



CITY AND BOROUGH OF SITKA

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

Meeting Agenda

City and Borough Assembly

Mayor Gary Paxton
Deputy Mayor Steven Eisenbeisz,
Vice Deputy Mayor Kevin Mosher,
Kevin Knox, Dr. Richard Wein, Valorie Nelson, Thor Christianson

Municipal Administrator: John Leach
Municipal Attorney: Brian Hanson
Municipal Clerk: Sara Peterson

Tuesday, April 14, 2020

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

[20-090](#) Reminders, Calendars, and General Correspondence

Attachments: [01 Reminders and Calendars](#)

[02 2019 Short-term Rental Report and Attachments](#)

[03 PW Assembly Update 3 March Final 4.6.20](#)

V. CEREMONIAL MATTERS

None.

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

VII. PERSONS TO BE HEARD

Public participation on any item off the agenda. All public testimony is not to exceed 3 minutes for any individual, unless the mayor imposes other time constraints at the beginning of the agenda item.

VIII. REPORTS

a. Mayor, b. Administrator, c. Attorney, d. Liaison Representatives, e. Clerk, f. Other**IX. CONSENT AGENDA**

All matters under Item IX Consent Agenda are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- A** [20-081](#) Approve the minutes of the March 5, 10, 13, 16, and 24 Assembly meetings
Attachments: [Consent and Minutes](#)
- B** [20-082](#) Approve the Health Needs and Human Services Commission 2020 goals
Attachments: [01 Motion and Memo Health Needs](#)
[02 HN 031220 draft minutes](#)
- C** [20-083](#) Approve a liquor license renewal application for SOE, LLC dba Little Tokyo at 315 Lincoln Street Suite 112
Attachments: [01 Motion and Memos Little Tokyo](#)
[02 Little Tokyo Renewal Application](#)
- D** [20-084](#) Approve a liquor license renewal application for SOE, LLC dba Asian Palace at 327 Seward Square #1
Attachments: [01 Motion and Memos Asian Palace](#)
[02 Asian Palace Renewal Application](#)

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- E** [20-085](#) Reappoint Anne Pollnow to a three-year term on the Historic Preservation Commission in the category of At-Large
Attachments: [Motion and Pollnow Application HPC](#)
- F** [20-086](#) Reappoint Shannon Freitas to a three-year term on the Local Emergency Planning Committee in Category 2 (Law Enforcement, Civil Defense, Fire Fighting, First Aid, Local Environmental/Hospital, and Transportation Personnel)
Attachments: [Motion and Freitas Application LEPC](#)
- G** [20-087](#) Reappoint Mike Johnson to a two-year term on the Gary Paxton Industrial Park Board
Attachments: [Motion and Johnson Application GPIIP](#)

XI. UNFINISHED BUSINESS:

- H [ORD 20-11](#) Temporarily amending Title 15 "Public Utilities" of the Sitka General Code by modifying Chapter 15.01 "Electric Utility Policies", Section 15.01.020 "Electrical Rates" which will temporarily extend the lower seasonal electric rate from April to June in 2020 only

Attachments: [01 Motion Ord 2020-11](#)

[02 Memo Ord 2020-11](#)

[03 Ord 2020-11](#)

XII. NEW BUSINESS:

New Business First Reading

- I [ORD 20-12](#) Making supplemental appropriations for Fiscal Year 2020 (Office of Inspector General Anti-Kickback Liability Settlement)

Attachments: [Motion Ord 2020-12](#)

[Ord 2020-12](#)

- J [ORD 20-13](#) Amending Title 4 "Revenue and Finance" of the Sitka General code by adding Chapter 4.10 "Alaska Remote Seller Sales Tax"

Attachments: [01 Motion Ord 2020-13](#)

[02 Memo Ord 2020-13](#)

[03 Ord 2020-13](#)

[04 Res 2019-27 Signed.](#)

[05 Attachment A Intergovernmental Agreement \(2\)](#)

[06 FAQ June 2019 from AML](#)

[07 AML September 2019 Public Informational Release](#)

- K [ORD 20-14](#) An Emergency Ordinance of the City and Borough of Sitka requiring all people arriving in Sitka, without exception unless determined a critical healthcare worker, to self-quarantine for 14 days before working for critical workforce infrastructure businesses and requiring such businesses to submit a protection plan to the City and Borough of Sitka that must be approved by the Municipal Administrator (possible executive session)

Attachments: [01 Motion Ord 2020-14](#)

[02 Ord 2020-14 revised clerical edits](#)

[03 SOA Health Mandate 10](#)

[04 SOA Health Mandate 11](#)

[05 SOA Health Mandate 12](#)

- L** [ORD 20-15](#) An Emergency Ordinance of the City and Borough of Sitka extending the real property tax assessment appeal deadline for tax year 2020 from April 15 until June 15
Attachments: [Motion Ord 2020-15](#)
[Ord 2020-15](#)
- M** [ORD 20-16](#) An Emergency Ordinance of the City and Borough of Sitka extending the sales tax filing and remittance deadlines for first quarter 2020 from April 30 until June 30 and waiving any penalties and interest during the extension
Attachments: [Motion Ord 2020-16](#)
[Ord 2020-16](#)

Additional New Business Items

- N** [RES 20-08](#) Extending the order for people in the City and Borough of Sitka to hunker down related to COVID-19
Attachments: [Motion and Res 2020-08](#)
- O** [RES 20-07](#) Authorizing the Municipal Administrator to apply for and execute a grant with the Economic Development Administration (EDA) for up to \$3,000,000 to support the Critical Secondary Water Source Project and the Northern Southeast Regional Aquaculture Association
Attachments: [Motion Memo and Res 2020-07](#)
- P** [20-088](#) Approve hire offer for Scott Elder as Utility Director
Attachments: [Motion and Memo Utility Director](#)
- Q** [20-091](#) Discussion / Direction on No Name Mountain and Granite Creek Master Plan
Attachments: [Discussion Direction No Name Mtn](#)
- R** [20-089](#) Discussion / Direction on options available to reduce the economic impacts on citizens / businesses related to the COVID-19 pandemic
Attachments: [Discussion Direction Economic Impacts](#)
- S** [20-093](#) Discussion on rescheduling the April 21 evaluations of the Municipal Administrator and Municipal Attorney
Attachments: [Discussion Direction rescheduling evals](#)

XIII. PERSONS TO BE HEARD:

Public participation on any item on or off the agenda. Not to exceed 3 minutes for any individual.

XIV. EXECUTIVE SESSION

XV. ADJOURNMENT

Note: Detailed information on these agenda items can be found on the City website at <https://sitka.legistar.com/Calendar.aspx> or by contacting the Municipal Clerk's Office at City Hall, 100 Lincoln Street or 747-1811. A hard copy of the Assembly packet is available at the Sitka Public Library. Regular Assembly meetings are livestreamed through the City's website, aired live on KCAW FM 104.7, and broadcast live on local television channel 11. To receive Assembly agenda notifications, sign up with GovDelivery on the City website.

*Sara Peterson, MMC, Municipal Clerk
Publish: April 10*