

CALL TO ORDER:

The Sand Point City Council's regular meeting was held on Wednesday, July 16, 2025, in the City Chambers and via teleconference. Mayor James Smith called the meeting to order at 7:01 p.m.

ROLL CALL:

James Smith	Mayor	Present
Austin Roof	Seat A	Present
Jani Gundersen	Seat B	Present
Amy Eubank	Seat C	Present @ 7:09 pm
Jack Foster Jr.	Seat D	Present
Marita Gundersen	Seat E	Present
William "Billy" Dushkin Jr.	Seat F	Present @ 7:09 pm

A quorum was established.

Staff in attendance:

Debi Schmit, Administrator -via Zoom
Charlotte Hansen, Finance Officer
Jade Gundersen, City Clerk
Dylan Jacobsen,
Allen Kuchenoff, Harbormaster
Alan Aldred, EMS Director
Ben Allen, Police Chief

APPROVAL OF AGENDA:

Mayor James Smith requested a motion to approve the agenda.

MOTION: Council Member Marita Gundersen moved to approve the agenda.

SECOND: Council Member Jani Gundersen seconded the motion.

VOTE: Motion passed unanimously.

PUBLIC COMMENTS ON AGENDA ITEMS: None

CONSENT AGENDA:

MOTION: Council Member Marita Gundersen moved to adopt the Consent Agenda.

SECOND: Council Member Jani Gundersen seconded the motion.

VOTE: Motion passed unanimously.

REPORTS:

Public Works-Acting Director-Dylan Jacobsen

Dylan Jacobsen read the report included in the packet.

Water & Sewer Supervisor-Dylan Jacobsen

Water & Sewer Supervisor Dylan Jacobsen read his report included in the packet.

Harbormaster-Allen Kuchenoff Jr.

Harbormaster Allen Kuchenoff Jr. read his report included in the packet.

Police Chief-Benjamin Allen

Chief Allen read his report included in the packet.

EMS Director

EMS Director Alan Aldred read his report included in the packet. He added that he is working on getting an ETT course scheduled.

Finance Officer-Charlotte Hansen

Finance Officer Charlotte Hansen reported that she believes the audit work is done. She reported that in June, the City received \$23,553 in Fish Tax, and Sales Tax Revenue was \$51,742.

Administrator – Debi Schmit

Administrator Debi Schmit read her report included in the packet.

PUBLIC COMMENTS ON AGENDA ITEMS: None

HEARINGS, ORDINANCES, AND RESOLUTIONS:

1. Resolution 25-02: A Resolution of the City of Sand Point Amending the City Personnel Policies and Procedures to Update Section 5-A Salary Administration, (6) COLA (Cost of Living Adjustment)
MOTION: Council Member Austin Roof moved to adopt Resolution 25-02: A Resolution of the City of Sand Point Amending the City Personnel Policies and Procedures to Update Section 5-A Salary Administration, (6) COLA (Cost of Living Adjustment).
SECOND: Council Member Amy Eubank seconded the motion.
DISCUSSION: Administrator Debi Schmit read the changes in Resolution 25-02.
VOTE: Motion passed unanimously.
2. Resolution 25-03: A Resolution of the City Council of the City of Sand Point Authorizing the Participation of the City of Sand Point in the Alaska Public Risk Alliance.
MOTION: Council Member Amy Eubank moved to adopt Resolution 25-03.
SECOND: Council Member Billy Dushkin Jr. seconded the motion.
DISCUSSION: Administrator Debi Schmit explained that the Alaska Public Risk Alliance was formed when AML and other entities, including the former AMLJIA, combined to create a larger, stronger, and hopefully more affordable organization.
VOTE: Motion passed unanimously.
3. Resolution 25-04: A Resolution of the City Council of the City of Sand Point, Alaska, Thanking the Pauloff Harbor Tribe for their Continued Support and Generosity.
MOTION: Council Member Amy Eubank moved to adopt Resolution 25-04: A Resolution of the City Council of the City of Sand Point, Alaska, Thanking the Pauloff Harbor Tribe for their Continued Support and Generosity.
SECOND: Council Member Jani Gundersen seconded the motion.

DISCUSSION: Administrator Debi Schmit read Resolution 25-04 recognizing the Pauloff Harbor Tribe.

VOTE: Motion passed unanimously.

4. Resolution 25-05: A Resolution of the City Council of the City of Sand Point, Alaska, Thanking the Unga Tribe for Ongoing Collaboration and Community Support.

MOTION: Council Member Amy Eubank moved to adopt Resolution 25-05: A Resolution of the City of Sand Point, Alaska, Thanking the Unga Tribe for Ongoing Collaboration and Community Support.

SECOND: Council Member Billy Dushkin Jr. seconded the motion.

DISCUSSION: City Clerk Jade Gundersen read the Resolution 25-05 recognizing the Unga Tribe.

VOTE: Motion passed unanimously.

5. Resolution 25-06: A Resolution of the City Council of the City of Sand Point, Alaska, Thanking the Qagan Tayagungin Tribe for Ongoing Collaboration and Community Support.

Council Member Amy Eubank read Resolution 25-06, recognizing the Qagan Tayagungin Tribe.

MOTION: Council Member Amy Eubank moved to adopt Resolution 25-06: A Resolution of the City Council of the City of Sand Point, Alaska, Thanking the Qagan Tayagungin Tribe for Ongoing Collaboration and Community Support.

SECOND: Council Member Jani Gundersen seconded the motion.

VOTE: Motion passed unanimously.

6. Ordinance 2025-02: An Ordinance of the City of Sand Point Submitting to the Qualified Voters of the City of Sand Point, A Ballot Proposition Amending Chapter 6 of the Sand Point Municipal Code to Authorize an Alcohol Beverage Sales Tax.

The Administrator, at the request of the Council, presented three ordinance options: either an alcohol tax (Ordinance 2025-02) or a seasonal alcohol tax (Ordinance 2025-03), and a tobacco tax (Ordinance 2025-04). The attorney recommended keeping alcohol and tobacco taxes separate.

MOTION: Council Member Austin Roof moved to put Ordinance 2025-02 on the floor for 2nd Reading.

SECOND: Council Member Jani Gundersen seconded the motion.

DISCUSSION: Some Council members expressed concern about placing an additional tax on sales that are already taxed, noting the potential impact on community members and businesses. There was also discussion on designating revenue from the proposed tax specifically for emergency services to help offset costs and provide a direct community benefit. With the assistance of the City Attorney, these questions and concerns were addressed.

VOTE: Motion passed, 4-Yes, 2-No.

7. Ordinance 2025-03: An Ordinance of the City of Sand Point Submitting to the Qualified Voters of the City Of Sand Point, A Ballot Proposition Amending Chapter 6 of the Sand Point Municipal Code to Authorize an Alcohol Beverage Seasonal Sales Tax.

The ordinance was not brought forward for first reading.

8. Ordinance 2025-04: An Ordinance of the City of Sand Point Submitting to the Qualified Voters of Sand Point A Ballot Proposition Amending Chapter 6 of the Sand Point Municipal Code to Authorize a Tobacco Product Sales Tax.

The ordinance was not brought forward for first reading.

9. Ordinance 2025-03: An Ordinance of the City of Sand Point Amending Chapter 13: Planning and Zoning of the Code of Ordinances, City of Sand Point, to Clarify Permitted uses in the Open Space Zone.

The Administrator explained that the purpose of introducing the ordinance was to address the building permit application for the tower, which is not currently provided for within the City's code. Adoption of the ordinance would establish appropriate zoning to allow for the placement of the tower. The Attorney explained what Open Space Zones are and that it is within the Council's authority to determine whether the area should be zoned for utility structures.

MOTION: Council Member Amy Eubank moved to put Ordinance 2025-03: An Ordinance of the City of Sand Point, Amending Chapter 13: Planning and Zoning of the Code of Ordinances, City of Sand Point, to clarify permitted Uses In the Open Space Zone on the floor for 1st Reading.

SECOND: Council Member Marita Gundersen seconded the motion.

VOTE: Motion passed unanimously.

OLD BUSINESS:

1. Cost of Living Adjustment

MOTION: Council Member Marita Gundersen moved to approve a 3% Cost of Living Adjustment to hourly and salary employees who have worked for the city for at least one year to be retroactive to July 1, 2025.

SECOND: Council Member Amy Eubank seconded the motion.

DISCUSSION: Council Member Austin Roof recommends that the City look at increased services to increase revenues.

VOTE: Motion passed unanimously.

10. Old Clinic Leases

Administrator Debi Schmit explained that at the February 5, 2025, council meeting, it was reported that an audit of all enterprise accounts revealed that the old clinic building's fuel, electricity, and insurance costs were not fully covered under the current month-to-month leases. Only two of the four spaces are currently leased, though there are inquiries about the remaining spaces. A recent increase in electricity usage prompted a meter check, after which bills decreased. A spreadsheet comparing past and current electricity bills is attached. The recommendation is to approve a lease for the remaining 2025 period, with renewals to be considered for 2026.

MOTION: Council Member Amy Eubank moved to approve the Old Clinic Lease through December of 2025, to be reassessed for 2026.

SECOND: Council Member Bill Dushkin Jr. seconded the motion.

VOTE: Motion passed unanimously.

NEW BUSINESS:

1. Building Permit: GCI

Administrator Debi Schmit introduced the GCI representative, Thomas Ditterick, who was present for questions regarding their building permit. Thomas Ditterick explained their project and the benefit to the community of their data service.

MOTION: Council Member Marita Gundersen made a motion to approve the GCI Building Permit contingent on the outcome of Ordinance 2025-04.

SECOND: Council Member Jani Gundersen seconded the motion.

VOTE: Motion passed unanimously.

2. Building Permit-George Gundersen

MOTION: Council Member Amy Eubank made a motion to approve the Building Permit for George Gundersen.

SECOND: Council Member Billy Dushkin Jr. seconded the motion.

VOTE: Motion passed unanimously.

3. Building Permit-Jade Gundersen

MOTION: Council Member Amy Eubank moved to approve the Building Permit for Jade Gundersen.

SECOND: Council Member Bill Dushkin Jr. seconded the motion.

VOTE: Motion passed unanimously.

4. Clinic Floor Bids

Administrator Debi Schmit stated that the bids for the clinic floor significantly exceeded expectations and, after discussion with the council, recommended postponing a decision until it can be determined whether the lessee can assist with the project costs or if another revenue source can be identified.

5. Discussion on Municipal Code 13.06.020-Metal Shipping Containers

Direction was given to the Administration to bring back a recommendation on an Ordinance to address this.

PUBLIC COMMENTS:

Dick Jacobsen expressed disappointment that the issue with the metal shipping containers has not been addressed, expressed that the damage to the hydraulic reels and gear by the construction company was unacceptable, noted concerns about the outlook for the seafood company, and shared doubts about the success of the tower for the phone company.

COUNCIL COMMENTS:

Council Member Marita Gundersen requested more frequent updates from the Administrator and Mayor.

Council Member Austin Roof thanked all employees for their hard work, expressed appreciation to the staff for preparing the council packet, and concurred that more frequent updates from the Administration are necessary.

Council Member Amy Eubank expressed disappointment about being kept out of the loop on important matters regarding a contract not being renewed.

NEXT MEETING DATE: August 20, 2025

AGENDA ITEMS FOR NEXT MEETING:

EXECUTIVE SESSION:

1. Administrator Annual Evaluation.

MOTION: Council Member Amy Eubank motioned to move into Executive Session at 9:15 pm with Administrator Debi Schmit and Mayor Smith.

SECOND: Council Member Billy Dushkin Jr. seconded the motion.

MOTION: Council Member Amy Eubank motioned to move out of Executive Session at 10:05 pm.

SECOND: Council Member Jani Gundersen seconded the motion.

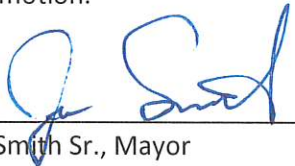
No action taken.

ADJOURNMENT:

MOTION: Council Member Amy Eubank moved to adjourn.


SECOND: Council Member Billy Dushkin Jr. seconded the motion.

The meeting adjourned at 10:06 pm.



James Smith Sr., Mayor

ATTEST:



Jade Gundersen, City Clerk