



# CITY AND BOROUGH OF SITKA

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

## Minutes - Draft City and Borough Assembly

*Mayor Mim McConnell  
Deputy Mayor Pete Esquiro,  
Phyllis Hackett, Matthew Hunter, Mike Reif, Benjamin  
Miyasato and Aaron Swanson*

*Municipal Administrator: Mark Gorman  
Municipal Attorney: Robin L. Koutchak  
Municipal Clerk: Colleen Ingman, MMC*

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Tuesday, October 22, 2013

6:00 PM

Assembly Chambers

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### REGULAR MEETING

#### I. CALL TO ORDER

#### II. FLAG SALUTE

#### III. ROLL CALL

**Present:** 7 - Esquiro, Reif, Hunter, McConnell, Hackett, Swanson, and Miyasato

#### IV. CORRESPONDENCE/AGENDA CHANGES

The Mayor noted Item G had been pulled by the sponsors prior to the meeting.

#### V. CEREMONIAL MATTERS

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

Sitka School Board member Tim Fulton spoke to the Board's goals, informed STA and SNEP would be forming a new preschool based program, noted the hire of the Alaska Association of School Boards to assist with the search for a new Superintendent.

#### VII. PERSONS TO BE HEARD

#### VIII. REPORTS

##### a. Mayor, b. Administrator, c. Attorney, d. Liaison Representatives, e. Clerk, f. Other

Mayor - Welcomed Mark Gorman, Aaron Swanson and Ben Miyasato. Attended the

ATIA Conference, LEPC, Sea Walk ribbon cutting ceremony, and Alaska Day Ball. Chaired the Southeast Conference of Mayors; talked about herbicide use alongside state highways and AMHS issues. Attended a meeting sponsored by SEDA; a corporation has expressed interest in our water.

Administrators - Outgoing Interim Administrator, Jay Sweeney, reported on the last couple weeks. Six members of finance traveled to Arizona to take part in the New World System user conference. He attended ATIA community night and banquet. It was during that night that Sitka suffered a major water break. He thanked KCAW for their news releases. Municipal Administrator, Mark Gorman, recognized Mr. Sweeney for the tremendous job he had done and how it had made his entry into the position seamless. Gorman reported he had held a meeting with Department Heads and talked about his expectations. Gorman attended the bulk water discussion which he found quite interesting.

Attorney - Reported on October 8 she met with the Port and Harbors Commission and reviewed proposed changes to Title 13.

Liaison Reps - Assembly member Hunter reported on the Port and Harbors Commission. Hackett followed with a report on the Tree and Landscape Committee.

Clerk - Mentioned Board and Commission training had been held; good turnout. Reminded the newly elected officials of orientation.

Other - Reif expressed his surprise at the amount of use the seawalk had received. Reif thanked voters for passage of the latest proposition.

## IX. CONSENT AGENDA

- A 13-207** Approve the minutes of the October 7, 2013 Assembly meeting

**This item was APPROVED ON THE CONSENT AGENDA.**

- B 13-204** Approve a transfer of the remaining eight street projects that are either complete or inadequately funded to Edgumbe Drive Project

Municipal Engineer, Stephen Weatherman, offered Edgumbe Drive was a primary connector road and was beginning to come apart and collapse. Weatherman also noted Edgumbe Drive was an important secondary emergency route should something happen to Halibut Point Road. He noted it was Public Works highest priority. Weather spoke to funding and stated the need to address the failing storm drains.

Assembly members expressed concern with several roads nearing their life expectancy. Weatherman said of all the roads the City was responsible for, Edgumbe Drive had the highest traffic numbers. Hackett trusts Public Works would not replace things such as curbs and sidewalks if it was not needed.

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

**Yes:** 5 - Esquiro, Reif, Hunter, McConnell, and Hackett

**No:** 2 - Swanson, and Miyasato

- C 13-206** Approve award for a preliminary design contract to McCool Carlson Green for the Sitka Rocky Gutierrez Airport Terminal Improvements - \$65,818.00

Senior Engineer, David Longtin, explained the improvements would cost between \$1.6 to \$1.9 million. He added airline passenger fees would be the funding source and informed Sitka generates approximately \$275,000 per year.

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

**Yes:** 5 - Reif, Hunter, McConnell, Hackett, and Miyasato

**No:** 2 - Esquiro, and Swanson

- D 13-205** Approve a design contract award to DOWL HKM for the Hollywood Way & New Archangel Streets Water and Sewer Improvements - \$104,804.00

Public Works Staff explained the major concern with this area was the streets were built on muskeg which caused back ups.

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

**Yes:** 7 - Esquiro, Reif, Hunter, McConnell, Hackett, Swanson, and Miyasato

- E 13-203** Approve offer of employment and terms for a T&D Manager for the Electrical Department

**This item was APPROVED ON THE CONSENT AGENDA.**

**X. UNFINISHED BUSINESS:**

- F ORD 13-40** Amending SGC Title 11 entitled "Vehicles and Traffic" to repeal SGC 11.12.080 entitled "Fine Schedule and Required Appearances," repeal Chapter 11.13 entitled "Alaska Administrative Code Adopted" Chapter 11.28 entitled "Alaska Statutes Adopted," and Chapter 11.48 entitled "Miscellaneous Offenses," and re-enact SGC Chapter 11.28 to be entitled "State Traffic Laws Adopted," to make CBS traffic ordinances consistent with state traffic statutes and regulations and their penalties

