



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Agenda Borough Assembly Regular Meeting

Monday, April 07, 2025

12:00 PM

Assembly Chambers

You are invited to a Zoom webinar!
When: April 7, 2025 12:00 PM Alaska
Topic: April 7, 2025 Regular Assembly Meeting

Join from PC, Mac, iPad, or Android:

[https://petersburgak-
gov.zoom.us/j/86736247955?pwd=gpbbskZKaf1qu7E00czJTmg43RbXQG.1](https://petersburgak.gov.zoom.us/j/86736247955?pwd=gpbbskZKaf1qu7E00czJTmg43RbXQG.1)

Passcode:082858

Join via audio:

(253) 215-8782 or (720) 707-2699

Webinar ID: 867 3624 7955

Passcode: 082858

- 1. Call To Order/Roll Call**
- 2. Voluntary Pledge of Allegiance**
- 3. Oath of Office**

Clerk Thompson will give the Oath of Office to Becky Regula, who is the new Petersburg Borough Clerk/Human Resources Director. Clerk Thompson is retiring on April 30th. Congratulations, Clerk Regula!

- 4. Board of Equalization**

The Assembly, acting as the Board of Equalization, will hear 2025 property tax assessment appeals, if there are any unsettled appeals at the time of this meeting. A separate packet for the appeals to be considered will be provided to the Assembly prior to the start of the meeting. The Borough's Contract Assessors, Appraisal Company of Alaska, will provide information to the Board of Equalization regarding the property valuation process for Petersburg.

State Statute AS 29.45.210(b) - Appeal Hearing, mandates:

*The Appellant bears the burden of proof.

*A successful appeal must establish that valuation is UNEQUAL, EXCESSIVE, IMPROPER or UNDERVALUED based on facts stated in a valid written appeal or proven at the appeal hearing.

If there are appeals to consider, the Appeal Hearing Process is as follows:

(A-D are provided 3 minutes each to speak):

- A. Appellant
- B. Assessor
- C. Appellant Rebuttal
- D. Assessor Rebuttal
- E. Questions from the Board of Equalization
- F. Board of Equalization's Decision - Any changes to the Assessor's valuations must be based on facts presented at the BOE Hearing and the BOE must provide a reason for the changes. The Appellant bears the burden of proof based on salient facts.

A. Guidelines for Board of Equalization

5. Approval of Minutes

A. March 17, 2025 Assembly Meeting Minutes

6. Amendment and Approval of Meeting Agenda

7. Public Hearings

8. Bid Awards

9. 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.

10. Persons to be Heard Unrelated to Agenda

Persons with views on subjects not on today's agenda may share those views at this time.

11. Boards, Commission and Committee Reports

12. Consent Agenda

A. El Zarape Liquor License Renewal

El Zarape LLC has applied to renew their restaurant liquor license. The Assembly may support or protest the application within 60 days of the date of notice of the application filing.

13. Report of Other Officers

A. Petersburg Medical Center

PMC CEO Hofstetter will update the Assembly on Medical Center activities.

B. US Forest Service

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

C. SEAPA Report

Assembly Member and SEAPA Board Chair Lynn will provide an update of the March 27, 2025 SEAPA Board meeting.

14. Mayor's Report

A. April 7, 2025 Mayor's Report

15. Manager's Report

A. April 7, 2025 Manager's Report

16. Unfinished Business

17. New Business

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

The FY25 budget policy document states that the Borough will 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 in any year where the General Fund undesignated fund balance is within the target range of established policy levels. This ordinance, if approved, will transfer \$292,314 from the General Fund to the Property Development Fund.

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

If approved in three readings, Ordinance #2025-04 will establish a new Marine Industrial Overlay Zone within the Industrial Zone of Service Area 1, applicable to certain tideland parcels as reflected in Exhibit A, attached.

C. Resolution #2025-07: A Resolution Requesting the Alaska Legislature Increase the Base Student Allocation and Provide a Sustainable Formula for Education Funding

Resolution #2025-07 urges the Alaska Legislature to prioritize a long-term bipartisan solution for education funding by increasing the base student allocation and providing school districts with predictable funding levels.

D. K9 Unit

Vice Mayor Marsh requested that acquisition of a K9 Unit for our Police Department be re-visited. Chief Kerr has provided additional information regarding the K9 Unit.

E. Tlingit Haida Regional Housing Authority (THRHA) / Petersburg Borough Real Property Improvement and Conveyance Agreement Addendum No. 1

On January 6, 2025, the Assembly approved Resolution #2025-01 which authorized Manager Giesbrecht to enter into a Real Property Improvement and Conveyance Agreement with THRHA, who will provide improvements (roads, electric, water, sewer and storm drainage utilities) to 11 lots in the Airport Addition Subdivision in return for ownership of 7 of the 11 lots. THRHA now requests to provide improvements to an additional 11 lots, for a total of 22 lots, with 13 lots to be owned by THRHA, and 9 lots to be retained by the Borough. Addendum No. 1 to the THRHA/Petersburg Borough Real Property Improvement and Conveyance Agreement is attached for Assembly approval.

18. Communications

A. Correspondence Received Since March 13, 2025

19. Assembly Discussion Items

A. Assembly Member Comments

B. Recognitions

20. Adjourn

GUIDELINES FOR BOARD OF EQUALIZATION FINDINGS

I. GROUNDS FOR ADJUSTMENT OF ASSESSMENT

Under PMC Section 4.24.220(C) “The only grounds for adjustment of an assessment are proof of **unequal, excessive, improper** or under valuation based on facts that are stated in a valid written appeal or proven at the hearing.”

KEY: It is the appellant’s burden to establish one of the following grounds for adjustment:

- **Unequal** means the assessed value is a higher percentage of value than the percentage of value for other properties (i.e. higher mill rate). *Unequal assessment is rarely grounds for adjustment.*
- **Excessive** means the property is overvalued. The appellant may also establish that an assessment is excessive by showing that comparable properties other than those used by the appraiser provide a better comparison or establishing an exemption was not properly applied.
- **Improper** means the assessment methodology itself was incorrect or was incorrectly applied.

KEY: The following are not grounds for adjustment:

- My taxes are too high
- The value of my property changed too much in one year
- I cannot afford the taxes assessed.

II. THE BOARD MUST BASE ITS DECISION ON THE EVIDENCE

The Board may only base its decision on evidence presented in writing or via sworn testimony. DO NOT rely on personal knowledge. However, you may pose questions to elicit helpful testimony/evidence.

III. THE BOARD MUST ISSUE FINDINGS ON THE RECORD

Under PMC Section 4.24.230 the board shall enter in the appeal record its decision upon appeals brought before it, and shall certify to the same. A motion should be made stating the specific evidence relied upon, such as an error in sf calculation, comparable properties, evidence of property damage not captured by the assessor, etc.

Examples:

“Move to uphold the assessment because the appellant has failed to meet their burden of establishing the assessment is unequal, excessive, or improper based upon the evidence presented including the following [Discuss Specific Evidence Presented]”

Or

“Move to adjust the valuation to \$ _____ because the appellant has met their burden by establishing the assessment is [Choose one or more (1) unequal , or (2) excessive, or (3) improper] based upon the evidence presented including the following [Discuss Specific Evidence Presented]”



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Borough Assembly Regular Meeting

Monday, March 17, 2025

6:00 PM

Assembly Chambers

1. Call To Order/Roll Call

Mayor Jensen called the meeting to order at 6:00 p.m.

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. March 3, 2025 Assembly Meeting Minutes

The March 3, 2025 Assembly meeting minutes were unanimously approved.

Motion made by Assembly Member Stanton Gregor, 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

4. Amendment and Approval of Meeting Agenda

The meeting agenda was approved as submitted.

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

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.

Robyn Taylor, Petersburg School District Superintendent, updated the Assembly on the Capital Improvement Projects approved by local voters. The School Board will be awarding the projects to a bidder soon.

9. Boards, Commission and Committee Reports

There were no reports.

10. Consent Agenda

A. Birchell Properties, LLC Lease #1 Renewal

Birchell Properties wishes to renew their lease with the Borough through March 31, 2030 at an annual rate of \$5,340.

The Assembly unanimously approved renewal of the Birchell Properties lease.

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

11. Report of Other Officers

There were no reports.

12. Mayor's Report

A. March 17, 2025 Mayor's Report

Mayor Jensen read his report into the record.

13. Manager's Report

A. March 17, 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. Resolution #2025-06: A Resolution to Vacate and Convey a Portion of the Ramona Street Right of Way Between North Nordic Drive and Valkyrie Street and Authorize Acquisition of Lot 10A and a 20' Utility Easement

Electric Utility Director Hagerman requests passage of Resolution #2025-06 that approves vacation of a portion of the Ramona Street right of way and conveys it to John and Miriam Swanson's adjacent lot, to the north of the subject parcel. The Assembly previously approved this vacation and conveyance of this portion of the right of way with the Swanson's adjacent Lot 10 to the south, but property agreements on record for Lot 10 added complications to that action. The Planning Commission has approved the revised final plat which will now establish Lot 10A (future Pump Station 4 site), Lot 10B (parcel containing a utility easement for PS4 force main and other utilities) and Lot 1AA (Swanson's previous Lot 1A that will now include the vacated Ramona Street ROW). This is the final action before deeds may be signed to transfer properties as described.

The Assembly unanimously approved Resolution #2025-06.

Motion made by Vice Mayor Marsh, 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. Rezone Government Lot 12 Located at 1016 Sandy Beach Road from Rural Residential (R-R) to Single-Family Residential (S-F)

Assembly Member Lynn requested the Assembly approve to request the Planning Commission begin the process of rezoning Government Lot 12 located at 1016 Sandy Beach Road from Rural Residential (R-R) to Single-Family Residential (S-F) to be more consistent with the zoning of other residential lots in the area.

By unanimous roll call vote, the Assembly requested the Planning Commission begin the process of rezoning Government Lot 12 located at 1016 Sandy Beach Road from Rural Residential (R-R) to Single-Family Residential (S-F) to be more consistent with the zoning of other residential lots in the area.

Motion made by Assembly Member Newman, 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

16. Communications

A. Correspondence Received Since February 27, 2025

17. Assembly Discussion Items

A. Assembly Member Comments

Vice Mayor Marsh shared that she requested the Police Department K9 Unit be revisited at the next Assembly meeting, stating there is a lot of public support.

B. Recognitions

There were no recognitions.

18. Adjourn

The meeting was adjourned at 6:18 p.m.

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

Debra K. Thompson, Borough Clerk

Date Approved

**Borough Manager's Report
Assembly Meeting 17 March 2025**

- ❖ There are still a couple seats available in the Crisis Response Team training which is being held March 18-20 from 8am-5pm in the Borough Assembly chambers. Contact Chief Kerr for availability.
- ❖ Annual/Pre-REAC/NSPIRE apartment inspections at Elderly Housing were completed and Kenny has been working on the normal touch-up and maintenance issues that come from those.
- ❖ Fire Marshal Welde and the Fire Officers have been conducting our annual Intro to Firefighting course. This course prepares new recruits to be able to respond to fire calls and takes place Saturdays 8-5 at the fire hall. Please speak with a fire officer or call the station if you are interested, it is never too late to join.
- ❖ The Division of Forestry and Fire protection has issued a Burn Permit requirement for the whole of Southeast due to low snowpack and the forecast for "Drought Conditions". Fire permits for service area one can be applied for on the borough website. For areas outside SA1, you will need to file a permit with the AK Dept of Forestry and Fire. For more information about the state permit, please go to forestry.alaska.gov or call 907-761-6230. This takes effect 3/17/2025.
- ❖ There were some recent problems with batteries in one of the ambulances that left it dead at the manor. Thank you to Sam Hoschar for a quick turn around and bringing it back into service.
- ❖ There will be a port security meeting with the USCG, the Borough and its partners April 2nd at 9am in the assembly chambers.
- ❖ Airport Badging for the EMS crew members has begun with the Airport DOT crew. While we are transitioning to this new system, there may be some delays when executing Medivacs.
- ❖ PVFD is aiming to have its Family Fun Day event in late April. If you would like to walk through the station and see all the equipment, please keep an eye out for future advertisements.
- ❖ Getting greenhouse ready for seed planting
- ❖ Scott is working to get swimming lessons scheduled for spring
- ❖ Conducting First Aid/CPR/AED for Library staff on March 24th
- ❖ PMPL got word the submitted reports for the Section 243 grant were accepted and that we were approved to issue project specific invoicing for Blind Slough Hydro. Invoicing for \$2.815M was submitted through the federal invoicing system on March 7th. Now we wait to see how long it will take to receive the funds.
- ❖ Karl met with EPS to restart progress on the Scow Bay Generation project following the good news about the Section 243 grant. The project engineer is working on specs for switchgear and the generator transformer so PMPL can advertise for bids on equipment. An RFP for construction services will also be issued later this spring – pending receipt of the Section 243 funds.

- ❖ After some due diligence in evaluating other GIS products, the project team has decided to stick with using ESRI ArcGIS for the utility mapping and information system. A purchase order for additional licensing was sent to ESRI and the team will be focusing on receiving some training on the software and developing an RFP for infrastructure field inventories for electric, water and wastewater utilities.
- ❖ PMPL's two lineman apprentices recently flew to Fairbanks for their last intensive line school session. They will return to PMPL in May and will need to complete the remainder of their apprenticeship hours to achieve journeyman status in the trade –which will occur for both within the next 6-12 months.
- ❖ PMPL has received word that the annual maintenance shutdown at Tye Lake will start on, or very near, June 10th this year. Contractor schedules have pushed the agency to start the initial shutdown at Swan Lake this year, with Tye following that work. PMPL will issue public service announcements when the schedule is confirmed, and the shutdown gets closer.
- ❖ Karl is back in the office full time this week. Thanks to everyone for your support during my recovery!
- ❖ The Friends of Petersburg's Libraries will be holding a book sale on Saturday April 5 11am-1pm. Funds raised support the public library and school libraries.
- ❖ The library is hosting a silent auction featuring three paintings by Beth Flor to benefit the Library's Art Education Endowment. The artwork is currently on display in the library foyer and will be available for bidding through April 5.
- ❖ Sent all poa's the care plan for the residents at Assisted Living for them to review and sign.
- ❖ Spring clean-up of the winter's traction sand is underway. The sweeper and wash truck are out daily.
- ❖ We started sorting rock in the quarry for seasonal construction projects
- ❖ Used oil heaters are running great at the Baler, and we expect all the supply tanks to be empty on time and to be ready to accept the seasonal increase of used oil.
- ❖ Reservoirs are at capacity with recent rainfall totals. Some snowpack has been observed at higher elevations.
- ❖ The Draft Biosolids Permit has been received from the EPA. Justin is making a few edits this week. The permit will go into effect in July.
- ❖ We will be conducting some interviews this week for the Water/Wastewater Operator vacancy.
- ❖ Surplus vehicle/equipment sealed bid auction is live. Bids will be opened on March 28th at 1pm. Visit the Borough's website or Facebook page for more information.
- ❖ The Borough Manager was notified by THRHA of their interest in expanding the planned development at the Airport Subdivision to include additional lots. I am working on an amendment to our agreement to bring before the Assembly the first meeting in April. The amendment will include the development of an additional eleven lots.



THE STATE of ALASKA GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE 550 West 7th Avenue, Suite 1600 Anchorage, AK 99501 Main: 907.269.0350

March 19, 2025

From: Alcohol.licensing@alaska.gov ; amco.localgovernmentonly@alaska.gov

Licensee: El Zarape Llc DBA: El Zarape VIA email: marcif@ymail.com Local Government 1: Petersburg Borough Local Government 2: N/A Via Email: dthompson@petersburgak.gov; bregula@petersburgak.gov Community Council: N/A Via Email: N/A

RE: Restaurant or Eating Place License #6055 Combined Renewal Notice

Table with 2 columns: Field Name and Value. Fields include License Number (6055), License Type (Restaurant or Eating Place), Licensee (El Zarape Llc), Doing Business As (El Zarape), Physical Address (114 N Nordic Drive, Petersburg), and Licensee Contact Tel. (907 330-4330).

[X] License Renewal Application [] Endorsement Renewal Application

Dear Licensee:

Our staff has reviewed your application after receiving your application and required fees. Your renewal documents appear to be in order, and I have determined that your application is complete for purposes of AS 04.11.510, and AS 04.11.520.

Your application is now considered complete and will be sent electronically to the local governing body(ies), your community council if your proposed premises is in Anchorage or certain locations in the Matanuska-Susitna Borough, and to any non-profit agencies who have requested notification of applications. The local governing body(ies) will have 60 days to protest the renewal of your license.

Your application will be scheduled for the April 14-15, 2024, board meeting for Alcoholic Beverage Control Board consideration. The address and call-in number for the meeting will be posted on our home page. The

board will not grant or deny your application at the meeting unless your local government waives its right to protest per AS 04.11.480(a).

Please feel free to contact us through the Alcohol.licensing@alaska.gov email address if you have any questions.

Dear Local Government:

We have received completed renewal applications for the above listed licenses within your jurisdiction. This is the notice required under AS 04.11.480. A local governing body may protest the issuance, renewal, relocation, or transfer to another person of a license with one or more endorsement, or issuance of an endorsement by sending the director and the applicant a protest and the reasons for the protest in a clear and concise statement within 60 days of the date of the notice of filing of the application. A protest received after the 60-day period may not be accepted by the board, and no event may a protest cause the board to reconsider an approved renewal, relocation, or transfer.

To protest any application(s) referenced above, please submit your written protest for each within 60 days to AMCO and provide proof of service upon the applicant and proof that the applicant has had reasonable opportunity to defend the application before the meeting of the local governing body.

If you have any questions, please email amco.localgovernmentonly@alaska.gov.

Dear Community Council (Municipality of Anchorage and Mat-Su Borough only)

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This letter serves to provide written notice to the above referenced entities regarding the above application, as required under AS 04.11.310(b) and AS 04.11.525.

Please contact the local governing body with jurisdiction over the proposed premises for information regarding review of this application. Comments or objections you may have about the application should first be presented to the local governing body.

