

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 February 17 and February 22 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 Knox,
Vice Deputy Mayor Kevin Mosher,
Thor Christianson, Crystal Duncan, Rebecca Himschoot,
David Miller*

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

Thursday, February 17, 2022

6:00 PM

Assembly Chambers

SPECIAL MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

Present: 6 - Christianson, Mosher, Eisenbeisz, Himschoot, Duncan, and Miller

Absent: 1 - Knox

V. CORRESPONDENCE/AGENDA CHANGES

None.

VI. PERSONS TO BE HEARD

None.

VII. NEW BUSINESS:

A [22-017](#)

Discussion / Direction / Decision of the FY2023 Municipal Budget with focus on Utility and Harbor Funds (Assembly action may be taken)

Finance Director Melissa Haley said the staff was looking for direction on rates, either by formal motion or consensus so that revenue projections could be completed for each of the enterprise funds. Staff had met to analyze the past year's financial performance and presented options that would be manageable for consumers while keeping funds healthy long-term. Haley stated the inflation rate was at 7.5%

Haley provided an overview of the Harbor Fund noting the Fund wasn't generating enough working capital to invest in the replacement of infrastructure. She reminded the Port and Harbors Commission had recommended a 5% increase for FY21-FY23.

A motion was made by Mosher to direct staff, for budget planning purposes, to move forward with option 2 for the Harbor Fund. The motion PASSED by the following vote.

Yes: 4 - Eisenbeisz, Mosher, Duncan, Himschoot

No: 2 - Christianson and Miller

Absent: 1 - Knox

Option 2 included the following increases: 6.3% for FY23, 8.3% for FY24 and FY25. Assembly members wished to receive feedback from the Port and Harbors Commission.

Next, Haley reviewed the Water Fund. Administrator Leach said he was optimistic there would be infrastructure funding opportunities available for the Water and Wastewater Funds.

A motion was made by Mosher to direct staff, for budget planning purposes, to move forward with option 3 for the Water Fund. The motion PASSED by the following vote.

Yes: 4 - Mosher, Miller, Christianson, Duncan

No: 2 - Eisenbeisz and Himschoot

Absent: 1 - Knox

Option 3 included the following increases: 5% for FY23, 6% for FY24, and 3% for FY25.

Next, Haley spoke to the Wastewater Fund and increased costs. Public Works Director Michael Harmon reminded upgrades had been made to the Wastewater Treatment Plant building, however, the equipment in the building was over 38 years old.

A motion was made by Himschoot to direct staff, for budget planning purposes, to move forward with option 2 for the Wastewater Fund. The motion PASSED by the following vote.

Yes: 4 - Christianson, Himschoot, Duncan, Miller

No: 2 - Mosher and Eisenbeisz

Absent: 1 - Knox

Option 2 included the following increases: 8% for FY23, 8.5% for FY24, and 8.25% for FY25.

Next, Haley reviewed the Electric Fund. She relayed with the refunding that had taken

place, meeting bond covenants were no longer a challenge.

A motion was made by Mosher to direct staff, for budget planning purposes, to move forward with option 3 for the Electric Fund. The motion FAILED by the following vote.

Yes: 2 - Mosher and Eisenbeisz

No: 4 - Himschoot, Duncan, Miller, Christianson

Absent: 1 - Knox

Option 3 included the following increases: 2.5% for FY23, 3.5% for FY24, and 2.75% for FY25.

A motion was made by Himschoot to direct staff, for budget planning purposes, to move forward with option 2 for the Electric Fund. The motion PASSED by the following vote.

Yes: 4 - Miller, Duncan, Himschoot, Christianson

No: 2 - Mosher and Eisenbeisz

Absent: 1 - Knox

Option 2 included the following increases: 4% for FY23, 3% for FY24, and 2.5% FY25.

Next, Haley reviewed the Municipal Solid Waste Fund. Eisenbeisz reminded of increased shipping costs.

A motion was made by Eisenbeisz to direct staff, for budget planning purposes, to increase FY23 rates by 10% for solid waste and increase scrapyard and transfer station rates by 6%. The motion FAILED by the following vote.

Yes: 3 - Miller, Christianson, Eisenbeisz

No: 3 - Mosher, Duncan, Himschoot

Absent: 1 - Knox

Members discussed further and noted the importance of staying ahead of costs. Himschoot reminded of the need to promote personal responsibility with regards to garbage production.

A motion was made by Christianson to direct staff, for budget planning purposes, to move forward with Option 1 for the Municipal Solid Waste Fund. The motion PASSED by the following vote.

Yes: 6 - Duncan, Eisenbeisz, Christianson, Himschoot, Miller, Mosher

Absent: 1 - Knox

Option 1 included the following increases: 7.5% for FY23, 6.75% for FY24, and 6.5% for FY25.

- B** [22-018](#) Discussion / Direction of the FY2023 Municipal Budget as it relates to the General Fund and other Funds, if needed (Assembly action may be taken)

Mosher and Eisenbeisz wondered about increasing the monthly subsidy for the utility cost subsidization program from \$65 to \$100. It was noted this would require a code change. Miller and Eisenbeisz revisited the January 27 budget meeting in which additional positions were spoken of. Miller and Eisenbeisz expressed a desire to place more money into capital projects as opposed to adding all of the proposed positions. Administrator Leach reminded not all of the positions were a necessity but rather had been presented as part of identified projects to move forward if the Assembly desired.

VIII. PERSONS TO BE HEARD:

None.

IX. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 9:00pm.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk



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ASSEMBLY CHAMBERS
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Minutes - Draft

City and Borough Assembly

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Vice Deputy Mayor Kevin Mosher,
Thor Christianson, Crystal Duncan, Rebecca Himschoot,
David Miller*

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

Tuesday, February 22, 2022

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, Knox, Mosher, Eisenbeisz, Himschoot, and Duncan

Absent: 1 - Miller

V. CORRESPONDENCE/AGENDA CHANGES

Himschoot announced National Brain Injury Day was March 3 and noted there was an Alaska Brain Injury Council at the University of Alaska.

[22-032](#)

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)**

Sitka Tribe of Alaska Tribal Chairman, Woody Widmark, told of recent business.

[22-025](#)

Parks and Recreation Committee - Chair James Poulson

Chair James Poulson provided an overview of the work of the Parks and Recreation Committee.

VIII. PERSONS TO BE HEARD

John Stein spoke in opposition to requiring the Benches and Birds project group be responsible for maintenance of the Elizabeth Peratrovich bench. Leah Mason spoke to the gap in services and reminded the Assembly to think about where attention was placed and who benefited. Brett Wilcox spoke in opposition to masks and urged the Assembly to rescind the mask mandate. Greg Dunn requested the Assembly rescind the mask mandate. Levi Green spoke in opposition to parking enforcement.

IX. CONSENT AGENDA

- A [22-026](#) Approve the minutes of the February 3 and February 8 Assembly meetings

A motion was made by Mosher that this item be APPROVED ON THE CONSENT AGENDA. The motion PASSED by the following vote.

Yes: 6 - Christianson, Knox, Mosher, Eisenbeisz, Himschoot, and Duncan

Absent: 1 - Miller

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- B [22-027](#) Reappoint Steve Clayton to a three-year term on the Building Department Appeals Board in the category of alternate and Appoint 1) Gail Roderick to an unexpired term on the Police and Fire Commission, and 2) Noah Goodwin-Bain to a three-year term on the Tree and Landscape Committee

Knox and Christianson thanked Clayton for reapplying.

A motion was made by Knox to REAPPOINT Steve Clayton to a three-year term on the Building Department Appeals Board in the category of alternate. The motion PASSED by the following vote.

Yes: 6 - Knox, Eisenbeisz, Himschoot, Mosher, Christianson, and Duncan

Absent: 1 - Miller

A motion was made by Knox to APPOINT 1) Gail Roderick to an unexpired term on the Police and Fire Commission, and 2) Noah Goodwin-Bain to a three-year term on the Tree and Landscape Committee. The motion PASSED by the following vote.

Yes: 6 - Christianson, Knox, Mosher, Eisenbeisz, Himschoot, and Duncan

Absent: 1 - Miller

XI. UNFINISHED BUSINESS:

- C [ORD 22-02](#) Amending Title 11 “Vehicles and Traffic” of the Sitka General Code by repealing Section 11.28.040 “Exception - Prohibition of all-purpose vehicles traveling on public roadways” in Chapter 11.28 “State Traffic Laws Adopted” and adding Chapter 11.75 “All-Purpose Vehicles”

From the public, John Dull spoke in opposition. Logan Kluting and Valorie Nelson spoke in support.

Christianson felt comfortable with the legislation, thanked the working group, and said the correct department to contact if there were concerns related to ATVs was the Police Department. Clerk Sara Peterson reminded the Police and Fire Commission that had requested to revisit the ordinance in a year and she had calendared that. Knox spoke to concerns about commercial ATV operations in Sitka. Himschoot spoke to the need for ATV safety education and expressed concern about heavily traveled areas.

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

Yes: 5 - Christianson, Mosher, Eisenbeisz, Himschoot, and Duncan

No: 1 - Knox

Absent: 1 - Miller

XII. NEW BUSINESS:

New Business First Reading

- D [ORD 22-03](#) Making supplemental appropriations for fiscal year 2022 (Lincoln Street Closure Expenses)

Administrator Leach explained resources and appropriations needed to close Lincoln Street for a total of 71 days during the summer season.

Eisenbeisz, while opposed to closing Lincoln Street, spoke in support of the cost allocation study. Knox hoped for aesthetically pleasing barriers.

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

Yes: 5 - Christianson, Knox, Mosher, Himschoot, and Duncan

No: 1 - Eisenbeisz

Absent: 1 - Miller

Additional New Business Items

- E [22-029](#) Discussion / Direction / Decision on guidelines for telephonic and videoconference participation by Assembly members and the public at Assembly meetings

Eisenbeisz said concessions had been made for telephonic participation during the pandemic, Sitka was no longer under an emergency order, and there was a desire to

either align with code or amend. Clerk Sara Peterson reviewed the packet memo, told of code guidelines for Assembly and public participation, and offered recommendations. Peterson explained current code allowed a member of the public outside of Sitka to participate by phone while a citizen in Sitka was not allowed to do so.

Assembly members wished to keep the lines of access to local government open. Knox, Duncan, and Mosher volunteered to work on an ordinance that addressed the issues raised.

- F** [22-030](#) Discussion / Direction / Decision on final placement of the Benches and Birds Project at Harrigan Centennial Hall
- Administrator Leach provided a summary of the project, noted staff had reviewed the plan last fall and provided input to the Benches and Birds group. Staff had proposed an alternative location for the benches as opposed to the courtyard location selected by the group.
- Assembly members spoke to the importance of the project, thanked staff and members of the Benches and Birds group. It was determined the benches would be placed in the courtyard area in front of Harrigan Centennial Hall. Leach noted the memorandum of agreement would be finalized and ready for signature.

- G** [22-028](#) Discussion / Direction / Decision on sending the Municipal Administrator and the Mayor to the lobbying trip in Washington, DC and the Seatrade Cruise Global event in Miami, FL over the week of April 25-28
- Administrator Leach told of the Sea Trade Cruise Global event and lobbying trip. He explained the City had been attending Sea Trade Cruise Global since 2012. Since the U.S. House and Senate would be in session during the same week, he told of the opportunity to split the trip and include a lobbying trip to visit the Alaska Delegation in Washington D.C. Leach stated appropriations were in place for the trips. Assembly members agreed to the travel.

XIII. PERSONS TO BE HEARD:

Lloyd Platson spoke to the Benches and Birds memorandum of agreement (MOA). He said Sitka Counseling was willing to sign the MOA and would prefer for the City to maintain the benches. He added the City would have control over the QR code. Anna Laffrey, Lakota Harden, Lee House, Claire Sanchez, and Leah Mason spoke in support of the Benches and Birds project and thanked the group. Kevin Mosher thanked the artist, Zach LaPerrière.

XIV. REPORTS

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

Administrator - Leach reported on his attendance at Southeast Conference and the Alaska Municipal League Winter Conference.

Liaison Representatives - Knox told of the Port and Harbors Commission meeting.

Other - Assembly Members congratulated the Sitka High School DDF team on their state win.

XV. EXECUTIVE SESSION

H [22-031](#) Legal Matter: Purchase and Sale Agreement for Sitka Community Hospital Site

A motion was made by Duncan to go into executive session with the Municipal Attorney to discuss a legal matter affecting the municipality regarding the Purchase and Sale Agreement for Sitka Community Hospital Site. The motion PASSED by the following vote.

Yes: 6 - Mosher, Knox, Christianson, Duncan, Eisenbeisz, and Himschoot

Absent: 1 - Miller

The Assembly was in executive session from 8:35pm - 9:10pm.

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

XVI. ADJOURNMENT

A motion was made by Knox to ADJOURN. Hearing no objections, the meeting ADJOURNED at 9:15pm.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk