

**CITY OF CRAIG  
COUNCIL AGENDA  
SEPTEMBER 3, 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 August 20, 2020

**HEARING FROM THE PUBLIC**

- Open for public comment

**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**

- From Alaska Permanent Capital Management-June Statement
- Craig City School District "Smart Start" Plan

**CONSIDERATION OF RESOLUTIONS AND ORDINANCES**

**UNFINISHED BUSINESS**

- Update on COVID-19 Response
- Individual and Family Assistance Funding
- Appoint Judge for October Municipal Election

**NEW BUSINESS**

- Approve Contract with Misty Fitzpatrick to provide CARES Act program assistance
- Electric Utility Assistance Using CARES Act Funds
- Tutoring/Internet Access Using CARES Act Funds
- Rental/Mortgage Assistance Using CARES Act Funds
- Consider appropriation – Ralph James Park Driveway Upgrade

**COUNCIL COMMENTS**

**ADJOURNMENT**

CITY OF CRAIG  
COUNCIL MEETING  
THURSDAY SEPTEMBER 3, 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, Hannah Bazinet, Dave Creighton, and Michael Kampnich. Chanel McKinley was absent excused. Mayor Tim O'Connor arrived at 7:43.

**Staff present or dialed in:** City Administrator Jon Bolling, City Planner Brian Templin, City Treasurer Sheri Purser; Aquatic Manager Jessica Holloway; Librarian Angela Matthews; Parks & Recreation Director Victoria Merritt; Public Works Director Russell Dill; Parks and Public Facilities Director Doug Ward.

**Audience present:** None

**CONSENT AGENDA**

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

**HEARING FROM THE PUBLIC**

Craig Schools Superintendent Chris Reitan provided a summary of the school district's start of the school year. Mr. Reitan said he was pleased with the start of the school year even in light of the COVID-19 pandemic. He noted that the district's PACE program enrollment has grown substantially, while in-school enrollment has fallen. Mr. Reitan speculated that the start of the school year in 2021 will see students moving back to classroom from distance delivery programs. He noted the current low COVID-19 risk environment on POW Island.

**REPORTS FROM CITY OFFICIALS**

City Administrator – Referred to his written report in the council meeting packet. Councilman Kampnich noted the need to reestablish the POW Resource Advisory Committee, whose purpose is to recommend use of funds for resource-based projects on POW. Jon concurred, and added that the membership of the RAC is highly regulated, requiring individuals from a range of backgrounds and interests.

Treasurer – Referred to her staff report in the council packet. She also handed out a brief report on the city's draw of CARES Act funding.

Aquatic Center Manager – Referred to her written report. Council member McDonald asked if, with the pool reopening, will the pool schedule include and open swim/tot time. Jessica replied that she had inadvertently left the tot time event off of the pool schedule, and will add it back into the posted schedule.

City Planner – Referred to his staff report in the packet.

Harbormaster – Excused from the meeting.

Librarian – Referred to her staff report in the packet.

Police Chief – Excused from the meeting, but provided a written report for the packet.

Parks and Recreation – Victoria referred to her written report. She also reported on her weekly radio show. The council members discussed use of the city gym, in light of the state’s recommendations on social distancing.

Public Works Director – Referred to his written report. Jim See asked that given the problem with bears getting into public dumpsters if Public Works can empty the public dumpsters more than just once per week. Russell responded that the department can empty the public dumpsters more often until the bears go to hibernation

Public Facilities Director – Referred to his staff report in the packet. Doug added that the new propane boilers at the pool are working very well.

#### **READING OF CORRESPONDENCE**

- Alaska Permanent Capital Management July Statement.
- Craig City School District “Smart Start” Plan.

#### **CONSIDERATION OF RESOLUTIONS AND ORDINANCES**

None

#### **UNFINISHED BUSINESS**

##### **1. Update on COVID-19 Response**

Brian Templin referred to his memo in the packet. No new reported cases on POW, and the COVID-19 case count remains at ten cases. Brian noted this report is an update, and no council action is required.

##### **2. Individual & Family Assistance Program Funding**

Brian reminded the council about the program. He noted that the city approved funding for three nonprofits based in Craig to provide individual assistance through POWER, HOPE, and the Craig Child Care Center. Brian added that the nonprofits that are the recipients of this funding have been told that unless otherwise notified, the CARES funding provided by the City of Craig is limited to benefiting Craig residents only. Brian asked the council to provide some policy direction on this matter.

Councilman Jim See noted that the other communities on POW Island received their own CARES Act funds, and any one of those communities can fund programs at the same nonprofit organizations to which the City of Craig has provided funding. He is concerned about a high proportion of the city’s cash contribution to the nonprofits benefitting residents from other communities. Councilman Creighton agreed that the other communities also have CARES funds, but that he is willing to permit the nonprofits to benefit some non-Craig residents. Councilman Kampnich expressed a willingness to support non-Craig residents who are in need of help.

