

## **CONSENT AGENDA**

### **POSSIBLE MOTION**

---

**I MOVE TO APPROVE THE CONSENT AGENDA  
CONSISTING OF ITEMS A & B.**

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

**REMINDER – When making the motion to approve the  
consent agenda, please read the title 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 12 Assembly meeting.



# CITY AND BOROUGH OF SITKA

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

## Minutes - Draft

### City and Borough Assembly

*Mayor Steven Eisenbeisz,  
Deputy Mayor Kevin Mosher,  
Vice Deputy Mayor Timothy Pike,  
Thor Christianson, Chris Ystad,  
JJ Carlson, Scott Saline*

*Municipal Administrator: John Leach  
Municipal Attorney: Brian Hanson  
Municipal Clerk: Sara Peterson*

---

Tuesday, December 12, 2023

6:00 PM

Assembly Chambers

---

#### REGULAR MEETING

#### I. CALL TO ORDER

The meeting began at 6:10 p.m. due to a power bump.

#### II. FLAG SALUTE

#### III. RECITAL OF LANDS ACKNOWLEDGEMENT

#### IV. ROLL CALL

**Present:** 5 - Mosher, Eisenbeisz, Pike, Carlson, and Saline

**Absent:** 1 - Christianson

**Remote:** 1 - Ystad

#### V. CORRESPONDENCE/AGENDA CHANGES

[23-151](#)

Reminder, Calendars, and General Correspondence

#### VI. CEREMONIAL MATTERS

None.

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

[23-149](#)

1) SEARHC: Home Health Update and 2) Alaska Department of Transportation & Public Facilities: Seawalk Project Update

SEARHC representatives, Dr. Bruhl, Bill Spivey, and Cody Skilling shared an update on home-based care, previously known as the home health department.

Tyler Bradshaw with PND Engineers gave a status update on phase II of the Sitka Seawalk project.

## VIII. PERSONS TO BE HEARD

Sue Litman, Elizabeth Faulkner, Elizabeth Mosher, Cindy Litman, and Auriella Hughes commented on SEARHC's decision to close the certified Medicare home health agency. Richard Wein spoke of the home health closure and the Sitka Community Health Council. Annette Evans, a Sitka Community Land Trust (SCLT) owner and now board member, provided an update on the work of the SCLT. Austin Cranford stated SEARHC was a nonprofit organization and received funding from the Bureau of Indian Affairs and other federal agencies.

## IX. CONSENT AGENDA

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

**Yes:** 6 - Mosher, Eisenbeisz, Ystad, Pike, Carlson, and Saline

**Absent:** 1 - Christianson

### A [23-150](#) Approve the minutes of the November 28 Assembly meeting

Richard Wein commented.

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

### B [23-154](#) Approve the following standard marijuana cultivation facility license renewals: 1) Jeremy J Erickson dba Vern's Wicked Weed at 3872 Halibut Point Road Bay One and 2) VanGreen's LLC at 224 Smith Street Units B, C, D, & E

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

## X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

### C [23-152](#) Appoint: 1) Dr. Paul Bahna to an unexpired term on the Health Needs and Human Services Commission, 2) Crystal Duncan to an unexpired term on the Health Needs and Human Services Commission, and 3) Loren Olsen to a three-year term on the Investment Committee

Richard Wein commented.

**A motion was made by Mosher to appoint Dr. Paul Bahna and Crystal Duncan to unexpired terms on the Health Needs and Human Services Commission. The motion PASSED by the following vote. The motion did not include action to appoint Loren Olsen to the Investment Committee.**

**Yes:** 6 - Mosher, Eisenbeisz, Ystad, Pike, Carlson, and Saline

**Absent:** 1 - Christianson

**XI. UNFINISHED BUSINESS:**

- D**     [ORD 23-24](#)     Making supplemental appropriations for fiscal year 2024 (Seawalk Phase II)
- Richard Wein commented.
- Public Works Director, Ron Vinson, highlighted the supply chain's volatility, acknowledged potential for increased costs, and expressed confidence in the project management team's ability to manage it effectively.
- A motion was made by Mosher that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.**