**A motion was made by Reif that this Ordinance be PASSED ON SECOND READING. The motion PASSED by the following vote.**

**Yes:** 7 - Esquiro, Reif, Hunter, McConnell, Hackett, Swanson, and Miyasato

**XI. NEW BUSINESS:**

**New Business First Reading**

- G**     **ORD 13-41**        Amending Section 4.09.100 of the SGC to identify possible Sales Tax Holidays for certain sales in 2013
- This item was PULLED prior to the meeting.**

**Additional New Business Items**

- H**     **13-202**            Approval of the proposed letter with regards to lightering of cruise ship visitors during the 2014 cruise season

Bonnie Brenner thanked Mr. Sweeney for purchasing the Alaska Air ad for Sitka at the ATIA Conference. She requested a 50-50 split for cruise ship passenger's debarkation. Brenner was amazed tourists did not walk both sides of the Church. Brenner recalled the original idea for the lightering facility was to reduce congestion at Crescent Harbor.

Anastasia testified pedestrian traffic was very dependent on where buses dropped visitors off.

Reif clarified the discussion was for the 2014 season. Acting Harbormaster, Charles Hackett, mentioned together the Harbormaster and Fred Reeder decided how the passengers would be divided and worked hard to make the distribution as even as possible. Crescent Harbor had 836 more passengers in 2013 which also included the passenger's bused in from the Old Sitka Dock. The Harbor Department was not in favor of making any changes. He noted when two cruise ships were in town it was nice to have two facilities.

Reif questioned the time frame for the Centennial Hall Renovation. Public Works staff commented the City was still in the planning phase. Hackett commented she was a daily user of Crescent Harbor and found lightering boats to be problematic and therefore favored the lightering location. She recognized the fact it was easier for tour operators to debark at Harrigan.

Administrator Gorman planned to amend the letter, included in the Assembly packet, to incorporate the support of a balanced and collaborative process and noted figures would be adjusted or taken into consideration for those bused into town.

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

**Yes:** 7 - Esquiro, Reif, Hunter, McConnell, Hackett, Swanson, and Miyasato

- I**     **13-199**            Approve the location for the Community Ride Transit Stop as recommended by the Police and Fire Commission

Shirley Robards shared that she first learned about the relocation in September. Robards spoke against the proposed location stating it would hurt her business, Stereo North. Robards noted across the street was a better option given there were bathrooms, cover, and benches. She also spoke to the possibility of removing the turn lane. Robards later added she didn't have a problem with the proposal in the summer, however, was not in support of it during the winter months.

Transportation Director for STA, Gerry Hope, clarified STA managed "the Ride." Hope noted there were 236 riders each day. He believed the best option was Harbor Drive.

Esquiro wondered if the area couldn't be moved down away from Stereo North. Municipal Engineer, Stephen Weatherman, explained the intersection was standardized so buses could pull out in a safe manner. Police Chief Schmitt mentioned pedestrian safety was also a big consideration. Previous Interim Administrator, Jay Sweeney, mentioned they went to great lengths to consider all options and had a full public process. He supported and validated the Commission's recommendation. Public Works spent countless hours with all involved to come up with a solution. Hackett recognized the Police and Fire Commission for their work and spoke in support of their recommendation.

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

**Yes:** 6 - Esquiro, Reif, Hunter, McConnell, Hackett, and Miyasato

**No:** 1 - Swanson

**J 13-201**

Appointments: 1) Appoint Deb Miller to a term on the Tree and Landscape Committee, 2) Reappoint Daniel Jones to a term on the Sawmill Cove Industrial Park Board; and 3) Appoint seven members to the Health Needs and Human Services Commission - Applicants are: 1) John Welsh; 2) Myron Fribush, MD; 3) Klaudia Leccese; 4) Vicki D'Amico; 5) Amy Zanuzuski; 6) Paul Bahua, MD, DPH; 7) Jeff Budd; 8) Willow Moore; 9) Cheri Hample; and 10) Galadriel Morales.

**A motion was made by Hunter to appoint Deb Miller to a term on the Sitka Tree & Landscape Committee. The motion PASSED by a unanimous vote.**

**A motion was made by Miyasato to reappoint Daniel Jones to a term on the Sawmill Cove Industrial Park Board. The motion PASSED by a unanimous vote.**

**A motion was made by Hackett to nominate all ten candidates. Each Assembly member offered their top seven choices. Applicants Fribush, Leccese, D'Amico, Zanuzuski, Moore and Morales received the greatest number of votes and were appointed on the first round. Applicants Bahua and Hample were tied. A final vote to break the tie occurred with Hample getting appointed.**

**K 13-200**

Approve contract award to Pacific Pile & Marine LP in the amount of \$3,639,319.00 for the completion of the ANB Harbor Float Replacement

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

**Yes:** 7 - Esquiro, Reif, Hunter, McConnell, Hackett, Swanson, and Miyasato

**L 13-208**

Assignments: Deputy, Vice-Deputy Mayor and Assembly Liaisons

**Hunter was nominated to serve as Deputy Mayor and received unanimous support. Both Miyasato and Hackett were nominated to serve as Vice-Deputy Mayor. Hackett received the majority of votes and was therefore appointed.**

**XII. PERSONS TO BE HEARD:**

None.

**XIII. ADJOURNMENT**

A motion was made by Hunter to ADJOURN. Hearing no objections the Assembly meeting ADJOURNED at 8:30 PM.

ATTEST: \_\_\_\_\_  
Colleen Ingman, MMC  
Municipal Clerk