



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Agenda Borough Assembly Regular Meeting

Tuesday, September 02, 2025

12:00 PM

Assembly Chambers

You are invited to a Zoom webinar!
When: Sep 2, 2025 12:00 PM Alaska
Topic: 9.2.2025 Assembly Meeting

Join from PC, Mac, iPad, or Android:

[https://petersburgak-
gov.zoom.us/j/82572353147?pwd=WZeVSU1QonjZuqKc7eUDXzfrCV7hEq.1](https://petersburgak.gov.zoom.us/j/82572353147?pwd=WZeVSU1QonjZuqKc7eUDXzfrCV7hEq.1)

Passcode:345113

Join via audio: (720) 707-2699 or (253) 215-8782

Webinar ID: 825 7235 3147

Passcode: 345113

1. **Call To Order/Roll Call**
2. **Voluntary Pledge of Allegiance**
3. **Approval of Minutes**

A. Regular Assembly Meeting Minutes August 4, 2025

4. **Amendment and Approval of Meeting Agenda**
5. **Public Hearings**

A. Ordinance #2025-13: An Ordinance of the Petersburg Borough Adjusting the FY 2026 Budget for Known Changes

Any public testimony regarding Ordinance #2025-13 should be given during this public hearing. A copy of Ordinance #2025-13 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. Petersburg Medical Center

PMC CEO Hofstetter will update the Assembly on Medical Center activities. A written report is attached.

B. US Forest Service

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

C. Petersburg School District

Petersburg School Superintendent Taylor will provide a report on school district activities.

12. Mayor's Report

A. September 2, 2025 Mayor's Report

13. Manager's Report

A. September 2, 2025 Manager's Report

14. Unfinished Business

A. Ordinance #2025-13: An Ordinance of the Petersburg Borough Adjusting the FY 2026 Budget for Known Changes - Second Reading

If approved in three readings, Ordinance #2025-13 will make the following changes to the FY2026 Budget. The Assembly unanimously approved Ordinance #2025-13 in its first reading.

Harbor Shed Roof -This project was originally budgeted for in FY2025. The construction project was delayed due to contractor availability. Construction is now scheduled for this fall. This adjustment to the FY2026 budget allocates \$180,000 to complete the project.

Blind Slough Hydro Dam Breach Study - This proposed expense of \$59,942 is to fund a professional services contract for the completion of a Dam Break Study in FY26. A proposal has been received from McMillen, the engineering firm that designed the Blind Slough hydro upgrades and also acts as our Chief Dam Safety Engineer. A copy of the proposal is attached to the Assembly packet.

GIS Project – This project helps support the Electric, Water and Wastewater departments. Additional funding (\$15,000 to be split between the three utilities) is needed to continue a support contract with RDI, the GIS experts that assisted with the in-the-field data collection effort this summer. This additional professional support will help Borough staff to complete utility maps and provide guidance as the utilities begin to use the GIS system and expand on its functionality. The increased budget will also allow for additional training of our in-house GIS Technicians to ensure effective management of the GIS data.

15. New Business

A. Application to Purchase Borough Owned Land - Haugen Drive

The Borough has received an application requesting to purchase approximately 10,040 square feet of the Borough-owned property located at 1200 Haugen Drive. As outlined in Petersburg Municipal Code Section 16.12.080, a public hearing on the application was held by the Planning Commission on August 12, 2025, and the Commission has submitted a recommendation to the Assembly to sell the property. The Planning Commission report is attached for reference.

During this meeting, the Assembly shall determine whether the application shall move forward in the application process or be denied. If the application is to move forward, the Assembly shall schedule a public sale or exempt the application and disposal from public sale.

If the Assembly determines to schedule a public sale, the method of sale must be selected (Outcry Auction* or Sealed Bid) and a date/time for the public sale must be chosen. Clerk Regula will draft the appropriate documents to bring before the Assembly for approval at the next regularly scheduled Assembly meeting. (*Please note Borough Charter Section 11.13(E) states that Borough officers, employees and elected officials are not eligible to purchase borough property while holding office or employment, or for a period of six months after leaving office or employment, unless the sale is conducted by sealed bid.)

If the Assembly determines to exempt the application and disposal from public sale, the Assembly shall establish the alternative method, terms, and conditions of disposal. The Assembly may authorize the Borough Manager to proceed by direct negotiations with the final terms of the negotiated disposal subject to Assembly approval.

