Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Agenda

Borough Assembly
Regular Meeting

Monday, September 19, 2022	6:00 PM	Assembly Chambers

You are invited to a Zoom webinar.
When: Sep 19, 2022 06:00 PM Alaska
Topic: September 19, 2022 Assembly Meeting

Please click the link below to join the webinar:
https://petersburgak-gov.zoom.us/j/88255110932?pwd=bnpOOWZBTkZOWmFFTm8zSzRYMU81dz09
Passcode: 044726

Or Telephone:
(720) 707 2699 or (253) 215 8782
Webinar ID: 882 5511 0932
Passcode: 044726

1. **Call To Order/Roll Call**

2. **Voluntary Pledge of Allegiance**

3. **Approval of Minutes**

   A. **September 6, 2022 Assembly Meeting Minutes**

4. **Amendment and Approval of Meeting Agenda**

5. **Public Hearings**

   A. **Public Hearing for Ordinance #2022-12: An Ordinance Amending Provisions of Title 17 of the Petersburg Municipal Code, Entitled Safety Code Adoptions and Title 19 of the Petersburg Municipal Code, Entitled Zoning, to Address Tiny House Dwellings, Detached Accessory Dwellings, and Multiple Buildings on a Single Lot**

   Any public testimony regarding Ordinance #2022-12 should be given during this public hearing. A copy of Ordinance #2022-12 may be found under agenda item 14A.

6. **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.

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.

9. **Boards, Commission and Committee Reports**

10. **Consent Agenda**

11. **Report of Other Officers**

    A. **Early Childhood Education Task Force Update**

    Assembly Member Tremblay will provide an update to the Assembly on ECE Task Force activities.

    B. **Scow Bay Standby Generation Project Update**

    Utility Director Hagerman will update the Assembly on the Scow Bay Standby Generation project.

12. **Mayor's Report**

    A. **September 19, 2022 Mayor's Report**

13. **Manager's Report**

    A. **September 19, 2022 Manager's Report**

14. **Unfinished Business**

    A. **Ordinance #2022-12: An Ordinance Amending Provisions of Title 17 of the Petersburg Municipal Code, Entitled Safety Code Adoptions, and Title 19 of the Petersburg Municipal Code, Entitled Zoning, to Address Tiny House Dwellings, Detached Accessory Dwellings, and Multiple Buildings on a Single Lot - Second Reading**

    If adopted in three readings, Ordinance #2022-12 will establish standards to allow for Tiny House Dwellings, Detached Accessory Dwellings, and multiple buildings on a single lot, applicable within Service Area 1 only. The Assembly unanimously approved the ordinance in its first reading.

15. **New Business**

    A. **Ordinance #2022-13: An Ordinance Determining that Property Conveyed to the Borough in a Tax Foreclosure Proceeding Shall not be Retained for a Public Purpose and Shall Hereafter be Sold**

    If approved in three readings, land conveyed to the Borough in a tax foreclosure proceeding will be offered for public sale.

B. Ordinance #2022-14: An Ordinance Updating the Borough Code to Provide for Elderly Housing and Assisted Living Directors at Mountain View Manor

Adoption of Ordinance #2022-14 will create separate director positions for the MVM Assisted Living and Elderly Housing facilities.

C. Resolution #2022-14: A Resolution Authorizing the Borough Manager to Pursue Obtaining Ownership of the Papke's Landing Facilities Including the Dock, Floats, Launch Ramp, Associated Tidelands, and Uplands Adjacent to the Tidelands Property, Currently Owned by the State of Alaska

If adopted, Resolution #2022-14 will authorize the Borough Manager to pursue ownership of tidelands and uplands located at Papke's Landing from the Alaska Department of Natural Resources.

D. Fire/EMS/SAR Director Hire

Manager Giesbrecht requests Assembly approval to hire Aaron Hankins as the Borough's Fire/EMS/SAR Director with a salary of $75,000 per year beginning October 3, 2022.

E. Subdivision Cost Estimation Project

At the request of Manager Giesbrecht, Utility Director Hagerman has received a quote of $4,000 for PND Engineers to revise the cost of the Fram and Hungry Point subdivisions using a lesser construction standard. Another quote of $16,000 has been provided to estimate four additional areas for subdivision development. Assembly approval will be needed to move forward with the project.

F. Pump Station 4 Force Main Project Engineering Contract Amendment

Utility Director Hagerman requests approval to amend PND Engineer's contract for the Pump Station 4 Force Main project to include Task 2 work items on a time and materials basis, for an amount not to exceed $53,919. PND's Task 2 proposal is attached.

16. Communications

A. Correspondence Received Since September 1, 2022

17. Assembly Discussion Items

A. 2022 Ballot Propositions

Vice Mayor Stanton Gregor requests a discussion to clarify the three ballot propositions on this year's municipal election ballot.

B. Frank Murkowski Transportation Proposals

Assembly Member Kensinger requests to discuss a possible presentation/community discussion regarding Frank Murkowski's transportation proposals.

C. **Assembly Member Comments**

D. **Recognitions**

18. **Adjourn**

Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes

Borough Assembly
Regular Meeting

Tuesday, September 06, 2022 | **2:00 PM** | **Assembly Chambers**

1. Call To Order/Roll Call

Mayor Jensen called the meeting to order at 2:00 p.m.

PRESENT
Assembly Member Bob Lynn
Assembly Member Chelsea Tremblay
Assembly Member David Kensinger
Assembly Member Jeff Meucci
Mayor Mark Jensen
Assembly Member Thomas Fine-Walsh

EXCUSED
Vice Mayor Jeigh Stanton Gregor

2. Voluntary Pledge of Allegiance

The Pledge was recited.

3. Approval of Minutes

A. August 15, 2022 Assembly Meeting Minutes

The August 15, 2022 Assembly meeting minutes were unanimously approved.

4. Amendment and Approval of Meeting Agenda

The agenda was unanimously approved as submitted.

Motion made by Assembly Member Lynn, Seconded by Assembly Member Fine-Walsh.
Voting Yea: Assembly Member Lynn, Assembly Member Tremblay, Assembly Member Kensinger, Assembly Member Meucci, Mayor Jensen, Assembly Member Fine-Walsh

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.

Catherine Kowalski shared her concerns along with some questions regarding Ordinance #2022-11.

8. Persons to be Heard Unrelated to Agenda

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

No views were shared.

9. Boards, Commission and Committee Reports

No reports were given.

10. Consent Agenda

There were no consent agenda items.

11. Report of Other Officers

A. Petersburg Medical Center Update

PMC CEO Hofstetter provided an update on Medical Center activities.

B. US Forest Service Update

USFS District Ranger Born updated the Assembly on US Forest Service activities in the Petersburg area.

12. Mayor's Report

A. September 6, 2022 Mayor's Report

Mayor Jensen read his report into the record.

13. Manager's Report

A. September 6, 2022 Manager's Report

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

14. Unfinished Business

A. Ordinance #2022-11: An Ordinance Amending Chapter 4.04, Entitled Purchasing, of the Petersburg Municipal Code to Increase Purchasing

Authorization Limits for Administrative Officers of the Borough and the Borough Manager, and to Amend Exceptions to Bidding - Third and Final Reading

The Assembly unanimously approved Ordinance #2022-11 in it's third and final reading.

Motion made by Assembly Member Meucci, Seconded by Assembly Member Tremblay.
Voting Yea: Assembly Member Lynn, Assembly Member Tremblay, Assembly Member Kensinger, Assembly Member Meucci, Mayor Jensen, Assembly Member Fine-Walsh

15. New Business

A. Ordinance #2022-12: An Ordinance Amending Provisions of Title 17 of the Petersburg Municipal Code, Entitled "Safety Code Adoptions" and Title 19 of the Petersburg Municipal Code, Entitled "Zoning", to Address Tiny House Dwellings, Detached Accessory Dwellings, and Multiple Buildings on a Single Lot

By unanimous roll call vote, the Assembly approved Ordinance #2022-12 in its first reading.

Motion made by Assembly Member Fine-Walsh, Seconded by Assembly Member Meucci.
Voting Yea: Assembly Member Lynn, Assembly Member Tremblay, Assembly Member Kensinger, Assembly Member Meucci, Mayor Jensen, Assembly Member Fine-Walsh

B. Resolution #2022-12: A Resolution Approving the Expenditure of up to $27,000 from the American Rescue Plan Special Revenue Fund 287 for a Digital Fingerprint Scanning System

Resolution #2022-12 was approved by a vote of 5-1.

Motion made by Assembly Member Meucci, Seconded by Assembly Member Lynn.
Voting Yea: Assembly Member Lynn, Assembly Member Tremblay, Assembly Member Kensinger, Assembly Member Meucci, Mayor Jensen
Voting Nay: Assembly Member Fine-Walsh

C. Resolution #2022-13: A Resolution Approving the Expenditure of $62,641.50 from the American Rescue Plan Special Revenue Fund 287 for Axon Vehicle Cameras

Resolution #2022-13 failed by a vote of 5-1.

Motion made by Assembly Member Meucci, Seconded by Assembly Member Tremblay.
Voting Yea: Mayor Jensen
Voting Nay: Assembly Member Lynn, Assembly Member Tremblay, Assembly Member

Kensinger, Assembly Member Meucci, Assembly Member Fine-Walsh

D. Mountain View Manor Elderly Housing Director Hire

The Assembly unanimously approved hire of Michelle Lopez in the position of MVM Elderly Housing Director.

Motion made by Assembly Member Lynn, Seconded by Assembly Member Tremblay.
Voting Yea: Assembly Member Lynn, Assembly Member Tremblay, Assembly Member Kensinger, Assembly Member Meucci, Mayor Jensen, Assembly Member Fine-Walsh

E. Papke's Landing Marine Facility Improvements Conceptual Plans - Version 2

Version 2 of the Papke's Landing Marine Facility Improvements Conceptual Plans was approved by a vote of 5-1.

Motion made by Assembly Member Kensinger, Seconded by Assembly Member Lynn.
Voting Yea: Assembly Member Lynn, Assembly Member Tremblay, Assembly Member Kensinger, Assembly Member Meucci, Assembly Member Fine-Walsh
Voting Nay: Mayor Jensen

F. Public Works Vactor Truck Replacement

Purchase of a replacement Vactor truck for a cost of $471,229.40 was unanimously approved.

Motion made by Assembly Member Meucci, Seconded by Assembly Member Lynn.
Voting Yea: Assembly Member Lynn, Assembly Member Tremblay, Assembly Member Kensinger, Assembly Member Meucci, Mayor Jensen, Assembly Member Fine-Walsh

G. Housing Task Force Direction

The Assembly unanimously approved the following direction and priority focus for the Housing Task Force:

1) Crisis housing, both immediate and longer term Housing First models

2) Development code review finalization, with goal of bringing to Assembly

3) Exploring financial resources, such as Alaska Housing Finance Corporation, for both institutional and individual support

4) Infrastructure review, comparing upcoming planned infrastructure projects with potential housing plans

5) Exploring ideas and programs currently underway in other communities in Southeast AK

6) Reviewing Borough tax policy for incentive program ideas

7) Identifying burdensome state-level regulations

Motion made by Assembly Member Meucci, Seconded by Assembly Member Tremblay.
Voting Yea: Assembly Member Lynn, Assembly Member Tremblay, Assembly Member Kensinger, Assembly Member Meucci, Mayor Jensen, Assembly Member Fine-Walsh

16. Communications

A. Correspondence Received Since August 11, 2022

17. Assembly Discussion Items

A. Assembly Member Comments

Assembly Member Tremblay shared she is hoping to schedule the previously discussed and approved meeting with the Juneau folks who set up the Early Childhood Education incentive program soon and that she will provide an update on our Early Childhood Education Task Force at the next Assembly meeting.

Assembly Member Meucci inquired whether the Borough would be sending out information to the public regarding this year's ballot propositions. Clerk Thompson replied that anyone with questions on the propositions may contact her for information.

B. Recognitions

Assembly Member Kensinger thanked everyone who volunteers at the Fire Department (Fire/EMS/SAR) and every employer in town who allow volunteers to leave work to participate in an emergency call during work hours.

Assembly Member Tremblay shared positive comments from tourists she has received regarding the Borough's portable restrooms and thanked all those involved in cleaning and maintaining them.

18. Adjourn

The meeting was adjourned at 3:50 p.m.

Motion made by Assembly Member Kensinger, Seconded by Assembly Member Tremblay.
Voting Yea: Assembly Member Lynn, Assembly Member Tremblay, Assembly Member Kensinger, Assembly Member Meucci, Mayor Jensen, Assembly Member Fine-Walsh

PETERSBURG
MUNICIPAL POWER & LIGHT

Scow Bay Generation

The need and solution to achieve adequate standby power in Petersburg

September 19, 2022

PMP&L

Standby Power: Why do we need it?

- Local generation (diesel and hydro power) provides power to the community if SEAPA power is not available.
  - Storm damage
  - Component/equipment failure
  - Submarine cable failure
- Diesel and local hydro power enables proactive line maintenance and the annual SEAPA maintenance shutdown with no outages.
- Without adequate standby power, businesses and residences would be without power for the duration of the hydropower outage.
  - Commerce depends on power reliability.
  - Health and safety of our citizens is important.

Existing Generation Capacity

EXISTING GENERATION			
UNIT	**KW RATING**	**90%**	**N-1**
EMD 20-1	2500	2250	2250
EMD 20-2	2500	2250	0
EMD 16	2100	1890	1890
CAT 399	900	810	810
CAT 398	600	540	540
MTU (Scow Bay)	2500	2250	2250
MTU 350 Station Service	350	315	315
Superior	1250	1125	1125
Hydro (Crystal Lake)	1755	1755	1755
Total (kW)	**14455**	**13185**	**10935**

Table 1 - Existing Generation Capacity

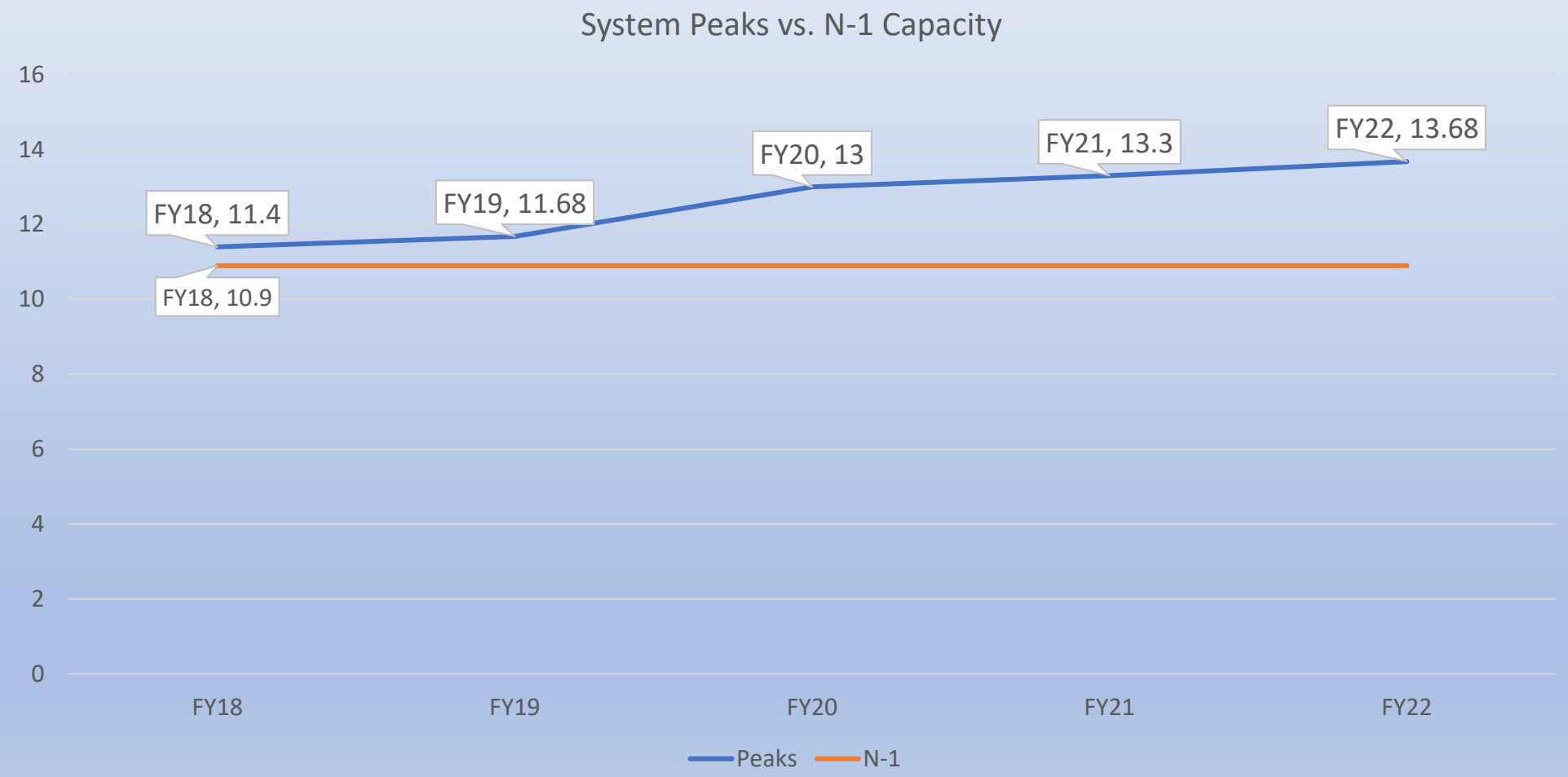
Existing Generation N-1 Scenario

- Overall capacity assumes that ALL generation units are available.
  - Ideal but not realistic.
- N-1 scenario is used for planning of improvements as it shows what the standby system is capable of without one unit available.
- Worst case scenario is that one of our largest generators is not operable.
- Planning for the next increment of standby generation was based on projected load growth and the N-1 condition.

Load Growth in Petersburg

- Annual kilo-watt hour generation/purchases has grown by 3.5% per year since 2018 to over 61,000,000 kwh in FY22.
- Average monthly peaks have grown 3.2% per year since 2018.
  - Peak loads are not constant, but represent that highest loads served by PMPL in the course of a month or year.
- Highest recorded annual peaks have grown by an average of 5.5% per year since 2018.
  - January of 2022 saw the largest peak ever of 13.68 MW.
- Why load growth with a fairly stagnant population?
  - Electrification: Appliances, devices, boilers, electric heat, heat pumps, cold winters…
  - Electric Vehicles just around the corner.

Peaks vs. Generation Capacity



Next Increment of Standby Power

- Electrical Power Systems (EPS) has provided a report detailing the gap between existing standby generation and peak loads.
- It is recommended that PMPL should increase standby power by 3.5 megawatts in order to cover this gap.
- As loads continue to rise, a second increment of 3.5 megawatts will be needed as soon as is feasible – due to continued load growth.
- This will allow PMPL to cover power requirements in the coldest parts of the winter if SEAPA power is unavailable.

Projected Costs

- Preliminary estimates for the recent electrical department revenue bond were based upon the last Scow Bay Generation project and put forward as $1.4 million.
- Increases in costs have outpaced the initial estimate and the amount of funding that is available.
- EPS has provided a rough order of magnitude cost estimate for a 3.5 MW generator that indicates a project of this size will cost approximately **$4.6 million**.
  - The EPS estimate includes the purchase of a low-hour, used EMD unit that is currently available from our regional EMD vendor. Metlakatla has recently purchased two similar units for their standby plant. Cost savings are significant when looking at this option.

A Path Forward

- In order to move toward a solution as soon as possible, without requesting another bond issue and raising rates, a phased approach is needed.
- Phase 1: Develop specifications for purchase of a 3.5MW diesel generator that would allow for acceptance of proposals of used, but refurbished and warrantied, equipment.
- Phase 2: Develop plans for siting and incorporating the new generator at the Scow Bay site. Install infrastructure to support the new generator.
- Phase 3: Install and commission the new generator.

Progress as Budgeting Allows

- PMPL would utilize the recent bond proceeds to fund Phase 1.
- Future phases would be enabled by seeking funding for capital improvements in the annual budget process.
- This approach avoids rate increases to our customers and moves the project forward as the department can afford it.
- All phases are anticipated to take approximately 3 years to complete.

Interim Solutions to Meet Peak Loads

- Engineering and SCADA improvements would be needed to connect rental generation equipment to our system.
  - Mobile rental unit(s) can be procured to fill the gap in the short term and ensure that the utility can restore power during outages in the winter peaks.
- Rebuild Caterpillar 398 in order to keep as much generation capacity in place as possible.
  - Thoughts were to retire this unit due to age and condition, but it appears to be a better decision to maintain the unit in place since replacement is so costly. Cat 398 has a capacity of 540kW.
- Completion of the Blind Slough Hydro project will increase generation capacity from 1755kW to approximately 2100kW.

Interim Solutions

- Develop contingencies to limit system loads during a winter peak restoration scenario.
  - shutting down pool boilers until hydro power is restored.
  - shutting down harbor power until hydro power is restored.
  - requesting significant customer conservation and use of alternate heating options.
  - temporary, rotating outages to reduce loads and allow existing diesel plant to provide its maximum safe generation capacity until hydro power is restored.

Conclusions

- PMPL must move forward with the project to add standby generation capacity at Scow Bay.
- Projected costs outweigh current funds available.
- Existing rates will need to support future phases of the project through the annual budget process.
- A phased approach, in addition to interim solutions, is best to avoid additional debt financing and further increases to electrical rates.
- PMPL appreciates the support of the Assembly, the Manager and the community as we move forward with this work.

Questions?

Thank you.

Electric Power Systems inc.
Consulting Engineers

Petersburg Municipal Light and Power
Load and Generation Study

Submission Date:

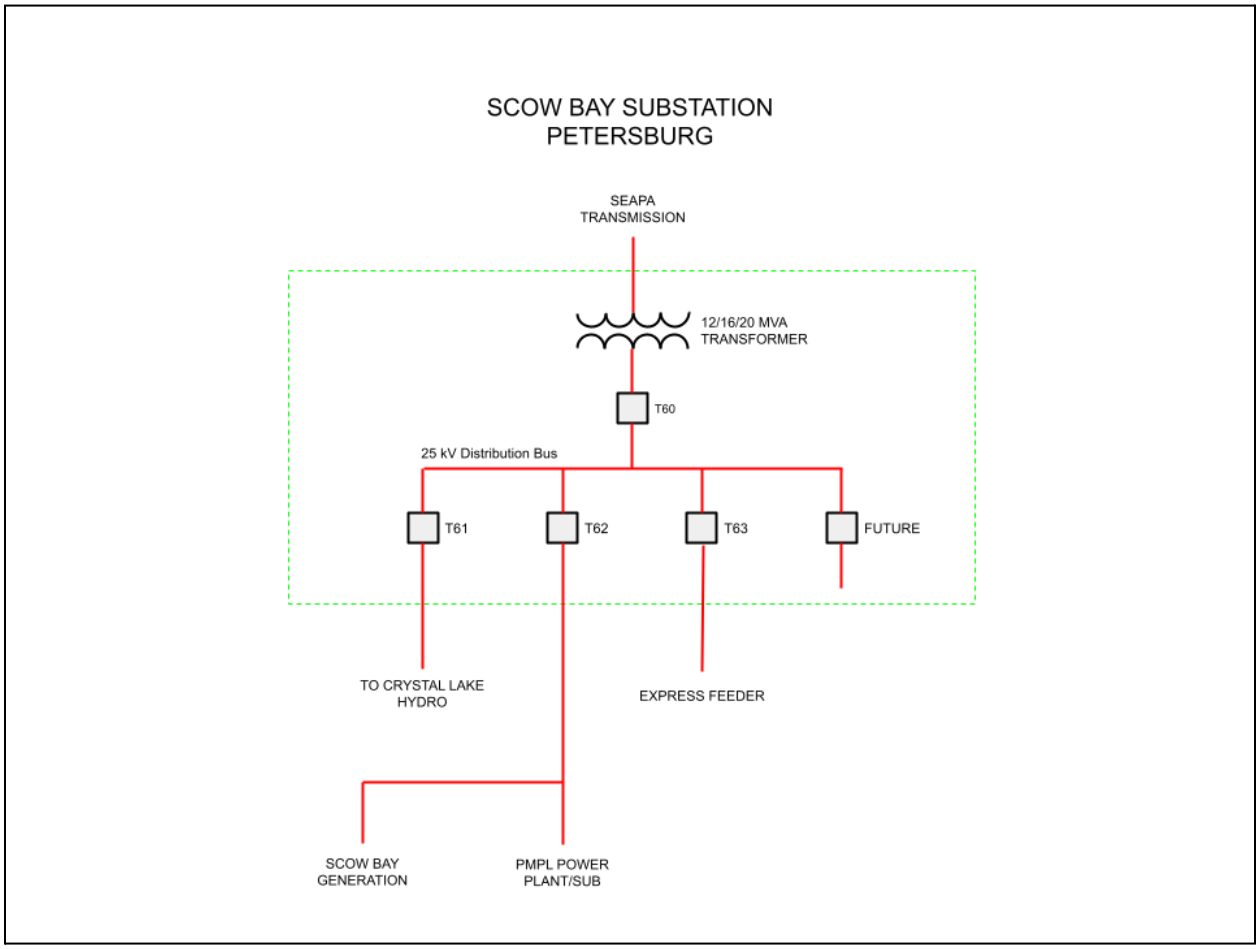
May 25, 2022

Electric Power Systems, INC.

