



# CITY AND BOROUGH OF SITKA

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

## Minutes - Draft City Assembly

*Mayor Cheryl Westover*  
*Deputy Mayor Larry Crews*  
*Vice Deputy Mayor Mim McConnell*  
*Assembly Member Phyllis Hackett*  
*Assembly Member Terry Blake*  
*Assembly Member Thor Christianson*  
*Assembly Member Pete Esquiro*

*Municipal Administrator: Jim Dinley*  
*Municipal Attorney: Theresa Hillhouse*  
*Municipal Clerk: Colleen Ingman, MMC*

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Tuesday, December 14, 2010

6:00 PM

Assembly Chambers

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### REGULAR MEETING

#### I. CALL TO ORDER

#### II. FLAG SALUTE

#### III. ROLL CALL

**Present:** 6 - Westover, Crews, McConnell, Hackett, Blake, and Esquiro

**Absent:** 1 - Christianson

#### IV. CORRESPONDENCE/AGENDA CHANGES

*As a courtesy, Mayor Westover asked members in the future to postpone agenda items at the beginning of the meeting rather than where the item falls on the agenda.*

#### V. CEREMONIAL MATTERS

*Mayor Westover presented a volunteer award to Betty DeCicco for her volunteer contributions to the community.*

*Bob Medinger gave a short presentation to the Assembly on the life of Sitkan of the Century, Robert N. DeArmond. Mayor Westover presented a framed proclamation to the DeArmond family members.*

#### VI. PERSONS TO BE HEARD

*Rusty Sutton asked the Assembly to forgive a \$59 property tax bill on his boat.*

#### VII. REPORTS

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

*Mayor – Thanked Jessica Stockel for her hard work in planning a successful employee Holiday Party.*

*Administrator – Thanked Assembly for funding Holiday Party. Gave an update on Public Works projects and noted both new engineers are on board.*

*Attorney – Announced she would be on vacation over the holidays.*

*Liaison Representatives – Hackett asked for Assembly calendar to be checked for confirmation of board/commission meeting dates. Hackett indicated some dates/times listed on the Assembly calendar were incorrect.*

*Clerk – Announced State Assessor, Steve VanSant, will be providing a Board of Equalization training to the Assembly on March 30, 2011.*

*Other – None.*

**VIII. CONSENT AGENDA**

- A 10-202** Approve the minutes of the October 26, November 9 and 30, 2010 Assembly meetings.

**This matter was APPROVED ON THE CONSENT AGENDA**

- B 10-201** Appoint Elaine O'Neill to a term on the Police and Fire Commission and Jonathan Crouch to a specified term on the Long-Range Planning and Economic Development Commission at-large.

*There were mixed feelings among Assembly members regarding Crouch and the fact he was a temporary resident of Sitka. Other members supported the applicant and said he would bring valuable insight to the Commission.*

*Municipal Attorney, Theresa Hillhouse, provided some legal background to the Assembly. Currently there is no requirement in the Sitka General Code or Home Rule Charter regarding Board/Commission members to be a Sitka resident, however she stated it has been the practice for members to be a voting Sitka resident.*

*It was decided to sever the motion and vote on each applicant separately.*

**A motion was made by McConnell to appoint Elaine O'Neill to the Police and Fire Commission. The motion PASSED by the following vote:**

**Yes:** 6 - Westover, Crews, McConnell, Hackett, Blake, and Esquiro

**Absent:** 1 - Christianson

**A motion was made by McConnell to appoint Jonathan Crouch to a specified term (serve until July 11, 2011) on the Long Range Planning Commission. The motion PASSED by the following vote:**

**Yes:** 4 - Westover, McConnell, Hackett, and Esquiro

**No:** 2 - Crews, and Blake

**Absent:** 1 - Christianson

- C 10-203** Approve renewals of the following liquor licenses: 1) Channel Club #212 and 2) Ernie's Bar #373

**This matter was APPROVED ON THE CONSENT AGENDA**

**IX. UNFINISHED BUSINESS:**

- D ORD 10-31** Amending the Official Zoning Map to Rezone Kasiana Island from GI General Island District to LI Large Island District.

**This matter was PASSED ON SECOND READING**

**Yes:** 6 - Westover, Crews, McConnell, Hackett, Blake, and Esquiro

**Absent:** 1 - Christianson

- E ORD 10-32** Amending SGC Title 22 Zoning to 1) Revise Table 22.16.015-1 as pertains to Bed and Breakfasts in the General Island Zoning District and 2) Modify the Controlling Footnote 10 to Table 22.16.015-1 that covers Bed and Breakfasts, Lodges, and Related Uses in the General Island District.