If you have any questions, please email Alcohol.licensing@alaska.gov

Sincerely,

Kristina Serezhenkov, Local Government Specialist

For

Kevin Richard, Director
907-269-0350



PMC CEO Assembly Report April 2025

Mission Statement: Excellence in healthcare services and the promotion of wellness in our community.

Guiding Values: Dignity, Integrity, Professionalism, Teamwork, and Quality

Workforce Wellness: *Goal: To create a supportive work environment and promote the physical and mental well-being of hospital staff to improve retention and overall productivity.*

- Employee Forum (all staff meeting) with over 80 employees in attendance, offering 3 sessions.

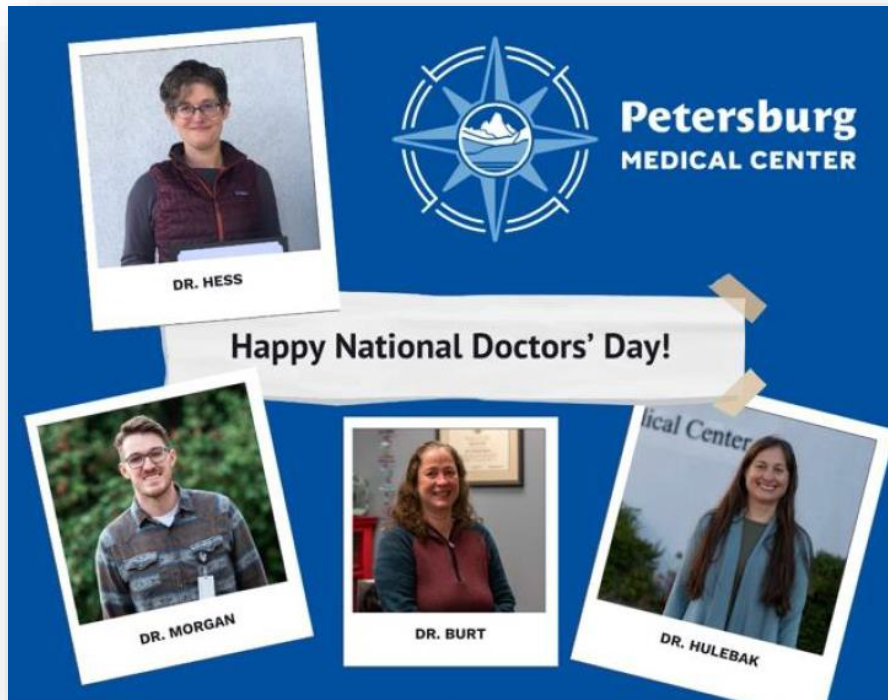
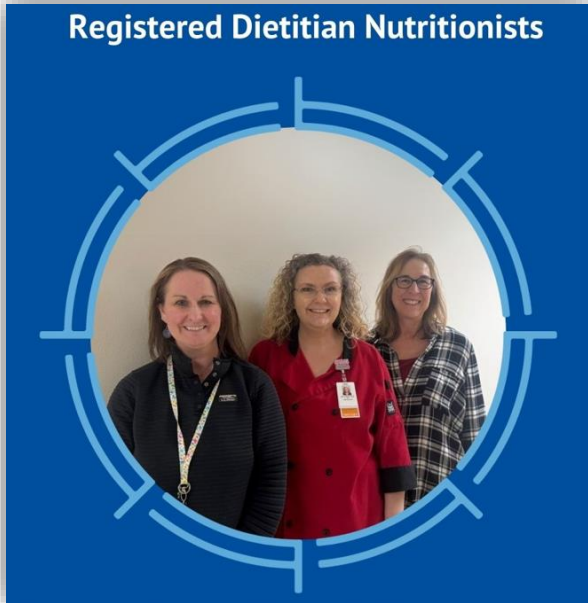


- PMC welcomes Polly Morales, Registered Nurse, to the team!
- March 5th- Physician Lunch
- March 12th- Medstaff
- March 14th- OSHA site visit survey follow up completed successfully.
- March 20th-Office Hours with Phil
- March 21st- Manager Work Session
- PMC Celebrates the following professionals in March:
 - Registered Dietitian Nutritionists. These dedicated professionals collaborate across our hospital, long-term care, and primary care clinic settings to meet the diverse nutrition needs of our patients, residents, and outpatients. Left to Right: Kelly, Jeanette, and Jennifer.



Petersburg
MEDICAL CENTER

- Human Resource professionals are a vital part of the team. This mighty team of two is commended for their excellence and commitment to PMC. Cindy N. and Scott Z.



- Sunday, March 30th -Doctor's Day. PMC has four full-time dedicated physicians who devote themselves to our community's care. Our special thanks to our physicians: Selina Burt, Cortney Hess, Alice Hulebak, and Justin Morgan.



Petersburg
MEDICAL CENTER

Community Engagement: *Goal: To strengthen the hospital’s relationship with the local community and promote health and wellness within the community.*

- Feb 27th- KFSK/ PMC Live with AHHA President and CEO, Jared Kosin, Brandy Boggs, and Phil Hofstetter discussing potential federal Medicaid cuts
- March 1st- Walk with a Provider, Angela Menish, FNP, at Sandy Beach
- March 1, 7th, and 8th- Asset Protection Planning and Long-Term Care Medicaid provided by Brandy Boggs.
- March 18th/19th- Bingocize and Tai Ji Quan are starting new sessions next week. Come join us in the next round of FREE fall prevention programming!
- March 27th- KFSK/PMC Live
- March 27th-Hospital Board Meeting open to public



walk WITH a DOC

Stretching our Muscles for Better Health
Led by Angela Menish, NP



SATURDAY, MARCH 1ST
9:00-10:00 AM
SANDY BEACH TRAILHEAD

JOIN US FOR OUR MARCH WALK WITH A DOC EVENT!
Take a few minutes to learn about Stretching our Muscles for Better Health, then spend the rest of the hour enjoying a healthy walk at your own pace and distance. It's a great way to be active, learn about health, visit with a medical provider and meet new friends. The events are free and open to everyone!



walkwithadoc.org
jwalker@pmc-health.org



Join in on the next round of Bingocize or Tai Ji Quan!




New Session: March 18th

- 10 Week Program
- Fun Music & Prizes
- Social Engagement

Parks & Recreation Activity Room
Mon/Wed --- 10-11am

New Session: March 19th

- 24 Week Program
- Slow Controlled Movements
- Progressing in 8 Forms

Mitkof Dance Troupe Studio
Tues/Thurs --- 10-11am

Reduce the risk of falling by improving strength, balance & mobility.

FREE PROGRAMS FOR ALL AGES & ABILITIES

For more information:
 ☎ 907-772-5580
 ✉ bturland@pmc-health.org





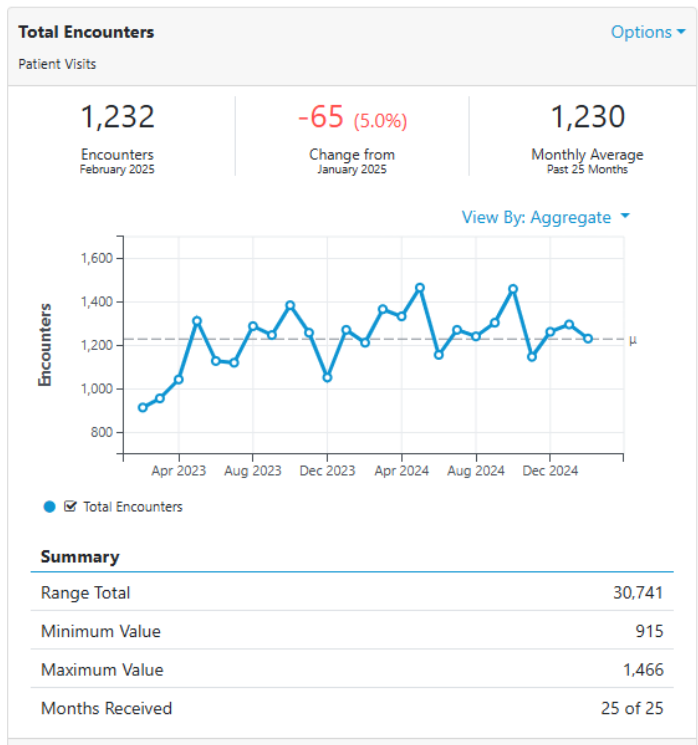
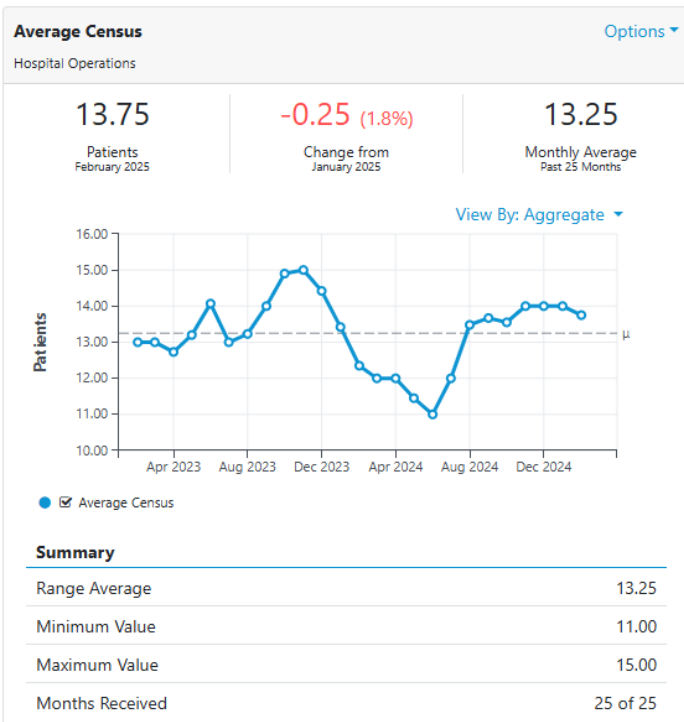
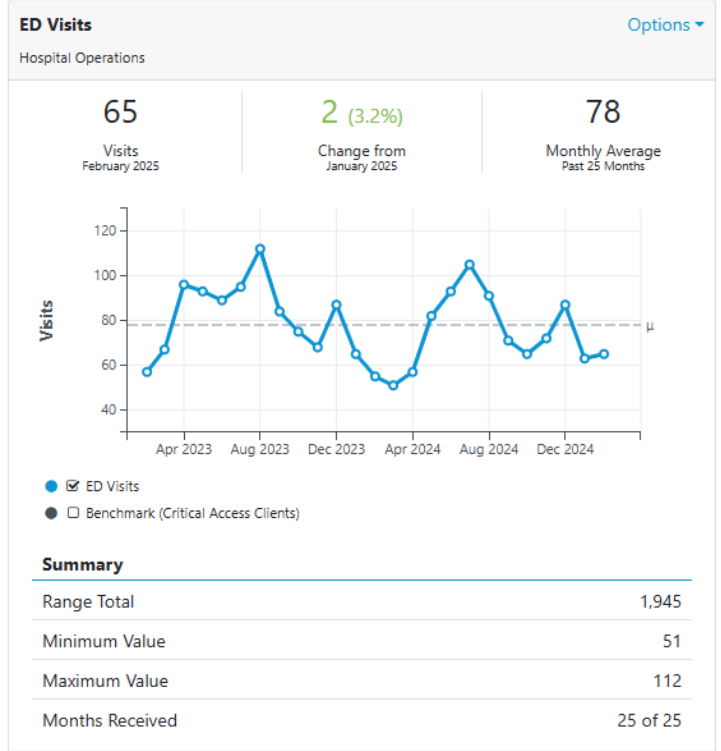
Patient Centered Care: *Goal: To provide high-quality, patient-centered care, and promote wellness for patients.*

- Joy Janssen Clinic Access to Primary Care: We remain fully staffed with 4 Physicians and 2 mid-level practitioners. M-F 8AM-5PM, and Saturday 8AM-12, 1PM-4:30PM
 - Same day appointments for urgent care are readily available.
 - Next available appointment with primary care provider is 4 days wait time
 - Third available appointment with primary care is an average 8 days wait time.
 Digital informational signage screens have been placed in all patient rooms and in the waiting area.
- Optometrist, Kamey Kapp, will be in Petersburg at the end of March/early April to see patients in the Specialty Clinic.
- Dermatologist, Cameron French, still scheduled to see patients in May of this year in the Joy Janssen Clinic.
- ENT, Dr. Raster, plans to see patients in May of this year in the Specialty Clinic.
- Psychiatry services are ongoing via telehealth and accepting referrals.
- Audiologist, Phil Hofstetter, continues to see patients in Specialty Clinic and has seen 20+appointments throughout the month of March.





**Petersburg
MEDICAL CENTER**





Petersburg
MEDICAL CENTER

New Facility: *Goal: To expand the capacity and capabilities of the community borough-owned rural hospital through the construction of a new facility, while taking into account the needs and priorities of the local community.*



- Arcadis submitted report with a detailed update on the new facility.
- We continue to be on track and on budget for the WERC building.
- Transition planning with the departments that will move will continue monthly until the move date next summer/fall.
- Certificate of Need for MRI has been completed, submitted, and now under review. Parts for MRI have been shipped, and we are receiving items.
- Updates: Project updates are available on the PMC website under the “New Facility & Planning” tab. Photos are updated on social media every Friday afternoon.
- As the WERC building nears completion, we will be closing tours to the public as floors, paint, and fixtures are added, with an opening pending.



Financial Wellness: *Goal: To achieve financial stability and sustainability for the hospital.*
FY25 Benchmarks for Key Performance Indicators (KPIs): Gross A/R days to be less than 55, DNFB < then 5 days, and 90 Days Cash on Hand

- Financials submitted generally for February showed ~9% lower revenue than budget, however YTD is still positive. Expenses are generally on track with a ~ 2% higher than budget variance. Note: February is a shorter month. Volumes have still been higher than target YTD.
- Accounts Receivables (AR) Update: Accounts Receivables (AR) is currently around 90 days.
- Revenue Cycle Team is now in-house starting this month in March.
- Grants; See *attached Grants Report*
- Rasmuson Foundation visited Petersburg as part of a funding request for our Community Support Grant. They did a site visit of both our existing facility and the WERC building.
- Budget preparations for the next FY26 are beginning.



Submitted by: Phil Hofstetter, CEO

SEAPA Board Meeting Summary March 27, 2025 Meeting

--The Board approved Brushing Contracts for both the Cleveland Peninsula and the Woronkofski Island. Both contracts were awarded to Rock n Road Construction, a local contractor.

--This year's reservoirs operation plan was reviewed. Going into the spring, water in the reservoirs is way above average due to early winter rainfall and mild temperatures. No problems are anticipated to meet projected loads, even with what is expected to be a lower-than-normal snow pack. Snow surveys will be conducted in the first week of April.

--The Board discussed staffing and anticipated staffing needs looking out 10 years. As we move into FERC relicensing of both SEAPA dams, adding a third turbine at Tye, future work on the intertie, and possibly a new generation project, some new skills and slightly larger workforce will be needed. Potential retirements of key staff members will also result in the need to recruit and back fill those positions to allow for overlap training. No decisions were made.

--Last, and most important, was a discussion on funding of the third turbine at Tye. The total cost of the turbine and installation is currently estimated at \$24.5 million. A \$5 million Department of Energy grant was awarded to SEAPA but now caught in the freeze of federal funds. From discussions with DOE and lobbyists, staff believe that funding will come soon. \$4 million has been requested through the Alaska Energy Authority, \$4.5 million through Congressionally Directed Spending program and a State of Alaska CAPSYS submission has also been made. The CEO estimates widely varying chances of success with each of these funding sources. SEAPA has also started to evaluate what level of bonding may be needed to complete the project, if no other means of funding becomes available. In the meantime, the region's power usage continues to grow at 2-3% per year. Lots of questions on what different funding scenarios would mean to SEAPA and its members, but no decisions have been made.

--A special meeting has been scheduled for May 29, 2025, to potentially award a contract for procurement of the third turbine.

**Mayor's Report
for
April 7, 2025 Assembly Meeting**

- 1. Seeking Letters of Interest:** The Petersburg Borough is accepting letters of interest from citizens who wish to serve the community by filling a vacant seat on the Parks & Recreation Advisory Board until the October 2025 Municipal Election.

Letters of interest may be submitted to Clerk Regula at the Borough offices located at 12 S. Nordic Drive; by sending to PO Box 329, Petersburg, AK 99833; or by emailing to bregula@petersburgak.gov.



**Borough Manager's Report
Assembly Meeting 07 April 2025**

- ❖ PMPL has received all grant funds through the DOE Section 243 Hydroelectric Efficiency Incentives program. \$2,815,428. This money was received into the Blind Slough capital project fund. Excess reserves in that fund were then transferred to the Scow Bay Generation project.
- ❖ PMPL is working on fine tuning the RFP for construction services for the Scow Bay Generation project. The 3.5 megawatt generator that was purchased last year is in storage in Texas until the utility is ready for it to be shipped to Petersburg. We are working with the design engineer on specifications for the generator transformer and switchgear to put that equipment out to bid as soon as possible.
- ❖ The PMPL rate study is progressing and helped with development of the FY26 budget. We are presently pulling historic billing data together so that it can be input into the rate model. This will help with rate design proposals to meet our departmental revenue requirements.
- ❖ PMPL has received word that the annual maintenance shutdown at Tyee Lake will start on, or very near, June 10th this year. Contractor schedules have pushed the agency to start the initial shutdown at Swan Lake this year, with Tyee following that work. PMPL will issue public service announcements when the schedule is confirmed, and the shutdown gets closer.
- ❖ Tuesday, April 8, at 6 PM the library is hosting a screening of *Free For All: The Public Library*, a PBS documentary. This special event, hosted by the Friends of Petersburg Libraries, will feature live music, refreshments, and time for engaging activities and conversation. Fun, interactive activities will also be available for children aged 3-8 in the Children's Room. This event is free and open to everyone.
- ❖ Parks and Rec will be hosting an American Red Cross training and recertification session for staff and outside groups from April 10-14. Consequently, there will be a few pool/swim closures during those days. Closures will be posted on Facebook and around the facility.
- ❖ Petersburg Rotary and Parks and Rec will be hosting our annual Sandy Beach Park Clean-up on Saturday, April 19th from 11-1p in preparation for the Elks annual Easter egg hunt. Volunteers are always welcome! Please dress accordingly and contact Stephanie or Julie at Parks and Rec with any questions.
- ❖ Spring sand pickup continues. We are also washing streets and sidewalks to get things spruced up for the busy season. Street grading as weather permits.
- At Banana Point Boat Launch, the crew installed a small shelter that was repurposed from an old, unused ballfield dugout building. Parks-N-Rec donated the old structure which was then painted and rehabbed using materials that were surplus from past projects. The shelter installation was made with permission from ADNR and was the idea of the Streets crew. Thanks to this creative bit of thinking and coordination with the State, the community now has a covered shelter to use at Banana Point while waiting for water taxi

service to/from other islands.

