



# Petersburg Borough

12 South Nordic Drive  
Petersburg, AK 99833

## Meeting Minutes Borough Assembly Regular Meeting

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Monday, December 16, 2024

6:00 PM

Assembly Chambers

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### 1. Call To Order/Roll Call

The meeting was called to order at 6:00 pm.

#### PRESENT

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

### 2. Voluntary Pledge of Allegiance

The Pledge was recited.

### 3. Approval of Minutes

#### A. December 2, 2024 Assembly Meeting Minutes

The minutes were approved as submitted.

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, Assembly Member Valentine

### 4. Amendment and Approval of Meeting Agenda

The agenda was unanimously approved.

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

Assembly Member Valentine

**5. Public Hearings**

There were no public hearings.

**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**

A. Member Lynn updated the Assembly on the December 4, 2024 SEAPA board meeting.

**10. Consent Agenda**

There were no consent agenda items.

**11. Report of Other Officers**

No reports were given.

**12. Mayor's Report**

**A. December 16, 2024 Mayor's Report**

Mayor Jensen read his report into the record.

**13. Manager's Report**

**A. December 16, 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**

There was no unfinished business.

**15. New Business**

**A. Ordinance #2024-24: An Ordinance Authorizing the Issuance of General Obligation Bonds of the Borough, in the Principal Amount not to Exceed \$3,500,000, to Pay the Costs of Public School Capital Improvements; Fixing Certain Details of Such Bonds; Authorizing the Sale of Such Bonds; Authorizing the Preparation, Execution, and Delivery of Certain Documents in Connection Therewith; Pledging the Full Faith and Credit of the Borough to the Payment Thereof; and Providing for Related Matters**

If approved in three readings, Ordinance #2024-24 will authorize the issuance of General Obligation Bonds in the principal amount not to exceed \$3.5 million to fund capital improvements for the Petersburg School District.

Ordinance #2023-24 was unanimously approved in its first reading.

Motion made by Assembly Member Lynn, 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, Assembly Member Valentine

**B. Resolution #2024-19: A Resolution Authorizing the Borough Manager to Apply to the State of Alaska, Department of Environmental Conservation (ADEC), for a Loan from the Alaska Clean Water Fund for the Project Entitled Pump Station 3 Replacement**

If approved, Resolution #2024-19 will authorize the Borough Manager to execute a loan agreement with ADEC for the Pump Station 3 Replacement Project.

Resolution 2024-19 was approved by unanimous roll call vote.

Motion made by Assembly Member Stanton Gregor, 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, Assembly Member Valentine

**16. Communications**

**A. Correspondence Received Since November 28, 2024**

**17. Assembly Discussion Items**

**A. Assembly Member Comments**

Member Lynn reported on the Alaska Municipal League conference that was held in Anchorage last week. The biggest concerns were school funding, housing and childcare.

**B. Recognitions**

Member Stanton Gregor thanked Rachelle Larson, the Petersburg Indian Association and Chief Kerr for teaming up to bring Chris Herren, a former NBA player, to Petersburg to speak to middle and high school students about drug and alcohol awareness.

Member Marsh thanked the staff of Power and Light and Matt Bryner for decorating the town so festively for Christmas and the holidays.

## **18. Adjourn**

The meeting was adjourned at 6:35 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, Assembly Member Valentine

## Borough Manager's Report

### Assembly Meeting 16 December 2024

- ❖ Parks and Recreation, in conjunction with Police Department, Fire/EMS/SAR, Library, and P&R Advisory Board (and of course, Santa!) hosted the 2024 Jingle & Mingle event with the help of so many volunteers and donations, including Public Works and Harbor Dept.
- ❖ Indoor Winter Sprint Triathlon scheduled for January 4th, chat with Scott Burt at Parks and Rec for more information.
- ❖ Dive In Movie "The Polar Express" will be showing on Thursday, Dec. 19th.
- ❖ Skate nights on Fridays, and Afternoon Game Time on Tues & Thurs (with Fridays coming soon). Come check out all the new programming at Parks and Rec.
- ❖ With authorization from the Borough Manager, the crew assisted the Rod & Gun Club with installation of the Petersburg Shooting Range sign adjacent to the Mitkof Highway ROW.
- ❖ In conjunction with development of the FY26 budget, Assistant Director Marohl has started on a review process to examine the roles of the various vehicles in the Borough's fleet, with a focus on vehicles that serve General Fund departments.
- ❖ Director Cotta, as Chair of the Southeast Alaska Solid Waste Authority (SEASWA), helped draft an RFP for regional solid waste management services. In addition to a couple of SEASWA board members, the working group that put together this RFP included representatives from Southeast Conference; City and Borough of Juneau; City and Borough of Sitka; and Tlingit & Haida Central Council. The intent of the large-scale planning project outlined in the RFP is to develop an overall strategy for solid waste in Southeast Alaska and to include as many communities and other major stakeholders as possible. Funding for this project is being provided by a \$500,000 grant from the Denali Commission.
- ❖ Wastewater Supervisor Haley worked with the Harbor Dept and a local dive service to locate the wastewater plant outfall line on Sandy Beach using an underwater ROV. The cost was less than \$1,000 which was a substantial savings over the initial \$10,000 estimate.
- ❖ We have not yet received our new EPA wastewater discharge permit. Based on what we are hearing, it appears that Petersburg will have to move forward with a capital project to add disinfection to our wastewater treatment process. The disinfection project is estimated to cost in excess of \$10M and the required implementation timeline is 5 years.
- ❖ Glo was invited to present at the Legislative Seafood Industry Joint Task Force representing coastal municipalities. She spoke to Legislative support of full funding of the Municipal Harbor Match Grant program as well as asking for support to inflation proof the \$5 million dollar cap by increasing the cap to \$7.5 million. She also re-introduced an effort to consider changing the 50/50 split of both Fisheries Business Tax and the Fisheries Resource Landing Tax (Raw Fish Taxes) to a 25/75 split with the majority of the 3% going back to the municipality in which the landings took place.
- ❖ PMPL is finishing up on the annual FERC end of year reporting.

- ❖ PMPL and Community Development staff are starting work with a contractor who will help guide the Borough through a conversion from our older autoCAD utility maps to a Geographical Information System (GIS) database. This will update all of our mapping and provide a basis for future integrations with utility billing and other Borough functions.
- ❖ The Meter Reader is training our Groundman to be a backup for reading meters to ensure staffing redundancy for this monthly task.
- ❖ Line crew and Operators did a fantastic job in responding to the broken pole at 9 mile on December 1st. Thanks also to the police department, GCI and AP&T for their assistance during the work.
- ❖ The library's heating system, exterior lighting, and heated sidewalks stopped working on Saturday. Keith has been working with Darby & Brian to bypass our Siemens controller and the building is currently warm. He will work with Siemens to bring the building back online this week.
- ❖ Congratulations to Jim Holder who passed his ICC certification exam for Residential Building Inspector. Jim will be working toward completing the next two examinations after the holidays. The next exams are for the Residential Plans examiner, and Mechanical/Plumbing inspector.
- ❖ Just got the state audit paperwork yesterday for Assisted Living so we can finish the very last of the Medicaid audit.
- ❖ We have a couple of people coming down in Feb. to go over the Osha training for staff at Assisted Living.
- ❖ I have been working with staff and some Assembly members on the proposed Skylark development. Next steps are the preparation of the draft sales contract, the ordinance, and a review with the developers. I am expecting the first reading of the ordinance for the Assembly will be in January.
- ❖ We have received estimates from PND on the potential small cruise ship dock. These are being reviewed by Harbor Staff and American Cruise Lines.
- ❖ The Police Department worked with local tribal members, NOAA and others to dispatch aggressive sealion in the Harbor.
- ❖ I am working with our federal lobbyist and several department heads on the preparation for the Federal Priorities list. I am expecting this to be on the agenda, along with the State Capsis list, for the first meeting in January.