

# **CONSENT AGENDA**

## **POSSIBLE MOTION**

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**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.**

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 January 14 and 28 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 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*

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Tuesday, January 14, 2025

6:00 PM

Assembly Chambers

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#### REGULAR MEETING

**I. CALL TO ORDER**

**II. FLAG SALUTE**

**III. RECITAL OF LANDS ACKNOWLEDGEMENT**

**IV. ROLL CALL**

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

**Absent:** 2 - Christianson, and Carlson

**V. CORRESPONDENCE/AGENDA CHANGES**

No agenda changes.

[25-008](#)

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)**

None.

**VIII. PERSONS TO BE HEARD**

None.

## 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:** 5 - Mosher, Eisenbeisz, Ystad, Pike, and Saline

**Absent:** 2 - Christianson, and Carlson

- A**     [RES 25-01](#)     Adopting an alternative allocation method for the FY25 Shared Fisheries Business Tax Program and certifying that this allocation method fairly represents the distribution of significant effects of fisheries business activity in FMA 18: CENTRAL SOUTHEAST AREA

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

- B**     [RES 25-02](#)     Authorizing an application to the Department of Homeland Security and Emergency Management

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

## X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- C**     [25-003](#)     Appoint Sterling Camden to a three-year term on the Health Needs and Human Services Commission

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

**Yes:** 5 - Mosher, Eisenbeisz, Ystad, Pike, and Saline

**Absent:** 2 - Christianson, and Carlson

## XI. UNFINISHED BUSINESS:

- D**     [ORD 24-32](#)     Amending Title 2 "Administration" of the Sitka General Code by updating Chapter 2.35 "Library Commission"

**A motion was made by Ystad that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.**

**Yes:** 5 - Mosher, Eisenbeisz, Ystad, Pike, and Saline

**Absent:** 2 - Christianson, and Carlson

- E**     [ORD 25-02](#)     Amending Title 14 "Streets, Sidewalks and Public Places" of the Sitka General Code by amending Chapter 14.10 "Commercial Recreational Use of Municipal Lands and Facilities"

Clerk note: This is a substitute ordinance previously referred to as Ordinance 2024-30. Permit applications and issuance take a minimum of 60 days. Were Ordinance

2024-30 to be passed on second and final reading January 28, 2025, and take effect on that date, operators would not receive their commercial recreational land use permits for 2025 until early-to-mid April which coincided with the beginning of the visitor season. After careful consideration of the impacts that would result from implementation of the new process in late-January 2025 on both operators and staff, the CBS staff sponsors of Ordinance 2024-30 decided to submit a revised version of the ordinance (Ordinance 2025-02) that would not take effect until November 1, 2025, thereby implementing the new process, beginning in 2026. This decision was made to honor the Assembly's desire for additional review of the new process, to make revisions to the Commercial Land Use Plan, and optimize its implementation for both operators and municipal staff. A modified Commercial Land Use Plan would come back to the Assembly late summer/early fall for adoption and implementation for the 2026 season.

Bethany Lowrance spoke in opposition.

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

**Yes:** 5 - Mosher, Eisenbeisz, Ystad, Pike, and Saline

**Absent:** 2 - Christianson, and Carlson

## **XII. NEW BUSINESS:**

### **New Business First Reading**

#### **F     [ORD 25-01](#)     Making supplemental appropriations for fiscal year 2025 (special election)**

Municipal Clerk Sara Peterson stated that the sponsors of a recent citizen initiative hoped for a special election if they gathered the required signatures. However, the Clerk's Office budget lacked funds for such an election and emphasized the need to be proactive in ensuring the office was prepared to proceed with a special election if warranted.

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

**Yes:** 5 - Mosher, Eisenbeisz, Ystad, Pike, and Saline

**Absent:** 2 - Christianson, and Carlson

### **Additional New Business Items**

#### **G     [RES 25-03](#)     Submitting City and Borough of Sitka FY2026 Legislative Priorities to the State of Alaska and 2025 Legislature (this item was postponed at the January 14 meeting)**

Public and Government Relations Director Melissa Wileman provided an overview of the projects and unfunded mandates. Eisenbeisz said Assembly Member Carlson wished to make some edits but was absent. Consensus of the Assembly was to postpone the item to January 28 when Carlson would be present.

