



**City of Gustavus**  
P.O. Box 1  
Gustavus, AK 99826  
Phone: (907) 697-2451

**COUNCIL PACKET**  
**DECEMBER 8, 2011 General Meeting**



**CITY COUNCIL MEETING AGENDA**  
**GENERAL MEETING**  
**DECEMBER 8, 2011**  
**7:00PM @ CITY HALL**

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**Karen Taylor**

**Mayor**

**mayor@gustavus-ak.gov**

**Mayor Term Expires 2012**

**Council Seat Term Expires 2012**

**Lou Cacioppo**

**Vice Mayor**

**lou.cacioppo@gustavus-ak.gov**

**Vice Mayor Term Expires 2012**

**Council Seat Term Expires 2013**

**Roger Buttram**

**Council Member**

**roger.buttram@gustavus-ak.gov**

**Term Expires 2014**

**Noël Farevaag**

**Council Member**

**noel.farevaag@gustavus-ak.gov**

**Term Expires 2014**

**Melanie Lesh**

**Council Member**

**melanie.lesh@gustavus-ak.gov**

**Term Expires 2012**

**Jim Mackovjak**

**Council Member**

**jim.mackovjak@gustavus-ak.gov**

**Term Expires 2013**

**Tim Sunday**

**Council Member**

**tim.sunday@gustavus-ak.gov**

**Term Expires 2012**

**COUNCIL MEETINGS:**

**Work Sessions:**

**1st & 3rd Thursdays**

**General Meeting:**

**2nd Thursday**

1. Call to Order
2. Roll Call
3. Approval of Minutes:
  - A. October 7, 2011 Election Review Committee
  - B. October 10, 2011 Special Meeting
  - C. November 10, 2011 General Meeting
4. Mayor's Request for Agenda Changes:
5. Committee Reports:
  - A. Lands
6. Public Comment on Non-Agenda Items:
7. Consent Agenda:
  - A. John Barry – Appoint to DRC Committee
  - B. FY12-07NCO – Amending the Library Budget- Republish
8. Ordinance for Public Hearing: None
9. Unfinished business:
10. New Business:
  - A. FY12-08NCO Revenue Sharing
  - B. Approval of Expenditure of Over \$2000 for Engineering of City Hall Concept Design.
  - C. Approval of Expenditure of \$2000 to Glacier Bay Const. for Sanding.
  - D. Approval of Expenditure for “T” and Larger Drain Field at GVFD for City Hall Septic.
  - E. Approval of Expenditure for City Hall Siding
  - F. Energy Grant Plan & Distribution
11. Staff Reports:
12. City Council Reports
  - A. Mayor’s report
  - B. City Clerk report
13. City Council Questions and Comments
14. Public Comments on Non-Agenda Items
15. Executive Session
16. Adjournment

**NOT YET APPROVED**  
**City Council Minutes**  
**City of Gustavus, Alaska**

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**City Council Acting As The Election Review Committee**  
**October 7, 2011**

**1. Call to Order:** A meeting of the Gustavus City Council acting as the Election Review Committee was held on October 7, 2011 at 6:00PM.

**2. Roll Call:**

Comprising a quorum of the Council the following were present:

Mayor Mackovjak  
Vice Mayor Cacioppo  
Council Member Lassiter  
Council Member Nixon  
Council Member Sunday  
Council Member Taylor

Council Members not in attendance:

Council Member Lesh                      -Absent

**3. Public Comment on Non Agenda Items:** None

**4. New Business:**

**A. Canvas All Absentee, Questioned, Defective Ballots  
Executed in the Election**

*(Clerk's Note: Council Member Lassiter participated in votes, but did not touch any of the envelopes or ballots.)*

Motion:	Council Member Nixon moved to reject this Oath & Affidavit Envelope with the ballot sealed inside for the following reason – not registered in Gustavus.
Seconded by:	Council Member Sunday

