

CONSENT AGENDA

POSSIBLE MOTION

**I MOVE TO APPROVE THE CONSENT AGENDA
CONSISTING OF ITEMS A & B**

I wish to remove Item(s) _____

**REMINDER – Read aloud a portion 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 two October 20
assembly meetings and the
October 27 assembly meeting.



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 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*

Tuesday, October 20, 2020

5:00 PM

Assembly Chambers

SPECIAL MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

The meeting was called to order at 5:15 p.m. Assembly Member Knox arrived at 5:30 p.m.

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

Absent: 1 - Nelson

IV. CORRESPONDENCE/AGENDA CHANGES

None.

V. PERSONS TO BE HEARD

None.

VI. NEW BUSINESS:

A 20-208

Quarterly evaluation for Municipal Administrator John Leach (requests evaluation to be held in executive session)

A motion was made by Himschoot to go into executive session under the statutory categories of discussing subjects that 1) may tend to prejudice the reputation and character of an individual, and, 2) may have an adverse effect upon the finances of the City and Borough of Sitka and invite in, when ready, Municipal Administrator John Leach. In addition, pursuant to customary

practice, I move to exclude the Municipal Attorney and Municipal Clerk. The motion **PASSED** by the following vote.

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

Absent: 2 - Knox and Nelson

The Assembly was in executive session from 5:18 p.m. to 6:00 p.m. Knox arrived at 5:30 p.m.

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

Mayor Eisenbeisz stated members believed Administrator Leach was a strong administrator and gave him a satisfactory evaluation.

VII. PERSONS TO BE HEARD:

None.

VIII. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 6:00 p.m.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk



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Tuesday, October 20, 2020

6:00 PM

Assembly Chambers

SPECIAL MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

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

Absent: 1 - Nelson

IV. CORRESPONDENCE/AGENDA CHANGES

Mayor Eisenbeisz announced Alaska Coastal Outfitters withdrew their appeal request.

V. PERSONS TO BE HEARD

Municipal Administrator John Leach reported the latest sample of Sitka's wastewater showed no evidence of COVID-19. He stated it didn't necessarily mean there were no cases in town but of the tests performed they aligned with the number of cases being reported. He reminded citizens to not let their guard down and to continue mitigation efforts.

VI. NEW BUSINESS:

- A 20-209** Consideration of appeals filed by the following from phase one of the CARES Act business and nonprofit grant applications: 1) Alaska Coastal Outfitters, 2) Alaska Skiff LLC, 3) Ann's Gavan Hill Bed & Breakfast, 4) F/V Sea Lark, 5) Northern Images, 6) Sitka Pregnancy Center, 7) Sitka Sportsman's Association, 8) St. Gregory's Catholic Church Soup Kitchen, 9) Takeena Adventures, 10) The Greater Sitka Arts Council, and 11) Toads Taxi LLC

Mayor Eisenbeisz stated the Assembly was acting as a quasi-judicial body, ruling and deliberating on matters. He reminded members to disclose any ex-parte contact with applicants that would bias decision making. Municipal Attorney Brian Hanson spoke to ex-parte contact and told of guidelines for granting an appeal or not granting an appeal - e.g. extraordinary circumstances that qualified the appellant for a higher category. Mayor Eisenbeisz outlined the process stating each appellant would have three minutes, the Assembly would deliberate, and then make a motion to grant the appeal. In addition, he reminded phase 2 of the nonprofit/business grants was open through October 30 and encouraged the appellants to apply. Municipal Administrator John Leach reminded at a minimum the appellant would receive the minimum amount they qualified for.

Alaska Coastal Outfitters - withdrew appeal

Alaska Skiff LLC - Matthew Stroemer told the Assembly of the hardships his business had experienced.

A motion was made by Christianson to grant the appeal for Alaska Skiff LLC. The motion FAILED by the following vote.

Yes: 1 - Duncan

No: 5 - Eisenbeisz, Christianson, Knox, Mosher, and Himschoot

Absent: 1 - Nelson

Ann's Gavan Hill Bed & Breakfast - Ann Bills spoke to the challenges her business had faced.

A motion was made by Christianson to grant the appeal for Ann's Gavan Hill Bed & Breakfast. The motion FAILED by the following vote.

No: 6 - Knox, Eisenbeisz, Himschoot, Mosher, Christianson, and Duncan

Absent: 1 - Nelson

F/V Sea Lark - Richard Mulligan told of the hardships he had experienced as a business owner.

