



# CITY AND BOROUGH OF SITKA

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

## Minutes - Final City Assembly

**MAYOR Scott McAdams**  
**Jack Ozment, Deputy Mayor - Reber Stein, Vice Deputy Mayor**  
**Cheryl Westover - Mim McConnell**  
**Phyllis Hackett - Larry Crews**

**MUNICIPAL ADMINISTRATOR: Jim Dinley**  
**MUNICIPAL ATTORNEY: Theresa Hillhouse**  
**MUNICIPAL CLERK: Colleen Ingman, MMC**

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Tuesday, January 12, 2010

6:00 PM

Assembly Chambers

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### REGULAR MEETING

#### CALL TO ORDER

#### II. FLAG SALUTE

#### III. ROLL CALL

**Present:** 7 - McAdams, Ozment, Stein, Westover, Crews, Hackett, and McConnell

#### IV. CORRESPONDENCE/AGENDA CHANGES

*Westover acknowledged letter from auditor commending the Finance Dept on their excellent job preparing for the audit.*

#### Government-to-Government Update with Sitka Tribe of Alaska

*None.*

#### Student Update

*None.*

#### V. CEREMONIAL MATTERS

**10-002** Volunteer Awards - Community Christmas Dinner

*Mayor McAdams presented award to Carolyn McKee and George Jackson thanking them for their work with the Community Christmas Dinner. Jackson thanked everyone who helps make this event possible.*

10-003 Proclamation - Herman Kitka Sr.

*Mayor McAdams read and presented the Kitka family with a proclamation in honor of Herman Kitka Sr.*

**VI. SPECIAL MUNICIPAL/COMMITTEE/COMMISSION REPORTS:**

10-012 Salvaged car parts - Scott Brylinsky

*Brylinsky reported the program was started in 2007 however there was minimal response and the program was discontinued in Spring 2008.*

*Recess from 6:15 pm to 6:20 pm*

10-008 U.S. Census Bureau - Erik Davenport

*Erik Davenport with the US Census Bureau gave a presentation and expressed the importance of the Census. He mentioned three things to remember about the Census: it is important, it is safe, and it is easy to do.*

**VII. PERSONS TO BE HEARD**

*Jay Stelzenmuller reminded Assembly members to use their microphones so the listening audience can hear.*

*Stanley Schoening spoke to the issue of the new gas station near the front of Blatchley Middle School. He expressed feelings of betrayal to students, teachers, and workers and stated a need to keep dangers away from schools.*

**VIII. CONSENT AGENDA**

A 10-011 Approve the minutes of the December 22, 2009 Assembly meeting.

**This matter was Approved on the Consent Agenda.**

B 10-010 Appoint Bob Gorman to an unexpired term on the Long Range Planning and Economic Development Commission and appoint Norman Campbell to a term on the Climate Action Plan Task Force.

**This matter was Approved on the Consent Agenda.**

C **RES 10-01** Supporting ANB Hall upgrade on its 100th anniversary and funding for Sitka Community Hospital equipment.

**A motion was made by Stein that this Resolution be APPROVED. The motion PASSED by the following vote:**

**Yes:** 7 - McAdams, Ozment, Stein, Westover, Crews, Hackett, and McConnell

D **RES 10-02** Supporting the City and Borough of Sitka FY'2011 Congressional Priorities.

**A motion was made by Stein that this Resolution be APPROVED. The motion PASSED by the following vote:**

**Yes:** 7 - McAdams, Ozment, Stein, Westover, Crews, Hackett, and McConnell

- E 10-004 Award a contract to Southeast Earthmovers for completion of the Oja Water & Sewer Main Replacement, in the amount of \$388,449.00

*Westover asked Mark Buggins, Environmental Superintendent, to explain the project location. Buggins stated the project will occur on Oja Way with water and sewer upgrades, new pavement, and partial sidewalk upgrades.*

**A motion was made by Stein that this Contract/Agreement be APPROVED. The motion PASSED by the following vote:**

**Yes:** 7 - McAdams, Ozment, Stein, Westover, Crews, Hackett, and McConnell

- F 10-005 Award a contract to Southeast Earthmovers for construction of the Mills Street Water Main Extension, in the amount of \$97,980.00

*Mark Buggins, Environmental Superintendent, stated the project location is around the Old City Shops area connecting a water main on HPR to a water main on Edgecumbe Drive at Mills Street. There will be no new sidewalks or paving.*

**A motion was made by Westover that this Contract/Agreement be APPROVED. The motion PASSED by the following vote:**

**Yes:** 7 - McAdams, Ozment, Stein, Westover, Crews, Hackett, and McConnell

- G 10-006 Award a contract to Southeast Earthmovers for completion of the Halibut Point Road Water System Improvements, in the amount of \$249,935.00

*Mark Buggins, Environmental Superintendent, stated the project location will cover from Sea Mart to Kramer Ave and must be completed by the end of August 2010.*

**A motion was made by Stein that this Contract/Agreement be APPROVED. The motion PASSED by the following vote:**

**Yes:** 7 - McAdams, Ozment, Stein, Westover, Crews, Hackett, and McConnell

- H 10-007 Award a contract to Southeast Earthmovers for completion of the Sawmill Creek Road Sewer Phase III, in the amount of \$1,364,040.00

*Environmental Superintendent, Mark Buggins, explained this project starts at Whale Park and continues to Sawmill Cove Industrial Park.*

**A motion was made by Westover that this Contract/Agreement be APPROVED. The motion PASSED by the following vote:**

**Yes:** 7 - McAdams, Ozment, Stein, Westover, Crews, Hackett, and McConnell

- 10-009 Approval of DOT Safe Routes to School Grant Project Agreements.

*Stein asked if City Staff will be doing this work. Lynne McGowan, Parks and Recreation Manager, said a consultant will be hired whom she will oversee. Hackett thanked both McGowan and Chris Bryner for their work.*

**A motion was made by Ozment that these grant project agreements be APPROVED. The motion PASSED by the following vote:**

**Yes:** 7 - McAdams, Ozment, Stein, Westover, Crews, Hackett, and McConnell

**IX. UNFINISHED BUSINESS:**

**ORD. 09-79A** Amending SGC 2.04.010A entitled "Agenda" concerning the appearance of "Municipal Reports - from mayor, administrator, attorney, liaisons, clerk and other" section towards the beginning of the meeting following the first appearance of Persons to be Heard. (1st reading as amended)

**Sponsors:** Hackett and McConnell

*Hackett said few people are listening at the end of the meeting and do not hear the reports at the end of the meeting. Having them at the beginning of the meeting will allow more people to get an idea of what's going on in the community.*

*McConnell offered some reports may be able to be written and included in the Assembly packet before each meeting to save time.*

*A discussion ensued among Assembly members.*

*Motion by Hackett to amend to add the words "not to exceed three minutes per report" at the end of item 8 (lines 48 and 49) to read, "Municipal reports from mayor, administrator, attorney, liaisons, clerk and other, not to exceed three minutes per report".*

*Motion on the amendment PASSED on a 7-0 roll call vote.*

**The main motion as amended PASSED by the following vote:**

**Yes:** 6 - McAdams, Ozment, Stein, Crews, Hackett, and McConnell

**No:** 1 - Westover

**X. NEW BUSINESS:**

*Recess from 7:25 pm to 7:35 pm*

**New Business First Reading**

**K** **ORD.09-77** Amending the official zoning map to rezone Lot 10 of SJC Subdivision from R-2 Multi Family Residential District to P Public Lands District.

**A motion was made by Westover that this Ordinance be PASSED ON FIRST READING. The motion PASSED by the following vote:**

**Yes:** 7 - McAdams, Ozment, Stein, Westover, Crews, Hackett, and McConnell

**ORD. 09-78** Amending SGC Title 22 Zoning to add the use of "Recycling Facility" as a conditional use in the Public Lands District.

**Sponsors:** Administrator's Office and Planning and Zoning Committee

*Stein suggested language already existed in the code which allows the current use now that it is zoned a Public Lands District and believed it to fall under Public Agency/Service Yard. Administrator Dinley offered that a Recycling Facility would look and operate much different than a Service Yard, i.e. the Electric Dept. pole yard on Granite Creek Road. This change adds clarity to the Code.*

**A motion was made by Ozment that this Ordinance be PASSED ON FIRST READING. The motion PASSED by the following vote:**

**Yes:** 7 - McAdams, Ozment, Stein, Westover, Crews, Hackett, and McConnell

### **Additional New Business Items**

**XI. PERSONS TO BE HEARD:**

*None.*

**XII. REPORTS**

**a. Mayor**

*Reported a delegation from the University of Dubuque recently visited Sitka. Attended Chamber of Commerce luncheon with guest speaker Senator Stedman. Noted the Legislative session is about to begin. Will attend AML Legislative Session in Juneau Feb 2-4 and will also chair Southeast Conference of Mayors.*

**b. Administrator**

*Thanked Assembly for approving road projects.*

**c. Attorney**

*Will soon have year end reports regarding criminal cases including statistics and will also be working on cleanup of the criminal code.*

**d. Liaison Representatives**

*Stein and McConnell attended the Tribal mtg on Dec 6th.*

**e. Clerk**

*None.*

**f. Other**

*McConnell and Stein may participate in Forest Service Recreation Workshop in Juneau week of February 22 for four days. McConnell noted she would like to have more Government entities give reports under agenda section "Gov't to Gov't reports", i.e. National Park Service, US Forest Service. She also noted she will attend AML in Juneau next month. Hackett stated she, Stein, and Ozment have met a couple of times about reviewing sales tax code. They hope to advertise two to three meetings in the next month or so about reviewing the sales tax code and invite the public. They are also looking at inviting the State Assessor to Sitka at the end of February. On another note, Crews reminded users of the Gun Range to clean up after themselves.*

**XIII. EXECUTIVE SESSION****M 10-013**

Direction regarding application for 2010 Dozen Distinctive Destinations\* program which involves confidential matters.

\* Trademark Name

*A motion was made by Stein to go into Executive Session with the Municipal Administrator, Municipal Attorney and Chairs of the Sitka Historic Preservation Commission and the Sitka Convention & Visitors Bureau to discuss the application for 2010 Dozen Distinctive Destinations® program and related confidential documents, that involves matters that are required by law to be confidential.*

*The Assembly went into Executive Session at 8:10 pm.*

*A motion was made by Hackett to come out of Executive Session at 8:35 pm.*

*A motion was made by Hackett to authorize the Municipal Administrator to sign the confidential legal document reviewed by the Municipal Attorney relating to the 2010 Dozen Distinctive Destinations® program application process, and proceed with the application process.*

*A motion was made by Stein to amend to include the words, "releasing all materials considered confidential after February 3" at the end of the motion.*

*Motion on the amendment passed by a unanimous voice vote.*

**The main motion as amended PASSED 7-0 by the following vote:**

**Yes: 7 - McAdams, Ozment, Stein, Westover, Crews, Hackett, and McConnell**

**XIV. ADJOURNMENT**

**The meeting was ADJOURNED at 8:40 pm.**

**ATTEST:**

**Sara Peterson**  
**Acting Municipal Clerk**