



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Borough Assembly Regular Meeting

Monday, February 03, 2025

12:00 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

ABSENT

Assembly Member James Valentine

2. Voluntary Pledge of Allegiance

The Pledge was recited.

3. Approval of Minutes

A. January 21, 2025 Assembly Meeting Minutes

The January 21, 2025 minutes were approved as submitted.

4. Amendment and Approval of Meeting Agenda

The agenda was approved as submitted.

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

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

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 will update the Assembly on Medical Center activities.

PMC CEO Hofstetter updated the Assembly on Medical Center activities.

B. US Forest Service

Forest Service District Ranger Case will provide the Assembly an update on USFS activities.

Petersburg District Ranger Case was unable to attend the meeting.

C. Petersburg Rod & Gun Club

Petersburg Rod & Gun Club President Slaven will give an update regarding Club activities and future needs.

Rod & Gun Club President Slaven reported on Club activities and future needs.

12. Mayor's Report

A. February 3, 2025 Mayor's Report

Mayor Jensen read his report into the record.

13. Manager's Report

A. February 3, 2025 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 #2025-01: An Ordinance Amending the Official Zoning Map for Service Area 1 of the Petersburg Borough to Rezone Lot 13B, Plat #2008-15, (Parcel ID #01-014-700 Located at 1020 Sandy Beach Road) from Rural Residential (R-R) to Single-Family Residential (S-F)

At the direction of the Assembly, the Planning Commission held a public hearing in December regarding the proposed rezone and recommends the Assembly rezone the parcel prior to a public auction. If approved in three readings, Ordinance #2025-01 will rezone Parcel ID #01-014-700 located at 1020 Sandy Beach Road from Rural Residential to Single-Family Residential.

By unanimous roll call vote, the Assembly approved Ordinance #2025-01 in its first reading.

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

B. Ordinance #2025-02: An Ordinance Amending the FY 2025 Budget for Known Changes

If approved in three readings, Ordinance #2025-02 will 1) add a Homeland Security Cyber Grant of \$26,736 to the budget; 2) correct the Motor Pool payroll budget with an increase of \$82,595; 3) increase Power & Light's inventory budget by \$45,000 to replenish exhausted power poles and line extension supplies; 4) increase Power & Light's heat pump rebate program budget by \$15,000 to support customer's rebate applications to the end of this fiscal year; and 5) increase Motor Pool's travel and training budget by \$8,697 for CDL licensing.

The Assembly unanimously approved Ordinance #2025-02 in its first reading.

Motion made by Assembly Member Newman, 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

C. Scow Bay 65% Design Professional Services Contract with PND

Community & Economic Development Director Cabrera requests approval to enter into a professional services contract with PND Engineers, Inc. for Task 6 of their

September 6, 2024 design proposal, 65% Design Development, for an amount not to exceed \$220,000. This expense is accounted for in the FY 2025 budget.

The Assembly unanimously approved to enter into a professional services contract with PND Engineers, Inc. for Task 6, 65% Design Development for the Scow Bay project.

D. Petersburg Police Department K9 Unit Proposal

The Petersburg Police Department is requesting approval to acquire a K9 unit to enhance their department. Please see the K9 Unit proposal, projected budget, training and more information attached to this meeting packet.

After much discussion, a motion to approve the acquisition of a K9 unit failed by a vote of 2-4, with Assembly members stating that the issue could be reconsidered after more is known about the FY 2026 municipal budget.

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

Voting Yea: Vice Mayor Marsh, Assembly Member Newman

Voting Nay: Mayor Jensen, Assembly Member Lynn, Assembly Member Schwartz, Assembly Member Stanton Gregor

E. Appointment of Rebecca Regula to the Position of Borough Clerk / Human Resources Director

Manager Giesbrecht requests permission to promote Rebecca (Becky) Regula to the position of Borough Clerk / Human Resources Director effective April 1, 2025 at an annual base salary of \$85,000. If approved, Manager Giesbrecht intends to advertise for the Human Resources Officer / Deputy Clerk position vacated by Becky at an annual base salary of \$65,000, to begin April 1, 2025. Clerk Thompson is retiring with her last day of work on April 30th.

The Assembly unanimously approved the promotion of Rebecca Regula to the position of Borough Clerk / Human Resources Director effective April 1, 2025.

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

16. Communications

A. Correspondence Received Since January 16, 2025

17. Assembly Discussion Items

A. Assembly Member Comments

Assembly Member Lynn stated PMC CEO Hofstetter did a good job at the recent Assembly / Hospital Board Work Session presenting financials for operating the current facility and plans for a new facility.

B. Recognitions

Member Lynn congratulated Carey Case for her selection as USFS District Ranger for Petersburg.

Member Stanton Gregor recognized Emergency Services Director Hankins, his staff, and all Fire and EMS volunteers for their work in our community and requested community members consider volunteering with the Petersburg Volunteer Fire Department as a firefighter, emergency medical services technician, and/or search and rescue team member.

18. Adjourn

The meeting was adjourned at 12:59 p.m.

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