B. Application to Purchase Borough Owned Land - School Reserve

The Borough has received an application requesting to purchase a portion of the Borough-owned property located at the Public School Reserve within the Dolphin Street parking lot. As outlined in Petersburg Municipal Code Section 16.12.080, a public hearing on the application was held by the Planning Commission on August 12, 2025, and the Commission has submitted a recommendation to the Assembly not to approve the sale of the property. The Planning Commission report is attached for reference.

During this meeting, the Assembly shall determine whether the application shall move forward in the application process or be denied. If the application is to move forward, the Assembly shall schedule a public sale or exempt the application and disposal from public sale.

If the Assembly determines to schedule a public sale, the method of sale must be selected (Outcry Auction* or Sealed Bid) and a date/time for the public sale must be chosen. Clerk Regula will draft the appropriate documents to bring before the Assembly for approval at the next regularly scheduled Assembly meeting. (*Please

note Borough Charter Section 11.13(E) states that Borough officers, employees and elected officials are not eligible to purchase borough property while holding office or employment, or for a period of six months after leaving office or employment, unless the sale is conducted by sealed bid.)

If the Assembly determines to exempt the application and disposal from public sale, the Assembly shall establish the alternative method, terms, and conditions of disposal. The Assembly may authorize the Borough Manager to proceed by direct negotiations with the final terms of the negotiated disposal subject to Assembly approval.

C. Approval of Election Officials for the October 7, 2025 Municipal Election

Clerk Regula requests Assembly approval of the following local residents willing to perform the duties of Election Official for the Petersburg Borough Municipal Election:

Joe Bertagnoli
Eric Castro
Tim Chittenden
Martha Cummins
Angela Davis
Sally Dwyer
Sue Flint
Susan Holmes
Mara Lutomski
Tina Sakamoto
Bev Siercks
Barb Steltz
Julianne Thompson
Marina Whitacre
Cena Worhatch

D. Canvass and Certification of Municipal Election

Clerk Regula requests that the Assembly select a date to canvass and certify the results of the October 7th municipal election, in accordance with Petersburg Borough Code section 2.36.050, which requires certification to occur within seven days of the election. To meet this deadline, a special meeting could be scheduled for Friday, October 10th at noon.

16. Communications

A. Correspondence Received Since August 14, 2025

17. Assembly Discussion Items

A. Assembly Member Comments

B. Recognitions

18. Adjourn



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Borough Assembly Regular Meeting

Monday, August 18, 2025

6:00 PM

Assembly Chambers

1. Call To Order/Roll Call

The meeting was called to order by Vice Mayor Marsh at 6:00 pm.

PRESENT

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

EXCUSED

Mayor Mark Jensen

2. Voluntary Pledge of Allegiance

The Pledge was recited.

3. Approval of Minutes

A. Regular Assembly Meeting Minutes; August 4, 2025

The minutes of the August 4, 2025 meeting were unanimously approved as submitted.

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

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

4. Amendment and Approval of Meeting Agenda

The agenda was approved as submitted.

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

Voting Yea: Vice Mayor Marsh, Assembly Member Lynn, Assembly Member Newman,

Assembly Member Schwartz, Assembly Member Stanton Gregor, Assembly Member Valentine

5. Public Hearings

There were no public hearings.

6. Bid Awards

There were no bid awards.

7. Persons to be Heard Related to Agenda

Persons wishing to share their views on any item on today's agenda may do so at this time.

No views were shared.

8. Persons to be Heard Unrelated to Agenda

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

No views were shared.

9. Boards, Commission and Committee Reports

There were no reports.

10. Consent Agenda

A. Liquor License Renewal - Inga's Galley

Eide Ventures, LLC, dba Inga's Galley, has applied to renew their restaurant liquor license. The Assembly may support or protest the application within 60 days of the date of notice of the application filing.

By unanimous roll call vote, the Assembly supported the restaurant liquor license renewal for Eide Ventures, LLC dba Inga's Galley.

Motion made by Assembly Member Newman, Seconded by Assembly Member Schwartz.

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

11. Report of Other Officers

There were no reports.

12. Mayor's Report

A. Mayors Report August 18, 2025

Vice Mayor Marsh read the Mayor's Report into the record.

13. Manager's Report

A. Manager's Report, August 18, 2025

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

14. Unfinished Business

There was no unfinished business.