**A motion was made by Eisenbeisz to POSTPONE this Item to the January 28**

**Assembly meeting. The motion PASSED by the following vote.**

**Yes:** 5 - Mosher, Eisenbeisz, Ystad, Pike, and Saline

**Absent:** 2 - Christianson, and Carlson

**H**     [25-004](#)

Approve a Purchase Agreement for Raw Water in Bulk for Export between the City and Borough of Sitka and Global Hydration, LLC

Gary Paxton Industrial Park (GPIP) Board Director Garry White stated the Board had recommended approval of the water purchase agreement with Global Hydration, LLC. However, he explained he had received notice from Arctic Blue Waters Alaska Inc., with whom the City had an existing water purchase agreement with, that they intended to exercise their first right of refusal to secure additional volumes of bulk water which would exhaust permitted water allocations. To fully exercise their first right of refusal, additional payments were needed within 45 days. Consensus of the Assembly was to postpone action on the Global Hydration, LLC agreement until the 45 days had passed.

**A motion was made by Ystad to POSTPONE this Item to the March 11 Assembly meeting. The motion PASSED by the following vote.**

**Yes:** 5 - Mosher, Eisenbeisz, Ystad, Pike, and Saline

**Absent:** 2 - Christianson, and Carlson

**I**     [25-006](#)

Discussion / Direction / Decision on lease terms for the Sitka Community Garden at Jarvis Street

Consensus of the Assembly was to prepare a lease and bring it forward to the Assembly for consideration.

**J**     [25-005](#)

Approve Amendment No. 1 to Lease Agreement between the City and Borough of Sitka and Sitka Historical Society, Inc.

Municipal Attorney Rachel Jones explained the lease agreement needed to be amended to reflect both the property tax exemption and the exemption from payment of utilities, which had been previously approved by the Assembly.

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

**Yes:** 5 - Mosher, Eisenbeisz, Ystad, Pike, and Saline

**Absent:** 2 - Christianson, and Carlson

### **XIII. PERSONS TO BE HEARD:**

Joel Hanson thanked staff and the Assembly for their work on the community garden item. Austin Cranford requested information on the disposition of animals at the animal shelter.

### **XIV. REPORTS**

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

Administrator - Leach said he would be gone for the next two Assembly meetings, traveling for business.

Attorney - Jones said she would be traveling and would call in for the February 11 meeting.

Other - Mosher spoke of a tour at the National Park Service.

## **XV. EXECUTIVE SESSION**

### **K     [25-007](#)     Legal / Financial Matters - Cranford v. CBS**

**A motion was made by Ystad to go into executive session to receive and discuss attorney client communication from the Municipal Attorney, and outside legal counsel Jermain, Dunnagan & Owens, regarding legal and financial matters affecting the Municipality due to the Cranford v. CBS litigation. The motion PASSED by the following vote.**

**Yes:** 5 - Saline, Pike, Ystad, Mosher, and Eisenbeisz

**Absent:** 2 - Christianson, and Carlson

The Assembly was in executive session from 7:00 p.m. to 7:15 p.m.

**A motion was made by Eisenbeisz to reconvene as the Assembly in regular session. The motion PASSED by unanimous consent.**

## **XVI. ADJOURNMENT**

**A motion was made by Ystad to ADJOURN. Hearing no objections, the meeting ADJOURNED at 7:17 p.m.**

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



# 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*

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Tuesday, January 28, 2025

6:00 PM

Assembly Chambers

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#### 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

[25-016](#)

Reminders, Calendars, and General Correspondence

No agenda changes.

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)**

[25-010](#)

1) Health Needs & Human Services Commission, 2) Sitka School Board - Phil Burdick, 3) Sitka Tribe of Alaska Tribal Council - Yeidikook'áa Dionne Brady-Howard



Commissioners Annette Evans, Crystal Duncan, and Chair Michelle Kavouras of the Health Needs and Human Services Commission presented the recommendations outlined by the HNHS Child Care and Elder Care working groups on their 2024 goals. Phil Burdick School Board President provided an update on the School Board's efforts, spoke to the increased education funding, discussed House Bill 69, and urged the public to share their input on the bill through testimony. Sitka Tribal Chairwoman Yeidikook'aa told of recent business and upcoming events.

## VIII. PERSONS TO BE HEARD

Margaret Galanin thanked the Assembly for their attendance at the Early Childhood Coalition event. Joel Markis, Betty Eliason President, stressed the need for continued support for childcare services in Sitka, particularly pointing out the challenges of childcare operations and the financial support required to maintain these services.

