

**SPECIAL ASSEMBLY MEETING
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

Meeting Minutes - August 17, 2015

MEETING NO. 2015-23: The Special Meeting of the City and Borough of Juneau Assembly, held in Conference Room 224 of the Municipal Building, was called to order at 7:24 p.m. by Mayor Merrill Sanford.

I. CALL TO ORDER / ROLL CALL

Assembly Present: Mary Becker, Karen Crane, Maria Gladziszewski, Loren Jones, Jesse Kiehl, Jerry Nankervis, Merrill Sanford, Kate Troll and Debbie White.

Assembly Absent: None.

Others present: Deputy Clerk Beth McEwen and BPO Elks members.

II. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

III. AGENDA TOPICS

Mayor Sanford asked the Assemblymembers if they would be willing to switch the order of items on the agenda to take up the matter of the BPO Elks liquor license prior to the action on board appointments. He also noted that he and Mr. Kiehl both had items they wanted to bring up for discussion during the "Assembly Comments and Questions" portion of the meeting. *Hearing no objection, those agenda changes were made.*

A. Board Appointments

The Assembly Human Resources Committee held two meetings earlier this evening including a meeting of the Full Assembly sitting as the Human Resources Committee to interview applicants for the Docks and Harbors Board and is forwarding recommendations to the Assembly for appointments to a number of boards and commissions.

The Manager has no recommendation regarding these appointments.

Mr. Jones reported that the regular Human Resources Committee meeting was held at 5:15pm and forwarded the below recommendations for appointments. *Hearing no objections, the appointments were made as follows:*

Building Code Board of Appeals

Bradley Austin – reappointed to a term ending August 31, 2018

Randall Walling – reappointed to a term ending August 31, 2018

Jeffrey Wilson – reappointed to a term ending August 31, 2018

Michael C. Story – reappointed to a term ending August 31, 2017

Darrell Wetherall – reappointed to a term ending August 31, 2017

Juneau Affordable Housing Commission

Erin Walker-Tolles – appointed to a term ending January 31, 2017

Juneau Commission on Sustainability

Darrell Wetherall – reappointed to a term ending June 30, 2018
Steve Behnke – reappointed to a term ending June 30, 2018
Sara Truitt – appointed to a term ending June 30, 2018

Treadwell Arena Advisory Board

Taylor Horne – appointed to a term ending May 31, 2018
Bret Connell – appointed to a term ending May 31, 2017

Sister Cities Committee

Barbara Burnett – appointed to a term ending January 1, 2018

Juneau Commission on Aging

Richard “Ric” Iannolino – appointed to a term ending June 30, 2018
Eileen Hosey – appointed to a term ending June 30, 2018
Carol Trebian – appointed to a term ending June 30, 2018
Mary Lou Spartz – reappointed to a term ending June 30, 2017
S. Brynn Keith – appointed to a term ending June 30, 2016

Mr. Jones reported that the Full Assembly sitting as the Human Resources Committee met at 6:00pm and forwarded the following recommendation for appointment:

Docks & Harbors Board

Robert Mosher – appointed to a term ending June 30, 2018

Hearing no objection, the appointment was made as recommended.

- B. New Club Liquor License #5414: BPO Elks Lodge #420 d/b/a Juneau Elks Club No. 420

On July 15, the CBJ received the attached notice from the Alcohol Beverage Control Board of a pending application for a new club liquor license for the Elks Lodge #420, located at Glacier Highway, in the building formerly occupied by Valley Paint Company. The CBJ has 60 days to review this license, or until September 15, 2015. The Elks requested an expedited review due to a special event to be held at the club on August 24. CBJ staff met with the applicant, reviewed the files, performed inspections and has found no basis for protest.

The manager recommends the Assembly waive its right to protest New Club License Application #5414 for Elks Lodge #420.

Ms. McEwen gave a brief staff report on the liquor license action before the Assembly.

Ms. Debbie White had asked about the list of officers on the application for the Elks since their treasurer, Rick White, moved out of town to Montana.

Mr. Steve Hinckle, BPO Elks Trustee, stated that a new treasurer was elected at the most recent meeting of the Elks club to replace Mr. White. Mr. Hinckle also stated that when the Elks club moved out of its premises downtown, they voluntarily surrendered the previous license so they would not have to go through the waiver process with the ABC Board.

Ms. McEwen explained some of the differences between Club liquor licenses and other types of liquor licenses.

MOTION by Mr. Jones for the Assembly to waive its right to protest the application for the new Club liquor license #5414 for the BPO Elks Lodge #420 d/b/a Juneau Elks Club #420. *Hearing no objections, the motion carried.*

Mayor Sanford asked staff if there was enough time for the Assembly's action to go to the ABC Board and be issued a temporary permit in time for the Elk's event on August 24. Ms. McEwen explained that the letter from CBJ would go out first thing the next day and that while there is not an ABC Board meeting prior to August 24, it would be up to the ABC staff to determine whether a temporary permit could be issued prior to the August 24 event or not.

IV. ASSEMBLY COMMENTS AND QUESTIONS

Marijuana Committee Chair Jesse Kiehl noted that the committee has determined that it will not have its work finished and submitted to the Planning Commission for its review and recommendations to the Assembly for final action prior to the end of the current moratorium on Oct. 19. The committee is requesting an extension of the moratorium and Mr. Kiehl asked the Assembly if they would agree to his request for an ordinance to be drafted extending the moratorium. He said he did not have an anticipated date yet as to when this would go to the Planning Commission but that he will work with Community Development Department and Law Department staff to come up with an appropriate date. He said he anticipates it may need an additional two months at least for the process to take place. *Hearing no objection, he will work with Law and CDD staff to determine an extension date and draft an ordinance for introduction at the August 31, 2015 Assembly meeting.*

Mayor Sanford said that with City Manager Kim Kiefer announcing her retirement effective December 31, he would like to start now to determine the process they will take to find a new City Manager. He noted that Assemblymember Karen Crane served on a three-person task force during the last round of hiring for the City Manager and he would like to create a similar three-person task force to determine the process this time.

He said he will appoint members to the three person task force based on those willing to serve and asked if any of the members did not choose to serve on the committee. All members indicated a willingness to serve on the task force. The Mayor said he would let them know who he decides to appoint. The task force will be charged with making recommendations to the Assembly on the process they wish to undertake and the final decision on the process will be up to the full Assembly to vote on. Mayor Sanford said that HRRM Director Mila Cosgrove has sent him an email with information on possible dates and process and he will ask his new assistant, Susan Phillips, to forward that email to the Assemblymembers so they can also see the information.

Mayor Sanford said he wished all Assemblymembers would send good thoughts Ms. Kiefer's way this next week.

V. ADJOURNMENT

There being no further business to come before the Assembly, Mayor Sanford adjourned the meeting at 7:37p.m.