2213 Jordan Ave ▪ Juneau, Alaska 99801
3305 Arctic Blvd Suite 201 ▪ Anchorage, Alaska 99503
Tel: (907) 552-1953 ▪ Fax: (907) 522-1182

Introduction and Background

Petersburg Municipal Power and Light (PMPL) receives a majority of its electrical energy from the SEAPA hydroelectric system. SEAPA is interconnected to the PMPL grid at the Scow Bay Substation via a 12/16/20 MVA 69kV to 24.9kV transformer. It enters the substation via the main breaker T60. The PMPL loads are fed via the feeder breakers T61, T62 and T63. See below simplified Scow Bay Substation one-line.



Analysis

The purpose of this analysis is to identify the backup generation needs for PMPL. This includes identifying the existing generation capabilities, system loads and energy received from SEAPA.

For this study, EPS will include two generation scenarios:

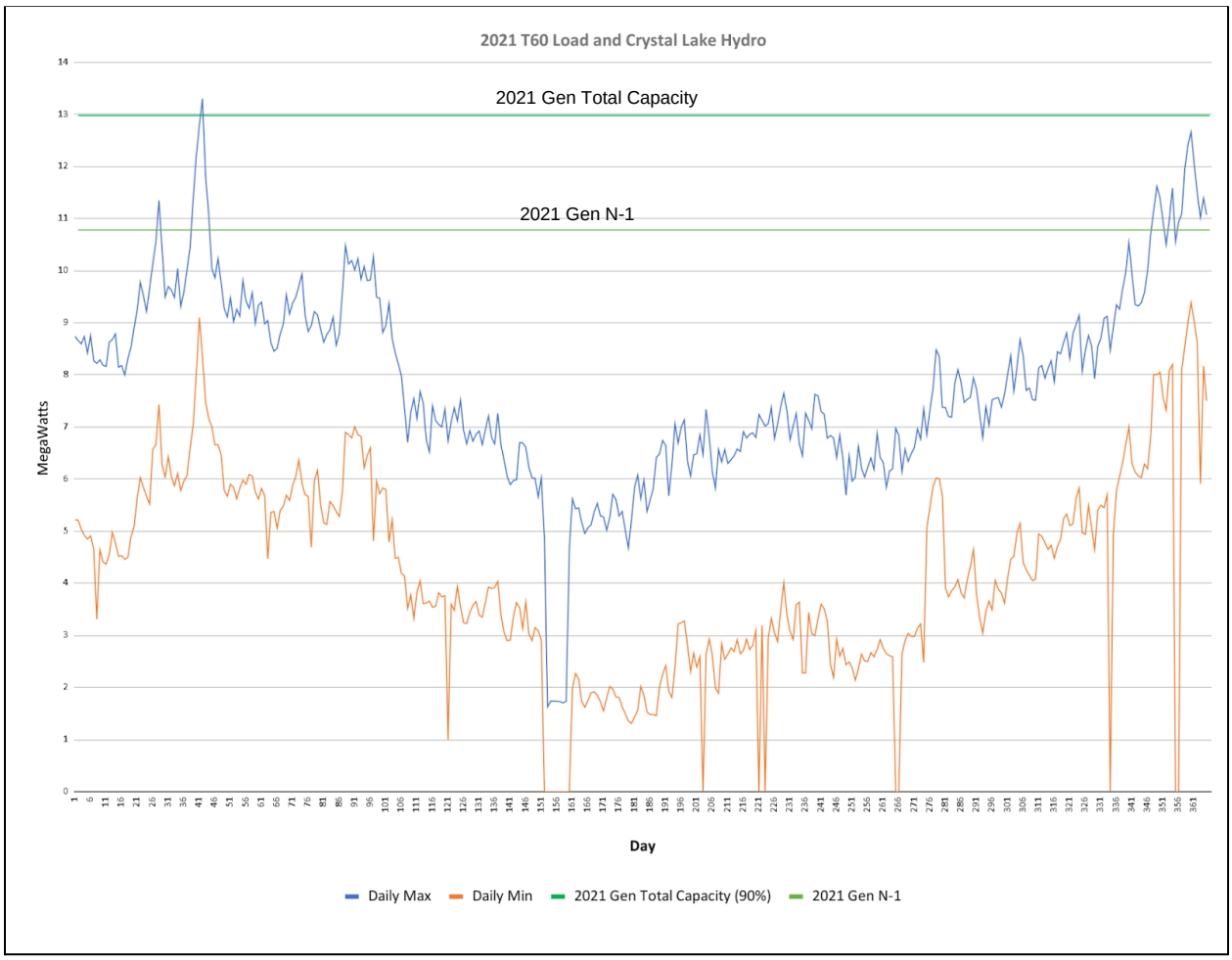
- All generators available loaded to 90% capacity. (90% capacity was used for all scenarios to allow for some spinning reserve in the system to account for cyclical loads.)
- "N minus 1" (N-1) - All generators minus the largest unit. The N-1 scenario is used to evaluate risk of a generator being out of service during a SEAPA outage. The exposure to this scenario will be higher during extended SEAPA outages that require generator maintenance during all diesel operations.

Petersburg's existing generation capabilities have been identified in the table below:

EXISTING GENERATION			
UNIT	**KW RATING**	**90%**	**N-1**
EMD 20-1	2500	2250	2250
EMD 20-2	2500	2250	0
EMD 16	2100	1890	1890
CAT 399	900	810	810
CAT 398	600	540	540
MTU (Scow Bay)	2500	2250	2250
MTU 350 Station Service	350	315	315
Superior	1250	1125	1125
Hydro (Crystal Lake)	1755	1755	1755
Total (kW)	**14455**	**13185**	**10935**

Table 1 - Existing Generation Capacity

The chart below represents the 2021 T60 daily maximum and minimum loads. Included on the chart is the existing PMPL generation for both all generators and N-1 scenarios.



2021 Daily Max/Min Load - The above chart plots the daily maximum and minimum loads recorded. The values are based on the energy from SEAPA plus the energy produced at Crystal Lake. Note that between days 151 and 161 there was a planned outage such that the only energy graphed is that of Crystal Lake. The chart includes the 2021 total generator capacity at 90% along with the 2021 N-1 total generation scenario. The daily maximum load exceeds the N-1 scenario for several days in December, January and February. The daily maximum load exceeds the 2021 total generation capacity in early February.

PMPL has experienced aggressive electrical growth recently and anticipates that growth to continue. For the purpose of this study, EPS used a 3% annual growth through 2032.

Projecting future PMPL diesel generation, EPS assumes the Caterpillar 398 (600 kW rated) will be retired in the near future, therefore, available generation projections did not include the 540 kW provided by this unit. The Superior (1250kw rated, 1125kw at 90%) was included in all generation totals.

With a peak load of 13.3 MW in 2021, the system load has exceeded total existing generation capacity with all units available at 90% rated. In the N-1 scenario, the load exceeds the total available backup generation for several days out of the year.

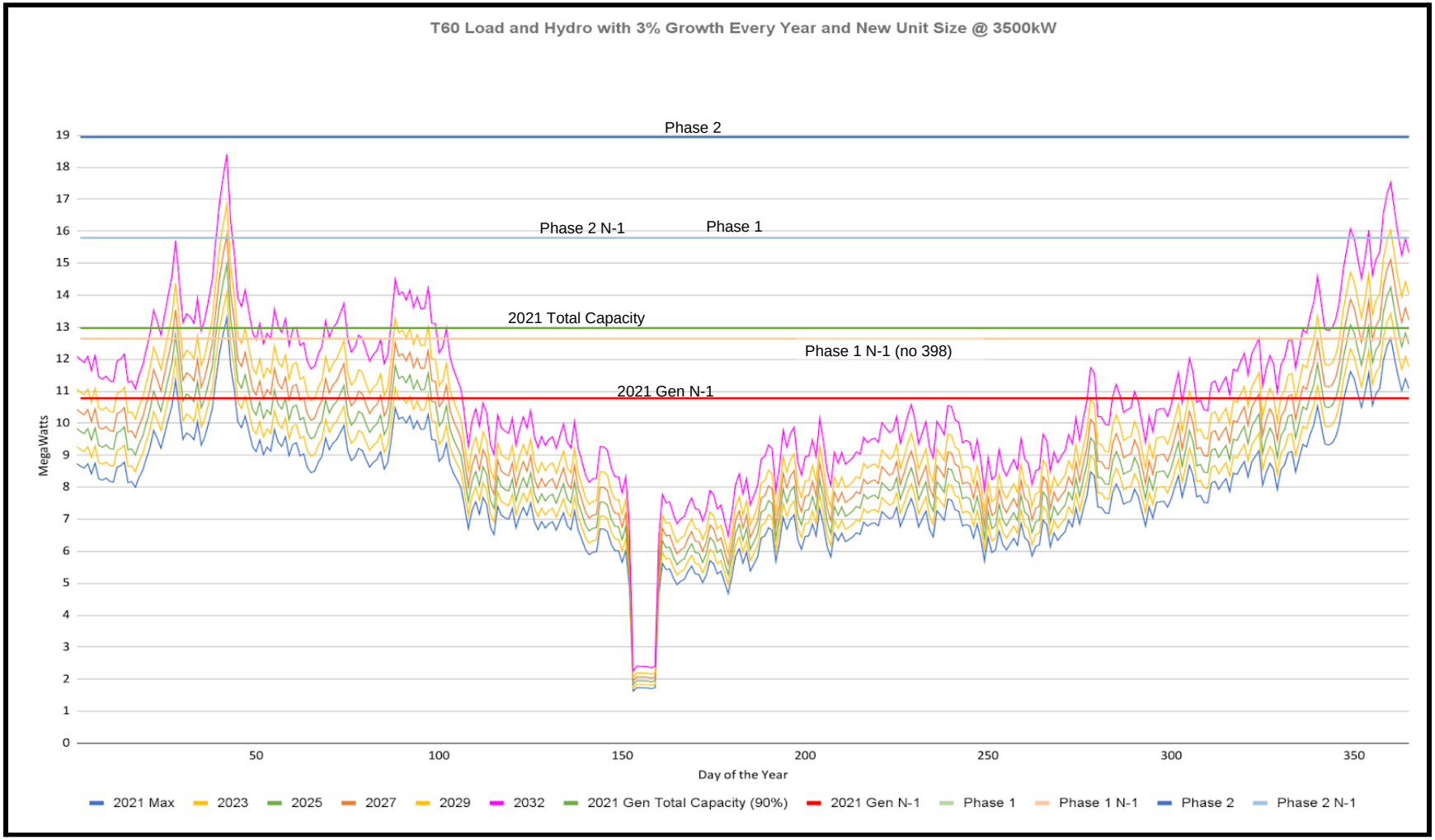
EPS looked at typical unit sizes for future expansion. Typical unit sizes range from 1000 kW to 4000 kW with several iterations in between. PMPL has existing EMD and MTU units. For the sake of consistency in spare parts and engine familiarity, EPS used typical sizes from these suppliers. Analyzing the data and load projections, EPS inserted different units into the load projection and found that using two 3500 kW units would meet the needs for load growth of 3% over the next 10 years. The following table and charts are a reflection of using two 3500 kW installed in a phased approach, phase-1 and phase-2.

A 3500 kW rated unit was used to illustrate the need for future backup generation expansion over the next 10 years. The two charts below show growth for select years between 2021 and 2032. The charts include the addition of two new 3500 generators installed in phases, with one new generator installed at each phase. The total generation for each of the phases, including the N-1 for each, is summarized in the table below.

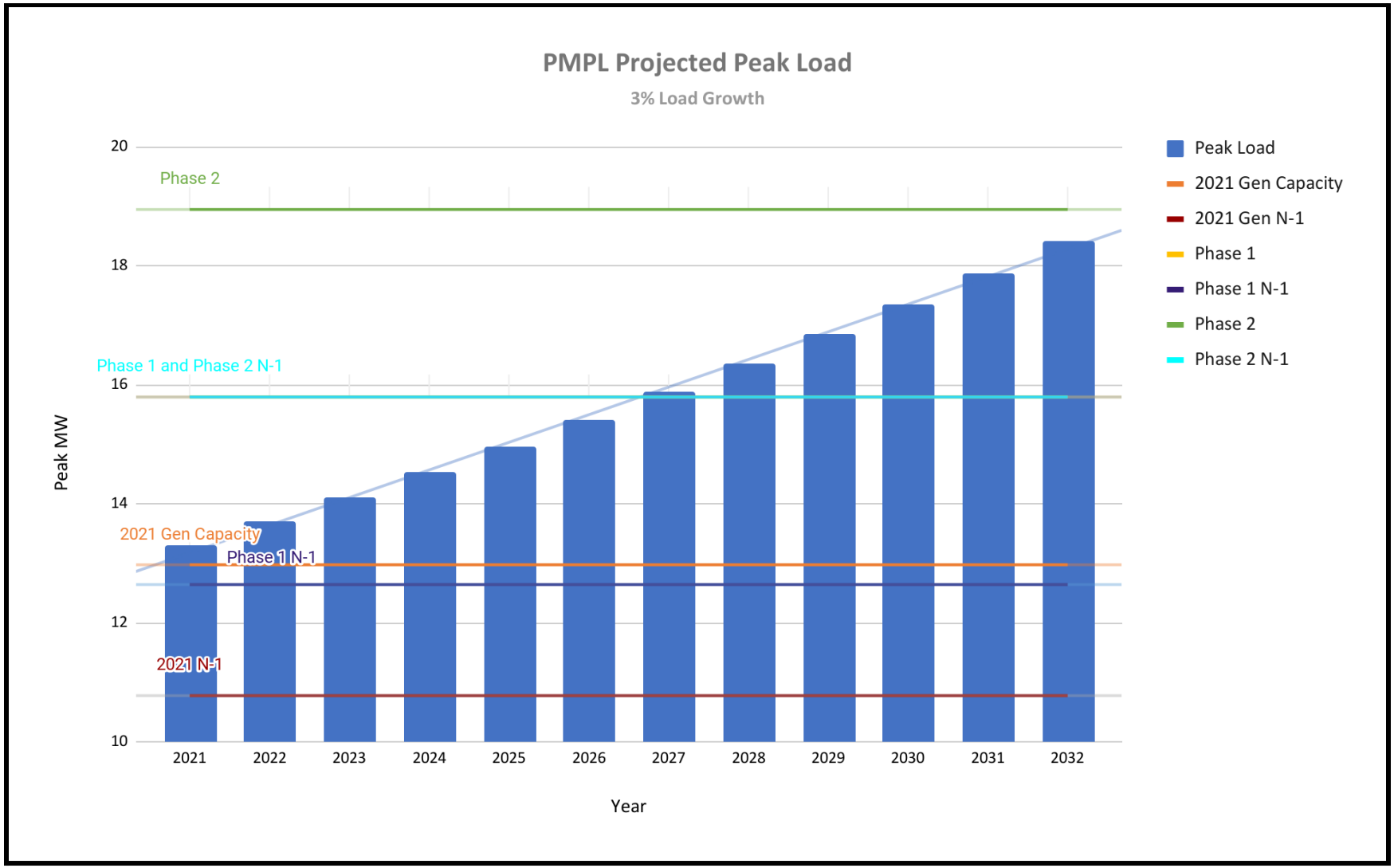
BACKUP GENERATION							
		EXISTING		PHASE-1		PHASE-2	
UNIT	KW RATING	90%	N-1	90%	N-1	90%	N-1
EMD 20-1	2500	2250	2250	2250	2250	2250	2250
EMD 20-2	2500	2250	0	2250	2250	2250	2250
EMD 16	2100	1890	1890	1890	1890	1890	1890
CAT 399	900	810	810	810	810	810	810
CAT 398	600	540	540	0	0	0	0
MTU (Scow Bay)	2500	2250	2250	2250	2250	2250	2250
MTU 350 Station Service	350	315	315	315	315	315	315
Superior	1250	1125	1125	1125	1125	1125	1125
Hydro (Crystal Lake)	1755	1755	1755	1755	1755	1755	1755
Phase 1 Gen (New)	3500			3150	0	3150	3150
Phase 2 Gen (New)	3500					3150	0
Total		**13185**	**10935**	**15795**	**12645**	**18945**	**15795**

* Note Phase-1 and Phase-2 N-1 total generation values are equal.

Table 2 - Backup Generation Scenarios with Additional Diesel



Projected Load 3% Annual Growth - Annual load growth set at 3% with 2021, Phase 1 and Phase 2 generation scenarios (see Table 2). The load growth will exceed the Phase 1 and Phase 2 N-1 generation capacity in 2027.



Annual Peak Load with 3% Load Growth- The chart highlights the lack of generation during peak loading.

Using 3% growth results in a peak of 15.8 MW in 2027, exceeding the total generation available with the addition of one 3500 kW unit (phase I). The peak will be 18.4 MW in 2032. That is within 500 kW of all generation after adding two 3.5 MW generators.

Based on the 2021 load and 3% projected load growth, EPS recommends installing a unit in the range of 2.5 WM to 3.5 MW as Phase I of the generation expansion as soon as possible. If a unit in the lower end of the range (2.5 MW) is chosen for Phase I it will accelerate the need for Phase II to be implemented. For example, adding a 2.5 MW unit in Phase I would see the all generation scenario exceeded by load in 2025 with 3% load growth. The design of Phase I should include provisions for a second unit to be installed in the future. EPS recommends planning for a 3.5 MW unit in Phase II, although that size should be re-evaluated based on actual load growth leading up to the implementation of Phase II.

The PMPL property adjacent to the Scow Bay substation has been identified as the preferred location for future generation. PMPL installed a containerized diesel generator in this location in 2010. This unit is a self-contained MTU rated at 2500 kW. It is connected to the T62 distribution system via a 4.16kV to 24.9kV transformer. Space has been allocated at this site for expansion of the generation capabilities and is well suited for the addition of multiple units. The new generation can be installed in a new powerhouse building or as standalone units in arctic enclosures, similar to the existing MTU.

EPS reached out to two manufactures for the purpose of this study; MTU and EMD. PMPL has units from both suppliers in their fleet of generators. Both can supply appropriately sized units either as a stand alone unit to be installed in a building or a unit integrated into an enclosure.

The EMD supplier, MSI, has indicated they have surplus 3500 kW units available at a discounted price. Estimated cost for one of the surplus units is $1.65 million. The units are supplied with 11 kV generators which would need to be changed to 4.16 kV generators to match the PMPL system. The surplus unit will require other minor modifications to meet air permitting requirements along with a new remote radiator. The unit does not include an enclosure. An estimated cost for an arctic enclosure for this unit is $400,000.

A 3MW EMD package with enclosure was recently delivered to another Alaskan utility for $4.1 million, not installed. Lead time on a new unit is approximately 20 months.

MTU offers new units in the size range required. The budgetary cost of a MTU 3250 kW unit in an enclosure is $2,106,001. Delivery time for this unit is estimated to be 60-65 weeks.

Based on the needs of PMPL and the availability of the surplus EMD, EPS recommends PMPL pursue purchase of one of the surplus EMDs with modifications to the unit for air emissions, 4160 volt alternator and an integrated drop over enclosure.

If Petersburg would like to pursue the option of building a plant that could accommodate two units at Scow Bay, EPS estimates the building cost to be $1,800,000 based on previous projects recently completed by EPS. This estimate is for the site development, foundations for building, building package and installation of the building. It would not include the electrical or mechanical requirements for installation of the units. A building will provide the advantages of a second bay for the phase II unit and ease of maintenance with room for spare parts. PMPL staff have indicated the drop over enclosure on the existing unit has been adequate for the application and therefore EPS recommends pursuing units with drop over enclosures and not a building.

Below is a rough order of magnitude (ROM) cost estimate for engineering, materials and installation of a single EMD unit at Scow Bay. This estimate is based on prior EPS experience and budgetary numbers from EMD. The overall cost is variable and would be refined upon performing a 35% design and based on negotiations with MSI on purchase of the surplus units.

PMPL Scow Bay ROM Estimate Single Generator	
Surplus EMD	$ 1,650,000
Drop Over Enclosure	$ 400,000
Unit Subtotal	**$ 2,050,000**
Engineering and PM Oversight	$ 200,000
Shipping	$ 200,000
Electrical Infrastructure	$ 600,000
Mechanical/Fuel System	$ 750,000
Site Prep	$ 250,000
Installation	$ 350,000
Controls and Commissioning	$ 200,000
Subtotal	**$ 2,550,000**
Total	**$ 4,600,000**

Mayor's Report
September 19, 2022 Assembly Meeting

1. **October 4, 2022 Municipal Election:** Absentee voting for this year's Municipal Election is being held in the Training Room of the Municipal Building Monday through Friday from 11:00 to 3:00 through September 30, 2022 and from 11:00 to 12:00 on Monday, October 3, 2022. The polls will be open on October 4, 2022 in the Activity Room of the Community Center from 8:00 a.m. to 8:00 p.m. For more information regarding the election, check out the 2022 Election page of the Borough's website or contact Clerk Thompson at (907) 772-5405 or dthompson@petersburgak.gov. A link to the Election page is attached to this report. October 4, 2022 Borough Election | Petersburg Alaska (petersburgak.gov)

2. **Seeking Letters of Interest – Housing Task Force:** The Petersburg Borough is accepting letters of interest from citizens who wish to serve the community by joining a task force to research the housing problem in Petersburg. Citizens from the following groups are needed: Lot Developers, Road Builders, Land Surveyors, Building Contractors, Engineers, Real Estate Agents, Petersburg Economic Development Council, Share Coalition, Petersburg Indian Association, Petersburg Medical Center, Petersburg School District, Petersburg Borough Assembly, Public At Large. The Assembly shall appoint members to this task force at the October 3, 2022 Assembly meeting.

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

PETERSBURG
ALASKA

Borough Manager's Report
Assembly Meeting 19 September 2022

- Petersburg Triathlon Club is hosting a Sprint Triathlon on September 24th: 500 yd Swim, 10 mi Bike, 3.1 mi Run. Pre-race meeting at 9:00 a.m. in Aquatic Center back parking lot. Individual and Group registration available online. Call or come in to chat with Scott Burt at Parks and Rec for more information.

- Park restrooms will be closing on Monday, Oct. 3rd for the winter season.

- Parks and Rec will be hosting another Lifeguard Certification Course Oct. 14th-16th – must attend all 3 days plus 6 hours online prior to first day of Course. Contact Scott Burt at Parks and Rec if interested.

- Parks and Rec Advisory Board will have a meeting in upstairs Administration Office at Parks and Rec on September 29th at 4:00 pm. Please feel free to join us or email us with any comments you would like to share via email: parksrecreationadvisoryboard@petersburgak.gov.

- Stephanie is working with various Borough staff and the school to develop a plan for addressing the collapsed sewer lines in the Community Center.

- Mark Morris and Pete Anderson did a follow up visit for the Aquatic Center repairs. It appears we will have to meet new code on the replaced electrical gear which will involve moving and replacing additional equipment in the mechanical room. Costs will be likely the Borough's responsibility and may run up to $200K.

- Motor Pool is starting prep work on plows and other winter equipment.

- The mechanics are assisting a Caterpillar technician with a rebuild of the front brakes on one of the Streets Dept loaders. This project requires major disassembly of the drive train to access the brake assemblies located inside the front axle gearcase. The brakes were worn out from regular use, and we shouldn't have to replace them again during the service life of this piece of equipment.

- Prepping waste oil burners at the baler to get them ready for heating season.

- Water Staff has been working with a local diver to develop a safe and sanitary method for cleaning the interior of the water storage tank. All aspects of the process and safety protocols have been reviewed by the operations staff and we are hopeful that the tank can be cleaned soon.

- Wastewater department purchased a used tub grinder from Tok Wood Fuels and it was delivered into the Haines AML terminal on September 13th prior to its barge ride to Petersburg. The unit was in the budget and will cut staff time dramatically when producing chips for the composting program.

- McMillen Jacobs is intending to advertise the Blind Slough hydro project starting September 16th. There will be a 2 ½ month advertising period before bids are due. A site visit for interested bidders will be scheduled for the week of October 24-28.

- The department is working with Concrete Connection to produce some testing blocks for the 1955 overhead crane at the Blind Slough powerhouse. The crane must be load tested and certified prior to its use on the project.

- The library is hosting the Manhattan Short Global Film Festival Friday Sept 23 & Saturday Oct 1, 6:30 PM. Tickets on sale beginning September 17 at the Library front desk.

