



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Agenda Borough Assembly Regular Meeting

Monday, January 05, 2026

12:00 PM

Assembly Chambers

You are invited to a Zoom webinar!
When: Jan 5, 2026 12:00 PM Alaska
Topic: 1.5.2026 Assembly Meeting

Join from PC, Mac, iPad, or Android: <https://petersburgak-gov.zoom.us/j/88190072640?pwd=3QmbZAwQASXxVfEtN4QfUaHeKlcjTx.1>

Passcode: 941392
Join via audio: (720) 707-2699 or (253) 215-8782
Webinar ID: 881 9007 2640
Passcode: 941392

1. **Call To Order/Roll Call**
2. **Voluntary Pledge of Allegiance**
3. **Approval of Minutes**
 - A. **Regular Assembly Meeting Minutes December 1, 2025**
4. **Amendment and Approval of Meeting Agenda**
5. **Public Hearings**
6. **Bid Awards**
7. **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.
8. **Persons to be Heard Unrelated to Agenda**

Persons with views on subjects not on today's agenda may share those views at this time.
9. **Boards, Commission and Committee Reports**
10. **Consent Agenda**
11. **Report of Other Officers**
 - A. **SEAPA Update:** Mayor Lynn and Utility Director Hagerman will provide an update on SEAPA activities.

B. Petersburg Medical Center

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

C. Petersburg School District

Petersburg School Superintendent Taylor will provide a report on school district activities.

12. Mayor's Report

A. January 5, 2026 Mayor's Report

13. Manager's Report

A. January 5, 2026 Manager's Report

14. Unfinished Business

A. Ordinance #2025-16: An Ordinance Amending Chapter 4.04 of the Municipal Code, Entitled "Purchasing", to Update Bid and Proposal Submission Procedures - Third Reading

If approved in three readings, Ordinance #2025-16 will amend Chapter 4.04 of the Municipal Code to modernize and clarify the Borough's purchasing requirements by allowing electronic submission of responses to Invitations to Bid and Requests for Proposals.

Ordinance #2025-16 was unanimously approved in its first and second readings.

15. New Business

A. Ordinance #2026-01 Supplemental Budget: An Ordinance of the Petersburg Borough Adjusting the FY 2026 Budget for Known Changes - First Reading

If approved in three readings this supplemental budget would make changes to the following funds:

Transfer \$300,000 from the FY2025 General Fund Surplus to the Parks and Recreation Sewer Repair Capital Project. A memo from Director Payne regarding the transfer is attached.

Transfer the remaining General Fund FY2025 surplus of \$131,365 to the Assisted Living Facility Fund that is operating at a deficit.

B. Resolution #2025-22: A Resolution Establishing Documents Which May Be Submitted to Determine Eligibility by Low-Income Senior Residents for a Senior Sales Tax Exemption

If adopted, Resolution #2025-22 will allow seniors to demonstrate eligibility for a senior sales tax exemption card by providing proof of a pending application for the State of Alaska Senior Benefits Payment program.

C. Resolution #2025-23: A Resolution Adopting an Alternative Allocation Method for the FY26 Shared Fisheries Business Tax Program and Certifying that this Allocation Method Fairly Represents the Distribution of Significant Effects of Fisheries Business Activity in FMA 18: Central Southeast Area

Each year the Borough approves a version of this Resolution adopting the alternative allocation method for the current fiscal year's Shared Fisheries Business Tax Program. Finance Director Tow is requesting approval of Resolution #2025-23 for FY26.

D. Assembly / Hospital Board Work Session

Per Petersburg Borough Code 3.50.090, the hospital board shall meet with the assembly at least annually to discuss and coordinate financial planning, capital improvement needs, comprehensive plans for health care and other issues relating to the hospital and associated facilities.

Mayor Lynn requests to schedule a work session with the Hospital Board on Monday, January 26, 2026 at 5:30 pm in the Assembly Chambers.

E. Mayor's Request to Reschedule April Assembly Meeting

Mayor Lynn requests that the Assembly reschedule the first April Assembly meeting from Monday, April 6, 2026, at 12:00 p.m. to Monday, April 13, 2026, at 12:00 p.m. due to clerks' attendance at the Society for Human Resource Management (SHRM) Conference in Anchorage.

F. Mayor's Request to Schedule Board of Equalization Hearing

Mayor Lynn requests that the Assembly schedule the Board of Equalization hearing for Tuesday, April 14, 2026, at 12:00 p.m.

G. Review of Proposed 2026 Capital Projects

Attached to this meeting packet are two spreadsheets detailing the proposed Capital Projects for Petersburg in 2026.

Attachment 1: A prioritized list of the top recommended projects.

Attachment 2: A comprehensive list of all Capital Project requests submitted by borough departments.

These proposals are based on the 2025 Capital Projects list, updated to include new projects and revisions to ongoing projects.

The Assembly is asked to review these Capital Project requests and to approve the list or recommend any changes.

H. FY2027 Federal Priority Projects

The Assembly is asked to review the attached FY2027 Federal Priority Projects and to approve the projects or recommend any changes.

I. Appointed Member at Large to the Petersburg Economic Development Council

The Borough Assembly has received one letter of interest from Rocio Tejera to serve as the Assembly's appointed Member at Large to the PEDC. Without objection, Mayor Lynn will appoint Rocio Tejera to the three-year term that begins January 5, 2026 and ends December 31, 2028.

J. Borough Manager Performance Evaluation Timeline

The Clerk requests the Assembly review the attached timeline for Manager Giesbrecht's performance evaluation and amend or approve as appropriate.

K. Appointment of Assembly Member for Borough Manager Evaluation Review

After all Assembly members have completed their individual evaluations, the Mayor and one appointed Assembly Member will meet with the Borough Manager to review the compiled evaluations and finalize the draft for Assembly approval.

The Clerk requests that the Assembly appoint one member to participate in this review process.

16. Communications

A. Correspondence Received Since 11.27.2025

17. Assembly Discussion Items

A. Discussion on Communications Towers with Tidal Network: *Requested by Member Meucci*

Member Meucci has prepared questions for Tidal Network regarding communications towers.

B. Assembly Member Comments

C. Recognitions

18. Adjourn