



# Petersburg Borough

12 South Nordic Drive  
Petersburg, AK 99833

## Meeting Agenda Borough Assembly Regular Meeting

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Tuesday, September 02, 2025

12:00 PM

Assembly Chambers

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You are invited to a Zoom webinar!  
When: Sep 2, 2025 12:00 PM Alaska  
Topic: 9.2.2025 Assembly Meeting

Join from PC, Mac, iPad, or Android:

[https://petersburgak-  
gov.zoom.us/j/82572353147?pwd=WZeVSU1QonjZuqKc7eUDXzfrCV7hEq.1](https://petersburgak.gov.zoom.us/j/82572353147?pwd=WZeVSU1QonjZuqKc7eUDXzfrCV7hEq.1)

Passcode:345113

Join via audio: (720) 707-2699 or (253) 215-8782

Webinar ID: 825 7235 3147

Passcode: 345113

1. **Call To Order/Roll Call**
  2. **Voluntary Pledge of Allegiance**
  3. **Approval of Minutes**
    - A. **Regular Assembly Meeting Minutes August 4, 2025**
  4. **Amendment and Approval of Meeting Agenda**
  5. **Public Hearings**
    - A. **Ordinance #2025-13: An Ordinance of the Petersburg Borough Adjusting the FY 2026 Budget for Known Changes**

Any public testimony regarding Ordinance #2025-13 should be given during this public hearing. A copy of Ordinance #2025-13 may be found under agenda item 14A.
  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**
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## 10. Consent Agenda

## 11. Report of Other Officers

### A. Petersburg Medical Center

PMC CEO Hofstetter will update the Assembly on Medical Center activities. A written report is attached.

### B. US Forest Service

District Ranger Case will provide an update on Forest Service activities.

### C. Petersburg School District

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

## 12. Mayor's Report

### A. September 2, 2025 Mayor's Report

## 13. Manager's Report

### A. September 2, 2025 Manager's Report

## 14. Unfinished Business

### A. Ordinance #2025-13: An Ordinance of the Petersburg Borough Adjusting the FY 2026 Budget for Known Changes - Second Reading

If approved in three readings, Ordinance #2025-13 will make the following changes to the FY2026 Budget. The Assembly unanimously approved Ordinance #2025-13 in its first reading.

**Harbor Shed Roof** -This project was originally budgeted for in FY2025. The construction project was delayed due to contractor availability. Construction is now scheduled for this fall. This adjustment to the FY2026 budget allocates \$180,000 to complete the project.

**Blind Slough Hydro Dam Breach Study** - This proposed expense of \$59,942 is to fund a professional services contract for the completion of a Dam Break Study in FY26. A proposal has been received from McMillen, the engineering firm that designed the Blind Slough hydro upgrades and also acts as our Chief Dam Safety Engineer. A copy of the proposal is attached to the Assembly packet.

**GIS Project** – This project helps support the Electric, Water and Wastewater departments. Additional funding (\$15,000 to be split between the three utilities) is needed to continue a support contract with RDI, the GIS experts that assisted with the in-the-field data collection effort this summer. This additional professional support will help Borough staff to complete utility maps and provide guidance as the utilities begin to use the GIS system and expand on its functionality. The increased budget will also allow for additional training of our in-house GIS Technicians to ensure effective management of the GIS data.

## **15. New Business**

### **A. Application to Purchase Borough Owned Land - Haugen Drive**

The Borough has received an application requesting to purchase approximately 10,040 square feet of the Borough-owned property located at 1200 Haugen Drive. As outlined in Petersburg Municipal Code Section 16.12.080, a public hearing on the application was held by the Planning Commission on August 12, 2025, and the Commission has submitted a recommendation to the Assembly to sell the property. The Planning Commission report is attached for reference.

During this meeting, the Assembly shall determine whether the application shall move forward in the application process or be denied. If the application is to move forward, the Assembly shall schedule a public sale or exempt the application and disposal from public sale.

If the Assembly determines to schedule a public sale, the method of sale must be selected (Outcry Auction\* or Sealed Bid) and a date/time for the public sale must be chosen. Clerk Regula will draft the appropriate documents to bring before the Assembly for approval at the next regularly scheduled Assembly meeting. (\*Please note Borough Charter Section 11.13(E) states that Borough officers, employees and elected officials are not eligible to purchase borough property while holding office or employment, or for a period of six months after leaving office or employment, unless the sale is conducted by sealed bid.)

If the Assembly determines to exempt the application and disposal from public sale, the Assembly shall establish the alternative method, terms, and conditions of disposal. The Assembly may authorize the Borough Manager to proceed by direct negotiations with the final terms of the negotiated disposal subject to Assembly approval.

### **B. Application to Purchase Borough Owned Land - School Reserve**

The Borough has received an application requesting to purchase a portion of the Borough-owned property located at the Public School Reserve within the Dolphin Street parking lot. As outlined in Petersburg Municipal Code Section 16.12.080, a public hearing on the application was held by the Planning Commission on August 12, 2025, and the Commission has submitted a recommendation to the Assembly not to approve the sale of the property. The Planning Commission report is attached for reference.

During this meeting, the Assembly shall determine whether the application shall move forward in the application process or be denied. If the application is to move forward, the Assembly shall schedule a public sale or exempt the application and disposal from public sale.

If the Assembly determines to schedule a public sale, the method of sale must be selected (Outcry Auction\* or Sealed Bid) and a date/time for the public sale must be chosen. Clerk Regula will draft the appropriate documents to bring before the Assembly for approval at the next regularly scheduled Assembly meeting. (\*Please

note Borough Charter Section 11.13(E) states that Borough officers, employees and elected officials are not eligible to purchase borough property while holding office or employment, or for a period of six months after leaving office or employment, unless the sale is conducted by sealed bid.)

If the Assembly determines to exempt the application and disposal from public sale, the Assembly shall establish the alternative method, terms, and conditions of disposal. The Assembly may authorize the Borough Manager to proceed by direct negotiations with the final terms of the negotiated disposal subject to Assembly approval.

**C. Approval of Election Officials for the October 7, 2025 Municipal Election**

Clerk Regula requests Assembly approval of the following local residents willing to perform the duties of Election Official for the Petersburg Borough Municipal Election:

Joe Bertagnoli  
Eric Castro  
Tim Chittenden  
Martha Cummins  
Angela Davis  
Sally Dwyer  
Sue Flint  
Susan Holmes  
Mara Lutomski  
Tina Sakamoto  
Bev Siercks  
Barb Steltz  
Julianne Thompson  
Marina Whitacre  
Cena Worhatch

**D. Canvass and Certification of Municipal Election**

Clerk Regula requests that the Assembly select a date to canvass and certify the results of the October 7th municipal election, in accordance with Petersburg Borough Code section 2.36.050, which requires certification to occur within seven days of the election. To meet this deadline, a special meeting could be scheduled for Friday, October 10th at noon.

**16. Communications**

**A. Correspondence Received Since August 14, 2025**

**17. Assembly Discussion Items**

**A. Assembly Member Comments**

**B. Recognitions**

**18. Adjourn**