

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 August 22 and 27 Assembly meetings.



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 Clerk: Sara Peterson*

Thursday, August 22, 2024

6:00 PM

Assembly Chambers

SPECIAL MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

Present: 7 - Christianson, Mosher, Eisenbeisz, Ystad, Pike, Carlson, and Saline

V. NEW BUSINESS:

Human Resources Director Josh Branthoover provided general guidance.

A [24-118](#)

Municipal Attorney applicant interview - John Wolfe (via zoom)

The Assembly interviewed John Wolfe.

A motion was made by Christianson to go into executive session to discuss subjects that may tend to prejudice the reputation and character of Municipal Attorney Candidate John Wolfe and invite in Human Resources Director Josh Branthoover. The motion PASSED by the following vote.

Yes: 7 - Eisenbeisz, Christianson, Ystad, Mosher, Saline, Carlson, and Pike

The Assembly was in executive session from 6:40 p.m. to 6:48 p.m.

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

B [24-117](#)

Municipal Attorney applicant interview - Cheryl McKay (via zoom)

The Assembly interviewed Cheryl McKay.

The Assembly agreed to move McKay forward to a second interview.

C [24-119](#)

Discussion/Direction/Decision on next steps for each applicant

The Assembly reached consensus to advance applicants Cheryl McKay and Rachel Jones to a second round of interviews on September 5. Applicant John Wolfe did not progress to the next round.

VI. PERSONS TO BE HEARD:

None.

VII. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 7:59 p.m.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk



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*Mayor Steven Eisenbeisz,
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Thor Christianson, Chris Ystad,
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*Municipal Administrator: John Leach
Municipal Clerk: Sara Peterson*

Tuesday, August 27, 2024

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

Present: 6 - Christianson, Mosher, Ystad, Pike, Carlson, and Saline

Absent: 1 - Eisenbeisz

V. CORRESPONDENCE/AGENDA CHANGES

[24-128](#) Reminders, Calendars, and General Correspondence

VI. CEREMONIAL MATTERS

[24-120](#) Service Award - Brian Hanson

Deputy Mayor Mosher read and presented a service award to outgoing Municipal Attorney Brian Hanson.

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

None.

VIII. PERSONS TO BE HEARD

Matt Donohoe shared an update from the Alaska Trollers Association and thanked the Assembly for their support. Lauren Wild, representing the Early Childhood Coalition, told of their recent work.

IX. CONSENT AGENDA

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

Yes: 6 - Christianson, Mosher, Ystad, Pike, Carlson, and Saline

Absent: 1 - Eisenbeisz

- A** [24-121](#) Approve the minutes of the August 8 and 13 Assembly meetings
- This item was APPROVED ON THE CONSENT AGENDA.**
- B** [24-122](#) Approve a new retail marijuana store license application for Island Girl Cannabis, LLC located at 224 Smith Street Suite A
- This item was APPROVED ON THE CONSENT AGENDA.**
- C** [24-126](#) Approve the following liquor license documents: 1) a renewal application for Talon Charters, Inc dba Talon Lodge on Apple Island and 2) a renewal application for Harbor Mountain Brewing Company, LLC at 1209 A Sawmill Creek Road
- This item was APPROVED ON THE CONSENT AGENDA.**

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- D** [24-123](#) Reappoint James Poulson to a three-year term on the Historic Preservation Commission
- A motion was made by Christianson that this Item be APPROVED. The motion PASSED by the following vote.**
- Yes:** 6 - Christianson, Mosher, Ystad, Pike, Carlson, and Saline
- Absent:** 1 - Eisenbeisz

XI. UNFINISHED BUSINESS:

- E** [ORD 24-21](#) Amending Title 2 "Administration and Personnel" of the Sitka General Code by adding Chapter 2.32 "Tourism Commission"
- Holly Meyer commented.
- Assembly members spoke of the seven at-large member commission and the importance of a diverse membership.
- A motion was made by Ystad that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.**

Yes: 6 - Christianson, Mosher, Ystad, Pike, Carlson, and Saline

Absent: 1 - Eisenbeisz

XII. NEW BUSINESS:

- F** [24-125](#) Discussion/Direction/Decision on proceeding with the vacation of Neva Street
- Planning and Community Development Director Amy Ainslie reviewed the process and said the Planning Commission recommended moving the item forward. Consensus of the Assembly was to proceed with the vacation and use the "increase in assessed value" numbers as the price.
- G** [24-127](#) Approve an update to the Successive Land Lease between the City and Borough of Sitka and the State of Alaska Department of Transportation and Public Facilities for the Sitka Airport
- Public Works Director Ron Vinson provided an overview of the lease amendment.
- A motion was made by Ystad that this Item be APPROVED. The motion PASSED by the following vote.**
- Yes:** 6 - Christianson, Mosher, Ystad, Pike, Carlson, and Saline
- Absent:** 1 - Eisenbeisz
- H** [24-124](#) Discussion/Direction/Decision on the upcoming September 19 work session regarding a convention and visitors bureau services contract
- Sponsors Mosher and Carlson outlined the reasons for presenting the item and goals for the evening: to determine commitment to issuing an RFP, to discuss the draft timeline, and to discuss incorporating the list of potential updates into the new RFP.
- The assembly reached a consensus to proceed with an RFP, agreed on the timeline, and incorporating the list of potential updates into the new RFP.

XIII. PERSONS TO BE HEARD:

Tim Fulton spoke in support of Visit Sitka staff. He also encouraged the City and Borough of Sitka to invest in his company, Ramper Innovations, following the example set by the Municipality of Anchorage and the City and Borough of Juneau. Holly Meyer encouraged the Assembly to reach out to industry stakeholders for input prior to the September 19 work session regarding a convention and visitors bureau contract. Robert Hattle spoke of crosswalk use. Austin Cranford referenced his remarks from a previous meeting concerning a candidate for the municipal attorney position.

XIV. REPORTS

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

Administrator - Leach reported on the Alaska Municipal League summer conference.

Attorney - Michael Gatti commended Brian Hanson for his work.

Liaison Representatives - Pike stated he and Carlson were presenting ideas for a future ebike ordinance at the upcoming Police & Fire Commission meeting. Carlson reported on the Health Needs and Human Services Commission.

Clerk - Peterson told of the upcoming meeting schedule and details related the October 1 regular municipal election.

XV. EXECUTIVE SESSION

None.

XVI. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 7:42 p.m.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk