

**CITY OF CRAIG  
COUNCIL AGENDA  
NOVEMBER 16, 2017  
COUNCIL CHAMBERS 7:00 P.M**

**ROLL CALL**

Mayor Tim O'Connor, Dave Creighton, Greg Dahl, Jim See, Julie McDonald, Mike Douville, Jan Trojan

**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 October 5, 2017
- City Council Meeting Minutes of October 19, 2017
- City Council Meeting Minutes of November 2, 2017

**HEARING FROM THE PUBLIC**

- Open for public comment
- Resolution 17-10, Supporting the Coordinated Public Transit Plan and Transit Priorities for POW Island
- Resolution 17-11, Appointment of Vice-mayor
- Final Reading and Public Hearing of Ordinance 705, Combining of Offices

**READING OF CORRESPONDENCE**

- 3<sup>rd</sup> Quarter Sales Tax Report
- SSRAA Appointment Letter

**CONSIDERATION OF RESOLUTIONS AND ORDINANCES**

- Resolution 17-10, Supporting the Coordinated Public Transit Plan and Transit Priorities for POW Island
- Resolution 17-11, Appointment of Vice-mayor
- Ordinance 705, Combining of Offices

**UNFINISHED BUSINESS**

**NEW BUSINESS**

- Pool Passes for SEARHC

**ADJOURNMENT**



CITY OF CRAIG  
COUNCIL MEETING  
THURSDAY OCTOBER 5, 2017

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**ROLL CALL**

Mayor Dennis Watson called the meeting to order at 7:00 p.m. and the roll was taken. Present were Greg Dahl, Mike Douville, Jan Trojan, Don Pierce, Jim See and Hannah Bazinet.

**Staff present:** Jon Bolling, City Administrator; Kassi Mackie, City Clerk; Joyce Mason, Treasurer; Brian Templin, City Planner; Jessica Holloway, Aquatic Center Manager; RJ Ely, Police Chief; Victoria Merritt, Parks, and Recreation Director; Doug Ward, Parks and Public Facilities Manager

**Audience present:** Lisa Radke, A. Deering, Connie Ward, Tim O'Connor, Barbara Stanley, Brody Bazinet, Clinton Cook, Carolyn Chapman, Jeff Chapman, Cathy Bolling

**CANVASS ELECTION**

PIERCE/TROJAN  
and moved to reject the single absentee ballot all questioned ballots from the October 3, 2017 municipal election.  
MOTION CARRIED UNANIMOUSLY

The absentee ballots remaining were tallied. The final votes were as follows:

Mayor

Dennis Watson- 101  
Timothy O'Connor- 176  
Write-in- 1

Council

Craig Peterson- 21  
Barbara Stanley-80  
Julie McDonald-145  
David Creighton-115  
Patrick Tyner- 65  
Chanel McKinley-108  
Write-in- 2

School Board

Daniel Nelson-102  
Buck Bazinet-96  
Beverlee Tyner-24  
Melissa Brooks-87  
Marla Dillman-94  
Cody Schwegel-94  
Matt Dinon-26  
Write-in-1

Proposition 1

Yes-231  
No-45

Proposition 2

Yes-185  
No-92

The School board candidates didn't receive 40% of the votes cast, therefore the council determined a runoff election was necessary between the top four candidates. Daniel

Nelson, Buck Bazinet, Marla Dillman and Cody Schwegel were placed in a runoff election.

PIERCE/BAZINET

moved to hold a runoff election on October 26<sup>th</sup> with absentee voting beginning October 6<sup>th</sup> between Marla Dillman, Cody Schwegel, Daniel Nelson, and Buck Bazinet for the two vacant school board seats.

MOTION CARRIED UNANIMOUSLY

Mayor Watson congratulated the new council members and mayor. Mayor Watson also commented that the city has healthy reserves, a balanced budget and projects that are sustainable because of the reserve funding that prior council members established. Mayor Watson urged the newly elected officials to care for the reserves and not see them depleted during their time on the council. Don Pierce chaired the remainder of the meeting.

#### **CONSENT AGENDA**

- **Introduction and First Reading of Ordinance 702, Application for purchase of city property from Bill Hunt**
- **Introduction and First Reading of Ordinance 703, Changing Sections 2.04.045 and 2.04.260 of the Craig Municipal Code**

TROJAN/DOUVILLE

moved to approve the consent agenda.

Mike Douville would like to discuss Ordinance 702. Mike is not in favor of selling city property unless there is a good reason, and would like for the other council members to consider whether the sale is worth losing another parcel of city property.

