DRAFT - City of Edna Bay Regular Meeting

1 — Meeting Date, Place and Call to order:

This Regular meeting was held on Monday, October 12th, 2026 at the Edna Bay School and via WebEx. Mayor Poelstra called the meeting to order at 6:18 PM.

A: Swearing in of New Council Members:

Jay Towne, Caleb Kitson and Sandy Henson read back their Oaths of Office and were sworn into their new terms.

B: Election of Mayor and Vice Mayor:

Councilor Sandy Henson moved to nominate Councilor Tyler Poelstra to serve as City Mayor for a new 1-year term.

- Seconded by Councilor Kitson
- Approved by unanimous vote of the council

Councilor Poelstra moved to nominate Councilor Henson to serve as Vice Mayor for a 1-year term.

- Seconded by Councilor DiPaolo
- Approved by unanimous vote of the council

2 — Roll Call:

Tyler Poelstra	- Mayor / City Council	(Present)
Sandy Henson	- Vice Mayor / City Council	(Present)
Myla Poelstra	- Clerk + Treasurer / City Council	(Present)
Mike Williams	- City Council	(Present - Tele)
Jay Towne	- City Council	(Present)
Louise DiPaolo	- City Council	(Present)
Caleb Kitson	- City Council	(Present)

2.1 — Public Participants:

Brian Mortensen (Tele)	Katie Buss (Tele)	Sue Crew	Jere Crew	Roger DiPaolo
Sarah Yellen	Matthew Yellen	Caleb Yellen	Fran Rhodes	

3 — Consent Agenda:

A: Approval of Meeting Agenda:

The current agenda was read by Mayor Poelstra.

Consensus of the public attendants was taken in favor, and no objections were noted.

B: Approval of Prior Meeting Minutes:

The following minutes were presented for review:
1: Special Meeting Minutes of Friday, October 9th, 2026 - No comments or questions.
2: Regular Meeting Minutes of Monday, September 14th, 2026 - Section missing from produced copies; correction will be made and minutes will be approved at the November Regular Meeting.

Consensus of the public attendants was taken in favor of the consent agenda, there were no questions.

Motion:
Mayor Poelstra moved to approve the consent agenda as presented.

- Seconded by Councilor Towne
- Approved by unanimous vote of the council

3.1 — Business:

Old Business: None.

New Business:

- a) Moving Additional Funds Into Interest Bearing Account, Discussion and Decision.
- b) Public Hearing for Budget Amendment Ordinance #26-40NCO for Roads, Discussion and Decision.
- c) Resolution #2026-45 Revising the Harbor Rates to Include Seaplane Float Penalty, Discussion and Decision.

4 — Mayor's Report:

Mayor Poelstra reported that he met with Kirk Miller while he was in Juneau to briefly discuss the harbor transfer to the City. Their funding has been trimmed down and they are focussing on priority items, but will continue working at closing out the harbor transfer.

Mayor Poelstra communicated with the USFS about plowing the portion of USFS road 1525 from the Y by Carwash over and through the area to the fuel facility and asked about using fines to fill potholes. They approved snow plowing and shoveled gravel into potholes without requiring a maintenance permit.

He did not have progress to report on the Division of Forestry road transfer request for the section from Christian's through the dark forest to the Y. He will continue working on it.

Mayor Poelstra said AP&T recently upgraded the phone system in Edna Bay, but it inadvertently knocked out the hardline phone at the School. He worked with them to help get the phone back online. AP&T has also resolved the issue with the phone connection at the harbor.

He is continuing to work on the Fire Truck and getting the plow hardware installed as he has time.

5 — Clerk's Report:

Myla Poelstra reported the Election went smoothly and she thanked the Election Judges for their service.

6 — Treasurer's Report:

Copies of the Treasurer's Report were available online. There were no questions.

7 — Committee Reports

7.1 — Dock Committee:

Tyler Poelstra (Dock Chairman) reported that he is working with Alaska Commercial Divers to help them draft up a quote for breakwater attachment point inspection and to replace the zincs with bolt-on models.

Sue Crew said the new bench is not accessible. Fran Rhodes said Kody could not figure out how to open it. Tyler said the bench seat door is very light, and if the new cushion has absorbed water it would be removed to make it easier to open. The cushion was sold as "Waterproof". He noted the bench is only held shut by a simple U-bolt to keep it from blowing open. He asked that it be noted in the minutes Sue's opinion that the bench was "wildly dangerous". He will look into how to address the critical remarks and issues.

Tyler noted a tire had fallen off the sea plane float. He will find some more used tires and get them put back. Sue noted that the float needs more cleats. Tyler said Taquan had volunteered to provide them, and that one more could be added for the front attachment point on the otter float, but we could add two more, Sue suggested adding more for tying vessels to for loading and unloading. Jay Towne volunteered to get some cleats and donate them, Tyler volunteered to install them.

Caleb Kitson (Harbormaster) had nothing new to report.

7.2 — Road Committee:

Mike Williams (Road Chairman) gave a brief report on the Edna Bay road conditions. He said it will be important to get the snow plow on the Fire Truck so its ready for this winter.

The road was recently graded by Joe. Fran Rhodes asked why the road was not rolled afterwards. Mayor Poelstra noted that the road is not dry enough this time of year to be rolled without making mud and potentially liquifying parts of the road.

7.3 — EMS Committee:

Myla Poelstra (Chairman) had no report. There are only two people on the volunteer sign-up list (so far). Mayor Poelstra suggested a note could be put next to the mail drop box saying where the sign-up sheet is.

7.4 — Search & Rescue Committee:

Roger DiPaolo (Chairman) had no report.

7.5 — Fire Committee:

Brian Mortensen (Fire Chief) had no report. Tyler Poelstra said he is still working on the Fire Truck. He said the next thing we need to order for the truck are tire chains for this winter. He will get them coming once he narrows down the best style for the tire size.

7.6 — Fish & Game Advisory:

Myla Poelstra (F&G Secretary) that the Fish & Game re-organization meeting was held September 26th. All seats were filled again. We have a new regional coordinator that is being trained. It should make it easier to communicate and get the supplies we need from the State.

7.7 — Bulk Fuel:

Tyler Poelstra (Plant Manager) had nothing new to report. Matthew Yellen said a new executive order was put into effect that allows off-highway diesel to be sold for on-highway use. Tyler said we had asked Petro about selling it to us in the past, and he did not think it was available. He will each out to Petro and ask.

8 — Old Business

None.

9 — New Business

Item A - Moving Additional Funds Into Interest Bearing Account:

Mayor Poelstra explained that his item was brought up at the last meeting, but needed to be on the agenda for a formal decision. Myla Poelstra explained that even after moving $50K into the interest bearing account, the general account used for budgetary purposes will still have ~$100K available.

Consensus was in favor of the first reading of moving additional funds into the City interest bearing account, no objections were noted.

Motion:

Mayor Poelstra moved to transfer $50,000.00 from the Primary Checking account into the Prime Savings Account.

- Seconded by Councilor DiPaolo

- Approved Unanimously by vote of the council

Item B - Public Hearing for Budget Amendment Ordinance #26-40NCO for Roads:

Mayor Poelstra read back the cover letter of the draft non-code ordinance. Copies were available for attendees and on the City website.

Consensus was in favor of the first reading of non-code ordinance for Roads, no objections were noted.

Motion:

Mayor Poelstra moved to adopt Ordinance #26-40NCO, an Ordinance of the City of Edna Bay, Alaska to amend the budget for FY '27 to add $10,000.00 for Roads.

- Seconded by Councilor Kitson

- Approved Unanimously by vote of the council

Item C - Resolution #2026-45 Revising the Harbor Rates to Include Seaplane Float Penalty:

Mayor Poelstra explained the language of existing Municipal Code, Title 7 section 25.020 provides for

enforcement and establishing a penalty for blocking a loading/unloading zone, float or unauthorized area. He read back the two language changes suggested to the rate of fees for the harbor.

Jay Towne explained that this was added to the agenda at his request. He wanted to propose that there be something straight forward on the books to ensure the floatplane facility is not used for moorage, since there have been reports of unauthorized use in other neighboring harbors.

A discussion was held. It was noted the $500 violation penalty was established based on the highest fee used incSoutheast Alaska. Matthew Yellen explained his concern that the new rule could be used for inappropriate levels of enforcement. Mayor Poelstra explained that he appreciated where he was coming from, but noted it is already a misdemeanor in Alaska to moor at a floatplane facility. This allowance goes over and above to grant an authorized way to load and unload there as long as it does not impede use of the facility for planes.

The language of the penalty was read back again to help clarify concerns about how it would be applied.

Consensus was in favor of adopting the amendment to the harbor rates and fees resolution, one objection was noted.

Motion:

Councilor DiPaolo moved to adopt Resolution #2026-45, adding a penalty for unauthorized use of the Seaplane Float.

- Seconded by Councilor Towne

- Approved Unanimously by vote of the council

10 — Persons to Be Heard

Louise DiPaolo said we could consider the idea that we have another place designated for loading and unloading. Jay Towne suggested loading and unloading could happen on the outside of the skiff float.

Adjournment

Mayor Poelstra moved for the meeting to be adjourned.
Motion to adjourn seconded by Councilor Towne.
Meeting adjourned at 7:36 PM.