

**CITY OF CRAIG
COUNCIL MINUTES
November 2, 2023**

ROLL CALL

Mayor Kasey Smith called the meeting to order at 6:31 pm. Present were, Kasey Smith, Hannah Bazinet, Cody Schwegel, Josh Bennett (telephonically), Michael Kampnich, Chanel McKinley, Millie Schoonover.

Staff Present: Brian Templin, Administrator; Kimber Mikulecky (telephone), Finance Director; Samantha Wilson, Planner; Venessa Russell (telephone), EMS coordinator; Hans Hjort, Harbormaster; Stephanie Merritt, Librarian; RJ Ely (telephone), Police Chief; Oliver Lewis, Public Works; Elli Flagg (telephone), Recreation Director.

SWEARING IN OF COUNCIL MEMBERS AND MAYOR

The administrator asked new council member Josh Bennett; reelected council members Cody Schwegel and Millie Schoonover; and newly elected Mayor Kasey Smith to repeat the oath of office. All council members were sworn in.

CONSENT AGENDA

The Meeting minutes of October 5, 2023, and the Meeting minutes of October 19, 2023, were on the consent agenda. Brian commented that Mayor O'Connor was mistakenly put on the signature block for the October 19th minutes. Brian said that staff would correct that. A motion was made and seconded to approve the consent agenda as amended.

MCKINLEY/KAMPNICH

APPROVED 6-0

HEARING FROM THE PUBLIC

Clinton Cook thanked the mayor for attending the rural subsistence advisory board meeting. Clinton commented that Pt. Bagial is very dark and needs some streetlights. Clinton commented that more ditch maintenance needs to be done around town. Clinton reminded the council that the CTA council would still like to have an elected officials meeting with the Craig City Council.

Michelle Hoffman was unhappy with some recent billing experiences and would like the administrator and mayor to look into it and get back with her.

Victoria Merritt announced that the POWER Christmas Concert will be December 17th.

REPORTS FROM CITY OFFICIALS

Mayor – the mayor attended the rural subsistence advisory board meeting at the Voc Tec Center and felt that there was a good turnout. Mayor Smith talked about meeting with Markos Scheer to talk about mariculture development in Craig.

Administrator – submitted a written report. The council had some questions regarding the daycare building. Brian said that they are moving forward on the carpeting and that Island Daycare was waiting on some funding from the state. Brian went on to say that he expected the

building to be ready by the end of December. Cody Schwegel asked if they had to start their repayment before the center was open. Brian said he would work that out with Island Daycare and get back to the council.

Treasurer – submitted a written report. Kimber added that Natalie Stone would be attending the AFGOA conference in December along with Kimber.

City Clerk – no clerk report was submitted. Brian told the council that the consensus of the council replies was that the second Thursday was a good meeting day for December. Brian said he would schedule the council meeting for December 14th.

City Planner – submitted a written report. There was some discussion about Daniel Nelson's greenhouse and the variance that had been denied recently. Samantha stated Daniel is welcome to get a building permit to move the structure in a different area of his yard or tear it down. The Planning Commission did not set a deadline for Daniel in case he wants to appeal his denied variance, and he has 30 days to file an appeal.

Fire/EMS Coordinator – Venessa said that she had been having some email problems so if anyone had reached out to her and hadn't gotten a response to let her know. Venessa also reported that the oxygen generator was back in operation, staff had performed preventative maintenance on both ambulances, the EMS billing is now caught up, the overhead door in the ambulance bay is fixed, and that they have one new volunteer.

Harbormaster – submitted a written report. Hans added that two new finger floats had been installed and that two more were scheduled for replacement next week. Josh Bennett asked about the parking at the boat launch. He said there were too many violators. Brian and RJ reported that the code enforcement officer should work with the harbormaster. There was a suggestion made that the ditch line be filled in with a culvert to create additional parking. Hans reported that the harbor advisory committee met and talked about fee or additional fine for persons who plug into someone else's meter.

Library – submitted a written report. Cody Schwegel mention that kids were excited to go to the library for Halloween.

Police Chief – submitted a written report. Lots of drug activity and the PD has been busy with that. RJ said that he is helping the harbor be able to issue citations.

Public Works – submitted a written report. Josh Bennett asked about the status of the cameras at the burn pit. Oliver said the cameras were working, but the computer interface was acting up. They have that issue resolved now.

Recreation – submitted a written report. Elli reported that this was her last council meeting and that she would be working remotely for a while.

READING OF CORRESPONDENCE

There were no correspondence items on the agenda.

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

1. Appointing Vice Mayor McKinley 2023 Resolution 23-15. Brian reported that the municipal code allows for appointment of a person to stand in for the mayor when they are absent. Brian also said that Chanel was the current appointment and was willing to be reappointed, but that the municipal code required appointment of the vice after each election. A motion was made and seconded to approve Resolution 23-15 appointing Chanel McKinley as vice mayor.

KAMPNICH/BAZINET

APPROVED 5-0

MCKINLEY

RECUSED HERSELF

UNFINISHED BUSINESS

1. Department Head Salary Review Committee. Brian reported that the council had established a committee to review department manager wages but had not been able to meet prior to the election and that some committee members were no longer on the council. Brian reminded the council that the mayor appointed committee members. Mayor Smith appointed Council members Schoonover, Bazinet, Kampnich, and Bennett to the committee. Brian said he would like the committee to meet Tuesday, November 7th. Josh asked to move the meeting time to 4:30 pm.
2. Joint Meeting with CTA Council. Brian reported that the council asked back in April to meet with members of the CTA council. Due to the Open Meetings Act restrictions Brian informed the council that a closed door meeting, as requested by CTA could not include more than three council members. The council appointed Josh Bennett, Mike Kampnich, and Chanel Mckinley to meet with the CTA council members. A motion was made and seconded for the appointments.

BENNETT/BAZINET

APPROVED 6-0

NEW BUSINESS

1. Discussion on Revision of Title 2.04.050, City Clerk. Council member Bennett asked for this item to be added to the council agenda. Josh suggested that having the council hire, supervise and potentially fire the city clerk would be a better way to manage the position. Brian suggested to the council that if they wanted to see a change to the ordinance that they should direct staff to draft an ordinance and bring it back to the council. Other council members felt that it would be difficult for the council as a whole to manage the clerk and that it should remain as it is. No action was taken on this item by the council.
2. Resignation of Cody Schwegel from Craig City Council. Cody reported that he has recently moved to Hollis and felt it was unfair to continue to serve on the council. Brian reported to the council that it was common for the council to solicit letters of interest. Brian said that if the council was interested in this that staff would advertise for letters of interest with a deadline of November 14th so that staff could ensure eligibility and the council could make an appointment at

the November 16th council meeting. A motion was made and seconded to accept Cody's resignation and to direct staff to advertise for letters of interest with a deadline of November 14th.

MCKINLEY/BAZINET

APPROVED 6-0

COUNCIL COMMENTS

Josh Bennett asked staff to start broadcasting meetings again. Brian said that they had stopped because the audio quality had degraded to the point that the broadcasts were unintelligible. Brian said that he would have staff work on the issue.

Michael Kampnich mentioned that there was a national news article recently regarding trawl bycatch that was a good article. Michael expressed that it is still a big battle, but that momentum seems to be going the right way.

ADJOURNMENT

A motion was made and seconded to adjourn the meeting at 8:20 pm.

MCKINLEY/BAZINET

APPROVED 6-0

KASEY SMITH, MAYOR

ATTEST: BRIAN TEMPLIN, ADMINISTRATOR