- The Friends of Petersburg Libraries will hold a Book & DVD Sale Saturday Oct 1, 11:00 AM - 1:00 PM. Donations are welcome and can be dropped off at the library. All proceeds from the sale support local libraries.

- We are still looking for two RA's and a part time nurse at Assisted Living.

- We are having to replace a hot water heater at the Manor that runs into the kitchen as well as the washing machines in the facility.

- Working on getting a new program for training the RA's to meet the state requirements.

- Jody and her staff worked with our auditors last week on the Borough's annual audit process.

- Chief Kerr will be attending the International Chief's of Police conference in Dallas from October 15-20.

PETERSBURG BOROUGH
ORDINANCE #2022-12

AN ORDINANCE AMENDING PROVISIONS OF TITLE 17 OF THE PETERSBURG MUNICIPAL CODE, ENTITLED SAFETY CODE ADOPTIONS AND TITLE 19 OF THE PETERSBURG MUNICIPAL CODE, ENTITLED ZONING, TO ADDRESS TINY HOUSE DWELLINGS, DETACHED ACCESSORY DWELLINGS, AND MULTIPLE BUILDINGS ON A SINGLE LOT

WHEREAS, the Petersburg Borough Assembly finds the community is falling short of meeting current and future housing demand with serious consequences for the economy and the well-being of Borough residents, particularly lower income and middle-income earners;

WHEREAS, the borough can play an important role in reducing the barriers that prevent homeowners and developers from providing alternative and more affordable housing options, such as detached accessory dwellings and tiny house dwellings; and

WHEREAS, there are many benefits associated with the creation of legal accessory dwellings and other housing options on lots in single-family zones and in other zoning districts. These include:

- Increasing the supply of a more affordable type of housing not requiring government subsidies;
- Helping older homeowners, single parents, young home buyers, and renters seeking a wider range of homes, prices, rents, and locations;
- Increasing housing diversity and supply; and
- Providing homeowners with extra income to help meet rising homeownership costs.

Therefore, the Petersburg Borough Ordains Section 17.20.005, entitled Safety Code Adoptions, and various provisions of Title 19, entitled Zoning, of the Petersburg Municipal Code are 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 amend Section 17.20.005 and Title 19 to provide for additional housing options for borough residents by establishing standards to allow for Tiny House Dwellings, Detached Accessory Dwellings, and multiple buildings on a single lot. This ordinance is applicable within Service Area 1 only.

Section 3. Substantive Provisions: Section 17.20.005, entitled *Safety Code Adoptions*, and various provisions of Title 19, entitled *Zoning*, of the Petersburg Municipal Code, are hereby amended as follows. The additions are in red and underlined, and the language proposed for deletion is struck through:

PART A. DEFINING 'TINY HOUSE DWELLING' AND ADOPTING BY REFERENCE BUILDING CODE STANDARDS FOR SUCH DWELLINGS.

Subpart I. Amending Section 17.02.005 – Safety Code Adoptions - by adding a new subparagraph A(2)(b).

Section 17.02.005 – Safety Code Adoptions

A. The following safety codes are adopted by reference:

1. [*There are no changes to paragraph 1*]

2. The portions and version of the International Residential Code (IRC) for One and Two-Family Dwellings that is the same edition as the version of the International Building Code as adopted under PMC 17.02.005(A)(1) with the following amendments:

a. In IRC Section R301, delete Table R301.2(1), Climatic and Geographic Design Criteria, retain the table notes, and insert the following new table:

[*There are no changes to Table*]

b. Include Appendix AQ Tiny Houses of the 2018 version of the International Residential Code (IRC) for One and Two-Family Dwellings.

[*There are no changes to the remaining provisions of the section]*

Subpart II. Adding a new section to Chapter 19.04 Definitions, defining Tiny House Dwellings.

19.04.215 Dwelling, Tiny House. A "Tiny House Dwelling" is a dwelling unit on a permanent foundation that is 400 square feet or less in building area. Tiny house dwellings (a) are considered One-Family Dwellings under this Code, and (b) shall comply with all adopted building, electrical, and plumbing codes except as otherwise stated in Appendix AQ Tiny Houses of the 2018 version of the International Residential Code (IRC) for One and Two-Family Dwellings.

PART B. Amending various provisions of Title 19 to add a definition of detached accessory dwelling, allow for detached accessory dwellings in the R-R, S-F, S-F2, and SFMH zoning districts, and establishing standards for detached accessory dwellings.

Subpart I. Adding a new section to Chapter 19.04 Definitions, defining detached accessory dwellings.

19.04.245 Dwelling, detached accessory. A "detached accessory dwelling" is an accessory building, as defined in section 19.04.020, that is used as a dwelling unit, as defined in section

19.04.250, subordinate to the principal use of the lot for a single-family dwelling, and governed by the standards of section 19.56.090C.

Subpart II. Amending sections 19.16.030, 19.20.030, 19.22.030, and 19.28.030, by adding detached accessory dwellings as permitted accessory uses.

Chapter 19.16 - R-R District, Rural Residential

19.16.030 - Accessory uses permitted.
The following are accessory uses permitted:
A. Private garages and required off-street parking;
B. Greenhouses, woodsheds, tool sheds;
C. Private docks, moorage, boathouses and net houses;
D. Detached accessory dwelling per section 19.56.090;
~~D~~ E. Uses and structures which are customarily accessory and clearly subordinate to permitted uses.

Chapter 19.20 - S-F District, Single-Family Residential

Section 19.20.030 - Accessory Uses Permitted.
The following are permitted accessory uses in these districts:
A. Private garages and required off-street parking;
B. Greenhouses and tool sheds;
C. Detached accessory dwelling per section 19.56.090;
~~C~~. D. Uses and structures which are customarily accessory and clearly subordinate to permitted uses.

Chapter 19.22 - S-F 2 District, Single-Family, Special Use

Section 19.22.030 - Accessory Uses Permitted.
The following are permitted accessory uses:
A. Private garages and required off-street parking;
B. Greenhouses and tool sheds;
C. Detached accessory dwelling per section 19.56.090;
~~C.~~ D. Uses and structures which are customarily accessory and clearly subordinate to permitted uses.

Chapter 19.28 - SFMH District, Single-Family Mobile Home

Section 19.28.030 - Accessory Uses Permitted.
The following are permitted accessory uses:
A. Detached accessory dwellings per section 19.56.090;
B. Uses and structures which are clearly incidental and subordinate to principal permitted uses and which will not create a nuisance or hazard are permitted as accessory uses.

Subpart III. Amending section 19.56.030 - Accessory Uses, to add a new paragraph C addressing detached accessory dwellings.

Section 19.56.090 – Accessory Uses.

[*There are no changes to paragraphs A and B*]

C. Detached Accessory Dwellings. Where allowed as an accessory use, detached accessory dwellings shall conform to the following standards:

1. One Dwelling Unit. A maximum of one detached accessory dwelling unit is allowed per legal lot. No more than two dwelling units per legal lot, including an accessory dwelling, are allowed.

2. Building Area/Lot Coverage. A detached accessory dwelling shall not exceed 800 square feet of building area, or the following percentage of the principal dwelling's building area, whichever is less: 40% of the principal dwelling's building area on lots 0.5 acre or less, 60% of the principal dwelling's building area on lots greater than 0.5 acre but less than 1 acre, and 80% of the principal dwelling's building area on lots 1 acre or greater. Any garage associated with the principal dwelling is not included in the calculation of building area. Detached accessory dwellings are included in calculating lot coverage. Notwithstanding Chapter 19.80, lot coverage variances shall not be granted for construction of a detached accessory dwelling.

3. Location on Lot. A detached accessory dwelling shall be either a minimum of 40' from the front property line or no closer to the front property line than the principal dwelling, while still meeting yard setback requirements for the district.

4. Building Design. The detached accessory dwelling shall be constructed of materials that are the same or similar to the materials used on the principal dwelling.

5. Building Height. The height of a detached accessory dwelling shall not exceed the height of the principal dwelling. Notwithstanding Chapter 19.80, a building height variance shall not be granted for construction of a detached accessory dwelling.

6. Utilities. A detached accessory dwelling may not share utilities with the principal dwelling unless approved by the utility provider. Detached accessory dwellings constructed off-site shall not be connected to utilities until the dwelling is approved by the borough building official. If the lot has an on-site waste disposal system, the Alaska Department of Environmental Conservation must verify in writing that the disposal system has the capacity to service an additional dwelling,

7. Parking. Notwithstanding section 19.64.010(A), the presence of a detached accessory dwelling on a lot shall not increase the required number of parking spaces.

8. Yard setback requirements. Notwithstanding section 19.60.060(B), a detached accessory dwelling must comply with yard setback requirements for the district. Notwithstanding Chapter 19.80, a setback variance shall not be granted for construction of a detached accessory dwelling.

9. Prohibited. No manufactured home, recreational vehicle, or mobile home shall be used as a detached accessory dwelling, except a manufactured home, constructed under the HUD code, may be used as a detached accessory dwelling in the SFMH district.

PART C. Amending Sections 19.24.010 and 19.56.030 to allow for multiple principal buildings on one lot, in multi-family residential, commercial, industrial, and public use districts.

Chapter 19.24 - M-F District, Multiple-Family Residential

19.24.010 - Purpose of district.

The purpose of the multiple-family residential district is to provide a sound residential environment for three or more ~~attached single-family dwelling units.~~ one-family, two-family, or multiple-family dwellings.

Chapter 19.56 - Building Regulations

19.56.030 – Lots limited to one principal building-Exception.
In the R-R, S-F, S-F 2, and SFMH districts, n~~N~~ot more than one principal building shall be permitted on a lot except in cases where area is of sufficient size to allow lot to be subdivided, in which case the owner shall file an official plat of the subdivision, said plat to be certified by registered land surveyor and approved by the board.

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 _____, 2022.

_____
Mark Jensen, Mayor

ATTEST:

_____

Debra K. Thompson, Borough Clerk

Adopted:

Noticed:

PETERSBURG BOROUGH
ORDINANCE #2022-13

AN ORDINANCE DETERMINING THAT PROPERTY CONVEYED TO THE BOROUGH IN A TAX FORECLOSURE PROCEEDING SHALL NOT BE RETAINED FOR A PUBLIC PURPOSE AND SHALL HEREAFTER BE SOLD

WHEREAS, a tax foreclosure proceeding regarding real property taxes for tax year 2019 was initiated by the Petersburg Borough in the Superior Court, First Judicial District at Petersburg, and designated 1PE-20-73 Civil; and

WHEREAS, on November 25, 2020, the Court entered a Judgment and Decree, in favor of the Petersburg Borough, transferring to the Borough the properties remaining on the foreclosure list, subject only to the statutory rights of redemption; and

WHEREAS, starting on November 4, 2021 and in compliance with applicable state statutes and borough ordinances, the Borough caused to be published a Notice of Expiration of Redemption Period, once a week for a period of four consecutive weeks; and

WHEREAS, following expiration of the notice period, the 2019 taxes on the property described below remained unpaid, and the Borough thereafter sought and received a tax deed from the Clerk of Court, formally transferring ownership of that property to the Petersburg Borough, which was recorded on August 30, 2022 in the records of the Petersburg Recording District as document number 2022-000538-0; and

WHEREAS, under A.S. 29.45.460 and PMC 4.26.460, the Borough is now required to determine whether the foreclosed and transferred property shall be retained for a public purpose.

THEREFORE, THE PETERSBURG BOROUGH ORDAINS,

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

Section 2. Purpose: The purpose of this ordinance is to determine whether a certain tax-foreclosed property shall be retained for a public purpose.

Section 3. Substantive Provisions:

A. The following described property, previously owned by Allen Hudson and Billy Harding, was obtained by the Borough pursuant to a tax foreclosure proceeding:

Parcel Number 02-285-140

Lot 19, Block 1, Wrangell Narrows Subdivision, Alaska State Land Survey No. 81-7, Plat 81-8 (amended as Plat 82-11), Petersburg Recording District, First Judicial District, State of Alaska (Physical location: On the Southwest side of Mitkof Island, approximately 6.28 miles south and west of the southern boundary of the Borough service area no. 1, one lot back from the Wrangell Narrows)

B. It is hereby determined that a public need for the property does not exist, and that it will not be retained for a public purpose. The parcel shall hereafter be sold by the Borough.

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 _____, 2022.

_____
Mark Jensen, Borough Mayor

ATTEST:

_____
Debra K. Thompson, Borough Clerk

Adopted:
Published:
Effective:

PETERSBURG BOROUGH
ORDINANCE #2022-14

AN ORDINANCE UPDATING THE BOROUGH CODE TO PROVIDE FOR ELDERLY HOUSING AND ASSISTED LIVING DIRECTORS AT MOUNTAIN VIEW MANOR

WHEREAS, the Borough operates the Mountain View Manor complex, which has separate elderly housing and assisted living facilities; and

WHEREAS, the Manor currently has one administrative officer who is tasked with overseeing both the elderly housing facility and the assisted living facility; and

WHEREAS, while both facilities have older residents, they serve different purposes and operate under substantially different regulatory rules and guidelines; and

WHEREAS, the Assembly considers it in the best interests of the Borough to now separate out the administrative duties and responsibilities at Mountain View Manor, so that the elderly housing facility and the assisted living facility have separate directors; and

WHEREAS, Chapter 3.58 additionally requires updating to account for borough formation.

THEREFORE, THE PETERSBURG BOROUGH ORDAINS, Chapter 3.58, Section 3.76.020 and Chapter 14.30 of the Petersburg Municipal Code (PMC) are hereby amended, and a new PMC Chapter 3.60 is hereby adopted, 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 update the municipal code to separate out the administrative duties and responsibilities of the Mountain View Manor elderly housing and assisted living facilities, and to update the language of Chapter 3.58 to account for borough formation.

Section 3. Substantive Provisions: Chapter 3.58 (*Elderly Housing Department*), Section 3.76.020 (*Administrative Officers and Appeals Process - Applicability*), and Chapter 14.30 (*Mountain View Manor Elderly Housing and Assisted Living Facility*) of the Petersburg Borough Municipal Code (PMC) are hereby amended, and a new PMC Chapter 3.60 (*Assisted Living Department*) is hereby adopted, as follows. The language proposed for addition is in red and underlined, and the language proposed for deletion is in blue and struck through.

A. Amendment.

Section 3.76.020 (*Administrative Officers and Appeals Process - Applicability*)

3.76.020 - Applicability.

A. [*There are no amendments to paragraph A*]

B. The following positions are administrative officers for the borough: chief of police, borough clerk, deputy borough clerk, finance director, fire/EMS director, library director, parks and recreation director, utility director, harbormaster, public works director, Mountain View Manor elderly housing director, Mountain View Manor assisted living facility ~~(elderly housing/assisted living facility)~~ director, assisted living registered nurse, and community and economic development director. The borough assembly, by ordinance, may change, add or delete administrative positions.

B. Amendment.

Chapter 3.58 (*Elderly Housing Department*)

3.58.010 - Department established.

There is established an elderly housing department which shall be responsible for the proper operation of the borough~~city~~'s elderly housing facilities. The scope of the department activities may include but is not limited to: the management and maintenance of ~~an~~ elderly housing facilities~~y complex and an assisted living and retirement community complex~~; management and control of the operation and maintenance expenditures of the elderly housing ~~and assisted living~~ funds; and the management responsibility for state and federal requirements for tenant occupancy.

3.58.020 - Elderly housing director.

A. The elderly housing director is an administrative officer of the borough~~city~~ appointed by the borough~~city~~ manager, with the approval of the borough assembly~~city council~~, ~~to serve a term not to exceed five years~~ with compensation to be determined from time to time by the borough assembly~~city council~~. An employment contract with an administrative officer may be terminated only for just cause.

B. The elderly housing director shall carry out the duties and responsibilities of the elderly housing department under the supervision and control of the borough~~city~~ manager.

C. The elderly housing director may select personnel to serve as employees of the department, but all such appointments and the number thereof shall require prior approval of the borough~~city~~ manager.

D. The elderly housing director may approve departmental expenditures in accordance with subsection 4.04.020 A of this Code.~~up to five thousand dollars. Expenditures exceeding five thousand dollars shall require prior approval of the city manager.~~

3.58.030 - Duties and responsibilities.

It shall be the duty of the elderly housing department, through the elderly housing director to:

A. Be responsible for the proper operation and maintenance of the elderly housing ~~and assisted living~~ facilities as outlined by local, state and federal regulations;

[*There are no amendments to paragraph B*]

C. Schedule and perform maintenance of the facilities~~complexes~~ as required for optimal operation;

[*There are no amendments to paragraphs D and E*]

F. Perform other duties related to the operation and maintenance of the housing facilities as may be assigned by the borough~~city~~ manager.

C. New Chapter.

Chapter 3.60 (*Assisted Living Department*)

Chapter 3.60 - ASSISTED LIVING DEPARTMENT

Sections:

3.60.010 - Department established.

There is established an assisted living department which shall be responsible for the proper operation of the borough's assisted living facilities. The scope of the department activities may include but is not limited to: the management and maintenance of assisted living facilities; management and control of the operation and maintenance expenditures of the assisted living funds; and the management responsibility for state and federal requirements for occupancy.

3.60.020 - Assisted Living director.

A. The assisted living director is an administrative officer of the borough appointed by the borough manager, with the approval of the borough assembly, with compensation to be determined from time to time by the borough assembly. An employment contract with an administrative officer may be terminated only for just cause.

B. The assisted living director shall carry out the duties and responsibilities of the assisted living department under the supervision and control of the borough manager.

C. The assisted living director may select personnel to serve as employees of the department, but all such appointments and the number thereof shall require prior approval of the borough manager.

D. The assisted living director may approve departmental expenditures in accordance with subsection 4.04.020 A of this Code.

3.60.030 - Duties and responsibilities.

It shall be the duty of the assisted living department, through the assisted living director to:

A. Be responsible for the proper operation and maintenance of the assisted living facilities as outlined by local, state and federal regulations;

B. Budget and control the expenditures in the assisted living funds and make recommendations regarding rental rate adjustments and potential revenue sources;

C. Schedule and perform maintenance of the facilities as required for optimal operation;

D. Develop and maintain safety programs and procedures for the residents, employees and physical plants and facilities;

E. Plan for future improvements and equipment replacement necessary for the optimal operation and maintenance of the assisted living facilities; and

F. Perform other duties related to the operation and maintenance of the assisted living facilities as may be assigned by the borough manager.

D. Amendment.

Chapter 14.30 (*Mountain View Manor Elderly Housing and Assisted Living Facility*)

Chapter 14.30 - Mountain View Manor Elderly Housing And Assisted Living Facilitiesy

14.30.010 - Background information, purpose and intent of this chapter.

A. Mountain View Manor ~~(hereinafter, the "facility")~~ consists of~~is an~~ elderly housing and assisted living facilitiesy owned and operated by the Petersburg Borough. The older portion of the complex~~facility~~, constructed in 1982, consists of low and moderate income elderly housing units, where the rent is subsidized by the U.S. Department of Housing and Urban Development (HUD). The newer portion of the complex~~facility~~, constructed in 2004, consists of assisted living housing units. Federal or state subsidized eligible residents pay monthly rent based on their individual income qualification determinations.

[*There are no amendments to paragraph B*]

C. This chapter is intended to establish rents and service charges for the facilitiesy that will provide revenues to sustain operation and maintenance expenses ~~of the facility~~. This

chapter is also intended to provide regulations for the operation of the facilities~~y~~ for circumstances where the authority to prescribe regulations is not pre-empted by law or regulation of the state or federal governments.

14.30.020 - Elderly housing rental rates.

[*There are no amendments to section 14.30.020*]

14.30.030 - Assisted living rental rates, food and service charges.

A. Residents of the assisted living units with independent care plans shall pay monthly rent at a rate set by the joint discretion of the finance director and facility~~elderly housing/assisted living~~ director.

[*There are no amendments to paragraphs B and C*]

D. The ~~elderly housing/~~assisted living director may increase the number of Medicaid assisted living units when there are no potential self-pay tenants on the waiting list.

14.30.040 - Additional services.

[*There are no amendments to section 14.30.040*]

14.30.050 - Billing or payment errors—Refunds and rebates.

A. The finance director and facility~~elderly housing/assisted living~~ director may, by joint action, issue a refund to a resident in the event of an error in billing or payment of rental rates or service charges. Any such claim of error shall be promptly submitted in writing to the director or the director's designee.

[*There are no amendments to paragraphs B and C*]

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 _____, 2022.

_____
Mark Jensen, Mayor

ATTEST:

_____
Debra K. Thompson, Borough Clerk

Adopted:
Noticed:
Effective:

PETERSBURG BOROUGH, ALASKA
RESOLUTION #2022-14

A RESOLUTION AUTHORIZING THE BOROUGH MANAGER TO PURSUE OBTAINING OWNERSHIP OF THE PAPKE'S LANDING FACILITIES INCLUDING THE DOCK, FLOATS, LAUNCH RAMP, ASSOCIATED TIDELANDS, AND UPLANDS ADJACENT TO THE TIDELANDS PROPERTY, CURRENTY OWNED BY THE STATE OF ALASKA

WHEREAS, The Petersburg Borough seeks to renovate the Papke's Landing marine infrastructure; and

WHEREAS, the requested tidelands, uplands, and access road is within the boundaries of the municipality; and

WHEREAS, the requested tidelands and uplands is not subject to a shore fisheries lease under AS 38.05.082; and

WHEREAS, the requested tidelands and uplands is classified for waterfront development; and

WHEREAS, the Alaska Department of Natural Resources has an application and approval process for this transaction based upon Alaska Statute 38.05.825 for the tidelands; and

WHEREAS, Alaska Department of Natural Resources has an approval process for obtaining the uplands through the municipal entitlement program; and

WHEREAS, the use of the land would not unreasonably interfere with navigation or public access; and

WHEREAS, the Petersburg Borough has a vested interest in improving this facility for the benefit of the local economy, community, and visitors to the Borough; and

WHEREAS, the Petersburg Borough Assembly understands that the Borough will be responsible for the survey of the requested tidelands and uplands where necessary; and

WHEREAS, the Alaska Department of Transportation and Public Facilities is supportive of this process; and

WHEREAS, the Petersburg Borough Assembly voted to pursue initial talks with the State regarding obtaining ownership of the tidelands and uplands property at Papke's Landing for the purpose of renovating and improving these said facilities; and

WHEREAS, the Petersburg Borough Assembly voted on this day to approve the conceptual plans for the development at Papke's.

THEREFORE, BE IT RESOLVED, the Assembly for the Petersburg Borough approves pursuing ownership of the tidelands and uplands located at Papke's Landing, from the Alaska Department of Natural Resources, encompassed by Survey's ATS-258, ATS-251, and ASLS 2009-36, and approves the conceptual plans for the renovations and repairs.

Passed and Approved by the Petersburg Borough Assembly on September 19, 2022.

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_____
Mark Jensen, Mayor

ATTEST:

_____
Debra K. Thompson, Borough Clerk

MEMORANDUM

TO: STEVE GIESBRECHT, BOROUGH MANAGER

FROM: KARL HAGERMAN, UTILITY DIRECTOR KH

SUBJECT: SUBDIVISION ESTIMATION UPDATE AND REQUEST FOR ADDITIONAL SERVICES

DATE: 9/13/2022

CC: JODY TOW, FINANCE DIRECTOR
DEBRA THOMPSON, CLERK
PROJECT FILE

In response to the current housing crisis in Petersburg, you approved of the hiring of PND Engineers of Juneau to complete cost estimates of subdivision development for three different areas: an expansion of the Airport subdivision, an extension of Fram Street and the development of Ramona Street and Augusta Street in the Hungry Point area. The report detailing those estimates is attached to this memo.

In all cases, the engineers applied the current Borough standards for street and utility construction. This standard is to "core out" all muskeg to hardpan soils and to build 28' wide streets and utility foundations with compacted shot rock. The need to excavate muskeg at considerable depths pushes costs quite high. A breakdown of the overall costs per subdivision and the resultant cost per lot is presented below.

Subdivision	Total cost	Number of Lots	Cost per Lot
Airport Subdivision	$3,112,278	25	$124,491
Fram Street	$2,107,814	10	$210,781
Hungry Point	$4,431,290	15	$295,419

These costs do not include costs for upgrades to wastewater pump station upgrades at the Airport subdivision or Hungry Point, but they do include a small pump station at Fram Street to serve the lots between 10th and 11th Street. The Airport subdivision pump station and the pump station at Hungry Point already exist and it is conceivable that the upgrades to these stations would be considered as separate wastewater department projects.