- ❖ While at Banana Point, the crew also retrieved and tied off a breakwater boom that had come loose from its moorings.
- ❖ The local Motor Pool auction of surplus units resulted in the sale of one surplus SUV and one porta potty. Assistant Director Marohl is putting together an online auction for the 3 surplus PMPL line trucks that did not sell locally.
- ❖ Aaron is working with ADEC on renewal of the Borough's landfill permit, which expires this summer.
- ❖ Shawn conducted fire system inspections with Johnson Controls, who have the inspection contract for most Borough facilities.
- ❖ The biosolids disposal permit has been finalized and we are now permitted for disposing of composted solids at the landfill instead of depositing this material at the mud dump.
- ❖ The Pump Station 4 and Force Main Upgrade project is getting closer to construction, with work now scheduled to begin at end of April or early May. A coordination meeting will be held onsite the week of April 7th with Contractor and Borough representatives.
- ❖ Staff attended the annual spring meeting with the USCG Captain of the Port, Captain Stanley Fields, and fellow Borough department and waterways agency representatives. Topics included emergency response, homeland security, marine communication, tour ship activity, drug trafficking, cyber security and personal changes. The community appreciates the annual in-person information exchange with Sector Juneau & the 17th District Administration.
- ❖ Harbor passed the annual USCG Homeland Security Audit last week, in preparation for the upcoming tour season.
- ❖ Tour ship schedule has firmed up (94 stops) with the first stop on April 25.
- ❖ Glo was interviewed by Stephanie Hernandez McGavin, a student in the University of Washington's Master of Infrastructure Planning and Management studying local government capacity to manage formerly state-owned harbor infrastructure in Alaska.
- ❖ I received word from our federal lobbyist that funding from Denali may be pulled by the DOGE group. This could impact Scow Bay and Banana Point projects.
- ❖ Aaron worked with the school and local contractors to remove the emergency siren from the school roof. We will start looking for grant opportunities to replace the siren at a different location.
- ❖ The large increase in tariffs by the President will have an impact on next year's budget. Unfortunately, we do know the exact cost to the budget currently.
- ❖ Public Comments are being accepted by ADNR regarding the transfer of tidelands property at Papke's to the Borough.
- ❖ Some Borough staff will be working with IBEW on April 21-22 to negotiate proposed salary changes for IBEW employees.

**PETERSBURG BOROUGH
ORDINANCE #2025-03**

**AN ORDINANCE OF THE PETERSBURG BOROUGH ADJUSTING
THE FY 2025 BUDGET FOR KNOWN CHANGES**

Section 1. Classification: This ordinance is not of a permanent nature and shall not be codified in the Petersburg Municipal Code.

Section 2. Purpose: The purpose of this ordinance is to adjust the FY 2025 budget for known changes.

Section 3. Substantive Provisions: In accordance with Section 11.09(a) of the Charter of the Petersburg Borough, the budget for the fiscal period beginning July 1, 2024 and ending June 30, 2025 is adjusted as follows:

Explanation: Necessary revisions in the FY 2025 budget identified after adoption of the Budget.

<u>Account Number</u>	<u>Account</u>	<u>Original Budget</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>FISCAL YEAR 2025 REVENUE / EXPENSE BUDGET ADJUSTMENTS</u>				
General Fund Surplus				
110.000.501961	Transfer Out of General Fund	\$0	(\$292,314.)	(\$292,314)
260.000.402240	Transfer into the Property Development Fund	\$0	\$292,314.	\$292,314.
In the financial and budget policy document for FY25 the property development fund policy states that the Borough will designate 50% of the previous year’s annual General Fund surplus into the property development fund for the purpose of financing major capital maintenance and repairs in any year where the General Fund undesignated fund Balance is within the target range of established policy levels. After this transfer the general fund balance will continue to be over the 4-6 month target range.				

Section 4. Severability: If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and application to any person and circumstance shall not be affected.

Section 5. Effective Date: This ordinance shall become effective immediately after the date of its passage.

Passed and approved by the Petersburg Borough Assembly, Petersburg, Alaska this 5th day of May, 2025.

Mark Jensen, Mayor

ATTEST:

Rebecca Regula, Borough Clerk

Adopted:
Published:
Effective:

**PETERSBURG BOROUGH
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**

WHEREAS, overlay zones are special zoning subdistricts, which are placed over a portion of an underlying zoning district to modify the uses and standards for the area of that Zone; and

WHEREAS, the Borough Assembly believes that the adoption of provisions regarding overlay zones within Service Area No. 1 would be beneficial; and

WHEREAS, a portion of the waterfront area of Service Area No. 1 is currently located within the Industrial District (I-1), and a number of tideland parcels are located within that District, the majority of which are borough-owned and may be sold or leased in the future; and

WHEREAS, Petersburg has a long and rich history as a commercial fishing community, and the availability of tidelands for marine industrial uses is essential for the continued success of commercial fishing and for the economic well-being of our community; and

WHEREAS, the lease or sale of tidelands without ensuring that those parcels are used for marine industrial purposes may limit the availability of land for essential facilities like boatyards, processing plants, and public docks; make it difficult for marine industrial businesses to establish or expand; or lead to development that may not be compatible with marine industrial uses; and

WHEREAS, the creation of a dedicated marine industrial overlay zone can ensure tidelands properly remain available for essential commercial fishing and other marine industrial uses; and

WHEREAS, the Borough Assembly wishes to adopt zoning provisions applicable generally to the establishment of overlay zones, and further wishes to create, consistent with those provisions, a new marine industrial overlay zone within the Industrial (I) Zone of Service Area No. 1, the boundaries of which are reflected in attached Exhibit A.

THEREFORE, THE PETERSBURG BOROUGH ORDAINS, Title 19, *Zoning*, of the Petersburg Municipal Code, is hereby amended as follows:

Section 1. Classification: This ordinance is of a general and permanent nature and shall be codified in the Petersburg Municipal Code.

Section 2. Purpose: The purpose of this ordinance is to allow for Overlay Zones under Title 19, *Zoning*, of the municipal code, and to establish the standards for a Marine Industrial Overlay Zone.

Section 3. Substantive Provisions: Title 19 of the Petersburg Municipal Code is hereby amended as follows. The language proposed for addition is **underlined and bold**, and the language proposed for deletion is ~~struck through~~.

A. New Section. Chapter 19.04, *Definitions*, is hereby amended by adding a new section 19.04.582, entitled Overlay Zone, to read as follows:

19.04.582 - Overlay Zone

An Overlay Zone is a special zoning subdistrict, placed over an existing zoning district or districts, which establishes special provisions applicable to the land located in the subdistrict in addition to those established for the underlying district. The Overlay Zone may add new standards or uses, or delete or modify existing standards or uses governing the underlying district. An Overlay Zone may share common boundaries with one or more districts, may overlay only part of an underlying district, or may overlap, in part, different district boundaries.

B. New Section. Chapter 19.08, *Districts*, is hereby amended by adding a new section 19.08.015, entitled Overlay Zones, to read as follows:

19.08.015 - Overlay Zones.

An Overlay Zone may be placed over any use district established under section 19.08.010, pursuant to the provisions of Chapter 19.50 of this Title.

C. New Chapter. A new Chapter, entitled Overlay Zones, is hereby added to Title 19, to read as follows:

Chapter 19.50. Overlay Zones

19.50.010 - Purpose

19.50.020 - Applicability

19.50.030 - Identification of Overlay Zones

19.50.040 - Marine Industrial Overlay (MIO) Zone.

19.50.010 - Purpose.

This Chapter establishes the Overlay Zones permitted under this Title. An Overlay Zone may, without limitation, be used to impose supplemental restrictions on uses in the underlying district, permit uses otherwise not permitted in the underlying district, or implement a site or architectural design program in order to fulfill specific community objectives.

19.50.020 - Applicability.

A. Overlay Zones shall be established, and thereafter amended, under the provisions of Chapter 19.84 of this Title. Overlay Zones shall be shown on the borough's official zoning map.

B. The standards of an Overlay Zone apply in addition to the standards of the underlying district. In the case of a conflict between the standards of the underlying district and the Overlay Zone, the standards of the Overlay Zone shall apply.

C. An Overlay Zone may further establish Designated Specific Areas that are areas within the Zone subject to additional regulations aimed at preserving or enhancing the unique characteristics of the Zone.

D. Unless otherwise prohibited herein, a variance from the standards of an Overlay Zone may be granted by the planning commission under the procedures and conditions of Chapter 19.80 of this Title, except that a variance cannot be utilized to allow a use which is prohibited or otherwise not permitted within the Overlay Zone.

19.50.030 - Identification of Overlay Zones.

The following Overlay Zones are herein established:

A. Marine Industrial Overlay (MIO).

19.50.040 - Marine Industrial Overlay Zone.

A. Purpose. The Marine Industrial Overlay (MIO) Zone is established to protect and promote the maritime economy by restricting uses on certain land or tidelands to:

- 1. Protect the finite economic resources of marine waterfront and related land;**
- 2. Shield the maritime economy, including commercial fishing and marine industry, from incompatible uses; and**
- 3. Strengthen the maritime economy by reserving waterfront land for water-dependent marine industrial uses and marine industrial uses which directly provide goods and services to water-dependent uses. For purposes of this section, water-dependent uses are those uses and activities that can only be conducted on, in, or directly adjacent to the water body due to an inherent need for water access.**

B. MIO Zone Map. Upon adoption of this ordinance, the MIO Zone is hereby made applicable to the areas shown on Maps A and B on Exhibit A hereto, which shall be incorporated into an MIO Zone Map and made a part of the borough's official zoning map. Subsequent amendments to the boundaries of the MIO Zone shall be adopted under the provisions of Chapter 19.84 of this Code.

C. Principal uses. The following are the only permitted principal uses in the MIO Zone:

1. Harbors, marinas, moorage facilities,
2. Float plane and boat launch facilities;
3. Cargo terminals for marine commerce or industry, and marine fuel dock terminals;
4. Construction, maintenance, and repair of vessels including marine engine repair, marine electronics, and marine refrigeration;
5. Harbormaster's offices;
6. Seafood processing plants and cold storage facilities;
7. Vessel sales and supply;
8. Vessel and fishing gear storage facilities;
9. Boat rigging operations;
10. Retail businesses whose predominant business is the sales of goods and services used in manufacturing, repairing, or servicing vessels or marine industrial facilities; and
11. Marine passenger terminals.

D. Accessory uses. The following are the only permitted accessory uses in the MIO Zone:

1. A watchman or caretaker dwelling that is no larger than eight hundred (800) gross square feet in size; and
2. Uses and structures that are clearly incidental and subordinate in size and scale to the principal use, and which are located on the same lot.

E. Prohibited uses. Any use that is not a principal or accessory use set out in paragraphs C and D above. For clarity purposes, any principal, accessory, conditional or other use that would otherwise be permitted in the Industrial (I-1) zone is specifically prohibited in the MIO Zone, excepting those uses expressly set out in the preceding paragraphs.

F. Existing Uses. Legally established uses existing prior to the adoption of the MIO Zone may be allowed to continue provided that they meet the requirements of Chapter 19.68 of this Title.

G. Development Standards within the MIO Zone.

1. Lot development standards in the MIO Zone will adhere to the requirements of Sections 19.44.050-.080 of this Title.
2. Notwithstanding the provisions of Chapter 19.64, off-street parking within the MIO Zone shall equal 40% of the spaces required under Section 19.64.010.

H. Designated Specific Areas within the MIO Zone.

1. Scow Bay Turnaround – In the Scow Bay Turnaround designated area, as shown on the MIO Zone map, the only uses permitted are the principal uses set out in paragraph C above. All other uses are prohibited, including any accessory uses.

Section 4. Severability: If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected.

Section 5. Effective Date: This Ordinance shall become effective immediately upon final passage.

PASSED AND APPROVED by the Petersburg Borough Assembly, Petersburg, Alaska this ____ day of _____, 2025.

Mark Jensen, Mayor

ATTEST:

Rebecca Regula, Borough Clerk

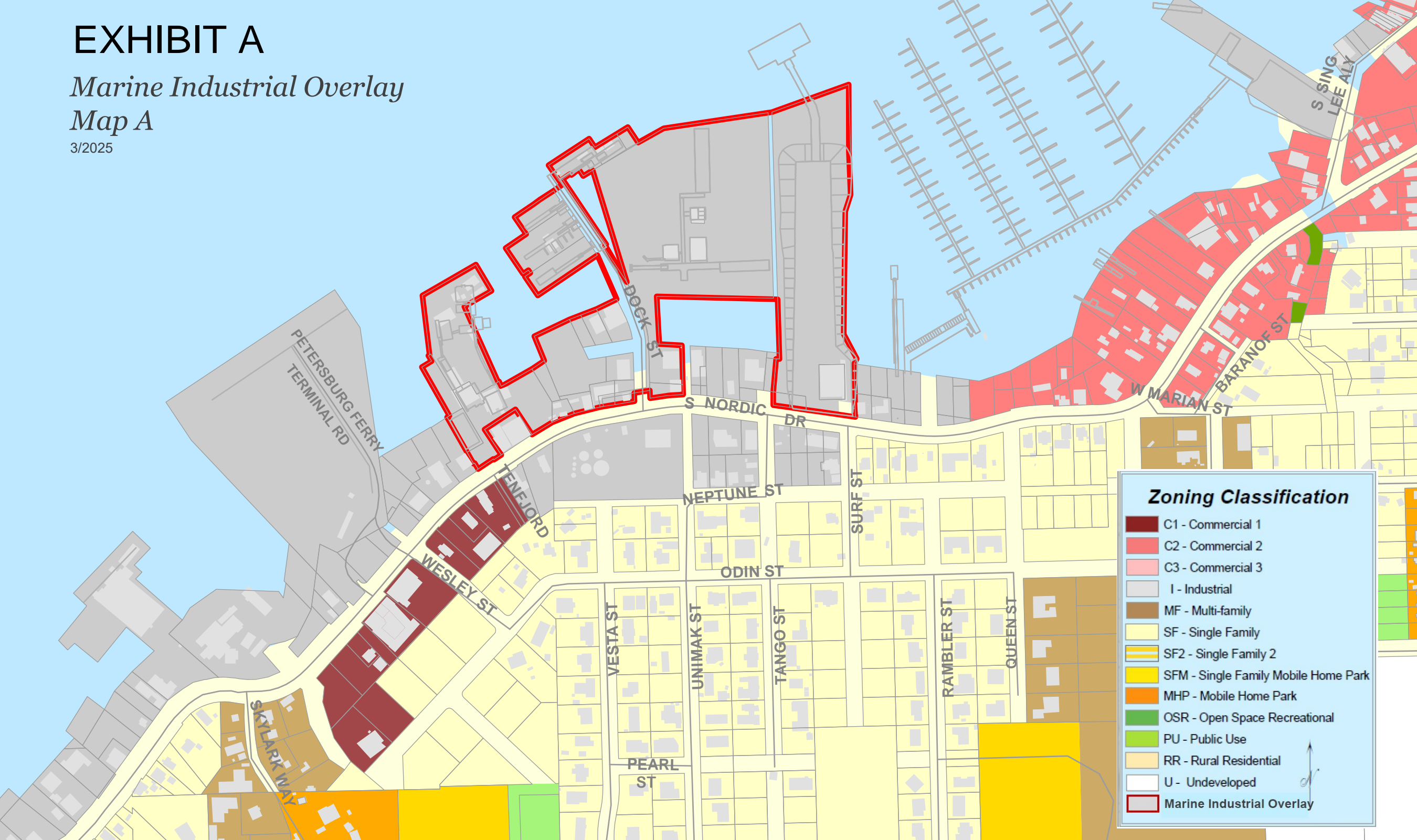
Adopted:
Noticed:
Effective:

EXHIBIT A

Marine Industrial Overlay


Map A

3/2025



Zoning Classification

- C1 - Commercial 1
- C2 - Commercial 2
- C3 - Commercial 3
- I - Industrial
- MF - Multi-family
- SF - Single Family
- SF2 - Single Family 2
- SFM - Single Family Mobile Home Park
- MHP - Mobile Home Park
- OSR - Open Space Recreational
- PU - Public Use
- RR - Rural Residential
- U - Undeveloped
- Marine Industrial Overlay



Marine Industrial Overlay Map B

4/2024



Zoning Classification

- C1 - Commercial 1
- C2 - Commercial 2
- C3 - Commercial 3
- I - Industrial
- MF - Multi-family
- SF - Single Family
- SF2 - Single Family 2
- SFM - Single Family Mobile Home Park
- MHP - Mobile Home Park
- OSR - Open Space Recreational
- PU - Public Use
- RR - Rural Residential
- U - Undeveloped
- Marine Industrial Overlay



MAP A			
1			
PARCEL-ID	LEGAL DESCRIPTION	OWNER	
01-008-100	T-36B, Piston and Rudder Tidelands Lease Plat, Plat #2012-12	Petersburg Borough	
01-008-200	US Coast Guard Float Lease, Plat #89-4	Petersburg Borough	
01-008-220	SE Alaska Oil Corp Lease Parcel A, Plat #87-28	Petersburg Borough	
01-008-221	Petro Marine Lease Parcel F, recorded as document #2005-000581	Petersburg Borough	
01-008-222	Petro Marine Lease Parcel E, recorded as document #2005-000581	Petersburg Borough	
01-008-230	SE Alaska Oil Corp Fuel Line Easement Parcel D, Plat #87-28	Petersburg Borough	
01-008-240	US Coast Guard Uplands Lease, Plat #89-17	Petersburg Borough	
01-008-241	US Coast Guard Uplands Lease II, Plat #95-18	Petersburg Borough	
01-008-242	Parcel B, McFadden Tidelands Lease Plat, Plat #95-7	Island Refrigeration	
01-008-250	Parcel A, McFadden Tidelands Lease Plat, Plat #95-7	Petersburg Borough	
01-008-260	Parcel A, USFS Tidelands Lease, Plat #84-24	Petersburg Borough	
01-010-010	T-30B, Petersburg Marine Railway, Plat #86-8	Petersburg Borough	
01-010-030	T-36C, Piston and Rudder Tidelands Lease Plat, Plat #2012-12	Petersburg Borough	
01-010-035	Petersburg Port Facility Consolidation Plat, Plat#2000-6	Island Refrigeration	
01-010-037	Wikan Enterprises, Inc Tidelands Lease Plat, Plat #92-23	Wikan Enterprises	
01-010-039	Tidelands Lease, Plat #85-21	Petersburg Borough	
01-010-040	Stikine Services Tidelands Lease Plat, Plat #2000-5	Petersburg Borough	
01-010-041	Alaska Commercial Electronics Lease Lot in the Petersburg Port Facility, Plat #94-8	Petersburg Borough	
01-010-045	Ptn U.S.S. 283	Petersburg Borough	
01-010-050	SE Alaska Oil Corp Lease Parcel B, Plat #87-28	Petersburg Borough	
01-010-051	SE Alaska Oil Corp Lease Parcel B, Plat #87-28	Petersburg Borough	
01-010-070	Lot Portion of Lot 4, Buschmann Addition	Petersburg Borough	
01-010-071	Lot Portion of Lot 3, Buschmann Addition	Petersburg Borough	
01-010-072	T-45A, Plat #64-176 and Minor Lot Consolidation recorded as document 2006-000326	Petersburg Borough	
01-010-080	Cold Storage Lease Parcel within T-45A, Plat #64-176	Petersburg Borough	
2			
	Dock Street Rights-of-Way/Easements	Petersburg Borough	

3			
01-008-300	Parcel E-1, Unsubdivided Portion of ATS 9, Recorded at Book 0045, Page 398	Petersburg Borough	
Inclusive of all parcels within, including			
01-550-101	Lease Lot 4, Lloyd Roundtree Seaplane Base	Petersburg Borough	
01-550-102	Lease Lot 1, Lloyd Roundtree Seaplane Base	Petersburg Borough	
01-550-103	Lease Lot 3, Lloyd Roundtree Seaplane Base	Petersburg Borough	
MAP B (Designated Specific Area)			
PARCEL ID	LEGAL DESCRIPTION		
01-056-130	Lot 2, Turnaround Subdivision, Plat #2003-13	Petersburg Borough	
01-056-140	Tract B, ATS 1695, Plat # 2013-13	Petersburg Borough	
Inclusive of all parcels within, including			
01-056-134	Lease Parcel RC within Tract B, ATS 1695, and Lot 2, Turnaround Subdivision	Petersburg Borough	
01-056-135	Lease Parcel 2M within Lot 2, Turnaround Subdivision	Petersburg Borough	
01-056-136	John Murgas Ramp Lease Parcel within Tract B of ATS 1695	Petersburg Borough	
01-056-137	Parcel 2R, Unsubdivided Portion of Lot 2, Turnaround Subdivision, Plat 2003-13	Petersburg Borough	
01-056-138	Lease Lot 2TM, 13 Marine Lease Plat, Turnaround Subdivision, Plat 2003-13	Petersburg Borough	

Planning Commission Report & Findings of Fact

Meeting Dates: December 10, 2024, and January 15, 2025

APPLICANT/AGENT:

Petersburg Borough

OWNER(S), IF DIFFERENT:

I. APPLICANT REQUEST: Applicant requests development of a Marine Industrial Overlay for industrial property currently (or recently) owned by the borough in the Port Dock and Scow Bay areas.

II. APPLICABLE CODES:

19.84 AMENDMENTS

III. FINDINGS:

- a. On August 23, 2023, the Borough Assembly agreed to the sale of borough-owned tidelands located at 103a Dock St to Wikan Enterprises. The sale was the first-time leased tideland parcels on Dock St were sold out of public ownership.
- b. On February 15, 2024, the Borough Assembly held a work session with the Harbor Board to discuss harbor tideland leases, the effect of private ownership on tidelands, and future uses of these properties. The work session included a discussion of creating a marine industrial overlay to guide development in these specific waterfront areas.
- c. On February 21, 2024, the Harbor Advisory Board held a meeting to craft a definition of “Marine Industrial” to include the allowable uses of waterfront property in Petersburg and make recommendation to the Assembly.
- d. On April 15, 2024, the Borough Assembly approved the sale of borough-owned tidelands to Island Refrigeration. The sales agreement included the following language:

“In the event that the Borough Assembly subsequently approves a zoning ordinance adopting a Marine Industrial Overlay Zone and the parcel is located either wholly or partially within this Zone, the Buyer agrees that the uses, prohibitions, development standards, and other restrictions and conditions of that Zone will apply to the parcel; Buyer hereby waives in full, permanently and without reservation, any nonconforming status of the land, and any structure(s) or use(s), which may otherwise be applicable under Chapter 19.68 of the Petersburg Municipal Code. This waiver will be placed in the deed to notify any subsequent purchaser.”
- e. On November 16, 2024, the Harbor Advisory Board met to review the draft ordinance for a Marine Industrial Overlay. The Board recommended the Borough Assembly approve the draft ordinance. Motion passed 6-0.
- f. The stated need for the ordinance is that lease or sale of tidelands without ensuring that those parcels are used for marine industrial purposes may limit the availability of land for essential facilities like boatyards, processing plants, and public docks; make it difficult for marine industrial businesses to establish or expand; or lead to development that may not be compatible with marine industrial uses.
- g. The creation of a dedicated marine industrial overlay zone can ensure tidelands properly remain available for essential commercial fishing and other marine industrial uses.
- h. The borough’s Comprehensive Plan includes a Waterfront Master Plan (2016). The Waterfront Plan’s goal and strategies include *“Changing zoning policies to be more strategic about the use of waterfront land for water-dependent uses; focusing on commercial fishing but also including tourism*

Planning Commission Report & Findings of Fact

Meeting Dates: December 10, 2024, and January 15, 2025

and high-value residential uses.” (p.19). The proposed ordinance would dedicate the subject properties to water-dependent uses, especially commercial fishing uses, as recommended in the plan.

- i. The Marine Industrial Overlay includes borough-owned tidelands, many of which are leased, as well as three parcels that were recently sold by the borough to private parties.

IV. PUBLIC NOTICE

The borough provided public notice consistent with PMC 19.84.040. Notice was mailed by first class mail to the owner of record of the property within six hundred feet of the exterior boundary of the property that is the subject of the application.

V. APPLICATION REVIEW

- a. The application is classified as a request to amend Title 19 Zoning by creating a new section titled '19.50. Marine Industrial Overlay'.
- b. Criteria – Per 19.84.030, The Planning Commission’s report to the Assembly shall include findings as to need and justification for the proposed change, including findings as to the effect which the proposed change would have on the objective of the comprehensive plan.

VI. ACTION

The Planning Commission recommends approval of the proposed ordinance to establish a marine industrial overlay as outlined in attached Exhibit A by a vote of 5-1.

EXHIBITS

- A. Applicant materials
- B. Public Hearing Mailout
- C. Vicinity Maps
- D. Public Comments - No written comments received
- E. Draft Minutes - 1/15/25 Meeting Planning Commission

**PETERSBURG BOROUGH
ORDINANCE #2024-XXX**

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

Whereas, overlay zones are special zoning subdistricts, which are placed over a portion of an underlying zoning district to modify the uses and standards for the area of that Zone; and

Whereas, the Borough Assembly believes that the adoption of provisions regarding overlay zones within Service Area No. 1 would be beneficial; and

Whereas, a portion of the waterfront area of Service Area No. 1 is currently located within the Industrial District (I-1), and a number of tideland parcels are located within that District, the majority of which are borough-owned and may be sold or leased in the future; and

Whereas, Petersburg has a long and rich history as a commercial fishing community, and the availability of tidelands for marine industrial uses is essential for the continued success of commercial fishing and for the economic well-being of our community; and

Whereas, the lease or sale of tidelands without ensuring that those parcels are used for marine industrial purposes may limit the availability of land for essential facilities like boatyards, processing plants, and public docks; make it difficult for marine industrial businesses to establish or expand; or lead to development that may not be compatible with marine industrial uses; and

Whereas, the creation of a dedicated marine industrial overlay zone can ensure tidelands properly remain available for essential commercial fishing and other marine industrial uses; and

Whereas, the Borough Assembly wishes to adopt zoning provisions applicable generally to the establishment of overlay zones, and further wishes to create, consistent with those provisions, a new marine industrial overlay zone within the Industrial (I) Zone of Service Area No. 1, the boundaries of which are reflected in attached Exhibit A.

Therefore, the Petersburg Borough Ordains, Title 19, *Zoning*, of the Petersburg Municipal Code, is hereby amended as follows:

Section 1. Classification: This ordinance is of a general and permanent nature and shall be codified in the Petersburg Municipal Code.

Section 2. Purpose: The purpose of this ordinance is to allow for Overlay Zones under Title 19, *Zoning*, of the municipal code, and to establish the standards for a Marine Industrial Overlay Zone.

Section 3. Substantive Provisions: Title 19 of the Petersburg Municipal Code is hereby amended as follows. The language proposed for addition is **underlined and bold**, and the language proposed for deletion is ~~struck through~~.

A. New Section. Chapter 19.04, *Definitions*, is hereby amended by adding a new section 19.04.582, entitled Overlay Zone, to read as follows:

19.04.582 - Overlay Zone

An Overlay Zone is a special zoning subdistrict, placed over an existing zoning district or districts, which establishes special provisions applicable to the land located in the subdistrict in addition to those established for the underlying district. The Overlay Zone may add new standards or uses, or delete or modify existing standards or uses governing the underlying district. An Overlay Zone may share common boundaries with one or more districts, may overlay only part of an underlying district, or may overlap, in part, different district boundaries.

B. New Section. Chapter 19.08, *Districts*, is hereby amended by adding a new section 19.08.015, entitled Overlay Zones, to read as follows:

19.08.015 - Overlay Zones.

An Overlay Zone may be placed over any use district established under section 19.08.010, pursuant to the provisions of Chapter 19.50 of this Title.

C. New Chapter. A new Chapter, entitled Overlay Zones, is hereby added to Title 19, to read as follows:

Chapter 19.50. Overlay Zones

19.50.010 - Purpose

19.50.020 - Applicability

19.50.030 - Identification of Overlay Zones

19.50.040 - Marine Industrial Overlay (MIO) Zone.

19.50.010 - Purpose.

This Chapter establishes the Overlay Zones permitted under this Title. An Overlay Zone may, without limitation, be used to impose supplemental restrictions on uses in the underlying district, permit uses otherwise not permitted in the underlying district, or implement a site or architectural design program in order to fulfill specific community objectives.

19.50.020 - Applicability.

A. Overlay Zones shall be established, and thereafter amended, under the provisions of Chapter 19.84 of this Title. Overlay Zones shall be shown on the borough's official zoning map.

B. The standards of an Overlay Zone apply in addition to the standards of the underlying district. In the case of a conflict between the standards of the

underlying district and the Overlay Zone, the standards of the Overlay Zone shall apply.

C. An Overlay Zone may further establish Designated Specific Areas that are areas within the Zone subject to additional regulations aimed at preserving or enhancing the unique characteristics of the Zone.

D. Unless otherwise prohibited herein, a variance from the standards of an Overlay Zone may be granted by the planning commission under the procedures and conditions of Chapter 19.80 of this Title, except that a variance cannot be utilized to allow a use which is prohibited or otherwise not permitted within the Overlay Zone.

19.50.030 - Identification of Overlay Zones.

The following Overlay Zones are herein established:

A. Marine Industrial Overlay (MIO).

19.50.040 - Marine Industrial Overlay Zone.

A. Purpose. The Marine Industrial Overlay (MIO) Zone is established to protect and promote the maritime economy by restricting uses on certain land or tidelands to:

1. Protect the finite economic resources of marine waterfront and related land;
2. Shield the maritime economy, including commercial fishing and marine industry, from incompatible uses; and
3. Strengthen the maritime economy by reserving waterfront land for water-dependent marine industrial uses and marine industrial uses which directly provide goods and services to water-dependent uses. For purposes of this section, water-dependent uses are those uses and activities that can only be conducted on, in, or directly adjacent to the water body due to an inherent need for water access.

B. MIO Zone Map. Upon adoption of this ordinance, the MIO Zone is hereby made applicable to the areas shown on Maps A and B on Exhibit A hereto, which shall be incorporated into an MIO Zone Map and made a part of the borough's official zoning map. Subsequent amendments to the boundaries of the MIO Zone shall be adopted under the provisions of Chapter 19.84 of this Code.

C. Principal uses. The following are the only permitted principal uses in the MIO Zone:

1. Harbors, marinas, moorage facilities,
2. Float plane and boat launch facilities;
3. Cargo terminals for marine commerce or industry, and marine fuel dock terminals;

4. Construction, maintenance, and repair of vessels including marine engine repair, marine electronics, and marine refrigeration;
5. Harbormaster's offices;
6. Seafood processing plants and cold storage facilities;
7. Vessel sales and supply;
8. Vessel and fishing gear storage facilities;
9. Boat rigging operations;
10. Retail businesses whose predominant business is the sales of goods and services used in manufacturing, repairing, or servicing vessels or marine industrial facilities; and
11. Marine passenger terminals.

D. Accessory uses. The following are the only permitted accessory uses in the MIO Zone:

1. A watchman or caretaker dwelling that is no larger than eight hundred (800) gross square feet in size; and
2. Uses and structures that are clearly incidental and subordinate in size and scale to the principal use, and which are located on the same lot.

E. Prohibited uses. Any use that is not a principal or accessory use set out in paragraphs C and D above. For clarity purposes, any principal, accessory, conditional or other use that would otherwise be permitted in the Industrial (I-1) zone is specifically prohibited in the MIO Zone, excepting those uses expressly set out in the preceding paragraphs.

F. Existing Uses. Legally established uses existing prior to the adoption of the MIO Zone may be allowed to continue provided that they meet the requirements of Chapter 19.68 of this Title.

G. Development Standards within the MIO Zone.

1. Lot development standards in the MIO Zone will adhere to the requirements of Sections 19.44.050-.080 of this Title.
2. Notwithstanding the provisions of Chapter 19.64, off-street parking within the MIO Zone shall equal 40% of the spaces required under Section 19.64.010.

H. Designated Specific Areas within the MIO Zone.

1. Scow Bay Turnaround – In the Scow Bay Turnaround designated area, as shown on the MIO Zoning map, the only uses permitted are the principal uses set out in paragraph C above. All other uses are prohibited, including any accessory uses.

Section 4. Severability: If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected.

Section 5. Effective Date: This Ordinance shall become effective immediately upon final passage.

Passed and approved by the Petersburg Borough Assembly, Petersburg, Alaska this ____ day of _____, 2024.

Mark Jensen, Mayor

ATTEST:

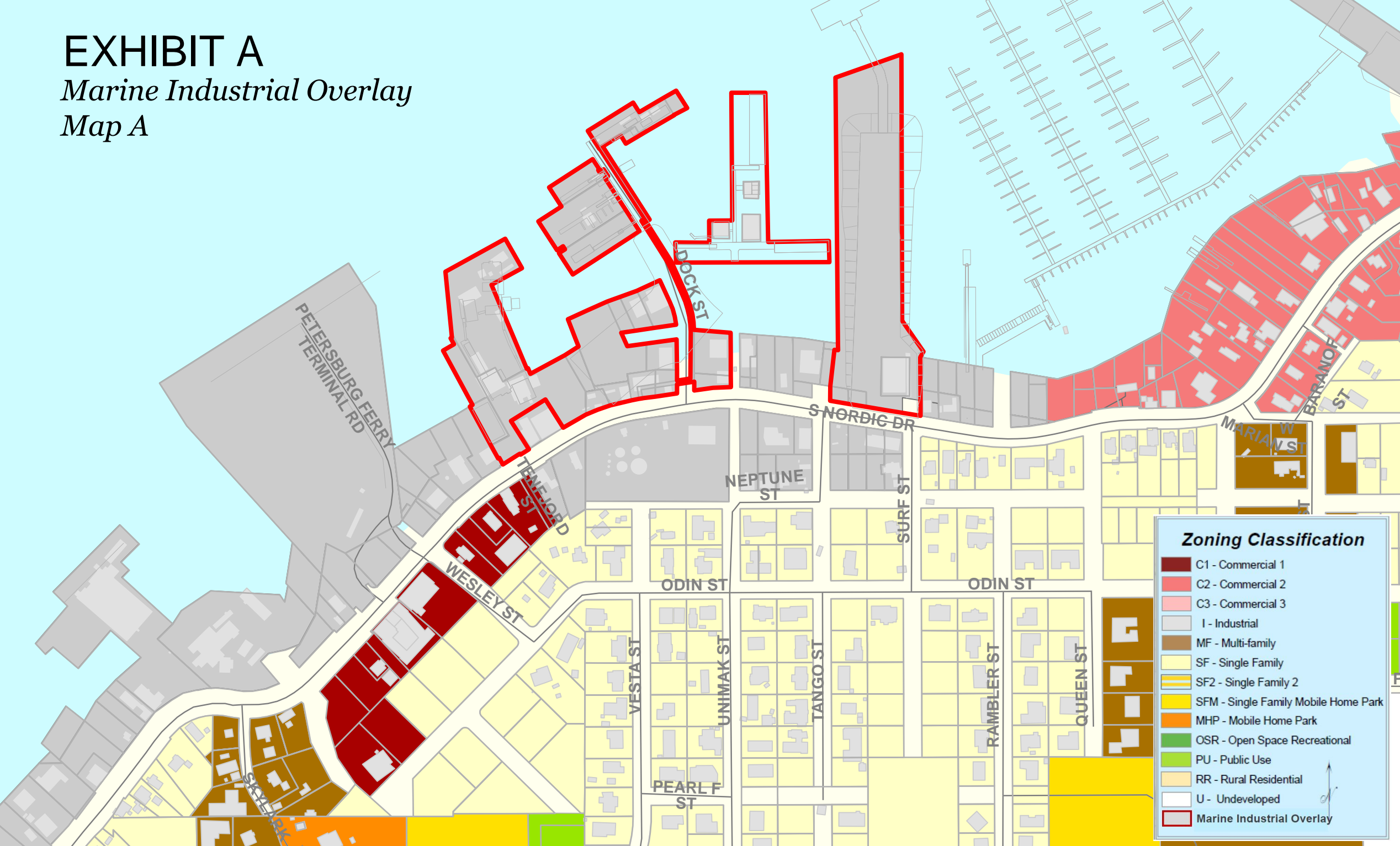
Debra K. Thompson, Clerk

Adopted:
Noticed:
Effective:

