



CITY & BOROUGH of YAKUTAT
P.O. Box 160
Yakutat, Alaska 99689
Phone (907) 784-3323
Fax (907) 784-3281

NOTICE

**City and Borough of Yakutat, Alaska
Borough Assembly Regular Meeting
July 2, 2020 7:00 p.m. City Hall**

The Borough Assembly shall conduct a Regular Meeting on

Thursday, July 2, 2020 at 7:00 p.m. at the City Hall.

While the Meeting is open to the public, the public is strongly encouraged to participate using the teleconference number. Individuals who wish to provide written comments to the Borough Assembly under Agenda Item Audience Participation, please contact the Borough Clerk at

907-784-3323 ext. 104 or

Email: admin@yakutatak.us no later than Thursday, July 2nd at 4:30 p.m.

Teleconference Number: 1-800-528-2793

Code: 3182367

This Meeting will be aired on the local radio station.

KYKT 91.9 FM



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AGENDA

**City and Borough of Yakutat, Alaska
Borough Assembly Regular Meeting
July 2, 2020 7:00 p.m. City Hall**

1. CALL TO ORDER:
2. ROLL CALL:
3. ADOPTION OF AGENDA:
4. MINUTES OF PREVIOUS MEETING:
 - 4.1 June 25, 2020 – Special Meeting
5. MANAGER' S REPORT:
6. COMMUNICATIONS AND APPEARANCE REQUESTS: NONE
7. AUDIENCE PARTICIPATION:
 - 7.1 IN PERSON PARTICIPATION
 - 7.2 PARTICIPATION BY WRITTEN COMMENT
 - 7.3 TELEPHONIC PARTICIPATION
8. HEARINGS, ORDINANCES AND RESOLUTIONS:

INTRODUCTION: NONE

PUBLIC HEARING AND CONSIDERATION OF ORDINANCE:

8.1 ORDINANCE 20-673: AN ORDINANCE AMENDING SUBSECTION 2.08.010(A) OF THE CODE OF THE CITY AND BOROUGH OF YAKUTAT, ALASKA.

RESOLUTIONS:

8.2 RESOLUTION 20-335: A RESOLUTION SUPPORTING THE CITY & BOROUGH OF YAKUTAT ASSEMBLY TO APPLY FOR & RECEIVE TRANSPORTATION FUNDS FOR THE PURPOSE OF IMPROVING THE RIDGE ROAD, WHICH OPPORTUNITY IS AVAILABLE THROUGH THE DENALI COMMISSION.

8.3 RESOLUTION 20-336: A RESOLUTION SUPPORTING A STATE OF ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES (DOT&PF) RAMP DRAINAGE AND REPAVING PROJECT AT THE YAKUTAT AIRPORT

9. OLD BUSINESS: NONE

10. NEW BUSINESS: NONE

11. AUDIENCE PARTICIPATION:

11.1 IN PERSON PARTICIPATION

11.2 TELEPHONIC PARTICIPATION

12. MAYOR'S REPORT, ASSEMBLY MEMBERS COMMENTS:

13. ADJOURNMENT:

4.1



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Minutes – Draft for Approval

**City and Borough of Yakutat, Alaska
Borough Assembly Special Meeting
June 25, 2020 7:00 p.m. City Hall**

CBY Staff Present: Jon Erickson, Borough Manager and Alfredo Munoz Jr., Borough Clerk
Public Present: None
Public Telephonic: None

1. CALL TO ORDER:

Mayor, C. Bremner called the meeting to order at 7:05 p.m.

2. ROLL CALL:

Gayla Valle: Present
Nick Holcomb: Present-Telephonic
Sheri Nelson: Absent
Marry Knutsen: Present-Telephonic
Daryl James: Present- Telephonic
Samson Demmert: Present

3. ADOPTION OF AGENDA:

MOTION: G. Valle moved to adopt the Agenda as presented.

SECOND: S. Demmert

DISCUSSION: None

QUESTION: S. Demmert

VOICE VOTE: All Ayes

MOTION CARRIED

4. MINUTES OF PREVIOUS MEETING:

4.1 June 4, 2020 – Regular Meeting

MOTION: G. Valle moved to approve the inutes of June 4, 2020 Regular Meeting.