ROLL CALL VOTE ON MOTION:	
Yes:	Cacioppo, Lassiter, Mackovjak, Nixon, Sunday, Taylor
No:	None
Motion Passes 6/0	

Motion:	Council Member Nixon moved to reject this Oath & Affidavit Envelope with the ballot sealed inside for the following reason – not registered in Gustavus.
Seconded by:	Council Member Sunday

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City Council Minutes  
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**ROLL CALL VOTE ON MOTION:**

Yes: Cacioppo, Lassiter, Mackovjak, Nixon, Sunday, Taylor

No: None

Motion Passes 6/0

Motion: Council Member Nixon moved to reject this Oath & Affidavit Envelope with the ballot sealed inside for the following reason – no date.

Seconded by: Council Member Sunday

**ROLL CALL VOTE ON MOTION:**

Yes: Cacioppo, Lassiter, Mackovjak, Nixon, Sunday, Taylor

No: None

Motion Passes 6/0

**B. Certify Election Report**

*(Clerk's Note: The Mayor completed the "Report of Election Results, Form 5.50-A.)*

**C. Record the Results of the Election**

Motion: Council Member Nixon moved to approve the election results and authorize the Mayor to sign the certificates

Seconded by: Council Member Sunday

**ROLL CALL VOTE ON MOTION:**

Yes: Cacioppo, Lassiter, Mackovjak, Nixon, Sunday, Taylor

No: None

Motion Passes 6/0

**D. Authorize the Results to be Certified**

*(Clerk's Note: See motion on Item 4C that authorized the results to be certified.)*

**5. Publicly Declare the Results of the Election**

*(Clerk's Note: The results of the election were publicly declared at the meeting, by email to "News" group, posted on the website, and posted.)*

**6. Adjournment:**

With no further business before the Council the meeting was adjourned.

**NOT YET APPROVED  
City Council Minutes  
City of Gustavus, Alaska**

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**City Council Special Meeting  
October 10, 2011**

**1. Call to Order:** A Special Meeting of the Gustavus City Council was held on October 11, 2011 at 6:00PM.

Mayor Mackovjak called the meeting to order at 6:00PM.

**2. Roll Call:**

Comprising a quorum of the Council the following were present:

Mayor Mackovjak  
Vice Mayor Cacioppo  
Council Member Buttram                -Via Teleconference  
Council Member Farevaag  
Council Member Lesh  
Council Member Sunday  
Council Member Taylor

**3. Approval of Minutes:** None

**4. Mayor's Request For Agenda Changes:** None

**5. Committee Reports:** None

**6. Public Comment on Non-Agenda Items:** None

**7. Consent Agenda:** None

**8. Ordinances for Public Hearing:** None

**9. Unfinished Business:** None

**10. New Business:**

**A.** Administration of Newly Elected Officials Oath of Office

*(Clerk's Note: Council Member Buttram and Council Member Farevaag affirmed the oath of office verbally and by signature.)*

**B.** Executive Session

Motion:	Council Member Sunday moved to go into executive session for subjects that could prejudice the reputation and character of a person.
Seconded by:	Council Member Farevaag

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City Council Minutes  
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**ROLL CALL VOTE ON MOTION:**

Yes: Buttram, Cacioppo, Farevaag, Mackovjak, Sunday, Taylor

No: Lesh

Motion Passes 6/1

Motion: Council Member Sunday moved to reconvene back into regular special meeting.

Seconded by: Council Member Lesh

**ROLL CALL VOTE ON MOTION:**

Yes: Buttram, Cacioppo, Farevaag, Lesh, Mackovjak, Sunday, Taylor

No: None

Motion Passes 7/0

**C. Organization of Council – Election of Mayor & Vice Mayor**

Motion: Council Member Lesh moved that we nominate Karen Taylor to stand as Mayor to the City Council.

