CITY OF UNALAKLEET  
Regular City Council Meeting  
Council Chambers/Teleconference  
1-888-392-4560  
Code 30254571#  
April 12, 2022 – 4PM  
Approved Meeting Minutes

1. **Call to Order:** Mayor Kira Eckenweiler called the meeting to order at 4:04PM.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Roll Call:** Mayor Kira Eckenweiler, Council Members Chris Masters Jr. and Thomas Simonsson were present in the Council Chambers. Vice Mayor Frank Doty present on the teleconference line. Council Members George Jackson Jr. and Karen Nanouk were absent from the meeting. Also present in the Council Chambers City Clerk Kelly Otton, Public Works Director George Turner Jr, Police Chief Chara Blatchford, Finance Manager Lucinda Ivanoff, and Katie Daniels as public attendance. City Manager Moe Zamarron was present on the teleconference line. 
   **Quorum was established.**

4. **Approval of Agenda**  
   **MOTION:** Council Member Thomas Simonsson made a motion to cross off 8. A. **Selection & Decision of New Fire Hall** as well as 9. D. **Alcohol Distribution Center and 9. B. Trash can replacement & servicing.** Motion seconded by Council Member Chris Masters Jr. No discussion. Question called. Motion passed unanimously, 4 yes and 2 absent.
   **MOTION:** Council Member Thomas Simonsson made a motion to approve the agenda as amended. Seconded by Council Member Chris Masters Jr. No discussion. Question called. Motion passed unanimously, 4 yes and 2 absent.

5. **Approval of Meeting Minutes**  
   **A. Regular Council Meeting – March 15, 2022**  
   **MOTION:** Council Member Chris Masters Jr. made a motion to approve the meeting minutes. Motion seconded by Council Member Thomas Simonsson. No discussion. Question called. Motion passed unanimously, 4 yes and 2 absent.

6. **Public Comment**
   - Katie Daniels – Representing NVU Drone Team; currently preparing to be a contractor; capabilities include – photos, videos, 2D mapping, 3D modeling, and infrared pictures and videos; preparing a contract with the City, hoping to create a detailed town map; Landfill capacity map, and Tank Farm inspection; drone limitations – 1 mile radius, no fly zone around Unalakleet during the day, drone does not fly well in wind gusts of up to 23mph; other applications for the drone – archeological site mapping, house heat leaks management, environmental change, oil spill response, and search & rescue.
   - No other public comment
7. Department Reports
   A. Public Safety Reports
      1. Police Chief
         • Police Chief Chara Blatchford submitted her report
         • Police Officer John Henry resigned 4/9/2022
         • Moe is in contact with the VPSO Program, Gina Appaloni, to get a VPSO here
         • State Troopers no longer here
         • Schedule submitted
         • Lead Dispatcher is open
         • Increased hours for the Dispatchers
         • Vehicles – No heat in the police vehicle and Land Rover light is out
         • Rearranged offices at the police station
         • Working on cells – white panels are going up to prevent damage to the dry wall
         • ATV helmets are in process of ordering
         • Went to the School and talked to the younger kids about ice safety
         • Working on looking at the old building too
      2. Fire Chief
         • Fire Chief Sony Mashiana submitted his report
   B. Public Works Director
      • Public Works Director George Turner Jr. submitted his report
      • Water level is about 5 ft.
      • Engineers here working with the heat exchanger
      • Going to shut of the circ. pumps to see what the flow and pressure is
      • 1 rental house with sewer freeze but not sure if there is a clean out
      • Started jetting from Ryan Air to FAA Lift Station
      • Scraping roads as much as they can
      • 4/15/2022 last day with the City
      • DEC and Council reporting for the Public Works Director position
      • Recommends changing the circulation pumps to same size
      • Administrative position for PW Department?
      • Input for the council before PW Directors last day
   C. Administration Staff Reports
      1. City Manager Report
         • City Manager Moe Zamarron submitted his report
         • Getting inquiries from the engineers for the water project
         • Retirement – waiting on packets to give to employees
         • Currently at the Symposium hosted by Senator Murkowski
• Cannot do anything with URAD until there is a department in code
• Short term plan for Public Works Director position – Dave Murphy is on standby and on call; just about done with the job description to post

2. City Clerk Report
• City Clerk Kelly Otton submitted her report

3. Finance Manager Report – March
• Finance Manager Lucinda Ivanoff submitted her report
• Need to include the Employers Payroll Taxes for March, $6,592
• Reporting – Dock, Search & Rescue, and special projects

D. Committee Reports
• Large Infrastructure Committee notes submitted

POINT OF ORDER CALLED by Council Member Thomas Simonsson, only three members in the meeting. Meeting continued at 5PM.
• Quonset Hut and Old PD work will be put off until later in the season, concentrate on Baler work
• Administration Committee notes submitted

MOTION: Council Member Thomas Simonsson made a motion to make an addition to the agenda, 11. Executive Session. Motion seconded by Council Member Chris Masters Jr. No discussion. Question called. Motion passed unanimously, 4 yes and 2 absent.
• Public Safety Committee notes submitted
  • Waive dog tag fee; set up a booth at a public place to hand out dog tags
  • Police Chief will not be providing rabies vaccines next year
• Public Works Committee notes submitted
  • Encourage the department to communicate and keep up the customer service part

MOTION: Council Member Thomas Simonsson made a motion to approve the reports. Motion seconded by Council Member Chris Masters Jr. Motion passed unanimously, 4 yes and 2 absent.

8. Old Business
  A. Selection & Decision of New Fire Hall

9. New Business
  A. Ordinance 22-02 – Adoption of New Section 3.12.015 Establishing Compensation for Mayor and Council Members in Title 3 – Second & Final Reading
  • Ordinance 22-02 submitted
MOTION: Council Member Thomas Simonsson made a motion to adopt Ordinance 22-02 as presented. Motion seconded by Council Member Chris Masters Jr. No discussion. Question called. Motion passed unanimously, 4 yes and 2 absent.

B. Trash can replacement & servicing

C. FY22 Budget Amendment
   - FY22 Budget Amendment submitted
   - Payroll increased
   - Extra money came in
   - Repair and Maintenance should read as Operation and Maintenance
   - Not in PERS anymore but will continue as an expense

MOTION: Council Member Thomas Simonsson made a motion to forward the FY22 Budget Amendment to a second reading at the next regular council meeting. Motion seconded by Council Member Chris Masters Jr. No discussion. Question called. Motion passed unanimously, 4 yes and 2 absent.

D. Alchol Distribution Center

E. Ordinance 22-04 – Amending Ch. 13.04 Water & Sewer System, Section 13.04.240 Rate Schedule of Title 13 Public Service – Second & Final Reading
   - Ordinance 22-04 submitted

MOTION: Council Member Thomas Simonsson made a motion to approve second and final reading of Ordinance 22-04 as presented. Motion seconded by Council Member Chris Masters Jr. No discussion. Question called. Motion passed unanimously, 4 yes and 2 absent.

F. Quonset Hut & Old PD Renovations
   - Started cleaning Quonset Hut
   - Present a budget soon
   - Have proposal before next Large Infrastructure Committee meeting
   - Get a couple rooms started and a bathroom

G. Landfill Capacity
   - Submitted documents
   - Important to know Landfill capacity
   - Landfill assessment with NVU Drone Program

H. Resolution 22-02 Adopting a New Water/Sewer Utility Business Plan
   - Resolution 22-02 submitted with supporting documents

MOTION: Council Member Thomas Simonsson made a motion to approve the Resolution 22-02 as presented. Motion seconded by Mayor Kira Eckenweiler. Discussion. Question called. Motion passed unanimously, 4 yes and 2 absent.

I. Resolution 22-03 – Authorizing the Mayor to Sign Sales Tax Collection Service Agreement with Alaska Municipal League (“AML”)
   - Resolution 22-03 submitted with supporting documents
   - $1,500 - $2,000 increase in sales tax
MOTION: Council Member Thomas Simonsson made a motion to approve Resolution 22-03 as presented. Motion seconded by Mayor Kira Eckenweiler. Discussion. Question called. Motion passed unanimously, 4 yes and 2 absent.

10. Public Comments
   • No public comments

11. Executive Session
   MOTION: Council Member Thomas Simonsson made a motion to go into Executive Session at 5:38PM. Motion seconded by Council Member Chris Masters Jr. No discussion. Motion passed unanimously, 4 yes and 2 absent.
   MOTION: Council Member Thomas Simonsson made a motion to go out of Executive Session at 5:51PM. Motion seconded by Council Member Chris Masters Jr. Motion passed unanimously, 4 yes and 2 absent.

12. Correspondence
   • Dr. Robert Bolen resignation letter from council seat
   • Adam Nanouk resignation letter from UVFD

13. Council Comments
   • Thomas – Thank you staff for all that you do

14. Next Tentative Meeting Date
   • Committee Meetings May 2-4, 2022, at 12PM
   • Regular Council Meeting May 10, 2022, at 4PM

15. Adjournment
   MOTION: Council Member Thomas Simonsson made a motion to adjourn. Motion seconded by Council Member Chris Masters Jr. Meeting adjourned at 5:54PM.

Date Approved: May 10, 2022

Kira Eckenweiler, Mayor
P.P. Vice Mayor, Frank Doty

ATTEST:

Kelly Ottol, City Clerk