



# CITY AND BOROUGH OF SITKA

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

## Minutes - Final

### City and Borough Assembly

*Mayor Gary Paxton  
Deputy Mayor Steven Eisenbeisz,  
Vice Deputy Mayor Valorie Nelson,  
Aaron Bean, Kevin Knox, Dr. Richard Wein, Kevin Mosher*

*Municipal Administrator: Keith Brady  
Municipal Attorney: Brian Hanson  
Municipal Clerk: Sara Peterson*

---

Tuesday, October 23, 2018

6:00 PM

Assembly Chambers

---

#### REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

**Present:** 6 - Eisenbeisz, Knox, Wein, Paxton, Mosher, and Nelson

**Absent:** 1 - Bean

IV. CORRESPONDENCE/AGENDA CHANGES

[18-205](#) Reminders, Calendars and General Correspondence

V. CEREMONIAL MATTERS

Mayor Paxton thanked Mat Turner for his service on the Tree and Landscape Committee.

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

School Board member Eric Van Cise provided an update on officer positions, liaison assignments, and thanked Cass Pook for her 18 years of service as a School Board member.

[18-199](#) Update on the Phase 3 SCH RFP Process - Administrator Keith Brady

Municipal Administrator Brady provided an overview of the Sitka Community Hospital / SEARHC affiliation process to date. Representatives from Cerner answered compatibility questions related to the electronic health records system.

**VII. PERSONS TO BE HEARD**

Shirley Robards voiced concern with how the senior sales tax exemption program had been reimplemented.

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

Administrator - Brady reminded October was National Fire Prevention Month, announced he had been on the KCAW morning interview and KIFW problem corner fielding questions for the "Ask the Administrator" program, and clarified Sitka's bond debt was 4.3% of all outstanding municipal debt.

Liaison Representatives - Wein noted topics discussed at the recent Health Needs and Human Services Commission meeting.

Clerk - Peterson reminded the first meeting in November had been rescheduled to November 8, stated the hours for absentee voting at City Hall, and noted the Assembly would hold a visioning session on November 17.

Other - Knox offered a report from the recent Sitka School District Activities meeting.

**IX. CONSENT AGENDA**

**A motion was made by Nelson that the Consent Agenda consisting of items A, B & C be APPROVED. The motion PASSED by the following vote.**

**Yes:** 6 - Eisenbeisz, Knox, Wein, Paxton, Mosher, and Nelson

**Absent:** 1 - Bean

**A**     [18-200](#)     Approve the minutes of the October 9 Assembly meeting

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

**B**     [18-201](#)     Approve an application for a new standard marijuana cultivation facility license for Eric VanVeen dba VanGreen's LLC at 224 Smith Street #D and #E

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

**C**     [RES 18-23](#)     Supporting full funding from the State of Alaska for the Municipal Harbor Facility Grant Program

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

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

- D     [18-202](#)            Reappointments: 1) Ken Creamer to a three-year term on the Port and Harbors Commission 2) Randy Hughey to a three-year term on the Planning Commission 3) Jeff Arndt to a three-year term on the Health Needs and Human Services Commission

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

**Yes:** 6 - Eisenbeisz, Knox, Wein, Paxton, Mosher, and Nelson

**Absent:** 1 - Bean

**XI. UNFINISHED BUSINESS:**

- E     [ORD 18-49](#)            Making supplemental appropriations for Fiscal Year 2019 (*Seaplane Base Project*)

**A motion was made by Knox that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.**

**Yes:** 6 - Eisenbeisz, Knox, Wein, Paxton, Mosher, and Nelson

**Absent:** 1 - Bean

- F     [ORD 18-50](#)            Amending Title 3 "Procurement Policy" of the Sitka General Code by modifying Chapter 3.16 "Procurement Policy" Section 3.16.060 "Exceptions to Competitive Requirements"

**A motion was made by Nelson that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.**

**Yes:** 6 - Eisenbeisz, Knox, Wein, Paxton, Mosher, and Nelson

**Absent:** 1 - Bean

**XII. NEW BUSINESS:**

**New Business First Reading**

- G     [ORD 18-51](#)            Making supplemental appropriations for Fiscal Year 2019 (*State of Alaska Grants*)

**A motion was made by Knox that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**

**Yes:** 6 - Eisenbeisz, Knox, Wein, Paxton, Mosher, and Nelson

**Absent:** 1 - Bean

- H     [ORD 18-52](#)            Amending Title 13 "Port and Harbors" of the Sitka General Code by adding

**Chapter 13.16 "Commercial Marine Trade Permit" and amending Chapter 13.04 "Definitions"**

Deputy Harbormaster Chuck Hackett explained the original intent of the drive down facility at Eliason Harbor was for loading and unloading. Over the years, however, commercial work had become an allowable use. To ensure a safe and efficient work environment, the Harbor staff and Port and Harbors Commission were recommending a commercial marine trades permit be adopted.

Some Assembly members voiced concern over the \$500 annual permit fee. Hackett noted a weekly permit for \$50 was an option. Knox spoke in support and reminded the topic of a commercial marine trades permit had been discussed by staff and the Commission for the last year.

**A motion was made by Knox that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**

**Yes:** 5 - Knox, Wein, Paxton, Mosher, and Nelson

**No:** 1 - Eisenbeisz

**Absent:** 1 - Bean

**Additional New Business Items****I      [18-203](#)      Discussion / Direction on the sale of the Marine Services Center**

Assembly members discussed the advantages and disadvantages of selling the Marine Service Center. Members requested the Administrator continue to research the idea and bring back to the Assembly at a future date. Of note, they directed the Administrator to work with stakeholders, identify the costs of an appraisal, research costs of the bulkhead repair and costs of phase 1 and 2 environmental assessments.

**XIII.    PERSONS TO BE HEARD:**

Richard Wein, speaking as a citizen, stated Sitka was at the top of the 2017 Alaska Bond Bank list holding 13.45% of the bonds.

Jay Sweeney commented that not all municipalities borrow through the Alaska Bond Bank. If for example, the largest debt borrower, the Municipality of Anchorage was added in, it put Sitka in the smaller number for debt that the Municipal Administrator mentioned in his earlier report.

Bonnie Richards stated the Marine Services Center (MSC) was originally built to diversify the Sitka economy. Ken Creamer noted the facility was maintained by the Harbor system and suggested revenue from a sale be directed to Harbors. Roy Uber suggested the City consider leasing the MSC and wondered of the need and cost for the bulkhead repair. Scott Saline spoke to the history of the cold storage.

**XIV.    EXECUTIVE SESSION****J      [18-204](#)      Financial / Legal Matters regarding lawsuit involving the Sitka Police Department**

**A motion was made by Nelson to go into executive session to receive and**

discuss an update from Municipal Attorney Brian Hanson regarding financial and legal matters affecting the Municipality as a result of the lawsuit filed by Officer Mary Ferguson on October 11, 2018. The motion **PASSED** by the following vote.

**Yes:** 6 - Knox, Paxton, Wein, Mosher, Nelson and Eisenbeisz

**Absent:** 1 - Bean

The Assembly was in executive session from 7:30pm to 7:52pm.

A motion was made by Knox to reconvene as the Assembly in regular session. The motion **PASSED** by a unanimous voice vote.

#### **XV. ADJOURNMENT**

A motion was made by Knox to ADJOURN. Hearing no objections, the meeting ADJOURNED at 7:54pm.

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

Sara Peterson, MMC  
Municipal Clerk