MOTION CARRIED UNANIMOUSLY

#### **HEARING FROM THE PUBLIC**

- **Final Reading and Public Hearing of Ordinance 702, Application for purchase of city property from Bill Hunt**
- **Carolyn Chapman Utility Rate**

Jeff Chapman was present on behalf of Parson's Rentals to request the at the council conduct a Rural Utility rate study through the Division of Community and Regional Affairs, at no cost to the city.

Chaundell commented that the property Mr. Hunt is requesting to purchase could be used as the site for the new firehall, and would be a great location and convenient for the calls out Port St. Nicholas as well as the volunteers. Chaundell would like for the council to deeply consider this ordinance.

Andy Deering asked whether Ordinance 703 is for setting future compensation or the current compensation. Jim See replied that as the requestor, Jim had hoped this would bring the compensation before the council in a separate ordinance rather than the budget.

Andy also commented that the council and mayor compensation is higher than other municipalities, and hopes the council will address this later.

## **REPORTS FROM CITY OFFICIALS**

**Mayor/IFA-** Don Pierce would like to nominate Dee Dee Jeffreys for the At-Large position on the IFA.

**Administrator-** Jon provided a written report. Jon added that the city received notice of a drinking water violation. The public has been notified of this, and it is relatively common. Mayor Watson emailed Jon a notice of a meeting from Southeast Alaska Regional Dive Fisheries Association. SARDFFA would like to conduct an economic feasibility study in Alaska for Sea Cucumbers. SARDFFA requested a letter of support from the City of Craig. Mike Douville commented that it would be beneficial to see what SARDFFA is proposing prior to supporting the endeavor.

**Treasurer-** Joyce provided a report and commented that the council may notice the additional Revenue Sharing funding from the State. The Finance Department has posted web pay through the city website, to allow customers to pay bills online.

**Aquatic Manager-** Jessica reported that the pool variable control drive went down, so the pool was shut down for a few days. Jessica reported hiring two new employees, and the center is now fully staffed.

**City Clerk-** Kassi noted that the next scheduled meeting is November 2<sup>nd</sup>, but there may be a second meeting in October. Newly elected officials take office Monday.

**City Planner-** Brian provided a written report. Jim See commented that West Hamilton and Beach Road could benefit from a sidewalk. Brian commented that the CTA is continuing the project, but Brian hasn't received an update. Jim See commented that the Homeland Security grant cycle is upcoming, and asked if Brian has a list of what the city will apply for. Brian commented that until staff knows what the applications are for, Brian has an idea of what staff will apply for, but hasn't solidified a "wish list" for the application.

**EMS Coordinator-** Chaundell provided a written report. Chaundell reported the trainings that have been conducted over video. Time went to Fire Chief conference this week.

**Harbormaster-** Hans was absent excused.

**Library-** Kim provided a written report.

**Police Chief-** RJ provided a written report.

**Public Works-** Dave provided a written report.

**Parks and Rec-** Victoria was out of town, and since returning has participated in strategic planning for the school. The Harvest Festival is coming up, and there will be a swap meet later this month.

**Parks and Public Facilities-** Doug provided a written report.

**Fire Department-** Tim attended the Rural Fire Chief's conference last week. Mike Douville commented on the pursuit of a portable fire pump for the harbor. Tim replied that there was one in Sitka mounted on a four-wheeler. Their pump used salt water, but it would be approximately \$5,000 most likely. Jon will consult with Hans regarding the acquisition of a pump for this use. Mike Douville thinks it would be worthwhile to have a portable pump available for the harbor.

#### **READING OF CORRESPONDENCE**

- **USFS Land Sale**
- **Potential Assessment on Port St. Nicholas Road**
- **Governor requests legislature to toughen criminal justice**
- **Veteran's Day donation request**
- **Salmon Cannery article**
- **Bed Tax letter from Loy Martindale**
- **Federal Subsistence Regional Advisory Council Packet**
- **Wolf Harvest Quota**
- **APCM September Report**
- **Response to Chinook non-retention letter sent by Jon Bolling**

Jim See is unhappy with the reply to Jon's letter regarding the Chinook non-retention period. Jim would like to see staff draft a response.

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

#### **UNFINISHED BUSINESS**

#### **NEW BUSINESS**

##### **Consider utility rate workshop date and scope**

Jon provided a memo regarding guidance on the proposed utility workshop. Greg Dahl would like to have a workshop for sewer and garbage. Mike Douville would like to discuss garbage, but doesn't think the utilities need changed. Jim See would like to speak about the garbage as well. Carolyn Chapman would like to put the proposed rate study on the next agenda under new business.

