



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Agenda Borough Assembly Regular Meeting

Monday, November 03, 2025

12:00 PM

Assembly Chambers

You are invited to a Zoom webinar!
When: November 3, 2025 12:00 PM Alaska
Topic: 11.3.2025 Assembly Meeting

Join from PC, Mac, iPad, or Android: <https://petersburgak-gov.zoom.us/j/83547712883?pwd=ov8biHHqUwqdSuqt6xhM4eOBQuuzY.1>

Passcode: 898661

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

Webinar ID: 835 4771 2883

Passcode: 898661

1. Call To Order/Roll Call

2. Appointment to Vacant Assembly Seat

A. Selection of Candidate to Fill Assembly Vacancy

Following Petersburg Borough Code 3.04.050, the clerk advertised the vacant assembly seat following Assembly Member Bob Lynn's election to the office of Mayor. Six individuals submitted letters of interest to fill the vacancy. These letters are included in the meeting packet for review.

Raleigh Cook
Tina Kerr
Donna Marsh
Scott Newman
Marc Taylor
Tony Vinson

The appointment requires an affirmative vote of a majority of the incumbent assembly members. The appointee's term begins immediately upon taking the oath of office and continues until October 2026.

3. Oath of Office

The newly appointed assembly member will take the oath of office.

4. Voluntary Pledge of Allegiance

5. Approval of Minutes

A. Regular Assembly Meeting Minutes October 20, 2025

6. Amendment and Approval of Meeting Agenda

7. Public Hearings

8. Bid Awards

A. Banana Point Breakwater Improvements - Intent to Award

Public Works Director Marohl requests approval to award the Banana Point Breakwater Improvement Project to Western Dock & Bridge of Ketchikan in an amount not to exceed \$978,000. A memo from Director Marohl with the bidder information for the September 26, 2025 bid opening is attached to the meeting packet.

9. 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.

10. Persons to be Heard Unrelated to Agenda

Persons with views on subjects not on today's agenda may share those views at this time.

11. Boards, Commission and Committee Reports

12. Consent Agenda

13. Report of Other Officers

A. Petersburg Medical Center

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

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.

14. Mayor's Report

A. November 3, 2025 Mayor's Report

15. Manager's Report

A. November 3, 2025 Manager's Report

16. Unfinished Business

17. New Business

- A. Ordinance #2025-14: An Ordinance Amending the Official Zoning Map for Service Area 1 of the Petersburg Borough to**
(1) Rezone with a Condition Precedent Government Lot 21 (parcel #01-010-430) From Open Space – Recreational (O.S.R.) to Single-Family Mobile Home (SFMH); and
(2) to Rezone Lot 4, Block A, Skylark II Subdivision, Plat #90-14 (Parcel #01-010-243) from Single-Family Residential (S-F) to Open Space – Recreational (O.S.R.) and Government Lot 13 (Parcel #01-010-412) from Public Use (P-1) to Open Space - Recreational (O.S.R.) First Reading

If adopted in three readings, Ordinance #2025-14 will rezone the above parcels in connection with the sale of Government Lot 21 to Skylark Park LLC under Resolution 2025-20. The rezoning of Government Lot 21 is to allow for the planned development. The rezoning of Lot 4 and Government Lot 13 is to create open, recreational space adjacent to the planned development.

The condition precedent to the rezone of Government Lot 21 is the completion of the sale to Skylark Park LLC; if the sale is not timely completed, Government Lot 21 would maintain its current zoning.

- B. Ord #2025-15: An Ordinance of the Petersburg Borough Adjusting the FY 2026 Budget for Known Changes**

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

Close out Fund 745, Auto Meter Reading Capital Project, by transferring the remaining \$15,901.75 to Fund 763, the Electric Grid Resiliency Capital Project Fund.

Budget \$78,000 in revenue from PIA for the Banana Point Breakwater Improvement Project per Resolution #2025-21.

Budget \$61,000 for engineering expenses in the Wastewater Fund not-to-exceed \$61,000 for time and material to prepare bid ready documents for repairs to the outfall pipe in Frederick Sound.

Budget \$25,000 in the Wastewater fund to purchase one replacement variable frequency drive (VFD) due to failure of the existing unit at Pump Station 5 and rebuild the two failed VFDs to serve as backup units for future operational needs. A memo from Director Marohl regarding the VFDs is attached.

Budget \$195,000 in expenses for new light poles for the Downtown Street Light Capital Project. \$195,000 in cash is already reserved in this capital project fund for this purpose.

- C. Election of Vice Mayor**

Charter Section 2.05B provides that no later than the first regular meeting of the assembly in November each year, the assembly shall elect from its membership a Vice Mayor.

D. Assembly Member Appointments to Boards

Mayor Lynn, with Assembly approval, will appoint Assembly Members as representatives or liaisons to the following organizations and advisory boards: Southeast Conference, Alaska Municipal League, Harbors and Ports Advisory Board, Hospital Board, Public Safety Advisory Board, Local Emergency Planning Committee. The 2024/2025 Assembly Appointment List is attached for reference.

E. Appointment of Assembly Parliamentarian

In accordance with Petersburg Borough Code 3.08.130, the borough assembly may appoint one of its members to serve as parliamentarian. The parliamentarian will be responsible for ruling on issues of parliamentary practice during assembly proceedings.

F. Letters of Interest for Board Appointments

The Assembly has received letters of interest from community members expressing their willingness to serve on various boards. These letters are presented for Assembly review and consideration for appointment.

Harbor & Ports Advisory Board - Andy Kittams

Public Safety Advisory Board - John Lichtenberger

Planning Commission - Ralieggh Cook & Mika Cline

G. Utility Director Hire

Manager Giesbrecht and Utility Director Hagerman request approval to hire Stephan Harbour for the position of Utility Director beginning December 30, 2025 at an annual salary of \$160,000. Director Hagerman will be retiring in July of 2026.

H. Request for Work Session - Tidal Network Presentation

Assembly Member Meucci requests that the Assembly schedule a work session open to the public to hear a presentation from Tidal Network regarding the proposed communications towers in Petersburg.

This session would provide an opportunity for both the Assembly and the community to learn more about the project and ask questions.

18. Communications

A. Correspondence Received Since October 16, 2025

19. Assembly Discussion Items

A. Assembly Member Comments

B. Recognitions

20. Adjourn