

HOLLIS COMMUNITY COUNCIL INCORPORATED MEETING

Agenda and Unapproved Minutes

Board

Proper notice of the meeting date/time was given per the Corporation By-laws

TUESDAY, July 12, 2016

FIRE HALL, HOLLIS, AKLASKA

Board Members Present: (see attached roster)

Absent Board Members: John Ryan

Council Members/visitors Present: see attached roster

MEETING CALLED TO ORDER BY THE PRESIDENT AT __7:05_ PM, by Budd Burnett.

APPROVAL OF MINUTES

Minutes for June 14, 2016 meeting presented for approval. The unapproved minutes are sent to the board members for comments/corrections prior to the meeting and posted on the web site. No corrections/comments were received.

Motion to approve: Tom Harden Second: _Deena Taylor Vote: Unnamous

Reading of Correspondence-Secretary

1. Letter from State Representative Jonathan Kreiss-Tompkins read from community meeting held Sunday, June 26th, Fire Hall and Community Room was read. Attached attachment a.

A. Committees/Department Reports: (Please have reports either typed or hand written and presented to the secretary after the report is given so they may be included in the record). Per the implementation of the new By-Laws, reports will be given by the Standing Committees in addition to the following:

Committees: If an individual is interested in either chairing or serving on a standing committee, please submit your name to any board member.

1. Finance Committee: John Ryan, chair. Presented by Tom Harden for John Ryan. Members: Checking account balance has \$82,284.83. Report of bills paid. Quarterly audit presented if due. A bill for gas was paid

Status of budget submitted for State Revenue Sharing.

Members to be appointed (per the By-Laws, "the committee must include at least three other members." Will be addressed under New Business.

2. Annual Fire Department Fundraiser: Keith Michaels, Chair, Set for August 20th

Lisa Cates presented a report with detailed handout concerning the new and improved event.

See attachment b.

Concern was voiced over the Council's liability insurance coverage related to hosting a beer garden. This will be explored with a report back as to the liability issues and if our current policy will cover this.

Additional volunteers were obtained and noted on the handout provided by Lisa.

THE COMMITTEE IS SEEKING VOLUNTEERS TO HELP/MANAGE VARIOUS ACTIVITIES AS SET FORTH IN THE HANDOUT. PLEASE CONTACT EITHER KEITH MICHAELS OR LISA CATES ASAP.

There will be a committee meeting July 26th at 7:00PM, at this location.

3. **Harris River Picnic Area:** Committee to be appointed/volunteers. To be completed under new business.
4. **Fourth of July Celebration:** Committee to be appointed/volunteers. To be completed under new business.
5. **Cemetery Committee:** Budd Burnett, chair. Members: Sandra Nessett, Brian Hallstrom. Tom Harden volunteered to serve on the committee.

Status of parking lot, seeding, parking lot progressing and is looking nice.

Status on items requested at June meeting: Trust, Record Keeping, Perpetual Care are being investigated and recommendations will be forthcoming.

The chair stated that the VFW had been trying to get a Veteran's Cemetery located on POW and to date had been unsuccessful. A suggestion was to designate 50 plots in the Hollis Cemetery for a veteran's section.

It was also presented that the Council consider designating \$500/year to the perpetual maintenance of the cemetery.

The committee will do a follow-up presentation under new business at the August meeting.

Appointed Committee(s):

6. **Second Class City Forum:** Chair, Tom Harden; Members: Ron Curtis, Robert Andrews
A report was presented by chair Tom Harden. No date has been decided upon at this time and will be announced at the August meeting. The format suggested for the initial forum is one that presents the facts, with hand-outs, outlining the presentation of Cons-James David Sneed and Pros-Robert Andrews. It was emphasized that the presentations will be based and backed up by factual documentation, not opinions or supposition. A follow-up meeting will be held at a later time to field questions and discussion. This process will allow individuals to take the information presented and do their own research, formulate their questions.

Department Reports:

7. **FIRE/EMS: Chief Bill Sharpes**
 - a. **Vehicles:** No issues reported, all vehicles are operational.
 - b. **Siren mounting: (Keith Michaels) not operational to date secondary on an electrical wiring issue. Answers for resolution is being sought by Mr. Michaels with the goal of completion in a relatively short period of time.**
 - c. **Code Blue Equipment:**
Update, informational only: Decision on where to place one of the AED's, school or library. Training schedule of interested individuals to be presented.
Mr. Sharpes announced that the AED will be placed at the school with appropriate training provided for all desiring. Dates for training will be announced.
 - d. **Emergency Calls** since last meeting. A medical call came into the triage person, Sandra Nessett, regarding an individual experiencing shortness of breath. No EMT available with Hollis EMS and the appropriate referral was made to provide help.

B. OLD BUSINESS:

1. Articles of Incorporation submission to the state appropriate office. Status: Deena Taylor In process.
2. MHT: Status of-Deena Taylor
Meeting held with Representative Jonathan Kreiss-Tompkins, June 26th. Please see letter, attachment a.

