

**GUSTAVUS CITY COUNCIL
GENERAL MEETING MINUTES
June 10, 2019**

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1. **CALL TO ORDER:**
A General Meeting of the Gustavus City Council is called to order on June 10, 2019, at 7:00pm by Mayor Casipit. There are ten (10) members of the public in attendance at Gustavus City Hall.
 2. **ROLL CALL:**
Comprising a quorum of the City Council the following are present:
Mayor Casipit
Vice Mayor Warner
Council Member Cook
Council Member Jake Ohlson
Council Member Cannamore
Council Member Taylor

There are 6 members present, and a quorum exists
[Council Member Erin Ohlson – arrived at 7:05pm]
 3. **APPROVAL OF MINUTES:**
A. 05-13-2019 General Meeting
MOTION: Council Member Cook moved to approve the General Meeting Minutes from 05-13-2019
SECONDED BY: Council Member J. Ohlson
PUBLIC COMMENT:
COUNCIL COMMENT:
Susan Warner – Council Member E. Ohlson date of resignation should read 6/10, not 6/13
ROLL CALL VOTE ON MOTION
YES: Cannamore, Warner, Taylor, Casipit, Cook, J. Ohlson
NO: 0
MOTION PASSES/FAILS 6/0
 4. **MAYOR'S REQUEST FOR AGENDA CHANGES:**
Hearing no objections, Mayor Casipit announced the agenda as set
 5. **COMMITTEE REPORTS/STAFF REPORTS:**
A. Marine Facilities – Coordinator, Ben Sadler provide a written report and oral summary
B. Financial – Treasurer, Phoebe Vanselow provided a brief summary
C. City Administrator – City Administrator, Tom Williams discussed Guardian Flight would like to do a community presentation. DEC is hosting a skype conference regarding alternative water sources for the community June 11th. GLBA Frontcountry plan transportation presentation on June 18th.
 6. **PUBLIC COMMENT ON NON-AGENDA ITEMS:**
 - 1) Julie Howell – beach barriers as described in Cooperative Resource Management Agreement (CRMA) vs. implementation plan for 2019
 - 2) Annie Mackovjak – beach barriers as described in CRMA vs. implementation plan for 2019
 7. **CONSENT AGENDA:**

8. **ORDINANCE FOR PUBLIC HEARING:**

A. FY19-23NCO FY20-Budget (Introduced 04-08-2019)

MAIN MOTION: Council Member Cook moved to approve FY19-23NCO FY20-Budget (Introduced 04-08-19)

SECONDED BY: Council Member Cannamore

PUBLIC COMMENT:

1. Robynn Jones for Gustavus Visitors Association (GVA) – request budget increase for GVA for FY20 per marketing plan
2. Natalia Casipit – GVA marketing plan is in place until marketing director is up to speed and city's strategic plan is finalized
3. Jim Kearns – requesting full funding for GVA's FY20 budget request plus \$5000 for FY19
4. Artemis BonaDea – comment on City Administrator position changing from 0.75 FTE to full-time

COUNCIL COMMENT:

1. Council Member Taylor – hunting and fishing regulations paragraph should be removed from GVA marketing plan
2. Vice Mayor Warner – requests clarification for GVA total budget request for FY20 (room tax funds vs. endowment fund grants) – in addition to \$20,000 in budget as of now, increase by \$12,116.19
3. Council Member Cook – appreciates GVA's marketing plan having some measurables; supports increase in GVA budget
4. Council Member J. Ohlson- appreciates GVA's efforts and supports FY20 increase but not FY19
5. Vice Mayor Warner – appreciates GVA's efforts
6. Council Member Cannamore – in agreement
7. Council Member E. Ohlson – appreciates GVA's efforts but wants to widen the participation of more Gustavus businesses; supports FY20 increase but not FY19
8. Council Member Taylor – GVA marketing plan incorporates items the city council has requested; supports increased FY20 funding
9. Mayor Casipit – supports GVA's increased budget request and appreciates marketing plan addressing the council's concerns

MOTION TO AMEND MAIN MOTION: Vice Mayor Warner moved to revise the FY20 budget appropriation to fund the full \$32,000 request of the Gustavus Visitors Association.

SECONDED BY: Council Member Ohlson

COUNCIL COMMENT:

All council members

ROLL CALL VOTE ON AMENDMENT:

YES: E. Ohlson, J. Ohlson, Taylor, Casipit, Cannamore, Warner, Cook

NO:

AMENDMENT **PASSES**/FAILS 7/0

MOTION TO AMEND MAIN MOTION: Vice Mayor Warner moved that the FY20 budget be revised to retain the City Administrator as a part-time position (0.875 FTE or up to 35 hours per week) as originally hired.

