



CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS
330 Harbor Drive
Sitka, AK
(907)747-1811

Minutes - Final

City and Borough Assembly

*Mayor Steven Eisenbeisz,
Deputy Mayor Timothy Pike,
Vice Deputy Mayor JJ Carlson,
Kevin Mosher, Scott Saline,
Chris Ystad, Thor Christianson*

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

Tuesday, November 12, 2024

6:00 PM

Assembly Chambers

WORK SESSION 5:00 PM

[24-170](#) Joint Work Session: Assembly & Sustainability Commission (2025 goals)

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

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

V. CORRESPONDENCE/AGENDA CHANGES

Municipal Administrator John Leach announced Mayor Eisenbeisz was awarded the National League of Cities Centennial under 40 Impact Award.

[24-175](#) Reminders, Calendars, and General Correspondence

VI. CEREMONIAL MATTERS

None.

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

VIII. PERSONS TO BE HEARD

Austin Cranford expressed concerns regarding the reporting and recording of controlled substances at the shelter, and questioned whether the records were being maintained.

IX. CONSENT AGENDA

A motion was made by Mosher that the Consent Agenda consisting of items A be APPROVED. The motion PASSED by the following vote.

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

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

- A** [24-171](#) Approve the minutes of the October 22 Assembly meeting

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- B** [24-172](#) Appoint Robert Hattle to 1) a three-year term on the Police and Fire Commission, and 2) a three-year term on the Local Emergency Planning Committee under Category 6 "Members of the Public"

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

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

XI. UNFINISHED BUSINESS:

- C** [ORD 24-24](#) Making supplemental appropriation for fiscal year 2025 (Airport Terminal Project)

A motion was made by Ystad that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.

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

- D** [24-168](#) Approve a Memorandum of Understanding between the City and Borough of Sitka and the Sitka Dock Company, LLC (postponed at the October 22 Assembly meeting)

The Assembly discussed the Memorandum of Understanding (MOU) between the City and Borough of Sitka and Sitka Dock Company. Some members expressed concerns the document was too favorable to the company, potentially leading to a loss of revenue for the city. However, others saw the MOU as a positive step in implementing the Tourism Task Force recommendations and considered it a valuable starting point for shaping the city's docking policy. It was also noted the MOU would be reviewed and updated as more information becomes available.

Leah Mason and Valorie Nelson commented.

A motion was made by Mosher to approve the Memorandum of Understanding between the City and Borough of Sitka and the Sitka Dock Company, LLC and authorize the Municipal Administrator to execute the document. The motion PASSED by the following vote.

Yes: 4 - Mosher, Eisenbeisz, Ystad, and Pike

No: 3 - Christianson, Carlson, and Saline

XII. NEW BUSINESS:

E [24-173](#) Approve a Memorandum of Agreement between the City and Borough of Sitka and the Sitka School District for Facility Maintenance

Municipal Administrator John Leach noted this was approved in the current fiscal year's budget. He explained the agreement consolidates the school district's building maintenance with the city's maintenance structure, specifying maintenance priorities, responsibilities, and communication processes. The document also outlined a capital improvement process, maintenance priorities, and a dispute resolution procedure. Leach mentioned the agreement had been reviewed and approved by the School Board.

Electric Utility Director Ron Vinson provided an overview of the agreement, and reviewed the general scope of services.

The Assembly acknowledged the need for adjustments and improvements in the agreement, particularly in defining maintenance and distinguishing between repairs and replacements. They mentioned this agreement was seen as a positive step towards better collaboration between the city and the school district, with potential for future improvements.

A motion was made by Mosher approve a Memorandum of Agreement between the City and Borough of Sitka and the Sitka School District for Facility Maintenance and authorize the Municipal Administrator to execute the document.

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

F [24-174](#) Approve the promotion of Brooke Volschenk from Controller to Finance Director

Municipal Administrator John Leach explained Brooke Volschenk's promotion.

Assembly members expressed their appreciation for Melissa Haley's contributions and her resignation, and they expressed satisfaction with the succession plan. They also acknowledged Melissa's upcoming departure and emphasized the importance of an overlap period to ensure a smooth transition.

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

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

G [ORD 24-25](#)

Making supplemental appropriations for fiscal year 2025 (Finance Department - Personnel & Contract/Purchased Services)

A motion was made by Ystad that this Ordinance be APPROVED ON FIRST AND FINAL READING. The motion PASSED by the following vote.

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

H [ORD 24-26](#)

Making supplemental appropriations for fiscal year 2025 (Marine Vessel Haul Out and Shipyard Project - Disaster Relief Payment)

Municipal Administrator John Leach explained this appropriation was not just for accepting the funding but also to address the financial needs of the marine vessel haul out and shipyard project at GPIIP. He further noted that, given the project's requirements, it would be appropriate to recommend that once the funding is appropriated, it be allocated to the haul out project to help cover part of the funding gap.

Garry White and Austin Cranford commented.

A motion was made by Christianson that this Ordinance be APPROVED ON FIRST AND FINAL READING. The motion PASSED by the following vote.

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

I [ORD 24-27](#)

Making supplemental appropriations for fiscal year 2025 (Solid Waste Vehicle)

Acting Public Works Director Amy Ainslie provided an overview of the request.

A motion was made by Mosher that this Ordinance be APPROVED ON FIRST AND FINAL READING. The motion PASSED by the following vote.

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

J [ORD 24-28](#)

Making supplemental appropriations for fiscal year 2025 (Crescent Harbor Courts)

Acting Public Works Director Amy Ainslie gave an overview of the request.

Austin Cranford commented.

A motion was made by Mosher that this Ordinance be APPROVED ON FIRST AND FINAL READING. The motion PASSED by the following vote.

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

K [24-176](#)

Discussion/ Direction/ Decision on EV Transit Van Procurement for Parks and Recreation Division

Acting Public Works Director Amy Ainslie explained the need for the EV Transit Van, emphasizing it would provide a more reliable, long-term solution

to transportation-related barriers, allowing for expanded program access. She also mentioned the Sitka Recreation Foundation had committed to raising \$70,000 - \$75,000 to contribute toward the purchase of a Ford Transit 14-passenger van.

The Assembly discussed the potential purchase of an electric vehicle (EV) for the Parks and Recreation Department, focusing on its cost, maintenance, and usage. Concerns were raised about the higher upfront cost, the vehicle's range, and the need for charging infrastructure. However, others highlighted the EV's efficiency, lower maintenance costs, and environmental advantages.

A motion was made by Mosher to direct the Parks Recreation Department to purchase an EV Transit Van for their recreational division. The motion PASSED by the following vote.

Yes: 4 - Christianson, Mosher, Pike, and Saline

No: 3 - Eisenbeisz, Ystad, and Carlson

L [24-177](#)

Discussion/ Direction/ Decision on the Mayor signing on behalf of City and Borough of Sitka to support AML's op-ed on Build America, Buy America Act (BABA) waiver for Alaska

Municipal Administrator John Leach explained this is a challenging issue for Alaska due to limitations in sourcing materials and the logistics of transporting them, particularly when it comes to meeting spending deadlines. He pointed out this concern had been discussed at several AML meetings, as many municipalities are facing similar difficulties.

A motion was made by Christianson on the Mayor signing on behalf of City and Borough of Sitka to support AML's op-ed on Build America, Buy America Act (BABA) waiver for Alaska. The motion PASSED by the following vote.

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

XIII. PERSONS TO BE HEARD:

Austin Cranford spoke on item L and to the Baranoff Taxi lawsuit. Leah Mason spoke on item D.

XIV. REPORTS

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

Mayor - Eisenbeisz expressed gratitude to the Deputy Mayor for stepping in as Mayor at the previous Assembly meeting and provided an update on the recent GPIP meeting.

Administrator - Leach thanked the Assembly for attending the Strategic Planning sessions.

Attorney - Jones mentioned she was still in the process of getting settled into her role.

Clerk - Earnshaw reported on the boards and commissions vacancies, and reminded the Assembly about the upcoming assembly training. and government-to-government dinner event.

XV. EXECUTIVE SESSION

XVI. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 8:45 p.m.

ATTEST: _____
Jessica Earnshaw, CMC
Acting Municipal Clerk