

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2024-04

A RESOLUTION OF THE UNALASKA CITY COUNCIL APPROVING THE MAYOR'S APPOINTMENTS TO THE LIBRARY ADVISORY COMMITTEE; THE PARKS, CULTURE AND RECREATION COMMITTEE; THE PLANNING COMMISSION AND PLATTING BOARD; AND THE HISTORIC PRESERVATION COMMISSION

WHEREAS, terms of office have expired for members of the Library Advisory Committee; the Parks, Culture and Recreation Committee; the Planning Commission and Platting Board; and the Historic Preservation Commission, creating vacancies; and

WHEREAS, Unalaska City Code § 2.60.040 states that board members shall be appointed by the Mayor, subject to approval of the City Council; and

WHEREAS, Mayor Tutiakoff has made the following appointments, and submits these names to the City Council for approval:

LIBRARY ADVISORY COMMITTEE

M. Lynn Crane
Catherine Hazen
Karen Macke
Ellis Berry (to complete the term ending on February 13, 2025)

PARKS, CULTURE & RECREATION COMMITTEE

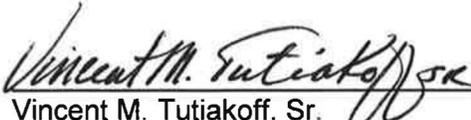
Noel Rea
Benjamin L. Knowles

PLANNING COMMISSION AND PLATTING BOARD; and
HISTORIC PRESERVATION COMMISSION

Caroline Sue "Vickie" Shapsnikoff Williams

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council approves the Mayor's appointments, which are all three-year terms beginning February 15, 2024 and ending on February 14, 2027.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 13, 2024.



Vincent M. Tutiakoff, Sr.
Mayor

ATTEST:



Estkarien P. Magdaong
City Clerk



MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Estkarlen P. Magdaong, City Clerk
Through: Marjie Veeder, Assistant City Manager
Date: February 13, 2024
Re: Resolution 2024-04: Approving the Mayor's Appointments to the Library Advisory Committee, the PCR Committee, the Planning Commission and the Historic Preservation Commission

SUMMARY: Members of committees and commissions are appointed by the Mayor, subject to approval of the City Council. The Mayor made several appointments, which are being presented to Council for approval. Passage of Resolution 2024-04 accomplishes this objective.

PREVIOUS COUNCIL ACTION: Council is provided the opportunity to approve the Mayor's appointments to committees and commissions annually, or as vacancies and appointments occur throughout the year.

BACKGROUND and DISCUSSION:

- Library Advisory Committee – the terms of office for M. Lynn Crane, Catherine Hazen and Karen Macke have expired. There is a one vacancy available as a previous committee member resigned due to becoming a full-time employee at the Library. This vacant seat's term will expire on February 2025. There are two candidates who submitted their applications before the deadline.
- PCR Committee – the terms of office for Noel Rea and Benjamin Knowles have expired.
- Planning Commission; Platting Board and Historic Preservation Commission – the term of office for Caroline Sue "Vickie" Shapsnikoff Williams has expired.

All members listed above applied to retain their seats; and the Mayor has reappointed them all.

ALTERNATIVES: Council may choose not to approve the Mayor's appointments, in which case the vacancies will be advertised and interested persons encouraged to apply.

STAFF RECOMMENDATION: None. This is a Council decision.

PROPOSED MOTION: I move to adopt Resolution 2024-04.

ATTACHMENTS: Applications submitted



RECEIVED
emagdaong, 1/18/2024, 1:30:12 PM

BOARD, COMMITTEE & COMMISSION APPLICATION

APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliuliuk Family & Health Services Clinic Board

Name: M. Lynn Crane

Mailing Address: PO Box 626 Unalaska, AK 99685

Telephone: 907-581-1500 Email: usafved@arctic.net

Occupation: Non Profit Director Employer: USAFV

Previous Board/Committee/Commission Experience (attach additional pages if necessary):
Library Advisory Committee Charter Member
IFHS Board

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other _____

Please explain in greater detail the reasons you checked above: I believe the Unalaska Public Library to be one of the most important institutions in our community, and that libraries in general are the cornerstone of democracy. I want to participate as the library continues to evolve to meet the changing needs of Unalaska.

