CITY OF UNALAKLEET
Regular City Council Meeting
City Office Council Chambers
October 12, 2020 – 4PM
Approved Meeting Minutes

1. CALL TO ORDER: Mayor Davida Hanson called the meeting to order at 4:06PM.
2. PLEDGE OF ALLEGIANCE: All stood to recite the Pledge of Allegiance.
3. ROLL CALL: Robert Bolen, Kris Busk, Davida Hanson, Thurman Jack, and Teri Paniptchuk were present. Also present, Kira Eckenweiler, Frank Doty, George Jackson Jr., Christopher Masters Jr., Kathleen Panzer, City Clerk Kelly Otton, Public Works Director George Turner Jr., and Thomas Simonsson.
Quorum was established.
4. OATH OF OFFICE for NEWLY ELECTED COUNCIL MEMBERS
   • Mayor Davida Hanson welcomed the newly elected Council Members to the meeting.
   • Kira Eckenweiler, Frank Doty, Kathleen Panzer, George Jackson Jr., and Christopher Masters Jr. were given the Oath of Office and stood to state their oath as Council Members of the City of Unalakleet.
5. ELECTION
   A. Mayor
      • Mayor Davida opened the floor for nominations for Mayor. Councilman Robert Bolen nominated Kira Eckenweiler as Mayor. Councilwoman Kathleen Panzer seconded.
      • Councilwoman Kira Eckenweiler nominated Kathleen Panzer for Mayor. Councilman George Jackson Jr. seconded.
MOTION: Councilman Robert Bolen moved close the nominations as Mayor. Councilman Frank Doty seconded. No discussion. Question called. Motion passed unanimously.
      • Council Members Kathleen, Kira, Christopher, George, Frank, Teri, and Robert casted their vote.
      • Mayor Davida announced Kira Eckenweiler was elected as Mayor.
   B. Vice Mayor
      • Mayor Kira Eckenweiler took her position as Mayor and opened the floor for nominations for Vice Mayor.
      • Councilman Frank Doty nominated George Jackson Jr. as Vice Mayor. Councilwoman Kathleen Panzer seconded.
      • Councilman Christopher Masters Jr. nominated Frank Doty as Vice Mayor. Councilman George Jackson Jr. seconded.
MOTION: Councilman Robert Bolen moved to close the nominations for Vice Mayor. Councilwoman Kathleen Panzer seconded. No discussion. Question called. Motion passed unanimously.

- Council Members Kathleen, Frank, George, Christopher, Teri, Robert, and Kira casted their vote for Vice Mayor.
- Mayor Kira Eckenweiler announced Frank Doty was elected for Vice Mayor.

6. APPROVAL OF AGENDA
MOTION: Councilman Robert made a motion to approve the agenda as presented. Councilwoman Kathleen seconded. No discussion. Question called. Motion passed unanimously 7 to 0.

7. APPROVAL OF MEETING MINUTES
   A. Regular Council Meeting – September 8, 2020
   B. Emergency Council Meeting – September 11, 2020
   C. Election Canvass Meeting – October 9, 2020
MOTION: Councilman Robert made a motion to approve the Regular Council September 8, Emergency Council September 11 and Election Canvass October 9 meeting minutes as a block. Councilman Frank seconded. No discussion. Question called. Motion passed unanimously, 7 to 0.