SECOND: S. Demmert

DISCUSSION: None

QUESTION: S. Demmert

VOICE VOTE: All Ayes

MOTION CARRIED

5. MANAGER' S REPORT:

Borough Manager, Jon Erickson: Commented on many subjects including: Thanked CBY employees, the newly hired School Superintendent, Resolution 20-334, July 2nd Assembly Meeting, COVID-19 Funding, possible new ambulance, modifications to the Public Safety Building, COVID-19 confinement area, the surveyor in town, Real ID's available, PPE order, PFAS, Cordova Wireless, Ridge Road new dish, YTT Domestic Shelter Lease, Ridge Road B&B issue has been settled, Army Corp salmon mitigation on Ophir Creek, 4th of July celebration, COVID-19 Greeters, DMV COVID-19 dispatch position.

Mayor, C. Bremner: Thanked J. Erickson and inquired if any Assembly Members had questions for him.

N. Holcomb: Inquired on the status of distributing COVID-19 relief funds to community members and businesses.

Borough Manager, J. Erickson: Replied he has reviewed multiple options for distributing COVID-19 relief funds which included: giving community members a COVID-19 payment, giving everyone one in town free sewer and water, free sales tax or property tax, all of those options are not legal. The only option available is to set up a program for small businesses, and the program on the next agenda. The relief funds may possibly be distributed in September or October. Commented he is also looking into fishing relief, a need to compare to past years and possible distribution of funds in November. Commented 20-40% of the COVID-19 relief funds will be used for that as the State and Federal government recommend.

N. Holcomb: Commented he had no further questions.

S. Demmert: Inquired on who was allowed to rent the duplexes near Lake St. Inquired if it was only clinic staff and law enforcement staff.

Borough Manager, J. Erickson: Commented and teachers, as well.

S. Demmert: Inquired if there a units available.

Borough Manager, J. Erickson: Commented there are units available and he conducted an interview for the Police Chief position last week and will do another interview tomorrow.

M. Knutsen: Commented the two housing units are designated for medical personnel, law enforcement staff and teachers, however she does not believe there are any restrictions on the four-plex and all of those units are occupied except one is being vacated.

Mayor, C. Bremner: Thanked M. Knutsen and inquired if any other Assembly Members have questions or comments for Jon.

Mayor, C. Bremner: Commented hearing none she looked forward to having a Police Chief.

6. COMMUNICATIONS AND APPEARANCE REQUESTS: NONE

7. AUDIENCE PARTICIPATION:

7.1 IN PERSON PARTICIPATION: None

7.2 PARTICIPATION BY WRITTEN COMMENT: None

7.3 TELEPHONIC PARTICIPATION: None

8. HEARINGS, ORDINANCES AND RESOLUTIONS:

INTRODUCTION:

8.1 ORDINANCE 20-673: AN ORDINANCE AMENDING SUBSECTION 2.08.010(A) OF THE CODE OF THE CITY AND BOROUGH OF YAKUTAT, ALASKA.

MOTION: G. Valle moved to introduce Ordinance 20-673 and to set the Public Hearing for the next regular scheduled meeting on July 2, 2020.

SECOND: M. Knutsen

DISCUSSION: None

ROLL CALL VOTE:

S. Demmert: YES

D. James: YES

G. Valle: YES

N. Holcomb: YES

MOTION PASSED

8.2 EMERGENCY ORDINANCE 20-674: AN EMERGENCY ORDINANCE AMENDING SECTION 2.12.200 OF THE CODE OF THE CITY AND BOROUGH OF YAKUTAT TO PERMIT TELECONFERENCE ATTENDANCE BY MEMBERS AT ASSEMBLY MEETINGS FOR PURPOSES OF ESTABLISHING A QUORUM

MOTION: G. Valle moved to introduce Emergency Ordinance 20-674 and set the Public Hearing for the next Agenda Item 8.3.

SECOND: S. Demmert

DISCUSSION: None
ROLL CALL VOTE:

M. Knutsen: YES
S. Demmert: YES
N. Holcomb: YES
D. James: YES
G. Valle: YES

MOTION PASSED

PUBLIC HEARING AND CONSIDERATION OF ORDINANCE:

8.3 EMERGENCY ORDINANCE 20-674: AN EMERGENCY ORDINANCE AMENDING SECTION 2.12.200 OF THE CODE OF THE CITY AND BOROUGH OF YAKUTAT TO PERMIT TELECONFERENCE ATTENDANCE BY MEMBERS AT ASSEMBLY MEETINGS FOR PURPOSES OF ESTABLISHING A QUORUM

PUBLIC COMMENT: None

ROLL CALL VOTE:

S. Demmert: YES
G. Valle: YES
N. Holcomb: YES
M. Knutsen: YES
D. James: YES

EMERGENCY ORDINANCE PASSED

RESOLUTIONS:

8.4 RESOLUTION 20-333: A RESOLUTION ACCEPTING CORONAVIRUS RELIEF FUNDS FROM THE STATE OF ALASKA, DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT, FOR COSTS INCURRED DUE TO THE COVID-19 PUBLIC HEALTH EMERGENCY.