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):
 Media Word of Mouth Solicitation Other Current member

Date: 01/18/24 Signature: M. Lynn Crane Digitally signed by M. Lynn Crane Date: 2024.01.18 09:35:55 -09'00'

THANK YOU FOR YOUR INTEREST IN SERVING
Applications expire one year from date received by City Clerk
Please return completed Application to the City Clerk's Office in City Hall, 43 Raven Way, Unalaska
Or mail to City Clerk, City of Unalaska, P. O. Box 610, Unalaska, AK 99685

RECEIVED
JAN 25 2024
BY: _____



BOARD, COMMITTEE & COMMISSION APPLICATION

APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliuliuk Family & Health Services Clinic Board

Name: Catherine Hazen

Mailing Address: Po Box 3810 Unalaska

Telephone: 907 359 2711 Email: cshazen@arctic.net

Occupation: Retired Employer: _____

Previous Board/Committee/Commission Experience (attach additional pages if necessary):

10 years on the Library Advisory Committee

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other _____

Please explain in greater detail the reasons you checked above: 40 years of

administrative and budgeting experience, including 23 years in municipal government. Currently the only representative of the senior citizen/retiree segment of the community on the board.

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation

Other Current term expiring

Date: 1/25/24

Signature: _____

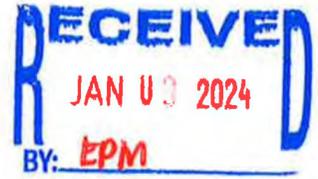
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BOARD, COMMITTEE & COMMISSION APPLICATION



APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliuliuk Family & Health Services Clinic Board

Name: Karen Macke

Mailing Address: P.O. Box 1382, Unalaska, AK 99685

Telephone: 907-359-1607

Email: k.macke@outlook.com

Occupation: Firefighter

Employer: City of Unalaska

Previous Board/Committee/Commission Experience (attach additional pages if necessary):

Library Advisory Committee (2021-Present) ; Alaska State Firefighter Association

Unalaska Chapter (2021-2023 Vice President; 2023-Present Seat A)

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other _____

Please explain in greater detail the reasons you checked above: I have taken previous courses in library sciences and archive management and believe my expertise will be helpful to the committee. Additionally I have enjoyed my last term with the committee and would love to further the experience.

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other Previous member

Date: 01/08/2024

Signature: _____

THANK YOU FOR YOUR INTEREST IN SERVING

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KAREN MACKE

907-359-1607



k.macke@outlook.com



Firefighter

P.O. Box 1382, Unalaska, AK 99685



SUMMARY

Highly motivated and professional Temporary Firefighter with the City of Unalaska dedicated to providing exceptional and compassionate customer service. Skilled in providing aid effectively in a high-stress situation. Effective at quickly assessing situations and responding with solutions. Possess exceptional communication and interpersonal skills with a proven ability to work independently and as part of a team.

EDUCATION

University of Toronto

Masters in Museum Studies
Masters of Information (Archives and Records Management)
2017-2020

Ithaca College

Bachelor of Arts - History
2013-2017

SKILLS

- Maintaining, inspecting, and cleaning apparatus, tools, and equipment
- Exceptional communication and interpersonal skills
- Knowledge of basic portable radio operations
- Detail-oriented and able to handle multiple tasks simultaneously
- Ability to complete reports and collect data
- Knowledge of Firefighting and EMS procedures and techniques

CERTIFICATIONS

- Alaska EMT I
- NIMS ICS 100, 200, 700, & 800
- Basic Life Support Certification

