



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 Matt Hunter
Vice-Deputy Mayor Phyllis Hackett, Steven Eisenbeisz,
Benjamin Miyasato, Aaron Swanson, and Tristan J. Guevin

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

Tuesday, November 25, 2014

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

Present: 7 - McConnell, Hunter, Hackett, Swanson, Miyasato, Eisenbeisz, and Guevin

IV. CORRESPONDENCE/AGENDA CHANGES

[14-227](#)

Correspondence: Reminders, Calendars, Local Purchase Report

V. CEREMONIAL MATTERS

Retiring employee Chris Wilbur was presented with a Certificate of Service. He relayed that he had started the building maintenance program and the best thanks the Assembly could give him was to continue to fund the maintenance projects. He added that he would not have been successful without employees Clancy Boord and Kenny Winger.

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

Sitka Community Hospital - Angela McGraw announced she had been promoted to the Director of Community Relations for Sitka Community Hospital. She gave an overview of things to come: revamping of the SCH website to include highlighting hospital services, reinstatement of traveling logo, creation of a new logo and the change of clinic names. McGraw also announced Doug Osborne would be joining the SCH staff in January.

[14-208](#)

Solid Waste Advisory Committee - update Representative Jonathan Kreiss-Tomkins <10

Report rescheduled to December 9th meeting.

VII. PERSONS TO BE HEARD

William Davis updated the Assembly regarding the Greater Sitka Legacy Fund.

VIII. REPORTS

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

Mayor - Attended the Alaska Municipal League conference last week which began with the Mayors' Conference. Heard an update from AML lobbyist, Ray Gillespie. His view of the future was bleak. He noted we could expect inflation to increase state costs, and a hit on municipalities as costs are shifted from state to cities. Also expected was a small capital budget with a focus on life, health and safety issues. Projects would be done in phases with local matching grants being the winners in leveraging state funds.

The SE Conference of Mayors adopted its final version of the transboundary resolution similar to the one this Assembly adopted. We then went on to move this resolution through AML's process to have it successfully adopted by the membership. I put my name in for a seat on the AML Board of Directors and was elected. Sitka received recognitions at AML that will be presented at the December 9th Assembly meeting.

Attended the School District strategic planning session November 22nd. There was a small but broad representation of Sitkans at the facilitated session. It was engaging and productive. Our task was to pick two of the School Board's five goals that would receive special attention through a process called Action Research. The final two were the 5 Year Strategic Budget Plan and All Staff Professional Growth.

Nominated, as mayor, to appear in a documentary. The focus of the request for nominees was on mayors that were committed and passionate about making a difference in their community. No City funding was involved in this nomination.

Administrator - Announced plans to hold a joint work session with GPIP Board and Assembly. Attended Edgcombe Drive public meeting that was scheduled to start early 2015 and conclude by the end of the summer. Announced the State had \$11.5 billion in reserves and this year would draw \$3 billion. At this rate the State would exhaust their reserves in three years. Met with Norm Campbell about the possibility of putting local artwork in City Hall that would rotate art and artists periodically. Presented at the Rotary Club luncheon. Extended an invitation to the Assembly to test the commemorative beer "That Dam Beer" (the name is still being considered under a federal application process), December 1st. Asked Chief Finance and Administrative Officer, Jay Sweeney, to report on the utility customer service hours at City Hall.

Attorney - Planned to meet with the Planning Department about possible changes to zoning regulations and Port and Harbors Commission on various matters. Reported Proposition 2, which passed in Sitka 70/30, required that a local regulatory authority be developed. Koutchak noted this was something the Assembly would need to address in the near future.

Liaisons - Hunter reported on the Port and Harbors Commission.

Clerk - AML plans to create a Resolutions/Legislative Committee with statewide representation and expertise in areas such as: Education, Energy, Oil etc. The Mayor can keep the public informed as this moves forward in the event there is any interest from Sitkans to serve.

Other - Congratulations to the Mt. Edgecumbe High School Lady Braves for winning the State Volleyball Championships. Mayor announced that the Alaska Housing Finance Class had to be rescheduled and reminded that in order to qualify for the Affordable Housing Loan one must attend the class. Noted the Salvation Army had bell ringing opportunities and could use help. Hackett would like to see board appointments not appear on the Consent Agenda in the future but rather under New Business. No objections were heard on the idea.

IX. CONSENT AGENDA

- A [14-222](#) Approve the minutes of the November 10, 2014 Assembly meeting
This item was APPROVED on the Consent Agenda.
- B [14-225](#) Appoint Scott Wagner to a term on the Gary Paxton Industrial Park Board
This item was APPROVED on the Consent Agenda.
- C [14-226](#) Authorize an award for the replacement of Compressor #2 for the Marine Service Center to Wyatt Refrigeration in accordance to 3.16.060 Exceptions to Competitive Bidding Requirements
This item was APPROVED on the Consent Agenda.

X. UNFINISHED BUSINESS:

XI. NEW BUSINESS:

New Business First Reading

- D [ORD 14-38](#) Amending SGC Title 22 Zoning regarding commercial home horticulture

Lisa Sadlier-Hart, Tom Hart and Michelle Putz spoke in support of the ordinance.

A question was asked regarding how long an appeal could take. Lisa Sadlier-Hart relayed the process covered two planning meetings. Eisenbeisz wanted to ensure folks were required to have a business license and collect sales tax.