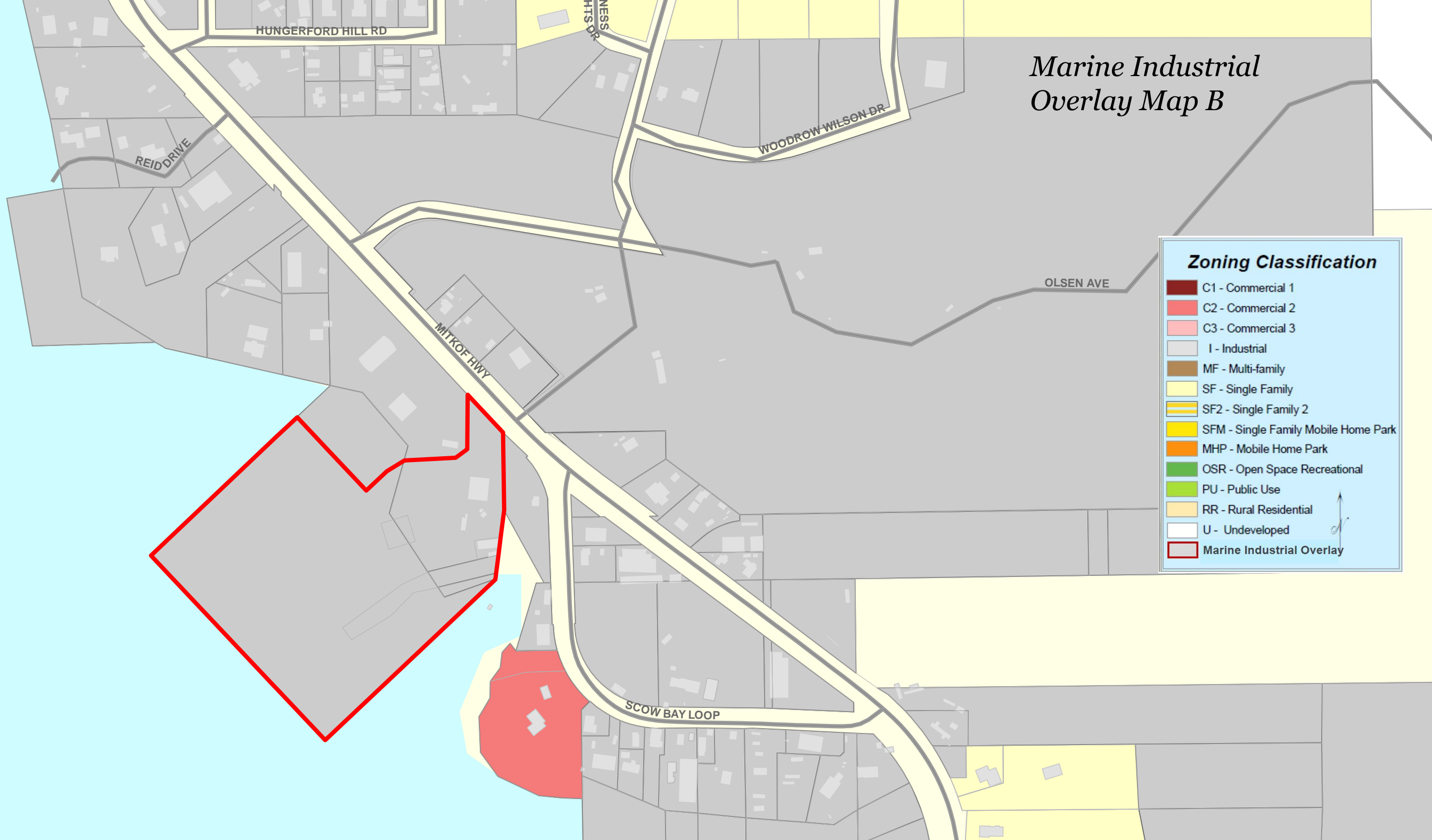
EXHIBIT A

Marine Industrial Overlay

Map A



Marine Industrial Overlay Map B



Zoning Classification

- C1 - Commercial 1
- C2 - Commercial 2
- C3 - Commercial 3
- I - Industrial
- MF - Multi-family
- SF - Single Family
- SF2 - Single Family 2
- SFM - Single Family Mobile Home Park
- MHP - Mobile Home Park
- OSR - Open Space Recreational
- PU - Public Use
- RR - Rural Residential
- U - Undeveloped
- Marine Industrial Overlay



November 18, 2024

**NORDIC HOUSE BED & BREAKFAST INC
 PO BOX 469
 PETERSBURG, AK 99833-0469**

NOTICE OF SCHEDULED PUBLIC HEARINGS

The Petersburg Borough Planning Commission has scheduled a public hearing to consider:

Recommendation to the Borough Assembly to establish a Marine Industrial Overlay District at the Port Dock area and Scow Bay Turnaround area.

The public hearing and consideration of the application will be held:	Tuesday, December 10th, 2024, at 12:00 PM Assembly Chambers, Municipal Building 12 South Nordic Drive, Petersburg, Alaska.
The meeting is open to the public. To attend via ZOOM , please contact Anna Caulum at 907-772-5409.	

Interested persons desiring to present their views on the applications, either in writing or verbally, will be given the opportunity to be heard during the above-mentioned hearing. Said hearing may be continued from time to time as necessary. If the Planning Commission is unable to meet at the date and time stated above, this application will be considered at a future meeting with no further notice provided except for the general notice provided to the public.

TO SUBMIT WRITTEN COMMENTS TO THE PLANNING COMMISSION	
By Mail:	PO Box 329, Petersburg, Alaska 99833
By Email:	acaulum@petersburgak.gov
Hand-Deliver:	Petersburg Municipal Building, 12 S. Nordic Dr.

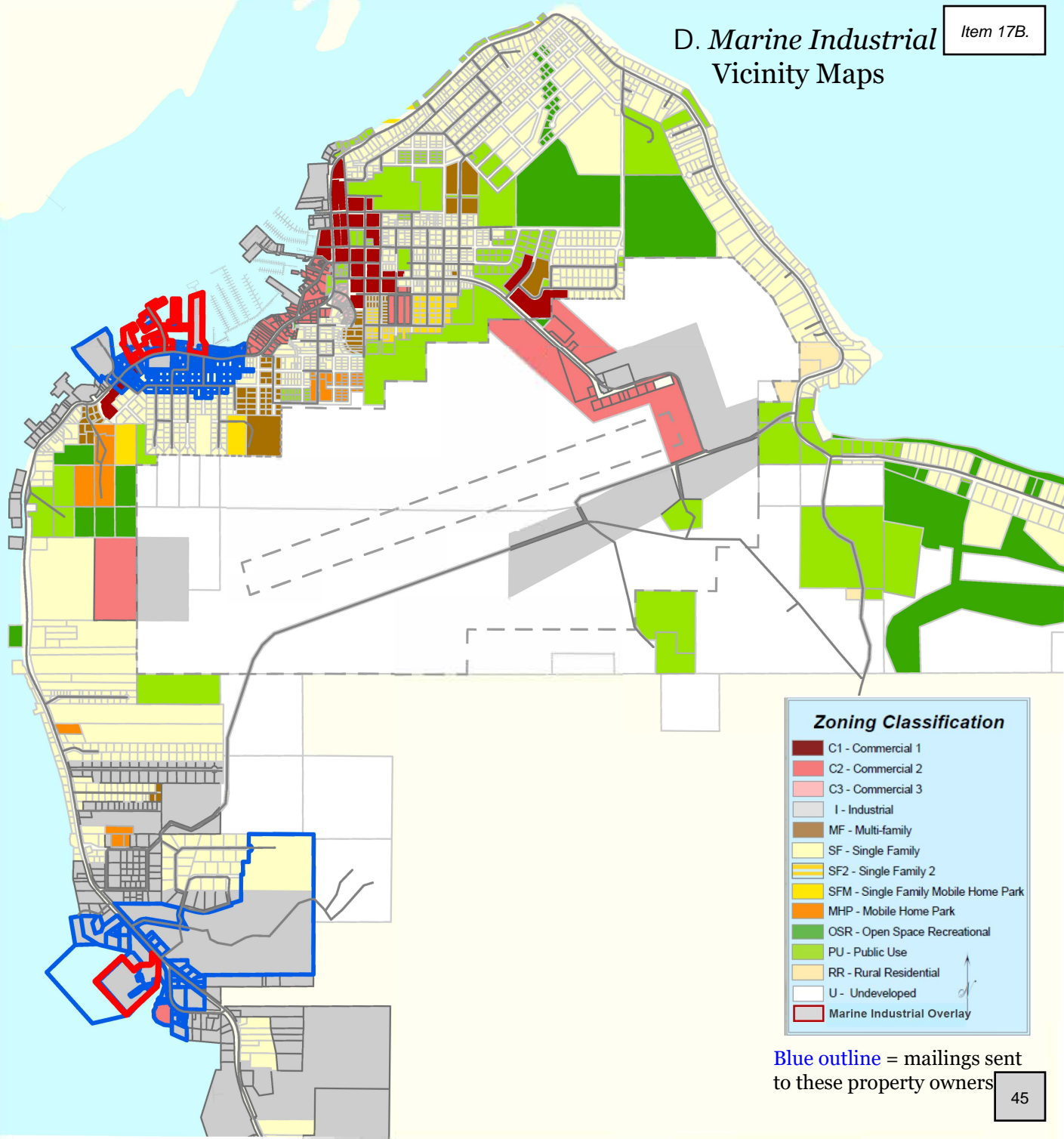
The Petersburg Municipal Code (PMC) provides for an appeal of a Planning Commission decision to the Borough Assembly by the property owner or a governmental agency, or any property owner within 600' of the applicant property and requires that such an appeal be filed within 10 consecutive calendar days of the date the decision is made. For more information regarding appeal requirements, please see PMC Chapter 19.92.

Sincerely,

Liz Cabrera
 Community & Economic Development Department

D. Marine Industrial Vicinity Maps

Item 17B.



Zoning Classification

- C1 - Commercial 1
- C2 - Commercial 2
- C3 - Commercial 3
- I - Industrial
- MF - Multi-family
- SF - Single Family
- SF2 - Single Family 2
- SFM - Single Family Mobile Home Park
- MHP - Mobile Home Park
- OSR - Open Space Recreational
- PU - Public Use
- RR - Rural Residential
- U - Undeveloped
- Marine Industrial Overlay

Blue outline = mailings sent to these property owners

Name1	Name2	Address1	City	State	Zip
CHRIST FRY		PO BOX 1440	PETERSBURG	AK	99833-1440
HEATHER O'NEIL		PO BOX 1083	PETERSBURG	AK	99833-1083
JIM FLOYD		PO BOX 281	PETERSBURG	AK	99833-0281
JOHN JENSEN		PO BOX 681	PETERSBURG	AK	99833-0681
PHIL MEEKS		PO BOX 1514	PETERSBURG	AK	99833-1514
MARIETTA DAVIS		PO BOX 673	PETERSBURG	AK	99833-0673
ALASKA COMMERCIAL ELECTRONICS LLC		PO BOX 1144	PETERSBURG	AK	99833-1144
ALASKA STATE OF		550 W 7TH AVE STE 1050A	ANCHORAGE	AK	99501-3579
ANDERSON AMY E		PO BOX 1781	PETERSBURG	AK	99833-1781
BIRCHELL PROPERTIES LLC		PO BOX 12	PETERSBURG	AK	99833-0012
BOJORQUEZ-FELIX RICARDO		PO BOX 2011	PETERSBURG	AK	99833-2011
BUSCHMANN RONN	BUSCHMANN TINA L	PO BOX 1367	PETERSBURG	AK	99833-1367
CABRAL JAIME K	CABRAL HEIDI E	PO BOX 2087	PETERSBURG	AK	99833-2087
COOK JEROD		PO BOX 1262	PETERSBURG	AK	99833-1262
CRISTINA KARNA	CRISTINA NEIL	19504 SE 324TH ST	KENT	WA	98042
CURTISS KERRI		PO BOX 1532	PETERSBURG	AK	99833-1532
DAHL JEROME E	DAHL STACEY	PO BOX 1275	PETERSBURG	AK	99833-1275
DIAMANTE GIFT SHOPPE INC		PO BOX 1029	PETERSBURG	AK	99833-1029
EDDY STUART	EDDY KATIE	PO BOX 2085	PETERSBURG	AK	99833-2085
FINNEY BRANNON P		PO BOX 1755	PETERSBURG	AK	99833-1755
FLOYD JIM EDWARD	FLOYD MAUREEN KATHLEEN	PO BOX 281	PETERSBURG	AK	99833-0281
FRENTZ STEPHEN	FRENTZ MELANIE	PO BOX 66	PETERSBURG	AK	99833-0066
GARD TIMOTHY	GARD LISA	21700 WILDFLOWER DR	NEWBERG	OR	97132
GILPIN LEE	GILPIN KATHLEEN	PO BOX 1511	PETERSBURG	AK	99833-1511
HERMOSA HOLDINGS LLC		PO BOX 1393	PETERSBURG	AK	99833-1393
HONMA ALAN I	HONMA MERLITA	PO BOX 29	PETERSBURG	AK	99833-0029
HULEBAK ALICE	HULEBAK ERIK	PO BOX 632	PETERSBURG	AK	99833-0632
ISLAND REFRIGERATION LLC		PO BOX 2185	PETERSBURG	AK	99833-2185
KANDOLL BRIAN	KANDOLL CAROL	PO BOX 1363	PETERSBURG	AK	99833-1363
KIVISTO ROBERT S		PO BOX 1781	PETERSBURG	AK	99833-1781
LITSHEIM PETER	LITSHEIM THERESA	PO BOX 856	PETERSBURG	AK	99833-0856
LYONS DRAKE		PO BOX 1855	PETERSBURG	AK	99833-1855
MADSEN KENNETH G	MADSEN STACEY R	PO BOX 918	PETERSBURG	AK	99833-0918
MAIN KEVIN		PO BOX 1704	PETERSBURG	AK	99833-1704
MARSH KIRT	MARSH DONNA	PO BOX 1421	PETERSBURG	AK	99833-1421
MARTIN BROCK F	WEBB SUZANNE M	PO BOX 1398	PETERSBURG	AK	99833-1398
MENISH SCHONBERG LIVING TRUST		PO BOX 877	PETERSBURG	AK	99833-0877
MORRILL DANIEL	MORRILL ELLEN	112 BLACK POWDER RD	FOLSOM	CA	95630
MORRISON CHRISTINA TRUSTEE	ARNOLD G FREDRICKSEN	PO BOX 284	PETERSBURG	AK	99833-0284
NEIDIFFER KIMBERLY		PO BOX 1913	PETERSBURG	AK	99833-1913
NIEMI SAMUEL H	KESO NIEMI SHANNON L	PO BOX 1286	PETERSBURG	AK	99833-1286
NILSEN PETE	NILSEN SYLVIA	PO BOX 427	PETERSBURG	AK	99833-0427
NORDIC HOUSE BED & BREAKFAST INC		PO BOX 469	PETERSBURG	AK	99833-0469
OLSEN OLIVIA J		PO BOX 221	PETERSBURG	AK	99833-0221
ONEIL DENNIS	ONEIL HEATHER	PO BOX 1083	PETERSBURG	AK	99833-1083
OWENS DAVE M	OWENS STEPHANIE L	PO BOX 1853	PETERSBURG	AK	99833-1853
PARKER SAMMY	NEWTON LEEROY	PO BOX 1364	PETERSBURG	AK	99833-1364
PERRY DONALD E	PERRY LYNNE M	PO BOX 1566	PETERSBURG	AK	99833-1566
PETERSBURG FLYING SERVICES LLC		PO BOX 1348	PETERSBURG	AK	99833-1348
PETRO 49 INC	HARBOR ENTERPRISES INC	PO BOX 389	SEWARD	AK	99664
PISTON AND RUDDER SERVICE INC		PO BOX 1308	PETERSBURG	AK	99833-1308
RENO SEAIRA	SCHONBERG FRANZ	PO BOX 1434	PETERSBURG	AK	99833-1434
RIBICH ELI	RIBICH GAIL	PO BOX 110	PETERSBURG	AK	99833-0110
ROCKY'S MARINE INC.		PO BOX 690	PETERSBURG	AK	99833-0690
ROSVOLD ERIC		PO BOX 1144	PETERSBURG	AK	99833-1144
ROUNDTREE DANE T		PO BOX 963	PETERSBURG	AK	99833-0963
RUTHERFORD ANDREW		PO BOX 190498	ANCHORAGE	AK	99519-0498
SCRIBNER MARK E	SCRIBNER KARLA	PO BOX 733	PETERSBURG	AK	99833-0733
SEVERSON JODI MARIE	SEVERSON AARON STEWART JEFFREY	PO BOX 507	PETERSBURG	AK	99833-0507
SEVERSON MARK J	SEVERSON KAREN L	PO BOX 1502	PETERSBURG	AK	99833-1502
SHORT BRIDEY L		PO BOX 933	PETERSBURG	AK	99833-0933
SMITH LYNN M		PO BOX 841	PETERSBURG	AK	99833-0841
SMOLAR STEPHEN		PO BOX 906	PETERSBURG	AK	99833-0906
STUEBER NORIE	STUEBER GERALD M JR	PO BOX 102	PETERSBURG	AK	99833-0102
STROMDAHL JAMES	STROMDAHL MARY	PO BOX 1326	PETERSBURG	AK	99833-1326
TAIBER ANTHONY T	TAIBER MOLLY L	PO BOX 1861	PETERSBURG	AK	99833-1861
THE MILL INC		PO BOX 790	PETERSBURG	AK	99833-0790
TUCKER EMIL K	CHRISTENSEN CARIN L	PO BOX 1785	PETERSBURG	AK	99833-1785
US COAST GUARD		PO BOX 1290	PETERSBURG	AK	99833-1290
US FOREST SERVICE		PO BOX 1328	PETERSBURG	AK	99833-1328
VOLK EDWARD J	VOLK RENEE I	PO BOX 1564	PETERSBURG	AK	99833-1564
WAGEMAKER BRANDON	WAGEMAKER MARIA	PO BOX 1926	PETERSBURG	AK	99833-1926
WEATHERS ANDREA		PO BOX 167	PETERSBURG	AK	99833-0167
WIKAN JOHN B WIKAN SHERI L	WIKAN ENTERPRISES INC	PO BOX 929	PETERSBURG	AK	99833-0929
WORHATCH ERICA		PO BOX 986	PETERSBURG	AK	99833-0986
YOUNG ELROY L & ALICE H		PO BOX 2100	PETERSBURG	AK	99833-2100
REGULA RANDY R & REBECCA A		PO BOX 1687	PETERSBURG	AK	99833-1687
ALASKA DOT & PF		PO BOX 112505	JUNEAU	AK	99811-2505



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Planning Commission Regular Meeting

Tuesday, December 10, 2024

12:00 PM

Assembly Chambers

1. Call to Order

The meeting was called to order at 12:00PM.