As directed, I have requested a cost for PND to revise the cost of the Fram and Hungry Point subdivisions using a lesser construction standard. This standard would only provide cored out foundation for water and sewer mains, would reduce the finished road width to 24' and would "float" all parts of the road that surround the buried utilities. These subdivisions were chosen for this re-work in estimation due to the fact that they have utility work that is already needed and partially funded. The engineer has provided a cost proposal of $4,000 for this evaluation, but it is anticipated that considerable cost savings will be seen in the construction estimates. The downside of this approach is that many roads in Petersburg were built using a standard that "floats" the rock on muskeg and these roads require substantially more maintenance than roads that are supported down to hardpan soils by compacted shot rock. However, it will be valuable information to see what initial cost savings can be expected by lessening construction standards.

Additionally, per your direction I have requested PND to estimate four additional areas for subdivision development. They are the East Sandy Beach Subdivision (Frederick Point Road out to City Creek), the Tidelands Subdivision (mobile home zoned lots east of Lumber street), Lake Street (from Galveston Street to Sandy Beach Road) and 8th Street (a short extension from Excel Street to the north to open up two large multi-family lots). PND has responded that the estimation services for these four prospects could be done for **$16,000.**

To date, the Borough has spent $10,700 for estimation services for Airport, Fram and Hungry Point developments. The cost to re-work the Fram and Hungry Point developments using the lesser construction standard is $4,000. Let me know if you'd like to move forward with this effort.

At this time, and in consideration of the work already done and the high costs of proceeding with a single subdivision project, are you in favor of moving forward with additional subdivision estimates for the next four prospects? Perhaps this is a decision for the Assembly? In any case, I stand ready to engage PND Engineers as directed.

Thank you for your consideration.

P N D
ENGINEERS, INC.

August 30, 2022 PND 222073

Mr. Karl Hagerman
Utility Director
Petersburg Borough
PO Box 329
Petersburg, AK 99833

Re: Petersburg Subdivision Cost Assessments

Dear Karl,

PND Engineers, Inc. (PND) has completed reconnaissance level cost assessments for three potential residential subdivisions selected by Petersburg Borough. This report briefly summarizes the methods used to develop recommended budgets for each. The subdivisions include:

1. Airport Subdivision Extension
2. Fram Street Extension
3. Hungry Point Subdivision

Site information for each subdivision was obtained from the Borough's resources. Property boundaries, rights of way, topographical survey data, aerial photography and existing utility information was assembled from the Borough's GIS data base and asbuilt records. Muskeg depths were measured by Borough personnel at intermittent locations along each alignment to provide some basic geotechnical information for estimating earthwork quantities.

PND developed the enclosed concept level base maps to illustrate the anticipated development limits as directed by the Borough for each subdivision. We calculated preliminary earthwork quantities for excavation and fill using the muskeg probes and applying the Borough's typical roadway section for a 28' wide gravel street as represented by Standard Detail 20-1 of the 2012 Petersburg Standard Specifications for Streets, Drainage, Utilities and Parks. Earthwork quantities include complete muskeg core out and removal to competent subgrade for all roadways and driveways to the property line. Shot rock embankment is assumed available from the Borough's airport quarry or other economically viable private sources. Water and sewer utility extensions were assessed based on topographic relieve, existing utility conditions and connections and discussions with the Utility Director. Electrical utility extensions were assessed by PMPL. Preliminary drainage improvements were assessed based on aerial photography and site contours. Preliminary assessments were also made for replacing existing sewer lift station infrastructure at both the Airport and Hungry Point Subdivisions.

Budget level cost estimates were prepared following the described engineering assessments. PND calculated material quantities for roadways and utilities and utilized unit price bid data from several recent civil projects in Petersburg and other Southeast communities to formulate and justify the construction cost estimates. Each estimate includes 15% cost contingency as well as indirect development costs for predesign surveys, site geotechnical investigations, wetlands delineation, permitting, final design, contract documents, bid phase assistance, contract administration and construction inspection. A total recommended project budget including construction and indirect costs was prepared for each subdivision based on year 2022 pricing. Sewer lift station replacement costs were isolated as additive alternates due to the potential for differing project funding streams. All other roadway and utility costs were combined under base bid estimates. Considering current inflationary pressures, the Borough may wish to add price escalation factors to each of these budgets if the improvements are being planned several years down the road. Detailed line item budgets are enclosed and are summarized in the following table.

Subdivision	Base Bid – Road & Utilities	Add Alt – Lift Station
Airport Sub. Extension	$3,126,260	$593,112
Fram Street Extension	$2,113,750	N/A
Hungry Point Sub.	$4,465,614	$1,313,508

We appreciate the opportunity to provide these preliminary subdivision budgets to the Borough and are available to discuss any comments you may have. Feel free to contact me at your convenience and we have enjoyed working with you on this project.

Sincerely,

PND Engineers, Inc. | Juneau Office

Dick Somerville, P.E. | Vice President

Enclosures: Site Plans and 2022 Budget Estimates

PETERSBURG BOROUGH

AIRPORT SUBDIVISION - BASE BID

2022 Project Budget Estimate (Predesign)

PETERSBURG ALASKA

Prepared By PND Engineers - August 30, 2022

PND Project No. 222073

Item	Item Description	Units	Quantity	Unit Cost	Amount
15.01	Mobilization and Demobilization	LS	All Reqd	$169,932	$169,932
20.02	SWPPP	LS	All Reqd	$10,000	$10,000
20.04	Clearing & Grubbing	LS	All Reqd	$5,000	$5,000
20.10(a)	Usable Excavation	CY	200	$12	$2,400
20.10(b)	Unusable Excavation & Disposal	CY	24,000	$16	$384,000
20.21(a)	Type II Classified Fill & Backfill	CY	20,000	$30	$600,000
20.21(b)	Type II-A Classified Fill & Backfill	CY	1,000	$42	$42,000
20.22	Leveling Course	CY	1,000	$52	$52,000
20.25	Geotextile Fabric	SY	2,000	$7	$14,000
50.02(a)	Furnish & Install 8" PVC C900 Gravity Sewer Pipe	LF	1,850	$150	$277,500
50.02(b)	Furnish & Install 6" PVC Sewer lateral Pipe	LF	625	$150	$93,750
50.03	Construct Sanitary Sewer Manhole, Type A	EA	7	$9,500	$66,500
50.05	Connect to Existing Sewer Manhole	EA	1	$2,000	$2,000
50.10	Sanitary Sewer Service Tee Connection, 8x8x6	EA	25	$800	$20,000
55.02(a)	Furnish & Install 18" CPEP, Type S Pipe	LF	750	$90	$67,500
55.02(b)	Furnish & Install 24" CPEP, Type S Pipe	LF	200	$110	$22,000
55.24	Storm Drain Outlet Protection	EA	1	$1,000	$1,000
60.02	Furnish & Install 8" HDPE Water Pipe	LF	1,700	$150	$255,000
60.03	Furnish & Install 8" Gate Valve & Valve Box	EA	6	$3,500	$21,000
60.04	Furnish & Install Fire Hydrant Assembly (Single Pumper)	EA	3	$8,000	$24,000
60.05	Furnish & Install 6" HDPE Fire Line w/6" Gate Valve	EA	3	$7,500	$22,500
60.06	Water Service Connection, 1", 1.5" or 2" HDPE	EA	25	$2,000	$50,000
60.13	Connect to Existing Water Main	EA	2	$1,000	$2,000
65.02	Construction Surveying	LS	All Reqd	$20,000	$20,000
70.11	Standard Signs	LS	All Reqd	$2,000	$2,000
70.12	Traffic Maintenance	LS	All Reqd	$5,000	$5,000
70.19	Erosion and Sediment Control	LS	All Reqd	$10,000	$10,000
70.22	Insulation Board - 2'x8'x2" Thick	EA	40	$75	$3,000
75.04	Seeding, Hydraulic Method	LS	All Reqd	$10,000	$10,000
80.01	PMPL Overhead Electrical Utility Extension	LS	All Reqd	$40,000	$40,000
	Subtotal Estimated Construction Cost (2022)				$2,294,082
	Project Contingency (15%)				$344,112
	Total Construction Cost w/ Contingency (2022)				**$2,638,194**
	Predesign Survey & Geotechnical Site Investigation				$52,764
	Wetlands Delineation & USACE Permitting (Assumes No Mitgation Req'd)				$39,573
	Final Design & Bid Phase Assistance				$211,056
	Contract Administration & Construction Inspection				$184,674
	TOTAL RECOMMENDED PROJECT BUDGET				**$3,126,260**

PETERSBURG BOROUGH

AIRPORT SUBDIVISION - ADD. ALT. PUMP STATION 8 REPLACEMENT

2022 Project Budget Estimate (Predesign)

PETERSBURG ALASKA

Prepared By PND Engineers - August 30, 2022

PND Project No. 222073

Item	Item Description	Units	Quantity	Unit Cost	Amount
15.01	Mobilization and Demobilization	LS	All Reqd	$32,376	$32,376
20.12	Dewatering	LS	All Reqd	$10,000	$10,000
20.21(b)	Type II-A Classified Fill & Backfill	CY	250	$42	$10,500
20.22	Leveling Course	CY	100	$52	$5,200
30.07	Sewer Lift Station Concrete Slab on Grade	LS	All Reqd	$15,000	$15,000
50.02	Furnish & Install Sewer Pipe	LF	60	$150	$9,000
50.14	Bypass Pumping & Temp Sanitary Sewage Flows	LS	All Reqd	$15,000	$15,000
50.22	Decommission Existing Lift Station	LS	All Reqd	$10,000	$10,000
50.23	Furnish & Install Sewer Wet Well, Piping & Equipment	LS	All Reqd	$85,000	$85,000
50.24	Furnish & Install Valve Vault, Piping & Equipment	LS	All Reqd	$75,000	$75,000
50.25	Furnish & Install Submersible Pumps & Equipment	LS	All Reqd	$65,000	$65,000
50.26	Furnish & Install Power & Controls for Lift Station	LS	All Reqd	$100,000	$100,000
70.12	Traffic Maintenance	LS	All Reqd	$2,000	$2,000
70.19	Erosion and Sediment Control	LS	All Reqd	$3,000	$3,000
	Subtotal Estimated Construction Cost (2022)				$437,076
	Project Contingency (15%)				$65,561
	Total Construction Cost w/ Contingency (2022)				**$502,637**
	Permitting				$10,053
	Final Design & Bid Phase Assistance				$45,237
	Contract Administration & Construction Inspection				$35,185
	TOTAL RECOMMENDED PROJECT BUDGET				**$593,112**

PETERSBURG BOROUGH

FRAM STREET EXTENSION - BASE BID

2022 Project Budget Estimate (Predesign)

PETERSBURG ALASKA

Prepared By PND Engineers - August 30, 2022

PND Project No. 222073

Item	Item Description	Units	Quantity	Unit Cost	Amount
15.01	Mobilization and Demobilization	LS	All Reqd	$111,712	$111,712
20.02	SWPPP	LS	All Reqd	$10,000	$10,000
20.04	Clearing & Grubbing	LS	All Reqd	$5,000	$5,000
20.10(a)	Usable Excavation	CY	200	$12	$2,400
20.10(b)	Unusable Excavation & Disposal	CY	9,500	$16	$152,000
20.12	Dewatering	LS	All Reqd	$15,000	$15,000
20.15	Furnish Trench Backfill	CY	500	$30	$15,000
20.21(a)	Type II Classified Fill & Backfill	CY	8,500	$30	$255,000
20.21(b)	Type II-A Classified Fill & Backfill	CY	500	$42	$21,000
20.22	Leveling Course	CY	500	$52	$26,000
20.25	Geotextile Fabric	SY	1,000	$7	$7,000
20.31	Shape & Regrade Fram Street	LS	All Reqd	$5,000	$5,000
20.32	Shape & Regrade Driveway	EA	4	$750	$3,000
30.07	Sewer Lift Station Concrete Slab on Grade	LS	All Reqd	$15,000	$15,000
50.02(a)	Furnish & Install 8" PVC C900 Gravity Sewer Pipe	LF	900	$150	$135,000
50.02(b)	Furnish & Install 6" PVC Sewer lateral Pipe	LF	350	$150	$52,500
50.02(c)	Furnish & Install 4" HDPE Sewer Force Main Pipe	LF	400	$110	$44,000
50.03	Construct Sanitary Sewer Manhole, Type A	EA	4	$9,500	$38,000
50.05	Connect to Existing Sewer Manhole	EA	1	$2,000	$2,000
50.10	Sanitary Sewer Service Tee Connection, 8x8x6	EA	14	$800	$11,200
50.12	Construct Sanitary Sewer Cleanout	EA	1	$1,800	$1,800
50.14	Bypass Pumping & Temp Sanitary Sewage Flows	LS	All Reqd	$5,000	$5,000
50.23	Furnish & Install Sewer Wet Well, Piping & Equipment	LS	All Reqd	$85,000	$85,000
50.24	Furnish & Install Valve Vault, Piping & Equipment	LS	All Reqd	$75,000	$75,000
50.25	Furnish & Install Submersible Pumps & Equipment	LS	All Reqd	$65,000	$65,000
50.26	Furnish & Install Power & Controls for Lift Station	LS	All Reqd	$50,000	$50,000
55.02(a)	Furnish & Install 18" CPEP, Type S Pipe	LF	300	$90	$27,000
55.02(b)	Furnish & Install 24" CPEP, Type S Pipe	LF	100	$110	$11,000
55.24	Storm Drain Outlet Protection	EA	2	$1,000	$2,000
60.02	Furnish & Install 8" HDPE Water Pipe	LF	800	$150	$120,000
60.03	Furnish & Install 8" Gate Valve & Valve Box	EA	5	$3,500	$17,500
60.04	Furnish & Install Fire Hydrant Assembly (Single Pumper)	EA	2	$8,000	$16,000
60.05	Furnish & Install 6" HDPE Fire Line w/6" Gate Valve	EA	2	$7,500	$15,000
60.06	Water Service Connection, 1", 1.5" or 2" HDPE	EA	10	$2,000	$20,000
60.08	Temporary Water Service	LS	All Reqd	$2,500	$2,500
60.13	Connect to Existing Water Main	EA	2	$1,000	$2,000
65.02	Construction Surveying	LS	All Reqd	$15,000	$15,000
70.07(a)	Remove & Dispose Sewer Main Pipe	LF	200	$40	$8,000
70.07(b)	Remove & Dispose Water Main Pipe	LF	400	$40	$16,000
70.11	Standard Signs	LS	All Reqd	$2,000	$2,000
70.12	Traffic Maintenance	LS	All Reqd	$5,000	$5,000
70.19	Erosion and Sediment Control	LS	All Reqd	$10,000	$10,000
70.22	Insulation Board - 2'x8'x2" Thick	EA	20	$75	$1,500
75.04	Seeding, Hydraulic Method	LS	All Reqd	$10,000	$10,000
80.01	PMPL Overhead Electrical Utility Extension	LS	All Reqd	$30,000	$30,000
	Subtotal Estimated Construction Cost (2022)				$1,538,112
	Project Contingency (15%)				$230,717
	Total Construction Cost w/ Contingency (2022)				**$1,768,829**
	Predesign Survey & Geotechnical Site Investigation				$44,221
	Wetlands Delineation & USACE Permitting (Assumes No Mitgation Req'd)				$35,377
	Final Design & Bid Phase Assistance				$141,506
	Contract Administration & Construction Inspection				$123,818
	TOTAL RECOMMENDED PROJECT BUDGET				**$2,113,750**

PETERSBURG BOROUGH

HUNGRY POINT SUBDIVISION - BASE BID

2022 Project Budget Estimate (Predesign)

PETERSBURG ALASKA

Prepared By PND Engineers - August 30, 2022

PND Project No. 222073

Item	Item Description	Units	Quantity	Unit Cost	Amount
15.01	Mobilization and Demobilization	LS	All Reqd	$244,592	$244,592
20.02	SWPPP	LS	All Reqd	$10,000	$10,000
20.04	Clearing & Grubbing	LS	All Reqd	$50,000	$50,000
20.10(a)	Usable Excavation	CY	200	$12	$2,400
20.10(b)	Unusable Excavation & Disposal	CY	42,000	$16	$672,000
20.21(a)	Type II Classified Fill & Backfill	CY	35,000	$30	$1,050,000
20.21(b)	Type II-A Classified Fill & Backfill	CY	1,100	$42	$46,200
20.22	Leveling Course	CY	1,100	$52	$57,200
20.25	Geotextile Fabric	SY	2,000	$7	$14,000
50.02(a)	Furnish & Install 8" PVC C900 Gravity Sewer Pipe	LF	1,200	$150	$180,000
50.02(b)	Furnish & Install 12" PVC C900 Gravity Sewer Pipe	LF	480	$160	$76,800
50.02(c)	Furnish & Install 6" PVC Sewer lateral Pipe	LF	450	$150	$67,500
50.02 (d)	Furnish & Install 12" HDPE Sewer Force Main Pipe	LF	650	$160	$104,000
50.03	Construct Sanitary Sewer Manhole, Type A	EA	9	$9,500	$85,500
50.05	Connect to Existing Sewer Manhole	EA	3	$2,000	$6,000
50.10	Sanitary Sewer Service Tee Connection, 8x8x6	EA	18	$800	$14,400
55.02(a)	Furnish & Install 18" CPEP, Type S Pipe	LF	540	$90	$48,600
55.02(b)	Furnish & Install 24" CPEP, Type S Pipe	LF	80	$110	$8,800
55.24	Storm Drain Outlet Protection	EA	1	$1,000	$1,000
60.02	Furnish & Install 12" HDPE Water Pipe	LF	1,720	$150	$258,000
60.03	Furnish & Install 12" Gate Valve & Valve Box	EA	12	$4,500	$54,000
60.04	Furnish & Install Fire Hydrant Assembly (Single Pumper)	EA	6	$8,000	$48,000
60.05	Furnish & Install 6" HDPE Fire Line w/6" Gate Valve	EA	6	$7,500	$45,000
60.06	Water Service Connection, 1", 1.5" or 2" HDPE	EA	18	$2,000	$36,000
60.13	Connect to Existing Water Main	EA	2	$1,000	$2,000
65.02	Construction Surveying	LS	All Reqd	$40,000	$40,000
70.11	Standard Signs	LS	All Reqd	$2,000	$2,000
70.12	Traffic Maintenance	LS	All Reqd	$10,000	$10,000
70.19	Erosion and Sediment Control	LS	All Reqd	$10,000	$10,000
70.22	Insulation Board - 2'x8'x2" Thick	EA	40	$75	$3,000
75.04	Seeding, Hydraulic Method	LS	All Reqd	$15,000	$15,000
80.01	PMPL Overhead Electrical Utility Extension	LS	All Reqd	$40,000	$40,000
	Subtotal Estimated Construction Cost (2022)				$3,301,992
	Project Contingency (15%)				$495,299
	Total Construction Cost w/ Contingency (2022)				**$3,797,291**
	Predesign Survey & Geotechnical Site Investigation				$68,351
	Wetlands Delineation & USACE Permitting (Assumes No Mitgation Req'd)				$49,365
	Final Design & Bid Phase Assistance				$284,797
	Contract Administration & Construction Inspection				$265,810
	TOTAL RECOMMENDED PROJECT BUDGET				**$4,465,614**

PETERSBURG BOROUGH

HUNGRY POINT SUBDIVISION - ADD. ALT. PUMP STATION 4 REPLACEMENT

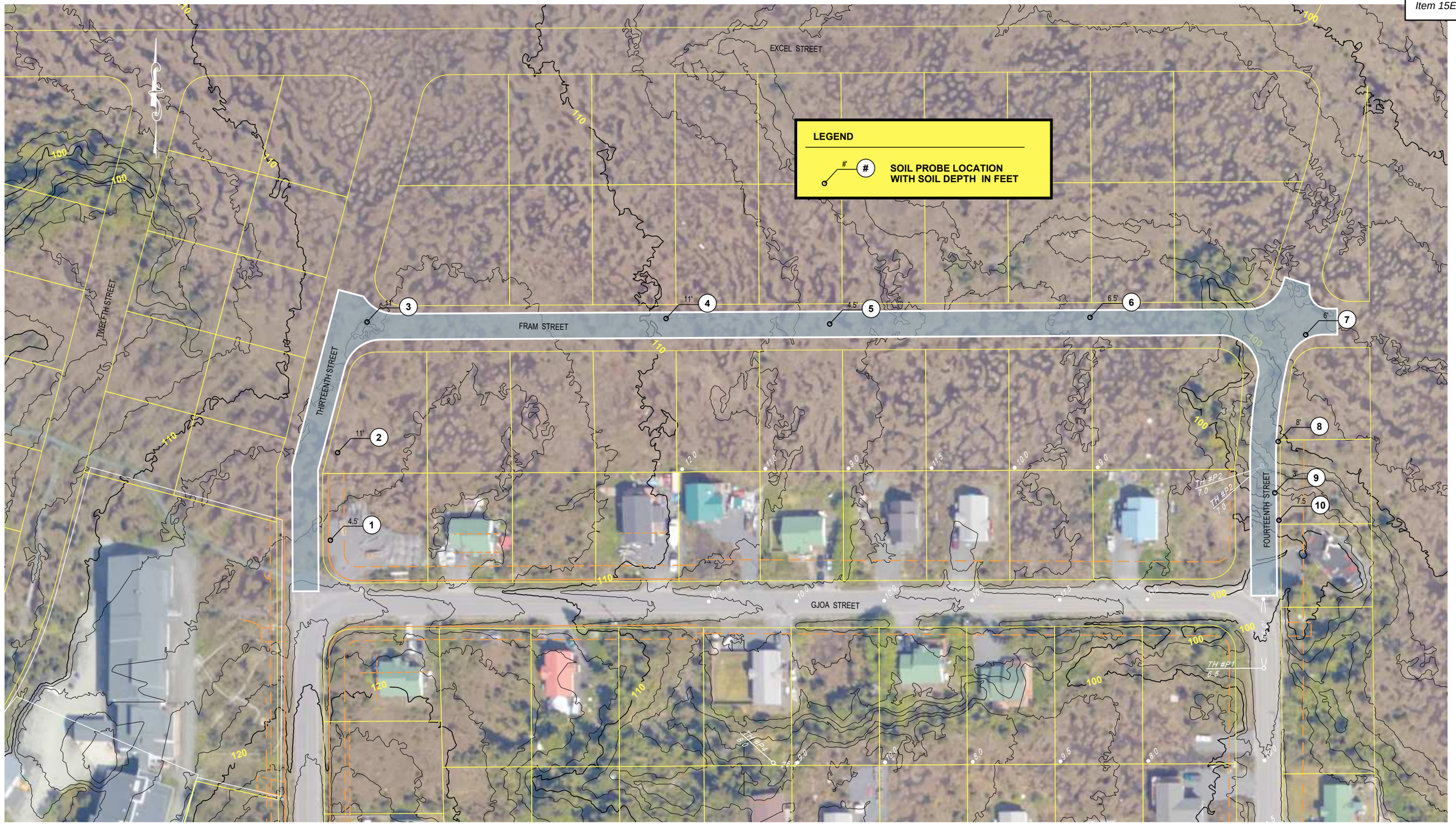
2022 Project Budget Estimate (Predesign)

PETERSBURG ALASKA

Prepared By PND Engineers - August 30, 2022

PND Project No. 222073

Item	Item Description	Units	Quantity	Unit Cost	Amount
15.01	Mobilization and Demobilization	LS	All Reqd	$69,616	$69,616
20.10(b)	Unusable Excavation & Disposal	CY	1,000	$20	$20,000
20.12	Dewatering	LS	All Reqd	$15,000	$15,000
20.21(b)	Type II-A Classified Fill & Backfill	CY	500	$42	$21,000
20.22	Leveling Course	CY	100	$52	$5,200
20.3	Exavation Shoring	LS	All Reqd	$40,000	$40,000
30.01	Remove and Replace Concrete and ACP Finishes	LS	All Reqd	$20,000	$20,000
30.07	Sewer Lift Station Concrete Slab on Grade	LS	All Reqd	$20,000	$20,000
50.02	Furnish & Install 8 Inch PVC Gravity Sewer Pipe	LF	60	$150	$9,000
50.03	Construct Sanitary Sewer Manhole, Type A	EA	1	$12,000	$12,000
50.14	Bypass Pumping & Temp Sanitary Sewage Flows	LS	All Reqd	$15,000	$15,000
50.22	Decommission Existing Lift Station and Piping	LS	All Reqd	$25,000	$25,000
50.23	Furnish & Install Sewer Wet Well, Piping & Equipment	LS	All Reqd	$125,000	$125,000
50.24	Furnish & Install Valve Vault, Piping & Equipment	LS	All Reqd	$100,000	$100,000
50.25	Furnish & Install Submersible Pumps & Equipment	LS	All Reqd	$150,000	$150,000
50.26	Furnish & Install Power & Controls for Lift Station	LS	All Reqd	$150,000	$150,000
50.27	Furnish & Install Emergency Generator & ATS	LS	All Reqd	$150,000	$150,000
70.12	Traffic Maintenance	LS	All Reqd	$10,000	$10,000
70.19	Erosion and Sediment Control	LS	All Reqd	$3,000	$3,000
	Subtotal Estimated Construction Cost (2022)				$959,816
	Project Contingency (15%)				$143,972
	Total Construction Cost w/ Contingency (2022)				**$1,103,788**
	Permitting				$11,038
	Final Design & Bid Phase Assistance				$110,379
	Contract Administration & Construction Inspection				$88,303
	TOTAL RECOMMENDED PROJECT BUDGET				**$1,313,508**



PETERSBURG ALASKA

REVISIONS

REV.	DATE	DESCRIPTION	DWN.	CKD.	APP.

