



# CITY AND BOROUGH OF SITKA

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

## Minutes - Final

### City and Borough Assembly

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

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

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Tuesday, August 8, 2023

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 - Christianson, Mosher, Duncan, Pike, and Carlson

**Absent:** 2 - Eisenbeisz, and Ystad

V. CORRESPONDENCE/AGENDA CHANGES

[23-099](#) 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)

None.

VIII. PERSONS TO BE HEARD

Carol Voisin encouraged the Assembly to move forward with the Sustainability Commission's recommendation that the Assembly fund a Sitka based heat pump assessor through Alaska Heat Smart. Richard Wein talked about candidates for assembly/school board, the bankruptcy of an electric bus manufacturer, and chum fishery issues. Visit Sitka representatives announced the launch of a new app visitors and locals could use to explore Sitka.

## IX. CONSENT AGENDA

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

**Yes:** 5 - Christianson, Mosher, Duncan, Pike, and Carlson

**Absent:** 2 - Eisenbeisz, and Ystad

**A**     [23-095](#)            Approve the minutes of the July 25 Assembly meeting

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

**B**     [23-096](#)            Approve liquor license renewal applications for Mean Queen, LLC dba Mean Queen at 205 Harbor Drive

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

## X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

**C**     [23-097](#)            Appoint Amanda Roberts to an unexpired term on the Health Needs and Human Services Commission

From the public, Richard Wein thanked Roberts.

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

**Yes:** 5 - Christianson, Mosher, Duncan, Pike, and Carlson

**Absent:** 2 - Eisenbeisz, and Ystad

## XI. UNFINISHED BUSINESS:

None.

## XII. NEW BUSINESS:

### New Business First Reading

**D**     [ORD 23-17](#)            Amending Title 4 "Revenue and Finance" of the Sitka General Code by updating Chapter 4.05 "Marine Passenger Fee Fund"

Finance Director Melissa Haley explained the purpose of the ordinance was to change the terminology of the fund and the excise tax to align with the State of Alaska and improve the fund administration process.

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:** 5 - Christianson, Mosher, Duncan, Pike, and Carlson

**Absent:** 2 - Eisenbeisz, and Ystad

**E**     [ORD 23-18](#)

Authorizing the lease of a portion of Tract C, ASLS 79-4 on Harbor Mountain Bypass Road for the purpose of a telecommunications site

Planning and Community Development Director Amy Ainslie provided a timeline of events and noted given the unique ownership and operating model for cell towers, had spent significant time working on the lease agreement.

From the public, Richard Wein commented on the item.

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

**Yes:** 5 - Christianson, Mosher, Duncan, Pike, and Carlson

**Absent:** 2 - Eisenbeisz, and Ystad

**F**     [ORD 23-19](#)

Making supplemental appropriations for fiscal years 2023 and 2024 (reappropriations and supplemental appropriations)

Finance Director Melissa Haley explained while staff generally spend or commit funds in the fiscal year they were budgeted, there were a few initiatives in FY2023 that were not completed and a reappropriation of funds was necessary for FY2024. In addition, Haley stated the Harbor Fund had ended FY2023 over budget. This was primarily due to increased costs of utilities charged to the fund, particularly those related to solid waste.

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

**Yes:** 5 - Christianson, Mosher, Duncan, Pike, and Carlson

**Absent:** 2 - Eisenbeisz, and Ystad

**Additional New Business Items**

**G**     [23-098](#)

Authorize the Municipal Administrator to apply to the US Department Transportation's Rural and Tribal Assistance Pilot Program Grant to Fund a Condition Assessment for two CBS-owned bridges

Public Works Director Ron Vinson explained the City was seeking a grant to help fund condition assessments on two City-owned bridges: 1) Sawmill Creek Powerplant Access Bridge and, 2) Granite Creek Landfill Bridge. Vinson mentioned that the match was not necessary, and the expected date for the award was in December.

Richard Wein commented.

**A motion was made by Duncan that this Item be APPROVED. The motion**

**PASSED by the following vote.**

**Yes:** 5 - Christianson, Mosher, Duncan, Pike, and Carlson

**Absent:** 2 - Eisenbeisz, and Ystad

**XIII. PERSONS TO BE HEARD:**

Richard Wein commented department quarterly reports should appear as agenda items, spoke of volcanology, and using iPads in schools and tracking students usage.

**XIV. REPORTS**

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

Clerk - Peterson reviewed the board and commission vacancies.

Other - Mosher encouraged individuals to serve on boards and commissions.

**XV. EXECUTIVE SESSION**

None.

**XVI. ADJOURNMENT**

**A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 6:45pm.**

**ATTEST:** \_\_\_\_\_

**Sara Peterson, MMC  
Municipal Clerk**