A motion was made by Christianson to grant the appeal for F/V Sea Lark. The motion FAILED by the following vote.

No: 6 - Christianson, Himschoot, Duncan, Knox, Mosher, and Eisenbeisz

Absent: 1 - Nelson

Northern Images - Dan Evans spoke of the financial impacts his business had experienced.

A motion was made by Christianson to grant the appeal for Northern Images. The motion FAILED by the following vote.

No: 6 - Himschoot, Knox, Duncan, Mosher, Eisenbeisz, and Christianson

Absent: 1 - Nelson

Sitka Pregnancy Center - Ann Bills told of the financial challenges faced.

A motion was made by Knox to grant the appeal for Sitka Pregnancy Center. The motion FAILED by the following vote.

No: 6 - Mosher, Eisenbeisz, Duncan, Himschoot, Christianson, and Knox

Absent: 1 - Nelson

Sitka Sportsman's Association - Chad Goeden and John McCrehin addressed the Assembly and explained the hardships the Association had experienced.

A motion was made by Knox to grant the appeal for Sitka Sportsman's Association. The motion FAILED by the following vote.

No: 6 - Mosher, Knox, Christianson, Duncan, Eisenbeisz, and Himschoot

Absent: 1 - Nelson

St. Gregory's Catholic Church Soup Kitchen - Ron Matthews spoke to the financial challenges and told of the increase in number of meals provided since the pandemic began.

A motion was made by Christianson to grant the appeal for St. Gregory's Catholic Church Soup Kitchen. The motion FAILED by the following vote.

No: 6 - Duncan, Eisenbeisz, Christianson, Himschoot, Knox, and Mosher

Absent: 1 - Nelson

Mosher left the meeting at 7:05 p.m.

Takeena Adventures - Serena Wild and Chris Lillehoff stated their operation didn't begin until 2020. They told they had not qualified for COVID-19 relief. Administrator Leach reminded treasury guidance stated a business needed to have a baseline to show how they'd been impacted by the pandemic.

A motion was made by Christianson to grant the appeal for Takeena Adventures. The motion FAILED by the following vote.

No: 5 - Himschoot, Knox, Duncan, Eisenbeisz, and Christianson

Absent: 2 - Nelson and Mosher

The Greater Sitka Arts Council - John Stein, Charlie Morgan, and Rain Van Den Berg told of the financial hardships the organization had endured.

A motion was made by Knox to grant the appeal for the Greater Sitka Arts Council. The motion FAILED by the following vote.

No: 5 - Eisenbeisz, Duncan, Himschoot, Christianson, and Knox

Absent: 2 - Nelson and Mosher

Toads Taxi - Harmony Garnick spoke of the financial impacts her business had faced.

A motion was made by Christianson to grant the appeal for Toads Taxi. The motion FAILED by the following vote.

No: 5 - Knox, Christianson, Duncan, Eisenbeisz, Himschoot

Absent: 2 - Nelson and Mosher

Mayor Eisenbeisz reiterated there was strict guidance to follow, and while discouraging, stressed the importance of each business. He encouraged businesses to apply for Phase 2 of the nonprofit/business grants.

VII. PERSONS TO BE HEARD:

None.

VIII. EXECUTIVE SESSION

None.

IX. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 7:30 p.m.

ATTEST: _____
Sara Peterson, MMC

Municipal Clerk



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

Tuesday, October 27, 2020

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

Nelson participated by videoconference.

Present: 7 - Christianson, Knox, Mosher, Nelson, Eisenbeisz, Himschoot, and Duncan

IV. CORRESPONDENCE/AGENDA CHANGES

20-217 Reminders, Calendars, and General Correspondence

Mayor Eisenbeisz called attention to a letter from Sitka Health Summit Coalition stating the Coalition, along with Sitka Counseling, could contribute \$6000 towards the relocation costs of the Alexander Baranov statue and creation of signage at the Sitka Historical Society.

V. CEREMONIAL MATTERS

20-215 Proclamation recognizing Native American Heritage Month

Mayor Eiesenbeisz read and presented a proclamation in recognition of Native American Heritage Month to Sitka Tribal Council Chairwoman KathyHope Erickson. Erickson noted, despite the pandemic, there would be activities held to celebrate.

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

Municipal Administrator John Leach introduced HR Director Michelle Murdock. Murdock expressed appreciation and stated she looked forward to working for the City.

