



# CITY AND BOROUGH OF SITKA

## Meeting Minutes - Final Sustainability Commission

**Officers:** Chair Katie Riley, Vice Chair Angie Bowers, Secretary Carol Voisin

**Members:** Elizabeth Bagley, Kent Barkhau, Aurora Taylor, Fernanda Zermoglio

**Staff Liaison:** Bri Gabel, Sustainability Coordinator

**Assembly Liaison:** Kevin Mosher

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Monday, January 9, 2023

6:30 PM

Harrigan Centennial Hall

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### I. CALL TO ORDER AND ROLL CALL

**Chair Riley called the meeting to order at approximately 6:30 p.m.**

**Present:** Katie Riley (Chair), Elizabeth Bagley, Kent Barkhau, Angie Bowers, Aurora Taylor (telephonic), Carol Voisin, Fernanda Zermoglio, Kevin Mosher (Assembly Liaison)

**Absent:** None

**Staff:** Bri Gabel (Sustainability Coordinator), Amy Ainslie (Planning Director)

**Public:** Barb Bingham, Larry Edwards, Joel Hanson, Eric Jordan, Lisa Sadleir-Hart

### II. CONSIDERATION OF THE AGENDA

No agenda changes.

### III. CONSIDERATION OF THE MINUTES

Approve December 12, 2022 minutes.

**Bowers moved to approve the December 12, 2022 minutes.**

**Motion PASSED 7-0 by roll call vote.**

### IV. PERSONS TO BE HEARD *(not to exceed 3 minutes on topics off the agenda)*

Larry Edwards asked that the commission take up the timely issue of “right sizing” cruise ship tourism. He referred to the documentation that he sent the Commission showing the depth and rapid increase in cruise tourism for 2023 and 2024.

Lisa Sadleir-Hart spoke to food security concerns in Sitka. She asked that food security be an issue for the Commission to consider for the upcoming work plan.

### V. REPORTS

**Staff:** Gabel reported that her position, Sustainability Coordinator, received a scholarship from the Urban Sustainable Directors Network (USDN) for the year. She noted that the original Alternate Assembly Liaison, Rebecca Himschoot, had resigned due to her election to the State House and that Thor Christianson was the new Alternative Assembly Liaison.

**Chair:** Riley reported the Alaska Municipal Climate Network (AMCN) was restarting its monthly meetings in January and that Commissioners would receive notification of this worthwhile program via a follow up email. She encouraged Commissioners to have patience, trust in the process, and to not let ignorance of parliamentary procedure slow the Commission down.

**Commissioners:** Barkhau expressed support for applying for a second round of the Energy Transitions Initiative Partnership Program (ETIPP) funding for a Community Energy Plan (CEP). He requested to discuss a CEP before prioritizing because the grant process begins in January and closes in April.

Bagley illuminated the value of Rewiring America's website and its savings calculator tool for commissioners to keep apprised of. She noted that federal rebates for energy upgrades would become available later in the year while tax credits were currently available.

Voisin reported that her request to add an agenda item via the process in the Sustainability Commission Bylaws (SCB) had been denied. She voiced concern about the ambiguity in SCB § 5.A (3) that stated a commissioner could send agenda items to the chair. She asked for an item to include discussion and clarification of setting the agenda according to the SCB be added to the February agenda.

Zermoglio suggested to include materials given in reports to be included in the Commission's research library. Riley responded that a resource library would be a good idea to propose through the priority setting process.

**Assembly:** Mosher assured the Commission that he would look into Voisin's concerns. He explained the limits of Robert's Rules in a government setting where the Alaska Open Meetings Act must also be adhered to. He explained that although Robert's Rules does allow for the addition of items to agendas at an ongoing meeting, the Alaska Open Meetings Act requires public notice to be given, and therefore adding an item to an ongoing Commission meeting would violate this act.