##### **Consider approval, Lots 3A and 4A, Salmonberry Subdivision**

PIERCE/BAZINET

moved to direct staff to adjust the total price of the lots to the minimum, value allowed under municipal code (\$66,500 each).

Jim See is hesitant to loan to buyers who are not able to purchase the lots through a bank loan. Mike Douville commented that it's not imperative that the lots get sold.

**MOTION CARRIED UNANIMOUSLY**

**Consider final approval of lease of city property to Southern Southeast Regional Aquaculture Association**

DOUVILLE/SEE  
lease

moved to approve the final terms of the  
of city property to Southern Southeast  
Regional Aquaculture Association.

**ADJOURNMENT**

PIERCE/DAHL

moved to adjourn at 8:13 p.m.  
MOTION CARRIED

APPROVED \_\_\_\_\_

\_\_\_\_\_  
MAYOR TIMOTHY O'CONNOR

ATTEST \_\_\_\_\_  
KASSI MACKIE, CITY CLERK





**ROLL CALL**

Mayor Timothy O'Connor called the meeting to order at 7:00 p.m. and the roll was taken. Present were Greg Dahl, Mike Douville, Jan Trojan, Julie McDonald, Jim See and David Creighton.

**Staff present:** Jon Bolling, City Administrator; Kassi Mackie, City Clerk; Joyce Mason, Treasurer; Brian Templin, City Planner

**Audience present:** Lisa Radke, A. Deering, Carolyn Chapman, Jeff Lundberg, Craig Peterson

**CONSENT AGENDA**

- **City Council Meeting Minutes of September 9, 2017**
- **City Council Special Meeting Minutes of September 22, 2017**
- **Introduction and First Reading of Ordinance 704, Amending Title 1, Adding Section 1.20-Creation, Notice and Recording of Liens.**

DAHL/TROJAN

moved to approve the consent agenda.  
MOTION CARRIED UNANIMOUSLY

**HEARING FROM THE PUBLIC**

- **Final Reading and Public Hearing of Ordinance 702, Application for purchase of city property from Bill Hunt**
- **Final Reading and Public Hearing of Ordinance 703, Changing Sections 2.04.045 and 2.04.260 of the Craig Municipal Code**

Carolyn Parsons read her letter regarding utility rates.

Jeff Lundberg was present to discuss the Port St. Nicholas Hatchery. The Chinook are currently at 12.5-16 grams which is appropriate for the timing of year. The 2017 eggs have been taken at the Whitman Lake Hatchery, and will be bringing them to the island at the beginning of Spring. 123,000 fish returned this year by common property. The hatchery harvested 57,500 fish in the last month. The staff is holding 4.7 million smolts in the lake.

**REPORTS FROM CITY OFFICIALS**

**READING OF CORRESPONDENCE**

- **SSRAA Request for Proposals**
- **Swanton to Chinook Interests**

**CONSIDERATION OF RESOLUTIONS AND ORDINANCES**

**Ordinance 702, Application for purchase of city property from Bill Hunt**

DOUVILLE/DAHL

moved to approve Ordinance 702, authorizing the city administrator to negotiate the sale of city owned property to William Hunt.

Mike Douville doesn't believe this land sale is a benefit to the city, and is opposed to selling

more city property. Mike would be in support of a land exchange for an equal amount of property to square both lots. Jim See agrees. Jan Trojan mentioned that the land was initially targeted for a firehall, and the land was given to the city by Shaan Seet. Greg Dahl

also supports a land exchange, but not a sale. Mike Douville doesn't want the ordinance amended at this point, but also won't approve it.

Mike Douville- No

Jan Trojan-Yes

Julie McDonald- No

David Creighton-No

Greg Dahl- No

Jim See- No

MOTION FAILED BY ROLL CALL VOTE

**Ordinance 703, Changing Sections 2.04.045 and 2.04.260 of the Craig Municipal Code**

SEE/DAHL

moved to adopt Ordinance 703.

MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**Consider purchase of new alum station**

DAHL/SEE

moved to accept the quote from CP Crowley for the acquisition of an alum station, and authorize total project expenditures up to \$40,000 to make the station operational.

**Consider utility rate workshop date and scope**

Jon and Joyce spoke with the City's Local Government Specialist, Iura Leahu regarding the utility rate study. Mr. Leahu will be traveling to the island in the upcoming week to begin work on this, but has provided a few copies of some utility rate studies that have been conducted in Alaska by Mr. Leahu's department. Joyce anticipates this study taking approximately 3 months, which will put the results coming in around the time that budget discussions begin. Mike Douville commented that the additional sewer cost came from all the treatment costs for sewer, and Mike doesn't believe that the rates are unfair. Dave Creighton would like more information regarding the rate study. Jon recommended that the rate study be started now, to line up with the budget process. The council agreed.

