributes of North-central Texas projectile point/knives.* Masters Thesis
- B.A. May 1993 Texas Tech University, Lubbock, Texas, Magna Cum Laude. (History)

### Associations and Positions:

- Adjunct faculty, Biodiversity Institute, Museum of Natural History, University of Kansas
- Aleutians Arts Council, board member 2017
- Urban Design and Historic Preservation board member 2016.
- Participant in National Science Foundation workshop Arctic Horizons
- Alaska Anthropological Association (AAA)
- Texas Archeological Society (TAS), member and former director of Region 2 (2012 to 2015).
- Register of Professional Archaeologists (RPA)
- Society for American Archaeologists (SAA) member
- Council of Texas Archeologists (CTA) member

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### Employment History:

January—present	Executive Director, Museum of the Aleutians, Unalaska, AK.
Nov - Dec 2016	Collections Manager, Museum of the Aleutians, Unalaska, AK.
Dec 2012 – present	President/ Owner of Hatfield Archaeological Services, Lubbock, TX
Jul 2007 – Oct 2012	Prewitt and Associates, Inc., Austin, TX
Aug 2006 – Jul 2007	Effigy Archaeological Services, Inc., Kansas City, KS
Jan 2005 – May 2006	TTU, Dept. of Sociology, Anthropology, & Social Work, Lubbock, TX
Sept 2004 – Feb 2005	Effigy Archeological Services, Inc., Kansas City, KS
Aug 2004 – Sept 2004	4G Consulting, Inc.
Jun 2003 – Nov 2003	Lab technician, Museum of the Aleutians, Unalaska, AK
Oct 2002 – Nov 2002	Prewitt and Associates, Inc., Austin, TX (Ross Fields, president)
Jun 2001 – Dec 2001	Museum of the Aleutians, Unalaska, AK (Rick Knecht, director)
Jun 1998 – Sept 2006	Western Aleutian Archaeological and Paleobiological Project and Central Aleutian Archaeological and Paleobiological Project (NSF, Dixie West)

*Please request addition information for work history prior to 1998.*