PND ENGINEERS, INC.
9360 Glacier Highway Ste 100
Juneau, Alaska 99801
Phone: 907-586-2093
Fax: 907-586-2099
www.pndengineers.com

DESIGN: CRS CHECKED: CRS
DRAWN: PJD APPROVED: CRS
SCALE: SCALE IN FEET 0 50 100 FT.

CONCEPT DESIGN REVIEW

DATE: AUGUST 2022

PETERSBURG BOROUGH SUBDIVISION ASSESSMENT

SHEET TITLE: **AIRPORT SUBDIVISION EXTENSION**

PND PROJECT NO.: 222073.01 C.A.N.: AECC250

1

PETERSBURG ALASKA

REVISIONS

REV.	DATE	DESCRIPTION	DWN.	CKD.	APP.

PND ENGINEERS, INC.
9360 Glacier Highway Ste 100
Juneau, Alaska 99801
Phone: 907-586-2093
Fax: 907-586-2099
www.pndengineers.com

DESIGN: CRS CHECKED: CRS
DRAWN: PJD APPROVED: CRS
SCALE: SCALE IN FEET 0 50 100 FT.

CONCEPT DESIGN REVIEW
DATE: AUGUST 2022

PETERSBURG BOROUGH
SUBDIVISION ASSESSMENT

SHEET TITLE:
FRAM STREET EXTENSION

2

PND PROJECT NO.: 222073.01 C.A.N.: AECC250

PETERSBURG ALASKA

REVISIONS

REV.	DATE	DESCRIPTION	DWN.	CKD.	APP.

P N D ENGINEERS, INC.
9360 Glacier Highway Ste 100
Juneau, Alaska 99801
Phone: 907-586-2093
Fax: 907-586-2099
www.pndengineers.com

DESIGN: CRS CHECKED: CRS
DRAWN: PJD APPROVED: CRS
SCALE: SCALE IN FEET 0 50 100 FT.

CONCEPT DESIGN REVIEW

DATE: AUGUST 2022

PETERSBURG BOROUGH SUBDIVISION ASSESSMENT

SHEET TITLE: **HUNGRY POINT SUBDIVISION**

PND PROJECT NO.: 222073.01 C.A.N.: AECC250

3

MEMORANDUM

TO: STEVE GEISBRECHT, BOROUGH MANAGER

FROM: KARL HAGERMAN, UTILITY DIRECTOR KH

SUBJECT: PUMP STATION 4 PROJECT – CONTRACT AMENDMENT REQUEST

DATE: 9/12/2022

CC: PROJECT FILE

I am presenting a proposal from PND Engineers, Inc. to proceed with Task 2 in regard to the Pump Station 4 Force Main and Pump Upgrade project.

This project had been started in 2019 and was derailed by the pandemic in 2020. PND was the top respondent to a 2019 RFP process and completed a project design study in 2020 that was helpful in pointing the department in a direction of open cut force main replacement in the upland platted right of ways of Ramona Street, Valkyrie Street, Cedar Street and Augusta Street. This plan will abandon the existing ductile iron force main that is under influence of tide waters in the North Nordic Drive and Sandy Beach Road right of ways and will avoid substantial disturbance of traffic, asphalt road surfacing and concrete sidewalks during the project - and the costs associated with each. A copy of the design study is attached for your information.

The proposal provided by PND, if approved, will allow the engineers to complete preliminary engineering prior to final design and bidding efforts. Deliverables for this task will include: topographic survey of the undeveloped right of ways, an evaluation of the existing pump station to assist with design of the new pump station that will be required, geotechnical investigation of the force main routing and an updated cost estimate to be used to increase the ADEC loan amount that is funding this work.

Work will commence immediately upon approval of this work with a goal of moving to final design and bidding by late winter and construction in the summer/fall of 2023.

I request approval to amend PND Engineer's contract for the Pump Station 4 Force Main project to include Task 2 work items on a time and materials basis, not-to-exceed, $53,919.00. The initial contract for the design study was $34,045.00. This amendment would increase the total amount of the contract to $87,964.00. PND's Task 2 proposal is attached.

The project has received a $360,000 loan from ADEC to complete design and construction, with $72,700 of this loan being offered for loan forgiveness. The change to include the re-routing of the force main and upgrades to pump station 4 will increase the cost of the project dramatically, but the upgrade to the pump station has been included in the Borough's CIP and completing both portions of this work simultaneously will save money overall. I will be going through the loan increase process after the updated project cost estimate is completed.

Thank you for your consideration.

PND ENGINEERS, INC.

September 1, 2022 PND 192080.02

Mr. Karl Hagerman
Utility Director, Petersburg Borough
P.O. Box 329
11 S. Nordic Drive
Petersburg, Alaska 99833

Re: Pump Station No. 4 and Force Main Replacement
PND Proposal – Task 2 Site Investigation and Cost Estimate

Dear Mr. Hagerman,

PND Engineers, Inc. (PND) is pleased to provide this proposal for site investigation and cost estimating services for the Pump Station No. 4 and Force Main Replacement project. We understand that the Petersburg Borough (Borough) wishes to generally pursue Alternative 1A as presented is PND's Design Study Report prepared for this project and dated May 15, 2020. Alternative 1A involves the complete replacement of the pump station, and installing a replacement force main along a new alignment through a generally undeveloped area.

Scope of Services

The current scope of services consists of various site investigation components as follows:

Pump Station Assessment: PND and our electrical subconsultant will travel to Petersburg and assess the existing Pump Station No. 4. We will examine the existing equipment, record pump cycle times, and take draw-down measurements to better understand the flow requirements. We will also evaluate the associated electrical infrastructure, including backup generator, to determine of any electrical upgrades are required. Deliverables will include a technical memorandum summarizing the investigation findings.

Topographic Survey: PND's surveying subconsultant will perform a topographic survey of the area around the pump station, along the proposed new force main alignment, and around the discharge manhole. Deliverables will include an existing conditions base map that the design team can use in other parts of this task and subsequent project phases.

Geotechnical Investigation: A PND geologist will travel to Petersburg and conduct a peat probing investigation in the undeveloped area of the proposed alignment. The goal of this investigation is to identify the approximate depth of peat and develop an appropriate trench detail. This method of investigation has limitations, including depth and sampling ability, but is adequate for the current project scope. Deliverables will include a site map with probe locations, total probe depth, and refusal depth if encountered.

Cost Estimate: Upon completion of the site investigation components, PND will prepare a rough order of magnitude (ROM) cost estimate for replacing the pump station, force main, and electrical infrastructure (if necessary) based on the data collected. We understand that this estimate will be used for obtaining additional project funding and Borough planning. The estimate will be itemized and include sufficient detail to pursue loan funding from the Alaska Department of Environmental Conservation (ADEC).

All task documents (pump station assessment technical memorandum, topographic survey, peat probe map, and cost estimate) will be compiled into a single project deliverable. We will review the deliverable with you via teleconference and make any necessary adjustments prior to submitting the final deliverable.

No effort for project permitting has been included in the proposed scope and budget at this time. The proposed

force main alignment appears to traverse through jurisdictional wetlands which will require permitting through the U.S. Army Corps of Engineers (USACE). The anticipated level of disturbance likely qualifies the project for a Nationwide Permit (NWP) which could require mitigation and a field delineation. Other anticipated permits include an ADEC Approval to Construct and Approval to Operate. We will provide a proposal for permitting efforts, if requested, once the project scope has been finalized.

We understand that this project may expand and dovetail into a separate subdivision project, which may affect the force main alignment and sewer system requirements. The proposed budget and scope do not include effort for incorporating the subdivision project into the force main project.

Fee Proposal

We propose to provide the services described herein under a single task (Task 2 – Site Investigation and Cost Estimate). PND will retain subconsultants Morris Engineering Group (MEG) for electrical engineering services, and Central Southeast Surveyors (CSS) for topographic surveying services. We recommend proceeding with Task 2 on a time and expenses basis due to the uncertainties associated with the investigation and potential findings. A budget of **$53,919** is recommended for the anticipated scope. We will invoice monthly in accordance with our standard billing rates at the time of services. Subconsultants and third-party expenses will be invoiced at cost plus 10% administrative markup. The proposed budget will not be exceeded without prior written authorization from the Borough.

Schedule

PND and our subconsultants are ready to commence immediately upon receiving written Notice to Proceed. We expect that the field work can be completed by early October and the compiled task deliverable will be provided by the end of October, provided that authorization is received by mid-September.

Closing

PND appreciates the opportunity to continue assisting the Petersburg Borough on this important infrastructure project. Please review this proposal at your earliest convenience. If you find this proposal acceptable, please let us know and we will prepare a contact amendment authorizing this work. We look forward to advancing this project with you.

Sincerely,

PND Engineers, Inc. | Juneau Office

Dick Somerville, P.E.
Vice President

Sean Sjostedt, P.E.
Senior Engineer

Enclosures: PND Fee Proposal
PND Standard Billing Rates
MEG Fee Proposal
CSS Fee Proposal

PND Engineers, Inc.
Petersburg Pump Station No. 4 and Force Main Replacement
Task 2 - Site Investigation and Cost Estimate - September 1, 2022
PND Project No. 192080.02

Scope of Services	PND Senior Engineer VII $225.00	PND Senior Engineer V $190.00	PND Senior Engineer II $155.00	PND Senior Engineer I $145.00	PND Staff Engineer V $135.00	PND Staff Engineer IV $130.00	PND Staff Engineer III $125.00	PND Tech VI $150.00	V $130.00	PND CAD Designer V $120.00	Line Item Costs	Task Subtotal Costs
Task 2 - Site Investigation and Cost Estimate												
1. Project Management	2	6							2		$1,850	
2. Client coordination	2	12									$2,730	
3. Site Investigation - Pump station assessment		20									$3,800	
4. Site Investigation - Geotech investigation								20			$3,000	
5. Site investigation deliverables - tech memo, probe map	2	24						4			$5,610	
6. Prepare ROM cost estimate	1	6									$1,365	
7. Prepare Task 2 deliverable package, client review meeting	4	8									$2,420	
8. Address client review comments, prepare final Task 2 deliverable package	1	4									$985	**$21,760**
Total Estimated Man-hours	12	80						24	2			

Estimated Third Party Expenses			
Airfare	Round trip JNU-PSG for Engineer and Geologist	$800	
Lodging	Hotel, 1 night/2 rooms @ $150/room	$300	
Vehicle	Rental car 2 days @ $125/day	$250	
Per diem	4 man days @ $65/day	$260	
Field Supplies	Geotech investigation tools	$200	
Electrical Subconsultant	Morris Engineering Group	$7,025	
Survey Subconsultant	Central Southeast Surveying	$20,400	
Administrative Fee	10% Markup on third party expenses	$2,924	**$32,159**
	TOTAL TASK FEE ESTIMATE (T&M)		**$53,919**

P N D
ENGINEERS, INC.

PND ENGINEERS, INC.
STANDARD RATE SCHEDULE
EFFECTIVE FEBRUARY 2022

Professional:	Staff Engineer I	$100.00
	Staff Engineer II	$115.00
	Staff Engineer III	$125.00
	Staff Engineer IV	$130.00
	Staff Engineer V	$135.00
	Staff Engineer VI	$150.00
	Senior Engineer I	$145.00
	Senior Engineer II	$155.00
	Senior Engineer III	$165.00
	Senior Engineer IV	$175.00
	Senior Engineer V	$190.00
	Senior Engineer VI	$210.00
	Senior Engineer VII	$225.00
	Environmental Scientist I	$105.00
	Environmental Scientist II	$125.00
	Environmental Scientist III	$140.00
	Environmental Scientist IV	$155.00
	Environmental Scientist V	$170.00
	Environmental Scientist VI	$180.00
Surveyors:	Senior Land Surveyor I	$115.00
	Senior Land Surveyor II	$125.00
	Senior Land Surveyor III	$135.00
Technicians:	Technician I	$60.00
	Technician II	$85.00
	Technician III	$95.00
	Technician IV	$105.00
	Technician V	$130.00
	Technician VI	$150.00
	CAD Designer III	$85.00
	CAD Designer IV	$100.00
	CAD Designer V	$120.00
	CAD Designer VI	$130.00

MORRIS ENGINEERING GROUP INC.

PO Box 210049, Auke Bay, Alaska 99821, 907-789-3350,
email: mark@morrisengineeringgroup.com

Fee Estimate

1-Sep-22

Petersburg Lift Station 4

Scope of Services: Preliminary Design for Lift Station. Consists of site visit, meeting with City of Petersburg Wastewater folks, witness draw down tests, run generator and operate lift station, determine any spare capacity in electrical system for larger pumps. Participate in discussion of pump/electrical system options with Petersburg and receive direction on what scope to design; reuse existing electrical system and provide new control panel for slightly larger new pumps up to complete replacement of electrical system to accommodate larger pumps and future growth. Once scope direction is received, develop a technical report of electrical work included with schematic site plan, and preliminary equipment layout. Provide construction cost estimate.

Task	Engineer (Hrs)	Tech/CAD (Hrs)	Expenses
Preliminary Design for Lift Station			
Site Visit	12		$675.00
Technical Report	6		
Schematic Site Plan & Equipment Layout	4	4	
Review meeting with Client	2		
Coordination with PND	2		
Construction Cost Estimate	4		
Totals	30	4	
Hourly Rate	$195	$125	
Fees	$ 5,850	$ 500	$675.00
Total Fee - Preliminary Design	**$ 7,025**		

Central Southeast Surveyors
David C. Thynes, Alaska R.P.L.S. 10390, Owner
P.O. Box 533
Petersburg, Alaska
99833-0533

August 17, 2022

Sean Sjostedt, P.E. Senior Engineer
Tyler Bradshaw, P.E. Senior Engineer
Dick Somerville, P.E. P.N.D. Vice President

Re: Pump station 4 project topographic survey proposal

Greetings all,

The following represents our lump sum costs for performing the topographic survey for the Pump Station 4 force main replacement project, broken into a field work component and an office work component.

Field Work:
C.S.S. anticipates five, 8-hour field work days for the P.L.S. in charge with one crew person and one additional 8-hour day contingency for field checks to verify TIN surfaces, etc.

Total Lump Sum Field Component:	$14,400.00

Office/Admin. Work:
C.S.S. anticipates five 8-hour office days for the P.L.S. in charge; admin, computations, drafting and deliverables submission.

Total Lump Sum Office Component:	$6,000.00
Project Lump Sum Total:	**$20,400.00**

Note: This proposal is for a topographic survey & post wetlands delineation boundary demarcation only. If any property boundaries require marking/monumentation, a separate/revised cost proposal would be necessary.

Best Regards,

Dave Thynes R.P.L.S. #10390
Central Southeast Surveyors

PND ENGINEERS, INC.

May 15, 2020 PND 192080.01

Mr. Karl Hagerman
Utility Director, Petersburg Borough
P.O. Box 329
11 S. Nordic Drive
Petersburg, Alaska 99833

Re: Pump Station No. 4 Force Main
Design Study Report

Dear Mr. Hagerman,

PND Engineers, Inc. (PND) and Stephl Engineering LLC (Stephl) are pleased to provide this Design Study Report for the Pump Station No. 4 (PS4) Force Main project. The purpose of this study is to evaluate replacement and rehabilitation options for the deteriorating PS4 force main pipe, and potentially the pump station itself, near Hungry Point. This report includes project background information, summary of a site visit performed by the design team, discussion of the methodology used to conduct the study, and a presentation of potential repair and replacement alternatives.

Project Background

PS4 is the second largest pump station in Petersburg's wastewater collection system. The existing force main was installed in the 1970's, is approximately 1,000 feet long, and is constructed of 10-inch diameter iron pipe (records are conflicting as to whether the pipe is cast iron or ductile iron). The force main originates at PS4, approximately 400 feet southwest of Hungry Point on North Nordic Drive. Sewage is pumped northeast to Hungry Point where it turns and travels southeast to the discharge manhole approximately 600 feet southeast of Hungry Point. The force main runs parallel to a gravity main; the gravity main passes through five manholes (including the discharge manhole) between PS4 and the discharge manhole. As-built drawings indicate that the force main lies within the chamber of each manhole however it appears to actually be cast into the concrete manhole bases.

A significant portion of the force main lies at a depth that is tidally influenced, and the saltwater environment has resulted in significant corrosion and pipe failures. A section of pipe near the manhole at Hungry Point was replaced in 2014 after the pipe failed at this location due to corrosion.

PND and Stephl were retained to perform a scoping and design study on replacement and rehabilitation options for the force main. The design team visited the site on November 12-13, 2019 and investigated the pump station, manholes, and general project area. Pump cycle times were noted and flows were visually observed and roughly measured to estimate flow volume and velocity, and system pressure. Subsequent to the site visit, peak flow values for one- and two-pump operations were provided by the Borough.

Information collected was used to evaluate two trenchless rehabilitation alternatives and one conventional trenching (open cut) replacement alternative for consideration by the Borough. These alternatives are discussed in detail in the next section.

Replacement/Rehabilitation Alternatives

Conventional Open-Cut Replacement

The conventional open-cut full pipe replacement option involves installing a new force main pipe from PS4 to the discharge manhole. The existing pipe would be cut and capped near PS4 and the discharge manhole. It will then be filled with a cement slurry and abandoned in place. The new force main would roughly follow an offset alignment of the existing force main, albeit at considerably shallower depth than the existing force main for

most of its length (see attached Sheet 1, Alternative 1: Open Cut Replacement). The new pipe would likely be 10-inch C900 Polyvinyl Chloride (PVC) SDR 21. PVC can be installed in shorter sections more quickly and with a smaller footprint than high-density polyethylene (HDPE) pipe. The pipe material is inherently resistant to corrosion and most industry literature suggests a design life of 100 years or more. The design life for PVC pipe in cyclically-pressurized systems (such as sewer force mains) can sometimes be less than that of non-pressurized or constant pressure systems due to fatigue. SDR 21 PVC pipe was evaluated in accordance with AWWA based on number of cycles (the pumps reportedly cycle approximately every 5 minutes), operating pressure (approximately 30 psi) and design life (50 years). The analysis shows that SDR 21 PVC has significantly more "available" cycles to fatigue failure than anticipated cycles during the design life, indicating a design life in excess of 50 years.

The only permit anticipated for an open-cut replacement, prior to construction, is an Alaska Department of Environmental Conservation (ADEC) Approval to Construct. An Approval to Operate from ADEC must be obtained after construction.

The open-cut replacement option lends itself favorably to local contractors in that there are several general contractors in Petersburg capable of performing the work. Further, there is no need for sewage bypass pumping because the existing force main can remain in service while the new force main is installed. Connecting the new force main to Pump Station 4 and the discharge manhole can occur during a period of minimal flow (at night, likely in a single night shift) with a pump truck on standby in case the wet well fills during the connection work.

The most significant drawback to the open-cut replacement option following the existing force main alignment is the disturbance to Nordic Drive and Sandy Beach Road. Trenching operations will require the removal and patching of a swath of pavement for the entire length of the project. During design, consideration will be given to this factor by minimizing the trench width, but road patches generally reduce the surfacing's service life. The existing asphalt surface is in fair condition. Given its current 15-year age the surfacing likely has 5-10 years of life before a comprehensive rehabilitation or replacement is considered. The patch necessary to complete the open cut replacement may shorten that timeframe.

Open-cut construction sequencing is anticipated as follows:

- Set up traffic control measures within project limits.
- Commence with saw-cutting, trenching, pipe installation and backfill operations between tie-in locations (Pump Station 4 and the discharge manhole). Historical information suggests that the excavation will occur entirely in fill material placed during the original road construction. It is assumed that all excavated material will be suitable for backfill and the only waste material will be that displaced by the pipe and new bedding. During working hours, single lane closures would be permitted. Both lanes will be required to be open after working hours, thus the contractor would need to backfill the entire length of pipe installed except for the daily termination points which could be covered by a steel plate.
- After the majority of new pipe has been installed, it will be pressure-tested.
- Connect the new leg to PS4 and the discharge manhole. This could be performed in a single night shift when flows are at a minimum and the pumps can be shut off. A pump truck should be on standby to drain the wet well if it fills up during tie-in work.
- Fill the existing iron force main with a cement slurry, cap the ends and abandon the pipe in place.
- Backfill tie-in locations and commence concrete surface repairs, maintaining one lane of traffic during working hours and two lanes outside of working hours. Concrete surface repairs were selected because there is not currently an asphalt plant in Petersburg and paving contractors have indicated that there is no paving work forecast for Petersburg in 2020.

On-site construction work would likely take 6-8 weeks to complete.

An itemized cost estimate is provided below, and includes both construction an associated professional service costs for the project:

Construction Costs

Item No.	Description	Quantity	Unit	Unit Cost	Total Cost
1	Mobilization	1	LS	$40,000	$40,000
2	Abandon Existing Pipe	1	LS	$10,000	$10,000
3	Remove Curb and Gutter	30	LF	$15	$450
4	Remove Sidewalk	15	SY	$15	$225
5	Sawcut & Remove Asphalt	730	SY	$8	$5,840
6	Unusable Excavation	410	CY	$15	$6,150
7	Base Course	125	CY	$50	$6,250
8	install 10-inch PVC Force Main w/ Trenching & Bedding	1090	LF	$130	$141,700
9	Utility Conflict Contingent Work	1	LS	$15,000	$15,000
10	Concrete Sidewalk	15	SY	$100	$1,500
11	Curb and Gutter	30	LF	$50	$1,500
12	Concrete Patch 6"t	730	SY	$150	$109,500
13	Traffic Control	1	LS	$50,000	$50,000
14	SWPPP	1	LS	$10,000	$10,000
15	Construction Surveying	1	LS	$20,000	$20,000

Subtotal Construction Cost Open-Cut Replacement Option	$418,115
Recommended Project Contingency (15%)	$62,717
Total Construction Cost with Contingency (15%)	**$480,832**

Professional Services

Phase 1 Design – Scoping Study	$34,045
Permitting	$5,000
Survey (by Rick G. Braun, L.S.)	$10,000
Final Design (estimated at 10% of construction total)	$48,083
Contract Administration/Construction Inspection (estimated at 10% of construction total)	$48,083
Total Recommended Project Budget	**$626,044**

Trenchless Rehabilitation – Sliplining

Sliplining is described as the insertion of a new pipe into an existing host pipe and grouting the annular space between the existing pipe and the new pipe. This proven trenchless pipe rehabilitation process provides the benefit of a new sewer main, but with the potential limitation of reduced flow capacity due to the smaller cross-sectional area of the new pipe. Continuous sliplining uses a long HDPE pipe that can be butt-fuse welded into segments of any length. The liner pipe is pulled through the existing host pipe starting at an insertion pit and continuing to a receiving pit. Slight deflections in the host pipe can be negotiated with the HDPE liner. Sliplining with a butt-fused pipe would require the excavation of insertion and receiving pits along the host pipe alignment to provide access points for the pipe insertion. The excavations are performed at locations such as bends, fittings, starting and termination points, and low points along the pipe alignment to allow for cleaning and installation.

Figure 1: Sliplining with HDPE pipe

To slipline the existing 10-inch pipe it is recommended that a butt-fused 10-inch SDR (standard dimension ratio) 21 HDPE liner with an outside diameter of 9.05 inches be inserted into the existing CI pipe. The existing 10-inch CI force main host pipe has an inside diameter of 9.95 inches. The 10-inch SDR 21 HDPE pipe has an inside diameter of 8.14 inches. With this size HDPE pipe, the cross-sectional area of the rehabilitated force

main would be reduced by 33 percent compared to the original pipe.

Within access pits and open cut portions of the project the existing force main piping would be replaced with C900 SDR 18 PVC. PVC will allow for direct bolt-up to the HDPE sliplined pipe as long as pipe stiffeners are utilized in construction with the HDPE pipe.

Sliplining will result in significantly reduced pipe cross-sectional area. A preliminary flow analysis was performed as part of this study to evaluate the impact of the smaller pipe on the existing sewer system.

Figure 2: Insertion pit for sliplining with HDPE pipe

The Hazen-Williams Equation was used to model the pressure loss in the project pipe before and after rehabilitation. Flow values used in this preliminary analysis were provided by Petersburg Borough staff.

The sewage flow value used in the analysis was:

- 2,400 gallons per minute (GPM) peak flow for the 10-inch iron pipe with two pumps operating.