SEE/DAHL

moved to accept recommendation one and two on the utility rate review.  
MOTION CARRIED UNANIMOUSLY

**Consider appointment of Public Works Director**

DOUVILLE/DAHL

moved to appoint Mr. Russell Dill to the position of Craig public works director  
MOTION CARRIED UNANIMOUSLY

**Direction on Craig Municipal Code Section 2.04.260**

Jim See doesn't believe that the Fire Chief's volunteer position matters, as there is no compensation for the position. Therefore, the council is in favor of changing the code to allow the Fire Chief to be the Mayor as well. Greg Dahl directed staff to bring forth an ordinance exempting the fire chief from the combining of offices section of the Craig Municipal Code.

**ADJOURNMENT**

SEE/DAHL

moved to adjourn at 7:54 p.m.  
MOTION CARRIED

APPROVED \_\_\_\_\_

\_\_\_\_\_  
MAYOR TIMOTHY O'CONNOR

ATTEST \_\_\_\_\_  
KASSI MACKIE, CITY CLERK



**ROLL CALL**

Mayor Tim O'Connor called the meeting to order at 7:02 p.m. and the roll was taken. Present were Greg Dahl, Jan Trojan, Jim See and Dave Creighton. Absent excused was Julie McDonald and Mike Douville.

**Staff present:** Jon Bolling, City Administrator; Kassi Mackie, City Clerk; Joyce Mason, Treasurer; Brian Templin, City Planner; Jessica Holloway, Aquatic Center Manager; RJ Ely, Police Chief; Victoria Merritt, Parks, and Recreation Director; Doug Ward, Parks and Public Facilities Manager

**Audience present:** Connie Ward, Paul Dawson, Margaret Dawson, Shauna Colbert, Hannah Bazinet, Carolyn Chapman

**CANVASS ELECTION**

TROJAN/DAHL

moved to reject the single absentee ballot from the October 26, 2017 municipal runoff election.

MOTION CARRIED UNANIMOUSLY

The absentee ballots remaining were tallied. The final votes were as follows:

**School Board**

Marla Dillman- 79

Daniel Nelson-70

Cody Schwegel- 55

Buck Bazinet- 44

SEE/TROJAN

moved to certify the 2017 municipal runoff election.

MOTION CARRIED UNANIMOUSLY

**CONSENT AGENDA**

- **Introduction and First Reading of Ordinance 705, Combining of Offices**

TROJAN/DAHL

moved to approve the consent agenda.

MOTION CARRIED UNANIMOUSLY

**HEARING FROM THE PUBLIC**

- **Final Reading and Public Hearing of Ordinance 704, Amending Title 1, Adding Section 1.20- Creation, Notice and Recording of Liens**

Carolyn Chapman was present to ask whether the council had decided to pursue the rate study by the State of Alaska Rural Utilities. Jon commented that our Local Government

Specialist, Iura Leahu visited city hall last week, and compiled information for the rate study. Carolyn also asked if the utility committee had met to discuss rates. Greg Dahl mentioned that the committee will meet after the study is done, and have the State's recommendation to review.

Shauna Colbert was present to request collaboration with the Craig Aquatic Center to provide a fitness program. Shauna is requesting 10 discounted pool passes for the 12-week program. This will be on an upcoming agenda.

## **REPORTS FROM CITY OFFICIALS**

**Mayor/Fire Department-** Mayor O'Connor has been working with the planning department to put together a list of needed equipment and training for the upcoming grant cycle. The Fire Department received 10 new LED lamps, and responded to two fires this month.

**Administrator-** Jon provided a written report.

**Treasurer-** Joyce provided a report.

**Aquatic Manager-** Jessica provided a written report.

**City Clerk-** Kassi noted that the next scheduled meeting is November 16<sup>th</sup>. Kassi also commented that the council should nominate a member for the vice-mayor position. Jim See mentioned that Mike Douville had agreed to fill the position, but if Mike didn't, that Jim would fill the position.

**City Planner-** Brian provided a written report.

**EMS Coordinator-** Chaundell provided a written report and added that the EMS department staff handed out candy in the firehall for Halloween this year in place of a haunted house.

**Harbormaster-** Hans provided a written report. Hans mentioned that the new cameras are being installed around the harbor facilities with the help of Parks and Public Facilities staff.

**Library-** Kim provided a written report, and was absent excused.

**Police Chief-** RJ provided a written report. RJ explained that the tsunami alarm at the pool is not communicating with the alarm system, but can still be manually activated. Don Thomas will be consulting with RJ to make the necessary repairs.

**Public Works-** Dave provided a written report.

**Parks and Rec-** Victoria provided a written report and added that the Christmas tree lighting at the Hill Bar will be December 3. The winter bazaars are filling up fast, and the Power concert will be December 10<sup>th</sup>.

**Parks and Public Facilities-** Doug provided a written report and elaborated on the camera installation in the harbor. The council asked about a burn pit camera, and staff will be considering options for installation at the burn pit in the upcoming months.

**READING OF CORRESPONDENCE**

- **APCM September Report**
- **Thank you, from the Huestis Family**
- **Public meeting notice for Coordinated Public Transit-Human Services**
- **2017 Full Value Determination**
- **Letter from William Craske**

Jan commented that the Huestis family was grateful for the burial procedures and services they received from city staff. Kassi commented that the Public Works department staff went beyond to assist with the burial.

Jon summarized the Coordinated Public-Transit-Human Services meeting, and what projects will be brought to the council by resolution at the next meeting.

**CONSIDERATION OF RESOLUTIONS AND ORDINANCES**

**Ordinance 704, Amending Title 1, Adding Section 1.20- Creation, Notice and Recording of Liens**

DAHL/SEE

moved to adopt Ordinance 704.  
MOTION CARRIED UNANIMOUSLY  
BY ROLL CALL VOTE

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**Consider action on Congressional Review of Tongass Transition Plan**

SEE/DAHL

moved to direct staff to draft a letter to the delegation encouraging review of the Tongass Transition Plan Update under the congressional review.  
MOTION CARRIED UNANIMOUSLY

**Request for Participation in Roadless Rule Appeal**

SEE/TROJAN

moved to appropriate \$5,000 for participation in the Roadless Rule Appeal

**ADJOURNMENT**

PIERCE/DAHL

moved to adjourn at 7:36 p.m.  
MOTION CARRIED

APPROVED \_\_\_\_\_

\_\_\_\_\_  
MAYOR TIMOTHY O’CONNOR

ATTEST \_\_\_\_\_  
KASSI MACKIE, CITY CLERK





## **CITY OF CRAIG MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: November 3, 2017  
RE: Resolution 17-10

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Attached you will find Resolution 17-10. The resolution supports efforts by Southeast Senior Services (SSS), the Interisland Ferry Authority (IFA), and Craig Tribal Association (CTA) to plan for various transit services on Prince of Wales Island for the coming year.

In order to identify the priority projects, a local transportation planning committee must meet and agree on the projects. The committee met on Thursday, November 2 to discuss services and gaps in service for the Craig/Klawock/Hollis area. Attending the meeting were representatives from the City of Craig, SSS, IFA, and CTA, and some members of the public. The group settled on the projects listed below.

- the rides that SSS provides to the elderly and disabled to and from the IFA terminal in Hollis, a replacement transit bus/van for SSS used to give rides to Craig/Klawock seniors and to deliver meals to home bound elders;
- an operational payment to IFA through the federal Section 5311 program;
- support for a TIGER grant for capital needs at IFA;
- support for CTA in procuring two transit vehicles.

Each of these projects is listed on the second page of Resolution 17-10.

Much of the funding for the identified projects is accessed through the Alaska Department of Transportation and Public Facilities, which in turn receives transit dollars from the U.S. Government. A resolution approved by a public entity, such as the City of Craig, is needed to qualify for the grant funds.

The Craig city council has considered and approved very similar resolutions of support of transit projects over the past few years.

### **Recommendation**

Approve Resolution 17-10.



CITY OF CRAIG  
RESOLUTION 17-10

A RESOLUTION SUPPORTING THE COORDINATED PUBLIC TRANSIT PLAN AND  
TRANSIT PRIORITIES FOR PRINCE OF WALES

WHEREAS, people with specialized transportation needs merit access to mobility. Individuals with limited incomes and people with disabilities rely heavily, sometimes exclusively, on public and specialized transportation services to live independent and fulfilling lives. These services are essential for travel to work and medical appointments, to run essential errands, or simply to take advantage of social or cultural opportunities; and

WHEREAS, under Fixing America's Surface Transportation (FAST) Act, projects funded by Federal Transit Administration (FTA) Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities program must be included in a locally developed, coordinated public transit-human services transportation plan. The Alaska Department of Transportation and Public Facilities requires any human service transit projects funded by the Alaska Mental Health Trust to also be included in a coordinated public transit-human services transportation plan ; and

WHEREAS, the FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program provides operating and capital assistance funding to provide transit and purchase of services to private nonprofit agencies, federally recognized tribes, and to qualifying local public bodies that provide specialized transportation services to elderly persons and to persons with disabilities; and

