

# **CONSENT AGENDA**

## **POSSIBLE MOTION**

---

**I MOVE TO APPROVE THE CONSENT AGENDA  
CONSISTING OF ITEMS A, B, C, & D**

**I wish to remove Item(s) \_\_\_\_\_**

**REMINDER – Read aloud a portion of each item being  
voted on that is included in the consent vote.**

Should this item be pulled from the Consent Agenda the following motion is suggested:

## **POSSIBLE MOTION**

**I MOVE TO** approve the minutes of the  
December 8 Assembly meeting.



# CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS  
1332 Seward Ave.  
Room 229  
Sitka, AK  
(907)747-1811

## Minutes - Draft City and Borough Assembly

*Mayor Mim McConnell  
Deputy Mayor Matt Hunter  
Vice-Deputy Mayor Benjamin Miyasato  
Aaron Swanson, Steven Eisenbeisz  
Tristan Guevin, and Bob Potrzuski*

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

---

Tuesday, December 8, 2015

6:00 PM

Assembly Chambers

---

### WORKSESSION 5:00 PM

Bryan Bertacchi, Utility Director, presented the Electric Department's 10 year Capital Plan.

### REGULAR MEETING

- I. CALL TO ORDER
- II. FLAG SALUTE
- III. ROLL CALL

**Present:** 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

### IV. CORRESPONDENCE/AGENDA CHANGES

Mayor McConnell shared she had received correspondence from Deputy Commissioner Mike Neussl indicating Sitka would receive additional 2016 summer ferry service from what had originally been proposed. McConnell noted she had been contacted by Trout Unlimited to discuss the current status of the transboundary issue and sign on to a letter urging Governor Walker to request a referral to the International Joint Commission. While the request came in after the agenda deadline, the Mayor urged Assembly members and citizens to submit comments. McConnell indicated she had received an invitation from the Governor to attend the roll out of the budget and would be attending this event in Anchorage December 9.

**15-238** 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)**

**15-234 Alaska Clean Harbors Award and Presentation**

Brett Farrell of the Alaska Clean Harbors Advisory Committee presented Harbormaster, Stan Eliason, and Deputy Harbormaster, Chuck Hackett, with an award and flag officially designating the Sitka Harbor System as an Alaska Clean Harbor. Farrell stated Sitka was the fourth harbor in Alaska to receive this designation.

**15-239 Sitka Community Hospital Update - Rob Allen, CEO**

Rob Allen, CEO of Sitka Community Hospital (SCH), and Steve Hartford, SCH Director of Operations, provided a brief update on the finances of the Hospital and told of an opportunity to purchase adjacent property currently owned by John Totten. Allen praised SCH staff and the positive progress made by SCH over the course of the last year. Hartford and Allen spoke to the opportunity to purchase three lots adjacent to SCH. The tentative agreement with John Totten was he would finance the property with no down payment required, interest only for three years, and the balance would be amortized over 17 years at a 5.5% interest rate. Hartford shared short and long term ideas for the property: relocation of administrative space, adult day care services, transitional assisted living facility, replace hospital rented apartments for traveling physicians and nurses, new long term care facility, and development of a state of the art clinic/rehab/medical arts facility on the campus. Allen and Hartford offered a future worksession with the Assembly would be beneficial.

**VII. PERSONS TO BE HEARD**

Michael Scarcelli, Coach of Baranof Barracudas, congratulated the swim team for their many accomplishments at the regional swim meet.

**VIII. REPORTS**

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

Mayor - McConnell relayed she had attended two meetings regarding the branding project, attended the William Stortz Gallery opening, was a participant in the Alaska's Sustainable Future Fiscal Dialogue hosted by the Island Institute, attended SEDA's strategic planning session, and attended the Investment Committee meeting.

Administrator - Gorman reported the new Library was close to being complete with a move in date anticipated for January, shared the Harrigan Centennial Hall project was ahead of schedule, and invited Assembly members to the CBS Holiday Gathering on December 10 at City Hall.

Liaisons - Miyasato reported on the recent Library Commission meeting and noted there were vacancies on the Parks and Recreation Committee. Guevin shared information from the latest Health Needs and Human Services Commission meeting

and Citizens' Taskforce meeting. Eisenbeisz and Potrzuski reported on the recent Marijuana Advisory Committee meetings. Potrzuski shared he had met with the School District Superintendent and learned the District was putting together a 5 year plan including educational and financial goals.

## **IX. CONSENT AGENDA**

A motion was made by Hunter that the Consent Agenda consisting of items A, B, C, D, E, F & G be APPROVED. The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

**A 15-230** Approve the minutes of the November 24 Assembly meeting

This item was APPROVED ON THE CONSENT AGENDA.

**B 15-231** Approve the Acting Municipal Administrator list for 2016

This item was APPROVED ON THE CONSENT AGENDA.

**C RES 15-23** Requesting the Alaska Department of Law maintain the Assistant District Attorney position in Sitka

This item was APPROVED ON THE CONSENT AGENDA.

**D 15-235** Award a professional services contract to DOWL for the Sitka Seaplane Base Siting Analysis Update with a not to exceed amount of \$70,656

This item was APPROVED ON THE CONSENT AGENDA.

**E 15-236** Authorize the Municipal Administrator to approve the Statement of Work with eDocsAlaska, Inc. and purchase the necessary software and services for a document management system

This item was APPROVED ON THE CONSENT AGENDA.

**F 15-237** Authorize the Municipal Administrator to approve the Statement of Work with Leverage Information Systems and purchase the necessary equipment for the network redesign project

This item was APPROVED ON THE CONSENT AGENDA.

**G ORD 15-58** Adjusting the FY16 Budget (*first reading*)

This item was APPROVED ON THE CONSENT AGENDA.

**X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS**

- H 15-232** Appoint Clara Gray to a three-year term on the Health Needs and Human Services Commission and Liz McKenzie to a three-year term on the Tree and Landscape Committee

Assembly members McConnell and Guevin thanked Gray and McKenzie for their willingness to serve.

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

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

**XI. UNFINISHED BUSINESS:**

None.

**XII. NEW BUSINESS:**

- I 15-233** Direct the Municipal Administrator to obtain bulk water export permits for Green Lake water

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

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

**XIII. PERSONS TO BE HEARD:**

None.

**XIV. EXECUTIVE SESSION**

None.

**XV. ADJOURNMENT**

A motion was made by Miyasato to ADJOURN. Hearing no objections, the meeting ADJOURNED at 7:10pm.

ATTEST: \_\_\_\_\_

Sara Peterson, CMC  
Municipal Clerk