Councilwoman Bazinet asked in the City of Klawock has made an offer to distribute CARES funding to nonprofits in Klawock. Jon replied that he does not know how the City of Klawock intends to use its CARES funding, although he had heard the community is interested in purchasing ambulances with the dollars. She asked if the City of Craig could make a contribution to a daycare in Klawock. Staff responded that the council has the authority to appropriate funds to a daycare outside of Craig.

The council considered the option of allowing the three nonprofits receiving funding for the Individual & Family relief Program funds to serve city residents and nonresidents alike, and tailor subsequent CARES funding for Craig residents only. When asked, Victoria Merritt summarized the source of POWER's revenue. She stated that cash and in-kind donations come from around POW Island.

CREIGHTON/BAZINET

moved to approve allowing program funds to benefit city residents and nonresidents alike. MOTION CARRIED 4-1 (SEE voting "NO").

3. Appoint Judge for October Municipal Election

MCDONALD/KAMPNICH

moved to appoint Ms. Joan Wargi as a 2020 municipal election judge. MOTION CARRIED UNANIMOUSLY.

**NEW BUSINESS**

1. Consider Contract with Misty Fitzpatrick to assist with CARES Act Program Administration.

Brian stated that with the management oversight required for the various CARES Act funds, staff recommends using CARES funding to pay for assistance from Ms. Fitzpatrick to manage and assist with compliance of CARES Act funds.

MCDONALD/KAMPNICH

moved to approve a professional services contract with Ms. Misty Fitzpatrick in an amount not to exceed \$10,000. MOTION CARRIED UNANIMOUSLY.

2. Electric Utility Assistance Using CARES Act Funds.

As a follow up to the council's meeting in August, Brian Templin included a memo in the packet outlining a proposed use of CARES Act funding to assist Craig residents financially impacted by COVID-19 in paying individual resident electric utility accounts up to \$120.00.

CREIGHTON/BAZINET

moved to approve an Electric Utility Assistance Program for Craig residents in an amount not to exceed \$50,000. MOTION CARRIED UNANIMOUSLY.

**3. Tutoring/Internet Access Using CARES Act Funds and After School Program.**  
Brian summarized his packet memo on this topic. Given the large increase in students enrolling for only online learning, due to concern about transmission of the COVID-19 virus, there is an apparent need for some tutoring assistance at the Craig Recreation Center after regular school hours.

Councilwoman McDonald stated that she sees a real need for this service to help students stay current with their school work.

MCDONALD/KAMPNICH

moved to appropriate up to \$20,000 of CARES Act funds and direct staff to increase the internet at the Craig Recreation Center and to hire temporary, part time employees to provide tutoring and monitoring services at the Rec Center. MOTION CARRIED UNANIMOUSLY.

**4. Rental/Mortgage Assistance program using CARES Act Funds.**  
Brian noted a successful rental/mortgage assistance program aimed at helping COVID-19 impacted residents based in Ketchikan, and asked the council for direction on whether to implement a similar program for Craig residents. He added that if the council is willing to consider a housing assistance program for Craig, he would bring back a written proposal at a near term subsequent meeting.

Councilman Creighton stated that the application used in Ketchikan appears to require all the pertinent needed information. He added that increasing the benefit to \$500 seems proportional to the typical cost of rent/mortgage payment, with an overall cap to the cost of the benefit.

The council compared the program to what might be available from POWER. Staff noted that POWER also offers housing assistance and that any assistance from both this program and POWER could not be used toward the same month's rent/mortgage payment.

The council expressed an interest in formally considering the program at a subsequent meeting.

**1. Consider Appropriation – Ralph James Park Driveway Upgrade**

KAMPNICH/BAZINET

Move to appropriate \$4,000 for site work at Ralph James Park. MOTION CARRIED UNANIMOUSLY

**COUNCIL COMMENT**

Councilman See asked what the city will do about Fish & Chick's refusal to collect sales tax on sales made from the food truck while the truck is parked on Craig Tribal Association's trust land.

Jon replied that he continues to work with the city attorney on the matter, and recently directed the attorney to continue researching the question. Some discussion followed as to the application of Trust land in the community. Jon stated that he would follow up on this item with the council when he heard back from the attorney.

Councilman Kampnich stated that he read a comment about assigning council seats specific seat numbers/letters for the purposes of elections requires some research. Councilman Creighton touched on some perceived drawbacks to assigning/designating council seats.

Councilman Kampnich expressed some concern about a request received by the city to provide internet access to local veterans' group.

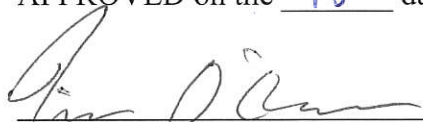
**ADJOURNMENT**

CREIGHTON/MCDONALD

moved to adjourn at 8:35 p.m.

MOTION CARRIED UNANIMOUSLY

APPROVED on the 18<sup>th</sup> day of September, 2020.

  
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MAYOR TIMOTHY O'CONNOR

ATTEST   
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