

*CALL TO ORDER*

Mayor Alvin D. Osterback called the Aleutians East Borough Assembly meeting to order by teleconference in each community on November 10, 2021 at 3:00 p.m.

*ROLL CALL*

Mayor Alvin D. Osterback	Present
Chris Babcock	Present
Carol Foster	Present
Paul Gronholdt	Present
Denise Mobeck	Present
Warren Wilson	Present
Brenda Wilson	Present
Josephine Shangin	Present

*Advisory Members:*

Tom Hoblet, False Pass	Absent – unexcused
Samantha McNeley, Nelson Lagoon	Absent – unexcused
Dailey Schaack, Cold Bay	Present

A quorum was present.

Staff Present:

Roxann Newman, Finance Director  
Anne Bailey, Administrator  
Talia Jean-Louis, Assistant Administrator  
Ernie Weiss, Natural Resources Director  
Charlotte Levy, Assistant Natural Resources Director  
Glennora Dushkin, Administrative Assistant  
Laura Tanis, Communications Director  
Emil Mobeck, Maintenance Director

*ADOPTION OF THE AGENDA*

CAROL moves to amend the agenda to add the Natural Resources Raffle Drawing after Presentations, second by CHRIS. Hearing no objections, the agenda is approved as amended.

*PRESENTATIONS*

*Alaska Permanent Capital Management:*

Blake Phillips, Director of APCM. APCM has been managing the AEB Permanent Fund since July 1993. Total contributions of \$19.4M, cumulative withdraw of \$24.1M, currently sitting at \$48.7M with an account return of +6.8%. Current allocation is 66% in stock market and 34% in bonds.

*Permanent Fund Earnings Overview:*

Administrator Bailey said since FY15 the Assembly has appropriated earing from the Permanent Fund to projects in Fund 22 or other designated accounts via resolution. Between FY15 and FY22, the Borough has appropriated approximately \$15.79M in Permanent Fund Earnings. The

unspent amount is approximately \$8.7M, which is designated to projects that have not happened yet.

MAYOR commented saying that there has been a lot of time and energy on Administrator Bailey's part to get this far and wants to thank her for it.

*NATURAL RESOURCES SEAFOOD RAFFLE*  
Twelve winners drawn.

*COMMUNITY ROLL CALL AND PUBLIC COMMENTS ON AGENDA ITEMS*  
The communities of King Cove, Sand Point, Cold Bay, Akutan and the Anchorage office were participating by teleconference. Also broadcast on KSDP radio.

There were no public comments.

*CONFLICT OF INTERESTS*  
Mayor Osterback asked for any potential **Conflict of Interests** to discuss. There were no conflicts on agenda items.

*MINUTES:*  
October 14, 2021, Assembly Meeting Minutes and October 18, 2021 Special Assembly Meeting:

**MOTION**  
Josephine moved to approve both the October 14, 2021 Assembly Meeting Minutes and October 18, 2021 Special Assembly Meeting Minutes second by CHRIS.

Hearing no more **MOTION CARRIED.**

*SEPTEMBER 2021 FINANCIAL REPORT*

**MOTION**  
WARREN moved to approve September Financial Reports and second by DENISE.

Administrator Bailey said the September fish tax revenue at the five-year average is 125% over what we have received over the last five years. Under other revenue it looks like there was a huge influx that came in, but it was an insurance claim from AMLJIA for the Cold Bay Dock. Everything is on track.

**ROLL CALL**

Yeas: Carol, Chris, Warren, Denise, Paul, Josephine, Brenda (no vote, stepped out) Advisory:  
Dailey  
Nays: None.

**MOTION CARRIED**

*SEPTEMBER INVESTMENT REPORT*  
In the packet.

*CONSENT AGENDA*  
None.

**PUBLIC HEARINGS**

Public Hearing Ordinance 22-03, Amending Title 2, Chapters 2.04 and 2.16. Sections 2.04.020, 2.04.060 and 2.16.010 of the Aleutians East Borough Code of Ordinances.

WARREN makes a motion to bring Ordinance 22-03 to the floor and second by JOSY.

Administrator Bailey said this ordinance deals with dual office holding which is a common law doctrine, prohibits the same person from holding incompatible office which prevents the same person from holding multiple positions of public trust.

PAUL said there is a difference between holding a position and running, anyone should be able to run.

**ROLL CALL**

Yeas: Carol, Chris, Warren, Denise, Josephine, Brenda (no vote, stepped out) Advisory: Dailey  
Nays: Paul

**ORDINANCES**

Introduction Ordinance 22-05, Amending the operating and capital budget for the Aleutians East Borough Fiscal Year 2022.

WARREN move to accept Introduction Ordinance 22-05 and set for Public Hearing. Second by DENISE.

Administrator Bailey said when the FY22 Budget was passed in May, we anticipated the Borough would receive 50% of Municipal School Bond Dept Reimbursement totaling \$334,287, and with the State's finalized FY22 Budget, School Bond Dept Reimbursement was reduced to 42% totaling \$280,081.08 in funding. There are three changes to the NRD; first is to increase the salary line item by \$10,000, the Assistant Director, Charlotte Levy, has exceeded expectations to receive a raise. Borough Mayor has reviewed her accomplishments and reviews and recommends approval. The adjustment will be made retroactive to July 1, 2021. Second change is to increase the contract labor line item. Third is increasing the BOF line item from \$5,000 to \$50,000.

MAYOR commented to say the Charlotte works really well with the fishermen, gets along with everyone really well and always goes above and beyond what her job requires.

WARREN commented saying I appreciate Charlotte hard work around the AEB area and seeing you out on the field with pictures provided in the reports.

JOSY said that Charlotte is indispensable.

PAUL said no objections, wants to look at community needs at the second reading.

**ROLL CALL.**

Yeas: Carol, Chris, Warren, Denise, Paul, Josephine, Brenda (no vote, stepped out). Advisory: Dailey.  
Nays: None.

**MOTION CARRIED**

**RESOLUTIONS**

Resolution 22-19, Authorizing the Mayor to Negotiate and execute a contract agreement between the Aleutians East Borough and Hickey & Associates for lobbying/consulting services for fiscal year 2022.

**MOTION**

CHRIS moved to approve Resolution 22-19 and second by CAROL.

Administrator Bailey said Mark Hickey with Hickey & Associates has provided for the Borough since 1998. The current contract ends December 31, 2021 and can be renewed by agreement by both parties. If the contract is renewed, the Borough would pay \$3,500 a month and reimburse for preapproved extraordinary out of pocket and travel expenses. This is already in budget under Alaska Lobbyist line item under the Mayor's budget.

CHRIS said he is glad we are entering to another contract with Hickey & Associates and his reports are very detailed.

**ROLL CALL**

Yeas: Carol, Chris, Warren, Denise, Paul, Josephine, Brenda (no vote, stepped out). Advisory:  
Dailey,  
Nays: None.

**MOTION CARRIED**

Resolution 22-20, Appointing an Acting Borough Clerk.

**MOTION**

CAROL moved to approve Resolution 22-20 and second by DENISE.

Administrator Bailey said our clerk retired in October and we have not been able to fill the position. According to Borough Code, the Assembly may appoint an acting Borough Clerk with all of the powers and obligations of the Borough Clerk. Must be appointed by the Assembly, will be a temporary non-exempt full-time hourly position.

MAYOR commented that the Administrative Assistant, Glennora Dushkin, has been doing a good job and supports the resolution.

PAUL said he is happy that Glennora is willing to take on the position.

WARREN commented saying he's happy Glennora is taking on the responsibility of Borough Clerk and said once we have a clerk hired, a discussion about pay should happen.

CHRIS glad to see Glennora is willing to step up and that Tina has big shoes and that when she is back to her normal position, that a pay change should be discussed.

**ROLL CALL**

Yeas: Carol, Chris, Warren, Denise, Paul, Josephine, Brenda (no vote, stepped out). Advisory:  
Dailey.  
Nay: None.

**MOTION CARRIED**

Resolution 22-21, Authorizing the Mayor to negotiate and execute a contract with Northern Economics to conduct a Socioeconomic Analysis of Commercial Fisheries in the Aleutians East Borough in an amount not to exceed \$100,000.

**MOTION**

CHRIS moved to approve Resolution 22-21 and second by JOSEPHINE.

Natural Resources Assistant Director Charlotte Levy said an analysis of the economic impact of commercial fisheries has not been conducted since 2004, in which is now outdated. The report is to include salmon and groundfish fisheries, and designed to be holistic and comprehensive yet scalable. The updated socioeconomic analysis would be useful in demonstrating the importance of commercial fisheries to the Borough and its communities. Administration recommends approval of Resolution 22-21.

CHRIS asked if we will have something together before the BOF meetings in March. LEVY said she's talked with Northern Economics and they feel that this would be possible and that we haven't received a proposal yet, but it is capped at \$100,000.

Levy said she's talked with Northern Economics and they feel that the salmon data from state fisheries is more readily available than federal ground fish fisheries and feel like it is possible to have a quality analysis done within this timeframe.

Mayor said that the money is already in the budget and we will not be adding to the deficit.

**ROLL CALL**

Yeas: Carol, Chris, Warren, Denise, Paul, Josephine, Brenda. Advisory: Dailey.  
Nays: None.

**MOTION CARRIED**

*OLD BUSINESS*

None.

*NEW BUSINESS*

None.

*REPORTS AND UPDATES*

**Administrator's Report in packet. Highlights below:**

**CARES Act Funding Update:**

The Aleutians East Borough received \$3.7M in CARES Act Funds, expended \$3.02M, leaving \$703K.

**COVID-19 Updates:**

The Borough continues to meet with EAT, the school district and the communities to discuss COVID-19. We have received \$325K in ARPA/SALT funds.

**Cold Bay Terminal:**

F&W mobilized to Cold Bay on October 20<sup>th</sup>. The barge left Homer on November 2<sup>nd</sup> with supplies and Coastal will be arriving soon with the rest of the materials.

**King Cove School:**

The plumbing and piping issues have been identified. Water samples have been taken and are being reviewed. Emil and a mechanical engineer travelled to King Cove in October to look and determine a solution.

**King Cove Road Update:**

A decision on this case is still pending.

**Akun Dock and Break Water:**

In October, the Army Corps, Borough and Akutan tribe and Trident met to discuss the Akun Dock & Breakwater projects.

**Sand Point and Akutan Harbor Floats:**

In August, the Borough submitted a grant application for the Sand Point Harbor and ranked third. Waiting for a decision on funding.

**Strategic Planning:**

The Borough has met with four communities so far and was able to get some questions asked for what they want to see in the coming years.

**Policies and Procedures:**

The first policy Administration address was the AEB Equipment Usage. This policy states that only Borough employees will be permitted to use Borough-owned and leased equipment.

**Other Items:**

Continued assistants in the FY21 Audit and conducting day to day operations.

**Assistant Administrator Report in packet. Highlights below**

**Community Meetings:**

Started community meetings on October 19<sup>th</sup> with PGS and Anne to discuss goals and visions for the next few years.

**Cold Bay Terminal:**

OTIS repaired buttons on the elevator on October 25<sup>th</sup>.

**Strategic Planning Update:**

Attended the October 18<sup>th</sup> Internal Assessment of our Strategic Planning. Met with communities to learn their goals.

**ICE Services:**

Working on getting the WatchGuard Firewall replaced at each office.

**Beazely Breach Solutions:**

Assigned the first few trainings to staff on November 2<sup>nd</sup>. Average training runs 10-20 minutes.

**Communications Director Report in packet. Highlights below:**

**Website Design:**

Working with Planeteria Media on the new website design. Plan to meet weekly to provide feedback and move through the process.

**Fish News:**

Latest Fish News was sent out October 22<sup>nd</sup> with an article about the Board of Fish meetings coming up in March and another article about the NRD Seafood Raffle on where to buy tickets and what the prizes are.

**In the Loop:**

Most two most recent In the Loop contained an introduction for Talia Jean-Louis, the new Assistant Administrator, which went out on October 28<sup>th</sup>. The second article contained a job notice for the Borough Clerk position which was published on November 2<sup>nd</sup>. Currently working on an article for Tina Anderson, she's retiring from the clerk position.

**Strategic Planning – PGS:**

CHRIS asked once the website design is up and running is that something you would be able to add/remove items. LAURA replied that we are making it to where we can edit whenever.

**Natural Resources Director Report in packet. Highlights below:**

**Strategic Plan:**

Asking for Assembly input for items on my Strategic Plan.

**Alaska Board of Fisheries:**

ACR 7 was accepted by the Board. This would dramatically decrease the fishing time in our area in June and July.

**Board of Game:**

Board of Game year for use, a lot of proposals, specifically for empire geese in which the City of Cold Bay is in support of. Meeting is set for January.

**North Pacific Fishery Management Council:**

Meets in December with the majority agenda items item planned final action on Abundance-based management of halibut.

PAUL said he looked on the webpage for NPC and said December meeting is virtual. Ernie said yes, but the meeting in February will be in Seattle and in person.

**Assistant Natural Resources Director Report in packet. Highlights below:**

**Electric Monitoring – WGOA2/EFP:**

Currently working on a full debrief of the B Season Pollock season which will include an analysis of of tender split offloads. The grant is tracking along as expected with two reimbursements submitted along with the 2021 Annual Financial Report. NFWF requested that we revise the Western Golf 3 proposal which would finish this project for the next two years.

**WGOA Data Portal:**

Working on quarterly report. Had a lot of progress for Pollock in B season. This grant will close out this year.

**Mariculture:**

NFWF grant will be finalized at the end of this year and closed out. A lot of challenges finding charters during the midst of COVID to get out and do field work.

**AFSC Cod Tagging Project:**

Possibility the BOF meeting will be held in March conflicting with the state water cod fishery and second round of cod tagging field work.

**Salmon Issues:**

Working with Northern Economics to develop a Scope of Work for a holistic socioeconomic analysis on the impacts of commercial fisheries in the AEB.

**Maintenance Director Report:**

**Ongoing Maintenance Projects:**

Went to the King Cove School with AMC Engineers to go through the hot water problem. Worked with Kurt at the Cold Bay terminal recommissioning the lights to LED.

**Strategic Plan Update:**

Meeting with PGS for next round of planning.

**Other Borough Related Items:**

Ordering supplies for the winter. Weekly meetings with DOWL.

**Upcoming Projects:**

Cold Bay expansion is in progress.

***ASSEMBLY COMMENTS***

WARREN said with the Bering Sea crab fishery disaster, would the Borough and a few communities along with the processing plants put in a fisheries disaster request to the governors and senators in DC since there has been a big cut to the crab fishery.

ERNIE responded that we will request a fisheries disaster.

PAUL said we may want to consider swapping dates for December Strategic Planning Session and Assembly Meeting and that he is a little disappointed that we downsized our Fish Expo efforts.

DAILEY just wanted to say kudos to the guys working at the terminal, they are doing a really good job and are really nice, keeping the place really clean.

***PUBLIC COMMENTS***

None.



*Date: November 10, 2021*

**MAYOR COMMENTS**

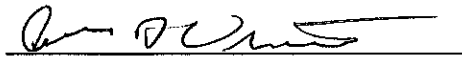
MAYOR attending the Harbor Masters conference and wanted to say that this conference is really worth the time and ticket to send each harbor master. Lots of networking. Really recommends.

**NEXT MEETING DATE**

Regular Assembly Meeting Thursday, December 9, 2021 at 3:00 p.m. at the Anchorage AEB Office.  
Strategic Planning Session Friday, December 10, 2021 at the Nave in Anchorage, AK

**ADJOURNMENT**

BRENDA moved to adjourn and second by JOSY. Hearing no more, the meeting adjourned at 5:08 p.m.



Mayor Alvin D. Osterback

  
Glenora Dushkin, Acting Clerk

Date: 12/10/2021