Seconded by: Council Member Sunday

**ROLL CALL VOTE ON MOTION:**

Yes: Buttram, Cacioppo, Farevaag, Lesh, Mackovjak, Sunday, Taylor

No: None

Motion Passes 7/0

*Clerk's Note: Council Members voted via ballot. The votes of each ballot were verbally announced and tallied by the City Clerk. The totals are as follows:*

*Karen Taylor            7*

Motion: Vice Mayor Cacioppo moved to appoint Karen Taylor to the position of Mayor for the City of Gustavus.

Seconded By: Council Member Buttram

**ROLL CALL VOTE ON MOTION:**

Yes: Buttram, Cacioppo, Farevaag, Lesh, Mackovjak, Sunday, Taylor

No: None

Motion Passes 7/0

**NOT YET APPROVED**  
**City Council Minutes**  
**City of Gustavus, Alaska**

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Motion:	Council Member Taylor moved to nominate Lou Cacioppo as Vice Mayor.
Seconded By:	Council Member Lesh

**ROLL CALL VOTE ON MOTION:**

Yes: Buttram, Cacioppo, Farevaag, Lesh, Mackovjak, Sunday, Taylor  
No: None

Motion Passes 7/0

*Clerk's Note: Council Members voted via ballot. The votes of each ballot were verbally announced and tallied by the City Clerk. The totals are as follows:*

*Lou Cacioppo            7*

Motion:	Council Member Sunday moved to appoint Lou Cacioppo as Vice Mayor of the City of Gustavus.
Seconded By:	Council Member Farevaag

**ROLL CALL VOTE ON MOTION:**

Yes: Buttram, Cacioppo, Farevaag, Lesh, Mackovjak, Sunday, Taylor  
No: None

Motion Passes 7/0

**11. Staff Reports:** None

**12. City Council Reports**

**A. Mayor's Report**

**B. City Clerk's Report:**

**13. City Council Questions & Comments**

**14. Public Comment on Non-Agenda Items:** None



**15. Executive Session:**

*(Clerk's Note: The executive session occurred previously in the meeting during Agenda Item 10B.)*

**16. Adjournment:**

With no further business before the Council the meeting was adjourned at 6:40PM.

**NOT YET APPROVED  
City Council Minutes  
City of Gustavus, Alaska**

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**City Council General Meeting  
November 10, 2011**

**1. Call to Order:** A General Meeting of the Gustavus City Council was held on November 10, 2011 at 7:00PM.

Mayor Taylor called the meeting to order at 7:00PM.

**2. Roll Call:**

Comprising a quorum of the Council the following were present:

Mayor Taylor	
Vice Mayor Cacioppo	
Council Member Buttram	
Council Member Lesh	-Via Teleconference
Council Member Mackovjak	

Council Members not in attendance:

Council Member Farevaag	-Absent
Council Member Sunday	-Absent

**3. Approval of Minutes**

**A. October 20, 2011 General Meeting**

Minutes of the October 20, 2011 General Meeting were approved by unanimous consent.

**B. October 21, 2011 Special Meeting**

Minutes of the October 21, 2011 Special Meeting were approved by unanimous consent.

**4. Mayor's Request For Agenda Changes:**

Mayor Taylor requested that Consent Agenda item 7E be moved to New Business item A, so that the action to be taken can be clarified in the motion.

**5. Committee Reports:**

- A.** DRC Committee report given by Mike Taylor.
- B.** Road Committee report given by Ed Bond.

**6. Public Comment on Non-Agenda Items:** None

**7. Consent Agenda:**

- A.** Resolution 2011-22 Shared Fisheries Business Tax
- B.** Appoint Wayne Howell as GCN Chair
- C.** FY11-07NCO Amending Library Budget - OWL
- D.** ~~Resolution 2011-23 Cost of Living Adjustment~~
- E.** ~~Salmon River Park – Public & Charitable Application~~

*(Clerk's Note: Consent Agenda item 7 E was removed by request of the Mayor during Mayor's Request for Agenda Changes and is now item A under New Business. Consent Agenda item 7D was requested to be removed and is now item B under New Business.)*

Resolution 2011-22 was read by Council Member Mackovjak.

