

CALL TO ORDER:

The Sand Point City Council's Special Meeting was held on Tuesday, June 24, 2025, in the City Chambers and via teleconference. Mayor James Smith called the meeting to order at 7:05 p.m.

ROLL CALL:

James Smith	Mayor	Present
Austin Roof	Seat A	Present
Jani Gundersen	Seat B	Present
Amy Eubank	Seat C	Present
Jack Foster Jr.	Seat D	Absent/Excused
Marita Gundersen	Seat E	Present
William "Billy" Dushkin Jr.	Seat F	Present-via Zoom

A quorum was established.

Staff in attendance:

Debi Schmit, Administrator
Benjamin Allen, Police Chief
Jade Gundersen, City Clerk
Alan Aldred, EMS Director

APPROVAL OF AGENDA:

Mayor James Smith requested a motion to approve the agenda.

MOTION: Council Member Austin Roof moved to approve the agenda with the removal of Executive Session.

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

VOTE: Motion passed unanimously.

PUBLIC COMMENTS ON AGENDA ITEMS:

Dick Jacobsen explained that in the past fishermen would buy a whole engine to use for spare parts, replacing each part as it was taken. He encourages returning to this practice, noting that if the City helped present this idea to the fishermen and managed the engine, it could prevent boats from sitting on the beach waiting for parts, missing out on fishing. He also encouraged tribes, corporations, cities, and the borough to contribute to a fund to hire the same firm used by the Seiners Association to support local representation in fisheries management before the Board of Fish.

PUBLIC HEARING

1. Ordinance 2025-01: An Ordinance of the City of Sand Point, Alaska, adopting the operating budget for Fiscal Year 2025.

Mayor Smith opened the floor for public comments on Ordinance 2025-01.

There were no comments.

ORDINANCES AND RESOLUTIONS:

1. Ordinance 2025-01: An Ordinance of the City of Sand Point, Alaska, adopting the operating budget for Fiscal Year 2026.

MOTION: Council Member Amy Eubank moved to put Ordinance 2025-01 for 3rd Reading.

SECOND: Council Member Marita Gundersen seconded the motion.

DISCUSSION: Administrator Debi Schmit reported that a revised FY26 budget was distributed, reflecting corrections made under the "Old Clinic" line item in the Facilities category. Specifically, Supplies, Fuel, and Utilities were added back in, bringing the total for the Old Clinic to \$37,000. No changes were made to the New Clinic account. She noted that the budget can be reviewed and adjusted as needed in January and recommended adoption of the FY26 budget with these corrections. Council Member Marita Gundersen asked if the budget could be reviewed in April to allow time for the first reading in May. She also recommended renaming the "Old Clinic" account to help avoid confusion for future employees.

MOTION: Council Member Austin Roof made a motion to adopt Ordinance 2025-01: An Ordinance of the City of Sand Point, Alaska, adopting the operating budget for Fiscal Year 2026 with revisions presented by the Administrator.

SECOND: Council Member Jani Gundersen seconded the motion.

VOTE: Motion passed unanimously.

2. 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: Taxation of the Sand Point Municipal Code of Levy An Alcohol Beverages Sales Tax Of ____ % (xx Percent) And To Provide For Approval By A Majority Of Qualified Voters Voting On the Question.

Administrator Debi Schmit presented the ordinance, prepared with assistance from the attorney as requested by the Council, and provided a comparison of alcohol tax rates from other Alaskan communities. She is seeking direction from the Council on the percentage they would like to move forward with. Council Member Marita Gundersen recommended that a seasonal alcohol and tobacco tax be considered. Council Member Austin Roof recommended a 3% alcohol tax and suggested that the proposition presented to the public specify that the revenue be used to support and offset costs for our EMS and emergency services, citing alcohol's impact on the community and the strain it places on local resources.

The Council directed that Ordinance 2025-02 be brought back to the next meeting with a rate of 3%.

3. 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)

Administrator Debi Schmit presented the resolution to amend the Personnel Policy by removing the automatic 3% step increase for Cost-of-Living Adjustments (COLA), leaving the COLA amount to be determined at the discretion of the Council.

The Council directed that Resolution 25-02 be brought back at the next meeting with an additional change: modifying COLA eligibility from six months to one year.

OLD BUSINESS:

1. Cost of Living Adjustment

Administrator Debi Schmit presented the COLA for eligible employees, bringing the FY26 payroll expenses increase to \$34,609.85.

The Council directed that the Cost-of-Living Adjustment be brought back to the next meeting.

NEW BUSINESS:

1. Information Technology Services

Administrator Debi Schmit explained that in February 2024, the City contracted with ICE Services, Inc. for IT upgrades and support. ICE has since announced it will end services by the end of 2025. The City applied for a \$62,000 grant for further system upgrades and issued an RFP, receiving two bids. Staff recommend awarding the contract to Mile High Computing, LLC, due to their rural Alaska experience, strong references, and competitive pricing.

MOTION: Council Member Austin Roof moved to accept the Bid Proposal for Information Technology Services for Mile High Computing LLC.

SECOND: Council Member Amy Eubank seconded the motion.

VOTE: Motion passed unanimously.

PUBLIC COMMENTS:

Dick Jacobsen stated he has been recommending for 2 years that the Council install a speaker system to improve sound clarity for the public. He also commended the laborers for their work cutting and chipping the alders, and encouraged the City to be selective when filling vacancies.

COUNCIL COMMENTS:

Council Member Austin Roof recommended that, given the current economy, the City limit hiring as much as possible and evaluate the services it provides based on the existing budget. If necessary, certain services could be downsized, priorities reassessed, and opportunities taken to reduce costs by not filling positions left vacant due to retirements. He also asked that the beautification ordinance regarding connexes be on the agenda at the next meeting.

Council Member Amy Eubank requested clarification regarding agenda items that had been removed. Mayor Smith explained that not enough time was allotted to prepare for it.

AGENDA ITEMS FOR NEXT MEETING

Council Member Austin Roof recommended that the Council review the ordinances referenced by the attorney concerning the Treasurer, Mayor, and Administrator roles to ensure they accurately reflect the current responsibilities of each position.

Resolutions thanking Tribes


NEXT MEETING DATE: Wednesday, July 16, 2025

ADJOURNMENT:

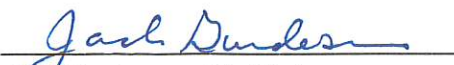
MOTION: Council Member Amy Eubank moved to adjourn.

SECOND: Council Member Jani Gundersen seconded the motion.

The meeting adjourned at 7:50 pm.


James Smith Sr., Mayor

ATTEST:


Jade Gundersen, City Clerk