15. New Business

A. Ordinance #2025-13: An Ordinance of the Petersburg Borough Adjusting the FY 2026 Budget for Known Changes

Harbor Shed Roof -This project was originally budgeted for in FY2025. The construction project was delayed due to contractor availability. Construction is now scheduled for this fall. This adjustment to the FY2026 budget allocates \$180,000 to complete the project.

Blind Slough Hydro Dam Breach Study - This proposed expense of \$59,942 is to fund a professional services contract for the completion of a Dam Break Study in FY26. A proposal has been received from McMillen, the engineering firm that designed the Blind Slough hydro upgrades and also acts as our Chief Dam Safety Engineer. A copy of the proposal is attached to the Assembly packet.

GIS Project – This project helps support the Electric, Water and Wastewater departments. Additional funding (\$15,000 to be split between the three utilities) is needed to continue a support contract with RDI, the GIS experts that assisted with the in-the-field data collection effort this summer. This additional professional support will help Borough staff to complete utility maps and provide guidance as the utilities begin to use the GIS system and expand on its functionality. The increased budget will also allow for additional training of our in-house GIS Technicians to ensure effective management of the GIS data.

By unanimous roll call vote, the Assembly approved Ordinance #2025-13 in its first reading.

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

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

B. Aquatic Center Sewer Line Repair Project

Parks and Recreation Director Payne has received biddable documents (attached) for the Aquatic Center Sewer Line Repair Project and is seeking Assembly approval to send the project out to bid.

By unanimous roll call vote, the Assembly approved sending out to bid the Aquatic Center Sewer Line Repair project.

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

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

16. Communications

A. Correspondence Received Since July 31, 2025

17. Assembly Discussion Items

A. Assembly Member Comments

There were no comments.

B. Recognitions

On behalf of Emergency Services Director Hankins, Parks and Rec Director Payne thanked the Red Cross and the volunteers for the shelter training conducted at the Parks and Recreation Community Gym over the weekend.

18. Adjourn

The meeting was adjourned at 6:27 p.m.

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

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



PMC CEO Borough Assembly Report September 2025

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

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

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

- August: Coworkers recognized Max Craske for his collaborative efforts working with his team. He was presented with gift award.
- August 13: Medstaff meeting
- August 15: Manager Meeting
- August 21 : Office Hours/Coffee with Phil
- August 22: Environmental Care Rounds focusing on clinic department.



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

- August 4: Submitted report for Borough Noon Assembly Meeting.

- August 14: Fleet of 9 new kayaks arrived. The Elks, WAVE, and PMC provided funding for kayaks. Alaska Marine Lines donated shipping for 7 kayaks, Tongass Adventures lent storage space, and 58 degrees North in Kodiak coordinated purchase and delivery. Thank you all!
- August 18: Tour and interview with Petersburg Pilot
- August 20: WERC building tour with SEAPA Board. Representatives from Ketchikan and Wrangell were present. Jared Kosin, President and CEO at AHHA, also on site.
- August 28: KFSK Live
- August 28: Hospital Board Meeting open to the public
- August: ORCA camps launch featuring Basketball POD, Wiffleball Wednesdays, Flyfishing, and Wild Trails. Enrollment open for Fall programs.
- Ongoing: Bingocize and Tai Ji Quan, part of fall prevention program
- Upcoming: September 1st- Rainforest Run! Run, Walk or Bike out Frederick Pt. Road and back.



SUMMER CAMPS
August ORCA Camps

Basketball POD | Wiffle Ball WEDNESDAYS | Fly Fishing | Wild Trails

PMC Youth Programs

ORCA Camps have no questions asked scholarship provided by WAVE and PHEAS, meaning camps can be totally FREE!!!

currently enrolled families can email kholmund@pmc-health.org to request additional days/camps or log into your CampMinder account to add them



FALL 2025 PMC Youth Programs
KINDER SKOG - WHITTLE&FLY - STRINGS&THINGS - MIT

ENROLLMENT OPEN!

email: kholmund@pmc-health.org or phone: 907-531-5913
<https://www.pmcak.org/youth-programs.html> @KINDERSKOG AND @ORCA_CAMPS