MOTION: G. Valle moved to adopt Resolution 20-333 as presented.

SECOND: S. Demmert

DISCUSSION: None

VOICE VOTE: ALL Ayes

RESOLUTION PASSED

8.5 RESOLUTION 20-334: A RESOLUTION OF THE BOROUGH ASSEMBLY OF THE CITY AND BOROUGH OF YAKUTAT, ALASKA ADOPTING A LARGE-SCALE COMMERCIAL DISPOSAL RATE AT THE YAKUTAT LANDFILL.

MOTION: G. Valle moved to adopt Resolution 20-334 as presented

SECOND: S. Demmert

DISCUSSION: None

VOICE VOTE: All Ayes

RESOLUTION PASSED

9. OLD BUSINESS: NONE

10. NEW BUSINESS:

10.1 Financial Report for Period Ending May 31, 2020.

MOTION: G. Valle moved to approve the Finance Report for Period Ending May 31, 2020.

SECOND: S. Demmert

DISCUSSION: None

QUESTION: S. Demmert

VOICE VOTE: All Ayes

MOTION PASSED

10.2 Report to Assembly on Proposed Direct Sale of Borough- Owned Property (CCBY 7.16.065)

MOTION: G. Valle moved to accept the Report to Assembly on Proposed Direct Sale of Borough Owned Property (CCBY 7.16.065)

SECOND: S. Demmert

DISCUSSION: None

QUESTION: S. Demmert

VOICE VOTE: All Ayes

MOTION PASSED

10.3 Changing of use of Borough –owned parcel per recommendation of the Planning Commission

MOTION: G. Valle moved to approve the changing of use of Borough – owned parcel per recommendation of the Planning Commission.

SECOND: S. Demmert

DISCUSSION:

N. Holcomb: Commented opposed. Inquired why CBY is changing surveyed land that is sellable and changing it to public use. Commented on land for sale behind the school.

Borough Manager, J. Erickson: Commented that currently there is only one parking area on one side of Ophir Creek Bridge and this would allow drivers access to a

second parking area on the other side of the highway.

QUESTION: N. Holcomb

VOICE VOTE: 4 Ayes, 1 No,

MOTION PASSED

11. AUDIENCE PARTICIPATION:

11.1 IN PERSON PARTICIPATION: None

11.2 TELEPHONIC PARTICIPATION: None

12. MAYOR'S REPORT, ASSEMBLY MEMBERS COMMENTS:

S. Demmert: Commented on the pump located near the school lift station, thanked the Assembly and CBY staff.

D. James: Commented on the logging activity in the area of Humpy Creek. Commented on the construction of a road in that zone. Inquired on who is monitoring the construction of that road and streams in that area. Expressed concern on the type of road being constructed. Expressed concern over the condition of the road in the Log Dump area, commented the road is in poor condition. Commented logs are being stored across a current stream and spring down in the log dump area. Commented that the Borough needs to be monitoring the area, particularly the streams that carry salmon in them.

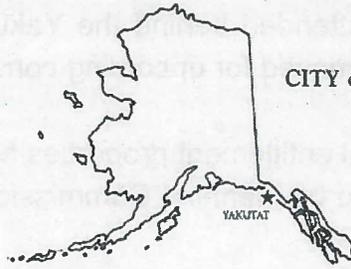
N. Holcomb: Thanked the Assembly and CBY Staff.

Mayor, C. Bremner: Thanked CBY Staff for resolving the issue with the B&B on Ridge Road. Commented on DNR and logging activity and in favor of gathering more information regarding the logging activity. Commented on the COVID-19 timeline. Thanked Assembly and CBY staff and the local radio station KYKT.

13. ADJOURNMENT:

MOTION: G. Valle moved to adjourn the Assembly Meeting at 7:40 p.m.

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**Borough Manager's Report
July 2, 2020**

Please take the 2020 Census on line <https://2020census.gov>.

Tonight there is a public hearing on meeting once a month through the summer. A resolution to support a Denali Commission road grant of 250K with an in-kind match of 200K.

Administration

- Administrative offices are open for business but are limiting the number of customers in the building at one time. Please use the West entrance of City Hall. Visitors are asked to practice social distancing (6 feet from others) as much as possible.