PROFESSIONAL EXPERIENCE

Firefighter

Unalaska Fire Department | September 2023 - Present

- Responds to emergency medical calls to perform medical aid and other emergency medical services
- Protects life and property at fire incidents
- Completes inspection, maintenance, and reports for tools, apparatuses, and equipment ensuring their successful operation
- Assists with pre-incident plans for businesses within the community
- Appropriately handles confidential information and documents in accordance to HIPAA
- Completes community outreach through CPR classes and community events
- Maintains operations by following policies and procedures, reporting needed changes

Collections Manager

Museum of the Aleutians | 2020 - October 2023

- Responsible for care and maintenance of Museum's Collections
- Responsible for the accurate and thorough cataloging of previous and current donations
- Completes inventories, cataloging, and condition reports
- Maintains data entry, reports, and legal files for all donations
- Responsible for grant writing, data management, project management, and other administrative tasks
- Supervises and provides training for Collections staff

Volunteer Firefighter

Unalaska Fire Department | 2021 - February 2023

- Responded to emergency medical situations
- Responded to emergency fire and rescue situations
- Attended weekly training to continue education in EMS/Fire
- Awarded Unalaska Volunteer EMT of the Year - 2022



BOARD, COMMITTEE & COMMISSION APPLICATION

RECEIVED
FEB 09 2024
BY: EPM

APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliuliuk Family & Health Services Clinic Board

Name: ELLIS BERRY

Mailing Address: PO BOX 1384, UNALASKA, AK 99685

Telephone: (907) 559-5872 Email: ELLISBERRY@PROTONMAIL.COM

Occupation: SOFTWARE DEVELOPER Employer: CVS HEALTH

Previous Board/Committee/Commission Experience (attach additional pages if necessary):
NONE

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other _____

Please explain in greater detail the reasons you checked above: EVERYWHERE I'VE LIVED THE LIBRARY HAS BEEN AN IMPORTANT PART OF THE LOCAL COMMUNITY AND A PLACE I VISIT FREQUENTLY. JOINING THE BOARD WOULD BE A SMALL WAY I COULD HELP OUT AND BE CIVILLY ENGAGED.

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other _____

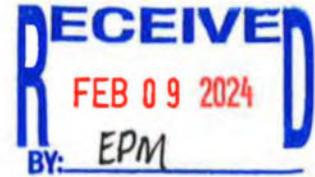
Date: FEB 7, 2024

Signature: [Handwritten Signature]

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BOARD, COMMITTEE & COMMISSION APPLICATION



APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
Parks, Culture & Recreation Committee
Library Advisory Committee
Museum of the Aleutians Board of Directors
Iliuliuk Family & Health Services Clinic Board

Name: Jackie Trent Adams

Mailing Address: PO Box 920847 Dutch Harbor AK 99692

Telephone: 907 359 5635

Email: trentlevittxvi@gmail.com

Occupation: Data Analyst

Employer:

Previous Board/Committee/Commission Experience (attach additional pages if necessary):

President of the CMU Psychology Club

Vice-President of the Unalaska Chapter, Alaskan Peace Office Association

Section Leader, CMU Band

Check the primary reason(s) for your interest:

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I have expertise I want to contribute.
I am interested in the activities the board, committee or commission handles.
I want to participate in local government.
I want to make sure my segment of the community is represented.
Other

Please explain in greater detail the reasons you checked above: I have been a bibliophile all my life; my father is a book salesman. I run a book club with a university librarian who is a friend of mine. I have also always been interested in serving my community, and I have a strong appreciation for the arts. I am moving back to Unalaska after a few years absence, and I want to help promote library activities here.

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
Word of Mouth
Solicitation
Other

Date: 02/09/2024

Signature:

[Handwritten signature]

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JACKIE ADAMS

Unalaska, AK 99685
(907) 359-5635
aviantrent@yahoo.com

CURRENT EMPLOYER

Research Analyst • *Military Family Advisory Network*

Remote • December 2021 - January 2024

- Prepared statistical analysis plans for 2 nation-wide surveys with over 7,000 respondents each.
- Implemented quantitative and qualitative methods to analyze large datasets and identify trends and patterns.
- Led 3 staff trainings in Qualtrics, statistical analysis, and data modeling to increase staff productivity. Was primary author for staff training materials in quantitative data analysis.
- Creation of roughly 30 white pages, presentations, literature reviews, and other deliverables according to funder requirements.

VOLUNTEER EXPERIENCE

Vice President • *Alaska Peace Officers Association*

Unalaska, AK • September 2018 to July 2019

- Help promote welfare of peace officers across Alaska state, including raising funds for fallen officers and community outreach.

President • *CMU Psychology Club*

Grand Junction, CO • August 2017 to May 2018

- Responsible for organizing meeting times, sending e-mails to professors and club members, reserving rooms for events, delegating tasks to members, and keeping documents of meetings.
- Must have knowledge and accurate information of club evaluations and create meeting powerpoints.

Administrative Aide • *Latimer House Domestic Violence Shelter*

Grand Junction, CO • January 2016 to May 2017

- Assisted domestic violence counselors and victim advocates with facilitating family group counseling sessions.
- Worked the front desk area of domestic violence shelter, providing scheduling support and handling information requests.

EDUCATION

Master of Science - Criminological Research Methods • *University of Cambridge*

Cambridgeshire, UK • September 2020

- Awarded membership to Darwin College
- GPA: 3.8 US

Master of Arts - Psychology • *Colorado Mesa University*

Grand Junction, CO • May 2018

- Graduated Magna Cum Laude
- GPA: 3.78
- Distinguished Scholar Award, 2014-2018
- Member of Psi Chi Honors Society

HOBBIES AND INTERESTS

- 20 years of classical piano education.
- Interest in all types of literature, particularly science fiction, fantasy, and history.
- Avid horseback rider.



BOARD, COMMITTEE & COMMISSION APPLICATION

APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliuliuk Family & Health Services Clinic Board

Name: Noel Rea

Mailing Address: PO box 55

Telephone: (907) 305-1035 Email: noelrea2020@gmail.com

Occupation: Healthcare Employer: IFHS

Previous Board/Committee/Commission Experience (attach additional pages if necessary):

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other _____

Please explain in greater detail the reasons you checked above: _____

I love working on the board and want to continue.

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other _____

Date: 12/19/23

Signature: 

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BOARD, COMMITTEE & COMMISSION APPLICATION

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- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliuliuk Family & Health Services Clinic Board

Name: Benjamin L. Knowles

Mailing Address: P.O. Box 920213 Dutch Harbor, Alaska 99692

Telephone: 907-359-4369 Email: bknowles@ci.unalaska.ak.us

Occupation: Fire Chief Employer: City of Unalaska

Previous Board/Committee/Commission Experience (attach additional pages if necessary):

Alaska Fire Standards Council, Alaska Fire Chiefs Association, Alaska Council on Emergency Medical Services

State of Alaska Emergency Response Commission, Aleutian Pribilof Local Emergency Planning Commission

Iliuliuk Family And Heath Services, Board of Directors, City of Unalaska Parks, Culture & Recreation Advisory Committee

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other _____

Please explain in greater detail the reasons you checked above: With the Master plan coming up for the PCR have a lot of vested interests in being a part of that for my kids and our community.

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other _____

Date: 01/22/2024

Signature: 

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RECEIVED
JAN 12 2024
By: Clerk AA

BOARD, COMMITTEE & COMMISSION APPLICATION

APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliuliuk Family & Health Services Clinic Board

Name: Caroline Sue Shapsnikoff Williams

Mailing Address: P.O. Box 186 Unalaska, AK, 99685

Telephone: 907-581-6905 or 907-359-1233 Email: N/A

Occupation: Disabled Employer: N/A

Previous Board/Committee/Commission Experience (attach additional pages if necessary):
I Am also on the Tribal Board Right Now.

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other _____

Please explain in greater detail the reasons you checked above: I like helping to see this town grow and also watch over the native part of this town.

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other I AM still on the Board for now

Date: 1-12-2024

Signature: Caroline Sue Shapsnikoff Williams

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