

CITY AND BOROUGH OF SITKA

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



Meeting Agenda

Tuesday, March 12, 2013

6:00 PM

Assembly Chambers

City and Borough Assembly

*Mayor Mim McConnell
Deputy Mayor Pete Esquiro,
Vice Deputy Mayor Thor Christianson,
Phyllis Hackett, Matthew Hunter, Mike Reif and Michelle Putz*

*Interim Municipal Administrator: John P. Sweeney III
Municipal Attorney: Robin L. Koutchak
Municipal Clerk: Colleen Ingman, MMC*

REGULAR MEETING**I. CALL TO ORDER****II. FLAG SALUTE****III. ROLL CALL****IV. CORRESPONDENCE/AGENDA CHANGES**

[13-106](#) Correspondence Attachments

Attachments: [COR031213](#)

V. SPECIAL REPORTS: government-to-government, municipal boards/commissions, committees, municipal departments, school district, students and guests**VI. PERSONS TO BE HEARD****VII. REPORTS**

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

VIII. CONSENT AGENDA

A [13-039](#) Approve the minutes of February 12, 2013 Assembly meeting

Attachments: [MINUTES FEB 12](#)

B [13-040](#) Appoint Valerie Herrera to a term on the Sitka Local Emergency Planning Committee (category 2)

Attachments: [Appointment](#)

Assembly member Hunter pulled this item because there was so little information given and wanted to know if anyone knew the applicant. Assembly member Hackett also commented she would like to see more information from applicants - a letter of interest or resume. The Clerk made note and told the Assembly it would be addressed.

C [13-038](#) Approve liquor license renewal applications for: 1) Watson Point, 2) Victoria's Pour House, 3) Cascade Convenience Center, and 4) Baranof Island Brewing Company

Attachments: [Liquor License Renewals](#)

One liquor license renewal will be reconsidered at the March 26th Assembly meeting.

D [RES 13-05](#) Approving submittal and execution of a Southeast Alaska Chinook

Salmon Mitigation Infrastructure Grant for up to \$250,000 for Fish Waste Disposal

Attachments: [RES 13-05](#)

[RES 13-05 Signed](#)

Assembly member Reif wondered what other uses the harbor would have for the barge besides hauling fish waste. Harbormaster, Stan Eliason, mentioned oil spill response and the transportation of materials when performing harbor maintenance. Eliason indicated he hoped to use existing personnel but would possibly need to hire temporary harbor staff for weekend coverage.

- E** [RES 13-06](#) Approving submittal and execution of a Southeast Alaska Chinook Salmon Mitigation Infrastructure Grant of up to \$240,000 for Ice-Making and Storage Infrastructure Project providing service to the coastal area of Baranof Island - request to rescind action taken March 12, 2013.

Sponsors: Reif and Hackett

Attachments: [RES 13-06](#)

[Ice Making Comments](#)

[RES 13-06 Signed](#)

Fred Reeder feared the City was maybe taking on things they could not afford. Reeder suggested the City consider maintenance and electrical costs.

Assembly members further discussed utility cost estimates, the viability of the plan, and whether or not the City would be providing a service that was already well established.

Scott Saline pointed out the condenser could get overloaded generating costly repairs. He believed the Assembly didn't have enough information.

- F** [13-045](#) Award a contract to H Construction for the window replacement at City Hall for \$64,500

Attachments: [window replacements](#)

IX. UNFINISHED BUSINESS:

- G** [ORD 13-07](#) Authorizing payment of the remaining General Obligation Bonds approved by the voters in 1996 to fund Baranof Elementary and Sitka High School Improvements using the current additional 1% Seasonal Sales Tax instead of using the General Fund and put the question on the October 1, 2013 Ballot for the Regular Municipal Election

Attachments: [ORD 13-07](#)

[ORD 13-07 Ballot Proposition](#)

Assembly member Christianson explained the ordinance.

Essentially this would move all school projects into the 1% sales tax column.

Deputy Mayor Christianson provided a summary of the ordinance. If passed by the voters, the seasonal sales tax would be extended approximately two more years.

Fred Reeder cautioned the Assembly in passing the ordinance .

H [ORD 13-09](#) Adjusting the FY 2013 Budget for the transition of the Municipal Attorney

Attachments: [ORD 13-09](#)
[ORD 13-09 Passed](#)

Deputy Mayor Christianson read the title and advised this adjustment was necessary to have continuous legal counsel available during the Municipal Attorney position transition .

I [ORD 13-10](#) Amending the Official Sitka Zoning Map to Rezone Lot 4A
Turney-Burkhart Replat from R-2 MHP Multifamily and Mobile Home
District to C-2 General Commercial Mobile Home District

Attachments: [ORD 13-10](#)
[ORD 13-10 Passed](#)

Assembly member Christianson announced his executive director lived in this court and wondered if that presented any conflict. Hackett disclosed she had two very close friends in the court and expressed they weren't aware of this ordinance. It was determined neither member had any conflict of interest and could fully participate.

Planning Director, Wells Williams, stated this was a straightforward request that cleared the Planning Commission by 4-0. Williams noted the project was currently zoned R-2 MHP Multifamily and Mobile Home District and the new owners would like to rezone the parcel to C-2 General Commercial Mobile Home District with plans for storage, single family dwellings or mobile home parks.

Assembly member Reif asked owner, Jeremy Twaddle, what the advantages were to the rezoning. Twaddle explained he was considering expanding and including more manufactured homes. Twaddle further explained rezoning to C-2 would provide more flexibility in permitted uses such as heated storage or a daycare. He added the property abuts commercial property on two sides. His desire is to improve the property.

Planning Director, Wells Williams, testified no additional comments had come in. Assembly member Putz queried if there would be a loss of recreational space. Williams responded there was a mandatory requirement that the owner planned to meet so the recreational space would actually be increased.

- J [ORD 13-11](#) Amending SGC Section 15.01.060 Entitled "Rental Structures" and adding SGC Sections 15.04.340, 15.05.640, 15.96.070 all Entitled "Rental Structures" to clarify "Owner Accounts" will be charged continuously (even when not rented), because Water, Sewer, and Solid Waste services remain available.

Attachments: [ORD 13-11 Owner Accounts](#)
[ORD 13-11 Failed](#)

Deputy Finance Director, Mike Middleton, brought this forward after completing his managerial internal audit.

Deputy Mayor Christianson stated this was a somewhat controversial ordinance and stated it would be best to discuss when a full Assembly was present.

X. NEW BUSINESS:

New Business First Reading

- K [ORD 13-12](#) Amending SGC 9.08.025 Entitled "Garbage Service" to use terms consistent with SGC Section 15.06.025 entitled "Solid Waste Treatment and Refuse Collection," and make it clear businesses cannot opt out of garbage service

Attachments: [ORD 13-12](#)
[ORD 13-12 Passed](#)

Deputy Mayor Christianson read the title and purpose sections.

Fred Reeder wondered if this ordinance and Ordinance 2013-11 were tied together. Deputy Finance Director, Mike Middleton, noted both were a result of an internal audit. This ordinance provided clarification that every residence and business served by an electric meter would pay for garbage service.

- L [ORD 13-13](#) Authorizing the sale of Lot 31 B Saline Subdivision

Attachments: [ORD 13-13](#)
[ORD 13-13 Passed](#)

Planning Director, Wells Williams, explained Scott Saline had two pieces of property and in order to make his project work he needed to purchase some tidelands. Williams noted the Port and Harbors Commission was supportive of the project.

Additional New Business Items

- M [13-042](#) Award a contract to CBC Construction in the amount of \$1,222,662.14 for completion of the Sea Walk - Crescent Harbor Park to National Historic Park project consisting of Base Bid and Additive Alternates 1-5

Attachments: [Sea Walk Award](#)

Michael Harmon, Public Works Director, and Dan Tadic, Senior Engineer, answered questions. They explained this was grant funding dedicated to this project and could not be redirected.

- N** [13-043](#) Approve dedicating \$48,077 from the Marine Passenger Fee Fund beginning with calendar year 2014, FY 15, and thereafter annually to establish a Sea Walk Sinking Fund to cover future maintenance and replacement costs

Attachments: [Sea Walk Sinking Fund](#)

Fred Reeder spoke in opposition to the item.

The Assembly discussed the pros and cons and decided they would prefer to see an ordinance brought forward creating something similar that was sustainable.

- O** [13-044](#) Approve award of a contract for the procurement of the UV Reactors and Control Equipment to Trojan Technologies in the amount of \$192,000.00

Attachments: [UV Disinfection System](#)

Kim Ervin, project manager with CH2MHill, advised this would add multiple barriers of disinfection. Municipal Engineer, Stephen Weatherman, explained this was the actual unit and UV reactors. The requirement, an Environmental Protection Agency mandate, was to be in compliance by 2014.

- P** [13-041](#) Approve submission to the Historic Preservation Fund FY13 Certified Local Government Grant Application to fund the hiring of a consultant to conduct a historic survey of properties on Lincoln Street from St. Michael's Cathedral to the Petro Marine Dock for a historic district with the option to extend the district boundary down Lincoln Street

Attachments: [1_Cover letter](#)

[2_HPFG - Sitka Historic District](#)

[3_letter of support downtown](#)

[4_Letter of Support for CBS_022813](#)

[5_Society.DT.Revitalize](#)

[6_Anne Elise Pollnow Vitae3](#)

[7_10 Benefits of Establishing a Local Historic District from PreservationNation](#)

[8_MythsandRealitiesPlanning](#)

[9_The Top Ten Myths about Historic Preservation by Ken Bernstein](#)

[91_Downtown Revitalization Group_2-20-13](#)

[92_Signatures](#)

Anne Pollnow participated telephonically. She had been working with the downtown revitalization group to improve the downtown area and served on the Historic District component. Pollnow is

offering her in kind services to manage the grant. The grant would allow for the hire of a consultant to conduct a historic property survey. She further explained the grant would produce a recommendation to assist property owners in rehabilitating their property if they desired.

XI. PERSONS TO BE HEARD:

XII. EXECUTIVE SESSION

XIII. ADJOURNMENT