



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 Kevin Mosher,
Kevin Knox, Dr. Richard Wein, Valorie Nelson, Thor
Christianson

Interim Municipal Administrator: Hugh Bevan
Municipal Attorney: Brian Hanson
Municipal Clerk: Sara Peterson

Tuesday, January 28, 2020

6:00 PM

Assembly Chambers

WORK SESSION 5:00 P.M.

[20-021](#)

Work Session: FY19 Comprehensive Annual Financial Report / Audit

Auditor Joy Merriner reviewed the financial reporting process overview, audit results, and financial statement trends.

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

Present: 6 - Christianson, Knox, Wein, Paxton, Mosher, and Nelson

Absent: 1 - Eisenbeisz

IV. CORRESPONDENCE/AGENDA CHANGES

Mayor Paxton announced item M had been pulled from the agenda.

[20-031](#)

Reminders, Calendars, and General Correspondence

V. CEREMONIAL MATTERS

None.

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

School Board Vice President Amy Morrison informed the Assembly of the strategic planning process, thanked the City street crews for plowing, and stated the two make up days for recent snow days were April 24 and May 22.

VII. PERSONS TO BE HEARD

Maegan Bosak, SEARHC Director of Marketing and Communication, provided an update on Sitka's Integrated Health Care team. She spoke to recent staffing changes, announced Sitka Long Term Care was recently honored by the American Health Care Association and National Center for Assisted Living, and invited folks to attend ROAR the annual Reclaim Own and Renew Women's Conference in Juneau.

Interim Administrator Hugh Bevan introduced the new City Assessor, Larry Reeder.

VIII. REPORTS

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

Interim Administrator - Bevan stated a candidate for Utility Director had been interviewed and a candidate for Library Director was to be interviewed January 31. He said a change order for the Crescent Harbor project may be warranted due to recently discovered net shed repairs.

Liaison Representatives - Nelson reported on the recent Police and Fire Commission meeting, Wein on the Tree and Landscape Committee meeting, Christianson on his attendance at the Tribal Council meeting, and Mosher reported on the Planning Commission meeting.

Clerk - Peterson reviewed upcoming meeting dates.

Other - Nelson requested the Interim Administrator contact SEARHC and request they provide an update in the near future on the hospital transition and new facility plans.

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 - Christianson, Knox, Wein, Paxton, Mosher, and Nelson

Absent: 1 - Eisenbeisz

A [20-022](#) Approve the minutes of the January 14 Assembly meeting

This item was APPROVED ON THE CONSENT AGENDA.

B [20-023](#) Approve a liquor license renewal application for Talon Charters, Inc. dba Talon Lodge at Apple Island

This item was APPROVED ON THE CONSENT AGENDA.

C [20-024](#) Approve a liquor license renewal application for JL Sitka, Inc. dba Westmark Sitka Hotel at 330 Seward Street

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

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

D [20-025](#) Reappoint Jere Christner to a three-year term on the Investment Committee

Wein thanked Christner for reapplying.

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

Yes: 6 - Christianson, Knox, Wein, Paxton, Mosher, and Nelson

Absent: 1 - Eisenbeisz

E [20-026](#) Appoint Sandra Fontaine to a three-year term on the Library Commission

Wein and Christianson thanked Fontaine for her willingness to serve.

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

Yes: 6 - Christianson, Knox, Wein, Paxton, Mosher, and Nelson

Absent: 1 - Eisenbeisz

XI. UNFINISHED BUSINESS:

F [ORD 20-01](#) Making supplemental appropriations for Fiscal Year 2020 (Airport Entry Doors Replacement Project)

Knox spoke in support of the project, stated the airport was Sitka's gateway for many visitors coming to town, and stressed the need for properly functioning doors. Christianson agreed. Nelson, while adverse to spending the money, reiterated the need for doors that functioned. Wein spoke in opposition and reminded the doors were not currently included in the airport plan. Before supporting, he wished to see a better thought process in the door replacement and a plan for repurposing the doors.

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

Yes: 5 - Christianson, Knox, Paxton, Mosher, and Nelson

No: 1 - Wein

Absent: 1 - Eisenbeisz

G [20-027](#) Approve the process to update the City and Borough of Sitka seal

Doug Osborne spoke in support of the public process to create a new City and Borough of Sitka seal. He noted the process would bring forth a pathway for learning, understanding, healing, and empathy.

Wein, while supportive, reminded this was an opportunity for Sitkans to reacquaint themselves with Sitka's history. Christianson expressed enthusiasm for the project,

stated it would be neat to have the seal designed by a local, and reminded with a phased-in approach costs would be negligible. Nelson spoke to concerns of cost and rewriting history. Knox stated it was recognition of a history that was aggressive to a lot of people in Sitka and this project would help with reconciliation and healing.

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

Yes: 6 - Christianson, Knox, Wein, Paxton, Mosher, and Nelson

Absent: 1 - Eisenbeisz

XII. NEW BUSINESS:

New Business First Reading

- H [ORD 20-02S](#) Amending Title 6 "Business Licenses And Regulations", Title 19 "Building and Construction", and Title 22 "Zoning" of the Sitka General Code by modifying Chapter 6.12 "Mobile and Manufactured Homes and Mobile and Manufactured Home Parks", Chapter 19.09 "Residential Code", Chapter 22.08 "Definitions", Chapter 22.16 "District Regulations", Chapter 22.24 "Special Use Permits" and adding Sections 6.12.205 "Construction Requirements For Tiny Houses and Tiny Houses On Chassis", Section 22.08.798 "Tiny House", and Section 22.08.799 "Tiny Houses On Chassis" (*1st reading substitute ordinance*)

Interim Administrator Hugh Bevan reminded in July 2019 the Assembly had adopted action plans one of which was to address tiny homes. Bevan recognized Project Manager Scott Brylinsky and Planning Director Amy Ainslie for their work.

Project Manager Scott Brylinsky noted that in addition to the tiny homes action plan, affordable housing was mentioned in the 2030 Comprehensive Plan and 2016 SEDA Strategic Plan. Brylinsky provided a brief overview of the ordinance and noted it accomplished three things: created a definition for tiny houses on permanent foundations and chassis, established safety requirements for tiny houses on permanent foundations and for tiny houses on chassis, and provided options for their placement in existing mobile/manufactured home parks and on individual lots. He stated there were four decision points for consideration: 1) adoption of Appendix Q (Tiny Houses - 2018 International Residential Code), 2) creation of legal status for tiny houses on chassis to be allowed in mobile/manufactured home parks, 3) allow tiny houses on permanent foundation in mobile/manufactured home parks, and, 4) conditionally allow a single tiny house on chassis to be placed in zones that allow single manufactured home on lot (R-1 MH, R-1 LDMH, R-2 MHP, C-2, WD).

Assembly members discussed various aspects of the ordinance, in particular, the definition of a chassis. Wein referenced an email sent to the Assembly from a citizen concerned that tiny houses on wheels shouldn't be allowed due to liability issues. Wein suggested the subject of tiny houses go back to the Planning Commission for further work. Brylinsky said tiny homes on chassis were not addressed in Appendix Q of the 2018 International Residential Code (IRC), and further explained, the changes in the proposed ordinance were innovative in that they created a status for tiny homes on chassis. He added if the idea was to provide affordable housing options, but not to allow tiny homes on chassis, it was defeating the purpose of being able to use tiny homes the way people wanted to. Nelson wondered how one would decide if the tiny

home was built to IRC standards if tiny homes weren't referenced in the IRC and wished to hear more from the citizen who had written the email. She believed much had been done to negate zoning laws in an attempt to have affordable housing. Building Official Pat Swedeen shared information regarding RV standards and stability of chassis. Consensus of the Assembly was for the item to come back at the next meeting.

A motion was made by Christianson that this Ordinance be POSTPONED to the February 11 meeting. The motion PASSED by the following vote.