SECONDED BY: Council Member Cannamore

COUNCIL COMMENT:

All council members

ROLL CALL VOTE ON AMENDMENT:

YES: Warner

NO: E. Ohlson, J. Ohlson, Taylor, Casipit, Cannamore, Cook

AMENDMENT **PASSES**/FAILS 1/6

MOTION TO AMEND MAIN MOTION: Motion by Council Member Taylor to increase the FY20 budget income for Prior-Year Cash Balance by \$12,000

SECONDED BY: Vice Mayor Warner

COUNCIL COMMENT:

1. Council Member Taylor – needed to balance the budget with the increased GVA budget line-item

ROLL CALL VOTE ON AMENDMENT:

YES: Casipit, J. Ohlson, Taylor, Warner, Cook, E. Ohlson, Cannamore

NO: 0

AMENDMENT **PASSES**/FAILS 7/0

ROLL CALL VOTE ON MAIN MOTION AS AMENDED:

YES: Cannamore, Warner, E. Ohlson, Taylor, Casipit, Cook, J. Ohlson

NO: 0

AMENDMENT **PASSES**/FAILS 7/0

Mayor Casipit called for a recess at 8:26pm, the meeting reconvened at 8:34pm

B. FY19-27NCO Providing for the Amendment of Department Budgets for FY19 (Introduction 05-13-19)

MOTION: Council Member E. Ohlson moved to adopt FY19-27NCO Providing for the Amendment of Department Budgets for FY19 (Introduction 05-13-19)

SECONDED BY: Council Member Cook

PUBLIC COMMENT: None

COUNCIL COMMENT:

ROLL CALL VOTE ON MOTION:

YES: E. Ohlson, J. Ohlson, Taylor, Casipit, Cannamore, Warner, Cook

NO: 0

MOTION **PASSES**/FAILS 7/0

C. FY19-28NCO Providing for the Roadside Brusher Sale (Introduction 05-13-19)

MOTION: Council Member J. Ohlson moves to approve FY19-28NCO Providing for the Roadside Brusher Sale (Introduction 05-13-19)

SECONDED BY: Council Member Cannamore

PUBLIC COMMENT: None

COUNCIL COMMENT:

1. Council Member Taylor
2. Council Member J. Ohlson

ROLL CALL VOTE ON MOTION

YES: Cannamore, Warner, E. Ohlson, Taylor, Casipit, Cook, J. Ohlson

NO: 0

MOTION **PASSES**/FAILS 7/0

D. FY19-29NCO Providing for the Amendment of Road Maintenance Budget for FY19 (Introduction 05-13-19)

MOTION: Council Member Taylor moved to adopt FY19-29NCO Providing for the Amendment of Road Maintenance Budget for FY19 (Introduction 05-13-19)

SECONDED BY: Council Member Cook

PUBLIC COMMENT: None

COUNCIL COMMENT: None

ROLL CALL VOTE ON MOTION

YES: Cannamore, Warner, E. Ohlson, Taylor, Casipit, Cook, J. Ohlson

NO: 0

MOTION **PASSES**/FAILS 7/0

E. FY19-26 Amendments to Title 3 – Personnel (Introduction 05-13-19)

MOTION: Council Member Cannamore moved to approve FY19-26 Amendments to Title 3 – Personnel (Introduction 05-13-19)

SECONDED BY: Council Member Cook

PUBLIC COMMENT: None

COUNCIL COMMENT: None

MOTION TO AMEND MAIN MOTION: Vice Mayor Warner makes a motion to add a new second and third paragraph to Title III Section 3.08.050 that states the following:

City employees may use government property only as authorized. Employees may occasionally use City landline telephones for personal calls when they are necessary, provide a benefit to the City, and do not result in any additional costs to the City. Such calls are deemed to be in the interest of the City to the extent they enable employees to remain at work, thereby increasing government efficiency. Personal phone calls may not adversely affect the performance of official duties or the employee's work performance, must be of reasonable duration and frequency, and could not reasonably be made during non-duty hours.

It is important to note that any email on any City of Gustavus ~~email~~ device or system may Become an official record. Employees have no right to privacy for email transmissions, the City may be required to release employee emails pursuant to court, legal, or Congressional orders.

