

CONSENT AGENDA

POSSIBLE MOTION

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

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.

If this item is pulled from the consent agenda the following motion would be in order:

POSSIBLE MOTION

I MOVE TO approve the minutes of the
September 9 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 Timothy Pike,
Vice Deputy Mayor JJ Carlson,
Kevin Mosher, Scott Saline,
Chris Ystad, Thor Christianson*

*Municipal Administrator: John Leach
Municipal Attorney: Rachel Jones
Municipal Clerk: Sara Peterson*

Tuesday, September 9, 2025

6:00 PM

Assembly Chambers

REGULAR 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. CORRESPONDENCE/AGENDA CHANGES

No agenda changes.

[25-122](#)

Reminders, 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)**

[25-117](#)

- 1) Public Works - Sitka Seaplane Base Update
- 2) General Code - Recodification Project
- 3) Department Quarterly Reports □ IT, HR, and Clerk

Airport Terminal Manager Joseph Bea provided an update on the Sitka Seaplane Base, noting that a pilot stakeholder meeting was scheduled for September 16 and

that the FAA would hold an open house on October 9. General Code representative Emily Wood gave an overview of the Sitka General Code recodification project.

IT Director Grant Turner and Municipal Clerk Sara Peterson provided quarterly department updates.

VIII. PERSONS TO BE HEARD

Karen Lucas commented on the Seaplane Base and asked the Assembly to postpone further action and involve the Historic Preservation Commission. Richard Wein spoke to both propositions in the upcoming regular municipal election. Sean Cavlan spoke to proposition 1.

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

- A** [25-118](#) Approve the minutes of the March 11, 12, 18, 25, and August 26 Assembly meetings

This item was APPROVED ON THE CONSENT AGENDA.

- B** [ORD 25-23](#) Making supplemental appropriations for fiscal year 2025 and 2026 (Reappropriations) 1st reading

This item was PASSED ON FIRST READING ON THE CONSENT AGENDA. Second reading scheduled for 9/23/25.

- C** [ORD 25-24](#) Making supplemental appropriations for fiscal year 2026 (Library Books Unbanned Programming Grant) 1st reading

This item was PASSED ON FIRST READING ON THE CONSENT AGENDA. Second reading scheduled for 9/23/25.

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- D** [25-119](#) Reappoint Tyler Green to a three-year term on the Port and Harbors Commission

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

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

XI. UNFINISHED BUSINESS:

- E** [25-120](#) Discussion / Direction / Decision on the Annual General Fund Grants for Non-Profit Organizations Program

Sponsors Mosher and Ystad said their goal was to simplify the nonprofit grant process. Members reviewed the SLF proposal and asked questions of SLF Chair Chris Kowalczewski. The Assembly indicated support for a two-year contract with a

withdrawal clause.

Richard Wein spoke in opposition. Ben Hughey spoke in support.

A motion was made by Christianson to direct the Administrator to negotiate a contract with the Sitka Legacy Foundation to administer the Annual General Fund Non-Profit Grant Program. The motion PASSED by the following vote.

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

XII. NEW BUSINESS:

F [25-121](#)

Decision on whether to allow sales tax free day(s) following the Thanksgiving holiday and set date(s)

Eisenbeisz asked to be recused due to financial interest in the item.

Members discussed the cost to the City and Borough of Sitka and benefits to residents and local businesses.

A motion was made by Christianson to AUTHORIZE November 28 and 29 as Sales Tax Free days for 2025 noting the sales tax free day(s) will not be applicable to any sale of fuel, alcoholic beverages, tobacco products, and marijuana, nor affect any sale which is part of a continuing obligation of the buyer to pay the seller over time. The motion PASSED by the following vote.

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

Recused: 1 - Eisenbeisz

XIII. PERSONS TO BE HEARD:

Richard Wein spoke in opposition to proposition 2. Karen Lucas spoke.

XIV. REPORTS

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

Mayor - Eisenbeisz reported on the Alaska Municipal League summer conference and said he'd miss the October 14 meeting.

Administrator - Leach reported that Southeast Conference would be held in Sitka the following week, reviewed his September and October travel schedule, and noted that the Sustainability Commission had met to discuss recent electric vehicle shipping developments and would be consolidating comments for his submission to the Alaska Marine Highway System.

Attorney - Jones said the Office of Administrative Hearing decision on the cell tower issue was due September 12.

Liaison Representatives - Christianson provided a report on the Sustainability Commission, Pike on Police and Fire, and Mosher on Parks and Recreation.

Clerk - Peterson reported on current board and commission vacancies and outlined voter options for the upcoming municipal election.

XV. EXECUTIVE SESSION

None.

XVI. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 7:49 p.m.

ATTEST: _____

Sara Peterson, MMC
Municipal Clerk