**This matter was PASSED ON SECOND READING**

**Yes:** 6 - Westover, Crews, McConnell, Hackett, Blake, and Esquiro

**Absent:** 1 - Christianson

- F 10-199** Approve loan of city owned exercise equipment to the Oceanside Therapy - previously postponed till Dec. 14

*Hugh Hallgren, CEO of Sitka Community Hospital, announced the Hospital had decided to postpone their request in support of Mr. Speck's latest proposal. Hallgren asked the Assembly to reconsider the Hospital's proposal in 90 days if Mr. Speck's proposal did not come to fruition.*

*Eric Speck, owner of Sitka Physical Therapy, spoke on behalf of a recently formed group of individuals who would like to establish a non-profit group to operate a public gym in Sitka at the former Allen Marine retail store. The group would initially seek a one year lease with operation and equipment maintenance funded through membership. Speck told the Assembly the group would ask the City to loan the exercise equipment to the entity with consideration to convey it to the non-profit within one year.*

*Administrator Dinley recommended Speck's Attorney speak with the Municipal Attorney regarding liability concerns of equipment use.*

**A motion was made by Blake that this item be TABLED. The motion PASSED by the following vote:**

**Yes:** 6 - Westover, Crews, McConnell, Hackett, Blake, and Esquiro

**Absent:** 1 - Christianson

**X. NEW BUSINESS:**

**New Business First Reading**

- G**      **ORD 10-35**      Authorizing the CBS to enter into an 18-month Lease with S&S General Contractors & Equipment Rentals Inc. regarding property at the Granite Creek industrial area, "Pit Run" site.
- Public Works Director, Michael Harmon, explained the Ordinance. S&S, a subcontractor for the airport project, would stockpile rock to sort and provide proper specs of materials for the airport project.*
- A motion was made by Crews that this Ordinance be APPROVED. The motion PASSED by the following vote:**
- Yes:** 6 - Westover, Crews, McConnell, Hackett, Blake, and Esquiro
- Absent:** 1 - Christianson

**Additional New Business Items**

- H**      **10-200**      Approve reauthorizing funding to contract with Lobbyist Larry Markley
- Administrator Dinley reported he had spoke with Mr. Markley and the two had agreed on \$10,000. This would reauthorize Markley to continue through the upcoming congressional and state legislative sessions.*
- A discussion occurred among Assembly members. Some wondered if there was a need for a lobbyist and if there might be a lobbyist who was a better fit for Sitka. Others stated it was important to have a physical presence.*
- A motion was made by Hackett to AMEND the main motion to read, "Reauthorize \$10,000 in funding for Lobbyist Larry Markley to be taken from the Travel/Training line item within the Administration/Assembly FY11 budget." The motion PASSED by the following vote:**
- Yes:** 6 - Westover, Crews, McConnell, Hackett, Blake, and Esquiro
- Absent:** 1 - Christianson
- I**      **10-204**      Approve the funded Capital Projects Plans as outlined in the "Draft 5-Year Capital Workload Outlay"
- Public Works Director, Michael Harmon, provided an overview of the draft 5-year capital project workload outlay. Harmon explained the current major Public Works projects, funding sources and deadlines, and a realistic timeline for completion.*
- Harmon answered specific questions from the Assembly relating to the Whitcomb Heights Subdivision project, Sea Walk, and harbor projects.*
- A motion was made by McConnell that this Item be APPROVED. The motion PASSED by the following vote:**
- Yes:** 6 - Westover, Crews, McConnell, Hackett, Blake, and Esquiro
- Absent:** 1 - Christianson
- J**      **RES 10-34**      Concerning the Sitka Cross Trail Project, providing for matching funding, and providing for future maintenance.

*Deborah Lyons, Executive Director, of Sitka Trail Works explained the Sitka Cross Trails project has qualified for Federal funding through the Alaska Department of Transportation TRAAK program which requires the City to accept ownership of the project, provide 9.03% matching funds and provide for future maintenance of the trail.*

*The resolution would obligate the City to provide the match, however, subsequent phases would not occur until the match was provided. The plan would be to raise the match funding by beginning with an initial amount of \$5,000 from the City, \$38,000 from Sitka Trail Works, and the balance of the match provided by Legislation appropriation.*

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

**Yes:** 6 - Westover, Crews, McConnell, Hackett, Blake, and Esquiro

**Absent:** 1 - Christianson

**XI. PERSONS TO BE HEARD:**

*None.*

**XIII. ADJOURNMENT**

**A motion was made by McConnell to ADJOURN. The meeting ADJOURNED at 8:29 PM by unanimous consent.**

**ATTEST:** \_\_\_\_\_  
**Sara Peterson**  
**Acting Municipal Clerk**