The friction loss coefficients used in the flow analysis were:

- C factor = 100 for the existing iron pipe with interior mineralization buildup
- C factor = 140 for the proposed sliplined HDPE pipe

It is estimated that at the current sewage flow rates provided by Petersburg Borough staff, installing the proposed 10-inch HDPE pipes using the sliplining option would result in an overall increase in head loss of approximately 13 psi for the 1,073-foot long force main system. The estimated 13 psi head loss value is large and suggests that the pumps would likely have to be operated substantially differently to achieve a peak flow of 2,400 GPM.

The flow velocity was also checked to verify whether or not it would fall within standard operating ranges. The Environmental Protection Agency (EPA) recommends that sewer force main flows operate between 2 feet per second (fps) and 10 fps. Flow velocity calculations during peak flow conditions indicate that sliplining as described would result in a peak flow velocity of about 14.8 fps, which is outside of the EPA's recommended operational velocities.

Rehabilitating the existing force main by sliplining is **not recommended** for operational reasons, which could have substantial cost implications, and thus no cost estimate was prepared.

Figure 3: Typical CIPP liner access and insertion pit

Trenchless Rehabilitation – Cast-in-Place Pipe (CIPP)

CIPP is a lining system in which a thin flexible tube of fabric is impregnated with resin and expanded by means of internal pressure into position on the inner wall of the host pipe before curing the resin. Curing of the resin usually takes place by one of the following methods: steam, hot water, or ultraviolet light (UV). A CIPP liner can be installed around minor bends and grade breaks without the need for excavation. The CIPP process provides a structural rehabilitation of the host pipe. In this case, the CIPP liner would be designed for the "fully deteriorated" pipe condition. This means that the host

pipe could completely lose its structural strength in the future and the CIPP liner would be a stand-alone pipe. The liner would be sized to account for the site conditions (depth of burial, ovality of the host pipe, operating pressure, traffic loads, etc.). For example, the wall thickness for the CIPP would be approximately 0.3 inches. A 10-inch diameter liner placed within the existing CI pipe would result in a new pipe/liner inside diameter of 9.4 inches.

CIPP is a special process requiring unique equipment as well as trained and qualified manpower to install. A pressure CIPP liner must be designed to fit this project's conditions. The existing force main operating pressure is approximately 30 psi. It is recommended that the liner specified on this project be built to a pressure rating greater than 60 psi. This would provide a contingency for water hammer events along with operational changes in pumping configuration. During design it is recommended that increasing the wall thickness in the CIPP liner be evaluated as a contingency for possible erosion taking place within the force main.

Figure 4: Pull-in insertion of pressure CIPP liner

Below is a list of CIPP manufacturers and installers that may have interest in this project:

Figure 5: CIPP pressure liner in CI pipe

- **SAERTEX** – SAERTEX offers a sewer force main lining system in the form of a fiberglass reinforced liner. The curing of their liner takes place by UV light or steam methods. SAERTEX states their products are Class IV structural liners with an operating pressure up to 150 psi pressure rating. Construction Unlimited is a certified installer located in Anchorage, Alaska. They have performed work across the state including the communities of Anchorage, Fairbanks, Valdez and Homer. Another SAERTEX installer in the Pacific Northwest is Allied Trenchless. They are located in Chelan, Washington and have performed CIPP work in Anchorage, Alaska.
- **Applied Felts** – Applied Felts manufactures a sewer CIPP lining system called AquaCure PS. AquaCure PS is a fiberglass reinforced polyester felt liner. Applied Felts states their products are Class IV structural liners with an operating pressure rating up to 150 psi. The curing of their liner takes place by water or steam methods. Frawner Corporation, located in Anchorage, is a certified installer of the Applied Felts system. They have performed work across the state of Alaska including Anchorage, Fairbanks, Kodiak and Kake.
- **NORDIPIPE** – NORDIPIPE manufactures a sewer CIPP lining system for pressure situations called NORDIFORCE. Michels Corporation is a licensed installer of the NORDIPIPE system. Michels Corporation is a nationwide contractor with offices in Washington state. The liner can be installed by water or air inversion or pulled in place and inflated. NORDIFORCE can be cured by air, steam, or hot water.

- **Insituform** – Insituform manufactures a sewer CIPP lining system for pressure situations called InsituMain. Their liner is a Class IV structural liner with an operating pressure up to 80 psi. The liner can be installed by water or air inversion, or pulled in place and inflated. InsituMain can be cured by air, steam, or hot water. Insituform services the United States and Canada and has an office in Seattle.
- **RS Technik** – RS Technik manufactures a sewer CIPP lining system called RS CityMain. RS Technik offers a fiberglass reinforced polyester felt liner. RS Technik states their products are Class IV structural liners with an operating pressure of up to 230 psi. The curing of their liner takes place by water or steam methods. RS Technik has an installer located on the West Coast.

Construction sequencing for the CIPP rehabilitation option on this project would consist of the following (please reference the attached drawing Sheet 2, Alternative 2: CIPP Rehabilitation for manhole designations and access pit references):

- Traffic control set up in North Nordic Drive and Sandy Beach Road.
- Excavate access pits at the connection points and valves. Typical maximum runs for CIPP installation are approximately 500 to 750 linear feet. It is estimated that a total of two excavations would be required to install CIPP for this project. The access pits would be approximately 10 feet wide by 20 feet long at the ground surface.
    - An access pit would be excavated immediately outside PS4; piping within this pit would be replaced and would serve as a CIPP insertion point.
    - An access pit would be excavated at manhole MH 2, which would be replaced. The existing manhole and any fittings would be removed. The excavation would serve as a CIPP access pit. After the CIPP is installed a new manhole would be set to encapsulate both the gravity line and the force main at this location. The force main legs would then be mechanically connected.
- Implement flow control on sewer main
    - 12-inch HDPE pipe would be connected to the existing 10-inch force main. Existing pumps would be utilized to bypass sewage flows while rehabilitation work is performed.
- Prior to starting rehabilitation work, the host pipe will be thoroughly cleaned by the construction contractor and inspected with a camera. The purpose is to identify any defects that may restrict the insertion process and confirm that the host pipe is clean and ready for CIPP installation. Minor rocks, debris or defects in the host pipe could affect the lining operation and must be removed before insertion of the liner.
- The CIPP liner is inserted into the existing pipe and may be inverted or winched into place. The resin impregnated lining is cured by circulating hot water or steam, or is cured with UV light. If water curing is completed it could take longer than usual due to the groundwater surrounding the host pipe. Annular space grouting is not necessary, as the CIPP lining will fit tightly against the host pipe and will follow the invert grade of the existing pipe. The finished properties of the CIPP liner are verified through field-sampling procedures and testing. Upon completion of the curing process the liner would be hydrostatically tested for leaks.
- A post-construction CCTV inspection by the contractor will be completed after the CIPP liner is installed. This will be reviewed by the engineer to determine if the work has been completed as required and that the pipe is clean and functioning properly.
- Replace piping within access pits. The force main legs within the access pits will be replaced with 10-inch SDR 21 PVC pipe, which will allow for direct bolt-up to the CIPP-lined force main. Internal end seals will need to be designed to transition from the CIPP lined force main to the PVC piping within the access pits.
- Perform a pressure test of the newly installed CIPP/PVC piping to ensure the installation meets the design specifications.
- Backfill and surface patch all access pits and reopen all lanes in North Nordic Drive and Sandy Beach Road.

A preliminary flow analysis was not completed for CIPP. Experience suggests that any flow restriction resulting from the marginally-reduced cross-sectional area of the rehabilitated force main will be offset by its increased

wall smoothness. Rehabilitation may actually result in slightly increased flow capacity.

Lane closures will be necessary to upgrade the existing force main. Construction would be staged to allow one lane of traffic to be operated during construction.

The composite liner and epoxy-based resin CIPP lining systems are highly resistant to corrosion, as is the PVC pipe that would replace the existing force main in the access pits.

The following permits would be obtained during design and prior to construction:

- ADEC Approval to Construct
- Excavation Dewatering General Permit (USACE Nationwide Permit)

An Approval to Operate from ADEC will be required after construction.

Typical lead times on CIPP materials is eight weeks. It is estimated that construction work at the site would take 5 weeks to complete. CIPP installation requires a specialized contractor not currently in Petersburg, although there are installers located in Alaska and the Pacific Northwest.

Below is an itemized cost estimate for the CIPP rehabilitation option, including associated professional services:

Construction Costs

Item No.	Description	Quantity	Unit	Unit Cost	Total Cost
1	Mobilization	1	LS	$75,000	$75,000
2	Removal of Pavement	50	SY	$15	$750
3	Removal of Curb and Gutter	50	LF	$15	$750
4	Remove Sidewalk	15	SY	$10	$150
5	Remove and Replace MH	1	EA	$25,000	$25,000
6	Bedding	50	LF	$55	$2,750
7	Unusable Excavation	150	CY	$15	$2,250
8	Trench Excavation and Backfill	150	CY	$50	$7,500
9	Remove and Replace 10-inch CI line with 10-inch PVC	40	LF	$500	$20,000
10	Pipe Cleaning and Preparation for CIPP	1	LS	$50,000	$50,000
11	Pre-CCTV and Post-CCTV	1,073	LF	$20	$21,460
12	CIPP 10-inch CI Pipe	1,073	LF	$200	$214,600
13	CIPP Point Repairs	3	EA	$4,000	$12,000
14	Curb and Gutter	50	LF	$50	$2,500
15	Concrete Sidewalk	15	SY	$100	$1,500
16	Concrete Patch	100	SY	$150	$15,000
17	Utility Conflict Contingent Work (water main support)	1	LS	$15,000	$15,000
18	Traffic Control	1	LS	$50,000	$50,000
19	SWPPP	1	LS	$10,000	$10,000
20	Construction Surveying	1	LS	$10,000	$10,000

Subtotal Construction Cost CIPP Option	$536,210
Recommended Project Contingency (15%)	$80,432
Total Construction Cost with Contingency (15%)	**$616,642**

Professional Services

Phase 1 Design – Scoping Study	$34,045
Permitting	$7,000
Survey (by Rick G. Braun, L.S.)	$5,000
Final Design (estimated at 10% of construction total)	$61,664
Contract Administration/Construction Inspection (estimated at 10% of construction total)	$61,664
Total Recommended Project Budget	**$786,015**

System Replacement: New Pump Station and Alternate Force Main Alignment

The Petersburg Borough intends to replace Pump Station No. 4 in the near future. This presents an opportunity to combine the force main and pump station replacements, and pursue an alternate less-impactful force main alignment. The alternate alignment is presented in the attached Sheet 3, Alternative 1A: Pump Station and Force Main Replacement. The new force main would largely route through the undeveloped right-of-way south of the residences on Hungry Point, and the new pump station would be installed behind the existing pump station. The new pump station and force main configuration would roughly be as follows:

- A new manhole would be installed in front of the existing pump station; the manhole will intercept and re-direct the existing gravity pipe to a more favorable alignment for connecting to the new lift station.
- The gravity line will extend from this new manhole, through the existing wet well (to be decommissioned), to its discharge point at the new pump station wet well behind the existing pump station.
- The new force main will be routed through the existing rights-of-way south of the Hungry Point residences, to a local high point southwest of the existing discharge manhole.
- At this high point, a new discharge manhole equipped with an air relief valve would be installed.
- The sewer main would transition to gravity downstream of the air relief valve, and connect to the existing discharge manhole. Several intermediate manholes may be required in the gravity line to accommodate grade breaks. The downstream end of the new gravity main may need board insulation; the existing gravity main exiting the existing discharge manhole is relatively shallow, and matching inverts may prevent 5 feet of cover over the new pipe.
- The existing wet and dry wells and force main would be decommissioned and left in place. The emergency backup generator would remain and connect to the new pump station.

The new force main downstream of the new lift station would consist of fused HDPE which, like PVC, is inherently resistant to corrosion and has a suggested a design life of 100 years or more. The gravity extension upstream of the new lift station, and the gravity component at the downstream end of the new main, could be either PVC or HDPE (we have assumed PVC is preferred). The new pump station would be a triplex submersible-pump type station similar to other recently-installed pump stations in Petersburg.

Pursuing this alternative has several advantages. The most significant is the minimization of disturbance to Nordic Drive and Sandy Beach Road. This reduces costly surface patching which will also contribute to accelerated deterioration of the pavement surface. Local general contractors are capable of constructing this combined replacement option, as it will be similar to other recent lift station replacement projects. Bypass pumping is likely necessary, but should be minimal and only needed during final connection work. Lastly, the existing pump station could remain in operation during the majority of construction.

Permitting efforts for the combined pump station/force main replacement option will likely be more substantial than other replacement options. A portion of the undeveloped right-of-way is mapped as a wetland area according to the National Wetlands Inventory. This may trigger agency consultation with the United States Army Corps of Engineers (USACE) and others, unless a wetlands delineation shows that these areas are not jurisdictional. An ADEC Approval to Construct and Approval to Operate will also be required.

Aerial imagery indicates that private improvements exist in the right-of-way immediately behind the existing pump station. This will need to be addressed prior to beginning construction.

Pump station and force main construction sequencing is anticipated as follows:

- Set up traffic control measures within project limits.
- Clear, grub and construct equipment access routes to the force main alignment in undeveloped areas. De-construct existing pump station roof as necessary to facilitate equipment access behind the pump station; backup generator enclosure and roof shall not be disturbed.
- Install new force main, gravity main and manholes in the undeveloped right-of-way, to the existing

discharge manhole on Sandy Beach Road.

- Install new pump station and controls to the point where the system will be fully operational once connected to the upstream gravity line. This may require excavation shoring so as to not disturb the existing pump station and adjacent private properties.
- Plug the existing gravity main at the manhole immediately upstream of the pump station. Install new manhole and re-routed gravity line in front of the existing pump station and through the existing wet well, to the new pump station wet well. Once the section of pipe through the wet well has been installed and the penetration sealed, bypass pumping may commence if necessary. Wastewater can be pumped from the manhole approximately 150 feet northeast of the pump station, to the existing wet well where it will continue to be pushed through the existing force main.
- Complete connections in the upstream gravity main, and from the gravity main to the new pump station.
- Activate the new pump station, unplug the existing gravity main, and cease bypass pumping. The new pump station and force main are now in operation.
- Perform surface repairs including limited curb and sidewalk replacement near lift station, and at discharge point on Sandy Beach Road.
- Decommission the existing pump station wells.

On-site construction work would likely take approximately three or four months. Some items associated with the new pump station may have long lead times, on the order of several months. A significant portion of the work can be completed without having these long lead time items on hand.

The cost estimate for this option was prepared with several earthwork and wetland surface reparation assumptions, as the subgrade conditions and wetland extents are largely unknown. The assumptions are as follows:

- Excavated material in developed areas will be acceptable for trench backfill
- Organic peat subgrade exists to an average depth of 8 feet below the existing ground surface in undeveloped areas. All organic subgrade in the trench section below the pipe and 2 feet above the top of pipe bedding will be removed and replaced with imported foundation and trench backfill.
- Spreading a 2-foot thick surface layer of salvaged organic subgrade, and the salvaged vegetative mat, will satisfy USACE in terms of wetland restoration.

The following is an itemized cost estimate for replacing Pump Station No. 4 and installing a new force main along the alternate alignment. The estimate includes construction costs, professional service fees, and material costs for owner-provided equipment as has been typical on past pump station projects.

Construction Costs

Item No.	Description	Quantity	Unit	Unit Cost	Total Cost
1	Mobilization	1	LS	$80,000	$80,000
2	Dewatering	1	LS	$10,000	$10,000
3	Clearing, Grubbing, Tree Removal	1	LS	$50,000	$50,000
4	Demolition and Disposal	1	LS	$50,000	$50,000
5	Decommission Exist Lift Station	1	LS	$15,000	$15,000
6	Abandon Existing Pipe	1	LS	$10,000	$10,000
7	Remove Curb and Gutter	20	LF	$15	$300
8	Remove Sidewalk	20	SY	$15	$300
9	Remove Asphalt	20	SY	$8	$160
10	Salvage and Replace Organic Overburden	300	CY	$30	$9,000
11	Construct Temp Access Road and Remove	1	LS	$50,000	$50,000
12	Unusable Excavation	900	CY	$20	$18,000
13	Base Course	100	CY	$50	$5,000
14	Trench Backfill	275	CY	$45	$12,375
15	Foundation Backfill	200	CY	$45	$9,000
16	Excavation Shoring	1	LS	$30,000	$30,000
17	Geotextile Separation	1600	SY	$7	$11,200
18	Install Sanitary Sewer Manhole	2	EA	$12,000	$24,000
19	Install Sanitary Sewer Manhole w/ Air Relief Valve	1	EA	$15,000	$15,000
20	Install 8-inch PVC Gravity Sewer	45	LF	$120	$5,400
21	Install 10-inch PVC Gravity Sewer	250	LF	$125	$31,250
22	Install 10-inch HDPE Force Main	900	LF	$130	$117,000
23	Board Insulation	15	EA	$50	$750
24	Utility Conflict Work	1	LS	$15,000	$15,000
25	Concrete Sidewalk	15	SY	$100	$1,500
26	Curb and Gutter	30	LF	$50	$1,500
27	Concrete Patch 6"t	20	SY	$150	$3,000
28	Lift Station Slab	1	LS	$12,000	$12,000
29	Furnish and Install Wet Well	1	EA	$100,000	$100,000
30	Furnish and Install Valve Vault	1	EA	$70,000	$70,000
31	Bypass Pumping	1	LS	$10,000	$10,000
32	Install Owner-Provided Equipment	1	LS	$25,000	$25,000
33	Traffic Control	1	LS	$20,000	$20,000
34	SWPPP	1	LS	$10,000	$10,000
35	Construction Surveying	1	LS	$30,000	$30,000
36	Landscaping	1	LS	$10,000	$10,000
37	Electrical and Controls	1	LS	$75,000	$75,000
38	Pumps, Equipment and Controls (Borough-Provided)				$120,000
	Subtotal Construction Cost Pump Station and Force Main Replacement				$1,053,735
	Recommended Project Contingency (15%)				$158,060
	Total Construction Cost with Contingency (15%)				**$1,211,795**

Professional Services

Phase 1 Design – Scoping Study	$34,045
Permitting	$10,000
Survey (by Rick G. Braun, L.S.)	$12,000
Final Design (estimated at 10% of construction total)	$121,180
Contract Administration/Construction Inspection (estimated at 10% of construction total)	$121,180
Total Recommended Project Budget	**$1,510,199**

Summary of Alternatives

Below is a summary of benefits and drawbacks of the pipe rehabilitation and replacement Alternatives 1 and 2 discussed herein. Sliplining is excluded from this summary because it is not recommended for consideration. Alternative 1A is not included in this comparison because it is dependent on pump station replacement, an element not required for Alternatives 1 and 2. It should be noted that pump station replacement can be incorporated into Alternatives 1 and 2, if either of those force main replacement/rehabilitation options are preferred.

Parameter		Open-Cut Replacement		CIPP
Total Cost	✓	$626,044		$786,015
Construction Expertise	✓	Can be performed by local contractors		Requires specialized non-local contractor
Impacts During Construction		Significant – extensive periods of lane closures (6-8 weeks on-site construction)	✓	Significant, but less so than open-cut (5 weeks on-site construction)
Impacts After Construction		Potentially significant – extensive surface patching may reduce remaining service life of road	✓	Minimal – limited surface patching not expected to significantly impact service life of road
Design Life	✓	>50 years		50 years

✓ = Advantageous

If the driving factors in selecting a preferred alternative are immediate force main replacement and short-term cost, then the open-cut replacement option (Alternative 1) is clearly more favorable. However, we strongly recommend considering impacts to the road surfacing resulting from the open-cut installation. Ride comfort will be reduced for vehicles traveling through the project limits due to extensive surface patching. The surface patching will also likely diminish the remaining service life of the road, leading to significant future pavement rehabilitation or replacement costs sooner than if the CIPP option (Alternative 2) were pursued. The existing pavement is now 15 years old and will need replacement within the next 5-10 years regardless of which option is selected. If the primary driving factor is immediate force main replacement only, CIPP becomes more alluring. If the existing force main is not in need of immediate replacement and PS4 is to be replaced in the near future, Alternative 1A presents considerable benefit although at the greatest cost.

Closing

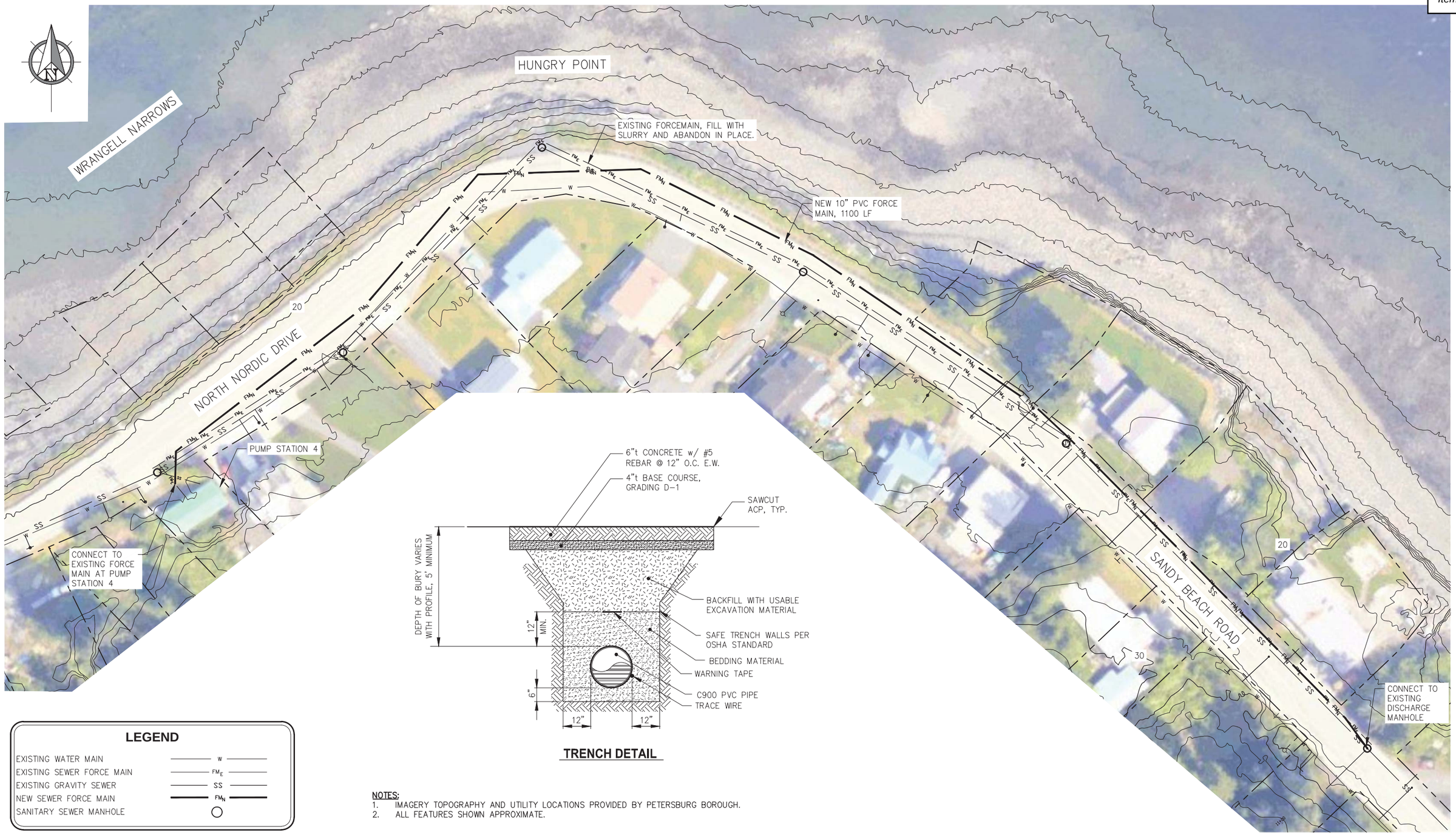
PND and Stephl appreciate the opportunity to provide this Design Study Report for your consideration. Please review at your earliest convenience – we are available via teleconference to discuss this study in greater detail with you if necessary. We look forward to potentially assisting the Petersburg Borough with this project in the near future.

Sincerely,

PND Engineers, Inc. | Juneau Office

Sean Sjostedt, P.E.
Project Manager

Enclosures: Concept Drawings



TRENCH DETAIL

LEGEND

- EXISTING WATER MAIN — W
- EXISTING SEWER FORCE MAIN — FM_E
- EXISTING GRAVITY SEWER — SS
- NEW SEWER FORCE MAIN — FM_N
- SANITARY SEWER MANHOLE

NOTES:
1. IMAGERY TOPOGRAPHY AND UTILITY LOCATIONS PROVIDED BY PETERSBURG BOROUGH.
2. ALL FEATURES SHOWN APPROXIMATE.

PETERSBURG ALASKA

REVISIONS

REV.	DATE	DESCRIPTION	DWN.	CKD.	APP.