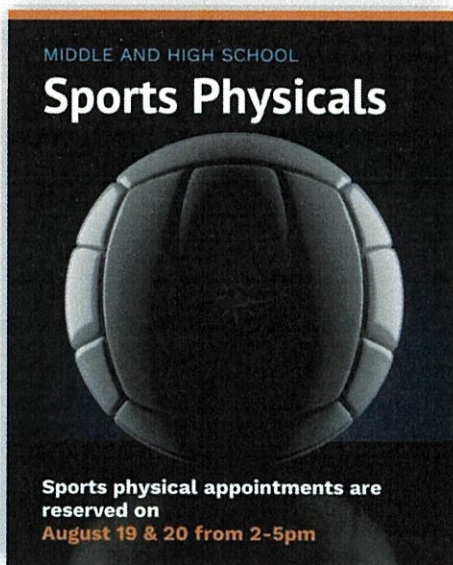
10k & Half-Marathon
Labor Day - September 1, 2025

Rainforest Run
PETERSBURG, AK

Walkers start at 8 am ⚙ Runners start at 9 am ⚙ \$20 Registration Fee

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

- Currently we are advertising for an additional physician to join our team.
- Joy Janssen Clinic Access to Primary Care: We remain fully staffed with 4 Physicians. We are actively looking for a provider to fill Dr. Morgan's position as he is leaving Petersburg later this fall. We are also staffed with 2 mid-level practitioners.
- Clinic is open and available M-F 8AM-5PM, and Saturday 8AM-12, 1PM-4:30PM.
 - Same day appointments for urgent or acute care are readily available.
 - Next available appointment with primary care provider averages 13 business day wait time
 - Third available appointment with primary care currently averages 19 business days. -This is largely attributed to provider PTO during the summer months and full schedules upon their return as they work to accommodate patient demand.



- Psychiatry services are ongoing via telehealth.
- Audiologist, Phil Hofstetter, continues to see patients in Specialty Clinic.
- Optometry Clinic: Dr. Kamey Kapp was here August 4th-12th in Specialty Clinic.
- Dermatology: Dr. Cameron French returning mid- September and seeing patients in the Joy Janssen Clinic.

Inpatient Days

Options ▾

Hospital Operations

75.00

Days
July 2025

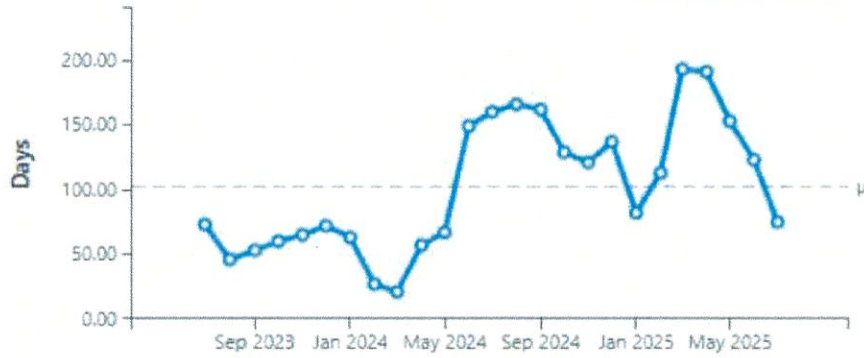
-48.00 (39.0%)

Change from
June 2025

102.32

Monthly Average
Custom By Month

View By: Aggregate ▾



☒ Inpatient Days

ED Visits

Options ▾

Hospital Operations

107

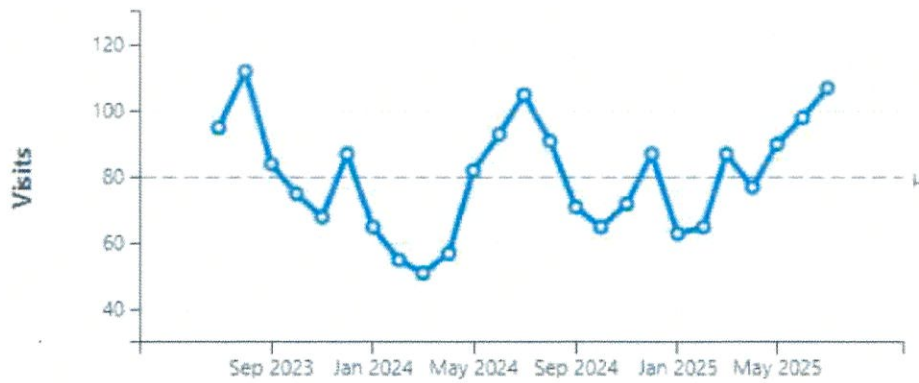
Visits
July 2025

9 (9.2%)

Change from
June 2025

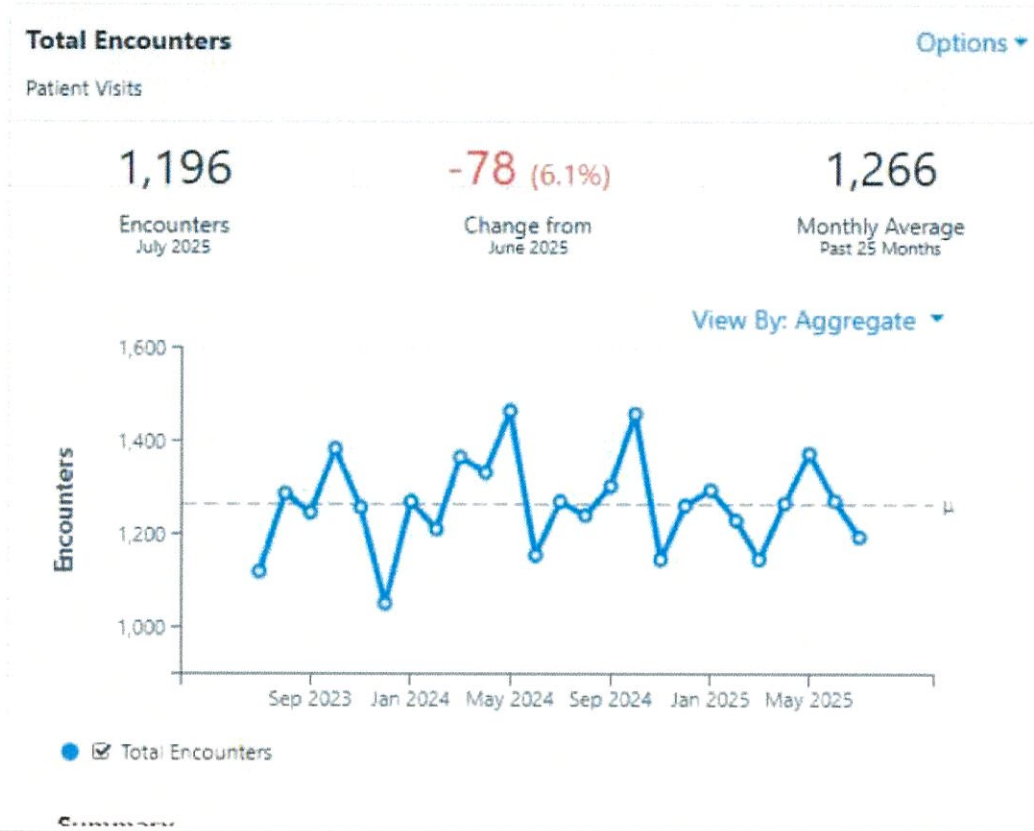
80

Monthly Average
Past 25 Months



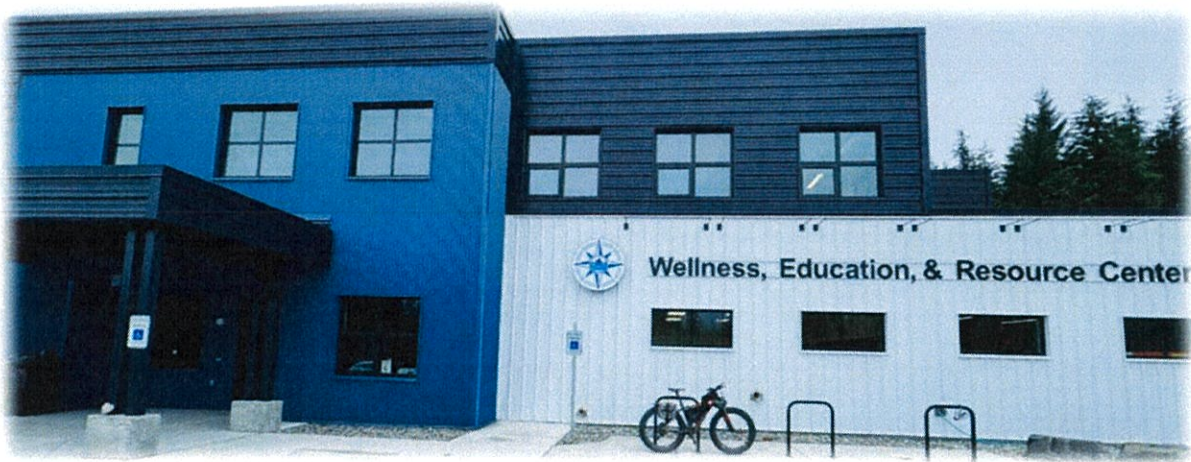
☒ ED Visits

☐ Benchmark (Critical Access Clients)