Public Works

- A new French drain was installed at Planning/Public Works parking lot to mitigate flooding that happens during the winter months.

Road Maintenance

- Grading, brush clearing in row, and sign repair is ongoing.
- Speed bumps arrived and installation is in progress on GaGaan Deiye Road.
- Forest Road (across from GBL) was cleared with loader to provide access to project site.

Water/Sewer

- ANTHC equipment has been staged behind YDPS, not solid start date yet for lift station replacement and repair.
- All lift stations are running consistently, except recently the Village Lift Station had flapper issues causing it to lose prime overnight. It has been repaired and closely monitored.

Boat Harbor

- Harbormaster submitted resignation effective June 25, 2020.
- Internet service has been installed at the Harbor, unfortunately the original location of dish did not get a good enough signal. Next step is installing wireless connection not the Boat Harbor building. (Seaport Telecom is waiting arrival of wireless connection equipment)
- Preparations for submitting Tier 1 funding request for the Boat Harbor have begun. Small Boat Harbor Condition Assessment site visit is scheduled for June 11, 2020 with R&M consultants.

- No Parking of trailers, cars boats left unattended behind the Yakutat Public Safety Building. All trailer and vehicle must be removed for upcoming construction staging.

Planning

- The on-site survey work for the 7 municipal entitlement properties has been completed. Plats will be prepared, reviewed by Planning Commission then submitted to DNR for approval and conveyance to CBY.
- The signed 1983 original zoning map was located, with original city limits. Efforts to get an electronic copy are in progress. Preparations for developing a new map updated with Assembly approved changes over the years are under way.
- Property improvements in the community are increasing. In 2020, we have had five Zoning Compliance Permits submitted and 2 Conditional Use Permits submitted. There are other properties in town that show signs of groundbreaking, so follow-ups will be done to ensure necessary permitting in place.

Parks, Recreation, and Trails

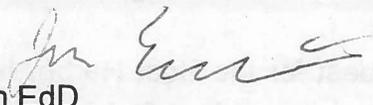
- All CBY July 4th activities will be conducted in accordance with CDC/AKDHHS COVID-19 mitigation recommendations.
- Job notice for temporary Trail Crew has been posted and will be hiring as needed through the summer.
- The Train Trail from GBL to Airport has been cleared of fallen trees. Will continue to brush as time allows.
- CBY and YTT crew have been making progress on the development of the Community Garden (located within the 5-acre Park behind the school). Talk with Penney James at YTT about the Community Garden Program and garden bed availability.
- In-Stream Restoration Pilot Project (training) on Forest Road (across from GBL) begins June 29th, USFS crew is providing expertise.

Public Safety Fire Dept. & EMS

- A Police Dispatch and COVID-19 support position has been posted.
- Real ID's are available from DVM by appointment only at this time. The deadline may be extended to 2021.
- The search continues for a Yakutat Police Chief.
- Yakutat Emergency Response Team continues to meet and have been working diligently to secure PPE, educate the community about COVID-19 safety measures, mandates and guidelines, and prepare for response to the virus and patients once it arrives in the community.

Other Activity

- The Borough is purchasing a newer vehicle and will surplus or dispose of a few Junkers that are well past their useful life.
- Dr. Patricia Hutcherson, new superintendent will be on board July 1st.


Jon Erickson EdD
City and Borough Manager

8.1

Sponsored by:
Jon Erickson, Borough Manager
Introduced:
06-25-2020
Public Hearing Date:
07-02-2020
Date of Approval:

CITY AND BOROUGH OF YAKUTAT
ORDINANCE 20-673

AN ORDINANCE AMENDING SUBSECTION 2.08.010(A) OF THE CODE OF THE CITY AND BOROUGH OF YAKUTAT, ALASKA.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF YAKUTAT, ALASKA as follows:

Section 1: Amendment. Subsection 2.08.010(A) of the Code of the City and Borough of Yakutat, Alaska, is hereby amended to read as follows (the new language is in bold and underlined):

2.08.010 Regular Meetings.

- A. All regular meetings of the Assembly shall be held on the first and third Thursday of each month **during the months of October through May.** **Regular meetings of the Assembly shall be held on the first Thursday of each month during the months of June through September.** All regular meetings shall begin at 7:00 p.m. and adjourn no later than 11:00 p.m., unless by vote of the Assembly.

* * *

Section 2: Effective Date. This ordinance is effective upon adoption.