**Yes:** 6 - Mosher, Eisenbeisz, Ystad, Pike, Carlson, and Saline

**Absent:** 1 - Christianson

- E**     [23-148](#)     Discussion/ Direction/ Decision on acceptance or rejection of the State of Alaska's lease for the Sitka Airport (decision postponed at 11/28 meeting)
- Municipal Administrator John Leach relayed he received little feedback from the community regarding the lease and thanked the local media for communicating details of the new lease discussed in the November 28 meeting. He spoke of FAA concessions with strict rules on revenue diversion. Leach reported the FAA confirmed CBS's ability to retain revenue for terminal improvements, subject to reporting and audit requirements. He announced plans to present a final lease copy to the Assembly for approval.
- A motion was made by Carlson to direct the Municipal Administrator to accept the State of Alaska's lease for the Sitka Airport and bring back the final document for Assembly approval. The motion PASSED by the following vote.**

**Yes:** 6 - Mosher, Eisenbeisz, Ystad, Pike, Carlson, and Saline

**Absent:** 1 - Christianson

**XII. NEW BUSINESS:**

**New Business First Reading**

- F**     **ORD 23-25**     Making supplemental appropriations for fiscal year 2024 (CLIA Pacific Northwest Cruise Symposium)

Municipal Administrator Leach explained in years past City officials had attended the Florida SeaTrade Cruise Global conference to promote tourism in Sitka. This year Cruise Lines International Association will host the inaugural Pacific Northwest Symposium in Seattle. He said City attendance would be worthwhile to advocate for regional and responsible tourism in Sitka and the broader Pacific Northwest. If the symposium proved a strategic use of financial resources, the City may contemplate attending this event in lieu of the annual trip to SeaTrade Cruise Global in the future.

Richard Wein commented.

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

**Yes:** 6 - Mosher, Eisenbeisz, Ystad, Pike, Carlson, and Saline

**Absent:** 1 - Christianson

**G      ORD 23-26      Making supplemental appropriations for fiscal year 2024 (Greater Sitka Chamber of Commerce Supplemental Funding)**

Administrator Leach reminded the Chamber contract had been extended for calendar year 2024. However, the contract was off cycle from the City fiscal year. Money had been appropriated in FY24 to cover July 2023 through June 2024, but not the second half of 2024. Once the appropriation was in place, the funds would be encumbered and rolled over to the new fiscal year.

Richard Wein commented.

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

**Yes:** 6 - Mosher, Eisenbeisz, Ystad, Pike, Carlson, and Saline

**Absent:** 1 - Christianson

**Additional New Business Items**

**H      [23-153](#)      Appoint an Assembly Member to the City and Borough of Sitka Strategic Plan Team**

Assembly Member Saline volunteered. There were no objections.

**XIII.    PERSONS TO BE HEARD:**

Richard Wein commented on the recent Tourism Town Hall. Austin Cranford spoke to drug abuse in Sitka schools.

**XIV.    REPORTS**

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

Mayor - Eisenbeisz announced John Leach was the recipient of the Alaska Municipal League (AML) Emerging Leader of the Year award, reported on the AML conference, and said he had been elected to the AML Board.

Administrator - Leach provided an overview of AML conference sessions and mentioned he was elected vice president of the Alaska Municipal Management Association.

Attorney - Hanson noted he had been on medical leave and had returned to remote work on a limited basis.

Liaison Representatives - Carlson commented on AML conference sessions.

Clerk - Peterson stated the next regular meeting was December 26.

Other - Ystad said Trident Seafoods announced they were selling multiple plants in Alaska.

## **XV. EXECUTIVE SESSION**

I [23-155](#) personnel matter concerning the status of the Municipal Attorney

**A motion was made by Mosher to go into executive session to discuss the status of the Municipal Attorney, matters which by law, municipal Charter or ordinances are required to be confidential. The motion PASSED by the following vote.**

**Yes:** 6 - Eisenbeisz, Ystad, Mosher, Saline, Carlson, and Pike

**Absent:** 1 - Christianson

The Assembly was in executive session from 9:07p.m. to 9:52p.m.

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

## **XVI. ADJOURNMENT**

**A motion was made by Pike to ADJOURN. Hearing no objections, the meeting ADJOURNED at 9:53p.m.**

**ATTEST:** \_\_\_\_\_  
Sara Peterson, MMC  
Municipal Clerk