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

- Arcadis submitted a report with a detailed update on the new facility.
- Base sitework nearing completion.
- Landscape work for WERC building in process and ongoing with noticeable changes daily.
- Furniture, fixtures, and equipment are being installed with many office spaces fully assembled and operational.
- MRI is installed and continues to configure.
- We continue to be on track and on budget for the WERC building.
- Departments, such as Finance, Wellness, Admin, IT, Materials Management, and HIM are in the process of moving to WERC building.
- Public Health has moved completely to WERC building and is operational.
- Updates: Project updates are available on the PMC website under the “New Facility & Planning” tab.
- Official opening date is still pending as we await the arrival of key elements, however we are still expecting early/late Fall.
- CON has been completed and submitted. The state provided feedback requesting certain costs and projections be itemized. Work is underway to prepare and submit requested information.



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

- Accounts Receivables (AR) Update: This number was at 96 in March, down to 88 at the end of April, down to 78 mid-June, 76 for July, and currently at 80 as of August 27th.

Gross A/R Days

Revenue Cycle - Millennium

Options ▾

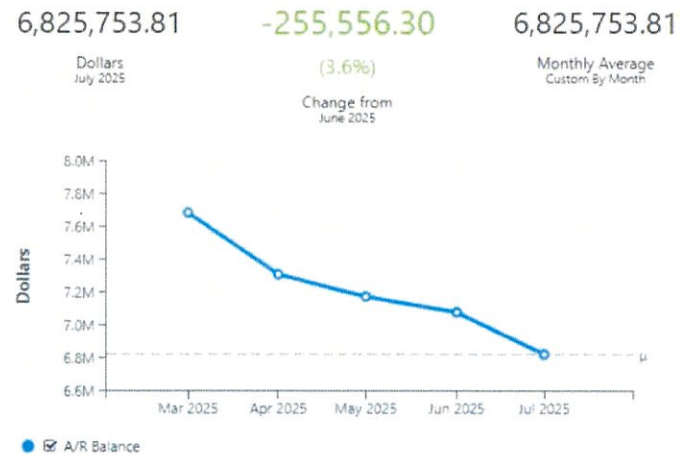


Summary

A/R Balance

Revenue Cycle - Millennium

Options ▾



- Financially, the organization is performing well, with revenue exceeding the previous year. There are some changes in financial reports as pertains to new building and depreciation.
- State of Alaska opened RFI to solicit proposals under the Rural Health Transformation Program.

Submitted by: Phil Hofstetter, CEO

**Mayor's Report
For
September 2, 2025 Assembly Meeting**

Absentee and Early Voting Information: Applications to request absentee ballots are available on the Borough website or upstairs in the municipal building. Early voting will begin on September 17th from 11:00 am to 3:00 pm downstairs in the municipal building.

Election Day: Vote in person at the Parks and Rec Activities Room between 8:00 am and 8:00 pm on Tuesday, October 7th.

For more information on the election, go to www.petersburgak.gov and click on the orange banner at the top of the screen.