Yes: 6 - Christianson, Knox, Wein, Paxton, Mosher, and Nelson

Absent: 1 - Eisenbeisz

I [ORD 20-03](#)

Amending the official Sitka Zoning Map to rezone 4513, 4521, and 4533 Halibut Point Road from Industrial District (I) to General Commercial and Mobile Home District (C-2)

Chris McGraw stated the Old Sitka Dock facility area was planning to expand, in particular additional structures and shelters for various types of sales.

Speaking in support of the ordinance were Chuck Trierschild and Ben Hilberg.

Christianson stated his place of employment was across the road, it wasn't a case of spot zoning, and he was supportive. Nelson, a nearby property owner, spoke in support and reminded all of the property from Granite Creek Road out was zoned Commercial. Wein, while in support, stressed the need for visitors to visit downtown Sitka. Knox understanding concerns about drawing visitors away from the downtown area, offered a different perspective. He stated it could in fact bring more passengers to the downtown area, disperse people, and make their travel experience more enjoyable not having everyone packed in one centralized area.

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

Yes: 6 - Christianson, Knox, Wein, Paxton, Mosher, and Nelson

Absent: 1 - Eisenbeisz

Additional New Business Items

J [RES 20-01](#)

Authorizing a \$535,210 grant application to the Department of Homeland Security and Emergency Management (DHS & EM)

Interim Administrator Hugh Bevan commented this was a non matching grant and it would allow the City to project communications into the back of Katlian Bay which would be a more heavily traveled area when road construction to the bay area was completed. Christianson spoke to the need for the upgrade and voiced support. Wein wondered if the improved communications was guaranteed. Chief of Police Robert Baty stated there would be improved communications and this was a great opportunity to upgrade.

A motion was made by Mosher that this Resolution be APPROVED on FIRST AND FINAL READING. The motion PASSED by the following vote.

Yes: 6 - Christianson, Knox, Wein, Paxton, Mosher, and Nelson

Absent: 1 - Eisenbeisz

K [20-028](#) Approve a Water Delivery Agreement between the City and Borough of Sitka and Northern Southeast Regional Aquaculture Association

Interim Administrator Hugh Bevan explained the City and the Northern Southeast Regional Aquaculture Association (NSRAA) had been trying to reach an agreement for several years to increase their water opportunities to expand the hatchery and develop a Chinook program. With the work of many, an agreement had been reached. Scott Wagner, NSRAA Operations/General Manager, noted there would be benefits to the City, fisherman, and the Gary Paxton Industrial Park; reminded the agreement did not affect rate payers as surplus water would be used; pumping costs would be paid by NSRAA; the agreement was for a 10 year term; some of the maintenance operations (e.g. afterbay pumps) would be shifted to NSRAA; the additional infrastructure needed would be funded by NSRAA.

Eric Jordan spoke in support of the agreement and thanked those involved for reaching an agreement.

Wein thanked Bevan for his leadership in helping both parties reach resolution. Noting a fiduciary responsibility, Wein wondered if NSRAA should receive a water charge. Knox reminded of the capital investment NSRAA would be making which would not be insignificant.

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

Yes: 6 - Christianson, Knox, Wein, Paxton, Mosher, and Nelson

Absent: 1 - Eisenbeisz

L [20-029](#) Approve a salary increase for the Library Director position from range 30F to range 35A

Joanna Persenovich, Acting Library Director, stated in the last five years there had been four Library Directors, spoke to the role of the Director and support for the increase. In addition, Library Commission members Darryl Rehkopf and Stephen Morse spoke in support of a salary increase.

Assembly members Wein, Christianson, and Mosher expressed support and the need for appropriate compensation. Nelson spoke in opposition citing there were no community salary comparisons (e.g. Ketchikan, Petersburg), said she'd rather address the issue during the budget process, and reminded that the high cost of living was driving people to leave.

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

Yes: 5 - Christianson, Knox, Wein, Paxton, and Mosher

No: 1 - Nelson

Absent: 1 - Eisenbeisz

XIII. PERSONS TO BE HEARD:

None.

XIV. EXECUTIVE SESSION

M [20-030](#) ~~Legal/Confidential – Sitka Police Department personnel matters~~ PULLED

Item M was pulled. No action was taken.

XV. ADJOURNMENT

A motion was made Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 7:50 p.m.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk