



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Agenda Borough Assembly Regular Meeting

Monday, December 04, 2023

12:00 PM

Assembly Chambers

You are invited to a Zoom webinar.
When: December 4, 2023 12:00 PM Alaska
Topic: Regular Assembly Meeting

Please click the link below to join the webinar:

<https://petersburgak-gov.zoom.us/j/89942017160?pwd=OSv5NMYmT0mcbUvIIXdOUYQgzR-v3g.3DMZfw0EYmZSr1En>

Passcode: 183785

Or Telephone:

(720) 707-2699 or (253) 215-8782

Webinar ID: 899 4201 7160

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1. **Call To Order/Roll Call**
2. **Voluntary Pledge of Allegiance**
3. **Approval of Minutes**
 - A. **November 20, 2023 Assembly Meeting Minutes**
4. **Amendment and Approval of Meeting Agenda**
5. **Public Hearings**
 - A. **Public Hearing for Ordinance #2023-15: An Ordinance Adjusting the FY 2024 Budget for Known Changes**

Any public testimony regarding Ordinance #2023-15 should be given during this public hearing. A copy of Ordinance #2023-15 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

10. Consent Agenda

11. Report of Other Officers

A. Petersburg Medical Center

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

B. 2024 Capital Projects List

Manager Giesbrecht will review the draft 2024 Capital Projects List which will be finalized by the Assembly in January.

12. Mayor's Report

A. December 4, 2023 Mayor's Report

13. Manager's Report

A. December 4, 2023 Manager's Report

14. Unfinished Business

A. Ordinance #2023-15: An Ordinance Adjusting the FY 2024 Budget for Known Changes - Second Reading

If approved in three readings, Ordinance #2023-15 will 1) assign \$50,199 of Homeland Security grant revenue accepted by the Assembly on November 6, 2023 to the FY24 budget for School District Radios; 2) authorize additional funds of \$86,876 from the E911 fund to cover the cost of an upgrade to the Police Department access control system; 3) increase the budgeted amounts to cover actual costs for purchase of a new pump to replace the leaking leisure pool filtration pump (\$10,398) and replacement of two benches at the South Harbor viewing platform that were damaged (\$3,629); 4) transfer \$880,000 from the Electric Department reserves to the Blind Slough Hydro fund to finish out the project; 5) increase the FY24 budget amount for work on the EMD 16 generator that had been budgeted for in FY23 but not invoiced until now (\$5,850); 6) increase the Diesel Plant Maintenance line item to cover unanticipated work on the Caterpillar 398 generator rebuild (\$20,981); 7) increase the Motor Pool O&M budget by \$20,056 to cover unanticipated repairs on the line trucks; 8) increase the Electric Travel and Training budget by \$13,000 to cover online training of staff on the Eaton Yukon AML program; 9) transfer Wastewater reserves in the amount of \$144,000 to the Pump Station 4 project to award a professional services contract for pump station control panels and control programming; and 10) increase the Electric Department payroll budget by \$132,366 for FY24 to cover the cost of ratifying the new IBEW Collective Bargaining Agreement. Ordinance #2023-15 was unanimously approved in its first reading.

15. New Business

A. **Resolution #2023-16: A Resolution Approving the Disposal of Borough Owned Tideland Property Located at 103A Dock Street (Parcel #01-010-037) by Direct Sale to John B. and Sheri L. Wikan dba Wikan Enterprises, Inc., for \$112,564**

On November 20, 2023, the Borough Assembly unanimously set the sale price of Borough Parcel #01-010-037 at \$112,564. Approval of Resolution #2023-16 will officially authorize the sale of the tideland property to John B. and Sheri L. Wikan dba Wikan Enterprises, Inc.

B. **Resolution #2023-17: A Resolution Adopting an Alternate Allocation Method for the FY24 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 #2023-17 for FY 2024.

C. **Petersburg Indian Association Application to Purchase Borough Owned Property on N. 8th Street (Parcel ID #01-006-060 and #01-006-070)**

The Petersburg Indian Association (PIA) filed an application to purchase Borough owned parcels #01-006-060 and #01-006-070 on N. 8th Street for the purpose of constructing residential rental properties in the form of duplexes and small apartment buildings. On November 14, 2023, the Planning Commission held a duly noticed public hearing, considered and reviewed applicant materials, public comments and testimony, and staff comments, and recommend the Assembly approve the property for sale with the condition that the existing walking trail between the elementary school and the ballfield not be included in the sale, or that the trail be granted a public access easement to ensure continued use.

Attached in this packet is the Planning Commission's report, a comment from Don and Karen Cornelius that was received after the November 14 public hearing was held, and a request from PIA to exempt the sale from public auction and authorize sale by direct negotiations as outlined in Petersburg Municipal Code Section 16.12.100.

The Assembly is asked to determine whether the application shall move forward in the sale process, and if so, whether the sale shall take place by public auction (outcry auction or competitive sealed bid) or by direct negotiations with PIA.

D. **Pump Station 4 Controls and Panel Professional Services Contract Award**

Utility Director Hagerman and the Wastewater Department recommend that RMC Engineering Services be awarded a professional services contract in the amount of \$144,000 to design the control system for Pump Station 4. An award recommendation memo from Director Hagerman and RMC Engineering Services' proposal are attached in this packet.

E. Contract Increase for the Blind Slough Hydro Project for Project Management, Inspection, Commissioning and Close Out

Utility Director Hagerman recommends the contract with McMillen Corporation be amended to increase the overall contract amount by \$105,000 due to project delays that have extended the need for onsite project inspection. Director Hagerman's recommendation memo and McMillen's proposal are attached in this packet.

F. Trade of Development Work on the Borough's Rock Quarry and Mud Dump Access Road in Exchange for Use of up to 60,000 Cubic Yards of Borough Rock for the New Hospital Site

Rock-N-Road Construction has proposed to make needed modifications to the Borough's rock quarry and mud dump access road in exchange for use of up to 60,000 cubic yards of rock from the Borough's quarry, with the subject rock to be incorporated into the new hospital site. Public Works Director Cotta recommends the proposal be accepted as it will benefit the Borough by gaining access to the rock located in the quarry floor and will result in significant savings to the hospital project. Director Cotta's recommendation memo, Rock-N-Road's proposal, and a letter of support for the proposal from PMC CEO Hofstetter are attached in this packet.

G. Work Session with the Hospital Board

Borough Charter and Code state the Assembly and the Hospital Board shall meet at least once yearly in public session to discuss and coordinate financial planning, capital improvement needs, comprehensive plans for healthcare and other matters of concern. The Hospital Board suggests a work session be scheduled for either Tuesday, January 30, 2024 or Thursday, February 1, 2024 at 5:30 p.m. if amenable to the Assembly.

16. Communications

A. Correspondence Received Since November 16, 2023

17. Assembly Discussion Items

A. Work Session with Mental Health Land Trust Office

Chandler Long, Senior Project Manager with the Trust Land Office, and State of Alaska Platting Officer Amy Orange-Posma, request a work session with the Assembly on December 18, 2023, prior to the Assembly meeting, to discuss platting, planning, and working together in the best interest of Petersburg.

B. Entrance Island Dock

Mayor Jensen received communication from a Territorial Sportsman, Inc. Board Member in Juneau wondering if the Borough would be interested in taking ownership of the Entrance Island dock from the State of Alaska if it were either brand new construction or repaired to a safe and usable condition.

C. Assembly Member Comments

D. Recognitions

18. Adjourn