CITY OF UANLAKLEET
Special City Council Meeting
Council Chambers/Teleconference
1-888-392-4560
Code 30254571#
November 29, 2021 – 12PM
Approved Meeting Minutes

1. **Call to Order:** Mayor Kira Eckenweiler called the meeting to order at 12:09PM.

2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.

3. **Roll Call:** Mayor Kira Eckenweiler, Vice Mayor Frank Doty, Council member George Jackson Jr, Native Village of Unalakleet Housing Director Kari Duame, CE2 Robert Gransbury and Mike Erdman were present on the teleconference line. Council member Karen Nanouk called in late. Council members Robert Bolen, Chris Masters Jr, and Thomas Simmonsson, City Manager Moe Zamarron, City Clerk Kelly Otton were present in the Council Chambers.

Quorum established.

4. **Approval of Agenda**
   
   **MOTION:** Council member Thomas Simmonsson made a motion to amend the agenda adding **6 b. Emergency Ordinance Travel Mandate.** Council member Robert Bolen seconded the motion. Motion passed unanimously with 6 yes and 1 absent.

   **MOTION:** Council member Robert Bolen made a motion to approve the new agenda. Council member Thomas Simmonsson seconded the motion. Motion passed unanimously with 7 yes and 0 nay.

5. **Public Comment**
   
   - Council member Karen Nanouk had a comment but did not remember what it was; asked to table Public Comment to later. Public Comment moved to the next meeting or committee meeting.

6. **New Business**
   
   **a. Resolution & Agreement – Foothills Subdivision Development**
   
   - City Manager Moe Zamarron submitted a copy of the agreement that is being proposed by Native Village of Unalakleet Housing Director Kari Duame. The discussion: matter of the matching funds. CE2 developed the costing schedule.

   **MOTION:** Council member Robert Bolen made a motion to pass the Resolution & Agreement – Foothills Subdivision Development. Motion seconded by Council member Christ Masters Jr.

   Discussion:
   
   - Quick overview of the project and an id of where the money would come from
     
     - $5 million grant is the biggest opportunity as a nonprofit low-income organization
     
     - Plan A – City would apply for grant funds for the match approval
- Plan B – Apply for grants but do not get enough funds to meet all or most of the obligation; the plan would be to scale back the project which would reduce the lots accordingly
- If approved, Native Village of Unalakleet would be covering a lot of the preliminary costs to buy the City more time to work on the grants
- Long term planning would give the city up to 6 or 7 years to come up with the full amount of the matching funds
- The resolution and memorandum of understanding is binding to a degree for the purposes of applying for the grant, but it can also be appealed
- Go to HUD, explain the circumstances

- What is the initial upfront cost for the City that is not seven years down the road?
  - The first couple years would be Administrative and Construction Management costs
  - The City would essentially be managing the project
  - Contributions do not start until the actual building of the facility

- Assume that the City is in the agreement and find ourselves six years down the road and have not secured the funds, what happens then?
  - Drastically remove the number of lots or the size of the project
  - Received that estimate from the engineers but did not include it in the packet

- Question for the City Manager Moe, looking at the map, maybe a 1/3 of the developmental land for this project and the City would retain ownership of about 40% of the lots. Follow up question, is the City putting in 3.8 million dollars as a pure investment in the growth of the community or are we expecting to get the funds back?
  - CE2 Robert Gransbury specified what is included in the estimate and what is not
    - CE2 Mike Erdman worked on the estimate; the water distribution into the subdivision; assuming the new main coming from the Well Field would be covered and tap into the line, excluded was the water pump house and possible storage tank at the hillside subdivision site; also excluded the gravel source for building roads, telecommunications and power into the subdivision
  - Is this an investment in the future; in a lot of respects, it is. Suppose the work is accomplished and someone builds a house; when the house is constructed and ready for water, that is when another batch of funding would be required; do have to heat and pump the water for a period of time until there is enough houses to
cover the cost. There is an investment and at some point, see a return.

- If there is just one house up there, would we be requiring having that water source in place or would they dig their own well? Do we have to make that million plus investment for one or two houses? The idea was to not require wells and septic.