SECONDED BY: Council Member Cook

COUNCIL COMMENT:

1. Council Member E. Ohlson
2. Council Member J. Ohlson
3. Council Member Taylor
4. Council Member Cook
5. Vice Mayor Warner

Note: Scrivener's Error: 1st line second paragraph, strike email and insert device

ROLL CALL VOTE ON AMENDMENT:

YES: Casipit, J. Ohlson, Taylor, Warner, Cook, E. Ohlson, Cannamore

NO: 0

AMENDMENT **PASSES**/FAILS 7/0

ROLL CALL VOTE ON MAIN MOTION, AS AMENDED:

YES: Casipit, J. Ohlson, Taylor, Warner, Cook, E. Ohlson, Cannamore

NO: 0

AMENDMENT **PASSES**/FAILS 7/0

9. UNFINISHED BUSINESS

A. **CY19-10 A Resolution Establishing an Advisory Committee to Address the Long-Term Sustainability of the Gustavus Preschool and Child Care Services**

MOTION: Vice Mayor Warner moved to approve CY19-10 A Resolution Establishing an Advisory Committee to Address the Long-Term Sustainability of the Gustavus Preschool and Child Care Services

SECONDED BY: Council Member J. Ohlson

PUBLIC COMMENT: None

COUNCIL COMMENT:

1. Vice Mayor Warner – scrivener's error: remove "the" from "Whereas, [the] many citizens of Gustavus recognizes..."
2. Council Member E. Ohlson – scrivener's error: Resolution title should end with Child Care Programs for Gustavus but was read as Child Care Services
3. Council Member J. Ohlson – pointed out resolution states City Administrator "may" serve on the committee, so there is flexibility already there

ROLL CALL VOTE ON MOTION:

YES: Cannamore, Warner, Taylor, Casipit, Cook, J. Ohlson

NO: 0

RECUSED: E. Ohlson

MOTION **PASSES**/FAILS 6/0

10. **NEW BUSINESS:**

A. **FY19-30 Title 10 Property Acquisition, Disposal, Management, and Use, Sections**

10.07.010 Fines (Public Hearing 7-8-2019)

MOTION: Council Member Cannamore moved to publish FY19-30 Title 10 Property Acquisition, Disposal, Management, and Use, Sections 10.07.010 Fines (Public Hearing 7-8-2019)

SECONDED BY: Council Member Cook

PUBLIC COMMENT: None

COUNCIL COMMENT:

MOTION TO AMEND MAIN MOTION: Council Member Cook moves to strike littering and failure to pick up after a pet

SECONDED BY: Vice Mayor Warner

COUNCIL COMMENT:

All council members

ROLL CALL VOTE ON AMENDMENT:

YES: Taylor, Casipit, J. Ohlson, Warner, Cannamore, E. Ohlson, Cook

NO:

AMENDMENT **PASSES**/FAILS 7/0

ROLL CALL VOTE ON MAIN MOTION, AS AMENDED:

YES: Casipit, Taylor, J. Ohlson, Cook, Warner, E. Ohlson, Cannamore

NO: 0

MOTION **PASSES**/FAILS 7/0

B. **CY19-13 A Resolution Establishing Policy and Procedure for City use of Social Media**

MOTION: Council Member E. Ohlson moved to approve CY19-13 A Resolution Establishing Policy and Procedure for City use of Social Media

SECONDED BY: Council Member Cannamore

PUBLIC COMMENT: None

COUNCIL COMMENT:

1. Council Member J. Ohlson

2. Council Member Taylor

MOTION TO AMEND MAIN MOTION: Vice Mayor Warner moves to revise the last sentence of the "Professional Use" section to read:

Individuals may publish non-politically oriented content (such as news and events) on City social media sites which focus on extending citizen engagement (such as the library and fire hall sites) IF they have been given written authorization to do so through the City of Gustavus Authorized Social Media Form found in the City of Gustavus Social Media Guide. If public comment is allowed, it will be moderated.

Politically oriented content, such as budget, processes, meeting minutes, business, and political actions of the City, should be published to the "official" City of Gustavus social media site - which seeks to increase citizen information and participation in City governance. More socially oriented City sites may link to this government information (such as content in the City's Municode web site, for instance), as opposed to duplication in their own sites and thus help to preserve the accuracy and integrity of government information. If public comment is allowed, it will be moderated. It will also be made clear to the respondents that comments will be routed to the City Clerk to be reviewed for publication approval and then directed to the City Council. This will insure that posted citizen concerns will reach the attention of Council members for due (and timely) consideration.

SECONDED BY: Council Member Cook

At ease 9:28pm to read the amendment. Resume meeting 9:31pm.

