



CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS
330 Harbor Drive
Sitka, AK
(907)747-1811

Minutes - Final City and Borough Assembly

*Mayor Mim McConnell
Deputy Mayor Pete Esquiro,
Vice Deputy Mayor Thor Christianson,
Phyllis Hackett, Matthew Hunter, Mike Reif and Michelle Putz*

*Interim Municipal Administrator: John P. Sweeney III
Municipal Attorney: Robin L. Koutchak
Municipal Clerk: Colleen Ingman, MMC*

Tuesday, August 13, 2013

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

Present: 7 - Christianson, Esquiro, Reif, Hunter, Putz, McConnell, and Hackett

IV. CORRESPONDENCE/AGENDA CHANGES

[13-161](#) Correspondence

None.

V. CEREMONIAL MATTERS

[13-152](#) Service Award: Jeremy Twaddle - Planning Commission

Mayor McConnell presented Jeremy Twaddle with a Service Award for his six years of service on the Planning Commission.

VI. SPECIAL REPORTS: Government to Government, Municipal Boards/Commissions/Committees, Municipal Departments, School District, Students and Guests (time limits apply)

Carol Goularte with the US Forest Service, provided an update to the Assembly on Redoubt Lake, plans for a new office location on Halibut Point Road, and possible loss of jobs due to funding cuts. Goularte stated the hope was to retain the current 63 positions in Sitka and noted there had been a 62% decrease in personnel since 1996.

VII. PERSONS TO BE HEARD

Albert Judson offered an outsider's viewpoint of Sitka.

Tiffany Shaquanie spoke to the health risks associated with fluoridated water.

VIII. REPORTS**a. Mayor, b. Administrator, c. Attorney, d. Liaison Representatives, e. Clerk, f. Other**

Acting Administrator- Michael Harmon reported existing asphalt would be removed at the Centennial Hall parking lot this weekend and underground drainage work would be started. Harmon stated vehicles would need to be out of the parking lot during this time and asked folks to be patient.

Liaison Reps- Assembly member Putz reported on the Historic Preservation Commission and Assembly member Hackett reported on the Sitka Community Hospital Board.

Clerk- Times were determined for the Blue Lake Dam tour, administrator candidate interviews, public reception for candidates, and special Assembly meeting for administrator selection.

Other - Chris Brewton, Utility Director, provided an update on the Blue Lake Dam project.

IX. CONSENT AGENDA

- A** [13-160](#) Approve the minutes of the July 23 Special Assembly Meeting and July 23 Regular Meeting

This item was APPROVED ON THE CONSENT AGENDA.

- B** [13-158](#) Appoint Don Jones to a term on the Local Emergency Planning Committee and reappoint 1) Jeff Feldpausch to a term on the Parks and Recreation Committee and 2) Curt Ledford to a term on the Library Commission

This item was APPROVED ON THE CONSENT AGENDA.

- C** [13-159](#) Approve a request filed by Baranof Island Brewing Company for an expansion of the existing licensed premises under liquor license #4912

A motion was made by Putz that this Item be APPROVED. The motion PASSED by the following vote.

Yes: 7 - Christianson, Esquiro, Reif, Hunter, Putz, McConnell, and Hackett

D [13-156](#) Accept the Sitka Urban Forest Management Plan

Lynne Brandon, Parks and Recreation Manager, explained the plan was an urban management plan and directed toward trees actively managed by the City in parks and on City grounds.

A motion was made by Hackett that this Item be APPROVED. The motion PASSED by the following vote.

Yes: 7 - Christianson, Esquiro, Reif, Hunter, Putz, McConnell, and Hackett

A recess was taken from 7:00pm to 7:10pm.

E [13-155](#) Approve the award of a construction contract in the amount of \$56,425 to ANC Research & Development, LLC for the repair of the Airport water main near the USCG housing project

Reif asked if there were any health issues associated with asbestos pipe. Environmental Superintendent, Mark Buggins, stated there were no health issues in pipe form. Buggins also noted the USCG regularly tested for asbestos.

A motion was made by Christianson that this Item be APPROVED. The motion PASSED by the following vote.

Yes: 7 - Christianson, Esquiro, Reif, Hunter, Putz, McConnell, and Hackett

X. UNFINISHED BUSINESS:

F [ORD 13-31A](#) Amending chapter 11.40 of the SGC entitled "Stopping Standing and Parking" to provide for civil administration process for parking offenses under this chapter

Christianson and Putz thanked the Police and Fire Commission for their willingness to serve as the hearing officer.

A motion was made by Hackett that this Ordinance be APPROVED. The motion PASSED by the following vote.

Yes: 7 - Christianson, Esquiro, Reif, Hunter, Putz, McConnell, and Hackett

G [ORD 13-32](#) Amending the Sitka General Code at Chapter 15.05 entitled "Water System" at subsection 15.05.620 entitled "Rates and Fees" to adjust the rates for water service

A motion was made by Hackett that this Ordinance be APPROVED. The motion PASSED by the following vote.

Yes: 7 - Christianson, Esquiro, Reif, Hunter, Putz, McConnell, and Hackett

XI. NEW BUSINESS:

New Business First Reading

H [ORD 13-33](#) Reenacting SGC at Chapter 2.32 entitled Strategic Planning Commission

Putz provided a brief explanation of the reasons for creating the ordinance.

Assembly members offered their opinions and suggested further work be done on the ordinance.

A motion was made by Hackett that this Ordinance be POSTPONED to the August 27, 2013 Assembly meeting. The motion PASSED by the following vote.

Yes: 7 - Christianson, Esquiro, Reif, Hunter, Putz, McConnell, and Hackett

Additional New Business Items

I [13-157](#) Additional discussion/direction/decision on the sale of the South Benchlands and proposals submitted by Sound Development, LLC
Developers, Todd Fleming and Jeremy Twaddle, provided an overview of the subdivision materials they submitted for the Assembly packet and stated their goal was to provide an opportunity for private individuals or entities to buy land. They noted there would be numerous public meetings held and requirements to be met throughout the subdivision process.

John Holst, a member of the Benchlands Ad Hoc Group, spoke in favor of the motion and urged the Assembly to move forward.

Assembly members offered their opinions on selling the parcels.

Municipal Attorney, Robin Koutchak, asked for clarification of what the Assembly would like to see in a sales agreement.

A motion to amend was made by Putz to include in the sales agreement a right of first refusal as a parcel.

Acting Administrator, Michael Harmon, stressed the need for the sales agreement to follow the RFP as submitted by Sound Development LLC.

Putz withdrew her motion to amend.

Municipal Attorney, Robin Koutchak, reviewed some of the requirements set forth in the RFP. The goal would be for the developer, Municipal Attorney and staff to work together to develop a sales agreement to come back before the Assembly for approval.

A motion was made by Putz to amend the last sentence of the main motion to read, "I further move to direct the Municipal Attorney, in conjunction with the Administrator and developer, to draft a sales agreement as described in this motion, and execute the sales agreement forthwith with final review by the Assembly." The amendment PASSED by the following vote.

Yes: 7 - Christianson, Esquiro, Reif, Hunter, Putz, McConnell, and Hackett

The Assembly further discussed the need to follow the RFP.

A motion was made by Reif to sell parcels A, B, C, & D of the South Benchlands property to Sound Development, LLC, for the price as described in Sound Development, LLC's proposal in response to the RFP issued on December 4, 2012, by the City and Borough of Sitka, and to further direct the Municipal Attorney, in conjunction with the Administrator and developer, to draft a sales agreement as described in this motion, and execute the sales agreement forthwith with final review by the Assembly. The motion as previously amended PASSED by the following vote.

Yes: 7 - Christianson, Esquiro, Reif, Hunter, Putz, McConnell, and Hackett

J [13-153](#)

Authorize the Interim Administrator to execute a Memorandum of Agreement with the Alaska Department of Transportation and Public Facilities for completion of the Baranof Warm Springs Dock reconstruction and ownership transfer

Reif stated the City had received a \$1,900,000 grant to reconstruct the Baranof Warm Springs dock and suggested the need for a financial plan for long term maintenance. Public Works Director, Michael Harmon, noted this was something that would definitely be looked at.

The Assembly commended Public Works staff for a job well done and was pleased with the direction the project was headed.

A motion was made by Hunter that this Item be APPROVED. The motion PASSED by the following vote.

Yes: 7 - Christianson, Esquiro, Reif, Hunter, Putz, McConnell, and Hackett

K [13-154](#)

Authorize the Interim Administrator to negotiate, execute and administer all documents required for the Cross Trail Multimodal Project phases 4 & 5 including the Reimbursable Agreement with Federal Highways Administration, Western Federal Lands, for construction of the Cross Trail Multimodal Pathway

Brian Hanson, president of Sitka Trail Works, encouraged the Assembly to authorize this item. Hanson added Sitka Trail Works had pledged their support in any way they could to get this project complete.

Lynne Brandon, Parks and Recreation Manager, noted improvements such as a separated pathway along most of Yaw Drive.

A motion was made by Putz that this Item be APPROVED. The motion PASSED by the following vote.

Yes: 7 - Christianson, Esquiro, Reif, Hunter, Putz, McConnell, and Hackett

XII. PERSONS TO BE HEARD:

None.

XIII. EXECUTIVE SESSION

None.

XIV. ADJOURNMENT

A motion was made by Christianson to ADJOURN. The motion passed by a unanimous voice vote. The meeting ADJOURNED at 9:25pm.

ATTEST: _____

Sara Peterson, CMC
Acting Municipal Clerk