PASSED AND APPROVED THIS _____ DAY OF _____, 2020.

CITY AND BOROUGH OF YAKUTAT, ALASKA

Sponsored by J. E. Erickson, Manager

CBY Ordinance 20-673

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CINDY BREMNER
MAYOR

ALFREDO MUNOZ, JR.
BOROUGH CLERK

YakCode\Ord282

8.2



CITY & BOROUGH of YAKUTAT

P.O. Box 160
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CITY & BOROUGH OF YAKUTAT ASSEMBLY

Resolution #20-335

A RESOLUTION SUPPORTING THE CITY & BOROUGH OF YAKUTAT ASSEMBLY TO APPLY FOR & RECEIVE TRANSPORTATION FUNDS FOR THE PURPOSE OF IMPROVING THE RIDGE ROAD, WHICH OPPORTUNITY IS AVAILABLE THROUGH THE DENALI COMMISSION.

Whereas: The City & Borough of Yakutat Assembly approve this Resolution for applying and receiving transportation funds to improve the Ridge Road, and

Whereas: funding is available through the Denali Commission through the "Transportation Projects Grant" Notice of Opportunity #DC-TP-20-001, and

Whereas: it is required to show local government support to be eligible for this transportation funding, and

Whereas: The City & Borough of Yakutat Assembly are in need of improvements to the Ridge Road, and propose to put D-1 on the dirt road and add culverts to improve the drainage, and

Whereas: The City & Borough of Yakutat Assembly acknowledge that there is a cost share required for this grant in the amount of 50%, which equals \$250,000. This match can be in-kind and/or cash and will be the cost share of the \$250,000. grant request, bringing the total Ridge Road Improvement Project to \$500,000., and

Whereas: The City & Borough of Yakutat Assembly are applying for the "Transportation Projects Grant" Notice of Funding Opportunity

#DC-TP-20-001, made possible through the Denali Commission to improve the Ridge Road in Yakutat.

NOW, THEREFORE, BE IT RESOLVED that the City & Borough of Yakutat Assembly Approve this Resolution showing full support in applying for and receiving the "Transportation Projects Grant" to improve the Ridge Road.

CERTIFICATION: I, the undersigned, do hereby certify that the City & Borough of Yakutat Assembly had a quorum, and adopted the above resolution by an affirmative vote of members.

PASSED AND APPROVED THIS ____ DAY OF _____ 2020.

Cindy Bremner, Mayor

ATTEST:

Alfredo Munoz Jr., Borough Clerk

8.3
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**CITY AND BOROUGH OF YAKUTAT, ALASKA
RESOLUTION 20-336**

A RESOLUTION SUPPORTING A STATE OF ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES (DOT&PF) RAMP DRAINAGE AND REPAVING PROJECT AT THE YAKUTAT AIRPORT

WHEREAS, the Yakutat Borough is located in a remote and isolated area of coastal Alaska, with only air and limited water access; and

WHEREAS, maintaining the Yakutat Airport in good and safe repair is essential to the physical and economic well-being of community residents; and

WHEREAS, commercial fishing and sport fishing are vital factors in Yakutat's economy, and the Airport brings those workers and travelers into the Borough and ships product out; and

WHEREAS, the Airport was initially constructed in 1942 in support of the war efforts. That construction included the existing two runways, along with the drainage ditch system; and

WHEREAS, the drainage system was last improved in 1985, almost 35 years ago, and drainage is now inadequate, decaying and in disrepair; and

WHEREAS, as a result of these defects, pooling of water on the ramps is occurring and deformities, caused by differential shifting, now exist in the pavement; and

WHEREAS, these issues create safety hazards for both aircraft and airport equipment, and the Federal Aviation Administration has expressed concerns regarding the existing drainage; and

WHEREAS, the proposed work project consists of repairs to rehabilitate and extend the trench drainage, and repave cracked and deformed areas of the ramps; and

WHEREAS, the Alaska DOT&PF is planning on presenting this project to the Airport Project Evaluation Board (APEB) in October, 2020; and

WHEREAS, the Borough Assembly wishes to state its strong support for this project, which is crucial to ensure the continued welfare of the Yakutat community.

THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF YAKUTAT, ALASKA that the Borough fully supports the Alaska DOT&PF Yakutat Airport project, and requests and urges the APEB to approve and prioritize this work.

PASSED AND APPROVED THIS _____ DAY OF _____ 2020.

Cindy Bremner, Mayor

ATTEST:

Alfredo Munoz, Jr., Borough Clerk

Res091