

**CITY OF CRAIG  
COUNCIL AGENDA  
AUGUST 6, 2020  
COUNCIL CHAMBERS 7:00 PM**

**ROLL CALL**

Mayor Tim O'Connor, Dave Creighton, Hannah Bazinet, Jim See, Julie McDonald, Michael Kampnich, Chanel McKinley

**CONSENT AGENDA**

*Items listed below will be enacted by one motion. If separate discussion is desired on an item, that item may be removed and placed on the regular meeting agenda.*

- City Council Meeting Minutes of June 25, 2020

**HEARING FROM THE PUBLIC**

- Open for public comment
- Ordinance 730, Ballot Proposition for General Obligation Bond Debt

**REPORTS FROM CITY OFFICIALS**

- |                      |                        |                          |
|----------------------|------------------------|--------------------------|
| • Mayor              | • City Planner         | • Parks & Recreation     |
| • City Administrator | • Fire/EMS Coordinator | • Public Works Director  |
| • Treasurer          | • Harbormaster         | • Public Facilities Dir. |
| • Aquatic Manager    | • Librarian            |                          |
| • City Clerk         | • Police Chief         |                          |

**READING OF CORRESPONDENCE**

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**CONSIDERATION OF RESOLUTIONS AND ORDINANCES**

- Ordinance 730, Ballot Proposition for General Obligation Bond Debt

**UNFINISHED BUSINESS**

- Update on COVID-19
- Individual and Family CARES Act Assistance

**NEW BUSINESS**

- Request for Funding from Airlift Northwest
- Consider appropriation for Port St. Nicholas Road Striping Work

**COUNCIL COMMENTS**

**ADJOURNMENT**

CITY OF CRAIG  
COUNCIL MEETING  
THURSDAY AUGUST 6, 2020

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**ROLL CALL**

Council member Jim See called the meeting to order at 7:00 p.m. and the roll was taken. Present were Dave Creighton, Jim See, Chanel McKinley, Hannah Bazinet, and Michael Kampnich. Mayor O'Connor arrived during New Business. Julie McDonald was absent excused.

**Staff present:** Jon Bolling, City Administrator; Brian Templin, City Planner. City Treasurer Sheri Purser. Staff present via telephone were Jessica Holloway, Hans Hjort, Angela Matthews, RJ Ely, Russell Dill, and Doug Ward.

**Audience present:** None.

**CONSENT AGENDA**

Kampnich/Bazinet: Moved to approve the Consent Agenda. MOTION CARRIED UNANIMOUSLY.

**HEARING FROM THE PUBLIC**

None.

**REPORTS FROM CITY OFFICIALS**

City Administrator: Jon referred the council to his written report.

City Treasurer: Sheri referred the council to her staff report in the meeting packet.

Aquatic Manager: Jessica referred the council to her staff report in the packet.

City Clerk: Excused from the meeting.

City Planner: Brian referred the council to his staff report in the packet.

Librarian: Angela referred to her written report in the packet.

Police Chief: RJ Ely referred to his written report, and provided a verbal update on dispatch staffing.

Public Works: Russell referred to his written report.

Parks and Recreation: Victoria referred to her written report.

Parks and Public Facilities: Doug referred to his written report in the packet.

**CONSIDERATION OF RESOLUTIONS AND ORDINANCES**

1. Ordinance No. 730

Moved to approve Ordinance No. 730. MOTION CARRIED UNANIMOUSLY.

**UNFINISHED BUSINESS**

1. Update on COVID-19

Brian Templin referred to his packet memo. He summarized POW area testing and case count. He also provided an overview of CARES Act funding, and potential local uses of the \$1.78 million available to the city.

2. Consider Approval: CARES Individual and Family Assistance Program Funds

Brian Templin summarized staff's recommendation to provide individual assistance funding through the Craig Child Care Center (\$5,000), HOPE (\$9,774), and POWER (\$55,500) to support families and individuals impacted by COVID 19.

Moved to appropriate \$69,974 in CARES funding to Craig Child Care Center, HOPE, and POWER. MOTION CARRIED UNANIMOUSLY.

**NEW BUSINESS**

1. Request for Funding from Airlift Northwest

Jim See called for discussion on the request. He noted that he is in favor of some sort of support.

Hannah if the city can use CARES funding to purchase medevac provider membership. Jon responded that he would like to check the federal CARES fund guidance to determine eligibility of the memberships.

The council, by consensus, directed staff to research options for providing memberships for Craig residents to one or more medevac transport companies and return to the council with options for providing the benefit.

2. Consider Appropriation for Port St. Nicholas Road Striping Work

CREIGHTON/KAMPNICH


moved to appropriate \$15,800 to stripe the Port St. Nicholas Road. MOTION CARRIED UNANIMOUSLY

**ADJOURNMENT**

KAMPNICH/BAZINET

moved to adjourn.  
MOTION CARRIED UNANIMOUSLY

APPROVED on the 21<sup>st</sup> day of August, 2020.

