

Regular Meeting
Tuesday, October 10, 2023
6:00 p.m.



Unalaska City Hall
Council Chambers
43 Raven Way

Council Members
Thomas D. Bell
Darin Nicholson
Daneen Looby

Council Members
Dennis M. Robinson
Alejandro R. Tungul
Shari Coleman

*To Provide a Sustainable Quality of Life
Through Excellent Stewardship of Government*

UNALASKA CITY COUNCIL

P. O. Box 610 • Unalaska, Alaska 99685
Tel (907) 581-1251 • Fax (907) 581-1417 • www.ci.unalaska.ak.us

Mayor: Vincent M. Tutiakoff, Sr. **City Manager:** William Homka
City Clerk: Estkarlen P. Magdaong, emagdaong@ci.unalaska.ak.us

MINUTES

1. **Call to order.** Vice Mayor Robinson called the regular meeting of the Unalaska City Council to order on October 10, 2023 at 6:01 p.m.
2. **Roll call.** City Clerk called the roll. Council members Bell, Robinson, Looby and Coleman were present in person while Nicholson participated remotely. Council member Tungul and Mayor Tutiakoff were absent, but excused.
3. **Pledge of Allegiance.** Robinson led the Pledge of Allegiance.

Robinson read the City's Mission Statement: *To provide a sustainable quality of life through excellent stewardship of government.*
4. **Recognition of Visitors.** The Vice Mayor acknowledged the presence of Kim Hankins, Chief of Police; Patricia Soule, Finance Director; and Anthony Longo, Council Member-Elect.
5. **Awards and Presentations.** Vice Mayor acknowledged the 15-year employment anniversary of Marichu Miller from the Power House Division at the Department of Utilities. The Vice Mayor also presented Ms. Miller with an anniversary plaque and pin.

Vice Mayor also acknowledged the 25-year employee anniversary of Timothy Mahoney from the Department of Ports and Harbors. Vice Mayor also presented Mr. Mahoney with an anniversary plaque and pin.
6. **Proclamation.** The Vice Mayor proclaimed October 2023 as Domestic Violence Awareness Month. Karen Kresh, Chair of the Board of Directors of Unalaskans Against Sexual Assault and Family Violence (USAFV), made a presentation to Council.
7. **Oath of Office.** The City Clerk administered the Oath of Office to Police Chief Kim Hankins.
8. **Adoption of Agenda.** Coleman moved to adopt the agenda with second by Looby. There being no objection, motion adopted by consensus.
9. **Approve Minutes of Previous Meeting.** Coleman moved to approve the proposed minutes of the council meeting held September 26, 2023, as presented, with second by Bell. There being no objection, the minutes were approved by consensus.
10. **City Manager Report.** The written report was included in the packet and the only additional information that Acting City Manager relayed was City Manager Homka will be back on Tuesday, October 17th. No questions from Council.
11. **Community Input & Announcements** were given as follows:
 - a. C4C or Community for Community formerly called Community Action Group, which is working to reduce negative impacts of substance misuse in Unalaska, will have meetings every second Monday of the month at 5:00 p.m. in the Unalaska Public Library.
 - b. M. Lynn Crane of USAFV provided a report of attendees for their past events and activities. Ms. Crane mentioned future events such as: screening of documentary "Home Truth" at the Library Community Room on Tuesday, October 17th at 6 pm; Winter raffle will start on November 1st; OptimEra's Christmas for the Kids program; USAFV will be distributing holiday food boxes for Thanksgiving, Christmas & Russian Christmas. Lastly,

USAFV needs to increase the pool of volunteer crisis line advocates and paid overnight shelter advocates.

- c. Albert Burnham, representing PCR, mentioned various events happening this month: Pumpkin Plunge at the pool on Friday, October 20th; Mutant Toy Workshop at the Library on October 25th; Halloween event on October 31st from 5:30 pm until 7:30 pm at the Community Center Gym; and Costume contest at the Library from 5:00-6:00 pm.
- d. Dennis Robinson read his comments regarding the recently held municipal election.
- e. City Clerk made announcements about the due dates for Property Taxes, Sales Tax Report and Tobacco Excise Tax Reports. City Clerk reminded about the Runoff Election happening on Monday, October 30, 2023.