8. DEPARTMENT REPORTS
   A. Public Safety Report (Police Chief, Fire Chief)
      - Chief Cassidy submitted his report.
   B. Public Works Director Report
      - Public Works Director George Turner Jr. submitted report.
      - Pumper truck is running.
      - Insulating fire hydrants.
      - Lift stations are operational.
      - Working on getting set up for winter.
      - UVEC heat exchanger that heats up the water storage tank. Last winter the heat exchanger went out and almost lost the water tank, the heat went down to 33 degrees. Talked with Arnie at UVEC, he was going to get a hold of Chuck Melin to see if he is still going to fix the problem, if not they’ll find someone else to fix it. City Manager Stephen asked at what is the day before it becomes critical? Depends when winter hits 21 degrees this morning and the tank is steadily dropping. Councilman George asked if it needs regular maintenance. Public Works Director George explained what the heat exchanger from UVEC does. Councilman Christopher asked about a worst case scenario, if there is a back-up plan? A toyostove was installed at the creek last winter. Councilwoman Kathleen asked any idea of when Arnie will get an answer from Chuck Melin? He’ll contact
George in a week or two. The heat exchanger is not City property, belongs to UVEC. Question: if Chuck is unavailable, what are the other options? Fly in someone else.

- Working on the circulation pumps.
- 12 ft. water level
- Issue with water coming in from Powers Creek, lost 3 ft. of water over the weekend, no water coming in for about 24 hours.
- Question: is the fire truck indoors? The new fire truck is sitting in the fire hall.

C. Administration Staff Reports.

1. City Manager’s Report

- City Manager Stephen Lindsey submitted report.
- Stephen congratulated the new Council Members.
- Promoted George Turner Jr. as the Public Works Director.
- Do not have a heavy equipment mechanic so we rely on other people.
  - Talked to Dave Cunningham and crew to do work.
  - Question: do we still have the COVID money to cover that? Yes.
  - Called Anchorage, Fairbanks, Noah Burmeister, also talked to Dave Cunningham, he has a couple heavy equipment mechanics.
- Repair and renovations are getting done at the shop.
- Kelly is in a fast learning mode and sees her transitioning from City Clerk to the City Clerk Business Manager role.
- Has Public Works Director George training the Public Works crew in every position.
- FAA Lift Station project, done by the end of November, costs $775,000.00.
- Well Farm Project: just signed off on the engineering survey for CRW. Next process is setting in gravel road, 2 miles long pipeline from the Well Farm to the water treatment plant facility. Looking at two years before it will be complete. Next stage is the 27 million dollar project to replace the entire water/sewer pipe in the village. To replace one line it costs up to $4000.00 to $4500.00.
- Baler: Cannot get an electrician out here to install the new baler. Stephen asked CRW who is coming to do the lift stations if they’d install it. An issue at the baler facility is 55 gallon drums that are filled with old waste oil, transmission fuel, brake fluid, hydraulic fluid, etc.; old rusted barrels might be leaking and it’s fairly close to the slough. Second issue is the hazardous material, fumes. Pollution and fire hazard. Clean it next spring, maybe a DEC grant.
• Talking with NSHC right now about using the Armory as a quarantine facility.
• Financials: report submitted.
  o City Manager Stephen submitted additional financial reports for the grant funds spending.
  o The grants are getting thrown into the general budget. Each grant should be in a separate category.
  o Councilman Robert appreciates this report, spent the last year wondering about the City Budget.
  o Microloan Grant: City Manager Stephen ran an economic analysis.
    ▪ New Pumper Truck/Covenant Lift Station
    ▪ 5 year projection of income and expenses
    ▪ $400,000.00 loan and payback $8,000.00
• Community development block grant due early December for $850,000.00.
• Two priorities right now: get the accounting and finance records up and also get Public Works running for winter.
• Question: NSEDC LIP for $221,000.00, 25% in kind match for $55,000.00, are we budgeted for that? The in kind match is already done for the land and the building.
• Newly Elected Officials training in November.

2. City Clerk Report
• City Clerk Kelly submitted report.
• Council had no questions.

3. Travel Coordinator
• Travel Coordinator Kathleen Panzer submitted report.
• Report numbers have gone down.
• Down to one worker – Marie Katchatag
• NVU posted signs to hire a part time worker.
• Question: has the in town hunting guides gone down? Recommended that own ordinance is made.
• Next Tri-Org meeting soon to elect new Council Members for COVID Response.
  o Next agenda item: Essential Worker guide: add in ordinance and it is up to the business to decide.

