



CITY AND BOROUGH OF SITKA

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

Meeting Agenda

City and Borough Assembly

*Mayor Steven Eisenbeisz,
Deputy Mayor Kevin Mosher,
Vice Deputy Mayor Crystal Duncan,
Thor Christianson, Chris Ystad,
Timothy Pike*

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

Tuesday, December 13, 2022

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

V. CORRESPONDENCE/AGENDA CHANGES

[22-183](#) Reminders, Calendars, and General Correspondence

Attachments: [Reminders and Calendars](#)

[Proclamation issued for National Pearl Harbor Remembrance Day](#)

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)

[22-175](#) Energy Transitions Initiative Partnership Project: Presentation from the participating National Labs

Attachments: [Sitka Assembly ETIPP slides Dec2022 Final-v2](#)

VIII. PERSONS TO BE HEARD

Public participation on any item off the agenda. All public testimony is not to exceed 3 minutes for any individual, unless the mayor imposes other time constraints at the beginning of the agenda item.

IX. CONSENT AGENDA

All matters under Item IX Consent Agenda are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- A** [22-178](#) Approve the minutes of the November 22 Assembly meeting

Attachments: [Consent and Minutes](#)

- B** [22-176](#) Approve the following liquor license documents and forward these approvals to the Alcoholic Beverage Control Board without objection: 1) renewal applications for Allen Marine Tours at Finn Island, Pioneer Liquor Inc dba Pioneer Bar and Pioneer Liquor Store at 212 Katlian Street, and 2) a renewal application, transfer of ownership of ownership application, premises diagram, and restaurant designation permit application for the Channel Club at 2906 Halibut Point Road. Transfer of ownership is from The Channel LLC to ZenHen LLC.

Attachments: [Motion and Memos Liquor License](#)

[#5746 LGB Renewal Notice](#)

[#5746 Complete Renewal Application with Temp](#)

[#872 LGB Renewal Notice](#)

[#872 Complete Renewal Application with Temp](#)

[#865 LGB Renewal Notice](#)

[#865 Complete Renewal Application with Temp](#)

[#212 LGB Renewal Notice](#)

[#212 Complete Application no temp](#)

[#212 Transfer LGB Notice](#)

[#212 AB-01](#)

[#212 AB-02](#)

[#212 AB-03](#)

- C** [22-182](#) Approve the Acting Administrator list for 2023: Amy Ainslie, Scott Elder, Melissa Haley, Michael Harmon, and Sara Peterson

Attachments: [Motion and Memo Acting](#)

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- D [22-177](#) Reappoint Dave Gordon to a three-year term on the Port and Harbors Commission

Attachments: [Motion](#)
[Gordon Port and Harbors](#)

XI. **UNFINISHED BUSINESS:**

- E [ORD 22-30](#) Updating Title 6 “Business Licenses and Regulations” of the Sitka General Code by revising Chapter 6.19 “Regulation of Commercial Operators Selling Organized Excursions or Renting Equipment for Organized Excursions”

Attachments: [Motion Ord 2022-30](#)
[02 Assembly Memo - 6.19](#)
[03 Ord 2022-30 SCG 6.19 Final updated 11.23](#)
[04 Application-Permit for Commercial Operations HCH Plaza Vendor Space Fir](#)
[05 Application-Permit for Commercial Operations HCH Outfitter Space Final](#)
[06 Application-Permit for Vehicle Loading-Unloading Final \(updated 11.23.22\)](#)
[Signed 2022-30](#)

XII. **NEW BUSINESS:**

- F [22-179](#) Approve the request for proposals for rental of the Marine Service Center cold storage space and advertise for a 30-day period

Attachments: [Motion RFP](#)
[MSC RFP Memo - 2022 \(1\)](#)

- G [22-180](#) Appoint an assembly member to serve the remainder of Rebecca Himschoot's term until the results of the next regular election are certified on October 10, 2023 (individual will be sworn in if present)

Attachments: [Motion Sheet Interim Assembly Member](#)
[Sample Ballot Dec 2022](#)
[Carlson letter of interest](#)
[Dunn letter of interest](#)
[Lee letter of interest](#)
[Thompson letter of interest](#)
[Voisin letter of interest](#)
[Wein letter of interest](#)

- H [22-181](#) Reassignment of Assembly Liaisons, where needed

Attachments: [LIAISONS 2022-2023 reassignments](#)

XIII. PERSONS TO BE HEARD:

Public participation on any item on or off the agenda. Not to exceed 3 minutes for any individual.

XIV. REPORTS

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

XV. EXECUTIVE SESSION

I [22-174](#) Financial Matter: Sales Tax Debt Settlement

Attachments: [Motion](#)

XVI. ADJOURNMENT

Note: Detailed information on these agenda items can be found on the City website at <https://sitka.legistar.com/Calendar.aspx> or by contacting the Municipal Clerk's Office at City Hall, 100 Lincoln Street or 747-1811. A hard copy of the Assembly packet is available at the Sitka Public Library. Regular and Special Assembly meetings are livestreamed through the City's website and YouTube channel, and aired live on KCAW FM 104.7. To receive Assembly agenda notifications, sign up with GovDelivery on the City website.

*Sara Peterson, MMC, Municipal Clerk
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