



CITY AND BOROUGH OF SITKA

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

Meeting Agenda

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

Tuesday, June 14, 2011

6:00 PM

Assembly Chambers

REGULAR MEETING

- I. CALL TO ORDER
- II. FLAG SALUTE
- III. ROLL CALL
- IV. CORRESPONDENCE/AGENDA CHANGES

Government-to-Government Update with Sitka Tribe of Alaska

V. CEREMONIAL MATTERS

1) Sitka High School Lady Wolves Recognition, 2) Proclamation a Day of Remembrance - Sister Cities and Neighbors in Japan

VI. PERSONS TO BE HEARD

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

VII. REPORTS

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

VIII. CONSENT AGENDA

All matters under Item VIII 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 [11-114](#) Approve the minutes of the May 2, 16 and 24 Assembly meetings.
Attachments: [Motions Consent-Minutes](#)
- B [11-115](#) Reappoint 1) Susan Royce to a term on the Animal Hearing Board, and 2) Penny Lehmann to Local Emergency Planning Committee, and appoint 3) Aaron Wilkinson to an unexpired term on the Sawmill Cove Industrial Park Board.
Attachments: [appointments Motion](#)
- C [11-116](#) Approve increasing leave accrual rate from middle tier to top tier for Librarian Sarah Bell to coincide with other Department Heads.
Attachments: [Leave Accrual motion-memo](#)
- D [11-119](#) Approve a transfer of \$10,000 from the Airport Enterprise Fund to the Airport Restroom Project.
Attachments: [airport transfer memo-motion](#)
- E [11-117](#) Award a Request for Proposal to Sitka Sound Science Center for \$33,600 in Fisheries Enhancement Funds.
Attachments: [Motion Fisheries Enhancement Fund](#)
 [RFP Fisheries Enhancement 11-117](#)
- F [11-118](#) Approve a \$150,000 transfer - Capital Project Funds - Marine Street Voltage Regulator 90627 to Green Lake Powerplant Improvements 90562.
Attachments: [Motion Prelube Pump transfer](#)
 [Fund Transfer 11-118](#)
- G [11-001](#) Award Bridge Crane Equipment - Blue Lake Third Turbine Dam Upgrade - \$288,885.00.
Attachments: [Motion Bridge Crane](#)
 [Memo Crane 11-001](#)

IX. UNFINISHED BUSINESS:

- H [ORD 11-20](#) Adopting Budgets for the Fiscal Year July 1, 2011 through June 30, 2012.
Attachments: [Motion & Ord 11-20](#)

- I [11-74](#) Approve an MOU between the CBS and the Natural Resources Conservation Service under the National Cooperative Soil Survey Program pending review/approval by the Municipal Administrator and Attorney - to rescind previous action on this item.

Attachments: [Motion Correspond 11-74](#)
 [Soil Survey](#)

X. NEW BUSINESS:

New Business First Reading

- J [ORD 11-21](#) Authorizing the sale of municipal tidelands in North Pacific Seafoods Subdivision.

Attachments: [Motion Ord 11-21](#)
 [Assembly Memo_0001](#)
 [Ordinance 2011-21](#)
 [Vicinity Map](#)
 [Aerial](#)
 [Plat](#)
 [Tideland Areas](#)
 [Planning Commission minutes April 19](#)
 [Planning Commission Minutes May 3](#)
 [Memo from Assessor May](#)
 [Memo from Applicant](#)
 [Mailing List](#)

- K [ORD 11-22](#) Amending SGC to add a New Chapter 20.05 Coastal Management, to adopt and regulate activities in the Sitka Coastal Management Areas to coincide with Coastal Management Plans/Regulations under the State of Alaska (if applicable) and Federal Government.

Attachments: [ORD 2011-22 & Docs](#)

- L [ORD 11-23](#) Amending SGC Chapter 4.12.025 entitled "Exemptions" to clarify mandatory and optional property tax exemptions and procedures.

Attachments: [Motion Ord 11-23](#)
 [ORD 2011-23 Docs](#)

- M [ORD 11-24](#) Updating the Personnel Policies Handbook to reflect changes due to Collective Bargaining Agreements, general clarifying and other amendments.

Attachments: [ORD 2011-24 memo](#)
 [ORD 2011-24](#)
 [Personnel Handbook Policies and TOC](#)

- N [ORD 11-25](#) Amending the SGC to Adjust the Rates for Water Service.

Attachments: [Motion Ord 11-25 & Graph](#)
 [Ord 2011-25 and docs](#)

- O [ORD 11-26](#) Amending the SGC to Adjust the Rates for Sewer Service.

Attachments: [Motion & Ord 11-26 & docs](#)

Additional New Business Items

- P [11-122](#) Board of Adjustment
 Approve with conditions a conditional use permit for manufacturing food products (sea salt) at 207 Smith Street filed by Jim and Darcy Michener.

Attachments: [Motion CUP](#)
 [Assembly Memo CUP sea salt](#)
 [Vicinity Map \(3\) CUP sea salt](#)
 [Image 1](#)
 [Image 2](#)
 [Image 3](#)
 [Drawing](#)
 [Planning Commission Minutes from May 17](#)
 [Staff Report](#)
 [Comments](#)
 [Application CUP sea salt](#)
 [Mailing List \(2\) CUP](#)

- Q [11-120](#) Award a contract to Aggregate Construction, Inc. for completion of the Monastery Street Water & Sewer Improvements, in the amount of \$1,271,532.00.

Attachments: [Motion & Memo Monastery SW award](#)

- R [11-101](#) Award a bid to ProComm in the amount of \$499,245.00 for replacement of the E-911 system with the NG-911 system.

Attachments: [MOTION NG-911](#)
 [E911 docs](#)

- S [11-121](#) Adopt procedures and application packet to be used for grant funding of nonprofit organizations by the City and Borough of Sitka General Fund.

Attachments: [Grant Funding Non-profits docs](#)

XI. PERSONS TO BE HEARD:

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

XIII. ADJOURNMENT

*Colleen Ingman, MMC
Municipal Clerk
Publish: 6-10-11*