



# Petersburg Borough

12 South Nordic Drive  
Petersburg, AK 99833

## Meeting Agenda Borough Assembly Regular Meeting

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Tuesday, September 06, 2022

2:00 PM

Assembly Chambers

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You are invited to a Zoom webinar.  
When: Sep 6, 2022 02:00 PM Alaska  
Topic: September 6, 2022 Assembly Meeting

Please click the link below to join the webinar:  
<https://petersburgak.gov.zoom.us/j/86017823016?pwd=MGxRcE5iRmxQaXNibW42bIMxSEVndz09>  
Passcode: 656542

Or Telephone:  
(720) 707-2699 or (253) 215-8782  
Webinar ID: 860 1782 3016  
Passcode: 656542

1. **Call To Order/Roll Call**
2. **Voluntary Pledge of Allegiance**
3. **Swearing In of Officer Chase Kirby**  

The Petersburg Police Department has hired Chase Kirby as our new Police Officer. Officer Kirby will take the Oath of Office.
4. **Approval of Minutes**
  - A. **August 15, 2022 Assembly Meeting Minutes**
5. **Amendment and Approval of Meeting Agenda**
6. **Public Hearings**
7. **Bid Awards**
8. **Persons to be Heard Related to Agenda**  
*Persons wishing to share their views on any item on today's agenda may do so at this time.*
9. **Persons to be Heard Unrelated to Agenda**  
*Persons with views on subjects not on today's agenda may share those views at this time.*

## 10. Boards, Commission and Committee Reports

### 11. Consent Agenda

### 12. Report of Other Officers

#### A. Petersburg Medical Center Update

PMC CEO Hofstetter will update the Assembly on activities at the Medical Center.

#### B. US Forest Service Update

Petersburg District Ranger Born will update the Assembly regarding USFS activities around Petersburg.

### 13. Mayor's Report

#### A. September 6, 2022 Mayor's Report

### 14. Manager's Report

#### A. September 6, 2022 Manager's Report

### 15. Unfinished Business

#### A. **Ordinance #2022-11: An Ordinance Amending Chapter 4.04, Entitled Purchasing, of the Petersburg Municipal Code to Increase Purchasing Authorization Limits for Administrative Officers of the Borough and the Borough Manager, and to Amend Exceptions to Bidding - Third and Final Reading**

If approved, Ordinance #2022-11 will increase the purchasing authorization limits from \$30,000 to \$75,000 for the Borough Manager and will provide the Borough Manager authority to establish individual authorized purchasing limits for the Borough's administrative officers, subject to the limitations of PMC 4.04.020B and C. In addition, PMC 4.04.040A will be amended to increase the exception to competitive bidding for purchases costing \$30,000 or more to \$75,000 or more, but less than \$150,000, upon Assembly resolution.

### 16. New Business

#### A. **Ordinance #2022-12: An Ordinance Amending Provisions of Title 17 of the Petersburg Municipal Code, Entitled "Safety Code Adoptions" and Title 19 of the Petersburg Municipal Code, Entitled "Zoning", to Address Tiny House Dwellings, Detached Accessory Dwellings, and Multiple Buildings on a Single Lot**

If adopted in three readings, Ordinance #2022-12 will establish standards to allow for Tiny House Dwellings, Detached Accessory Dwellings, and multiple buildings on a single lot, applicable within Service Area 1 only.

**B. Resolution #2022-12: A Resolution Approving the Expenditure of up to \$27,000 from the American Rescue Plan Special Revenue Fund 287 for a Digital Fingerprint Scanning System**

If approved, the Borough will purchase a digital fingerprint scanning system using ARPA funds. A digital fingerprinting system will greatly improve the quality of fingerprints taken, speed up the process and reduce workload. A digital fingerprinting system will benefit many local individuals and businesses.

**C. Resolution #2022-13: A Resolution Approving the Expenditure of \$62,641.50 from the American Rescue Plan Special Revenue Fund 287 for Axon Vehicle Cameras**

If approved, Resolution #2022-13 will approve purchase of 6 Axon vehicle camera systems using ARPA funds. Each system includes a dash camera and a back seat camera and will sync with the Police Department's Axon body cameras, which will provide more visual coverage of any incident.

**D. Mountain View Manor Elderly Housing Director Hire**

Manager Giesbrecht requests Assembly approval to hire Michelle Lopez as the Borough's MVM Elderly Housing Director with a salary of \$62,000 per year, effective retroactive to September 1, 2022. The Borough is separating the Elderly Housing and Assisted Living departments of Mountain View Manor in anticipation of an agreement with Petersburg Medical Center to assume operations of the Assisted Living Facility. There are various sections of Borough Code that will need to be amended as well to separate the two departments.

Suggested motion wording: I move to approve hire of Michelle Lopez in the position of MVM Elderly Housing Director and request Manager Giesbrecht draft ordinances to amend Borough Code to facilitate the separation of the Elderly Housing and Assisted Living departments of the Mountain View Manor facility.

**E. Papke's Landing Marine Facility Improvements Conceptual Plans - Version 2**

Assembly Members Kensinger and Lynn worked with Harai & Associates and several interested parties to revise the first version of plans to make improvements to the Papke's Landing Marine Facility. Approval of this version of the conceptual plans is requested.

**F. Public Works Vector Truck Replacement**

Public Works Director Cotta requests approval to purchase an International 2100i Vector truck from Yukon Equipment, Inc. of Anchorage for a cost of \$471,229.40. The FY 2023 approved budget includes \$480,000 for this replacement.

**G. Housing Task Force Direction**

The Assembly held a work session to discuss direction of focus for the future Housing Task Force. The direction discussed was as follows, as noted by Assembly Member Tremblay:

- 1) Crisis housing, both immediate and longer term Housing First models
- 2) Development code review finalization, with goal of bringing to Assembly
- 3) Exploring financial resources, such as Alaska Housing Finance Corporation, for both institutional and individual support
- 4) Infrastructure review, comparing upcoming planned infrastructure projects with potential housing plans
- 5) Exploring ideas and programs currently underway in other communities in Southeast AK
- 6) Reviewing Borough tax policy for incentive program ideas
- 7) Identifying burdensome state-level regulations

## **17. Communications**

### **A. Correspondence Received Since August 11, 2022**

## **18. Assembly Discussion Items**

### **A. Assembly Member Comments**

### **B. Recognitions**

## **19. Adjourn**