  
MAYOR TIMOTHY O'CONNOR

ATTEST   
CITY CLERK



**CITY OF CRAIG  
COUNCIL AGENDA - AMENDED  
AUGUST 20, 2020  
COUNCIL CHAMBERS 7:00 PM**

**ROLL CALL**

Mayor Tim O'Connor, Dave Creighton, Hannah Bazinet, Jim See, Julie McDonald, Michael Kampnich, Chanel McKinley

**CONSENT AGENDA**

*Items listed below will be enacted by one motion. If separate discussion is desired on an item, that item may be removed and placed on the regular meeting agenda.*

- City Council Meeting Minutes of July 16, 2020.

**HEARING FROM THE PUBLIC**

- Open for public comment
- Bev Davies Public Comment

**READING OF CORRESPONDENCE**

- From Alaska Permanent Capital Management-June Statement
- From Southeast Senior Services – Summary of Service Delivery
- Preliminary Quarterly Sales Tax Report
- Alaska DNR Timber Sale Notice

**CONSIDERATION OF RESOLUTIONS AND ORDINANCES**

**UNFINISHED BUSINESS**

- Update on CARES Funding.
- Update on COVID-19 Response

**NEW BUSINESS**

- Review Preliminary Decision from Alaska Department of Natural Resources on Tideland Conveyance.
- Review Applications for City of Craig Round II CARES Act Economic Relief Program
- Review Solicitation Letter for Medevac Flight Memberships
- Appoint Election Judges for October 6 Municipal Election
- Review Draft Municipal Election Newsletter

**COUNCIL COMMENTS**

**ADJOURNMENT**

CITY OF CRAIG  
COUNCIL MEETING  
THURSDAY AUGUST 20, 2020

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**ROLL CALL**

Acting Mayor Jim See called the meeting to order at 7:05 p.m. and the roll was taken. Present were Julie McDonald, Jim See, Chanel McKinley and Michael Kampnich. Dave Dave Creighton was absent excused. Mayor Tim O'Connor arrived at 7:26.

**Staff present:** Jon Bolling, City Administrator; Brian Templin, City Planner.

**Audience present:** None

**CONSENT AGENDA**

McKinley/Kampnich: Moved to approve the Consent Agenda. MOTION CARRIED UNANIMOUSLY.

**HEARING FROM THE PUBLIC**

The council acknowledged receipt of a letter from Ms. Bev Davies of Ketchikan regarding COVID-19 response.

**READING OF CORRESPONDENCE**

- Alaska DNR Timber Sale Notice. The council directed staff to comment to the State of Alaska, asking that logging roads built pursuant to state timber sales be left open for a period of time to allow the public to access firewood cutting areas.

**CONSIDERATION OF RESOLUTIONS AND ORDINANCES**

None

**UNFINISHED BUSINESS**

**1. Update on CARES Funding**

Jon Bolling summarized the memo in the meeting packet, which concludes that unless the city looks to extend existing city-sponsored CARES programs, the city will forego between \$400,000 and \$700,000 in CARES Act funding. Jon asked the council what goal it would like staff to meet regarding the eligible CARES funding.

Among the project options mentioned by the council to work toward was adding an isolation exam room to the POW Health Care Center; sponsoring a local drive through flu vaccine clinic; contacting the community's nonprofits to fund additional or continuing programs; EMS squad trainings; organizing youth activities; assisting schools with expenses in dealing with COVID-19 issues; contracting for additional custodial work to reopen City Gym for fall/winter. There was general interest among the council to distribute the funding programmatically within the city.

Brian Templin offered to bring other proposals to the council based on past funded programs, as well as assistance on electrical bills, and housing and rental assistance.

**2. COVID-19 Response**

Brian Templin summarized recent statistics compiled regarding COVID-19 transmission and mitigation.

**NEW BUSINESS**

**1. Review Preliminary Decision from Alaska DNR on Tideland Conveyance**

The council generally concurred with the preliminary decision document from the Alaska Department of Natural Resources on the conveyance of state-owned tidelands to the city in support of the city's downtown harbor project. Jon stated he would send comments to the agency supporting the preliminary decision. Councilman Kampnich noted in response to an Alaska Department of Fish and Game comment that the subject tidelands are not critical habitat for humpback whales.

- 2. Review applications for City of Craig Round II CARES Act Economic Relief Program**  
MCKINLEY/KAMPNICH moved to approve second round of CARES Act economic assistance applications based as recommended by staff. MOTION CARRIED UNANIMOUSLY (KAMPNICH abstains).

Brian Templin summarized the results of the first round program, and described staff's proposal for implementing a second round of funding.