- Isn’t it better they have their own wells instead of city water? It would not support that many wells.

- Would there possibly be a number, the first ten houses, you’re on your own then the city would start to take over? The grant wants to see that they’re providing this service to low-income Alaskan Native/American Indian people and not being able to utilize the services wouldn’t make sense to the grantors.
  - CE2 agrees; in order to serve and create these lots, to get in and build roads, they want to install and bury the utilities at the same time of the construction of the roads.
  - The lot sizing is based upon the lots being served at public water and sewer; wells have a minimum separation distance requirement.

- This is basically constructing the lots and there will not be any houses, correct? This is NVU’s affordable housing stock for the foreseeable future. If the project were approved, it would take 20 years to develop that many homes.

- Would it be responsible to have these water lines go to a public lot without homes for the next 20 years? What is the longevity of the water lines sitting in the ground? The lines themselves would be fine. It wouldn’t make any sense to install long runs of water or sewer that are not going to be developed. Its perfectly sensible to meet the phasing to meet the first five years’ worth of development needs if you think you’re going to occupy 10 or 20 homes in the first five years.

- The current plan right now is a $30 million dollar project for the water and sewer in town. How much more will this cost us in the long run? Or will it cost more? Is the water and sewer going to be covered under this grant? This grant is covering water and sewer line on the hillside subdivision for the first 89 lots. A holding tank and lift station would be a phase 2 or 3 to get the water up on the subdivision.

- Looking forward to building a subdivision that it is crucial to have utility infrastructure in place with roads as we go along to look forward into growth, rather than have individuals trying to figure out how they are going to run their water and power to these lots. Important to look at it now at fully functional lots with utilities.

- The sewer, looking at septic tanks? The sewer is included. A lift station going to the lagoon.
• Do we have the manpower and ability to upkeep this new subdivision? It is an additional cost.
• Looking at this Phase 1, are we capable as a City to pull this off? Aside from this $8 million dollar project, we have another $47 million coming to town one form or another, that we also must maintain over a period of time.
• Hire a grant writer whose only purpose is to find funds.
• If the City cannot come up with the funds or if the City cannot commit, what is the language in the agreement? Are we required to pay up some if approved and what if we do not have it? Two things going on, the language in the Memorandum of Understanding is intended to be submitted with the grant application. If we do not have the funds but will be attempting to secure the funds, this is what the purpose of the grant they want to see. It is the purpose of the MOU. When it comes down to the reality of the grant, there is more wiggle room to amend grants and budgets as we go as part of the grant management process. The grant application is this is what we want to do.
• Question for the City Manager, are you going to have the time to manage this and keep focus on the width? Is there someone who will be able to help you with this task? There is Administration cost that would cover the cost of this specific project.
• There is also a 15% contingency.
• How much is the well and other extra stuff going to cost, or an estimate and would the City oversee all of it? The attachment to the line is essentially going to be a T. If the water needs to be treated, would need a treatment plant, if the water is going to be stored, it would be a separate item.
• If the quality of the water from the well field is sufficient, would we be able to treat the water from the house? It is possible for the water quality and what we would be treating for.

Question called. Motion passes unanimously with 7 yes and 0 nays.

b. Emergency Ordinance Travel Mandate
• City is the only entity that can enforce mandates within City limits
• The Tri-Org can only act as an advisory to the City
• 1) Issue an emergency ordinance current travel mandate as advised by the Tri-Org
• 2) Would like to consider giving emergency authority to the Tri-Org up to 60 days

MOTION: Council member Thomas Simonsson made a motion to issue an emergency ordinance to authorize the Travel Mandate as understood by the Tri-Org to date and officially have it be in effect on behalf of the City. Motion
seconded by Chris Masters Jr. Question called. Motion passed unanimously with 7 yes and 0 nays.

7. Adjournment
   MOTION: Council member Robert Bolen made a motion to adjourn. Motion seconded by Thomas Simonsson. Meeting adjourned at 1:09PM.

DATE APPROVED: December 14, 2021

Kira Eckenweller, Mayor

ATTEST: Kelly Otton, City Clerk