PND ENGINEERS, INC.
9360 Glacier Highway Suite 100
Juneau, Alaska 99801
Phone: 907-586-2093
Fax: 907-586-2099
www.pndengineers.com

DESIGN: ____ CHECKED: ____
DRAWN: ____ APPROVED: ____
SCALE: NTS

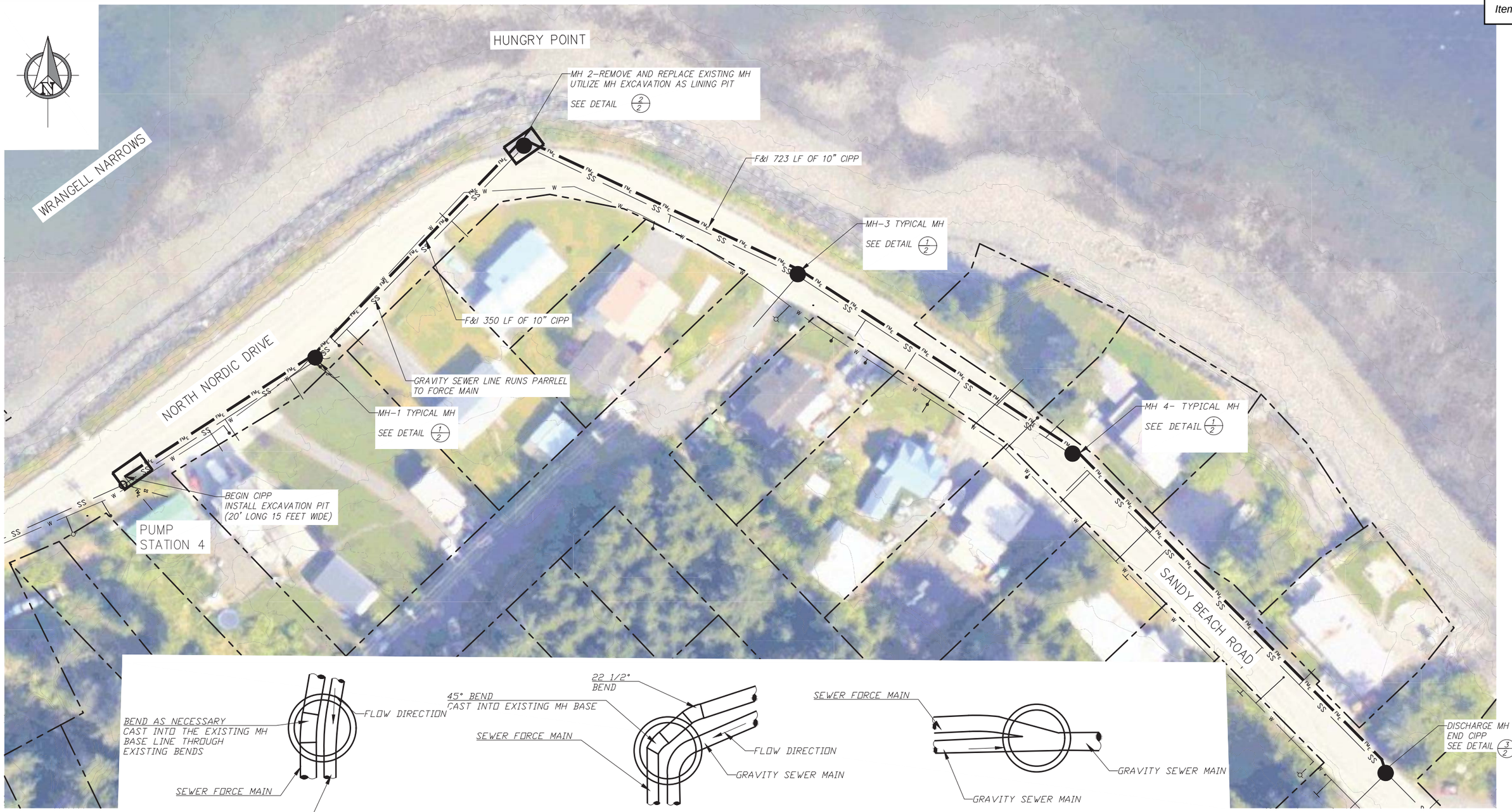
CONCEPT DESIGN REVIEW
DATE: 1/20/20

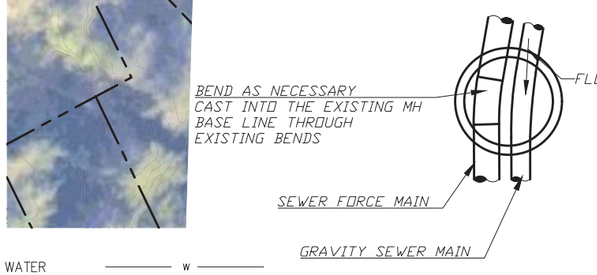
PETERSBURG BOROUGH
PUMP STATION 4
FORCE MAIN REPLACEMENT

SHEET TITLE:
ALTERNATIVE 1:
OPEN CUT REPLACEMENT

PND PROJECT #: 192080

1





1/2 TYPICAL MH
NTS

2/2 MH EXCAVATION
NTS

3/2 DISCHARGE MH
NTS

WATER — W
FORCE MAIN — FM_E
SEWER — SS

NOTES:
1. IMAGERY TOPOGRAPHY AND UTILITY LOCATIONS PROVIDED BY PETERSBURG BOROUGH.
2. ALL FEATURES SHOWN APPROXIMATE.

PETERSBURG ALASKA

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DESIGN: ____ CHECKED: ____
DRAWN: ____ APPROVED: ____
SCALE:

CONCEPT DESIGN REVIEW
DATE: 1/20/20

PETERSBURG BOROUGH
PUMP STATION 4
FORCE MAIN REPLACEMENT

SHEET TITLE:
ALTERNATIVE 2:
CIPP REHABILITATION

PND PROJECT #: 192080

2

LEGEND

EXISTING WATER MAIN	W
EXISTING SEWER FORCE MAIN	FM_E
EXISTING GRAVITY SEWER	SS
NEW GRAVITY SEWER	SS
NEW SEWER FORCE MAIN	FM_N
SANITARY SEWER MANHOLE	○

NOTES:
1. IMAGERY TOPOGRAPHY AND UTILITY LOCATIONS PROVIDED BY PETERSBURG BOROUGH.
2. ALL FEATURES SHOWN APPROXIMATE.

PETERSBURG ALASKA

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REV.	DATE	DESCRIPTION	DWN.	CKD.	APP.

PND ENGINEERS, INC.
9360 Glacier Highway Suite 100
Juneau, Alaska 99801
Phone: 907-586-2093
Fax: 907-586-2099
www.pndengineers.com

DESIGN: SCS CHECKED: CRS
DRAWN: WRB APPROVED:
SCALE: NTS

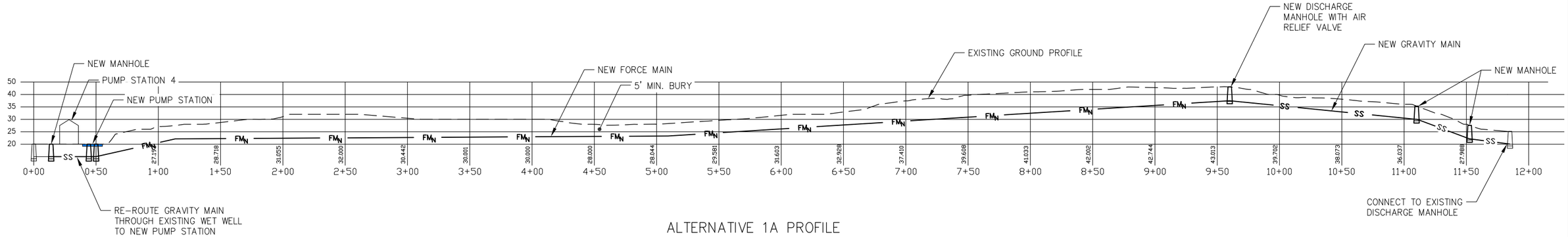
CONCEPT DESIGN REVIEW
DATE: 5/15/20

PETERSBURG BOROUGH
PUMP STATION 4
FORCE MAIN REPLACEMENT

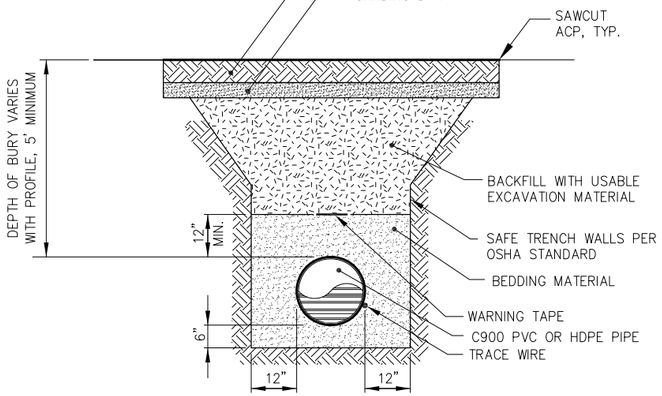
SHEET TITLE: **ALTERNATIVE 1A: PUMP STATION AND FORCE MAIN REPLACEMENT**

PND PROJECT #: 192080 C.A.N. NO.: AECC250

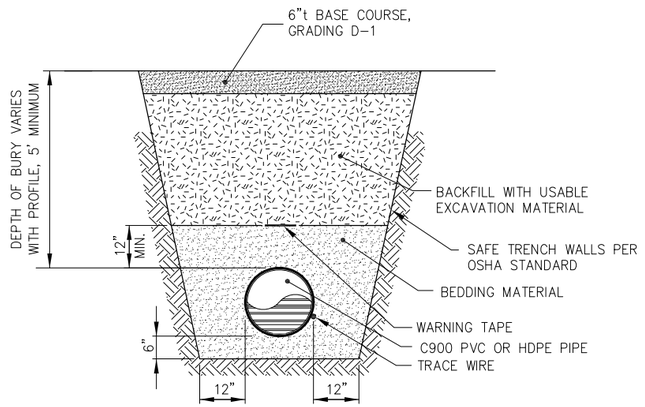
3



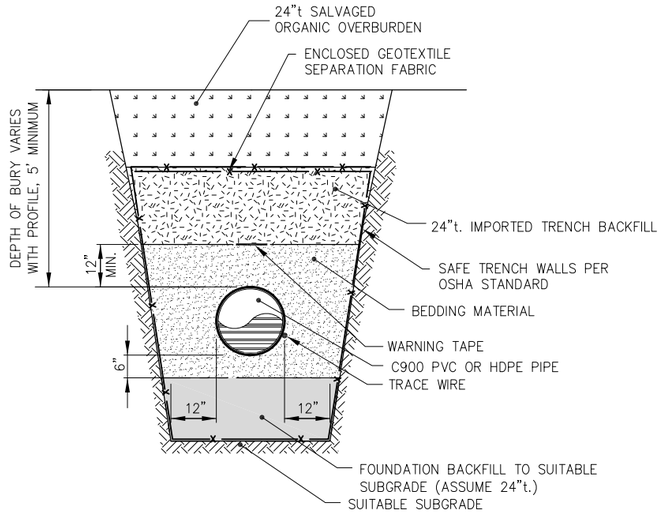
ALTERNATIVE 1A PROFILE



TRENCH SECTION IN PAVED AREAS



TRENCH SECTION IN DEVELOPED AREAS



TRENCH SECTION IN UNDEVELOPED AREAS

PETERSBURG ALASKA

REVISIONS

REV.	DATE	DESCRIPTION	DWN.	CKD.	APP.

PND ENGINEERS, INC.
9360 Glacier Highway Suite 100
Juneau, Alaska 99801
Phone: 907-586-2093
Fax: 907-586-2099
www.pndengineers.com

DESIGN: SCS CHECKED: CRS
DRAWN: WRB APPROVED:
SCALE:

CONCEPT DESIGN REVIEW
DATE: 5/15/20

PETERSBURG BOROUGH
PUMP STATION 4
FORCE MAIN REPLACEMENT

SHEET TITLE: ALTERNATIVE 1A: FORCE MAIN PROFILE AND TYPICAL SECTIONS

PND PROJECT #: 192080 C.A.N. NO.: AECC250

4

Debra Thompson

From: Robin Roberts <robin@mvadventures.com>
Sent: Friday, September 2, 2022 7:56 AM
To: Assembly
Subject: Housing taskforce: short-term rentals

Dear Petersburg Assembly -

Thank you for your diligent and caring work on behalf of our community!

I am writing to you regarding short-term rentals in our community, which are a topic of discussion under the issue of housing shortages. I'm concerned after seeing the new short-term rental restrictions that Sitka has recently enacted. I want to highlight some differences in short-term rentals that, if Petersburg were to consider any restrictions, require a more nuanced approach.

I have one licensed Airbnb "suite" (The Waterside) - a very small independent 1-bedroom apartment that's part of our house (with its own entrance). It's suitable for two people for short stays - often just
3-5 days, sometimes 1-2 weeks in the summer tourist season. It is not suitable for longer stays due to its small size and parking limitations.
Primarily, the suite is busy during the tourist season, holidays, and for weddings or large events in the community. We also hosted the circuit court judge during his monthly visits, before he retired.
That amount of business is almost enough to cover our mortgage, and we were able to purchase this home because of the additional income from the Airbnb suite.

I am very concerned about the lack of housing options in our community, both affordable and not. I get inquiries at least every month or two, asking about longer term possibilities, and I feel for these folks who are struggling to move here. We do, however, provide short-term housing for visitors who bring tourist dollars to our community - which has value to us all.

Thank you for keeping this in mind as you explore more ways to expand housing opportunities here - a community that we're proud to live in.

Robin Roberts
907-518-0052

Debra Thompson

From: Cindi Lagoudakis <trembladakis@gmail.com>
Sent: Friday, September 2, 2022 12:05 AM
To: Assembly
Subject: Tiny house proposal for upcoming Assembly discussion

Re: Tiny house proposal

I am writing to you about the proposal to build tiny houses in Petersburg as an answer to housing needs here. I applaud the Assembly for looking into this issue and for trying to work toward solutions. At the same time, I feel strongly that "tiny houses"--while a trendy idea--are not the answer to a community need for additional and affordable housing. By “tiny house”, I am using the generally accepted size of 500 sq. ft. or less. To be clear, I previously had thought tiny homes were a clever solution to rising housing costs. Over time, that thinking has changed.

Many of these structures are attractive for short-term occupation, or for a single individual. For young families, couples or roommates, things get more complicated. Storage, including that for all the clothing needed in our variable-weather locale, is extremely limited. Places to stash gear and garbage are practically non-existent in a dwelling of this size. Entertaining in such a small space is also impractical to impossible, as is having any private space. And as realtor.com notes, you will necessarily need to be ok with being literal inches away from someone in the bathroom while you are in the kitchen, or vice versa.

A serious challenge of this type of dwelling in our northern climate is limited indoor space when rain, wind, snow and freezing temperatures make outdoor living and entertaining difficult, if not impossible. Most tiny houses are depicted in sunny photos, often with lovely decks, outdoor furniture and amenities that make it clear much of the actual living does not occur within the dwelling. In considering overall square footage, it must be remembered that most of the limited space will be occupied by some sort of stove and refrigeration, food, dish and utensil storage space, a kitchen sink as well as a bathroom sink, water heating unit, shower and toilet, towels and toilet paper, a bed, and at least some storage for the aforementioned clothing, as well as a place to sit and to eat. Some people will do fine with this type of housing, but as a general rule it has limited application in Southeast Alaska as a full-time residence option.

I mentioned to Thomas Fine-Walsh that I had recently seen plans for a modest structure having a one-car garage below and a living space located above. Small studio-type dwellings such as this would allow for a little more living space, a spot for a vehicle and/or gear and utilities such as a washer, as well as a secure place to store refuse until it can be taken to the dump. Certainly, the last thing we need is to create more bear attractants in town!

A local entity partnering with Habitat for Humanity could help get the ball rolling, but at some point the Assembly will also need to authorize moving ahead with installation of the infrastructure necessary to have adequate additional building locations. It’s important that wherever and whatever we invest our efforts in, it is a reasonably attractive situation for new residents and for any neighbors, while keeping affordability in mind. Zero lot line homes are one possible answer, as are small cottages and the previously mentioned garage/apartment combination. The airport subdivision area seems like a good option for expansion of this type.

An additional challenge to consider is financing of a dwelling. Though I have not had the opportunity to speak with local banking officials, research indicates that tiny home prices are often below the mortgage minimums banks have set as thresholds for financing. Any effort to move this type of project forward should involve banking professionals, and take their suggestions into account where possible.

Whatever is decided, before we change any housing regulations or lot size limitations, let's think carefully about the long-term appeal of any type of dwelling, its livability, and make certain we don't invest in a "one size fits all" answer. Zoning restrictions or other limitations will also be necessary to ensure that small dwellings don't get converted to short-term housing such as vacation rentals, thereby defeating the whole purpose of the proposal.

Thank you for your consideration of these concerns,

Cindi Lagoudakis

State of Alaska
Department of Natural Resources
Division of Forestry
Southern Southeast Area Office

Preliminary Written Finding under AS 38.05.035(e) and AS 38.05.945

The Alaska Department of Natural Resources, Division of Forestry, gives formal notice under AS 38.05.945 that the Division has made a preliminary decision under AS 38.05.035(e) regarding the sale of the following commercial timber sale: El Capitan Timber Sale (SSE-1380-K).

Before this sale may be held, the Commissioner will make a written final decision that the sale is in the best interest of the State. This decision will set out the facts and applicable policies upon which the Commissioner bases his determination that the proposed timber sale will or will not best serve the interest of the State. The final decision is expected to be available to the public after **September 26, 2022**.

The area of the sale is proximate to the El Capitan Passage on Prince of Wales. The timber sale area is found within Sections 1, 12, and 13, Township 66 South, Range 78 East, and Sections 6, 7, 8 and 18, Township 66 South, Range 79 East, Copper River Meridian. The sale area is found within the Petersburg A-4 NW USGS quadrangle. The main access for this sale area is from the existing Prince of Wales Road System, specifically off the 2000 Road.

The harvest units total approximately 340 acres and contain approximately 8,000 MBF of timber. This volume will be negotiated and sold under provisions of AS 38.05.115 or AS 38.05.118, in the form of one or multiple sales. The sale(s) will require in-state manufacturing and will be a negotiated contract.

The public is invited to comment on any aspect of the preliminary decision. Comments should be mailed to the Alaska Division of Forestry, 2417 Tongass Avenue, Suite 213, Ketchikan, AK 99901. Comments must be received at the Division of Forestry office no later than **September 26, 2022**, in order to be considered in the final best interest finding decision of whether or not this sale will be held in whole or in part. To be eligible to appeal the final decision a person must have provided written comment by **September 26, 2022**.

FOR MORE INFORMATION OR TO SUBMIT COMMENTS CONTACT:

Alaska Division of Forestry	Contact:	Greg Staunton
2417 Tongass Avenue, Suite 213	Phone:	(907) 225-3070
Ketchikan, AK 99901	Email:	greg.staunton@alaska.gov

Copies of the preliminary decision are available for review at the Division of Forestry at the above address and at the Ketchikan, Craig, Petersburg and Wrangell Public Libraries and the State Online Public Notice System at http://notice.alaska.gov/207904.

The State of Alaska, Department of Natural Resources, Division of Forestry complies with Title II of the Americans with Disabilities Act of 1990. Individuals with disabilities who may need auxiliary aids, services, or special modifications to participate in this review may contact the number above.

Greg Staunton
Southeast Area Forester

THE STATE of ALASKA
GOVERNOR MIKE DUNLEAVY

Department of Environmental Conservation
DIVISION OF WATER
Wastewater Discharge Authorization Program
PO Box 111800
Juneau, Alaska 99811-1800
Main: 907.465.5180
Fax: 907.465.5070

September 6, 2022

Subject: **Early notification** of wastewater discharge permit for Aquaculture Facilities in Alaska

Dear Local and Tribal Government Leaders:

The Alaska Department of Environmental Conservation (DEC) proposes to reissue an Alaska Pollutant Discharge Elimination System (APDES) general permit (AKG130000) for Aquaculture Facilities in Alaska. This permit would regulate wastewater discharges into state waters.

Background information
Aquaculture is the rearing or cultivation of aquatic organisms, such as fish, shellfish, and aquatic plants, under controlled conditions in concentrated aquatic animal production (CAAP) facilities. CAAP facilities are hatcheries, fish farms, or other facilities that contain, grow, or hold cold or warm water fish or aquatic animals in ponds, raceways, or other structures. Alaska's modern hatchery program was developed to increase salmon abundance and supplement sustainable natural production while protecting wild stocks. Currently, a total of 28 hatcheries are operating under the AKG130000 general permit throughout Prince William Sound, Cook Inlet, Kodiak, and Southeast regions of the state. The Aquaculture Facilities in Alaska general permit applies to all commercial and non-commercial CAAP facilities in Alaska that produce, hold, or contain 20,000 pounds or more of aquatic animals per year in ponds, raceways, or other similar structures; feed 5,000 pounds or more of food during a calendar month; and discharge at least 30 days per year.

Description of discharge
Aquaculture facilities may discharge a variety of pollutants generated from uneaten feed, fish feces, fish carcasses, cleaning chemicals, and medications. The main pollutants of concern include total suspended solids (TSS), settleable solids (SS), pH, ammonia, dissolved oxygen (DO), and total residual chlorine (TRC). These pollutants have the potential to contribute to a number of adverse water quality impacts including increased levels of turbidity and residues and low dissolved oxygen.

General Permit additional information
Any operator that meets the eligibility requirements of the general permit will be authorized to discharge after filing a Notice of Intent (NOI) with DEC so long as all conditions of the permit are met. The public has an opportunity to comment and provide information for this general permit; however, public notice will not be issued for individual NOIs submitted by qualified facilities. The general permit will expire five years after the effective date.

Opportunities for tribal and local government participation in this permitting decision
DEC recognizes rural Alaska has unique needs and considerations with regard to wastewater discharges and strives to issue permits that reflect a full understanding of local conditions. This letter is intended as an **early notice** to assist you in determining whether your community may be affected and inform you of the opportunity to provide traditional, cultural, or other local information that DEC should consider as part of this permit reissuance. DEC would like to know how your area and resources may be affected by this permitting action.

Next steps
After the permit is drafted, there will be a **10 day applicant review period** of the preliminary draft permit. Following the applicant review period, there will be a minimum of a **30 day public review and comment period**. I will provide a copy of the public notice for the permit by mail or e-mail at the start of the public comment period. After the public review and comment period, there will be a **5 day applicant review period** of the final draft permit before the permit is issued.

If requested, I can also provide notice of the preliminary draft and proposed final applicant review periods. Due to the short timeframes for those reviews, notices are sent by email or fax. Please provide an e-mail address or fax number if you would like to receive notices for the preliminary draft and proposed final applicant review periods.

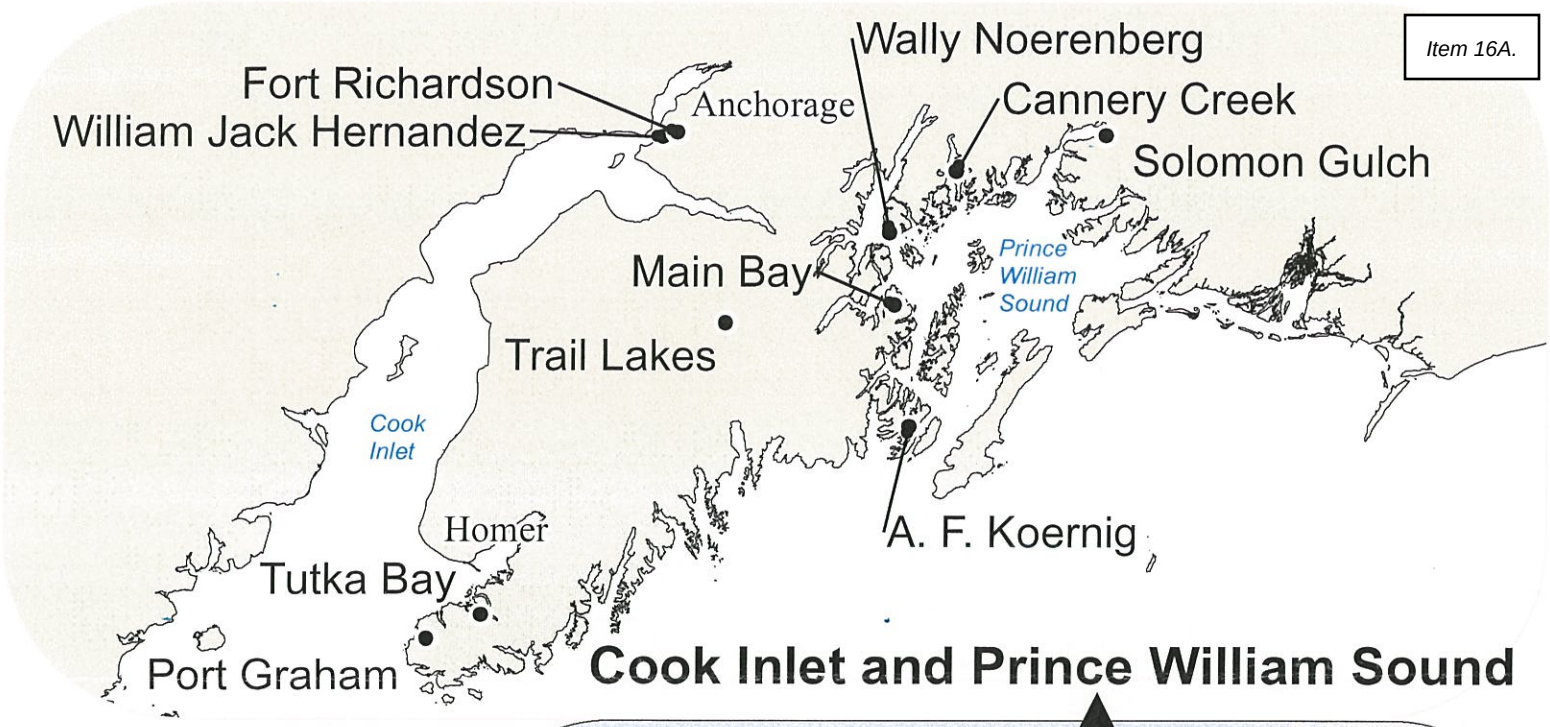
If you would like more information or would like to provide DEC with information about this permit, please do not hesitate to contact me at (907) 465-5272 or at gina.shirey@alaska.gov. For technical questions about the permit, you may also directly contact the permit writer, Anne Weaver, at (907) 269-7483 or at anne.weaver@alaska.gov.