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

Yes: 7 - McConnell, Hunter, Hackett, Swanson, Miyasato, Eisenbeisz, and Guevin

E [ORD 14-37](#) Adjusting the FY15 Budget

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

Yes: 7 - McConnell, Hunter, Hackett, Swanson, Miyasato, Eisenbeisz, and Guevin

Hunter recalled last year Sitka Convention and Visitor's Bureau (SCVB) came forward asking for additional funding. He would rather see their requests be specific and not with an automatic transfer built in. If they have a specific project or additional marketing needs he'd like to see them bring that to us specifically. Hackett wondered about potentially holding some funds back to subsidize some of the operations of Harrigan Hall for conventions and marketing. Many don't pay to use this building and that is something we should consider. She agreed with Hunter's reasoning. Hackett stated CBS was perpetuating the fact that this organization was operating out of compliance and that wasn't right.

Jay Sweeney, Chief Finance and Administrative Officer, reflected that the bed tax was champion to create a visitor's bureau. The original ordinance indicated 92%, but the percentage was removed as they did not want to bind future assemblies.

Tristan supported the amendment but wanted the issue to come back with SCVB representation, yet wanted the assembly to move forward. Eisenbeisz disagreed with the proposed amendment and felt they should receive the money.

Hunter made a motion to AMEND by striking Line 25 Sitka Convention and Visitor's Bureau transfer. The amendment PASSED on the following vote.

Yes: 5 - Hunter, Hackett, Swanson, Miyasato, and Guevin

No: 2 - McConnell, and Eisenbeisz

F [ORD 14-36](#) Repealing SGC Chapter 2.52 Parks and Playgrounds

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

Yes: 7 - McConnell, Hunter, Hackett, Swanson, Miyasato, Eisenbeisz, and Guevin

G [ORD 14-34](#) Amending SGC at 2.40 elections, adding Section 2.40.095 Candidate biographical information, amending sections 2.40.110 Withdrawal or amendment of nomination, 2.40.115 Write-in candidates, renaming Chapter Section VI to add Advanced voting, amending Sections 2.40.190 Eligibility, 2.40.200 Assisted voting, adding Section 2.40.205 Voting by electronic transmission, amending Sections 2.40.220 Issuance of absentee or advanced ballots, 2.40.230 Casting absentee or advanced ballots, 2.40.250 Election officials (E) Oath, 2.40.310 Ballot box, 2.40.315 (D)(2) Marking of ballot, 2.40.315 (G) Improperly marked ballots, adding Sections 2.40.315 (H) closing of polls, and 2.40.316 Poll watchers, amending Sections B2.40.320 reports of unused and damaged ballots, 2.40.330 (B), (C), (D) Counting ballots - hand-counted, 2.40.390 (H) Counting ballots, 2.40.420 Canvass board, 2.40.430 Election results, renaming Section 2.40.440 Assembly

approval, amending Sections 2.40.460 Certificate of election, 2.40.470 Notice of election contest, 2.40.500 Costs, and 2.40.520 Prohibited practices

This item was removed prior to the meeting for further clarifying edits prior to introduction.

- H** [ORD 14-35](#) Repealing SGC Chapter 2.48 District Civil Defense Council without replacement
- A motion was made by Miyasato that this Ordinance be PASSED ON FIRST READING. The motion PASSED by the following vote.**
- Yes:** 7 - McConnell, Hunter, Hackett, Swanson, Miyasato, Eisenbeisz, and Guevin
- I** [ORD 14-39](#) Amending SGC Section 2.08.015 Selection of acting administrator to include a procedure for unforeseen appointments
- A motion was made by Swanson that this Ordinance be PASSED ON FIRST READING. The motion PASSED by the following vote.**
- Yes:** 7 - McConnell, Hunter, Hackett, Swanson, Miyasato, Eisenbeisz, and Guevin
- Hunter brought up that if the intent was to provide the administrator with more flexibility then we need to get rid of the reference(s) to rank order.
- A motion for an amendment was made by Hunter to delete on Line 29 "rank-order" and to eliminate the second sentence starting on Line 31 beginning with "the first person and ending with "the third person listed." The amendment PASSED by the following vote.**
- Yes:** 7 - McConnell, Hunter, Hackett, Swanson, Miyasato, Eisenbeisz, and Guevin

Additional New Business Items

- J** [14-224](#) Discussion/Consideration on appointing existing commission members to seats on the Strategic Planning Commission
- Eisenbeisz felt it was a great idea, the only concern was in asking commission members to volunteer more of their time. Guevin liked the idea and stated it behooved us to use the expertise of folks already serving. Hackett wondered if the liaisons might query their respective boards for interest. It was decided the Assembly would talk more about this issue at their upcoming visioning session. Mayor McConnell said that sometimes it's better to do nothing until we are clear on where we want to go.
- K** [14-223](#) Discussion/Direction on the strategy and scheduling of an Assembly Visioning Session(s)
- Hackett would like to see a date set before the beginning of the year. Gorman brought up that the Municipal Solutions report was not back yet and that was something that came out of the last session. Hunter would like to see the taxable report prior to scheduling. It was decided to wait until these reports had been received.

XII. PERSONS TO BE HEARD:

None.

XIII. ADJOURNMENT

A motion was made by Miyasato to ADJOURN. Hearing no objection the meeting ADJOURNED at 7:35 PM.

ATTEST:

Colleen Ingman, MMC
Municipal Clerk