

**CITY OF CRAIG  
COUNCIL MEETING MINUTES  
THURSDAY, OCTOBER 6, 2022**

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**ROLL CALL**

Mayor Timothy O'Connor called the meeting to order at 6:30 p.m. Present were Julie McDonald, Chanel McKinley, Jim See, and Michael Kampnich. Hannah Bazinet and Millie Schoonover were absent excused.

**Staff Present:** Brian Templin, City Administrator; Hans Hjort, Harbormaster; Russell Dill, Public Works; Doug Ward, Parks and Facilities; Elli Flagg, Recreation; Samantha Wilson, Planner; Heather Mendonsa, City Clerk; Victoria Merritt, Recreation; V. Tsai, EMS; and RJ Ely, Chief of Police. Sheri Purser, Treasurer, was present telephonically.

**Audience Present:** Karen Hobart

**CANVASS ELECTION**

Heather Mendonsa said there was one questioned ballot that the state of Alaska, Division of Elections declared ineligible because the registration address was not changed to the city limits within the thirty-day deadline period required. The questioned ballot remained unopened.

KAMPNICH/MCKINLEY

Moved to approve the City Clerk's recommendation to not approve the questioned ballot.

MOTION CARRIED UNANIMOUSLY

The City Administrator and Clerk opened the absentee votes. The Clerk read aloud the votes while the Administrator and council members Chanel McKinley and Michael Kampnich tallied those votes. After adding the absentee votes to the unofficial election results, the totals were as follows:

City Council Seat B – Three Year Term

118 Chanel McKinley

6 Write-In

City Council Seat F – Three Year Term

117 Michael Kampnich

6 Write-in

School Board – Three Year Term (2 seats)

91 Patricia Conatser

69 Loni Lingley

63 Scott Brookshire

8 Write-In

School Board – Two Year Term  
126 Hans Hjort  
3 Write-In

SEE/MCDONALD

Moved to approve and certify the 2022 City  
of Craig Municipal Election Results.  
MOTION CARRIED UNANIMOUSLY

### 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.*

MCKINLEY/SEE

Moved to accept the consent agenda.  
MOTION CARRIED UNANIMOUSLY

### HEARING FROM THE PUBLIC

No public comment was presented.

### REPORTS FROM CITY OFFICIALS

**Mayor** – Tim O'Connor shared that he and Brian Templin, City Administrator, attended the Southeast Conference. It was a productive conference, and he was pleased to see good representation from Tlingit/Haida.

**Administrator** - Submitted a written report. Brian also shared how at the Southeast Conference there were some relevant side discussions. First, he spoke to AML about the needs of the barge landing when they lose the Kidco dock, which is being converted to a cruise ship destination. They are looking at whether they will truck logs across and use Thorne Bay or find another place on this side of the island. Second, Brian sat by the new State Director for USDA, and he extended an invitation for the Director to visit Prince of Wales. Boiler replacement also came up. Brian had a conversation with Priscilla Morris about funding opportunities for a replacement boiler at the pool. A contractor is installing a biomass boiler at the school, so he will go look at the pool's boiler and will meet with the city to discuss the replacement boiler. Councilwoman McDonald said she got the feeling Senator Murkowski did not support the boiler. Brian said that she had questions about the continued chip source, but still supported the boiler project. Councilwoman McKinley asked Brian about the violation at the burn pit. He explained that the DEC feels the city's corrective action plan from November 12 has not been implemented or is not strong enough. Brian disagrees. Bob Blasco, the city attorney, is reviewing the situation. Brian will set up a meeting to talk about the violation.

**Treasurer** – Submitted a written report. Brian shared that Kimber extended a job offer to a new billing clerk on Monday. She will work part time. There will also likely be a lateral move for another employee to cover the accounts payable position.

**Clerk** – Submitted a written report. Michael Kampnich extended a sincere thank you to the elections committee for their hard work and dedication. The next regular council meeting will be on October 20, 2022.

**Planner** - Submitted a written report.

**EMS** – Submitted a written report.

**Harbormaster** – Hans Hjort went to the annual Alaska Harbormaster Conference. It was scheduled to take place in Nome, but the area was hit by the typhoon, so it moved to Anchorage, instead. He was unable to submit a report while he was gone. The icehouse operator is gone for the season. Chains replaced on the delivery system ice rakes. The boatyard has continued to be busy. Fred Ensign agreed to rebuild the finger float. They found welding shops to manufacture parts for the float and the harbor will install it. The breakwater is taking on fresh water. Hans pumped it yesterday. Plans are in place to see if they can find where it is coming from with the next rainstorm. It is good that the water is fresh and not salt water.

**Library** – Submitted a written report. Patricia was not present, but Mayor Timothy O'Connor shared that Patricia is working hard on grants. Brian said the Rasmussen Tier One Grant will help fund the next step in determining if we want to expand the current library or look at building a new one.

**Parks/Public Facilities** – Submitted a written report. Councilman James See asked if the new machine will be sufficient for moving snow? Doug Ward replied that yes, it is. They will put chains on and have snow tires. Based on research that is the best option. Brian explained that the light snow / broom attachment and two different plows, one straight and one V-shaped, will help with snow removal. Doug said the brush will work when it is slushy outside. The sidewalks need maintenance so they can properly function. Mayor O'Connor is concerned about the winter trail maintenance between the high school and town so kids can walk to school. Doug said the narrower plow is the correct width to maintain the trail.

**Police** – Submitted a written report. The police station is fully staffed. Council member McKinley asked what the uniform for the code enforcement office looks like. RJ said the uniform says "CEO" on it, so it is easy to tell the uniforms apart.

**Public Works** – Submitted a written report. McDonald asked about the Award of Excellence given to public works for stellar compliance? Russ Dill explained it was given for keeping operators certified and maintaining the water system for 2021. McDonald offered congratulations for the accomplishment. Kampnich said he is concerned about seam on the road at Third Street and the highway. It is getting bigger and will fail this winter with the freeze/thaw. Once it fails it is impossible to stop. Although it is the state's

responsibility, he recommended reaching out to the state to see if they can put a patch on it or if we can fix it ourselves. See said the state is responsive with this sort of thing.

**Recreation** - Submitted a written report. Elli Flagg, the new recreation director, has placed her emphasis on volunteers and donations. With the facilities full all day, every day, we do not have staff to manage events. Elli is reviewing pool equipment with Jessica, so they have a full inventory. She will be at the pool about six hours a week. An online payment system was set up for recreation classes. McDonald said she used the system, and it was simple to use. She is excited how Elli is building on what is already in place. A discussion ensued about how to get students to the rec center after school for activities. Mayor O'Connor suggested talking to CTA to see if they can help, because they have two busses.

### **READING OF CORRESPONDENCE**

1. AFSC Speeds Up Data Collection to Tackle Bycatch Issues
2. Mariculture in Alaska Receives \$49M in Federal Grant Funding
3. Head Start Letter of Interest
4. Draft of Annual Plan of Work FY23 – Port St. Nicholas Road
5. Craig Walkability Letter

McDonald asked about the daycare center. Once the council approves the ordinance to start negotiations, she would like to have a committee sit down and see if there is a way to use the space for both Head Start and the proposed daycare. Mayor O'Connor wants to set up a meeting with Vanessa. Brian explained it would be prudent to wait until the ordinance passes. At that point, he would be happy to set up the meeting. McDonald is willing to sit in at the meeting, if needed.

See would like to know what happened to the toys that were behind the fence of the Daycare Center? He is unhappy the toys and equipment were sold, taken, or given away. Brian will follow with the Craig Childcare Center and see what funding came from the city. Kampnich continued the conversation by saying we need to have more frequent updates about the Daycare Center. Brian agreed, and said the latest RFP specified that if a nonprofit is formed there will be a board. Part of the lease process will include a person who is a member of the board. He will pursue those terms with the lease.

McKinley asked if there was any follow up with installing a blinking light at the crosswalk. RJ said there is a low frequency of crossing. See said there used to be crosswalk ahead signs on both sides of the road, but they are gone now. We will need to work with the state. Brian said he will get data from RJ and send a letter to the state highway office. Russ said there is a traffic code marking book that gives specific signage and crosswalk placement requirements.

McDonald responded to the walkability letter. She asked if there is a walking map? Victoria Merritt said yes, but it needs updating. Hans gives the maps out at the harbor. Samantha said the sidewalks are part of the CTA project and will continue over the next few years.