4. Covid/Cares Act Fund
• Previous Acting City Manager Davida Hanson gave a verbal report.
• Used for water/sewer.
• NSHC requested that each community member had water/sewer.
• Large order from Uresco for water and sewer lines.
• Spending also went towards the Public Safety Department.
• NSHC denied covid test for the airport.
• Report turned in for August.
• $35,000.00 went to Covenant Church basement due to the damage that was done from the Covenant Lift Station.
• 1200 feet of water line was ordered
  o Replaced about 20 homes
• Septic pump outs on the hillside
• Covid testing for police officers.
• Next distribution of $108,000.00
• Went over on spending by $68,000.00 due to the reconcile of June, July, and August.
• Cares Act Funding is good until December.
• Old PD renovation for Quarantine housing.
• Any funding left over, considered purchasing from SBS two small homes to put by the 4 plex.
• Quote from SBS for two homes, 16 x 20, $58,000.00; Yukon Cabins $98,000.00.

MOTION: Councilman Robert Bolen made a motion to approve the reports as presented. Councilwoman Kathleen Panzer seconded. No discussion. Question called. Motion passed unanimously, 7 to 0.

9. OLD BUSINESS
10. NEW BUSINESS

A. Resolution 2020-01- Resolution of the City of Unalakleet Regarding Covid-19 Virus

MOTION: Councilman Robert Bolen made a motion to rescind Resolution 2020-01. Councilwoman Kathleen Panzer seconded. No discussion. Question called. Motion passed unanimously, 7 to 0.

B. Selection of New Fire Chief
• Question: Who is on the UVFD?
• No meeting held in a while.
• Recommendation made by Thomas Simonsson to nominate Sony Mashiana as the Fire Chief.
• Louisa Paniptchuk and Ron Pitka are in support of Sony Mashiana being the UVFD Fire Chief.
MOTION: Councilman Christopher Masters Jr. moved to nominate Sony Mashiana as the UVFD Fire Chief. Councilman Robert Bolen seconded. No discussion. Question called. Motion passed unanimously, 6 to 1.

11. PUBLIC COMMENTS
- Thomas Simonsson – Looked at the sheet for the 2020-2021 budget and could not make sense of the numbers. The week of the November 3rd, NSEDC will be holding a meeting to allocate the CBS fund. Reminded the Council it has to be a public process.

12. COORESPONDENCE

13. COUNCIL COMMENT
- Robert Bolen – Welcomed the new Council Members. Been a member for a year and it is very rewarding. Keep the best interest of the City in mind when making decisions. Congratulations Kira and Frank as Vice Mayor.
- Kathleen Panzer – Congratulated the new council members. Looks forward to working with all Council Members.
- Teri Paniptchuk – Welcomed the new Council Members. Being on City Council is a challenge, a lot of stress but it’s also very rewarding to help the community.
- Frank Doty - Challenge is good, it’ll be interesting what this year has to bring, five new members and a new Mayor and Vice Mayor. We’re in this together.
- Christopher Masters Jr. – Thanked everyone and looks forward to working together and accomplish things that our community needs.
- George Jackson Jr. – Thanks everyone, can’t wait to learn and solve a lot of problems, work together and make a better place.
- Kira Eckenweiler – A lot of brilliant minds with all different types of skills and trades.
- Frank Doty – Communication is key.

14. NEXT TENTATIVE MEETING DATE: November 10, 2020 – 4PM.

15. ADJOURNMENT
MOTION: Councilman Robert Bolen made a motion to adjourn. Councilwoman Teri Paniptchuk seconded. No discussion. Question called. Motion passed unanimously, 7 to 0. Meeting adjourned at 6:31PM.

DATE APPROVED: November 10, 2020

Kira Eckenweiler, Mayor

ATTEST: Kelly Otton, City Clerk