Vice Chair of the Sitka School Board Eric Van Cise spoke to COVID-19 mitigation for the district, told of an upcoming board meeting on November 4, a work session on November 11 to lay the ground work for a superintendent search and hold an evaluation for the current superintendent, and told of a work session November 18 to discuss a strategic plan.

VII. PERSONS TO BE HEARD

Kent Barkhau spoke to the development of the SEARHC campus, opportunities for use of a salt water pump for heating and cooling, and suggested an advisory body be formed to determine how Blue Lake power is utilized.

Thor Christianson encouraged the community to be vigilant in COVID-19 prevention measures to keep schools open. He urged citizens to take advantage of testing at the airport even when traveling within state.

VIII. CONSENT AGENDA

- A 20-210** Approve the minutes of the October 13 assembly meeting

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

Yes: 7 - Christianson, Knox, Mosher, Nelson, Eisenbeisz, Himschoot, and Duncan

IX. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- B 20-211** Appoint Fire Chief Craig Warren to a permanent seat on the Local Emergency Planning Committee

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

Yes: 7 - Christianson, Knox, Mosher, Nelson, Eisenbeisz, Himschoot, and Duncan

- C 20-212** Appoint Fire Engineer Jennifer Klejka to a permanent seat on the Local Emergency Planning Committee as LEPC Coordinator

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

Yes: 7 - Christianson, Knox, Mosher, Nelson, Eisenbeisz, Himschoot, and Duncan

- D 20-216** Appoint Carin Adickes to a three-year term on the Animal Hearing Board under the category of Animal Interest Group

Richard Wein commended Adickes for stepping up to serve.

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

Yes: 7 - Christianson, Knox, Mosher, Nelson, Eisenbeisz, Himschoot, and Duncan

X. UNFINISHED BUSINESS:**E ORD 20-51 Making supplemental appropriations for fiscal year 2021 (*Alaska Legislative Grant for Green Lake Phase I Supplemental Capital Project*)**

Knox spoke to the importance of the project and commented it was nice to see the money being utilized for a high priority project. Eisenbeisz called attention to the savings of \$400,000 by reallocating the grant monies from the Takatz Lake project to the Green Lake Phase I project.

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

Yes: 7 - Christianson, Knox, Mosher, Nelson, Eisenbeisz, Himschoot, and Duncan

XI. NEW BUSINESS:**F 20-214 Update / Discussion on the CARES Act Working Group progress (*public comment to be taken*)**

Municipal Administrator John Leach stated the money committed to programs was being disbursed, the second round of utility subsidization had been applied to accounts, told of the October 30 deadline for phase 2 of the nonprofit/business grants, commented on the work being done through the transitional employment program, and work performed through a contract with the Sitka Conservation Society.

Public comment

Richard Wein spoke to the need for food programs in Sitka, told of the food distribution offered through Sitka Mutual Aid, and reminded of the \$200,000 the assembly had removed from the CARES funding for the homeless population.

Assembly Discussion

Nelson spoke to the Sitka Conservation Society contract and concerns with high costs of mobilization. Knox spoke to the positive impacts of the transitional employment program. Leach noted he would work on a public release to show what projects had been completed.

G 20-213 Consideration of an appeal filed by Octopus Box from phase one of the CARES Act business and nonprofit grant applications

Mayor Eisenbeisz reminded the assembly was acting as a quasi judicial board and if any member had contact with the appellant to please disclose.

Octopus Box - Beverly Dexter explained the objectives of her business.

A motion was made by Knox to grant the appeal for Octopus Box. The motion FAILED by the following vote.

No: 7 - Christianson, Knox, Mosher, Nelson, Eisenbeisz, Himschoot, and Duncan

XII. PERSONS TO BE HEARD:

None.

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

Mayor - Eisenbeisz spoke to the upcoming cruise ship season and reminded of the Sitka General Code 2.04.040 assembly subcommittees requirement.

Administrator - Leach told of the positive COVID-19 cases and urged the public to follow the mitigation protocols, spoke to the recent COVID-19 wastewater analysis report, and urged those traveling within Alaska to take advantage of the airport testing. In addition, he noted issues with the solid waste contractor that he was working to resolve.

Attorney - Hanson shared he had been served with summons and complaints for two new lawsuits.

Clerk - Peterson told of the poll locations and hours for the general election.

XIV. EXECUTIVE SESSION

None.

XV. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 6:58 p.m.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk