



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,
Thor Christianson, Katie Riley*

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

Monday, November 10, 2025

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

Mayor Eisenbeisz pulled item C for legal review.

[25-162](#)

Reminders, Calendars, and General Correspondence

VI. CEREMONIAL MATTERS

Mayor Eisenbeisz read and presented the proclamation honoring Veteran's Day.

[25-156](#)

Proclamation - Recognizing Veteran's Day

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

[25-157](#)

Department Quarterly Reports - Harbors, Public and Government Relations

Harbormaster Brandon Calhoun and Public and Government Director Melissa Lunas provided department quarterly reports.

VIII. PERSONS TO BE HEARD

None.

IX. CONSENT AGENDA

A motion was made by Mosher 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 [25-158](#) Approve the minutes of the October 28 Assembly meeting

This item was APPROVED ON THE CONSENT AGENDA.

B [RES 25-13](#) Authorizing a 50/50 matching grant application to the Office of Justice Programs - Bulletproof Vest Partnership (1st and final reading)

This item was APPROVED ON THE CONSENT AGENDA.

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

None.

XI. UNFINISHED BUSINESS:

None.

XII. NEW BUSINESS:

C [25-160](#) Adopt the Sitka Historic Preservation Plan

Item pulled - no action taken.

D [25-161](#) Formally accept the resignation of Municipal Administrator John Leach, effective May 30, 2026, and begin the recruitment process

John shared his reasons for serving and highlighted key accomplishments during his tenure. He spoke about the personal toll of the role, explaining that his decision to step down was made with clarity and gratitude. John expressed his thanks to the staff and Assembly. In response, members expressed appreciation for his work and agreed that the next meeting would focus on the next steps in the recruitment process.

A motion was made by Mosher that this Item be APPROVED.

Yes: 6 - Mosher, Eisenbeisz, Pike, Carlson, Saline, and Riley

No: 1 - Christianson

XIII. PERSONS TO BE HEARD:

None.

XIV. REPORTS

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

Mayor - Eisenbeisz summarized the ATIA conference and suggested a Wi-Fi survey for departing airport and cruise ship dock passengers.

Administrator - Leach acknowledged Veteran's Day, and reminded members of the government-to-government dinner and Strategic Plan retreat.

Liaison Representatives - Riley reported on the Planning Commission meeting. Saline reported on ventilation at the library and pending IT matters.

Clerk - Bayne provided an update on board/committee vacancies and reviewed the upcoming meeting schedule.

XV. EXECUTIVE SESSION

None.

XVI. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 6:55 p.m.

**ATTEST: _____
Holley Bayne, CMC
Acting Municipal Clerk**