



# CITY OF GUSTAVUS CITY COUNCIL GENERAL MEETING

Monday, July 14, 2025 at 7:00 PM  
Gustavus City Hall

## COUNCIL MEMBERS

Mayor Sally McLaughlin  
Vice Mayor Shelley Owens  
Council Members: Susan Warner, Geoff Fosse,  
Jim Kearns, Lucas Beck, Mike Taylor

## CITY HALL

City Administrator – Kathy Leary  
City Clerk – Liesl Barker  
City Treasurer – Ben Sadler  
Phone: 907-697-2451 | [clerk@gustavus-ak.gov](mailto:clerk@gustavus-ak.gov)

## MINUTES - PENDING

### VIRTUAL MEETING INFORMATION

<https://tinyurl.com/mr2rec9k>

**ID:** 515 501 9406

**PASSCODE:** 8521

**TEL:** 253-215-8782

## ROLL CALL

### PRESENT

Mayor Sally McLaughlin  
Vice Mayor Shelley Owens  
Council Member Susan Warner  
Council Member Lucas Beck  
Council Member Mike Taylor  
Council Member James Kearns  
Council Member Geoff Fosse



## Reading of the City of Gustavus Mission Statement

Mission Statement read by Council Member Fosse.

## APPROVAL OF MINUTES

- 06-09-2025 General Meeting Minutes  
Motion made by Council Member Warner to approve by unanimous consent the 06-09-2025 Meeting Minutes.  
Seconded by Council Member Beck  
Public Comment: None  
Council Comment: None  
Hearing no objections, the 06-09-2025 General Meeting Minutes were approved by unanimous consent.

## MAYOR'S REQUEST FOR AGENDA CHANGES

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There were no agenda changes.

Hearing no objections, Mayor McLaughlin announced the agenda set as presented by unanimous consent.

### **COMMITTEE / STAFF REPORTS**

2. Gustavus Volunteer Fire Department Quarterly Report  
Fire Chief, Sol Martinez submitted a written report and provided an oral summary.  
Council Clarifying Questions:  
Council Member Taylor
3. City Clerk Quarterly Report  
City Clerk, Liesl Barker submitted a written report and provided an oral summary.  
Council Clarifying Questions:  
Council Member Warner
4. City Treasurer Monthly Report  
City of Gustavus City Treasurer, Ben Sadler provided monthly financial documents and gave an oral summary.  
Clarifying Questions:  
Council Member Warner
5. City Administrator Monthly Report  
City of Gustavus City Administrator, Kathy Leary provided a written report and provided an oral report.  
Clarifying Questions:  
Vice Mayor Owens

### **PUBLIC COMMENT ON NON-AGENDA ITEMS**

None

### **CONSENT AGENDA**

6. CY26-01NCO Ordinance providing for the amendment of the City held accounts in fiscal year 2026 for AMLIP Repair and Replace Fund (Public Hearing August 11, 2025)

Motion made by Council Member Kearns to adopt the consent agenda by unanimous consent as presented.

Seconded by Council Member Warner

Hearing no objections, the motion passed.

#### **ORDINANCE FOR PUBLIC HEARING**

7. FY25-27 Ordinance providing for the amendment of Title 4 Chapter 13 Section 110 Grant Awards (Public Hearing 07-14-2025)

Mayor McLaughlin opened the public hearing at 7:33 PM.

Public Testimony: None

Mayor McLaughlin closed the public hearing at 7:34 PM.

Motion made by Council Member Kearns to approve FY25-27 Ordinance providing for the amendment of Title 4 Chapter 13 Section 110 Grant Awards

Seconded by Vice Mayor Owens

Council Debate: None

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Beck, Council Member Taylor, Council Member Kearns, Council Member Fosse

7 yea/ 0 nay

Motion Passed.

8. FY25-28NCO Ordinance providing for the amendment of Department Budgets for Fiscal Year 2025 (Public Hearing 07-14-2025)

Mayor McLaughlin opened the public hearing at 7:35 PM.

Public Testimony: None

Mayor McLaughlin closed the public hearing at 7:36 PM.

Motion made by Vice Mayor Owens to approve FY25-28NCO Ordinance providing for the amendment of Department Budgets for Fiscal Year 2025

Seconded by Council Member Fosse

Council Debate: None

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Beck, Council Member Taylor, Council Member Kearns, Council Member Fosse

7 yea/ 0 nay

Motion Passed.

9. FY25-29NCO Ordinance providing for the amendment of the City held accounts in fiscal year 2026 providing funding for the Gravel Pit Project (Public Hearing 07-14-2025)

Mayor McLaughlin opened the public hearing at 7:38PM.

Public Testimony: None

Mayor McLaughlin closed the public hearing at 7:38PM.

Motion made by Council Member Warner to approve to FY25-29NCO Ordinance providing for the amendment of the City held accounts in fiscal year 2026 providing funding for the Gravel Pit Project

Seconded by Council Member Kearns

Council Debate: None

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Beck, Council Member Taylor, Council Member Kearns, Council Member Fosse

7 yea/ 0 nay

Motion Passed.

10. FY25-30NCO Ordinance providing for the amendment of the City held accounts in fiscal year 2026 AMLIP Accounts clean up (Public Hearing 07-14-2025)

Mayor McLaughlin opened the public hearing at 7:39 PM.

Public Testimony: None

Mayor McLaughlin closed the public hearing at 7:39 PM.

Motion made by Council Member Kearns to approve FY25-30NCO Ordinance providing for the amendment of the City held accounts in fiscal year 2026 AMLIP Accounts clean up

Seconded by Council Member Warner

Council Debate: None

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Beck, Council Member Taylor, Council Member Kearns, Council Member Fosse

7 yea/ 0 nay

Motion Passed.

## **UNFINISHED BUSINESS**

None

## **NEW BUSINESS**

11. QUASI-JUDICIAL Matter City of Gustavus waives the right to file a protest of the renewal of the Snug Harbor LLC Package Store Liquor License

There were zero Council Member conflicts of interest of Ex Parte communication to declare.

Applicant Representative not present.

Mayor McLaughlin opened the Public Hearing at 7:42 pm.

Public Testimony: None

Mayor McLaughlin closed the Public Hearing at 7:42 pm

Motion made by Council Member Beck that the City of Gustavus Waives the Right to File a Protest of the renewal of the Snug Harbor LLC Package Store Liquor License.

Seconded by Council Member Taylor

Council Debate: None

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Beck, Council Member Taylor, Council Member Kearns, Council Member Fosse

7 yea/ 0 nay

Motion Passed.

12. Approve Job Description for City Administrator

Motion by Council Member Kearns to approve the updated Job Description for City Administrator.

Seconded by Vice Mayor Owens

Public Comment: None

Council Debate:

Council Member Taylor

Mayor McLaughlin

Council Member Warner

Motion made by Council Member Warner to amend City Administrator job description in Qualification paragraph following the second (2) sentence by inserting "A minimum of two years training and experience with professional level human resources and personnel management will be required."

Seconded by Council Member Kearns

Council Debate

Council Member Taylor

Council Member Fosse

Mayor McLaughlin

Council Member Beck

Council Member Warner

Motion made by Council Member Warner to amend the amendment by striking the word professional.

Seconded by Council Member Taylor

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Beck, Council Member Taylor, Council Member Kearns, Council Member Fosse

7 yea/ 0 nay

Motion to amend the amendment passed.

Back to the amendment as amended.

Council Debate Continued

Vice Mayor Owens

Council Member Kearns

Voting Yea: Vice Mayor Owens, Council Member Warner, Council Member Beck, Council Member Taylor

Voting Nay: Mayor McLaughlin, Council Member Kearns, Council Member Fosse

4 yea/ 3 nay

Motion to amend passed.

Back to main motion as amended

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Beck, Council Member Taylor, Council Member Kearns, Council Member Fosse

7 yea / 0 nay

Motion Passed.

13. CY25-14 Establishing Policy and Procedure for Plat Review and Signing

Motion by Mayor McLaughlin to approve CY25-14 Establishing Policy and Procedure for the Plat Review and Signing

Seconded by Council Member Taylor

Public Comment: None

Council Debate: None

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Beck, Council Member Taylor, Council Member Kearns, Council Member Fosse

7 yea/ 0 nay

Motion Passed.

14. Addendum to the Policy and Procedure for Applying for and Awarding Grants from the Endowment Fund Earnings Section II; Endowment Fund Scoring Matrix

Motion made by Council Member Kearns to approve the addendum to the Policy and Procedure for Applying for and Awarding Grants from the Endowment Fund Earnings Section II; Endowment Fund Scoring Matrix.

Seconded by Vice Mayor Owens

Public Comment: None

Council Debate: None

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Beck, Council Member Taylor, Council Member Kearns, Council Member Fosse

7 yea/ 0 nay

Motion Passed.

### **CITY COUNCIL REPORTS**

Council Member Kearns - PIPD Grant substantial number of individuals using the dock system.

15. Mayor Monthly Report

Mayor McLaughlin submitted a written report and provided an oral summary.

Clarifying Questions:

Vice Mayor Owens

Council Member Warner

### **CITY COUNCIL QUESTIONS AND COMMENTS**

Council Member Taylor - AP&T utility update

Council Member Kearns - Wilson Rd. paving

Council Member Warner - Conservation Lands Advisory Committee finished Endowment Grant

City Administrator Leary - Mayor serves as chief administrator

Council Member Warner

Council Member Fosse - request for city council to consider using his personal gravel supply at a future meeting.

Mayor McLaughlin - confirmed that's an administrative matter not council

City Administrator Leary

Point of Order by Clerk Barker - The discussion is a personal business matter not council discussion. - well taken

## PUBLIC COMMENT ON NON-AGENDA ITEMS

None

\*Clerk note - no members of the public were present in person or virtually

## EXECUTIVE SESSION

None

## ADJOURNMENT

With no further business and hearing no objections, the meeting was adjourned at 8:18PM.

**POSTED ON:** July 9, 2025 at P.O., Library, City Hall & <https://cms.gustavus-ak.gov/>

### ADA NOTICE

*Any person with a disability who requires accommodations in order to participate in this meeting should telephone the City Clerk's office at (907) 697-2451, at least 48 hours prior to the meeting in order to make a request for a disability related modification or accommodation.*

### MISSION STATEMENT

*The City of Gustavus is a distinctive Alaskan City that provides high quality public services in a thoughtful, cost effective and professional manner to sustain a safe, beautiful tolerant environment to live, work, and play with respect for individual freedom and each other.*

\_\_\_\_\_  
Sally A. McLaughlin, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest: Liesl M. Barker, City Clerk

\_\_\_\_\_  
Date