



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 Phyllis Hackett, Steven Eisenbeisz,
Benjamin Miyasato, Aaron Swanson, and Tristan J. Guevin*

*Municipal Administrator: Mark Gorman
Municipal Attorney: Robin L. Koutchak
Municipal Clerk: Colleen Ingman, MMC*

Monday, November 10, 2014

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

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

Absent: 1 - Hackett

IV. CORRESPONDENCE/AGENDA CHANGES

[14-219](#)

Correspondence: Blue Lake Expansion Project Update, Public Works Update, 2015 Summer AMHS Ferry Schedule, SCH Letter of Support

V. CEREMONIAL MATTERS

[14-217](#)

Proclamation - Small Business Saturday

Mayor McConnell read a proclamation proclaiming November 29, 2014 as Small Business Saturday. Jennifer Robinson, Executive Director of the Chamber of Commerce, urged citizens to shop local and take advantage of sales tax free days on November 28 and 29.

[14-218](#)

Proclamation - Veteran's Day

The Mayor read a proclamation honoring Veteran's Day. George Bennett offered a few words to the Assembly and thanked the Assembly for the recognition.

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

STA General Manager, Lawrence SpottedBird reported on events happening at Sitka Tribe of Alaska this month.

[14-221](#)

Report by Sitka Community Development Corporation

Randy Hughey, President of the Sitka Community Development Corporation (SCDC), provided an update to the Assembly. Hughey noted the SCDC had established a Community Land Trust (CLT) to address the issue of affordable home ownership in Sitka and as a first step planned to build a single-family home at 125 Lillian Drive on property given to the land trust by the City. Hughey stated those interested in purchasing a home through the CLT would need to take a class offered by the Alaska Housing Finance Corporation. Long-range plans include a 12 to 15 house neighborhood on the old city shops property.

VII. PERSONS TO BE HEARD

Zachary Desmond of Brave Heart Volunteers noted the group would be hosting the first Southeast Alaska regional grief support conference November 14 and 15.

Robb Farmer, Library Director, invited the community to an Open House at the Stratton on Sunday, November 16 from 2-5pm.

Frank Ockert, Chaplain, shared a poem he had written.

VIII. REPORTS

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

Mayor - attended the Easter Group's annual Homeless Summit which had a different format this year with the goal of providing greater opportunities for agencies to work together to help those in need, attended a housing meeting with various agencies and the new temporary Planning Director, Scott Brylinsky in which Scott expressed an interest in generating a complete list of brainstorm ideas and identifying most likely opportunities for partnership, attending a preliminary planning meeting for the 150th anniversary of the transfer of Alaska, attending the monthly SEDA meeting where only updates were heard due to a lack of a quorum, planned to march in the Veteran's Day parade, attending the ribbon cutting ceremony at the new power house on Thursday, attending AML Conference in Anchorage the week of November 17.

Administrator - reminded the public of shortened hours at Utility Customer Service in City Hall, mentioned appraisal being conducted for Gary Paxton Industrial Park, recognized Police Dispatcher Lyn Blankenship for her exemplary work in keeping a wounded hunter on the line while help arrived.

Attorney - stated she had hired a legal assistant, Janine Canul, who would begin November 17.

Liaisons - Swanson, Guevin, and Miyasato reported on the Police and Fire Commission, Sitka School Board, and Parks and Recreation Committee respectively.

IX. CONSENT AGENDA

- A** [14-215](#) Approve the minutes of the October 28, 2014 Assembly meeting

This item was **APPROVED** on the Consent Agenda.

- B** [14-216](#) Appoint Cora Nisbet to a three-year term on the Tree and Landscape Committee and reappoint Willow Moore to a three-year term on the Health Needs and Human Services Commission

This item was **APPROVED** on the Consent Agenda.

X. UNFINISHED BUSINESS:

- C** [ORD 14-33](#) Updating Attachment G: FWHA Anti-Drug and Alcohol Policy (CDL Drivers)
- A motion was made by Miyasato that this Ordinance be APPROVED on second and final reading. The motion PASSED by the following vote.**
- Yes:** 6 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, and Guevin
- Absent:** 1 - Hackett

XI. NEW BUSINESS:

- D** [RES 14-19](#) Supporting Sitka Trail Works, Inc. grant application to the State of Alaska Recreational Trails Program to repair storm damage to the Herring Cove-Beaver Lake Trails
- Mayor McConnell read the title of the resolution.
- Hunter noted there was no City money being pledged.
- A motion was made by Hunter that this Resolution be approved on first and final reading. The motion PASSED by the following vote.**
- Yes:** 6 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, and Guevin
- Absent:** 1 - Hackett

- E** [14-220](#) Discussion/Decision/Direction on the assignment of a revenue generating study to the newly formed Strategic Planning Commission
- Mayor McConnell offered her thoughts on strategic planning and noted it was important to gather facts. She hoped that by tasking the Commission they would come back with recommendations for the Assembly.
- Administrator Gorman reported Municipal Solutions, who had been hired to conduct an efficiency study, would have a final report ready by the end of the year. Gorman noted that comprehensive planning and strategic planning were an arduous process and often required a great deal of money.
- Guevin stated he was a strong supporter of the Strategic Planning Commission but was unsure a revenue generating study was the place for them to start. He would like to see an update of the 2007 Comprehensive Plan.

Eisenbeisz cautioned directing a Commission to explore revenue generating ideas and noted this was not a purpose outlined in the ordinance that created the Strategic Planning Commission.

Hunter and Guevin urged citizens to apply for the Strategic Planning Commission.

Suggestions: Guevin noted it would be beneficial to identify areas and key stakeholders and then report to the Assembly. Gorman suggested the Comprehensive Plan Review be undertaken by the Strategic Planning Commission. McConnell suggested using the outcomes from the efficiency study (Municipal Solutions) as building blocks to creating a strategic plan.

Gorman and Guevin suggested staff come back to the Assembly once the Municipal Solutions report had been received and offer a recommendation as to how to proceed with an operational comprehensive plan. The Assembly agreed with this approach.

XII. PERSONS TO BE HEARD:

None.

XIII. ADJOURNMENT

A motion was made by Hunter to ADJOURN. Hearing no objection, the meeting ADJOURNED at 7:08pm.

ATTEST: _____
Sara Peterson, CMC
Acting Municipal Clerk