## VI. UNFINISHED BUSINESS

## VII. NEW BUSINESS

### A. Propose New Date and Time for Commission Meeting

Gabel explained that the Harrigan Centennial Hall staff asked for the Commission to consider the changing the regular meeting time for staffing purposes.

**Zermoglio moved to amend the Sustainability Commission Bylaws, Article 4 "Meetings", Section A "Regular Meetings", to reschedule the regular meetings from 6:30 P.M on the second Monday of each month to 6:00 P.M. on the first Tuesday of each month.  
Motion PASSED 7-0 by roll call vote.**

### B. Brainstorm Ideas for Potential Projects for the 2023-2024 Work Plan

Joel Hanson requested two things be addressed: that the Climate Action Task Force priority, investigating the feasibility of composting, be revisited and that the Commission considered supporting food security via community gardens. He explained his work on the Blatchley Middle School (BMS) community garden and that the Sitka Local Foods Network supported community gardens.

Eric Jordan introduced himself as a fisherman and climate activist and that he appreciated the work of the Commission. He outlined his formula for planning immediate action to aggressively seek renewable energy and responsible use of natural resources and that it was used by various organizations. He suggested the wonderful work already going on and needed to be recognized and celebrated.

Sadleir-Hart spoke to food security, supported the reestablishment the BMS community garden, and suggested the Commission look at ordinances around animals. She voiced support for a community energy plan.

Gabel reviewed Commission norms, priority setting process, and explained the intent of the brainstorming session. She elaborated that brainstorming was all about generating ideas and that some of those ideas would be shaped into projects in the next step.

Commissioners wrote ideas onto sticky notes and placed them on a chart with four quadrants that illustrated the time and effort an idea would take to execute. Ideas were clumped into similar topics. Commissioners were then given five stickers to informally indicate what ideas they may want to develop into projects. Riley summarized ideas with most informal interest: community energy plan, greenhouse gas emissions inventory for the community, weatherization, tourism sustainability plan, community composting, and solid waste management. Gabel reminded the Commission that ideas that did not receive the indication of informal interest could still be developed and that it was to help Commissioners see where interests may overlap and encouraged a collaborative approach. Commissioners were then given the opportunity to form collaborative groups of no more than three for project proposals.

### **C. Introduce and Explain Project Proposal Worksheet**

Edwards suggested that leading ideas be optional not required because it may box in the Commission.

Gabel explained the project proposal form in detail and encouraged commissioners to focus on what could be done in one year. The worksheet was designed for commissioners to present cases for projects to be prioritized by the Commission for the 2023-2024 Work Plan. She explained the opportunities to get commissioner, public, and staff feedback before prioritization and presentation to the Assembly for approval.

## **VIII. PERSONS TO BE HEARD** *(not to exceed 3 minutes on topics on or off the agenda)*

Edwards mentioned the boundaries of the current electrical department ETIPP work and suggested looking beyond a CEP. He suggested the Commission revisit the way it was defining and differentiating the definition of goals in their work and in the establishing ordinance. Finally, he indicated his interest in what items were held from the agenda or if there had been any others in addition to Voisin's request.

Jordan advised to keep it simple, have a unique idea in a short story, and expressed concern that the Commission may do too much.

Ainslie explained the intent of report section of the agenda and that reports are sharing information not taking an action; therefore, no motions can be made. She noted that Gabel is the Parliamentarian for the Commission. She reinforced that clarity, focus, and buy-in is essential for anything taken to the Assembly.

## **IX. SET NEXT MEETING DATE AND AGENDA**

The next meeting was scheduled for Tuesday, February 7, 2023 at 6:00 P.M., Harrigan Centennial Hall.

Voisin asked for agenda setting process be added to the February agenda. Bagley asked for a conversation about the ways in which an agenda is developed.

## **X. ADJOURNMENT**

**Voisin moved to adjourn the meeting.**

**Seeing no objection, the meeting ADJOURNED at 9:02 P.M.**

Minutes By: Carol Voisin, Secretary