3. Harris River Bridge Update(ATV bridge over the Harris-Budd Burnett Update

Still no decision as the state and federal forest service representatives are still exploring options. Since we are not a second class city, we are unable to received the grant funds to purchase and place the ATV bridge.

Suggest motion to assign this item to the Standing Committee-Harris River Picnic Area therefore removing from old business. See new business

4. HOLLIS HARRIS RIVER PICNIC AND TRAIL and Harbor Dock –John Ryan.
Update, informational item only

Suggest motion to assign this item to the Standing Committee-Harris River Picnic Area therefore removing from old business. See new business

5. GRAVEL DONATION FROM USFS UPDATES-Tom Ryan
Update, informational only:

We have lost the gravel. Will be used on the Aurora Drive expansion. Have agreed to provide gravel for the cemetery in honor of the years of dedicated service of Budd Burnett to the community and POW.

6. HARRIS RIVER SUBDIVISION CULVERT UPDATE-Budd Burnett.

Update, informational item only. The organization approached will not be replacing this culvert as it was determined to be of insignificance importance to the spawning of salmon coming up the Harris.

7. DONATION/GROCERY RECEIPTS-Budd Burnett-quarterly report ending July30.
Informational item only. Not due this meeting

8. Facebook page for the Council

Lisa Cates was asked by the Board to bring information and a proposal to establish this for the Council

Tabled at March 8th meeting. Need motion to bring off of the table

Update: Remains tabled as Lisa was not available to present an update.

Motion to bring off of the table: Deena Taylor Second: Sandra Nessett Vote: unanimous

Discussion: Motion to not pursue this option at this time by Bill Sharpes Seconded: Sandra Nessett Vote: unanimous

C. NEW BUSINESS

1. **Membership of Standing Committees**

PLEASE NOTE VOLUNTEERS FROM THE COUNCIL ARE ACTIVELY BEING SOUGHT. PLEASE CONTACT A BOARD MEMBER OF THE COMMITTEE CHAIR IF INTERESTED IN SERVING ON ONE OF THE FOLLOWING COMMITTEES. THANK YOU.

- a. **Harris River Picnic Area**

John Ryan-chair

Members to date:

Craig Petterson

Assigned responsibility as of this meeting and may have others added as issues come up.

- 1) Maintenance of the trail, surrounding area. This means coordination of volunteers for needed repairs, ongoing clean-up and presenting requests to the Board/Council
- 2) Continue to pursue options to obtain placement of the ATV bridge over the Harris River.

b. Fourth of July Celebration

Chair-Ron Curtis
Members to date:
Keith Michaels

Assigned responsibility as of this meeting and may have others added as issues come u.

- 1) Organize the annual Hollis Fourth of July celebration

c. Finance

Chair-John Ryan
Members to date:
Tom Harden
Matt Beers
Robert Andrews
Tommy Lynch

Assigned responsibilities are outlined in the new By-laws.

2. Assignment of committee responsibilities if not previously provided for under the By-Laws

See assigned responsibilities under the standing committees above.

3. Approval of a Standing By-Law/Articles of Incorporation Review Committee

Motion: Move that the council approve a By-Law/Articles of Incorporation Review Committee. Made: Deena Taylor
Second: Tom Harden

Discussion:

This has been discussed and the committee will be charged with an ongoing review of the corporate documents and operational guidelines with no less than an annual report to the Council in regard to revisions, etc.

Vote: _Unanimous

Chair: Deena Taylor
Members:
Tom Harden
Ron Curtis
John Ryan

4. Appointment of a Parliamentarian

Motion: To appoint Tom Harden as the Parliamentarian for the Council. Deena Taylor

Seconded: Sandra Nessett

Discussion: Copies of Robert's Rule of Order have been provided to all Board members with the exception of Bill Sharpes. A copy will be provided to him. In the By-laws, Robert's Rules of Order are the suggested reference for business procedure. The Parliamentarian will be responsible to serve as a resource for procedural advice and to serve as a time-keeper to keep the business of the Council progressing so items may be completed in a timely fashion and items on the agenda may be completed.

Vote: Unanimous

5. Membership list updated: Deena Taylor

New members added to the membership:

Craig Peterson

It was requested by Lisa Cates to add:

Challis Eric Cates
69 Hollis Chilkat Rd.
Hollis, AK 99950

PO Box 528

Klawock, AK 99925

He will be electronically verified by the secretary and presented at the next meeting.

The Secretary questioned if Brett Burnett was still a resident of Hollis and was informed that his voter registration still indicated Hollis as his address. This will be verified and reported at the August meeting.

What was the gravel going to be used for located at the overlook by the Hollis Kiosk? It will be used to repair the Hollis Chilkat Road.

Motion to adjourn Deena Taylor Seconded: Tom Harden

Meeting adjourned at 8:40PM.

The next council meeting will be held on Tuesday, August 9, 2016, Community Room, Fire Hall, 7-9PM.