



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Agenda Borough Assembly Regular Meeting

Monday, October 21, 2024

6:00 PM

Assembly Chambers

You are invited to a Zoom webinar.
When: October 21, 2024 06:00 PM Alaska
Topic: Borough Assembly Meeting

Please click the link below to join the webinar:

[https://petersburgak-
gov.zoom.us/j/85766082164?pwd=Xuab7hH0HVHqM4keDXaiVK927zayF7.1](https://petersburgak.gov.zoom.us/j/85766082164?pwd=Xuab7hH0HVHqM4keDXaiVK927zayF7.1)

Passcode: 504742

Or Telephone:

(720) 707-2699 or (253) 205-0468

Webinar ID: 857 6608 2164

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1. **Call To Order/Roll Call**
2. **Voluntary Pledge of Allegiance**
3. **Approval of Minutes**
 - A. **October 4, 2024 Special Assembly Meeting Minutes**
 - B. **October 7, 2024 Assembly Meeting Minutes**
4. **Amendment and Approval of Meeting Agenda**
5. **Public Hearings**
 - A. **Public Hearing for Ordinance #2024-17: An Ordinance Amending Various Sections of Chapter 4.28 of the Petersburg Municipal Code, Entitled *Sales Tax*, to add Definitions and Rules Regarding Particular Businesses, and to Specify Sales Tax Exemptions Required by Law**

Any public testimony regarding Ordinance #2024-17 should be given during this public hearing. A copy of Ordinance #2024-17 may be found under agenda item 14A.
 - B. **Public Hearing for Ordinance #2024-18: An Ordinance Adjusting the FY 2025 Budget for Known Changes**

Any public testimony regarding Ordinance #2024-18 should be given during this public hearing. A copy of Ordinance #2024-18 may be found under agenda item 14B.

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. Emergency Vehicle Insurance Discussion

Susan Erickson, owner of Petersburg-Wrangell Insurance and Broker for the Borough's liability insurance through Alaska Public Entity Insurance, will discuss insurance coverage for the Borough's emergency vehicles.

12. Mayor's Report

A. October 21, 2024 Mayor's Report

13. Manager's Report

A. October 21, 2024 Manager's Report

14. Unfinished Business

A. Ordinance #2024-17: An Ordinance Amending Various Sections of Chapter 4.28 of the Petersburg Municipal Code, Entitled *Sales Tax*, to add Definitions and Rules Regarding Particular Businesses, and to Specify Sales Tax Exemptions Required by Law - Second Reading

If adopted in three readings, Ordinance #2024-17 will enhance Chapter 4.28 by adding needed definitions and rules being used but not listed in Code and by specifying sales tax exemptions required by State or Federal law. Ordinance #2024-17 was unanimously approved in its first reading.

B. Ordinance #2024-18: An Ordinance Adjusting the FY 2025 Budget for Known Changes - Second Reading

This supplemental budget is for both revenues and expenses that were not expected during the time the original budget was put together this spring.

Four of these items are for grants we have recently been awarded, as follows: a State of Alaska Legislative grant for \$30,000 to replace the shooting range boardwalk; a \$900,000 Denali grant to rebuild the Banana Point Breakwater; a \$216,210 grant from

the Pacific States Marine Fisheries Commission to be used at the Scow Bay turnaround phase 1 project; and a \$54,882 Title III National Forest Receipts grant to be spent on 10 sets of turnout gear for the fire department.

Unanticipated expenses in this supplemental are: \$6,000 in the Motor Pool Department to upgrade the tire changing machine; \$5,000 in additional cost for the purchase of the Public Works pickup in the Motor Pool Department; \$5,000 for advertising for debt authorization prior to the election and for the lead service line identification advertising; an additional \$ 215,000 for the Harbor's dock shed (estimated at higher than budgeted), and approval is needed to go out to bid; \$16,000 for the temporary building official position in Community Development until the current building official has all of his credentials; the Fire Department's replacement values for vehicle insurance coverage was determined to be inadequately low, replacement values have been increased thus increasing the Fire Department's vehicle insurance cost by \$41,954; \$20,000 to replace the Water Department's sludge pond/backwash pump which has failed and cannot be rebuilt; and \$8,500 for the Sanitation Department's hazmat event earlier this year, which cost more than anticipated.

Three amendments are requested to be made during this second reading, as follows:

1) Resolution #2024-12 accepting the \$900,000 grant for the Banana Point Breakwater stated the 10% match funding would come from the General Fund or other in-kind services. Rather than using monies from the General Fund, the Borough will use monies from the Property Development Fund. **Suggested motion: I move to add clarifying language to the Denali Grant 10% match to provide that non-payroll expenses will come from the Property Development Fund.**

2) Quotes for the Water Department's sludge pond/backwash pump came in lower than anticipated so the Department would like to reduce the funds added by \$5,000 (from \$20,000 to \$15,000, for a total budget line item of \$20,000). **Suggested motion: I move to reduce the \$20,000 additional expense in the Water Department's Machinery and Equipment line item to \$15,000 for a budgeted total of \$20,000.**

3) The Wastewater Department Staff is now planning to locate the wastewater plant outfall using an underwater drone and therefore will not need to add \$10,000 to its professional services line item. **Suggested motion: I move to remove the addition of \$10,000 to the Wastewater Professional Services line item which was to be used to hire a diver to locate the wastewater plant outfall.**

15. New Business

A. Ordinance #2024-19: An Ordinance Amending Chapter 4.30 of the Petersburg Municipal Code, *Alaska Remote Seller Sales Tax Code*

If approved in three readings, Ordinance #2024-19 will adopt the Uniform Alaska Remote Seller Sales Tax Code by reference and provide that the Assembly ratify subsequent amendments to the Uniform Code within 120 days of adoption by the Alaska Remote Seller Sales Tax Commission.

B. Ordinance #2024-20: An Ordinance Amending Chapter 14.30, *Mountain View Manor Elderly Housing and Assisted Living Facility*, to Institute a new Assisted Living Community Facility Fee to be Used for Facility Maintenance and Repair, to Require that Two Bedroom Assisted Living Units be Occupied by Two Residents, and to Increase Certain Fees

Ordinance #2024-20, if approved in three readings, will create a one-time Community Facility Fee of \$2,000 for new residents moving into the facility which will be used for facility maintenance and repair, will require that future rented two bedroom Assisted Living units be occupied by two residents, increase the Assisted Living food cost from \$350 to \$450 per month, will add a security deposit and pet registration fee for Assisted Living units, and will provide for late fees.

C. Ordinance #2024-21: An Ordinance Amending Chapter 16.16, *Tidelands*, of the Petersburg Municipal Code to Provide for Updated Provisions Regarding the Disposal of Tidelands and Submerged Lands

Because the economic value of Petersburg's tidelands is great, Ordinance #2024-21 is written to provide that the sale of tidelands shall not be made for consideration less than the appraised full and true value rather than the assessed value, and to clarify the sale process to ensure any sale of tidelands is in the Borough's best interests.

D. Resolution #2024-13: A Resolution Authorizing the Borough Manager to Apply to the State of Alaska, Department of Environmental Conservation (ADEC) for a Loan from the Alaska Drinking Water Fund and Alaska Clean Water Fund for the Project Entitled Scow Bay Haul-Out and Work Yard

Approval of Resolution #2024-13 will authorize Manager Giesbrecht to apply for an ADEC loan for the Scow Bay Haul-Out and Work Yard project, and to execute the loan agreement.

E. Letter of Support for the USFS Thomas Bay Stewardship Proposal

Petersburg District Ranger Case is requesting a letter of support to use stewardship contracting for the Thomas Bay Young-Growth Timber Sale project authorized earlier this year. Stewardship contracting would enable the trade of goods (timber) for services (proposed work activities). Please see the proposal from Ranger Case attached in this packet.

16. Communications

A. Correspondence Received Since October 3, 2024

17. Assembly Discussion Items

A. Assembly Member Comments

B. Recognitions

18. Adjourn