

**CITY OF CRAIG  
COUNCIL MEETING MINUTES  
April 6, 2023**

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**ROLL CALL**

Mayor Tim O'Connor called the meeting to order at 6:35 p.m. Present were Chanel McKinley, Tim O'Connor, Hannah Bazinet, Millie Schoonover. Julie McDonald and Michael Kampnich were present telephonically.

**Staff Present:** Brian Templin, City Administrator; Kimber Mikulecky, Treasurer; Kecia Weatherwax, City Clerk; Samantha Wilson, Planner; Tsai, EMS; Hans Hjort, Harbormaster (telephonically); Patricia Gardener, Librarian (-telephonically); RJ Ely, Police Chief; Russell Dill, Public Works; Ellie Flagg, Recreation; Doug Ward, Parks & Public Facilities

**Audience Present:** Clinton Cook, Aaron Bean, Ken Quigley,

**CONSENT AGENDA**

1. City Council Meeting Minutes of March 16, 2023  
MCKINLEY/SCHOONOVER

Motion to Accept CONSENT  
AGENDA  
MOTION CARRIED

**HEARING FROM THE PUBLIC**

- Ordinance #754
- Ordinance #755

Clinton Cook commented on how we broadcast our meetings and suggested we upgrade our microphone system. The mayor told him the public is welcome to get a hard copy anytime they want. There was no other public comment.

**REPORTS FROM CITY OFFICIALS**

**Administrator** – Submitted a written report. Updated let the council and let them know the budget passed out of the budget committee and that it will come before the council on May 4<sup>th</sup>.

**Treasurer** – Submitted a written report.

**City Clerk-** Informed the city council that all Senior Tax Exemptions have been entered. I explained how they have passed them on to Henry and that there is currently no one who is on the list of appeals.

**Planner-** Submitted a written report.

**EMS** – Submitted a written report. Council member McKinley inquired about the joint position being planned for EMS/CPD. The individual selected will do admin for EMS and DMV for the police. The salary will be divided between both departments. This is pending council's approval of the budget.

**Harbormaster-** Submitted a written report. Hans was on the phone. Brian pointed out that thanks to Hans and Fred Ensign there are four completed rebuilt fingers ready to go into the harbor. The mayor commented on a good job.

**Library** – Submitted a written report.

**Police** – Submitted a written report. The mayor has reached out to other mayors on the island about writing a letter to the District Attorney for stiffer penalties. RJ requested a phone call or letter from the city council. McKinley inquired about the position of Code Enforcement Officer and how they are going to fill that position. RJ explained how Biden changed the matrix of how the courts manage drug cases. This has made it difficult to impose stronger legal penalties to drug offenders,

**Public Works** – Submitted a written report. Russell was absent excused. Brian would like to put a luncheon together for Wednesday or Thursday before he leaves on vacation. Brian said he is working on the hiring process and how widely the position will be advertised. He informed the council we have just started advertising for a new Public Works Director and gave a brief rundown of the possible recruiting efforts we will be making.

**Recreation** – Submitted a written report. The mayor commented on Kaila getting her Certified Pool Operator (CPO) certification.

**Parks and Public Facilities-**Did not submit a written report but was happy to answer any questions. Said he was happy to be back.

## **READING OF CORRESPONDENCE**

- Resignation letter from Jim See
- Letter from Aaron Bean

- State House Press Release
- Supp. Notice and Outdoor Seating
- **RAC Membership-** Resource Advisory Committee, Brian commented on how the selection process works for RAC and of how Forest service Money is set aside and how there is a need for it. Mark Pentecostal and Hillary Woods are the Point of contact. Michael Kampnich informed the council that he has re-submitted his application again. The mayor inquired if they would have enough people on this go around, and Mike replied, “no” Mike and Brian do not know how many seats are available. Millie commented on how Ketchikan and Wrangell do not have any representation on the RAC Committee. Brian informed the council that the Forest Service is looking for RAC Committee members, and explained how they allocate funds for projects. Michael Kampnich commented on how the meetings are run and how long they last. It is worth our time to commit to this, and the funding is significant just for the P.O.W. communities. The mayor asked if there were going to be enough people who are interested in joining. Without enough people they will not have enough for a quorum and will not be able to convene.
- **Monitoring Summary for Craig Public Works-**

**CONSIDERATION OF RESOLUTIONS AND ORDINANCES**

- Ordinance #754  
MCKINLEY/BAZINET

MOTION TO  
PASS/ADOPT  
ORDINANCE #754  
MOTION CARRIED  
UNANIMOUSLY BY ROLL  
CALL VOTE
- Ordinance #755  
MCKINLEY/BAZINET

MOTION TO PASS/ADOPT  
ORDINANCE #755  
MOTION CARRIED  
UNANIMOUSLY BY ROLL  
CALL VOTE

Michael Kampnich had a question, he said if we approve or not it will create an interest in other city-owned lots. The mayor agreed and noted that that if a business is there creating jobs for the community, they are generating income through sales tax and revenue for the community. The

mayor stated, our land is limited in Craig, and we can't afford to let land sit there idle, we need to have interest and the use of it as a resource. Councilmember McKinley inquired about whether it is commercial or industrial, Samantha told her it is "light industrial." Kamprich suggested that the City of Craig retains the right of first refusal or at least the right to first purchase the land back if ownership changes at any point. Councilmember McDonald and the mayor both agreed it was a valid point, Brian will add that when he is in negotiations if the council approves.