WHEREAS, Alaska Mental Health Trust provides grants to private non-profit agencies, federally recognized tribes, and to qualifying local public bodies that serve community transit needs of trust beneficiaries, namely Alaskans who experience mental illness; developmental disabilities; chronic alcoholism with psychosis; or Alzheimer's disease and related dementia through funding for operating assistance, purchase of services, capital and coordinated transportation system planning; and

WHEREAS, a local committee with participation by the Craig Tribal Association, Southeast Senior Services, Interisland Ferry Authority, City of Craig, Catholic Community Service, and members of the public met on November 2, 2017; and

WHEREAS, those attending included representatives of seniors, individuals with disabilities, public, private, and non-profit transportation and human services providers, and participation by other members of the public; and

WHEREAS, the local committee reviewed and recommended through consensus a list of transit priorities to be submitted to the State of Alaska Department of Transportation and Public Facilities; and,

WHEREAS, the priority list is as follows:

- Southeast Senior Services Hollis rides transports
- Southeast Senior Services transit van replacement
- Interisland Ferry Authority Section 5311 subsidy
- Interisland Ferry Authority TIGER grant application
- Craig Tribal Association procurement of two transit buses

NOW, THEREFORE, BE IT RESOLVED BY THE CRAIG CITY COUNCIL:

SECTION 1. That the City of Craig supports the local committee's Coordinated Plan and prioritized projects.

SECTION 2. That this resolution takes effect immediately upon its adoption.

ADOPTED BY THE CRAIG CITY COUNCIL THIS 16<sup>th</sup> day of November, 2017

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Mayor Tim O'Connor

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City Clerk Kassi Mackie

**CITY OF CRAIG  
MEMORANDUM**

To: Craig City Council  
From: Kassi Mackie, City Clerk  
Date: November 7, 2017  
RE: Resolution 17-11

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Attached you will find Resolution 17-11. This is a housekeeping item for appointment of the Vice-Mayor. I spoke with Mike Douville and he has agreed to chair the meetings in the Mayor's absence.

**Recommendation**

Approve Resolution 17-11.

CITY OF CRAIG  
RESOLUTION 17-11

A RESOLUTION APPOINTING A VICE MAYOR FOR THE CITY OF CRAIG

WHEREAS, The City of Craig Municipal Code Section 2.04.040 provides for appointment of a vice mayor by the council, and;

WHEREAS, Don Pierce, previous vice mayor has vacated the council seat, and;

WHEREAS, Mike Douville, Councilmember has agreed to act in the mayor's stead,

WHEREAS, This resolution shall be effective until be the first Monday after the 2018 Municipal Election,

NOW, THEREFORE, BE IT RESOLVED BY THE CRAIG CITY COUNCIL: That Mike Douville be appointed Vice-Mayor, and shall act on the Mayor's behalf when the Mayor is absent.

ADOPTED BY THE CRAIG CITY COUNCIL THIS 16<sup>th</sup> day of November, 2017

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Mayor Tim O'Connor

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City Clerk Kassi Mackie

**CITY OF CRAIG  
MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: November 8, 2017  
RE: Ordinance No. 705

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At its October 19 meeting, the council discussed the wording at Section 2.04.260 of the Craig Municipal Code, regarding the prohibition on appointment of the mayor and council to administrative or appointive capacities, in light of fire chief Tim O'Connor being elected to the office of mayor. The outcome of that discussion was a request from Councilman Greg Dahl to sponsor an ordinance that clearly permits the mayor to also serve as fire chief. That ordinance is attached here as Ordinance 705, scheduled for public hearing and second reading at the council's November 16 meeting.

The proposed modification to Section 2.04.260 is shown in underlined text, which indicates text added to the existing section. The modification allows the mayor or a city council member to also serve as fire chief. The existing criteria required to serve as fire chief, found at Section 2.20 of the municipal code, as well as the established appointment procedure, remain in effect.

**Recommendation**

Approve Ordinance No. 705 at second reading.

**CITY OF CRAIG  
ORDINANCE No. 705**

**MODIFYING SECTION 2.04.260 OF THE CRAIG MUNICIPAL CODE REGARDING  
COMBINING OF OFFICES**

Section 1. Classification. This ordinance is of a general and permanent nature and the code sections adopted hereby shall become a part of the code of the City of Craig, Alaska.

Section 2. Severability. If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance shall be effective immediately upon adoption.