2. Roll Call

PRESENT

Commission Chair Chris Fry
Commission Vice-Chair Heather O'Neil
Commissioner Jim Floyd
Commissioner Phillip Meeks

ABSENT

Commissioner John Jensen
Commissioner Marietta Davis

3. Acceptance of Agenda

The agenda was accepted as presented.

Motion made by Commissioner Floyd, Seconded by Commissioner Meeks.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd, Commissioner Meeks

4. Approval of Minutes

A. November 12, 2024, Meeting Minutes.

The November 12, 2024, meeting minutes were unanimously approved.

Motion made by Commissioner Floyd, Seconded by Commissioner Meeks.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd, Commissioner Meeks

5. Public Comment

None.

6. Consent Calendar

None.

7. Public Hearing Items

- A. Final Plat approval for an application from John and Miriam Swanson for major subdivision and vacation of a portion of the Ramona St right-of-way at 1320 Nordic Dr. (PID: 01-002-161).

Dave Thynes spoke as the surveyor to make himself available for any questions.

Director Liz Cabrera spoke to clarify the final plat and the consolidation of the ROW with their main Lot 1A to make Lot 1AA.

Motion made by Commissioner Floyd, Seconded by Commissioner Meeks.
Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd, Commissioner Meeks

- B. Recommendation to the Borough Assembly to rezone Lot 13B, Plat#2008-15 from Rural Residential to Single-Family Residential at 1020 Sandy Beach Rd. (PID: 01-014-700).

Motion made by Commissioner Floyd, Seconded by Commissioner Meeks.
Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd, Commissioner Meeks

- C. Recommendation to the Borough Assembly to establish a Marine Industrial Overlay District at the Port Dock area and Scow Bay Turnaround area.

John Wikan spoke to say the zoning is fine the way it is now. Every business is marine related. If you make it strictly marine related, who is to say what is or is not marine related?

Glorianne Wollen, Harbormaster spoke in support of this district and the importance of protecting the waterfront for marine use.

Motion made by Commissioner Floyd, Seconded by Commissioner Meeks.

Commissioner Meeks asked to table this for further discussion.

Commission Chair Fry stated it would be continuing the discussion at the next meeting, not tabling.

Motion made by Commissioner Floyd to postpone and continue the conversation at the January meeting, Seconded by Commissioner Meeks.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd, Commissioner Meeks

7. Non-Agenda Items

- A. Commissioner Comments
None.
- B. Staff Comments

Liz said the next meeting is January 14th and asked the commissioners to notify herself or Anna if they could not attend. Also, at the next meeting we will have the 2025 planning commission calendar.

C. Next Meeting is January 14, 2025, at 12:00pm.

9. Adjournment

The meeting adjourned at 12:20PM.

Motion made by Commissioner Floyd, Seconded by Commission Vice-Chair O'Neil.
Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd,
Commissioner Meeks



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Planning Commission Regular Meeting

Wednesday, January 15, 2025

12:00 PM

Assembly Chambers

1. Call to Order

The meeting was called to order at 12:00PM.

2. Roll Call

PRESENT

Commission Chair Chris Fry
Commission Vice-Chair Heather O'Neil
Commissioner Jim Floyd
Commissioner John Jensen
Commissioner Marietta Davis
Commissioner Phillip Meeks

3. Acceptance of Agenda

The agenda was accepted as presented.

Motion made by Commissioner Jensen, Seconded by Commission Vice-Chair O'Neil.
Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd,
Commissioner Jensen, Commissioner Davis, Commissioner Meeks

4. Approval of Minutes

A. December 10, 2024, Meeting Minutes.

The December 10, 2024, meeting minutes were unanimously approved.

Motion made by Commissioner Davis, Seconded by Commissioner Jensen.
Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner
Floyd, Commissioner Jensen, Commissioner Davis, Commissioner Meeks

5. Public Comments

None

6. Consent Calendar

- A. Acceptance and scheduling of an application from Carolyn Crain for a conditional use permit for a home occupation at 204 Sandy Beach Rd (PID: 01-003-507).

Accepted as public hearing item for the February 11, 2025, meeting.

Motion made by Commissioner Jensen, Seconded by Commission Vice-Chair O'Neil.
Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd, Commissioner Jensen, Commissioner Davis, Commissioner Meeks

7. Public Hearing Items

- A. [Continued from previous meeting] Recommendation to the Borough Assembly to establish a Marine Industrial Overlay District at the Port Dock area and Scow Bay Turnaround area.

Glorianne Wollen, Harbormaster, spoke in support of the overlay to protect certain marine waterfront lands for the purpose of a maritime economy.

Commissioner Jensen asked Harbormaster Wollen why the Planning Commission wasn't invited to the meeting regarding the planning of the overlay district.

Harbormaster Wollen responded that this process has been long and ongoing. The Assembly asked for harbor board advice.

Director Cabrera later mentioned she would try to make sure the Planning Commission is invited to meetings in the future.

Discussion between Harbormaster Wollen, Commissioners, and Director Cabrera.

Brock Snider, owner of Island Refrigeration, spoke in support of the overlay.

Motion made by Commissioner Jensen, Seconded by Commissioner Floyd.

Discussion

Commission Vice-Chair O'Neil made an amendment to the motion to vote on the Scow Bay portion separately.

The motion received no second.

Commission Vice-Chair O'Neil made an amendment to the motion to exclude the Wikan property from this proposal.

The motion received no second.

Voting on the original motion.

Voting Yea: Commission Chair Fry, Commissioner Floyd, Commissioner Jensen, Commissioner Davis, Commissioner Meeks

Voting Nay: Commission Vice-Chair O'Neil

8. Non-Agenda Items

A. Commissioner Comments

Commissioner Jensen spoke to say he believes the commission did the right thing with the last motion. He was reluctant at the start but knowing this is a public process it can be changed just as easily.

Commissioner Floyd spoke to say it's okay to not all agree, we are here to represent the community and Heather did just that.

B. Staff Comments

Director Cabrera said we have agenda items for the February meeting. Planning Commission will be invited to future meetings regarding the overlay.

C. Next Meeting is February 11, 2025, at 12:00pm.

9. Adjournment

The meeting adjourned at 12:58PM.

Motion made by Commissioner Jensen, Seconded by Commissioner Floyd.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd, Commissioner Jensen, Commissioner Davis, Commissioner Meeks

**PETERSBURG BOROUGH
RESOLUTION #2025-07**

**A RESOLUTION OF THE PETERSBURG BOROUGH ASSEMBLY
REQUESTING THE ALASKA LEGISLATURE INCREASE THE BASE
STUDENT ALLOCATION AND PROVIDE A SUSTAINABLE
FORMULA FOR EDUCATION FUNDING**

WHEREAS, it is the State of Alaska's constitutional obligation to establish and maintain a system of public schools; and

WHEREAS, as per AS 29.35.160 the Petersburg Borough is required to form a borough school district and provide a minimum local contribution of 2.65 mils (or equivalent);

WHEREAS, the Petersburg Borough recognizes its partnership role with the Petersburg Borough School District in ensuring a healthy and sustainable primary and secondary education for all students in the District; and

WHEREAS, in FY2025 the Petersburg Borough provided the maximum local contribution, and

WHEREAS, the Petersburg Borough is uncertain it will be able to continue to provide the maximum contribution due in part to the Federal Secure Rural School's funding coming to an end; and

WHEREAS, education is THE largest budget item for the Petersburg Borough; and

WHEREAS, the State has not made a meaningful Base Student Allocation increase since FY2016; and

WHEREAS, a stagnant BSA amount coupled with a constant upward inflationary trend has eroded the effectiveness of the formulated Basic Need amount; and

WHEREAS, continuing to flat-fund our public school system while expenses continue to increase will force increasing class size, and eliminate programs important to our students and community members; and

WHEREAS, the most recent substantial increase to the BSA took place between FY2015 and FY2017, raising the amount by \$250 per student, with the Alaska Reads Act providing an additional \$30 increase in FY2024; and

WHEREAS, the state has provided temporary budget relief, a long-term solution is necessary to ensure financial stability and continuity in education programs for future years; and

WHEREAS, the 34th Alaska State Legislature has the opportunity to consider a BSA increase and forward funding of the school system; and

WHEREAS, any long-term education package must provide both stable, predictable funding increases and strategic improvements in student achievement and school operations.

THEREFORE, BE IT RESOLVED by the Petersburg Borough Assembly that we are doing our part to support the public education in our borough to the maximum amount allowable and support and encourage the Alaska Legislature to significantly increase the Base Student Allocation.

**PETERSBURG BOROUGH
RESOLUTION #2025-07**

BE IT FURTHER RESOLVED, the Petersburg Borough Assembly urges the Alaska Legislature and Governor Dunleavy to prioritize a long-term bipartisan solution for FY2026 and beyond, providing school districts with predictable funding levels while incorporating policy measures that enhance the effectiveness and efficiency of Alaska’s education system.

PASSED AND APPROVED by the Petersburg Borough Assembly, Petersburg, Alaska this 7th day of April, 2025.

Donna Marsh, Vice Mayor

ATTEST:

Rebecca Regula, Borough Clerk

**PETERSBURG INDIAN ASSOCIATION**

**PO Box 1410
15 N. 12th Street
Petersburg, Alaska 99833
Phone: 907-772-3636
Fax: 907-772-3637**

February 26, 2025

Chief James Kerr
Petersburg Police Department
P.O. Box 329
Petersburg, AK 99833

Subject: Support for the Addition of a K-9 Unit at the Petersburg Police Department

Dear Chief Kerr,

On behalf of the Petersburg Indian Association (PIA), I am pleased to express our support for the addition of a K-9 unit to the Petersburg Police Department. As a federally recognized tribal government dedicated to the well-being of our tribal citizens and the broader Petersburg community, we recognize the significant benefits a K-9 unit would bring to public safety and law enforcement efforts in our area.

A K-9 unit would serve as a valuable asset in enhancing public safety, assisting with search and rescue operations, detecting illegal substances, and strengthening crime prevention measures. Given the unique challenges faced by law enforcement in our rural and island community, the presence of a highly trained K-9 officer would improve efficiency, provide crucial support in emergency situations, and help foster stronger community relationships.

PIA is committed to working collaboratively with the Petersburg Police Department to ensure that our community remains a safe and welcoming place for all residents. We believe that the addition of a K-9 unit aligns with our shared goals of protecting and serving the people of Petersburg, and we encourage efforts to secure the necessary resources for this initiative. To further support this effort, PIA will donate \$14,000 annually for the maintenance of the K-9 unit.

We appreciate the dedication and service of the Petersburg Police Department and fully support this initiative. Please do not hesitate to reach out if PIA can provide further advocacy in this effort.

Sincerely,

Carol Martinez
Tribal Council President

Dr. Frederick R Conniff

Conniff's Critters
P.O. Box 2203
Wrangell, AK 99929
osuvet2003@yahoo.com
907-209-0444
04/01/2025
Petersburg Borough Assembly
P.O. Box 329
Petersburg, AK 99833

Subject: Veterinary Support for Police K9 Program

Dear Assembly Members,

I am writing to express my full support for the Petersburg Police Department's acquisition of a dual-purpose patrol and narcotics K9. As a licensed veterinarian dedicated to the health and well-being of working dogs, I understand the immense value a K9 unit brings to law enforcement and public safety.

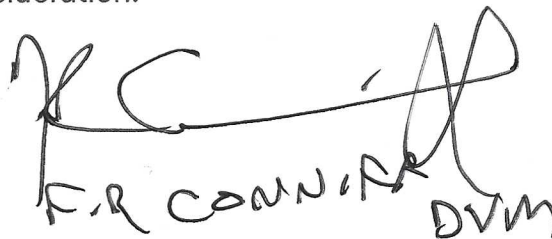
In addition to my support, I am pleased to offer my veterinary services for the care and maintenance of the Petersburg Police Department's K9. Police K9s require specialized medical attention to ensure their longevity, performance, and overall well-being. I am fully prepared to assist with routine wellness exams, emergency care, vaccinations, nutrition consultations, and any other medical needs required for the health of the K9 unit.

A dual-purpose K9 is an invaluable asset in crime deterrence, suspect apprehension, narcotics detection, and community engagement. It is essential that this K9 receives the highest standard of veterinary care to ensure its effectiveness in the field and longevity in service. I am committed to providing that care and working alongside the Petersburg Police Department to support this critical initiative.

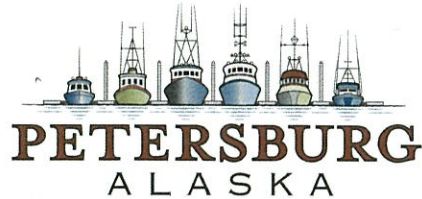
I encourage the Assembly to approve the acquisition of a dual-purpose K9, recognizing the significant benefits it will provide to law enforcement and the Petersburg community. Please do not hesitate to reach out if I can provide any additional information regarding veterinary care for the K9 program.

Thank you for your time and consideration.

Sincerely,
Frederick Conniff
Conniff's Critters
907-209-0444
osuvet2003@yahoo.com



F.R. CONNIFF
DVM



PETERSBURG PD K9 PRELIMINARY BUDGET
01/23/2025

INITIAL EXPENDITURES:	Dual	Single
Patrol Vehicle with Enclosure	\$10,000.00 - \$65,000.00TBD	
Dual Purpose Titled Service Dog	\$12,900.00	\$9,900
Tax	\$ 999.75	\$767.25
Basic Handlers Course	\$ 6,000.00	
Airfare	\$ 1,500.00	
Lodging - Gov. Rate \$119 per night	\$ 5,040.00	
Per Diem @ \$60.00 per day	\$ 2,640.00	
Health Certificate to Fly K9	\$ 250.00	
Narcotics Detection Course	\$ 5,700.00	\$5,700
Airfare	\$ 1,500.00	
Lodging – Gov. Rate \$119 per night	\$ 5,040.00	
Per Diem @ &60.00 per day	\$ 2,640.00	
Health Certificate to Fly K9	\$ 250.00	
Sub Total:	\$44,459.75	\$25,797.25
 Equipment:		
Crate – Department	\$ 1,500.00	\$1,500
Crate – Handlers Home	\$ 1,500.00	\$1,500
Equipment – (Training) Bite Suit, Sleeve	\$ 2,000.00	
Equipment – (Misc.) Leashes, Toys, Harness	\$ 800.00	\$800
Equipment – (Safety) Vest K9 storm aerial insertion	\$ 4,200.00	
Equipment – Scentlogix M, F, C, H	\$ 1,500.00	
Equipment - Stash Boxes, Cloth Bags	\$ 150.00	
Sub Total:	\$11,650	\$9,650
Total:	\$56,109.75	\$35,447.25
Available funds seized from narcotics interdiction:	- \$28,000	-\$28,000
 Petersburg PD Total w/o Vehicle:	 \$28,109.75	 \$7,447.25

Petersburg Borough Police Department

PO Box 329 Petersburg, AK 99833 · Phone (907)772-3838 Fax (907)772-3504

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ANNUAL EXPENDITURES:

	Dual	Single
Kennel Time:		
Handler Salary – Conducted during shift: \$ 7,000.00	\$ 0.00	\$0.00
Overtime (Off Days 1 hr. per day)	\$ 9,300.00	\$9,300
Food	\$ 1,500.00	\$1,500
Veterinary (without travel)	\$ 2,000.00	\$2,000
Annual Recertification Narcotics 24 Hrs. Adlerhorst	\$ 400.00	\$400
Airfare	\$ 750.00	\$750
Lodging	\$ 1,600.00	\$1600
Per Diem	\$ 300.00	\$300
Health Certificate to Fly K9	\$ 250.00	\$250
Annual Recertification Patrol 24 Hrs. Adlerhorst	\$ 400.00	
Airfare	\$ 750.00	
Lodging	\$ 1,600.00	
Per Diem	\$ 300.00	
Health Certificate to Fly K9	\$ 250.00	
 Additional AST Training Opportunities		
Quarterly Training AST	\$ Free	Free
Airfare	\$ Miles	Mies
Lodging	\$	
Per Diem	\$ 300.00	\$300
Health Certificate to Fly K9 @ \$250.00 ea.	\$ 1,000.00	\$1,000
Sub Total:	\$20,700	\$17,400
Outside Funding: SEACAD	-\$6,600	-\$3300
Petersburg PD Total:	\$14,100	\$14,100

Note: There is an additional \$5,237.00 being held as evidence that has been seized during narcotics interdiction not yet released.

- EXAMPLE -

DEPARTMENT OF PUBLIC SAFETY OPERATING PROCEDURES MANUAL		
CHAPTER 231	CANINE UNIT OPERATIONS	
	Effective: 7/25/2023	Commissioner Approval: 
	Authorities: AS 11.81.370(a) ; AS 11.56.705-710	
	Applicability: Choose an item.	
	Special Instructions: SEE OPM 107	

231.100 INTRODUCTION

This policy establishes the purpose and protocol of a canine unit.

231.300 CANINE UNIT SUPERVISION

A. Canine teams under detachment supervision. Each canine team will be under the supervision of the immediate shift supervisor and responsible through the chain-of-command to the Commander responsible for the canine team's geographic assignment.

B. Canine teams also report to the Statewide Canine Coordinator. In all matters pertaining specifically to the canine, such as use, training, and record keeping the canine team will be responsible to the Statewide Canine Coordinator.

In the event the Statewide Canine Coordinator will be unavailable, they will designate another individual who will act in their absence.

In the event the Statewide Canine Coordinator and their designee are unavailable, the canine teams will report to the senior canine unit currently working within the Alaska State Troopers.

231.310 CANINE UNIT POSITIONS AND DESCRIPTIONS

A. Statewide Canine Coordinator. A supervisor preferably with canine experience that coordinates equipment evaluation, repair, and replacement for handlers and canines; compiles canine unit statistics; acts as an advisor on the best use of canines; and maintains canines and handler training and evaluation records.

B. Lead Canine Trainer/Instructor. An Alaska State Trooper or certified police officer qualified through training and experience by the AST K-9 Unit and certified by Alaska Police Standard Council to train State Troopers or police officers as canine handlers, and dogs as police canines. A Lead Canine Trainer will be designated by the Statewide Canine Coordinator.

C. Assistant Canine Trainer/Instructor. An Alaska State Trooper or certified police officer qualified through training and experience by the AST K-9 Unit and certified by the Alaska Police Standard Council to train State Troopers or police officers. Assistant Canine Trainers will conduct training for the canine unit under the direction of the Lead Canine Trainer, assist in preparing training seminars, and act as the training instructor in their absence.

D. Canine Instructor. An Alaska State Trooper or certified police officer qualified through training and experience by the AST K-9 Unit and certified by the Alaska Police Standards Council to train State Troopers or police officers.

CHAPTER 231 CANINE UNIT OPERATIONS

E. *Canine Handler.* An Alaska State Trooper or certified police officer qualified through training and certified by the Alaska State Troopers or a DPS recognized canine training program to handle a police canine.

Canine handlers are responsible for carrying out all regular duties of their rank as well as the responsibilities listed in the Alaska Department of Public Safety [Canine Program Manual](#).

The Alaska Department of Public Safety [Canine Program Manual](#) contains the extended list of responsibilities for each position in the canine program.

231.320 HANDLER APPLICATIONS AND SELECTION

A. *Canine Handler qualifications.* An Alaska State Trooper wishing to become a canine handler shall meet the following qualifications.

1. Permanent status as an Alaska State Trooper.
2. Receive their supervisor's recommendation regarding the applicants' temperament, attitude, personality, use of force history, and high stress performance.
3. Receive a minimum overall performance evaluation of mid-acceptable or higher for the preceding rating period.
4. Have demonstrated the ability to work effectively without close supervision.
5. Availability for callouts, travel, and unscheduled work hours.
6. Have family members in full agreement on the assignment to the canine unit.
7. Maintain a residence providing an area, which affords the canine uninterrupted solitude during off shift hours.
8. Agree to at least three years of assignment as a canine handler, excluding promotion, transfer or mutual agreement with the department and canine handler.
9. Ensure that any other pets at home will not interfere with the canine and its training program.
10. Be a successful applicant of the Canine Handler Selection Process
11. Successfully complete canine training for certification.
12. Dual-purpose handlers must maintain an 80% or better on the Department of Public Safety physical fitness testing.
13. Single purpose scent detection handlers must maintain a 70% or better on the Department of Public Safety physical fitness testing.

B. *Application procedure - Canine Handler.*

See [Canine Program Manual](#) and Canine Handler Selection Process.

C. *Applicant selection procedure.* Selection of officers as Canine Handlers will be made as follows.

See [Canine Program Manual](#) and Canine Handler Selection Process.

CHAPTER 231 CANINE UNIT OPERATIONS

231.330 GENERAL CANINE CARE/USE RULES

A. Decision to use canine rests with handler. The decision as to where and how to apply the canine rests solely with the canine handler. Consequently, each canine handler must know their team's limitations and the constraints imposed by federal and state law, regulations, departmental policies, and canine unit guidelines. (See DPS Canine Program Manual for Deployment Guidelines.)

B. Rules for handling police canines. The following rules apply to the handling of police canines both on and off duty:

1. Outside of supervised canine training only the team handler shall handle the assigned canine unless they are physically unable to;
2. While at the handler's residence, the canine shall either be under the handler's direct control or safely contained;
3. Handlers of canines shall properly maintain all required logs and records in OARS;
4. Handlers will ensure that his/her assigned canine receives timely and proper medical care/vaccinations at a veterinarian center approved by the department for the purpose;
5. Handlers shall maintain their canine in a clean, well-groomed, healthy state of readiness. Reasonable efforts shall be made to minimize objectionable odors. Toward that end:
 - a. The yard/kennel shall be kept sanitary;
 - b. An ill or injured dog shall be reported to the handlers shift supervisor and the Statewide Canine Coordinator. If the canine will be out of service for longer than one week, the Detachment Commander will be notified;
 - c. If the canine unit approved veterinarian, Training Coordinator, or Statewide Canine Coordinator deems the dog temporarily unfit for duty, the handler shall perform normal assigned duties on the current shift assigned, unless otherwise directed by their immediate supervisor.
6. No agitation or apprehension work is to be viewed by the public (nor is the photography of such work permitted) unless specifically authorized in writing by the Statewide Canine Coordinator with approval of the Division Director; and
7. All training, especially agitation work will be conducted under the guidance of the Lead Canine Instructor or designee.

C. Handlers responsible for protection of others from canine. Handlers shall take reasonable precautions to see that their canine does not present a hazard to other employees or to members of the public. They shall restrain or muzzle the canine as necessary to prevent unnecessary injury to persons.

D. Canine bites.

1. In the event that a police canine is involved in any bite (including accidental), the handler shall immediately report the incident to the Commander and the Statewide Canine Coordinator.
2. The initial report shall be followed by written documentation as follows:

CHAPTER 231 CANINE UNIT OPERATIONS

- a. Complete a Use of Force report using the DPS intranet online reporting system [BlueTeam](#);
 - b. Complete a Canine Application form in OARS and forward it to the Statewide Canine Coordinator within 24 hours;
 - c. Prepare a supplemental report with the original case number. This supplemental report shall contain all of the handler's observations and actions, and shall specifically address canine announcements or warnings given and subsequent suspect actions or responses;
 - d. Photograph the injury, apprehension scene, suspect clothing, etc;
 - e. Note if the hospital has drawn blood from the suspect bitten;
 - f. Save dispatch and/or radio traffic tape recordings, as appropriate; and,
 - g. Conduct a "civil interview" (no Miranda) of the suspect, preferably by a DPS canine handler (current or previous handler) other than the handler involved in the incident. This interview shall be limited in scope to the actual canine bite and suspect's recollection of canine warnings, etc.
3. A copy of the bite documentation (including photos and interview tapes) prepared in compliance with paragraph D2 shall be added to the [BlueTeam](#) report and forwarded to the Statewide Canine Coordinator as a "Civil Bite Package" to be retained in the canine unit files.
 4. The "Civil Bite Package" will be retained by the Statewide Canine Coordinator through Blue Team for a minimum of three years from the date of the incident. If the involved person was a juvenile at the time of the bite, the "Civilian Bite Package" will be retained for a length of time to be determined by the Attorney General's Office.
 5. The Statewide Canine Coordinator will make appropriate notification to the Director's Office, including conclusions regarding the bite and any training issues or recommendations that arose from the incident.

231.340 USE FOR SERVICE (PSD I OR PSD I/II)

A. When police service dogs can be used. The canine handler will apply a canine using due care based on the nature of the offense or call, action of the suspect, time of day or night, presence or action of third parties, and other information available to the officer. Police service dogs may be applied in any of the situations listed below provided that at no time is innocent persons unreasonably endangered.

1. When and to the extent the canine handler believes it necessary to make an arrest, to terminate an escape or attempted escape from custody, or to make a lawful stop. (AS 11.81.370 (a))
2. Tracking a missing or lost person.
3. Assisting in a search for physical evidence.
4. Protection of the handler, other officers, or the canine.

CHAPTER 231 CANINE UNIT OPERATIONS

B. Application of canine is a use of force. The application of a police service dog, as an instrument of force falls under the provisions of OPM Chapter 107. Each use of a police service dog must be documented in a police report and a "Use of Force Report" must be submitted.

C. Use of canine off lead. Off lead application of a police service dog is authorized except in riot / crowd control situations. Due care shall be taken by the handler while working the canine off lead.

D. Use of Police Service Dog (PSD I or PSD I/II).

1. When conducting building searches, tracking and area searches handlers will comply with canine unit guidelines for these applications.
2. When using a police service dog the handler should use reasonable restraint and good judgment.
3. Prior to the release of a canine to apprehend, the handler must take every prudent step to ensure the person to be apprehended is the suspect. The handler shall, if tactically feasible, verbally warn the suspect that the canine will be released.
4. In the case where a canine is sent to apprehend, the handler shall attempt to identify any witnesses to the event.
5. Each application of a canine used to search for a person, suspect, or article, shall be documented on a Canine Application Form.

E. Riot control.

1. No police service dog will be used for riot control without the knowledge and authorization of the Commander. Canines will remain away from the riot until such authorization is received. The Director or their designee shall be notified of such application as soon as practical.
2. Police service dogs may be used in conjunction with riot formations but shall remain on lead during such deployment. The handler will advise the on-scene commander of the best tactical deployment of the canine.

231.350 USE FOR DETECTION (PSD II OR PSD I/II)

A. When police service dogs can be used. Police service dogs may be used to conduct consent searches, searches incident to arrest, searches pursuant to search warrant, or searches in exigent circumstances. Searches may be conducted of buildings (both commercial and residential), vehicles (cars, trucks, watercraft, or aircraft), fields and areas, baggage, mail, parcels, and any other search that the officer has legal authority to search.

B. Applying the service dog in searches. When the service dog handler is called to a scene to conduct a search, the handler will contact the on-scene officer and evaluate the type and legality of the requested search; evaluate the search for potential hazards, wind/air currents; and plan the search and brief officers at the scene as to what their conduct or actions shall be and inform them of the canine team's requirements.

CHAPTER 231 CANINE UNIT OPERATIONS

C. Use of service dog off lead. Off lead application of police service dogs is authorized. Due care shall be taken by the handler while working the canine off lead to protect the canine and all persons.

D. Use of police service dog training aids. The following rules apply to the handling of police service dogs both on and off duty.

1. All narcotics training aids shall be safely cared for and properly documented and disposed of in accordance with the SDEU SOP 231.800 regarding Canine Training Aids.
2. In the event that a training aid is damaged and some, or all, of the source is lost or destroyed, the handler will write a report and file it to the original case, listing any witnesses to the event in the report, and notifying the Training Coordinator and supervisor as soon as practical.
3. In the event that a service dog ingests a training source that is toxic, the handler shall take immediate first aid steps and transport to the department approved veterinarian or veterinary emergency facility. The handler shall contact the Statewide Canine Coordinator and supervisor as soon as possible after such an incident.

E. Use of police service dog to be documented. Any use of a service dog to locate narcotic source shall be documented on a Canine Application Form in OARS.

231.360 TRAINING

A. All training will be under Department supervision. All training of canines or handlers shall be conducted under the guidance of the Statewide Canine Coordinator.

B. Quarterly training. Once every three (3) months each canine team will participate in a quarterly training session of duration to be determined by the Statewide Canine Coordinator. The duration of this training session will be based on the training needs of individual teams as well as the needs of the Canine Unit as a whole.

C. Maintenance training. Handlers will conduct appropriate daily maintenance in obedience and scent work. PSD I/II teams will specifically conduct daily training and reinforcement of the obedience portion of the "Stand Still" command. All canine teams are expected to perform no less than -4 hours per week or 16 hours per month of combined maintenance training.

D. Apprehension Training.

1. Handlers of PSD I/II may conduct apprehension training. This training will only be conducted with an agitator who is properly trained, and who has been approved to participate in training by the Statewide Canine Coordinator.
2. After each session where apprehension training is conducted, the handler will fill out the appropriate Training Evaluation Form in OARS and immediately forward it to the Canine Coordinator.
3. In the event a handler encounters an apprehension training issue that they are unable to successfully solve, or one that falls outside the scope of their training as a

CHAPTER 231 CANINE UNIT OPERATIONS

handler, they will immediately stop the training session and contact the Canine Coordinator or a DPS Canine Instructor for instructions.

E. Special training. If it is determined that additional training is needed to correct an identified problem, to improve overall performance, or to introduce new skills/material to a canine team, provisions will be made for such training. Special training under this paragraph will be arranged through the Statewide Canine Coordinator.

231.370 CERTIFICATION OF POLICE CANINES

A. Annual certification required. The police canine and the handler are required to be certified by a Canine Instructor at least once each year.

B. Decertification of police canines. If a police canine fails to certify to at least the minimum level in its specialty, the canine may be removed from the active-duty list and placed into remedial training until the canine can recertify. If the canine fails to certify it may be tested for other specialties or it may be removed from the canine unit.

231.380 CERTIFICATION OF CANINE HANDLERS

A. Annual certification of handlers required. Certification of handlers will coincide with the annual certification of their canines. The handler will be evaluated during the certification period and must receive an acceptable score to earn or retain certification.

B. Decertification of canine handlers. In the event that a handler fails to obtain a satisfactory score during the certification period, they will be removed from the active-duty list and placed in remedial training. If after remedial training the handler fails to achieve a passing score, the Commander and the Statewide Canine Coordinator may decide on additional training or assign the officer to a non-canine assignment.

231.390 SPECIAL HANDLING PROTOCOL

A. Public appearances and demonstrations.

1. All public demonstrations must have the prior approval of the Statewide Canine Coordinator.
2. Canine teams giving demonstrations shall prepare and perform in a professional manner, reflecting favorably on the Alaska State Troopers.
3. Demonstrations shall be given in on-duty uniform for PSC or appropriate dress for PDC. Appearance shall be neat and clean.

B. Outside agency assists. The Alaska State Troopers recognizes that outside agencies may occasionally have need for the use of the canine.

1. Requests for assistance of a canine team from an outside agency will be referred to the Commander or their designee for approval.
2. If a Commander is not available, the supervisor on duty will be contacted and advised of the request and they will make a determination for approval.

CHAPTER 231 CANINE UNIT OPERATIONS

C. Canine units' assignment to calls. Canine units, whenever possible, will not be dispatched as the primary case officer to traffic accidents or other calls involving lengthy investigations unless necessary due to a shortage of other officers. This will allow the Canine Unit to be available to back-up other officers and perform canine activity. However, handlers must be mindful that they are Troopers first and handlers second.

D. Officer's conduct around canines. Troopers shall familiarize themselves with the canine's abilities to track and search. However:

1. Troopers shall not "horse" or "grab" around canines.
2. Troopers shall not get into K-9 vehicles unless directed to do so by the handler.

E. Assault on Police Canine / Harming or Harassing a Police Canine. Intentionally injuring or harassing a police canine is a crime. If an Alaska State Troopers canine is injured, the suspect shall be charged under the appropriate state statute.

1. Harming a Police Dog in the First Degree. (AS 11.56.705, C Felony) Intentionally kills/causes harm to a dog known to be a police dog.
2. Harming a Police Dog in the Second Degree. (AS 11.56.710, A Misdemeanor) Intentionally injures, torments, kicks, or strikes a dog they know to be a police dog.

F. Authorized vacation kennel facilities. Kenneling of canines during handler vacations and other leave is available through a department approved facility or a current DPS employee who is a previous DPS canine handler authorized by the Statewide Canine Coordinator to temporarily kennel a DPS canine.

231.400 HANDLER'S EQUIPMENT

A. Equipment issued to handlers. Each handler will be issued the following:

1. Portable radio,
2. Cell Phone;
3. Leads in the lengths of 3.5', 15', and 30';
4. Leather muzzle (agitation style);
5. Choke chain (fur saver);
6. Food/water dishes;
7. 15' training cable;
8. Grooming brushes;
9. Toys, balls, detection training aids (if applicable);
10. "Pooper scooper"; and
11. One chain link run at least 5 x 6 x 15 foot.

B. Canine identification. Each canine shall be photographed and issued a State identification card identifying it as an Alaska State Troopers Canine.

CHAPTER 231 CANINE UNIT OPERATIONS

C. Authorized supplies. Food and minor supplies may be obtained from the approved supplier or the department approved veterinarian.

D. K-9 vehicles.

1. Patrol K-9 Unit vehicles will be marked uniformly and in a manner that safely identifies the vehicle as containing a police service canine. The rear seat will be removed and a platform for a container will be installed to provide a safe area for the canine.
2. Detector K-9 Unit vehicles may either be marked or unmarked; whichever fits the unit's mission. The interior needs to be altered to provide a safe area for the dog.
3. Vehicles assigned to tracking canines will be equipped for extended field stays (2-day tracks).

231.410 INSIGNIA

A. Establishment of K9 insignia. The canine unit insignia shall be the letter "K" and number "9" 11/16" wide by 7/16" high with the small AST badge centered between the characters.

B. Canine unit troopers authorized to wear insignia. Upon successful completion of a basic canine academy and certification as a canine handler, members of the canine unit will be authorized to wear the insignia as set out in OPM Chapter 102.