The council discussed at length the eligibility criteria proposed for the second round of funding, in light of other CARES Act restrictions, other new and pending changes to state and federal guidance as to eligibility for CARES Act dollars, and pending litigation in State courts. The council members generally agreed to set the revenue qualifying threshold low to allow as many businesses to qualify as possible. Grant awards at the lower end of the award range will be at either \$3,000, \$4,000, \$5,000 depending on revenue reported by the business applicant, with higher grant awards for higher revenue applicants.

- MCDONALD/BAZINET moved to approve second round of CARES Act economic assistance funding based on council discussion. MOTION CARRIED UNANIMOUSLY.

**1. Consider Appeal of Economic Assistance Grant Application from Naani's.**

- CREIGHTON/MCDONALD moved to table action on Naani's appeal of its application for COVID-19 City of Craig Economic Assistance Grant Program. MOTION CARRIED UNANIMOUSLY

**2. Individual and Family CARES Act Assistance.**



Brian Templin reminded the council that it had recently discussed the merits of providing COVID-related financial assistance to individual Craig households and individuals, and generally agreed that the preferred mechanism to provide this assistance was through the existing non-profit organizations in Craig, such as POWER, HOPE, and the Craig Child Care Center. The written materials in the meeting packet provided an organizational format to implementing the individual and family assistance through the non-profits.

The council discussed the merits of the proposed administrative fee cap of ten percent of the grant amount.

CREIGHTON/KAMPNICH

moved to table action on Aimee's Cabins application for COVID-19 City of Craig Economic Assistance Grant Program.

After lengthy discussion, the council was inclined to table action on the appeal with the understanding that a second round of funding would include eligibility criteria to allow for a wider range of eligible businesses.

MOTION CARRIED

UNANIMOUSLY

### **3. CARES Act Individual Assistance Discussion**

Based on a staff memo in the packet, the council generally agreed that individual assistance using AK CARES funds be organized through existing nonprofit human services organizations.

CREIGHTON/MCDONALD

Move to approve the Craig Economic Assistance for Non-Profits to Support Families and Individuals Grant program, including the grant guidance document and grant application. MOTION CARRIED UNANIMOUSLY

### **4. Update on State of Alaska Determination of Craig EMS Certification**

Jon referred the council to his staff report memo in the meeting packet. Jon added that he expects a visit from a prospective physician sponsor later in July.

### **5. Change Order for PN&D Harbor Condition Survey Contract**

Jon referred the council to the memo on this matter in the meeting packet. Council member Creighton asked if some portion of the increased cost of the contract resulting from the change order. Jon responded that he believes the extra cost is reimbursable, but has yet to confirm that is so.

CREIGHTON/MCKINLEY

Move to approve Change Order No. 1 to the Craig Harbors Condition Survey project contract with PN&D Engineers, authorizing project costs not to exceed \$84,517. MOTION CARRIED UNANIMOUSLY.

**NEW BUSINESS**

None.

**EXECUTIVE SESSION**

KAMPNICH/CREIGHTON

Move to convene an executive session of the Craig city council to address the Craig EMS Coordinator position, a subject that may tend to prejudice the reputation and character of a person. MOTION CARRIED UNANIMOUSLY.

The city council entered executive session at 8:45 p.m.

KAMPNICH/MCDONALD

Move to exit executive session. MOTION CARRIED UNANIMOUSLY.

The council exited executive session at 10:01 p.m.

**COUNCIL COMMENT**

Councilwoman McKinley asked if the council had discussed moving the start time of council meetings. The council responded it had not. There was some interest in resetting the meeting start time to 6:30 p.m. There was also discussion about shortening meeting times through closer observation of rules of procedures.

Councilman Kampnich noted that he had heard that the owner of Island Air suffered an injury recently. He noted the contributions that the owner and business has made to POW.

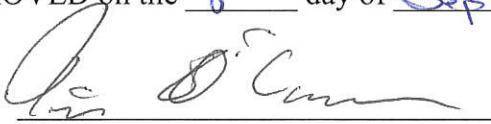
Councilman See asked if the Craig Child Care Center is closed. Jon replied that staff at the CCCC reported to him that the center was closed for the week due to illness.

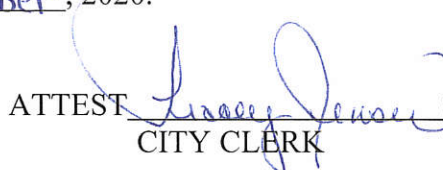
**ADJOURNMENT**

MCDONALD/BAZINET

moved to adjourn at 10:08 p.m.  
MOTION CARRIED UNANIMOUSLY

APPROVED on the 8<sup>th</sup> day of September, 2020.

  
MAYOR TIMOTHY O'CONNOR

ATTEST   
CITY CLERK