Sincerely,

Gina Shirey

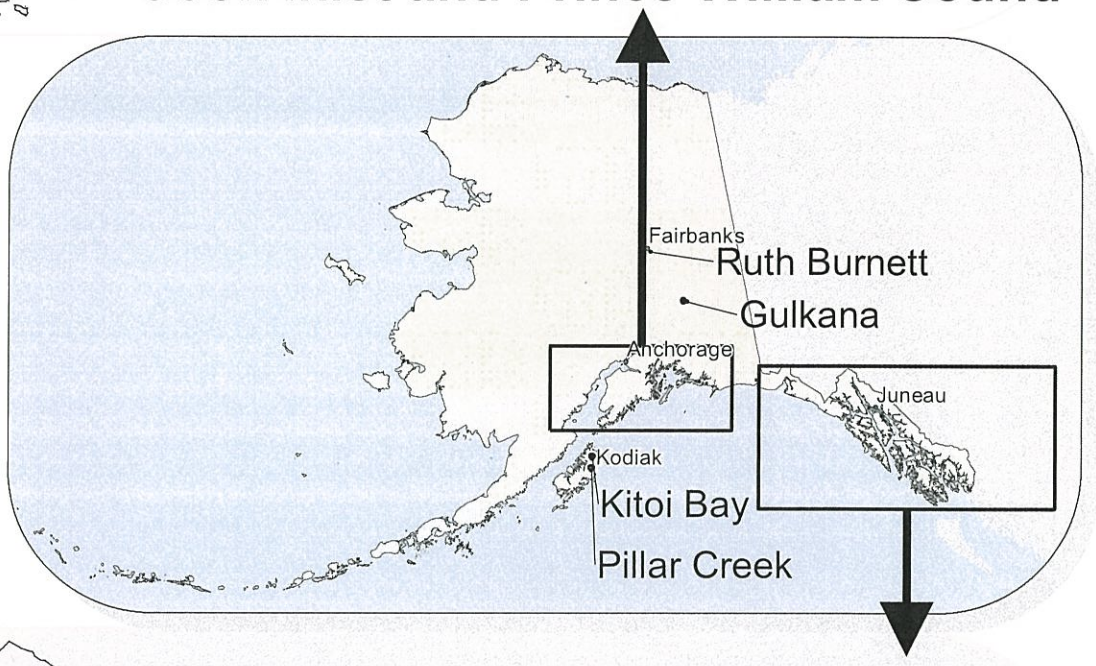
Gina Shirey
Local and Tribal Government Coordinator

cc: Potentially Affected Local Governments
Potentially Affected Federally-recognized Indian Tribes

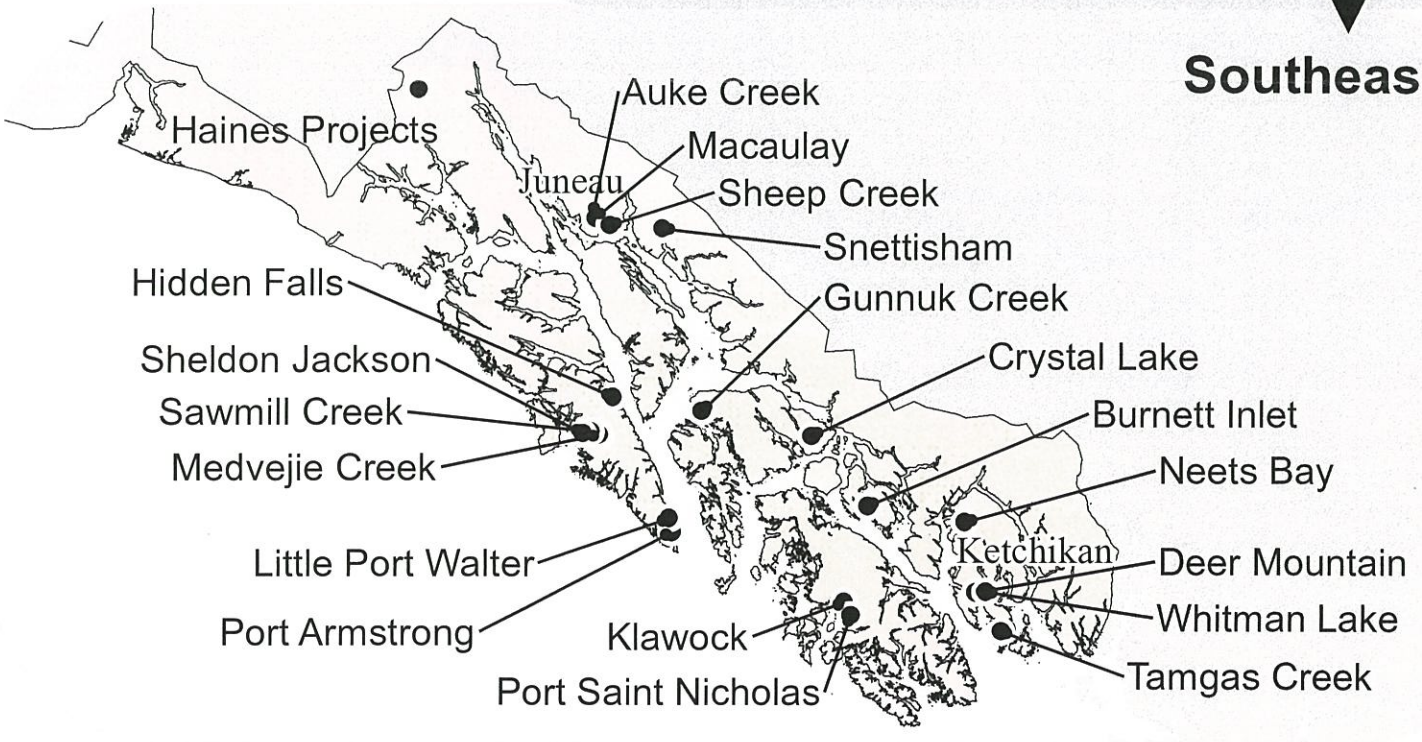


Cook Inlet and Prince William Sound

Locations of Alaska Hatcheries



Southeast



PETERSBURG BOROUGH
ORDINANCE #2022-08

AN ORDINANCE PROPOSING AN AMENDMENT TO SECTION 14.02A (SERVICES TO BE PROVIDED ONLY BY SERVICE AREA) OF THE HOME RULE CHARTER OF THE PETERSBURG BOROUGH, AND DIRECTING THAT THE PROPOSED CHARTER AMENDMENT BE SUBMITTED TO THE QUALIFIED VOTERS OF THE BOROUGH

WHEREAS, Section 14.02A, *Services to be Provided Only by Service Area*, of the Borough Charter lists powers of the Borough that are to be exercised only through the establishment of service areas; and

WHEREAS, this listing at paragraph 3 of Section 14.02A includes the collection of solid waste; and

WHEREAS, this listing at paragraph 4 of Section 14.02A includes water, sewer and electric services; and

WHEREAS, except for paragraphs 3 and 4, the powers listed in Section 14.02A are ones generally paid for through general real property taxation, rather than by costs charged directly to individual property owners; and

WHEREAS, paragraph 3 would purport to require creation of a new service area outside of Service Area No. 1 even in an instance where an individual property owner wishes to obtain and pay for garbage collection; and

WHEREAS, paragraph 4 would purport to require creation of a new service area outside of Service Area No. 1 even where the costs of extension of utility service to a property are being requested and paid for wholly by the property owner to receive the service; and

WHEREAS, requiring creation of a service area in such instances -- where the cost of utility installation is voluntarily paid for in full by the new service holder, or where an individual property owner wants to obtain waste collection -- is not a practical application of service area requirements and would substantially hinder borough residents who live outside of Service Area No. 1 and who wish to pay the costs to hook up to or access nearby utilities; and

WHEREAS, in each instance, the property owner would be charged the standard utility rates established in borough code for the service, and a service area is not needed to collect monthly charges imposed after service is initiated; and

WHEREAS, nothing in this amendment would alter the intent of Section 14.02A, to ensure that residents did not receive services from the borough that they don't want without the opportunity to vote on those services; and

WHEREAS, Petersburg Borough Charter Section 18.02, entitled Election, specifies that any proposed charter amendment shall be submitted to the qualified voters of the Borough.

THEREFORE, THE PETERSBURG BOROUGH ORDAINS, that the following proposed amendment to the Home Rule Charter of the Petersburg Borough be submitted to the qualified voters of the Borough at the next regular or special election occurring more than 90 days after adoption of this ordinance.

Section 1. Classification: This is a non-code ordinance, however the proposed borough charter amendment set out below is of a permanent nature and, if approved by the voters, shall be reflected in the Petersburg Borough Charter.

Section 2. Purpose: The purpose of this ordinance is to propose a charter amendment to the Borough voters that would allow for extension of water, sewer, electric, and solid waste collection services to properties without establishment of a service area where any costs and expenses of any installation of the service, and monthly charges thereafter, would be paid for by the property owner receiving the new service.

Section 3. Substantive Provisions:

a) Proposed Charter Amendment – Sections 14.02A of the Charter: The new language proposed is in **red and underlined**.

Section 14.02 - Services to be Provided Only by Service Area.

A. The following powers shall be exercised only through service areas:

1. The establishment and operation of police departments, the hiring of police officers or the contracting for the services of police officers;
2. The establishment and operation of fire and emergency medical services departments, the hiring of firefighters and the contracting for fire fighting services;
3. The collection but not disposal of solid waste**, except where collection is being requested and voluntarily paid for by the owner of the property to receive such service**;
4. Water, sewer and electric services**, except where the extension of such utility service is being requested and voluntarily paid for by the owner of the property to receive such service**;
5. Street construction and maintenance;
6. Building code enforcement;
7. Parks and recreation; and
8. Animal control

B. Until otherwise changed, those areas which were, at the time this Charter was approved, a part of the former City of Petersburg's public water system or sanitary sewage system or which were within the boundaries of the former City of Petersburg shall be included within a service area for each and all of the above powers and for the power to build, operate, maintain and replace the public water system, sanitary sewage services, roads, bridges, sidewalks, culverts, storm sewers and drainage ways.

C. All other service areas in existence on the date this Charter becomes effective shall continue in effect until such time as changed as provided in this article and the borough shall exercise the same powers within those service areas as were exercised by the former governing body.

D. Nothing in this Charter except section 14.06 prohibits the borough from exercising any other power on a non-areawide basis or through service areas.

E. No areawide power shall be interpreted to include or authorize any of the powers described in 14.02 A.

b) Submittal to Voters: The question to be submitted to the voters shall read substantially as follows:

Proposition #___

Providing that Creation of a Service Area is not Required when Extension of Utility Service to a Property is Requested and Paid for by the Property Owner

Shall Section 14.02A(4) of the Petersburg Borough Charter be amended to provide that the creation of a service area is not required where the extension of water, sewer, electric or solid waste collection to a property is requested and will be paid for by the property owner?

O YES
O NO

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 be effective upon adoption. The proposed borough charter amendment set forth herein, if approved by the voters, shall become effective immediately upon certification of the election results.

Passed and approved by the Petersburg Borough Assembly, Petersburg, Alaska this 5th day of July, 2022.

Jeigh Stanton Gregor, Vice Mayor

ATTEST:

Rebecca A. Regula, Deputy Borough Clerk

Adopted: 7/5/2022
Published: 7/21/2022
Effective: Ordinance effective upon adoption. Charter Amendment effective upon Voter Approval and Certification of Election Results.

PETERSBURG BOROUGH
ORDINANCE #2022-09

AN ORDINANCE PROPOSING AN AMENDMENT TO SECTION 19.03A (PERSONAL FINANCIAL INTEREST AND NEPOTISM) OF THE HOME RULE CHARTER OF THE PETERSBURG BOROUGH, AND DIRECTING THAT THE PROPOSED CHARTER AMENDMENT BE SUBMITTED TO THE QUALIFIED VOTERS OF THE BOROUGH

WHEREAS, Section 19.03A, *Personal Financial Interest and Nepotism*, of the Borough Charter currently reads as follows (emphasis added):

> Section 19.03 - Personal Financial Interest and Nepotism.
>
> A. Prohibition. An elected borough officer may not participate in any official action in which the officer or a member of the officer's household has a substantial financial interest unless after disclosure of the interest the officer's participation is approved in a public meeting by the majority of the assembly. Borough officials shall publicly disclose their substantial financial interests as required by law.

; and

WHEREAS, this Section is applicable to all elected borough boards, which includes without limitation the Planning Commission, the Harbor and Ports Advisory Board, the Library Board, the Public Safety Advisory Board, and the Parks and Recreation Advisory Board; and

WHEREAS, this Section would purport to establish a procedure whereby a member of a borough board other than the assembly would be required to go to the assembly to have that member's financial interest disclosed and considered, rather than having the board upon which the member sits consider that interest; and

WHEREAS, in 2006, the Borough Charter Committee looked to the Haines Borough Charter when it drafted the home rule charter which was to be included in Peterburg's borough formation petition; and

WHEREAS, the Haines Borough Charter provides that elected officers' conflicts of interest are to be addressed by the body on which the officer sits (Haines Borough Charter, §18.01); and

WHEREAS, there is nothing in the minutes of the Charter Committee meetings which indicate that this matter was specifically discussed or considered, or that the Committee intended a substantive change from the typical procedure, like Haines', under which individual boards consider and address member conflicts; and

WHEREAS, as currently written, the language raises issues regarding its workability, as it is likely that by the time the assembly has the opportunity to consider a conflict disclosed by a member of another board, the matter at issue could have passed out of the board's purview; and

WHEREAS, nothing in this amendment would alter the substantive intent of Section 19.03A, to ensure that elected officials timely raise conflicts of interest and that those conflicts be considered and resolved by other borough officials prior to a member's participation; and

WHEREAS, Petersburg Borough Charter Section 18.02, entitled Election, specifies that any proposed charter amendment shall be submitted to the qualified voters of the Borough.

THEREFORE, THE PETERSBURG BOROUGH ORDAINS, that the following proposed amendment to the Home Rule Charter of the Petersburg Borough be submitted to the qualified voters of the Borough at the next regular or special election occurring more than 90 days after adoption of this ordinance.

Section 1. Classification: This is a non-code ordinance, however the proposed borough charter amendment set out below is of a permanent nature and, if approved by the voters, shall be reflected in the Petersburg Borough Charter.

Section 2. Purpose: The purpose of this ordinance is to propose a charter amendment to the Borough voters which would provide that a conflict of interest disclosed by a member of an elected borough board be considered and resolved by that board, rather than the assembly.

Section 3. Substantive Provisions:

a) Proposed Charter Amendment – Sections 19.03A of the Charter: The language proposed for deletion is struck through and the proposed addition is in **red and underlined**.

> Section 19.03 - Personal Financial Interest and Nepotism.
>
> A. Prohibition. An elected borough officer may not participate in any official action in which the officer or a member of the officer's household has a substantial financial interest unless after disclosure of the interest the officer's participation is approved in a public meeting by the majority of the **body**~~assembly~~. Borough officials shall publicly disclose their substantial financial interests as required by law.

.b) Submittal to Voters: The question to be submitted to the voters shall read substantially as follows:

Proposition #___

Providing that Conflicts of Interest Raised by Members of Elected Borough Boards be Addressed by the Board on Which the Officer Sits

Shall Section 19.03A of the Petersburg Borough Charter be amended to provide that when an elected borough officer discloses a substantial financial interest in a matter before the board on which the officer sits, that board shall consider and address that member's conflict of interest?

O YES
O NO

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 be effective upon adoption. The proposed borough charter amendment set forth herein, if approved by the voters, shall become effective immediately upon certification of the election results.

Passed and approved by the Petersburg Borough Assembly, Petersburg, Alaska this 5th day of July, 2022.

Jeigh Stanton Gregor, Vice Mayor

ATTEST:

Rebecca A. Regula, Deputy Borough Clerk

Adopted: 7/5/2022
Published: 7/21/2022
Effective: Ordinance effective upon adoption. Charter Amendment effective upon Voter Approval and Certification of Election Results.

PETERSBURG BOROUGH
ORDINANCE #2022-10

AN ORDINANCE PROPOSING AN AMENDMENT TO SECTION 11.13E (PURCHASING; CONTRACTING) OF THE HOME RULE CHARTER OF THE PETERSBURG BOROUGH TO ALLOW BOROUGH EMPLOYEES AND OFFICIALS TO PARTICIPATE IN BOROUGH PROPERTY SALES WHEN CONDUCTED BY COMPETITIVE OUTCRY AUCTION, AND DIRECTING THAT THE PROPOSED CHARTER AMENDMENT BE SUBMITTED TO THE QUALIFIED VOTERS OF THE BOROUGH

WHEREAS, Section 11.13E of the Borough Charter currently reads as follows (emphasis added):

> Personal Interest. **Borough officers, employees and elected officials shall not be eligible to sell, barter, or supply anything to the borough or purchase anything from the borough while holding office or employment or for a period of six months after leaving office or employment unless an invitation to submit sealed bids is published**, and the borough complies with all ordinance provisions regarding the acceptance or rejection of bids. This section shall not apply to things valued at less than $5,000.00 or those things which the borough offers generally to the public (as for example, utility services) which shall be purchased or offered at prices or rates prevailing in the community and without discrimination.

; and

WHEREAS, the Borough Code, at PMC 16.12.020, allows public sales of Borough real property to be conducted by either submittal of sealed bids or by outcry auction; and

WHEREAS, both sealed bidding and outcry auction procedures constitute competitive bidding, and thus there is no substantive difference between the two methods in regard to ensuring that borough employees and officials are not perceived to have received an unfair advantage, which could arise if direct sale procedures were utilized; and

WHEREAS, the Assembly has generally opted for the holding of outcry auctions for the sale of real property, deemed preferable for the purposes of maximizing sale proceeds, with the resulting unintended consequence of excluding borough employees and officials from participation in the auction under Charter section 11.13E even though competitive public bidding is occurring; and

WHEREAS, nothing in this amendment would alter the substantive intent of Section 11.13E, ensuring that competitive procedures have been utilized in connection with property sales in which borough employees and officials participate; and

WHEREAS, Petersburg Borough Charter Section 18.02, entitled Election, specifies that any proposed charter amendment shall be submitted to the qualified voters of the Borough.

THEREFORE, THE PETERSBURG BOROUGH ORDAINS, that the following proposed amendment to the Home Rule Charter of the Petersburg Borough be submitted to the qualified voters of the Borough at the next regular or special election occurring more than 90 days after adoption of this ordinance.

Section 1. Classification: This is a non-code ordinance, however the proposed borough charter amendment set out below is of a permanent nature and, if approved by the voters, shall be reflected in the Petersburg Borough Charter.

Section 2. Purpose: The purpose of this ordinance is to propose a charter amendment to the Borough voters which would allow borough employees and officials to participate in sales of borough property held using competitive outcry auctions procedures.

Section 3. Substantive Provisions:

a) Proposed Charter Amendment – Sections 11.13E of the Charter: The language proposed for addition is in **red and underlined**.

Section 11.13 - Purchasing; Contracting.

A. The assembly, by ordinance, shall provide for competitive bidding for purchase of goods and services by the borough and sales of surplus borough property and for any exceptions.

B. The assembly, by ordinance, shall establish provisions for approval of borough contracts and exceptions. The provisions shall address, at a minimum:

1. Authority of assembly. All contracts, except as provided in subsection 2 of this section, shall be authorized by the assembly and, if in writing, shall be signed by the manager and clerk. Contracts shall be approved as to form by the borough attorney if the assembly requires such approval.

2. Purchase and Sale of Borough Property. Procedures for the purchase and sale of borough property and equipment shall include a provision for the centralized purchasing on behalf of the borough. The procedures shall also provide the dollar limit within which purchases of the borough property and equipment may be made without specific assembly approval and define those circumstances where competitive bidding is not required.

C. Limitations on Contractual Power.

1. The assembly shall have power to enter into only those contracts which, by their terms, will be fully executed within a period of five years. This limitation shall not apply to contracts concerning interests in real property. Any contract, other than a franchise, which will not be fully executed within a period of five years shall first receive the approval of a majority of the qualified electors of the borough who vote on the contract. This restriction shall not apply to any contract for services with a public utility or with other governmental units, or to contracts for debt secured by the bonds or notes of the borough.

2. The assembly shall provide by ordinance the procedure whereby the borough may purchase, sell, lease or dispose of real property. No action of the assembly to dispose of any borough interest in real property dedicated to public use shall be final until the resolution to do so has been on file in the office of the borough clerk for 30 days.

3. Except as authorized in subsection 11.13B2 above, each contract for the construction of public improvements or for the purchase or sale of personal property shall be let only after opportunity for competitive bidding and after appropriate notice of

not less than two weeks. All bids shall be opened in public at the time and place designated in the invitation for bids. The assembly may reject any or all bids. If, after opportunity for competitive bidding, no bids are received which are satisfactory to the assembly, it may authorize the manager to negotiate for a contract in the open market. The assembly may waive any and all irregularities.

4. The assembly may approve contracts for engineering, architectural, legal, medical and other professional services for the borough without competitive bidding. Such contracts shall not exceed two years, except for completion of work in progress under architectural or engineering contracts.

D. Business Dealings with the Borough. The assembly shall provide by ordinance the procedure whereby an officer or employee of the borough, who intends to have business dealings with the borough whereby he or she may derive income or benefits other than those provided as a remuneration for official duties or the duties of employment, shall file with the clerk a statement, under oath, setting forth the nature of such business dealings and his or her interest therein, not less than ten days before the date when action may be taken by the assembly or by any officer or agency of the borough upon the matter involved. Such statement shall be sufficient for continuing transactions of a similar or like nature for six months from the date of its filing.

E. Personal Interest. Borough officers, employees and elected officials shall not be eligible to sell, barter, or supply anything to the borough or purchase anything from the borough while holding office or employment or for a period of six months after leaving office or employment unless an invitation to submit sealed bids is published **or an outcry auction is conducted**, and the borough complies with all ordinance provisions regarding the acceptance or rejection of bids. This section shall not apply to things valued at less than $5,000.00 or those things which the borough offers generally to the public (as for example, utility services) which shall be purchased or offered at prices or rates prevailing in the community and without discrimination.

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b) Submittal to Voters: The question to be submitted to the voters shall read substantially as follows:

Proposition #___

Allowing Borough Employees and Officials to Participate in Borough Property Sales when Competitive Bidding Procedures are Followed

The Petersburg Borough Charter, at Section 11.13E, currently allows borough officials and employees to participate in sales of borough property when those sales are conducted by competitive sealed bidding. Shall the Petersburg Borough Charter be amended to additionally include sales held by competitive outcry auction?

O YES
O NO

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 be effective upon adoption. The proposed borough charter amendment set forth herein, if approved by the voters, shall become effective immediately upon certification of the election results.

Passed and approved by the Petersburg Borough Assembly, Petersburg, Alaska this 5th day of July, 2022.

Jeigh Stanton Gregor, Vice Mayor

ATTEST:

Rebecca A. Regula, Deputy Borough Clerk

Adopted: 7/5/2022
Published: 7/21/2022
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