



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 Benjamin Miyasato
Aaron Swanson, Steven Eisenbeisz
Tristan Guevin, and Michelle Putz

Municipal Administrator: Mark Gorman
Municipal Attorney: Robin L. Koutchak
Municipal Clerk: Sara Peterson, CMC

Tuesday, June 23, 2015

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

Present: 6 - McConnell, Hunter, Swanson, Eisenbeisz, Guevin, and Putz

Absent: 1 - Miyasato

IV. CORRESPONDENCE/AGENDA CHANGES

[15-102](#) Reminders, Calendars and General Correspondence

V. CEREMONIAL MATTERS

None.

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

Perry Edwards, Sitka District Ranger gave an update on Harbor Mt. Road, fire awareness, and collection of special forest products with regards to permits. He thanked the city with regards to the Boomer property for the Blue Lake FERC mitigation.

[15-098](#) Special Report: Marijuana legalization - timeframe and recommendations (Scott Brylinsky)

Scott Brylinsky, Temporary Planner gave a report on marijuana legalization and

timeline associated with the legalization.

VII. PERSONS TO BE HEARD

Michelle Putz announced that she will not be running in the October election and encouraged women to run.

VIII. REPORTS

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

Mayor - Expressed condolences to Archie Nielsen's family.

Administrator - Reported on airport congestion, met with finance staff and non-profit leaders, had conversations with Senator Stedman's Chief of Staff, Randy Raul, met with a representative from the Boat Company with concerns of Baranof Warm Springs, gave appreciation to Search and Rescue regarding recent events, reported that ambulance calls are up 60 from this time last year.

Liaison - Putz attended the Tree and Landscape Committee meeting.

Clerk - Reported Assembly meetings will be held at UAS beginning July 28th.

Other - Putz informed that the not for profit ordinance would come back in August.

IX. CONSENT AGENDA

- A [15-094](#) Approve the Health Needs and Human Services Commission goals for 2015

This item was APPROVED on the Consent Agenda. The motion PASSED by a unanimous voice vote.

X. UNFINISHED BUSINESS:

- B [15-093](#) Consideration and award of the request for proposals submitted for the available funds (\$39,765) in the Fisheries Enhancement Fund

Ann Wilkinson, Treasurer of Sitka Seafood Festival spoke to the application submitted by the Sitka Seafood Festival. Lisa Busch, Executive Director, Sitka Sound Science Center summarized the organization.

Putz spoke in support of funding the Sitka Seafood Festival. Guevin spoke in support of disbursement to Chinook Futures Coalition. Hunter spoke to the history and intent of the fund.

A motion was made by Putz to APPROVE awarding \$39,765 to the Sitka Sound Science Center. The motion PASSED by the following vote.

Yes: 5 - Hunter, Swanson, Eisenbeisz, Guevin, and Putz

Absent: 1 - Miyasato

Recused: 1 - McConnell

C [15-095](#) Discussion/Direction/Decision on the future direction of the Sitka Convention and Visitors Bureau

Hunter spoke to the services that SCVB provided and suggested funding through the first quarter, spoke in favor of a change, and to exploring options of modifying the RFP. Eisenbeisz spoke to explore options, keeping services going quarterly, questioned of the costs of options, requested transparency, asked to see financials of both bringing it in house and from the SCVB, and the possibility of tasking the taskforce. Putz spoke to a one year extension. Guevin thought to fund them in the short term and agreed with absorbing functions and spoke in favor of a commission. Swanson spoke in favor of issuing a new RFP. Mayor spoke to a timeline through the end of the year, told of feedback and modifying the RFP, and looking closer at the in house option.

Gorman commented that until something replaced this entity, it remained status quo. He spoke with regards to budget reductions for FY2016 and a timeline of suggested options. Gorman encouraged the Assembly for direction and thought to casting a wider net of services by modifying the RFP. The in house option created stability and assurance. He strongly recommended against status quo and thought the visitor's services could fit in with Harrigan Centennial Hall.

Tonia Rioux, Director of SCVB stated the Board was directing the Assembly to list more concise guidelines for the RFP and asked the Assembly to extend the current situation until December 31. She had concerns with communication, outsourcing, and momentum. The Board was open to options. Suzan Hess, Representative of the Greater Sitka Chamber of Commerce spoke to a resolution that was drafted in support of the SCVB and stated since it was not considered an essential service and should remain outside of city functions. Suzan Hess spoke as a Sitka business owner in favor of the SCVB function to remain outside of the city. Sherry Aitken, Tour Operator of a local business spoke as a member of SCVB and supported continued service as status quo. Ann Bills, owner of a Bed and Breakfast and member of SCVB spoke in support of retaining the SCVB. Joseph List, General Manager of the Westmark spoke in support of the SCVB and retaining them. Duane Lambeth, Dove Island Lodge owner spoke in support of the SCVB and retaining them. Linda Williams, Sitka Tours spoke in favor of the SCVB.

Guevin questioned the level of budget detail to be reported and the appropriateness of looking at line by line budget items. Mayor felt the ordinance was outdated. Eisenbeisz questioned the limiting of funding and requested to see financials. Mayor spoke as Liaison for the commission and told of detailed budget availability.

Gorman summarized the direction, staff would bring forward a proposal at the Assembly meeting of July 14th with a possible executive session. Funding would continue through September 30 and possibly further.

XI. **NEW BUSINESS:**

D [15-099](#) Board of Adjustment: Approve a temporary use permit for an asphalt plant filed by S&S General Contractors & Equipment Rentals, Inc. for Granite Creek Lease Lot #5. The request is to house an asphalt plant throughout the duration of the paving of Edgumbe Drive.

