

CONSENT AGENDA

POSSIBLE MOTION

I MOVE TO APPROVE THE CONSENT AGENDA
CONSISTING OF ITEM A.

I wish to remove Item(s) _____

REMINDER – When making the motion to approve the consent agenda, please read the title of each item being voted on that is included in the consent vote.

If this item is pulled from the consent agenda the following motion would be in order:

POSSIBLE MOTION

I MOVE TO approve the minutes of the April 21, 22, 23, 24 and 28 Assembly meetings.



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 Timothy Pike,
Vice Deputy Mayor JJ Carlson,
Kevin Mosher, Scott Saline,
Thor Christianson, Katie Riley*

*Municipal Administrator: John Leach
Municipal Attorney: Rachel Jones
Municipal Clerk: Sara Peterson*

Tuesday, April 21, 2026

6:00 PM

Assembly Chambers

SPECIAL MEETING

- I. CALL TO ORDER
- II. FLAG SALUTE
- III. RECITAL OF LANDS ACKNOWLEDGEMENT
- IV. ROLL CALL

Present: 7 - Christianson, Mosher, Eisenbeisz, Pike, Carlson, Saline, and Riley

V. NEW BUSINESS:

- A** [26-071](#) Annual evaluation for Municipal Administrator John Leach (requests evaluation be held in public)
- Eisenbeisz stated that outgoing Municipal Administrator John Leach had requested his annual evaluation be conducted in public. Assembly members provided comments, expressed appreciation for his leadership and service, particularly during challenging periods and in advancing organizational systems and staff development, and issued an exemplary evaluation. No pay increase was approved, consistent with the amendment to the employment agreement approved January 13, 2026.
- B** [26-072](#) Annual evaluation for Municipal Attorney Rachel Jones (requests evaluation be held in executive session)
- A motion was made by Mosher 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 Attorney Rachel Jones. In addition, pursuant to customary practice, I move to exclude the Municipal Administrator and Municipal Clerk. The motion PASSED by the following vote.**

Yes: 7 - Eisenbeisz, Christianson, Riley, Mosher, Saline, Carlson, and Pike

The Assembly went into executive session at 6:45 p.m. and invited Jones in from 7:30 p.m. to 8:30 p.m. The Assembly continued their discussion until 8:54 p.m.

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

Eisenbeisz stated the Assembly was issuing Jones an exemplary review and that future pay and benefits would be negotiated.

VI. PERSONS TO BE HEARD:

None.

VII. ADJOURNMENT

A motion was made by Carlson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 8:55 p.m.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk



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Municipal Attorney: Rachel Jones
Municipal Clerk: Sara Peterson*

Wednesday, April 22, 2026

5:00 PM

Assembly Chambers

SPECIAL MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

Present: 7 - Christianson, Mosher, Eisenbeisz, Pike, Carlson, Saline, and Riley

V. NEW BUSINESS:

A [26-073](#) Municipal Administrator applicant interview - Steven Dahl (via Zoom)

The Assembly interviewed Steven Dahl.

B [26-075](#) Discussion / Direction / Decision regarding tonight's interview (possible executive session)

A motion was made by Carlson to go into executive session to discuss subjects that may tend to prejudice the reputation and character of Municipal Administrator Candidate Steven Dahl and invite in Assistant Municipal Administrator Josh Branthoover. In addition, I move to exclude the Municipal Administrator and Municipal Attorney. The motion PASSED by the following vote.

Yes: 7 - Eisenbeisz, Christianson, Riley, Mosher, Saline, Carlson, and Pike

The Assembly met in executive session from 7:08 p.m. to 7:34 p.m.

A motion was made by Carlson to reconvene as the Assembly in regular

session. The motion **PASSED** by a unanimous voice vote.

Eisenbeisz commented the Assembly had an opportunity to discuss the merits of the candidate, and the Assembly looked forward to their next interview with Jenny Alber on April 24.

VI. PERSONS TO BE HEARD:

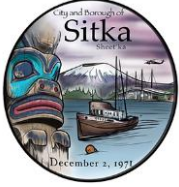
None.

VII. ADJOURNMENT

A motion was made by Carlson to **ADJOURN**. Hearing no objections, the meeting **ADJOURNED** at 7:35 p.m.

ATTEST: _____

Sara Peterson, MMC
Municipal Clerk



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*Municipal Administrator: John Leach
Municipal Attorney: Rachel Jones
Municipal Clerk: Sara Peterson*

Thursday, April 23, 2026

6:00 PM

Assembly Chambers

SPECIAL MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

Present: 7 - Christianson, Mosher, Eisenbeisz, Pike, Carlson, Saline, and Riley

V. CORRESPONDENCE/AGENDA CHANGES

No agenda changes.

VI. PERSONS TO BE HEARD

None.

VII. NEW BUSINESS:

A 26-078

Approve an extension of lease agreements between the City and Borough of Sitka and Northern Southeast Regional Aquaculture Association, Inc. regarding Block 4, Lots 2 & 3, Gary Paxton Industrial Park

Scott Wagner spoke in support.

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

Yes: 7 - Christianson, Mosher, Eisenbeisz, Pike, Carlson, Saline, and Riley

- B 26-062** Discussion / Direction / Decision of the FY2027 Draft Administrator's Budget with focus on the Enterprise Funds, Internal Service Funds, and Special Revenue Funds (Assembly action may be taken)

Finance Director Brooke Volschenk reviewed the budgets for the Enterprise, Internal, and Special Revenue Funds. Proposed rate increases were summarized as follows: Electric included a customer fee increase of less than \$1 per month with no change to the energy rate; Water, 6%; Wastewater, 2%; Solid Waste, 2%; and Harbors, 4%.

- C 26-063** Discussion / Direction / Decision of the FY2027 Draft Administrator's Budget with focus on the General Fund (Assembly action may be taken)

Volschenk explained revisions to the General Fund budget to reduce the deficit.

A motion was made by Riley to suspend the rules to allow for public comment. The motion PASSED by the following vote.

Yes: 7 - Riley, Eisenbeisz, Carlson, Mosher, Pike, Christianson, and Saline

Tatiana Perkins, Steven Bunnell, Carrie Iwamoto, and Katie Bunnell commented on the need for athletic field sand.

Maintenance Superintendent Connor Dunlap and Public Works Director Mark Seavey described the current state of the athletic fields.

A motion was made by Carlson to add \$30,000 to the General Fund budget for athletic field sand. The motion passed by the following vote.

Yes: 7 - Christianson, Carlson, Saline, Pike, Riley, Mosher, and Eisenbeisz

Tatiana Perkins and Josiah Hill commented on athletic field sand.

A motion was made by Riley to revert the FY27 budget for Assembly attendance at the Alaska Municipal League Annual Conference from seven to three members.

An amendment was made by Mosher to increase the number of members to five. The amendment PASSED by the following vote.

Yes: 7 - Pike, Mosher, Eisenbeisz, Saline, Carlson, Christianson, and Riley

The MAIN MOTION AS AMENDED PASSED by the following vote.

Yes: 7 - Carlson, Riley, Saline, Mosher, Eisenbeisz, Pike, and Christianson

- D 26-069** Discussion / Direction / Decision of the FY2027 Draft Administrator's Budget - Capital Improvement Plan (Assembly action may be taken)

Volschenk gave an overview of the Capital Improvement Plan and the changes made.

VIII. PERSONS TO BE HEARD:

None.

IX. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 8:52 p.m.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk



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Municipal Attorney: Rachel Jones
Municipal Clerk: Sara Peterson*

Friday, April 24, 2026

5:00 PM

Assembly Chambers

SPECIAL MEETING

- I. CALL TO ORDER
- II. FLAG SALUTE
- III. RECITAL OF LANDS ACKNOWLEDGEMENT
- IV. ROLL CALL

Saline arrived at 5:45 p.m.

Present: 7 - Christianson, Mosher, Eisenbeisz, Pike, Carlson, Saline, and Riley

V. NEW BUSINESS:

- A [26-074](#) Municipal Administrator applicant interview - Jenny Alber (via Zoom)

The Assembly interviewed Jenny Alber.

- B [26-076](#) Discussion / Direction / Decision regarding municipal administrator interviews (Alber and Dahl) possible executive session

A motion was made by Mosher to go into executive session to discuss subjects that may tend to prejudice the reputation and character of Municipal Administrator candidates Steven Dahl and Jenny Alber and invite in Assistant Municipal Administrator Josh Branthoover. In addition, I move to exclude the Municipal Administrator and Municipal Attorney. The motion PASSED by the following vote.

Yes: 7 - Riley, Eisenbeisz, Carlson, Mosher, Pike, Christianson, and Saline

The Assembly met in executive session from 7:00 p.m. to 7:49 p.m.

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

Eisenbeisz stated that the Assembly met in executive session to discuss the candidates and that members would take additional time to consider the candidates individually before next steps.

C [26-077](#) Discussion / Direction / Decision on next steps for each applicant

See item B.

VI. PERSONS TO BE HEARD:

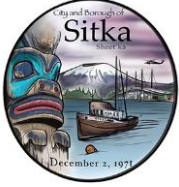
None.

VII. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 7:49 p.m.

ATTEST: _____

**Sara Peterson, MMC
Municipal Clerk**



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City and Borough Assembly

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Kevin Mosher, Scott Saline,
Thor Christianson, Katie Riley*

*Municipal Administrator: John Leach
Municipal Attorney: Rachel Jones
Municipal Clerk: Sara Peterson*

Tuesday, April 28, 2026

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

Present: 7 - Christianson, Mosher, Eisenbeisz, Pike, Carlson, Saline, and Riley

V. CORRESPONDENCE/AGENDA CHANGES

No agenda changes.

26-088 Reminders, Calendars, and General Correspondence

VI. CEREMONIAL MATTERS

26-079 Service Award - Jeff Budd (Library Commission)

Mayor Eisenbeisz recognized Jeff Budd for his service on the Library Commission.

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

26-080 1) Sitka Tribe of Alaska Tribal Council
2) Sitka School Board - Phil Burdick

- 3) 2025 CBS Electric Annual Report
- 4) Department Quarterly Reports - Electric, Fire, Library

Sitka School Board President Phil Burdick provided an update. Utility Director Ron Vinson and Sustainability Coordinator Bri Gabel presented the 2025 CBS Electric Annual Report. Quarterly reports were given by Utility Director Ron Vinson, Fire Chief Craig Warren, and Library Director Jess Ieremia.

VIII. PERSONS TO BE HEARD

Thad Poulson commented on the closure of Maksoutoff Street. Alexia Nestic-Kewan thanked the Sitka Public Library for their services.

IX. CONSENT AGENDA

Carlson requested to pull Item C.

A motion was made by Christianson that the Consent Agenda consisting of Items A & B be APPROVED. The motion PASSED by the following vote.

Yes: 7 - Christianson, Mosher, Eisenbeisz, Pike, Carlson, Saline, and Riley

- A 26-081** Approve the minutes of the April 9 and 14 Assembly meetings

This item was APPROVED ON THE CONSENT AGENDA.

- B 26-082** Approve the following liquor license and endorsement renewal applications: 1) Sitka Golf Association Inc. dba Sea Mountain Restaurant & 19th Hole at 301 Granite Creek Road with a golf course endorsement, 2) Umbria Sunset LLC dba The Galley Restaurant at 485 Katlian Street with a restaurant endorsement, 3) Dove Island Lodge & Sitka Sportfishing Charters, LLC dba Dove Island Lodge, and 4) Beak, LLC dba Beak Restaurant at 2 Lincoln Street, Suite 1A

This item was APPROVED ON THE CONSENT AGENDA.

- C 26-083** Approve a new Restaurant or Eating Place liquor license application for Wildflour, LLC dba Wildflour Cafe & Bakery at 327 Seward Street, Suite 2

Carlson noted that she had committed to informing the public about this item in order to provide an opportunity for discussion.

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

Yes: 7 - Christianson, Mosher, Eisenbeisz, Pike, Carlson, Saline, and Riley

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

None.

XI. UNFINISHED BUSINESS:

- D ORD 26-08** Amending Title 2 "Administration and Personnel", Chapter 2.05 "City and Borough Assembly" of the Sitka General Code by adding Section 2.05.165 "To Postpone To A Certain Time"
- A motion was made by Christianson that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.**
- Yes:** 7 - Christianson, Mosher, Eisenbeisz, Pike, Carlson, Saline, and Riley

XII. NEW BUSINESS:

New Business First Reading

- E ORD 26-09** Amending Title 1 "General Provisions" of the Sitka General Code by adding Chapter 1.36 "Acceptance of Donations to the City"
- Municipal Administrator John Leach gave an overview of the ordinance.
- A motion was made by Mosher that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**
- Yes:** 7 - Christianson, Mosher, Eisenbeisz, Pike, Carlson, Saline, and Riley
- F ORD 26-10** Amending Title 14 "Streets, Sidewalks, and Public Places" of the Sitka General Code by adding Chapter 14.35 "Naming of Public Places"
- Leach noted minor clerical changes to Section 14.35.050, Naming Criteria: under #7, "under the jurisdiction of" was replaced with "administered by" and "Department" was replaced with "Division"; under #7a, "Department" was replaced with "Division." Members clarified that the policy applies to City-owned property, discussed its impact on historic properties, and sought clarification on the process for Assembly approval.
- A motion was made by Mosher that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**
- Yes:** 7 - Christianson, Mosher, Eisenbeisz, Pike, Carlson, Saline, and Riley

Additional New Business Items

- G RES 26-04** Authorizing a State of Alaska, Department of Environmental Conservation, State Revolving Fund Loan for Project 91010 - WWTP Effluent Disinfection System
- Public Works Director Mark Seavey explained the new requirement for an effluent disinfection system and provided an overview of the Resolution.
- A motion was made by Riley that this Resolution be APPROVED on FIRST AND FINAL READING. The motion PASSED by the following vote.**
- Yes:** 7 - Christianson, Mosher, Eisenbeisz, Pike, Carlson, Saline, and Riley
- H 26-086** Approve the Sustainability Commission 2026-2027 Goals and Work Plan

Sustainability Commission Chair Aurora Taylor and Vice Chair Elizabeth Bagley provided an introduction and presented on the commission's scope, new goals, and recent accomplishments. Members thanked the Commission for their work.

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

Yes: 7 - Christianson, Mosher, Eisenbeisz, Pike, Carlson, Saline, and Riley

I 26-085 Appoint up to three Assembly Members to serve on the Sitka Community Renewable Energy Strategy (SCRES)

Gabel provided an overview on the Sitka Renewable Energy Strategy (SCRES). Mosher, Christianson, and Carlson volunteered to serve.

J 26-087 Appeal to the Assembly of the Municipal Administrator's denial of a public records request appeal filed by Austin Cranford - possible executive session (original request dated February 3, 2026)

Eisenbeisz explained the hearing procedure. Attorney Rachel Jones provided procedural guidance. Appellant Austin Cranford and Jones each presented their evidence and arguments, with Assistant Administrator Josh Branthoover providing testimony and Cranford offering a rebuttal. Assembly members noted the request was responsive, acknowledged the research process, and emphasized the need for specific language in such requests.

A motion was made by Eisenbeisz to DENY the appeal. The motion PASSED by the following vote.

Yes: 7 - Christianson, Mosher, Eisenbeisz, Pike, Carlson, Saline, and Riley

XIII. PERSONS TO BE HEARD:

Austin Cranford commented on the Executive Session and Item J.

XIV. REPORTS

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

Mayor - Eisenbeisz reported on the SEARHC ribbon cutting ceremony and the recent lobbying trip to Washington DC.

Administrator - Leach reported on the Northwest Managers conference.

Attorney - Jones reported that the recodification project is in progress.

Liaisons - Riley reported on the Planning Commission.

Clerk - Peterson reviewed the upcoming meeting schedule, summarized current Board/Commission/Committee vacancies, and noted the recodification project would incorporate links to ordinances.

XV. EXECUTIVE SESSION

K 26-089 Legal / Financial Matters - Susan Magie et al. v. Gary Cranford et al., Case No. 1JU-25-00648CI

A motion was made by Riley to go into executive session to discuss Legal / Financial Matters Susan Magie et al. v. Gary Cranford et al., Case No. 1JU 25 00648CI. The motion PASSED by the following vote.

Yes: 7 - Christianson, Carlson, Saline, Pike, Riley, Mosher, and Eisenbeisz

The Assembly was in executive session from 9:05 p.m. to 9:14 p.m.

A motion was made by Carlson to reconvene as the Assembly in regular sessions. The motion PASSED by unanimous consent.

XVI. ADJOURNMENT

A motion was made by Carlson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 9:14 p.m.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk