



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Borough Assembly Regular Meeting

Monday, April 21, 2025

6:00 PM

Assembly Chambers

1. Call To Order/Roll Call

PRESENT

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

EXCUSED

Assembly Member James Valentine

2. Voluntary Pledge of Allegiance

The Pledge was recited.

3. Approval of Minutes

A. April 7, 2025 Board of Equalization Hearing and Regular Assembly Meeting Minutes

The minutes were approved as submitted.

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

4. Amendment and Approval of Meeting Agenda

The agenda was approved as submitted.

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

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

5. Public Hearings

A. Public Hearing for Ordinance #2025-03: An Ordinance Adjusting the FY 2025 Budget for Known Changes

No views were shared.

B. Public Hearing for Ordinance #2025-04: An Ordinance Amending Chapter 19, Zoning, of the Petersburg Municipal Code to Establish Overlay Zones within Municipal Zoning Regulations, and to Create a Marine Industrial Overlay Zone

No views were shared.

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.

Greg Johnson, representing himself, spoke about his application to purchase properties on Augusta Street.

Sarah Holmgrain, representing herself and Nordic Real Estate, spoke about her application to lease the property at 1107 S Nordic Drive.

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.

Heather O'Neil, representing herself, spoke about the assessment of her property, parcel 01-010-758. Ms. O'Neil asked that the Assembly reconsider the assessment by the appraiser and change it back to the 2023 values.

Tom Abbott, representing himself and KFSK, thanked Clerk Thompson for all of her work through the years, running elections, working at the basketball games and navigating everything with humor and grace.

9. Boards, Commission and Committee Reports

There were no reports.

10. Consent Agenda

A. Birchell Properties LLC Lease #2

The Assembly unanimously approved the renewal of Birchell Properties Lease #2 through May 15, 2030, at an annual rate of \$6,810.00.

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

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

11. Report of Other Officers

No reports were provided.

12. Mayor's Report

A. April 21, 2025 Mayor's Report

Mayor Jensen read his report into the record and thanked Clerk Thompson for her many years of service as the Borough Clerk.

13. Manager's Report

A. Manager's Report 4.21.2025

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 #2025-03: An Ordinance Adjusting the FY 2025 Budget for Known Changes - Second Reading

The Assembly unanimously approved Ordinance #2025-03 to designate 50% of the of the previous year's annual General Fund surplus into the Property Development Fund for the purpose of financing major capital maintenance and repairs. This ordinance will transfer \$292,314 from the General Fund to the Property Development Fund.

Second Reading: An amendment to add a revenue and expense line item for \$3,557,800 into Fund 762 - Public School Projects to the FY25 Borough supplemental budget was unanimously approved.

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

B. Ordinance #2025-04: An Ordinance Amending Chapter 19, Zoning, of the Petersburg Municipal Code to Establish Overlay Zones within Municipal Zoning Regulations, and to Create a Marine Industrial Overlay Zone - Second Reading

Ordinance #2025-04, amending Chapter 19, Zoning, of the Petersburg Municipal Code to establish overlay zones within Municipal Zoning Regulations, and to create a Marine Industrial Overlay Zone, was unanimously approved in its second reading.

A motion was made to amend Ordinance #2025-04, to change the size of the caretaker quarters from 800 square feet to 400 square feet. Motion failed due to lack of a second.

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

15. New Business

A. Resolution #2025-08. A Resolution Approving The Real Property Improvement And Conveyance Of Borough Owned Land, Described As Lots 1, 2, 3, 4, 5 And 6, Block 304, and Lots 16, 17, 18, 19 and 20, Block 305, Airport Addition Subdivision, According To Plat 77-2 Recorded on March 1, 1977, Six (6) of Which will be Conveyed to the Tlingit Haida Regional Housing Authority (THRHA) And Five (5) Of Which Will Stay In Borough Ownership, For The Purpose of Expanding the Airport Subdivision; and Authorizing the Borough Manager to Sign Conveyance Documents

Resolution # 2025-08 a resolution approving the real property improvement and conveyance of borough owned land, which will be conveyed to the Tlingit Haida Regional Housing Authority (THRHA) for the purpose of expanding the Airport Subdivision; was unanimously approved.

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

B. Resolution #2025-03 (Amended) A Resolution Authorizing Temporary Lease of Borough Owned Tidelands at the Scow Bay Turnaround to Andrew Rutherford

Resolution #2025-03 (Amended) authorizing temporary prorated lease of borough owned tidelands at the Scow Bay turnaround to Andrew Rutherford, was unanimously approved.

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

C. Fuel Adjustment Charge Request - 2025

The fuel adjustment charge for the billing period between May 27 and June 27, 2025, which includes the annual SEAPA maintenance shutdown period, was unanimously approved for 2025.

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

D. Nordic Real Estate Lease Application

The Assembly unanimously approved the lease application for Lot 4A, Skylark II Subdivision Plat 90-14, Parcel ID #01-010-737, be processed by direct lease to Nordic Real Estate.

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

E. Greg and Heidi Johnson Land Purchase Application

By a vote of 5-1, the Assembly approved that Manager Giesbrecht negotiate a direct sale with Greg and Heidi Johnson to purchase Borough owned lots 6-10, Block 255, Northeast Subdivision and Lots 2-5 Scenic View Subdivision (unrecorded).

F. David Mazzella - Land Purchase Application

David Mazzella submitted an application to purchase one Borough owned lot located at 1009 Augusta St, Lot 8, Block 255, Northeast Subdivision, Parcel ID #01-002-560.

No motion was made regarding David Mazzella's land application.

G. Letter of Interest for Parks and Recreation Advisory Board

Mayor Jensen appointed Chrystine Lynn to serve on the Parks and Recreation Advisory Board until October 2025.

H. Budget Work Session

The Assembly set the annual budget work session for May 1, 2025 at 5:00 pm.

16. Communications

A. Correspondence Received Since April 3, 2025

17. Assembly Discussion Items

A. Assembly Member Comments

There were no assembly member comments.

B. Recognitions

Member Stanton Gregor thanked Clerk Thompson for all of her work through the years for her integrity and professionalism and wished her well in her retirement.

18. Adjourn

The meeting was adjourned at 6:50 pm.

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