COUNCIL COMMENT:

1. Council Member E. Ohlson
2. Vice Mayor Warner
3. Council Member Taylor
4. Vice Mayor Warner
5. Council Member Cook

Note: Scrivener's Error: "Department" after City in the first sentence and "which" should be "that" and remove "(such as the library and fire hall sites); in second paragraph, "- which" should be " , which" and City of Gustavus "government" social media site

ROLL CALL VOTE ON AMENDMENT:

YES: Cook, Casipit, E. Ohlson, Taylor, Warner, J. Ohlson, Cannamore

NO: 0

AMENDMENT **PASSES**/FAILS 7/0

ROLL CALL VOTE ON MAIN MOTION, AS AMENDED:

YES: Cannamore, Warner, E. Ohlson, Taylor, Casipit, Cook, J. Ohlson

NO: 0

MOTION **PASSES**/FAILS 7/0

C. Award RFQ FY20-01RM Road Maintenance for FY20

MOTION: Council Member Taylor moved to award RFQ FY20-01RM Road Maintenance for FY20 to Glacier Bay Construction per their quotation for RFQ FY20-01RM

SECONDED BY: Council Member Cook

PUBLIC COMMENT: None

COUNCIL COMMENT: None

ROLL CALL VOTE ON MOTION:

YES: Cook, Warner, Cannamore, Taylor, Casipit, E. Ohlson, J. Ohlson

NO: 0

MOTION **PASSES**/FAILS 7/0

D. Award Managed IT Services Contract for FY20

MOTION: Vice Mayor Warner moved to award Managed IT Services Contract for FY20 to Alaska Technical Solutions

SECONDED BY: Council Member E. Ohlson

PUBLIC COMMENT: None

COUNCIL COMMENT: None

Council Member Warner – clarifying this is awarded through language in the FY18 Managed IT Services RFP

ROLL CALL VOTE ON MOTION:

YES: Cannamore, Casipit, Cook, Taylor, Warner, E. Ohlson, J. Ohlson

NO: 0

MOTION **PASSES**/FAILS 7/0

E. CY19-14 A Resolution Updating Endowment Fund Application Process

MOTION: Council Member Cook moved to approve CY19-14 A Resolution Revising Policy and Procedure for Gustavus Endowment Fund Grant Awards

SECONDED BY: Council Member Cannamore

PUBLIC COMMENT:

1. Erin Ohlson – concern about changes to sections about awarding three-years in a row

COUNCIL COMMENT:

1. Cook
2. Taylor

MOTION TO AMEND MAIN MOTION: Council Member Cook moved to amend CY19-14 with

- First #9 in Policy & Procedure, change item 5 to: Effective calendar year 2020, applicants may not receive an EFG award more than three consecutive years.
- Scrivener's error – second #9 should be #10, and numbers updated after accordingly
- Second #9 in P&P, second sentence “at least 3 council members”
- Application Packet cover page Eligibility Requirements Item 5 edited to say: Effective calendar year 2020, applicants may not receive an EFG award more than three consecutive years.

SECONDED: Council Member J. Ohlson

Mayor Casipit moves to waive the rules to extend the meeting past 10:00. Unanimous consent.

ROLL CALL VOTE ON AMENDMENT:

YES: Taylor, Casipit, J. Ohlson, Warner, Cannamore, Cook

NO: 0

RECUSED: E. Ohlson

MOTION **PASSES/FAILS** 6/0

ROLL CALL VOTE ON MAIN MOTION, AS AMENDED:

YES: Taylor, Casipit, J. Ohlson, Warner, Cannamore, Cook

NO: 0

RECUSED: E. Ohlson

MOTION **PASSES/FAILS** 6/0

11. CITY COUNCIL REPORTS:

- A. Mayor Casipit-Provided a written quarterly report and oral summary

12. CITY COUNCIL QUESTIONS AND COMMENTS:

- A. Erin Ohlson – comments on beach signs; offers resignation from the City Council in order to pursue work with preschool and child care advisory committee. Mayor Casipit accepted Council Member Erin Ohlson's resignation. The Mayor and fellow council members thanked her for her service and look forward to continuing to work together.

13. PUBLIC COMMENT ON NON-AGENDA ITEMS:

14. EXECUTIVE SESSION

15. ADJOURNMENT:

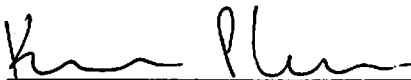
Hearing no objections, Mayor Casipit adjourns the meeting at 10:08pm.



Calvin Casipit, Mayor

July 8, 2019

Date



Attest: Karen Platt, City Clerk

7/8/2019

Date