



# CITY AND BOROUGH OF SITKA

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

## Minutes - Draft 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*

*Municipal Administrator: Jim Dinley  
Municipal Attorney: Robin L. Koutchak  
Municipal Clerk: Colleen Ingman, MMC*

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Tuesday, March 12, 2013

6:00 PM

Assembly Chambers

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### REGULAR MEETING

#### I. CALL TO ORDER

#### II. FLAG SALUTE

#### III. ROLL CALL

**Present:** 5 - Christianson, Reif, Hunter, Putz, and Hackett

**Absent:** 2 - Esquiro, and McConnell

#### IV. CORRESPONDENCE/AGENDA CHANGES

None.

#### V. SPECIAL REPORTS: government-to-government, municipal boards/commissions, committees, municipal departments, school district, students and guests

None.

#### VI. PERSONS TO BE HEARD

City Assessor Randy Hughes announced assessment mailings would be mailed Friday.

Assembly member Michelle Putz requested the public help prioritize facilities and services as budget items came up and cuts were considered.

Utility Director, Chris Brewton, stated there would be monthly tours of the Blue Lake project beginning with the first one on March 17th.

Shane Smith, of Cheyenne Wyoming Food Networks, spoke in support of Sitka's local food network and was pleased to see the level of enthusiasm in Sitka.

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

Liaisons - Assembly members Hunter and Hackett gave reports on their respective Commissions and Boards.

Clerk - Noted there would be an Electric Rate worksession Monday, March 25 and another worksession on Harbors preceding the regular meeting on March 26. Ingman noted evaluation forms for the Municipal Administrator's annual evaluation on April 16 would be distributed soon.

Other - Assembly member Reif thanked Administrator Dinley for his work in trying to free up space on the water tower, and for the work all three administrators (municipal, school and hospital) were trying to do in reducing the cost of health care.

**VIII. CONSENT AGENDA**

- A      13-039      Approve the minutes of February 12, 2013 Assembly meeting**

**This item was APPROVED ON THE CONSENT AGENDA.**

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

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.

**A motion was made by Hackett that this Appointment be APPROVED. The motion PASSED by the following vote.**

**Yes:**    5 -    Christianson, Reif, Hunter, Putz, and Hackett

**Absent:**    2 -    Esquiro, and McConnell

- 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**

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

**This item was APPROVED ON THE CONSENT AGENDA.**

- 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**

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.

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

**Yes:** 5 - Christianson, Reif, Hunter, Putz, and Hackett

**Absent:** 2 - Esquiro, and McConnell

- 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 (Failed on 3-12-13 request received to rescind that action).

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.

**A motion was made by Hackett that this Resolution be APPROVED. The motion FAILED by the following vote.**

**No:** 5 - Christianson, Reif, Hunter, Putz, and Hackett

**Absent:** 2 - Esquiro, and McConnell

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

**This item was APPROVED ON THE CONSENT AGENDA.**

**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

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.

**A motion was made by Hackett that this Ordinance be PASSED ON SECOND READING. The motion PASSED by the following vote.**

**Yes:** 5 - Christianson, Reif, Hunter, Putz, and Hackett

**Absent:** 2 - Esquiro, and McConnell

**H      ORD 13-09      Adjusting the FY 2013 Budget for the transition of the Municipal Attorney**

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

**A motion was made by Reif that this Ordinance be APPROVED on second and final reading. The motion PASSED by the following vote.**

**Yes:** 5 - Christianson, Reif, Hunter, Putz, and Hackett

**Absent:** 2 - Esquiro, and McConnell

**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**

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.

**A motion was made by Putz that this Ordinance be PASSED ON SECOND READING. The motion PASSED by the following vote.**

**Yes:** 5 - Christianson, Reif, Hunter, Putz, and Hackett

**Absent:** 2 - Esquiro, and McConnell

**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.**

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

A motion was made by Reif that this Ordinance be POSTPONED until the March 26 meeting. The motion to POSTPONE PASSED by the following vote.

Yes: 5 - Christianson, Reif, Hunter, Putz, and Hackett

Absent: 2 - Esquiro, and McConnell

**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

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.

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

Yes: 5 - Christianson, Reif, Hunter, Putz, and Hackett

Absent: 2 - Esquiro, and McConnell

- L ORD 13-13** Authorizing the sale of Lot 31 B Saline Subdivision

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.

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

Yes: 5 - Christianson, Reif, Hunter, Putz, and Hackett

Absent: 2 - Esquiro, and McConnell

**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

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.

**A motion was made by Reif that this Item be APPROVED. The motion PASSED by the following vote.**

**Yes:** 5 - Christianson, Reif, Hunter, Putz, and Hackett

**Absent:** 2 - Esquiro, and McConnell

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

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.

**A motion was made by Putz that this Item be APPROVED. The motion FAILED by the following vote.**

**No:** 5 - Christianson, Reif, Hunter, Putz, and Hackett

**Absent:** 2 - Esquiro, and McConnell

- 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

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.

**A motion was made by Hunter that this Item be APPROVED. The motion PASSED by the following vote.**

**Yes:** 5 - Christianson, Reif, Hunter, Putz, and Hackett

**Absent:** 2 - Esquiro, and McConnell

- 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

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.

**A motion was made by Hackett that this Item be APPROVED. The motion PASSED by the following vote.**

**Yes:** 5 - Christianson, Reif, Hunter, Putz, and Hackett

**Absent:** 2 - Esquiro, and McConnell

**XI. PERSONS TO BE HEARD:**

Fred Reeder stated Mobile Food Carts should be allowed at Sawmill Cove Industrial Park, especially when there was 150 or 200 employees in need of nearby food. If needed, it could be a temporary condition and be managed by the Sawmill Cove Industrial Park Board of Directors.

**XII. EXECUTIVE SESSION**

**XIII. ADJOURNMENT**

**A motion was made by Hackett to ADJOURN. With no further business, the meeting ADJOURNED at 8:45 PM.**

**ATTEST:**

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Colleen Ingman, MMC  
Municipal Clerk