



# 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, March 8, 2011

6:00 PM

Assembly Chambers

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### REGULAR MEETING

#### I. CALL TO ORDER

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

**Telephonic:** 1 - Westover

#### II. FLAG SALUTE

#### III. ROLL CALL

#### IV. CORRESPONDENCE/AGENDA CHANGES

#### V. CEREMONIAL MATTERS Sitka High School Drama Debate Forensics Team

*Deputy Mayor Crews presented certificates of achievement to the team members and coaches.*

#### VI. PERSONS TO BE HEARD

*A representative from the Choose Respect Committee spoke to the committees' commitment to end violence. An RFP for a mural is in the process and a site is to be secured. Julie Smith, prevention coordinator for Sitka's Against Family Violence received a grant from Health and Social Services. Sitka was one of the 4 communities selected for the grant.*

#### VII. REPORTS - Feasibility Study Kettleson Library Expansion

*Harmon introduced project managers Judi Andrijanoff, and Martha Shoenthal with Foraker and Paul Voelckers of MRV Architects. As part of their review they will be looking at Centennial Hall and parking lot. The opportunity for library improvements is ripe and there is the possibility of a significant match.*

Ms. Andrijanoff explained that the project falls under the State of Alaska Library Construction and Major Expansion Matching Grant Program. The next step is putting a diverse group of citizens together to do the research; she listed the members to date: Hugh Bevan, Pete Esquiro, Phyllis Hackett, Roger Hames, Marilyn Knapp, Dusty Kidd, Curt Ledford, and Tim Ryan, additional folks will be added once they begin their work. They assured that there will be multiple opportunities for public comment.

Ms. Shoenthal, representing Foraker will help with the predevelopment and pre-planning activities and assure the project is sustainable for the long-term. All of their services to help define the project are provided free of charge. We will look at the definition for what fits on the site or possibly a new site. Once the site is identified, they'll work on the concept design. She mentioned the possibility of combining the library and museum as one example. Pointing out that libraries are currently combining with all sorts of other facilities, which is encouraged by funders. In Sitka we will need to determine whether something similar makes sense or not.

Blake questioned the time frame and foreseen hurdles. Expect submission of a grant application to the state by the first of January 2012. Setting site location and coming to a consensus will probably be the biggest hurdle.

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

Mayor – Extended condolences to the George Ridley family; it was an honor to serve with him. She is in Juneau today attending Southeast Conference. She mentioned that one of Governor Parnell's pet projects is Domestic Violence and thanked the folks that spoke earlier on that topic and those on the Library feasibility study as well. In DC we found out what we already knew -- that there is no money. She still hopes to get help with regulatory agencies, especially in light of recent electric shortage.

Acting Administrator Wolff announced the Bear Group will test 3 cans at Fortress of the Bear at noon tomorrow. This Friday Indian River residences are invited to the Fire Hall to find out about the Bear Pilot Project. April 9 through 17 is Spring Clean-up; staff will be participating.

Attorney – Thanked the municipal agencies for providing assistance recently when she was injured. She was very proud of the professionalism she experienced.

Liaisons - McConnell attended a meeting with the Tourism Commission, their next meeting is on the 17th and will be held at the 3rd Floor Conference Room of City Hall. Choose Respect Mural project has a link on the Governors' website. Hackett attended the School Board worksession and found it an interesting and challenging process; attended the Library Commission and looks forward to hearing from their predevelopment team. Blake attended the Police and Fire Commission, however they did not have a quorum. Christianson met with the Hospital Board and even though much of the news is encouraging he feels we still need to monitor. Esquiro met with Parks and Recreation Committee; they introduced a new matrix that shows all the various projects they are involved in and where those projects are. The membership has done an excellent job of coordinating efforts of other agencies; currently looking at a possible cover for the Skate Park. He will be meeting with Historic Preservation Committee tomorrow. Hackett added, she is very impressed with both the program offerings at the library and Sarah Bell.

Other - Crews reiterated Spring Clean-up and encouraged all to participate. Westover

brought up that the Governor would like to bring all communities together regarding emergency preparedness in the state. Asked Deputy Mayor Crews to attend the next LEPC meeting on her behalf.

## VIII. CONSENT AGENDA

- A 11-55 Approve the minutes of the February 22, 2011 Assembly meeting.
- B 11-53 Appoint Gwen Lazzarini to a term on the Tourism Commission and Linda Speerstra to a term on the Sitka Convention and Visitor's Bureau.

**The Consent Agenda consisting of Items A and B was APPROVED.**

## IX. UNFINISHED BUSINESS:

- C ORD 11-05 An ordinance of the CBS repealing SGC at Chapter 2.32 entitled "Sitka Long Range Planning and Economic Development Commission. RECONSIDERATION
- Reber Stein, former LRPEDC favors reconsideration and reinstituting the commission. John Stein, urged the Assembly to reconsider. Part of LEPC's role is to keep the Assembly apprised. Jim Steffen, urged reconsideration he doesn't think the mission is ever fulfilled. Greg Reynolds sees a need for strategic planning and the LRPEDC. Gus Adams, member of LRPEC believes there needs to be a sound planning procedure in place. Keith Nytray, supports reconsideration and the LRPEDC. Joe D'Arienzo stressed the importance of the planning process in general.*
- Hackett believes there is no urgency in the decision and it is our problem this commission is faltering. McConnell ditto's Hackett's comments and pleaded for reconsideration. Westover mentioned that the City has very specific long-term plans in place. We also have Sitka Economic Development Association to address economic development. Christianson doesn't see that anything has changed in the last two weeks. We have had ample opportunity and public testimony on this. Deputy Mayor Crews has watched LRPEDC for the last 2.5 years and there is nothing for them to do anymore. We are a small enough town that he sees much of it as the Assembly's job. Blake feels ambivalent; these are volunteers that have the City's best interest in mind. I want to be objective yet fair.*

**A motion was made by Hackett that the vote on Ordinance 2011-05 be RECONSIDERED The motion FAILED by the following vote.**

**Yes:** 2 - McConnell, and Hackett

**No:** 5 - Westover, Crews, Blake, Christianson, and Esquiro

- D ORD 11-02 Amending Sitka General Code by adding a new Chapter 4.44 entitled "Southeast Economic Development Fund". RECONSIDERATION
- This item was NOT taken up for reconsideration and the previous vote stands.**
- E 11-47 Discussion on the Municipal Attorney to prepare a Charter amendment ordinance that if passed would also amend duties of the Sitka Long Range Planning and Planning and Zoning Commissions - see motion for more details. POSTPONED until 3/8

**This item died for the lack of a second.**

**X. NEW BUSINESS:**

- F 11-51** Approve an award of a design contract for the Japonski Island Sewer Lift Stations Upgrade to Carson Dorn Inc. in the amount of \$85,835.00.

*Harmon explained that six of the eight pump stations are at the end of their life. Crews asked about the life of the lift stations. Weatherman reported that the impeller goes out most frequently. Esquiro questioned if the design fees were inclusive. Harmon responded "yes" and offered the fees are around 6%, which is real good.*

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

**Yes:** 7 - Westover, Crews, McConnell, Hackett, Blake, Christianson, and Esquiro

- G 11-52** Award a contract for the Airport Hold Room Restrooms Remodel to CBC Construction in the amount of \$121,798.

*Harmon explained that these will be unisex restrooms within the secured area of the hold room of the airport. The plans are to extend the wall where the bag storage area is. Christianson was a little suspicious that a low bid might generate change orders. Harmon responded to Christianson's concern with assurances that his department closely monitors all projects and that change orders are generated by the City and not the contractor. A discussion ensued on recent restroom projects in general.*

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

**Yes:** 7 - Westover, Crews, McConnell, Hackett, Blake, Christianson, and Esquiro

- H 11-54** Discuss an independent performance audit of Sitka's municipal planning.

*John Stein came forward and explained his suggestion of an audit of the management system on how we deal with planning in the City. Not looking at individuals but the planning itself. He contends the state does this. He thinks an outside person taking a look would be helpful.*

*Assemblymembers felt we needed the Administrators' input who was absent from this meeting. One suggestion was to request a report from the Planning Department first on how they view what they are doing. McConnell spoke to the need of another planner in the department, one that focuses on the Comprehensive Plan. Hackett thinks an outside audit would be incredibly valuable and telling. Planner Williams doesn't think it is necessary. The type of audit Stein is suggesting is done rarely. When they are done they are of larger departments or a specific component of a department. The planning department will accomplish any task they are asked. To have a management review of a 2-person department makes little sense to him especially considering these declining times.*

*Williams offered zoning and subdivision codes went through an independent analysis when they were updated in 2002. The Planning Department follows the direction of the Administrator who, in turn, follows Assembly direction. The work of the Planning Department consists of 1) Subdivision and Zoning permitting, 2) Providing customer service, and 3) Specific planning activities, such as , economic recovery, that evolve as the community evolves These special planning activities are adjusted to perfect community needs.*

**This item was HEARD.**

**XI. PERSONS TO BE HEARD:**

*Reber Stein commented on the last discussion he thinks an audit performed by someone from a distance would be a good idea.*

*Keith NyTray commented that what he heard is your not listening to public.*

*John Bartlett, with Schmolck Mechanical, first wanted to clarify that they did the Centennial Hall Bathrooms project. Referencing a discussion earlier in the meeting with regard to that project where another contractor was erroneously credited. He has volunteered his time to include work for the Fine Arts Camp and wondered why hasn't the LRPEC been tasked to get people to use that facility.*

*Nancy Yaw Davis wonders why the Planning Commission only has 5 members. She believes the City needs an organization like LRPEPC or something similar to respond to things like the Fine Arts Camp, and BIHA lands etc.*

*Michelle Putz reiterated Nancy's comments. Find the right name for whatever you want to call LRPEDC, she feels the City needs something.*

*Greg Reynolds responding to Mayor Westover's comment that much of what LRPEDC does can be taken on by departments and SEDA. In his opinion he doesn't think SEDA involves enough general citizen participation and he'd like to see more of that.*

**XIII. ADJOURNMENT**

**A motion was made by Christianson that this meeting be ADJOURNED . The motion PASSED by a unanimous vote and the meeting adjourned at 8:40 PM.**