



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Borough Assembly Regular Meeting

Monday, August 05, 2024

12:00 PM

Assembly Chambers

1. Call To Order/Roll Call

Mayor Jensen called the meeting to order at 12:00 p.m.

PRESENT

Mayor Mark Jensen
Vice Mayor Donna Marsh
Assembly Member Thomas Fine-Walsh
Assembly Member Bob Lynn
Assembly Member Scott Newman
Assembly Member Rob Schwartz
Assembly Member Jeigh Stanton Gregor

2. Voluntary Pledge of Allegiance

The Pledge was recited.

3. Approval of Minutes

A. July 15, 2024 Assembly Meeting Minutes

The July 15, 2024 Assembly meeting minutes were unanimously approved.

Motion made by Vice Mayor Marsh, Seconded by Assembly Member Stanton Gregor.
Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Fine-Walsh,
Assembly Member Lynn, Assembly Member Newman, Assembly Member Stanton
Gregor

4. Amendment and Approval of Meeting Agenda

The agenda was approved as submitted.

Motion made by Assembly Member Lynn, Seconded by Assembly Member Fine-Walsh.
Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Fine-Walsh, Assembly
Member Lynn, Assembly Member Newman, Assembly Member Stanton Gregor

5. Public Hearings

A. Public Hearing for Ordinance #2024-14: An Ordinance Amending Provisions of Chapters 3.38, 3.40, and 3.76 of the Petersburg Municipal Code to Establish the Public Works Director as the Head of the Borough Water and Sewer Utilities and Create an Assistant Public Works Director as an Administrative Officer of the Borough

No testimony was given.

B. Public Hearing for Ordinance #2024-15: An Ordinance Amending Section 14.20.280 of the Petersburg Municipal Code to Clarify Recoverable Expenses from Vessels Impounded and Disposed of from Borough Harbors

No testimony was given.

C. Public Hearing for Ordinance #2024-16: An Ordinance Adjusting the FY 2025 Budget for Known Changes

No testimony was given.

D. Public Hearing on Applications to Purchase Borough Owned Tidelands Located at 107A Dock Street, PID #01-008-242

Island Refrigeration, LLC and Pacific Rose, LLC have both filed applications to purchase a tideland parcel located at 107A Dock Street, Parcel ID #01-008-242 (legal description: McFadden Lease Parcel B, Plat #95-7).

Brock Snider, owner of Island Refrigeration, LLC, thanked the Assembly for their support of the sale of 111 Dock Street to his business and shared his reasons for also applying to purchase 107A Dock Street.

Bill Menish, owner of Pacific Rose, LLC, did not attend the meeting.

No public testimony was given.

6. Bid Awards

There were no 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.

No views were shared.

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.

No views were shared.

9. Boards, Commission and Committee Reports

There were no reports.

10. Consent Agenda

There were no consent agenda items.

11. Report of Other Officers

A. Petersburg Medical Center

PMC CEO Hofstetter updated the Assembly on Medical Center activities.

B. 2024 Municipal Election Report

Clerk Thompson reviewed the Election Report with the Assembly.

12. Mayor's Report

A. August 5, 2024 Mayor's Report

Mayor Jensen read his report into the record.

13. Manager's Report

A. August 5, 2024 Manager's Report

Manager Giesbrecht read his report into the record, a copy of which is attached and made a permanent part of these minutes.

14. Unfinished Business

A. Ordinance #2024-12: An Ordinance Providing for the Submission to the Qualified Voters of Petersburg Borough the Question of the Issuance of Not-to-Exceed Three Million Five Hundred Thousand Dollars (\$3,500,000) of General Obligation Bonds, to Pay Costs of Public School Capital Improvements in the Borough at the Regular Election held on October 1, 2024 - Third and Final Reading

The Assembly unanimously approved Ordinance #2024-12 in its third and final reading.

Motion made by Assembly Member Lynn, Seconded by Vice Mayor Marsh.
Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Fine-Walsh, Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

B. Ordinance #2024-13: An Ordinance Authorizing Long Term Indebtedness in an Amount Not to Exceed \$19.3 Million for the Design and Construction of Water and Wastewater Infrastructure in the Borough and Directing that this Matter be

Submitted to the Voters for Consideration at the Next Regular Election to be Held on October 1, 2024 - Third and Final Reading

By unanimous roll call vote, the Assembly approved Ordinance #2024-13 in its third and final reading.

Motion made by Vice Mayor Marsh, Seconded by Assembly Member Newman.
Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Fine-Walsh, Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

C. Ordinance #2024-14: An Ordinance Amending Provisions of Chapters 3.38, 3.40, and 3.76 of the Petersburg Municipal Code to Establish the Public Works Director as the Head of the Borough Water and Sewer Utilities and Create an Assistant Public Works Director as an Administrative Officer of the Borough - Second Reading

Ordinance #2024-14 was unanimously approved in its second reading.

Motion made by Assembly Member Stanton Gregor, Seconded by Assembly Member Lynn.

Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Fine-Walsh, Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

D. Ordinance #2024-15: An Ordinance Amending Section 14.20.280 of the Petersburg Municipal Code to Clarify Recoverable Expenses from Vessels Impounded and Disposed of from Borough Harbors - Second Reading

The Assembly unanimously approved Ordinance #2024-15 in its second reading.

Motion made by Vice Mayor Marsh, Seconded by Assembly Member Stanton Gregor.
Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Fine-Walsh, Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

E. Ordinance #2024-16: An Ordinance Adjusting the FY 2025 Budget for Known Changes - Second Reading

If adopted in three readings, Ordinance #2024-16 will: 1) authorize \$240,000 to be transferred from the Harbor Department reserves to a Derelict Boat Disposal budget item, increasing the total amount budgeted to \$250,000; 2) transfer \$4,000 from the General Fund Contingency to a Ballot Proposition Information budget item to disseminate information on the ballot propositions regarding the maximum sales tax exemption and transient room tax rate; and 3) adding the revenue (\$232,965) and expenses (\$153,418) for two electrical line extension jobs into the budget. The Assembly unanimously approved Ordinance #2024-16 in its first reading.

Ordinance #2024-16 was unanimously approved in its second reading.

Motion made by Assembly Member Newman, Seconded by Vice Mayor Marsh.
Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Fine-Walsh,
Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz,
Assembly Member Stanton Gregor

15. New Business

A. Assistant Public Works Director Hire

By unanimous roll call vote, the Assembly approved the promotion of Aaron Marohl to Assistant Public Works Director at an annual base salary of \$91,520.

Motion made by Assembly Member Lynn, Seconded by Assembly Member Stanton Gregor.

Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Fine-Walsh,
Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz,
Assembly Member Stanton Gregor

B. Pump Station 4 Pump Station and Force Main Replacement Project - Bid and Construction Phase Support

Amendment to the PND design contract for the Pump Station 4 project to include support for the bid and construction phases at a cost of \$103,352.90 was unanimously approved.

Motion made by Vice Mayor Marsh, Seconded by Assembly Member Newman.
Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Fine-Walsh,
Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz,
Assembly Member Stanton Gregor

C. Petersburg Municipal Power & Light Vehicle Replacement: Unit #99 (Material Handler) and Unit #102 (Digger Derrick)

Purchase of replacement vehicles for Power & Light's Unit #99 (for \$270,079) and Unit #102 (for \$355,234) was unanimously approved.

Motion made by Vice Mayor Marsh, Seconded by Assembly Member Stanton Gregor.
Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Fine-Walsh,
Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz,
Assembly Member Stanton Gregor

D. Island Refrigeration, LLC and Pacific Rose, LLC Applications to Purchase Borough Owned Tideland Parcel #01-008-242 Located at 107A Dock Street

By a vote of 4-3, the Assembly agreed to engage in a direct sale with Island Refrigeration, LLC, for tideland parcel #01-008-242 and directed Manager Giesbrecht to negotiate a sale price to bring back to the Assembly for final approval.

Motion made by Assembly Member Stanton Gregor, Seconded by Assembly Member Fine-Walsh.

Voting Yea: Mayor Jensen, Assembly Member Fine-Walsh, Assembly Member Newman, Assembly Member Stanton Gregor

Voting Nay: Vice Mayor Marsh, Assembly Member Lynn, Assembly Member Schwartz

16. Communications

A. Correspondence Received Since July 11, 2024

17. Assembly Discussion Items

A. Assembly Member Comments

No comments were shared.

B. Recognitions

There were no recognitions.

18. Adjourn

The meeting was adjourned at 1:04 p.m.

Motion made by Assembly Member Stanton Gregor, Seconded by Assembly Member Newman.

Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Fine-Walsh, Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

Borough Manager's Report
Assembly Meeting 5 August 2024

- ❖ We should be receiving our new time clock system this week for Assisted Living.
- ❖ Our Medicaid renewal is almost complete at Assisted Living.
- ❖ We have 1 swing shift and three overnight shifts to fill at Assisted Living.
- ❖ Derrick has been working with the state on emergency food supplies. We will not have to buy emergency food for the next 24 years and we don't have to buy water anymore as well. We will still have to get snacks every year, but this will save us thousands of dollars every year.
- ❖ Will be having a discussion with several residents at Assisted Living about moving. They need more of a specialty facility to properly take care of them.
- ❖ A reminder the diesel fuel adjustment charge has been calculated to be 1.3 cents per KWH for usage during the SEAPA maintenance shutdown in June. This adjustment was on the utility bills at the end of July.
- ❖ The annual Dam Safety Inspection with FERC engineers and our contracted Chief Dam Safety Engineer went well. No major issues were identified during the inspection.
- ❖ PMPL is working with Hammer and Wikan to update the electrical service to the hardware store.
- ❖ Erik Larson has started as PMPL's new Powerhouse Mechanic/Operator and is coming up to speed quickly. PMPL is fully staffed, and new operator training is ongoing.
- ❖ A reminder for water system customers to fill out the Lead Service Line Inventory survey that went out in the June utility bills. If customers have any questions, please contact the water department at 907-772-4760.
- ❖ Pumpstation 4 Force Main project – 95% Plans and Specifications have been received. We are scheduling a design review meeting with the engineering team prior to advertising for bids on the project. Must also complete property transfer deeds with the Swanson family.
- ❖ WW discharge permitting – EPA has not yet released the draft permit to the Borough.
- ❖ The library has received a \$10,000 grant from the Institute of Museum and Library Services. Since 2005, this grant has been awarded annually thanks to a partnership with the Petersburg Indian Association. The funds are used to purchase material for the library collection.
- ❖ Martin and crew are installing new fencing around the Green Field at the baseball complex. This project is replacing the existing fence in the backstop and dugout areas as well as installing fence around the outfield - which hasn't had fencing in many years. The Petersburg Little League received

a grant that is paying for project materials, and Public Works is supplying the labor and equipment.

- ❖ We took delivery of the Borough's replacement hearse – a 2021 Chevrolet Suburban. In consultation with the local mortuary service provider, the Motor Pool crew is retrofitting the vehicle with a hearse hardware kit so it will be properly configured to serve in its new role.
- ❖ Due to ongoing misperceptions on recyclables, we have begun planning a public education campaign to help keep our customers and the general public informed about our local recycling program.
- ❖ Norton Corrosion inspected the cathodic protection system on our water storage tank. This is an annual inspection of the tank's corrosion protection system, and no major issues were noted.
- ❖ With fishing season well underway, the plant is producing approximately 1.7 million gallons of water per day. This is in line with normal mid-summer production levels of 1.5-2MGD and much less than the max production capability of the plant (4MGD).
- ❖ One of the two variable frequency drives (VFDs) at the Scow Bay One pump station failed. A new drive was ordered and repairs have been made. The failed drive will be sent out for possible rebuild and if rebuildable, will be retained as a spare.
- ❖ An EPA compliance officer conducted an inspection of the Wastewater Plant on July 29th. This is a routine inspection that takes place every 2-3 years and focuses on wastewater plant operations and testing. Although we do not have the results in hand, based on feedback from the compliance inspector we believe the inspection went well. Thanks to Wastewater Supervisor Justin Haley for keeping everything shipshape at the Wastewater plant!
- ❖ PD is scheduling community-based crisis response training. Training will be held in Petersburg on Mar 18th– 20th, 2025. The current plan is to invite all community partners so Law Enforcement, Dispatchers, Mental Health, School Counselors, hospital staff, local psychologists and others who would be first point of contacts or involved in assisting or identifying a person in crisis.
- ❖ We have been busy running our swim lessons for the past month with much appreciation from community
- ❖ We have several open positions at Parks & Rec. 2 Custodians and a grounds keeper. Hired a maintenance technician last week who will begin in a couple of weeks.
- ❖ There are still a few openings in our Youth Volleyball Camp! Stop in at Parks and Rec for more information and registration!
- ❖ Youth Basketball registration is open, but volunteers are still needed for coaching and refereeing! Small incentive for those interested! Practices begin first week of September. Check with Parks and Rec for more information.