## **NEW BUSINESS**

1. CTA Joint Meeting -Update No formal action needed. Brian said there has been no time set to meet as of to date. Clinton mentioned that since it is harvesting time right now everyone is busy. Brian does not need an answer tonight but would like some guidance from the council. Julie would like us to sit down and have a more detailed conversation. Chanel McKinley said that if we don't proceed to lobby and overturn, she suggested that maybe there are projects we could pursue jointly and does not want the land to sit there idle.
2. Island Daycare Donation Request-Vanessa was on the phone. Brian explained how this request has gone through a couple of meetings, because the council wanted more information. Brian referred to a memo that was sent in previously outlining the item she would like to help with. Mille commented that she went through the business plan but was not able to locate a budget. She would like to see the bigger picture. Vanessa requested to speak and explained that they have not opened their doors yet and she cannot provide any concrete numbers as of right now. She pointed out that they are a new daycare and do not want to be judged on the previous daycare. She is not aware of what happened, nor does she know of any previous dealings with the city. The council had some concerns. Brian explained that in her by-laws they created a position for a board member so the city would be able to have someone participate, and someone would be able to participate and report back to the city. Chanel inquired about whether there was any interest in employment from others. Vanessa explained a preliminary amount of people interested in different positions, and she also stated that there is a need, and she hopes to pay their people higher than minimum wage. Brian said that once the council has been able to review the start-up costs they could come back and discuss it. Julie reviewed her business plan and appreciated the time and effort she had made on the plan. Julie remarked that there has always been an unspoken knowledge that if someone started up the daycare, they would need help. Vanessa said it was never their intention to rely solely on the city for financial assistance. She is not just focusing on the city she is pursuing every possible source. Vanessa said they are starting from ground zero and everything is brand new and with shipping costs and the living costs she is trying to find a way to make this work. The mayor also added that this is important that we get some form of childcare going here. He has heard about the need for childcare all over at the meetings he has attended, we are more than willing to help you with this, and Brian asked

if the council would like to take any action tonight. Vanessa said she would be at every meeting after this one and appreciates the council's attention.

3. Caselle Software- - Brian updated the council on the status of the changeover process. The budget committee was agreeable, we will start the process now using the general fund money to pay for the new software. Brian proposes that we pay \$30,000 this year and pay the remaining next year to switch to Caselle by July 2024. Brian explained that the staff has been running into issues and asked the council to make a motion to Motion has been made to start the process.

BAZINET/SCHOONOVER

MOTION CARRIED  
UNANIMOUSLY BY  
ROLL CALL VOTE.

4. **Water Issues (Credit for Water Bill)**- We are considering giving credit to our customers. Our revenues are generally up for the fiscal year, and we would like to do something to lighten the load for our residents. Chanel asked about how many gallons are used by the average customer. Staff proposed a \$30.00 credit based on the usual usage per household and averaging it out to \$30.00. Chanel remarked about the substantial amount it would cost the city versus whether it would satisfy the residents. Brian explained it is a reasonable effort on the city's part to make amends for the period that potable water was not available. Clinton commented that sewer cost is more than water, the reality is that if you're running your tap to clear the water, you're using your sewage as well. Brian commented that while sewer usage does cost more than water usage that toilets and other water used more related to sewer and were still available to the public. Motion made to credit customers \$30.00 on their next water bill.

BAZINET//SCHOONOVER

MOTION CARRIED  
UNANIMOUSLY BY ROLL  
CALL VOTE

## **NEW BUSINESS**

1. Vacancy Seat C (Memo to Council with Letters of Interest) Brian went on to explain to the council that they have the option to go into executive session. It is not required but the option is there if there were matters that the council wanted to discuss that would qualify for an executive session. The council decided that there was no need for an executive session. Brian went on to explain there were three applicants and two of the candidates had withdrawn their names from consideration. and Fred Hamilton Jr. and Trampus Conatser both withdrew their names for consideration. Julie interjected that she has somebody who is interested, and she forgot about the deadline. The deadline was the 29<sup>th</sup>

of March. Brian informed the council that if they decide not to select anybody tonight, we can extend the application period. The mayor thinks it would be a good idea to extend it being that it happened so quickly. Michael said he is comfortable with extending it, Brian suggested extending it to April 26<sup>th</sup> so it will give Kecia enough time to get advertised. Motion to extend the application for Vacant Seat C on the City Council

SCHOONOVER/MCKINLEY

MOTION CARRIED  
UNANIMOUSLY  
BY  
ROLL CALL VOTE

### COUNCIL COMMENTS

Council comment: Julie would like to reiterate the housing issue. Would like us to keep it on our radar and would like the city to foster and encourage housing. She hears from people who need housing. The school is short-staffed because they cannot find housing for their teachers.

Next council meeting will be **May 4, 2023**

### ADJOURNMENT

SCHOONOVER/MCKINLEY

Moved to Adjourn  
at 8:00p.m.  
MOTION CARRIED

APPROVED ON THE 4<sup>th</sup> DAY OF May, 2023.

  
TIM O'CONNOR, MAYOR

  
KECIA WEATHERWAX, CITY CLERK