A motion was made by Putz to CONVENE as the Board of Adjustment. The motion PASSED by a unanimous voice vote.

Maegan Bosak, Planning and Community Development Director gave a report of the requested Temporary Use Permit request. Eisenbeisz and Putz had concerns with

fire protection.

Joe Metler representative for S&S stated there was not a fire protection plan in place, but stated he could write a plan to submit and there were ponds to pump from. Bosak informed that conditions could be made.

A motion was made by Putz that this Item be APPROVED with the condition. The motion PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Swanson, Eisenbeisz, Guevin, and Putz

Absent: 1 - Miyasato

A motion was made by Hunter to include a condition that S&S work with the Fire Chief for a satisfactory plan on fire prevention and suppression. The motion PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Swanson, Eisenbeisz, Guevin, and Putz

Absent: 1 - Miyasato

A motion was made by Putz to RECONVENE as the Assembly in regular session. The motion PASSED by a unanimous voice vote.

E [15-100](#)

Grant preliminary approval of a proposed tidelands sale request filed by Forrest Dodson and Mary Holzman for property adjacent to 263 Katlian Street

Planning and Community Development Director, Maegan Bosak stated that the City Grid would not be impacted, clarified the house would be moved toward the water which would create a front parking area, and told of the process. Eisenbeisz asked that staff calculate a current appraisal price. Hunter spoke of the process for sale of tidelands.

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

Yes: 6 - McConnell, Hunter, Swanson, Eisenbeisz, Guevin, and Putz

Absent: 1 - Miyasato

F [ORD 15-35S](#)

Repealing Sitka General Code Chapter 4.09 "Sales Tax" Section 4.09.100Y. "Exemption for Persons Who Have Reached the Age of Sixty-Five" and establishing section 4.09.130 "Rebate of a portion of Sales Tax for Certain Persons Who Have Reached the Age of Sixty-Five and are Experiencing Financial Hardship" (*first reading*)

Lois Rhodes spoke in opposition of the ordinance and suggested charging \$20 yearly for an exemption card. Shirley Robards collected approximately 700 signatures in objection of removing the exemption. John Duncan Sr., Ann Bills, and Alene Henning spoke in opposition to the ordinance. Brian McNitt spoke in favor of the ordinance and the process. Ann Wilkinson spoke to alternatives with regards to employment status and questioned if the application could be modified.

Hunter spoke with regards to the increase of the aging population, financial hardship aspect, crediting to utility account option, age requirement, refunding ability, and sustainability. Eisenbeisz spoke to the refund aspect. Hunter clarified the changes in amount of refund for households and total rebate amount was increased. Putz was

opposed to the ordinance and suggested changing the exemption to food and fuel. Swanson does not support. Guevin spoke in support of the ordinance with more time to allow a review of the effective dates.

Jay Sweeney, Chief Finance and Administrative Officer reviewed the timeline, process, and prorating to utility accounts stating that the effective date was the date that the exemption went away.

A motion was made by Eisenbeisz that this Item be POSTPONED. The motion PASSED by a unanimous voice vote.

G [ORD 15-38](#)

Amending Sitka General Code Section 4.28.110 "Suitable and Authorized Investments for the Permanent Fund" by adding Exchange Traded Funds as an authorized investment for the Sitka Permanent Fund

Putz spoke in support of the ordinance as the Assembly Liaison to the Investment Committee. Sweeney, Chief Finance and Administrative Officer told of the disadvantages of exchange traded funds.

A motion was made by Putz that this Ordinance be APPROVED on first reading. The motion PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Swanson, Eisenbeisz, Guevin, and Putz

Absent: 1 - Miyasato

H [15-101](#)

Approve the transfers of 1) \$50,000 from Project #90716 "Blue Lake Substation Maintenance" to Project #90648 "Transmission & 1220 Upgrade" Project; 2) \$57,423.83 from Project #63003 "Blue Lake Power House Improvements" to Project #90672 "Medvejie Hatchery Transformer Replacement" Project; and 3) \$85,817.63 from Project #63005 "Building Electric Heat Conversions" to a FY2016 Project "Electric Heating Systems/Dual Fuel Interruptible Power" and authorize the expenditure of the funds

Putz and Eisenbeisz questioned the high cost of the study. Hunter spoke in support of the amount. Dale Goerner, Interim Utility Director spoke to the RFQ.

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

Yes: 6 - McConnell, Hunter, Swanson, Eisenbeisz, Guevin, and Putz

Absent: 1 - Miyasato

I [15-097](#)

Discussion/Direction/Decision on the formation of a Citizens' Taskforce on City Services, Revenues and Fees

Putz spoke in support of a taskforce to assist with wants, needs, tax, and revenue. She asked that two public meeting open houses be held. Guevin spoke in support of a taskforce, thought that the taskforce should look at the comprehensive plan, and encouraged having diverse representation specifically with Sitka School District, Sitka Community Hospital and Sitka Tribe of Alaska. Swanson was in support of a taskforce and questioned the interest of seven members. Gorman talked to a time specific taskforce of six months to encourage public participation. Putz and Eisenbeisz spoke in favor of diverse representation. Staff was directed to send out a public notice. Guevin offered to be the Assembly Liaison to the taskforce.

XII. PERSONS TO BE HEARD:

None.

XIII. EXECUTIVE SESSION

None.

XIV. ADJOURNMENT

A motion was made by Putz to ADJOURN the meeting. Hearing no objection the meeting ADJOURNED at 9:37 PM.

ATTEST: _____
Melissa Henshaw
Acting Municipal Clerk