Section 4. Action. This ordinance amends Sections 2.04.260 of the Craig Municipal Code by adding the underlined text, as follows:

**2.04.260 Combining of Offices.**

No person shall serve simultaneously as mayor and as member of the council. Two or more administrative or appointive offices may be combined and a salary paid for each. Neither the mayor nor any member of the council shall serve in any administrative or appointive capacity except that the position of fire chief may be held by the mayor or a city council member, and the council may contract with the mayor or a council person for contractual services for a limited period of time where the person holding office has skills or a background which makes the person especially qualified to render the service contracted for. Except as provided in 2.04.045 the council shall fix the compensation of city council members by a stand-alone ordinance. Compensation of city council members may not be reduced during a term of office. A city council member may not receive any other compensation for service to the municipality. Per diem payments or reimbursements for expenses are not compensation under this section.

Passed and approved this \_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Mayor Timothy O'Connor

Attest \_\_\_\_\_  
Kassi Mackie, City Clerk



# CITY OF CRAIG, ALASKA

## SALES TAX HISTORY

DATE COLLECTED THROUGH

### FY 2018

	<u>09-30</u>	<u>12-31</u>	<u>03-31</u>	<u>06-30</u>	<u>TAX COLLECTED</u>
SALES TAX	\$ 537,976.31				\$ 537,976.31
DELINQUENT SALES TAX	\$ 51.42				\$ 51.42
LIQUOR SALES TAX	\$ 37,606.25				\$ 37,606.25
	<b>\$ 575,633.98</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 575,633.98</b>

### FY 2017

SALES TAX	\$ 502,621.02	\$ 292,983.36	\$ 259,780.99	\$ 401,574.00	\$ 1,456,959.37
DELINQUENT SALES TAX	\$ 89.20	\$ -	\$ 940.00	\$ 242.60	\$ 1,271.80
LIQUOR SALES TAX	\$ 35,622.70	\$ 25,403.06	\$ 21,737.00	\$ 29,522.24	\$ 112,285.00
	<b>\$ 538,332.92</b>	<b>\$ 318,386.42</b>	<b>\$ 282,457.99</b>	<b>\$ 431,338.84</b>	<b>\$ 1,570,516.17</b>

### FY 2016

SALES TAX	\$ 556,020.59	\$ 278,838.00	\$ 233,466.00	\$ 353,579.75	\$ 1,421,904.34
DELINQUENT SALES TAX	\$ 339.63		\$ 1,219.98	\$ 4,210.50	\$ 5,770.11
LIQUOR SALES TAX	\$ 41,116.78	\$ 23,435.00	\$ 20,511.02	\$ 28,575.92	\$ 113,638.72
	<b>\$ 597,477.00</b>	<b>\$ 302,273.00</b>	<b>\$ 255,197.00</b>	<b>\$ 386,366.17</b>	<b>\$ 1,541,313.17</b>

### FY 2015

SALES TAX	\$ 610,769.01	\$ 300,932.58	\$ 240,859.79	\$ 366,645.09	\$ 1,519,206.47
DELINQUENT SALES TAX	\$ 1,677.58	\$ 5,208.38	\$ 2,029.85	\$ 1,780.58	\$ 10,696.39
LIQUOR SALES TAX	\$ 31,425.74	\$ 39,475.48	\$ 20,566.15	\$ 30,175.41	\$ 121,642.78
	<b>\$ 643,872.33</b>	<b>\$ 345,616.44</b>	<b>\$ 263,455.79</b>	<b>\$ 398,601.08</b>	<b>\$ 1,651,545.64</b>

### FY 2014

SALES TAX	\$ 639,719.47	\$ 300,443.07	\$ 250,415.53	\$ 397,880.89	\$ 1,588,458.96
DELINQUENT SALES TAX	\$ 10,742.42	\$ 9,133.75	\$ 12,714.79	\$ 2,355.29	\$ 34,946.25
LIQUOR SALES TAX	\$ 45,332.34	\$ 23,627.84	\$ 19,483.31	\$ 30,087.07	\$ 118,530.56
	<b>\$ 695,794.23</b>	<b>\$ 333,204.66</b>	<b>\$ 282,613.63</b>	<b>\$ 430,323.25</b>	<b>\$ 1,741,935.77</b>

### FY 2013

SALES TAX	\$ 529,352.76	\$ 293,035.84	\$ 266,323.19	\$ 388,830.20	\$ 1,477,541.99
DELINQUENT SALES TAX	\$ 30,595.05	\$ 27,631.30	\$ 8,550.82	\$ 5,798.35	\$ 72,575.52
LIQUOR SALES TAX	\$ 38,474.00	\$ 26,715.00	\$ 21,738.26	\$ 31,121.67	\$ 118,048.93
	<b>\$ 598,421.81</b>	<b>\$ 347,382.14</b>	<b>\$ 296,612.27</b>	<b>\$ 425,750.22</b>	<b>\$ 1,668,166.44</b>

### FY 2012

SALES TAX	\$ 565,475.51	\$ 315,069.55	\$ 255,615.23	\$ 344,938.52	\$ 1,481,098.81
DELINQUENT SALES TAX	\$ 1,654.39	\$ 1,830.76	\$ 5,445.93	\$ 11,325.32	\$ 20,256.40
LIQUOR SALES TAX	\$ 39,469.30	\$ 26,968.16	\$ 16,284.35	\$ 28,221.68	\$ 110,943.49
	<b>\$ 606,599.20</b>	<b>\$ 343,868.47</b>	<b>\$ 277,345.51</b>	<b>\$ 384,485.52</b>	<b>\$ 1,612,298.70</b>





# SSRAA

Southern Southeast Regional Aquaculture Association, Inc.  
14 Borch Street, Ketchikan, Alaska 99901  
Phone: 907-225-9605 Fax: 907-225-1348

RECEIVED  
NOV 06 2017

November 2, 2017

Mayor  
City of Craig  
P.O. Box 2  
Craig, Alaska 99921

Dear Mayor:

The Board of Directors of the Southern Southeast Regional Aquaculture Association (SSRAA) is made up of 21 members, including representatives of several interested groups and the general public. One of the positions on the Board is established for municipalities within the region. This position is currently held by Mike Painter, Ketchikan Gateway Borough.

We invite you to nominate an individual to serve during 2018 and 2019 in this position on the SSRAA Board. The appointment will be made prior to January's board meeting. The Board meets approximately four times from October through May, usually on a Friday, and all travel expenses are paid by SSRAA. Additional involvement in active standing and special committees of the Board is at the discretion of the individual Board members.

Please submit your nomination with a brief biographical description by December 1, 2017. Thank you for your continued interest in aquaculture in this region.

Sincerely,

Liz Jones  
Election Supervisor



**CITY OF CRAIG  
MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: November 7, 2017  
RE: Request for Donation from SEARHC

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Attached you will find a letter from SEARHC requesting a donation of Craig Aquatic Center passes to incentivize a winter fitness program.

The council sets rates for city services. A rate is already established for purchase of passes to the Craig Aquatic Center. While staff has latitude to issue passes apart from the established rate that are de minimis in value, the passes requested in the attached letter exceed staff's discretion, and are therefore brought to the council for consideration.

The council's part in this should be limited to whether or not to issue the discounted and free passes. The balance of the proposal, including how staff will participate in the weigh in and other program features, is best left to the Aquatic Center manager to work out with SEARHC staff.

Please provide direction to staff on providing discounted and free passes in response to SEARHC's request.





Craig Aquatic Center  
1400 Water Tower Road  
Craig, AK 99921

November 3, 2017

Shauna Colbert  
SEARHC Behavioral Health  
PO Box 1260  
Craig, AK 99921

Dear Craig Aquatic Center,


Thank you for meeting with me regarding the "Island Strong Winter Wellness Challenge". I would like to request that the City of Craig donate 10 discounted pool passes. I will be advising each participant to contact the Health Promotion Staff at ARMC, to see if they qualify for the Wise Woman or Wise Men program first. (But not all people or Searhc beneficiaries are eligible for that program) I would also like to request a donation from the City of Craig consisting of a 1 month pass, 3 month pass, and a 6 month pass, for the prizes for the people who lose the most weight (1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place).

I would like to start this challenge on January 2, 2018 and end on March 30, 2018. This will be open to all POW residents, who are 18 years old or older. I will be in charge of having people sign up, I will put flyers up around town, I can post the flyer on the Searhc Facebook page, as well as the POWTRADER Facebook page. People will have until December 28<sup>th</sup> to sign up with me. Then I will give the list of names to Jessica on December 29<sup>th</sup>. I will also give Jessica the names of the 10 people who can purchase the discounted pool passes.

Before the challenge starts, I would like to organize some sort of meeting at the pool, and have a staff member let all of the participants know the pool hours, go over any swimming classes (if they are available), go through what pool equipment is available to use and how to use them, and things like that. Most people know this information but it would be nice to have a meeting just in case some people don't know.

The participants will weigh in once a week every Tuesday. I need help from the Pool Staff to weigh people in and record the weight, on that specific day. At the end of the challenge, I can meet with Jessica to go over who lost the most weight.

Thank you for your consideration. I appreciate it! If you have any questions, please call me at 907-755-4987.

Sincerely,  
  
Shauna Colbert  
SEARHC Behavioral Health