231.420 RETIREMENT OF CANINES

A. Canines retired by Statewide Canine Coordinator. Canines will be retired on the recommendation of the Statewide Canine Coordinator, the department approved veterinarian, the Commander and the Director.

B. Canine may be transferred to last handler. When it becomes necessary to retire a canine from active duty, the department may transfer ownership of the animal to the last handler.

C. Contract required of person accepting retired canine. A contract releasing the State of Alaska, the Alaska State Troopers, the canine unit and its personnel from all liability must be signed by a Commander and the person taking possession of a retired canine.

D. Other disposition of retired canines. Should the last handler decline to accept the dog, the Statewide Canine Coordinator shall attempt placement in an appropriate home. If the animal is unable to be placed in a proper home, the Statewide Canine Coordinator may place the animal in an animal control center for a short period of time in an attempt to locate an adoptive home. If placement of the retired canine is impractical, the department approved veterinarian will euthanize the canine.

231.430 DEATH OF A POLICE CANINE

A. Notification of death required. In the event of the death of a department canine the handler will immediately contact the Commander and the Statewide Canine Coordinator.

CHAPTER 231 CANINE UNIT OPERATIONS

- B. *Death of Department canine to be investigated.*** The Detachment Commander will conduct an investigation of the incident separate from any possible pending criminal case. They may call upon the Statewide Canine Coordinator for assistance as required.
- C. *Necropsy may be conducted.*** If the Statewide Canine Coordinator decides a necropsy is necessary the department approved veterinarian will conduct it. The postmortem report will be filed in the canine's training files.
- D. *Detachment will investigate criminal allegations.*** If the death was the result of criminal activity, the Commander shall initiate an investigation.
- E. *Investigation will be forwarded to Director.*** The Statewide Canine Coordinator will forward the results of the investigation to the Director.
- F. *Cremation and burial authorized by Canine Coordinator.*** The Statewide Canine Coordinator will authorize cremation and burial arrangements.

231.900 DEFINITIONS

Application – The use of a police canine in any police related function.

Canine Team – One handler with an assigned canine. Both handler and canine having been certified and issued full equipment (i.e. full team prepared to perform assigned duty).

Canine Vehicle -- A vehicle specifically prepared to provide safety and transportation for canine team.

Handler -- A certified Alaska State Trooper assigned to the canine unit who has successfully completed the required training and has been certified as a canine handler.

K-9 – Canine/police dog.

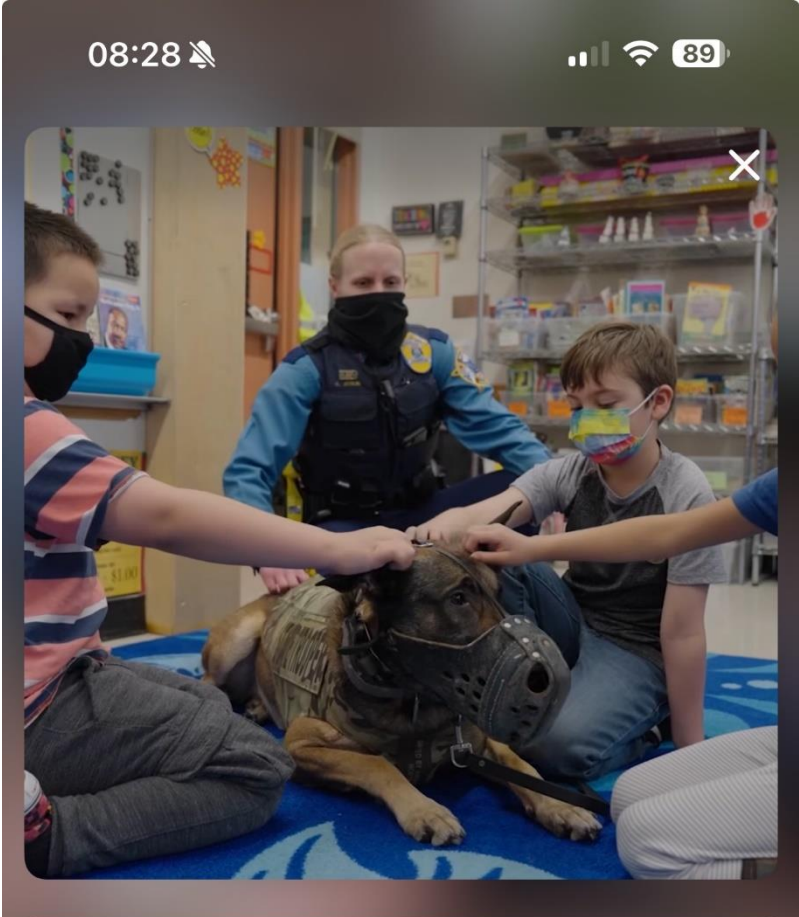
Off Lead -- A condition where a canine is under the verbal and/or hand signal control of the assigned handler.

On Lead -- A condition where a canine is attached to and controlled by a lead in the hand(s) of a canine handler.

Police Service Dog I (PSD I) – A canine assigned to the canine unit trained and certified in basic tracking, area searches, building searches, apprehension techniques, obedience and handler protection.

Police Service Dog I/II (PSD I/II) – A canine assigned to the canine unit trained and certified to at least the level of a PSD I and is trained and certified in additional scent work or special operations (e.g. narcotics, explosives or cadaver detection; advanced tracking; accelerant detection; evidence detection; or SERT operations).

Police Service Dog II (PSD II) – A canine assigned to the canine unit trained and certified in the detection of three or more sources/odors solely in narcotics detection.



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Public Safety
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Serve**

ADDENDUM NO. 1 TO
REAL PROPERTY IMPROVEMENT AND CONVEYANCE AGREEMENT

This Addendum No. 1 to the Real Property Improvement and Conveyance Agreement ("this Addendum") is made by and between the Petersburg Borough, PO Box 329, Petersburg, Alaska 99833 (the "Borough") and Tlingit-Haida Regional Housing Authority, 5446 Jenkins Drive, Juneau, Alaska 99801 ("THRHA"), collectively referenced herein as "the Parties". This Addendum shall be effective upon the date of the last signature below ("the Effective Date").

On January 7, 2025, the Parties entered into a Real Property Improvement and Conveyance Agreement ("the Agreement"), a copy of which is attached hereto, under which THRHA agreed to construct and install certain improvements, including roads and utilities, to eleven (11) parcels owned by the Borough and located within the Airport Addition Subdivision, Plat No. 77-2, recorded on March 1, 1977 in the Petersburg Recording District, First Judicial District, State of Alaska, in return for receiving ownership of seven (7) of those lots.

Since that date, THRHA has now received additional funding and would like to amend the Agreement to extend those planned improvements to an additional eleven (11) lots within the Subdivision, in return for receiving ownership of six (6) of those additional lots, bringing the total lots covered by the Agreement to twenty-two (22). Said extension and amendment is agreeable to the Borough.

Accordingly, the Parties agree to amend the Agreement as follows:

I. Paragraph A is deleted in its entirety and replaced with the following:

A. The Borough, as successor-in-interest to the City of Petersburg, is the owner of the following described twenty-two (22) parcels (collectively, "the Lots"), located within the Airport Addition Subdivision, according to Plat 77-2, recorded on March 1, 1977 in the Petersburg Recording District, First Judicial District, State of Alaska (the "Subdivision"):

Lots 25 and 26, Block 302

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10, Block 304; and

Lots 11, 12, 13, 14, 15, 16, 17, 18, 19, and 20, Block 305

II. Paragraph D is deleted in its entirety and replaced with the following:

D. The improvements would consist of road construction of 14th Street, from the corner of 14th Street and Goja Street north to Fram Street, and then construction of Fram Street to the west, through and including Lot 1, Block 304 to the south and Lot 20, Block 305 to the north, and installation of electric, water, sewer and storm drainage utilities along the same route, as

more specifically described in paragraph 2 below (cumulatively, "the Improvements" or "the Lot Improvements").

III. Paragraph F is deleted in its entirety and replaced with the following:

F. The cost of design, engineering, construction and installation of the Improvements to the Lots (including all required inspections) is estimated to be Two Million Seven Hundred Thousand Dollars (\$2,700,000), or approximately One Hundred Twenty Two Thousand, Seven Hundred and Twenty Seven Dollars (\$122,727) per Lot, and THRHA would bear One Hundred Percent (100%) of that cost, including the cost of any necessary permitting or regulatory approval.

IV. Paragraph G is deleted in its entirety and replaced with the following:

G. The design and engineering of the Improvements is anticipated to commence immediately upon the Effective Date, and construction and installation is estimated to be completed on or before December 31, 2026.

V. Paragraph H is deleted in its entirety and replaced with the following:

H. In return for constructing and installing the Improvements, and bearing the entirety of the cost of that construction and installation of the Improvements, and only upon completion of the Improvements, THRHA would receive title to the following thirteen (13) lots:

Lots 25 and 26, Block 302

Lots 4, 5, 6, 7, 8 and 9, Block 304; and

Lots 11, 15, 18, 19 and 20, Block 305 ("the THRHA Lots").

The Assembly has determined that none of the THRHA Lots are required for municipal purposes.

VI. Paragraph I is deleted in its entirety and replaced with the following:

I. The remaining nine (9) lots (Lots 1, 2, 3, and 10, Block 304; and Lots 12, 13, 14, 16, and 17, Block 305) will be retained by the Borough ("the Borough Lots").

VII. Paragraph J is deleted in its entirety and replaced with the following:

J. The 2024 assessed value of each of the THRHA Lots is Twenty Eight Thousand Dollars (\$28,000), for a total assessed value of the THRHA Lots of Three Hundred Sixty Four Thousand Dollars (\$364,000).

VIII. Paragraph K is deleted in its entirety and replaced with the following:

K. The construction and installation of Improvements to the Lots would be of substantial benefit to the community of Petersburg, which is currently experiencing a severe shortage of available housing, including available parcels of land with established available access to borough utilities. The cost of the road and utility installation to the Borough Lots, being paid in full by THRHA, would equal One Million, One Hundred Four Thousand Five Hundred Forty Three Dollars (\$1,104,543) (\$122,727 x 9))

IX. Paragraph 2(h) is deleted in its entirety and replaced with the following:

h. The Lot Improvements shall be completed by THRHA, and accepted by the Borough, by no later than December 31, 2026. The parties may mutually agree, in writing, to extend this deadline.

X. The persons executing this Addendum represent and warrant that each is authorized to execute and enter into this Addendum on behalf of the party for whom s/he has signed and that this Addendum is binding on such party without further action or approval.

XI. This Addendum may be executed by and exchanged between the Parties hereto by email/facsimile and in counterparts, each of which shall be an original and all of which together shall constitute one and the same instrument.

XII. All other terms and provisions of the Agreement remain in full force and effect.

IN WITNESS WHEREOF the parties have hereunto executed this Addendum.

Petersburg Borough:

Tlingit-Haida Regional Housing Authority:

By: Stephen Giesbrecht
Its: Borough Manager
Dated: April _____, 2025

By: Jacqueline Pata
Its: President & CEO
Dated: April _____, 2025

From: Daniel Ewert <northwoods_99@yahoo.com>
Sent: Tuesday, March 18, 2025 9:31 AM
To: Assembly <assembly@petersburgak.gov>
Subject: Road Concerns on Mitkof Hwy & 3-Way Stop Sign

Dear Borough Members,

Here are 2 areas of concern, the second could possibly be assessed at the same time:

1. Currently, the speed limit on Mitkof Highway increases to 50 mph after mile 4 before dropping again in certain areas with curves. Given the significant increase in homes and driveways along the highway, it may be necessary to reassess the speed limits, particularly within Service Area 1, to ensure safety for residents and drivers alike.
2. Improving traffic flow and safety at the intersection of Haugen Dr & Nordic Dr, especially during the summer, by installing a 3-way stop.
 - **Traffic Speed Control** – Vehicles entering downtown Petersburg from S Nordic Drive currently do so without slowing down significantly until they reach the 20 mph speed limit zone. A 3-way stop would help gradually reduce speeds before entering the downtown area.
 - **Traffic Congestion Reduction** – The current configuration, with only one stop sign at the base of Haugen Drive, results in frequent traffic backups, sometimes extending past the library and beyond. A 3-way stop could help alleviate this issue by creating a more balanced and controlled traffic pattern. Traffic can also be backed up in both directions on Nordic when vehicles are turning
 - **Safety Considerations** – Even though the corner of the Municipal Power & Light Building was modified to improve visibility when turning onto Nordic Drive, there is still a significant blind spot. Approaching traffic from the south remains difficult to see, creating a potential safety hazard for drivers attempting to merge. A stop sign on S Nordic Dr and N Nordic Dr could enhance safety for both drivers and pedestrians. Increased pedestrian and vehicle activity in this area, during the summer, makes controlled traffic flow even more critical.

Since both issues likely fall under the state's jurisdiction, it may be possible to assess both safety concerns during the same visit by Nathan Purves, Traffic & Safety Engineer. Thank you for your time and consideration.

Darcie Ewert

From: Gary Aulbach <gaulbachsculpin@gmail.com>
Sent: Monday, March 24, 2025 7:23 AM
To: Assembly <assembly@petersburgak.gov>
Subject: Roads

To; Petersburg Assembly Members

Hello,

I am writing this letter to the Assembly Members because the building season is here and I am concerned about a couple areas of road building that will eventually become the responsibility of the Borough. It is my understanding that the development at Skylark Way/Odin Street and the expansion of the Airport Subdivision will be moving ahead. I strongly urge the Borough to insist that the roads for both of these subdivisions be built to the current Borough Road Building codes. I believe the road that is in the existing Airport Subdivision is one of the only roads to have been built to the current codes and it has remained maintenance free since the time it was completed. Can you imagine how nice it would be if all of our streets had been built like that and how much money would be saved by not having to maintain them constantly? It is also my understanding that the current codes require new streets to be dug to hardpan 50 feet wide, please correct me if I am wrong. It is my opinion that if you are not going to follow Borough codes for whatever the subject might be, then you should officially change or remove the code before proceeding.

Is the Borough going to be discussing this issue in public meetings or in such a way that the public can way in on it? I would love to be notified if discussion on this topic is going to take place.

Thank you for your time.

Gary Aulbach

From: Kurt Whitehead <kurtjw99@yahoo.com>
Sent: Thursday, March 20, 2025 3:39 PM
To: Assembly <assembly@petersburgak.gov>
Cc: Stephen Giesbrecht <sgiesbrecht@petersburgak.gov>; Karen Malcom <kmalcom@petersburgak.gov>
Subject: HB93

City of Petersburg,

Please send a letter of support at your earliest convenience for HB93 to:

thatcher.brouwer@akleg.gov
&
rep.himschoot@akleg.gov

HB 93 is the same bill as HB201 from the last legislative session other than there is now a 2 yr grace period before it will go into effect.

When HB93 passes it will require residents to live in AK for 6 months and 1 day which is the same requirement to receive the PFD, if they want to purchase resident sportfishing, hunting, trapping licenses.

We need your help again to get this bill across the finish line.

The second hearing on HB 93 will be next week. You will have an opportunity to give public comment.

Thank you very much!

The following is from Rep. Himschoot's aide:

As Kurt noted, we are compiling letters of support for HB 93 and unfortunately, we cannot reuse the old HB 201 / SB 171 letters. Please send any new letters to me as soon as possible so they can be distributed to the committee members for the upcoming hearing.

Also, please spread the word about the public testimony opportunity next week. I think we will likely get some people calling to oppose the bill and I want to be sure we have supporters calling in. Below is the information on public testimony:

If you would like to provide public testimony, you can testify from your local legislative information office or by calling the legislative teleconference number.

The teleconference numbers are:

1.844.586.9085 (from outside Juneau and Anchorage)

1.907.586.9085 (from a Juneau prefix)

1.907.563.9085 (from an Anchorage prefix)

When you call, you will speak with an operator who will ask what hearing you are calling in for (House Fisheries) and what bill you want to testify on (HB 93). Then the operator will transfer you into the meeting and you will be able to hear the proceedings. When it is your turn to speak, the chair of the committee will call on you and you will be unmuted. Typically, testimony is limited to 2 minutes. It is recommended that individuals who wish to testify, call at the beginning of the hearing or even a few minutes before, as it takes a few minutes to be transferred into the meeting. Once the chair gets through all the testimony, they usually close it.

Thanks!

Thatcher

Attached are current letters of support for HB93 and some of last years letters of support for HB201, including yours. Everything is still pertinent with your letter but we need a new date:)

Thank you very much!

From: Gary Aulbach <gaulbachsculpin@gmail.com>
Sent: Friday, March 28, 2025 11:22 AM
To: Assembly <assembly@petersburgak.gov>
Subject: Subdivision

Good Morning,

I am writing this letter because I will not be in town for the next assembly meeting and I wanted to make some comments concerning the amendment from PIA to add another 11 lots and more road and utilities to their land deal in the Airport Subdivision. As I have stated before I am a supporter of improving Borough land. I have a few concerns that I hope the Assembly will discuss.

Hopefully the Borough will insist that the road will be built to current Borough specifications.

Water pressure at the top of the subdivision is currently somewhat weak. Will this addition affect the ability of the Borough to provide sufficient water pressure?

Likewise with the sewer system, is that adequate?

Many folks already living in the subdivision are worried about having a second means of access in case of an emergency. I have heard through the wind that PIA has also been looking at extending 14th street to connect to N 14th street. Perhaps the assembly could ask PIA if that might be a possibility.

In the existing Airport Subdivision, of the original 20 homes that Tlingit Haida built, 8 of those homes still belong to Tlingit Haida and are still exempt from paying property taxes. In the long run (it's been around 20 years so far) that is a fair amount of exempt property tax and I think you should be aware of that going forward.

Finally, I would ask that you encourage PIA to not remove any of the Mountain View Manor Boardwalk when they extend the road up through the subdivision. From where I live I have a view of the Boardwalk and the amount of foot and bicycle traffic on a daily basis is truly incredible. The boardwalk is a beautiful recreational tool used by businesses, families and pets rain or shine.

Thank you for your time.

Gary Aulbach