



# 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 Thor Christianson,  
Vice Deputy Mayor Valorie Nelson,  
Kevin Knox, Kevin Mosher, Crystal Duncan, Rebecca Himschoot*

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

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Tuesday, January 12, 2021

6:00 PM

Assembly Chambers

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#### REGULAR MEETING

**I. CALL TO ORDER**

**II. FLAG SALUTE**

**III. ROLL CALL**

**IV. CORRESPONDENCE/AGENDA CHANGES**

[21-010](#) Reminders, Calendars, and General Correspondence

**Attachments:** [Reminders and Calendars](#)

[SEARHC letter competitive bid](#)

[PW Assembly Update 12 December](#)

**V. CEREMONIAL MATTERS**

*None.*

**VI. SPECIAL REPORTS: Government to Government, Municipal Boards/Commissions/Committees, Municipal Departments, School District, Students and Guests (five minute time limit)**

**VII. 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.*

**VIII. CONSENT AGENDA**

*All matters under Item VIII 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**     [21-001](#)     Approve the minutes of the December 17 and December 22 assembly meetings  
                  Attachments: [Consent and Minutes](#)
- B**     [21-002](#)     Approve a liquor license renewal application for House of Liquors Inc. dba Salty Sal's Liquor Cabinet at 321-B Lincoln Street  
                  Attachments: [Motion and Memos](#)  
                                  [3268 LGB Notice - City of Sitka in Borough 121120](#)  
                                  [3268 Salty Sal's Liquor Cabinet CRA PS](#)
- C**     [RES 21-01](#)     Adopting an alternative allocation method for the FY21 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  
                  Attachments: [Motion Memo and Res 2021-01](#)

**IX. BOARD, COMMISSION, COMMITTEE APPOINTMENTS**

- D**     [21-008](#)     Reappoint Michael Nurco to a three-year term on the Port and Harbors Commission  
                  Attachments: [Motion and Application Nurco](#)

- E      [21-004](#)      Appoint at least seven members but no more than twelve to the Climate Action Task Force - applicants are: 1) Elizabeth Bagley, 2) Kent W. Barkhau, 3) Linda Behnken, 4) Elizabeth Borneman, 5) Norm Campbell, 6) Molly Gear, 7) Joel Hanson, 8) Kathleen Kreiss, 9) Olivia Magni, 10) Leah Mason, 11) Darby Osborne, 12) Willoughby Peterson, 13) Catherine Riley, 14) Caitlin Way, 15) Caitlin Woolsey

**Attachments:** [Process Outline](#)

[RES 2020-29A](#)

[Bagley Climate Action Application](#)

[Barkhau Climate Action Application](#)

[Behnken Climate Action Application](#)

[Borneman Climate Action Application](#)

[Campbell Climate Action Application](#)

[Gear Climate Action Application](#)

[Hanson Climate Action Application](#)

[Kreiss Climate Action Application](#)

[Magni Climate Action Application](#)

[Mason Climate Action Application](#)

[Osborne Climate Action Application](#)

[Peterson Climate Action Application](#)

[Riley Climate Action Application](#)

[Way Climate Action Application](#)

[Woolsey Climate Action Application](#)

[RES 2008-19](#)

[SitkaClimateActionPlan6-22-10](#)

X.      **UNFINISHED BUSINESS:**

- F      [20-244](#)      Approve the issuance of a Request for Proposal for private sector development of a haul out at the Gary Paxton Industrial Park (postponed at December 22, 2020 assembly meeting)

**Attachments:** [Motion Haul Out](#)

[Memo Administrator GPIIP Haul Out RFP](#)

[Memo GPIIP Director Vessel Haul Out Facility RFP Assembly](#)

[Haul out RFP GW final 2020](#)

XI.      **NEW BUSINESS:**

- G**      [20-242](#)      Approve the promotion of Melissa Henshaw from Deputy Clerk/Records Specialist to Community and Government Affairs Director  
**Attachments:** [Motion Henshaw](#)  
[Memo Henshaw Promotion](#)
- H**      [21-003](#)      Approve a sublease agreement between Northline Seafoods LLC and Sitka Salmon Alaska Holdings LLC  
**Attachments:** [01 Motion and Memos](#)  
[02 Sublease Agreement](#)  
[03 Exhibit A](#)  
[04 Exhibit B-1 Northline Lease Lot 4](#)  
[05 Exhibit B-1 Northline Lease Lot 8A](#)  
[06 Correspondence to Northline Seafoods 121120](#)  
[07 Correspondence to Sitka Salmon Shares 121120](#)
- I**      [21-005](#)      Approve a Consent To Assignment Of Lease between the City and Borough of Sitka and Bradley L. Shaffer to Christopher H. Balovich regarding a tidelands lease seaward of property located at 479 Katlian Street  
**Attachments:** [01 Motion and Memo Consent To Assignment](#)  
[02 Consent To Assignment lease Tidelands Lease Tract B-1 Shaffer Balovich](#)  
[03 Image 479 Katlian Street](#)  
[04 Shaffer TL Tract B-1 lease agreement](#)
- J**      [21-006](#)      Discussion / Direction / Decision on the timeline and development of an RFP for the former Sitka Community Hospital site  
**Attachments:** [Memo and supporting documentation](#)

**XII. PERSONS TO BE HEARD:**

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

**XIII. REPORTS**

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

**XIV. EXECUTIVE SESSION**

- K**      [21-007](#)      Financial Matter - Former Sitka Community Hospital Closeout  
**Attachments:** [Motion Executive Session](#)

**XV. 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 Assembly meetings are livestreamed through the City's website, aired live on KCAW FM 104.7, and broadcast live on local television channel 11. To receive Assembly agenda notifications, sign up with GovDelivery on the City website.*

*Sara Peterson, MMC, Municipal Clerk  
Publish: January 8*