



# Petersburg Borough

12 South Nordic Drive  
Petersburg, AK 99833

## Meeting Agenda Borough Assembly Regular Meeting

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Tuesday, September 05, 2023

12:00 PM

Assembly Chambers

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You are invited to a Zoom webinar.  
When: Sep 5, 2023 12:00 PM Alaska  
Topic: September 5, 2023 Assembly Meeting

Please click the link below to join the webinar:  
<https://petersburgak.gov.zoom.us/j/8483877517?pwd=TmVSWXkwRDZRRTBBd2o5NFRlcnZPQT09>  
Passcode: 266414

Or Telephone:  
(720) 707-2699 or (253) 215-8782  
Webinar ID: 848 3877 5517  
Passcode: 266414

1. **Call To Order/Roll Call**
2. **Voluntary Pledge of Allegiance**
3. **Approval of Minutes**
  - A. **August 21, 2023 Assembly Meeting Minutes**
4. **Amendment and Approval of Meeting Agenda**
5. **Public Hearings**
  - A. **Public Hearing for Ordinance #2023-13: An Ordinance Adjusting the FY 2024 Budget for Known Changes**

Any public testimony regarding Ordinance #2023-13 should be given during this public hearing. A copy of Ordinance #2023-13 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

### 10. Consent Agenda

### 11. Report of Other Officers

#### A. Petersburg Medical Center

PMC CEO Hofstetter will provide an update on the Medical Center.

### 12. Mayor's Report

#### A. September 5, 2023 Mayor's Report

### 13. Manager's Report

#### A. September 5, 2023 Manager's Report

### 14. Unfinished Business

#### A. Ordinance #2023-12: An Ordinance Amending Chapter 4.08 of the Former City of Petersburg Code to Account for Borough Formation - Third and Final Reading

If approved in three readings, Ordinance #2023-12 will update Chapter 4.08 to Borough Code. Ordinance #2023-12 was unanimously approved in its first and second readings.

#### B. Ordinance #2023-13: An Ordinance Adjusting the FY 2024 Budget for Known Changes

Ordinance #2023-13 will update the FY 2024 Budget as follows: 1) to increase the Community Center Sewer Line project budget by \$84,115 as approved with Resolution #2023-08 on June 3, 2023; 2) to accept a \$23,000 grant to the Library from the Rasmuson Foundation; 3) to accept a \$75,120 grant to conduct an energy efficiency audit at the Community Center; 4) to use up to \$100,000 of the Property Development Fund to provide utility connection stubs to residentially zoned Borough property lines to prepare lots for future sale as approved with Resolution #2023-09 on July 17, 2023; 5) to use \$14,640 of Elderly Housing reserves for design development to remedy structural issues due to rot and deterioration of the wood on the building's main entrance ramp and cover; 6) to increase the Fire Department's communications budget by \$5,000 and the small tools budget by \$1,000; and 7) to increase payroll and benefits by a total of \$186,225 to cover the wage increases approved by the Assembly for PMEA covered employees and Department Heads. Ordinance #2023-13 was unanimously approved in its first reading.

Two amendments are being requested as follows:

1) Public Works Director Cotta requests to add two 14-yard garbage containers to the current supplemental budget (one to be stationed at the school to help with their bear issues and one to be on hand when contractors or other members of the public need this size of a container temporarily for large projects).

Recommended motion: "I move to amend Ordinance #2023-13 to include an additional expense of \$26,000 to the supplemental budget for two 14-yard Roll-off Garbage Containers to be paid for by the Sanitation Department."

2) Assisted Living Director Casey requests to add \$16,075 to the current supplemental budget to pay for repairing the Assisted Living kitchen which sustained water damage and is currently not operational. A copy of the estimate from Steelhead Enterprises LLC is attached.

Recommended motion: "I move to amend Ordinance #2023-13 to include an additional expense of \$16,075 to the supplemental budget for work at the Assisted Living facility to repair water damage in the kitchen."

## **15. New Business**

### **A. Acceptance of Dedication of Easements, Rights-of-Way, Alleys and Roadways proposed on the Alaska Mental Health Trust's Plat of the South Mitkof Subdivision**

The State of Alaska, Department of Natural Resources, requires borough mayors to sign for acceptance of any land dedicated for public use and for public purposes within the borough, regardless of whether or not the borough has platting authority in the area. This land dedication is south of the Papke's Landing area, which is currently exempt from platting authority. Acceptance of lands for public use or public purpose does not obligate the public or any governing body to construct, operate or maintain improvements. DNR is requesting Mayor Jensen sign the plat of the South Mitkof Subdivision.

## **16. Communications**

There is no correspondence to share.

## **17. Assembly Discussion Items**

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

### **B. Recognitions**

## **18. Executive Session**

The Assembly will adjourn to Executive Session, in accordanced with Alaska Statute 44.62.310(C)(3) and (4), matters which by law are required to be confidential and matters involving consideration of records not subject to public disclosure, and the attorney-client privilege, to receive advice and recommendations from attorneys in regard to pending litigation (James Kerr v. Petersburg Borough, 1JU-22-00856 CI).

## **19. Adjourn**