12. Public Comment on Agenda Items. None.

- 13. Public Hearing.** Vice Mayor opened the public hearing for Ordinance 2023-10 Creating Budget Amendment #1 to the Fiscal Year 2024 Budget, appropriating \$252,224 from the General Fund to create the Emergency Cliff Face Stabilization on Ballyhoo Road Project; recognizing Local Support Revenue of \$13,090.59 in the General Fund and increasing the PCR Operating Budget by \$13,090.59 for the Senior Exercise Program; and accepting State of Alaska Department of Health HEC Grant for \$78,500 to fund EMS equipment upgrades and data sharing capabilities with the IFHS clinic

There being no testimony, the public hearing was closed.

- 14. Work Session.** Looby made a motion to go into work session, with a second by Coleman. There being no objection, Council moved into Work Session at 6:37 p.m.

BDO USA, the audit firm contracted by the City, presented the FY22 Annual Comprehensive Financial Report (ACFR) and answered Council questions.

Coleman moved to return to regular session, with a second by Robinson. There being no objection, Council reconvened to Regular Session at 7:14 p.m.

15. Regular Agenda.

- a. Ordinance 2023-10: 2nd Reading, Creating Budget Amendment #1 to the Fiscal Year 2024 Budget, appropriating \$252,224 from the General Fund to create the Emergency Cliff Face Stabilization on Ballyhoo Road Project; recognizing Local Support Revenue of \$13,090.59 in the General Fund and increasing the PCR Operating Budget by \$13,090.59 for the Senior Exercise Program; and accepting State of Alaska Department of Health HEC Grant for \$78,500 to fund EMS equipment upgrades and data sharing capabilities with the IFHS clinic

Bell made a motion to adopt Ordinance 2023-10; with a second by Looby.

Acting City Manager provided an overview of the ordinance and answered Council questions.

Council discussion.

Roll call vote: Robinson – yes; Coleman – yes; Looby – yes; Bell – yes; Nicholson – yes

Motion passed 5-0

- b. Resolution 2023-39: Authorizing the City Manager to enter into an agreement with R&M Consultants, Inc. for Assessment Services for the Emergency Cliff Face Stabilization Ballyhoo Road Project in the amount of \$47,606

Coleman made a motion to adopt Resolution 2023-39; with a second by Looby.

Acting City Manager provided an overview of both Resolutions 2023-39 and Resolution 2023-40.

Council discussion.

Roll call vote: Bell – yes; Looby – yes; Nicholson – yes; Robinson – yes; Coleman – yes

Motion passed 5-0

- c. Resolution 2023-40: Authorizing the City Manager to enter into an agreement with Southeast Roadbuilders for Rock Stabilization Services for the Emergency Cliff Face Stabilization Ballyhoo Road Project in the amount of \$197,418

Looby made a motion to adopt Resolution 2023-40; with a second by Coleman.

There was no question or comment from the Council or the public.

Roll call vote: Looby – yes; Bell – yes; Nicholson – yes; Robinson – yes; Coleman – yes

Motion passed 5-0

- d. Certification of Election Results

Looby made a motion to approve the Certification of the Election Results, as presented by the Canvass Committee, with a second by Coleman.

Acting City Manager provided an overview of the canvass report and the election results.

Hearing no question or comment from the Council and the public, Vice Mayor asked for a roll call vote.

Roll call vote: Coleman – yes; Bell – yes; Looby – yes; Nicholson – yes; Robinson – yes

Motion passed 5-0

- e. Resolution 2023-41: Appointing Judges and Clerks for the Run-off Election on October 30, 2023 and Judges to serve on the Canvass Committee

Coleman made a motion to adopt Resolution 2023-41; with a second by Looby.

Acting City Manager provided an overview of the resolution.

There was no question or comment from the Council or the public.

Roll call vote: Looby – yes; Coleman – yes; Nicholson – yes; Robinson – yes; Bell – yes

Motion passed 5-0

16. **Council Directives to City Manager.** None.

17. **Community Input & Announcements.**

- City Clerk read into record the written comment by Jim Paulin via Zoom chat.
- Council Member Bell thanked Vice Mayor Robinson for his many years of service and dedication to the City of Unalaska.

18. **Adjournment.** Having completed all items on the agenda, Vice Mayor adjourned the meeting at 7:42 p.m.

These minutes were approved by the City Council on October 24, 2023.

Estkarlen P. Magdaong
City Clerk