Motion:	Vice Mayor Cacioppo moved to adopt the consent agenda as amended.
Seconded by:	Council Member Mackovjak

ROLL CALL VOTE ON MOTION:
Yes: Buttram, Cacioppo, Lesh, Mackovjak, Taylor
No: None
Motion Passes 5/0

**8. Ordinances for Public Hearing:** None

**9. Unfinished Business:** None

**10. New Business:**

- A.** Salmon River Park – Public & Charitable Application

Public Comment: None

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Motion:	Council Member Lesh moved that the City Council authorize the Mayor complete and sign the application for purchase of state land, and to submit the application fee of \$100.00 to the State of Alaska to initiate the request for transfer of salmon river community park lands to the City of Gustavus.
Seconded by:	Council Member Mackovjak

ROLL CALL VOTE ON MOTION:
Yes: Buttram, Cacioppo, Lesh, Mackovjak, Taylor
No: None
Motion Passes 5/0

**B. Resolution 2011-23 Cost of Living Adjustment**

Resolution 2011-23 was read by Vice Mayor Cacioppo.  
Public Comment: None

Motion:	Council Member Buttram moved to adopt Resolution 2011-23.
Seconded by:	Council Member Mackovjak

Motion To Amend:	Council Member Lesh moved to amend to remove section 3 of page 2 of the resolution.
Seconded by:	None. Motion lacked a second and fell to the floor.

ROLL CALL VOTE ON MOTION:
Yes: Buttram, Cacioppo, Mackovjak, Taylor
No: Lesh
Motion Passes 4/1

**11. Staff Reports:**

**A.** Paul Berry - DRC

**12. City Council Reports**

**A. Mayor's Report**

- Thanked Mike Taylor, Ed Bond, and Paul Berry for reports.

- Announced that City Clerk Kapryce Manchester had received the designation of Master Municipal Clerk.
- Next work session will cover City Hall remodel, Library, and DRC.

**B. City Clerk's Report:**

**13. City Council Questions & Comments**

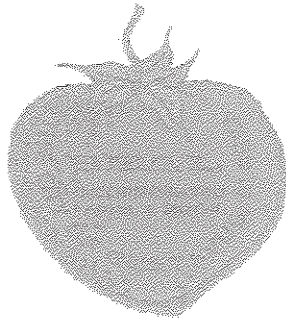
- Vice Mayor Cacioppo gave comments on the snow shed roof at the Library.

**14. Public Comment on Non-Agenda Items:** None

**15. Executive Session:** None

**16. Adjournment:**

With no further business before the Council the meeting was adjourned at 8:22PM.



**Date Received:**

**APPLICATION FOR APPOINTMENT/REAPPOINTMENT TO BOARDS & COMMITTEES  
CITY OF GUSTAVUS**

Board/Committee Name: DRC Position: member

Name: Barry John F  
Last First MI

Residence Address: 24 Benjamin Dr

Mailing Address: PO Box 25

Home Phone: 697 3025

E-Mail Address: jbarry@starband.net

Can you regularly attend meetings? ☒ YES ☐ NO

(Committee and Board by-laws may have attendance requirements)

Are you currently affiliated with the City in any way? (For example emergency responder, employee)  
☐ YES ☒ NO

If yes, please list positions: \_\_\_\_\_

Have you been a member of this board/committee before? yes

Reason for interest in committee/board membership: Septage disposal

Brief background of experience that would qualify you for the position: Experience with  
on site waste water disposal systems in Gustavus

John F. Barry  
Signature

John F. Barry  
Printed Name

11/6/11  
Date

**City of Gustavus, Alaska  
Ordinance No. FY12-07NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF  
LIBRARY BUDGET FOR FISCAL YEAR 2012**

**BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:**

**Section 1.** Classification. This is a **Non-Code Ordinance**

**Section 2.** For the Fiscal Year of 2012, estimated expenditures have changed from the estimates in the approved budget.

**Section 3.** For the current fiscal year the budget is amended to reflect the changed estimates as follows:

Budget Category	Amounts		
	Original Budget	Amended Budget	Change
INCOME			
<b>GRANTS- ASL OWL</b>	\$ 0.00	\$ 788.00	+\$788.00
EXPENSE			
<b>TRAVEL EXPENSE</b>	\$ 1,370.00	\$ 2,158.00	+\$788.00

**Section 4.** The budget is hereby amended as indicated and any portion of the approved budget inconsistent with this amendment is repealed.

**Section 5.** Effective Date. This ordinance becomes effective upon its adoption by the Gustavus City Council.

**DATE INTRODUCED:** November 10, 2011

**DATE AMENDED & REPUBLISHED:** December 8, 2011

**DATE OF PUBLIC HEARING:** January 12, 2012

PASSED and APPROVED by the Gustavus City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Karen Colligan-Taylor  
Mayor

\_\_\_\_\_  
Attest: Kapryce Manchester, CMC  
City Clerk

**City of Gustavus, Alaska  
Ordinance No. FY12-08NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF  
THE BUDGET FOR FISCAL YEAR 2012**

**BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:**

**Section 1.** Classification. This is a **Non-Code Ordinance**

**Section 2.** For the Fiscal Year of 2012 estimated expenditures have changed from the estimates in the approved budget.

**Section 3.** For the current fiscal year the budget is amended to reflect the changed estimates as follows:

Budget Category	Amounts		
	Original Budget	Amended Budget	Change
INCOME			
<i>Administration</i>			
State Revenue Sharing	\$ 118,000.00	\$157,299.00	+\$39,299.00
Net Income–To City Committees	\$ 161,983.00	\$176,393.00	
EXPENSE			
<i>Administration</i>			
Public Works	\$ 5,000.00	\$29,289.00	+\$24,889.00
<i>Library</i>			
Payroll	\$ 30,824.00	\$31,530.00	+\$ 706.00
<i>DRC</i>			
Equipment	\$ 4,430.00	\$ 5,660.00	+\$ 1,230.00
Postage & Shipping	\$ 100.00	\$ 250.00	+\$ 150.00
<i>GVFD</i>			
Supplies-EMS	\$ 1,000.00	\$12,000.00	+\$11,000.00
Payroll	\$ 81,240.00	\$1,324.00	+\$ 1,324.00

**Section 4.** The budget is hereby amended as indicated and any portion of the approved budget inconsistent with this amendment is repealed.

**Section 5.** Effective Date. This ordinance becomes effective upon its adoption by the Gustavus City Council.

**DATE INTRODUCED:** December 8, 2011

**DATE OF PUBLIC HEARING:** January 12, 2012

PASSED and APPROVED by the Gustavus City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2012.



## Committee Request for Agenda Item

CITY OF GUSTAVUS

Committee Name: Road Comm. Htee

### Motion from Committee Meeting:

Road Committee seeks the approval of the City  
Council to issue a Purchase order in the amount  
of \$2000.00 for Road Sanding. These funds will come  
out of existing Road Maintenance Snow Removal Funds.  
(See ~~the~~ submitted documentation). FY 2012 line item  
Budget Snow Removal Funds \$40,000.00

### Request for Council Work Session & General Meeting attention:

#### Work Session:

Month: Nov 1st Thursday ☒ <sup>or</sup> 3rd Thursday ☒

General Meeting Date: Nov 10

### Action Committee would like City Council to take:

Approve issuance of \$2000.00 P.O. to Glacier Bay Construction

Supporting Documents Attached

☒ Yes

☐ No

If supporting documents are not attached date that they will be supplied (Deadline for General Meeting Agenda Item is Monday prior to first work session of the month):

Contact Person: Ed Bowel