## IX. CONSENT AGENDA

**A motion was made by Mosher that the Consent Agenda consisting of Item 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**     [25-011](#)     Approve the December 17, 30, and January 9 Assembly meeting minutes  
**This item was APPROVED ON THE CONSENT AGENDA.**
- B**     [25-012](#)     Approve a liquor license renewal application for House of Liquors Inc. dba Salty Sal's Liquor Cabinet at 321 Lincoln Street #B  
**This item was APPROVED ON THE CONSENT AGENDA.**
- C**     [ORD 25-03](#)     Making supplemental appropriations for fiscal year 2025 (1st reading Mid-year Supplemental Appropriations)  
**This item was APPROVED ON THE CONSENT AGENDA.**

## X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- D**     [25-013](#)     Appoint Alana Peterson to an unexpired term on the Tourism 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**     [RES 25-03](#)     Submitting City and Borough of Sitka FY2026 Legislative Priorities to the State of Alaska and 2025 Legislature (this item was postponed at the January 14 meeting)

Annika Krafcik and Ben Hughey commented.

Carlson proposed changes to the wording of items 4 and 5 under the unfunded mandates section of the legislative priorities. She mentioned these items emphasized the need to continue reimbursing school bond debt, support new bonding opportunities, and ensure stable, predictable funding for school systems.

**A motion to AMEND was made by Carlson to items 4 and 5 on the unfunded mandates as written in the packet. The motion PASSED by the following vote.**

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

Absent: 1 - Eisenbeisz

**A motion was made by Ystad that this Resolution be APPROVED on FIRST AND FINAL READING.**

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

**Absent:** 1 - Eisenbeisz

- F**     [ORD 25-02](#)     Amending Title 14 "Streets, Sidewalks and Public Places" of the Sitka General Code by amending Chapter 14.10 "Commercial Recreational Use of Municipal Lands and Facilities"

Bethany Lowrance, Ben Hughey, and Valorie Nelson commented.

The Assembly deliberated, and emphasized the extensive public input and data-driven approach to the ordinance, and the potential for flexibility and adjustments as needed.

**A motion was made by Carlson 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

- G**     [ORD 25-01](#)     Making supplemental appropriations for fiscal year 2025 (special election)

**A motion was made by Carlson 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:**

**H**      [25-015](#)                      Approve the Invitation To Bid for Marine Vessel Haul Out and Shipyard Operations at the Gary Paxton Industrial Park (GPIP)

Michael Nurco, Chris Hanson, Mike Litman, and Jeremy Serka commented.

Sara Peterson, Acting Municipal Administrator, provided an update on the haul-out operations, noting they are now in the final stages of the process. Garry White, Director of the Gary Paxton Industrial Park (GPIP) Board, gave an overview of the steps taken. He explained the GPIP Board opted to engage a private operator to manage the haulout, receiving two responses one of which was deemed qualified, while the other was not. White also mentioned an invitation for bid was issued to pre-qualified proposers to gather pricing information for the haul out project. This information would be presented at the GPIP Board meeting on February 20th, where a recommendation would be made and a final operating agreement submitted to the Assembly for approval.

**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

**I**      [RES 25-04](#)                      Supporting Sitka Maritime Heritage Society's application under the FY24 Historic Preservation Fund Grant program for Certified Local Governments

Amy Ainslie, Planning and Community Development Director, provided an overview of the grant.

Keith Nyitray commented.

**A motion was made by Christianson that this Resolution be APPROVED on FIRST AND FINAL READING.**

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

**Absent:** 1 - Eisenbeisz

**J**      [RES 25-05](#)                      Supporting Sitka Woman's Club application under the FY24 Historic Preservation Fund Grant program for Certified Local Governments

Amy Ainslie, Planning and Community Development Director, provided an overview of the grant.

Anne Pollnow, Sarah Allison, and Karen Lucas commented.

**A motion was made by Mosher that this Resolution be APPROVED on FIRST AND FINAL READING.**

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

**Absent:** 1 - Eisenbeisz

**XIII. PERSONS TO BE HEARD:**

Austin Cranford raised concerns about the police-involved shooting and the City's policies regarding the discharge of firearms.

**XIV. REPORTS**

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

Attorney - Jones commented staff was preparing for potential government shutdown impacts on grants, and she would be attending via zoom at the next Assembly meeting.

Clerk - Peterson announced the next budget meeting would be February 4th.

Other - Christianson reported progress had been made in the negotiations on the Animal Shelter Memorandum of Understanding (MOU).

**XV. EXECUTIVE SESSION**

None.

**XVI. ADJOURNMENT**

A motion was made by Mosher to ADJOURN. Hearing no objections, the meeting ADJOURNED at 8:12 p.m.

**ATTEST:** \_\_\_\_\_  
Jessica Earnshaw, CMC  
Deputy Municipal Clerk