## **CONSIDERATION OF RESOLUTIONS AND ORDINANCES**

### **1. Ordinance 749, Investment Policies, Craig Endowment Fund**

MCDONALD/MCKINLEY

Motion to approve Ordinance Number 749, an ordinance modifying Title 3 of the Craig Municipal Code, Related to Investment Policies for the City of Craig, Alaska, by Adding Specific Asset Clauses to the Permissible Range of Investments within the Craig Endowment Fund

**MOTION CARRIED UNANIMOUSLY**

## **UNFINISHED BUSINESS**

None.

## **NEW BUSINESS**

### **1. Fire Protection Controls – Craig Clinic Building**

Doug explained this is a bid to meet code and get back to the necessary standards. The controls are anticipated to last 10-12 years. See asked if Johnson is the only person who can service the building. Doug replied yes because Johnson Controls is the only place who makes the parts. See wants it completed because it will be a code violation if we do not.

MCDONALD/KAMPNICH

Motion to enter into a purchase agreement with Johnston Controls to replace the Fire Protection System at the POW Healthcare Clinic for an amount not to exceed \$42,000. Further, direct staff to draw funds from the clinic maintenance account (\$39,000) and Capital Reserve Fund (\$3,000) to fund the project.

**MOTION PASSED UNANIMOUSLY BY  
ROLL CALL VOTE.**

### **2. Cemetery Expansion Design**

See commented that the total seemed high. Brian explained this is a concept drawing for overall plan purposes, and the architect assuming a one-time construction of everything. In reality, the cemetery will be developed over the next 30 years. McKinley asked how many spaces are still available in the cemetery. Brian said four. \$30,000 is in the budget this year for cemetery improvements. Suggestions for moving forward include expanding

by the road, moving forward on the first part of the Columbarium wall, and adding a wall to backfill for twenty-five more places. McDonald liked the plans and asked if adopting this concept meant we wanted to move in this direction. Brian said yes. Samantha thanked the council for helping guide the cemetery expansion process.

MCKINLEY/MCDONALD

Motion to adopt the cemetery expansion design.

MOTION PASSED UNANIMOUSLY BY VOICE VOTE.

3. End of Medivac Coverage

No action required

4. Community Garden

Brian gave an overview of the garden. It began with the city and SEARHC several years ago. Tim Wold has worked for the past five years to keep it going. Wally Kennedy and Albert Jaco built covers and cement foundations, using some of their own money. Russ Dill helped bring in dirt. It is now maxed out on space. McDonald would like to have the city clear property to the right of the garden and expand the fence. There is general interest from the schools to have student involvement. See was concerned about the capital required. Brian explained this has been on Russ and Doug's radar for a while, but the project is not a priority, especially with the summer schedule. Old fencing may be used to extend the fence. Russ can do the clearing once the trees are cut. There would not be major capital outlay, just using our own staff and equipment. See also said emphatically that NO roosters are allowed within city limits. The chickens and roosters should not be in the community garden. Brian explained that Elli will be collaborating with the gardeners to determine the level of city oversight. Elli will meet with garden users and talk about community involvement. Brian wants to make sure the policies are enforced with the garden. Mayor O'Connor wants to see policies, a board, and have things in place so it run more efficiently.

No action required.

5. Consider the approval of the FY21 Financial Audit

MCKINLEY/KAMPNICH

Moved to approve the FY21 Financial Audit.

MOTION PASSED UNANIMOUSLY WITH VOICE VOTE.

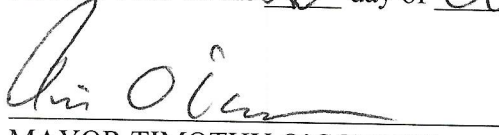
**COUNCIL COMMENTS**

McKinley would like to move council meetings away from Thursday, but there is a conflict with other meetings every other day of the week.

ADJOURNMENT  
SEE/MCDONALD

Moved to adjourn at 8:14 p.m.  
MOTION CARRIED

APPROVED on the 20 day of Oct, 2022

  
MAYOR TIMOTHY O'CONNOR

ATTEST:   
HEATHER MENDONSA, CITY CLERK

*Please note the voice recorder malfunctioned during this meeting. No audio recording of the minutes is available to the public.*