**Borough Manager's Report
Assembly Meeting 02 September 2025**

- ❖ The storm drain installation in the police parking lot has been completed.
- ❖ Trees and shrubs behind the police parking garage have been removed to prevent snow and ice buildup along the roofline.
- ❖ Public Works assisted the Water Department in finding and repairing a service line leak on Lake Street
- ❖ Aaron participated in a work session with PPD, ADF&G, and Defenders of Wildlife, among others, concerning human/bear interactions related to household garbage. This was a productive meeting resulting in some defined short- and long-term goals for this recurring annual problem.
- ❖ Boiler and compression tank inspections have been completed.
- ❖ HVAC compressors for the municipal building have arrived. Scheduling installation with Apex Refrigeration.
- ❖ Water production is slowly declining from peak production and we are averaging 1.3MGD.
- ❖ Work continues on the Pump Station 4 and Force Main Upgrade project. The wet well and valve vault have been set and we are waiting for the lids to arrive. Much of the forced main and gravity lines are in the ground and waiting to be pressure tested.
- ❖ Aaron and Justin are working with EPA representatives to find a solution to the broken outfall line. We are waiting to hear from ADEC on how those repairs should occur. We hope to have enough information to include this unexpected expenditure in the final reading of the Supplemental Budget Request.
- ❖ Justin and Dennis are installing caps on the 12" outhouse vent pipes in our recreation areas. This will eliminate hundreds of gallons of rainwater entering the wastewater stream each year.
- ❖ We have received the completed plans and project manual for the Banana Point Breakwater project from Harai & Associates. The project will be advertised throughout September with an anticipated bid opening on September 26th.
- ❖ We are in the final stages of procuring a new cargo van to replace Parks & Rec's #111. This replacement vehicle was approved in the FY26 budget.
- ❖ The new Scow Bay Generator arrived at AML on August 21st and made the August 22nd sailing to Petersburg. PMPL is working with Rock N Road Construction to help move the 133,000 lb generator to Borough property. A temporary shelter is being purchased to keep the generator warm and dry over the course of the winter.

- ❖ PMPL has received strong interest in the Scow Bay Generation design build RFP for design and construction of the generation building and installation and commissioning of the generator and ancillary equipment. The RFP closes on September 5th, at which time an evaluation committee at PMPL will score and rank the proposals to arrive at an award recommendation for the Assembly's consideration.
- ❖ PMPL issued an Invitation to Bid on the 11kV interior switchgear recently and will open bids on this component of the Scow Bay Generation project on September 25th.
- ❖ Progress is being made with the step-up transformer for the Scow Bay Generator project, with initial submittals being approved by our engineers for fabrication to start.
- ❖ The line crew continues to make progress on moving some customer electrical services underground that is near the Pump Station 4 project.
- ❖ PMPL Staff recently worked with a local diver to inspect the penstock intake and low-level outlet at Crystal Lake.
- ❖ Officers from the Petersburg Police Department, with assistance from the Alaska State Wildlife Troopers and the U.S. Forest Service Law Enforcement, immediately responded to the school last week due to a threat. Out of an abundance of caution, the school was evacuated, and law enforcement conducted a thorough search of the premises. No suspect was located, and there is no current indication of an ongoing threat. Currently, the incident appears to have been a false report; however, the investigation remains active as officers work to identify the source of the call.
- ❖ Assisted Living dealt with a partial failure of the sprinkler system last week. Absolute Drain and others helped Borough maintenance staff to make repairs to the system.
- ❖ After a critical failure of the defrost panel in the Elderly Housing walk-in freezer, Apex Refrigeration worked overtime troubleshooting, Gold Streaking parts and got them back up and running.
- ❖ Absolute Drains completed 35 angle stop replacements in seven of our Elderly Housing apartments. They shut down water in the building, powered through and had us back online within four hours.
- ❖ Kenny is wrapping up an apartment flip of painting, closet organizers and basic maintenance in addition to new carpeting installed by Rick Kito and Absolute Drains transitioning another wall mount toilet to a floor mount toilet.
- ❖ The Borough has asked Mountain View food services if they would be able to supply dinners to residents at Assisted Living. The State Fire Marshall does not want meals cooked in the current facility at Assisted Living without a major upgrade.
- ❖ Staff and I worked on a small grant (\$75,000) that may help us with the Wastewater disinfectant requirement. Alaska Municipal League helped us with the grant application.

**PETERSBURG BOROUGH
ORDINANCE #2025-13**

**AN ORDINANCE OF THE PETERSBURG BOROUGH ADJUSTING
THE FY 2026 BUDGET FOR KNOWN CHANGES**

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

Section 2. Purpose: The purpose of this ordinance is to adjust the FY 2026 budget for known changes.

Section 3. Substantive Provisions: In accordance with Section 11.09(a) of the Charter of the Petersburg Borough, the budget for the fiscal period beginning July 1, 2025 and ending June 30, 2026 is adjusted as follows:

Explanation: Necessary revisions in the FY 2026 budget identified after adoption of the Budget.

<u>Account Number</u>	<u>Account</u>	<u>Original Budget</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>FISCAL YEAR 2026 REVENUE / EXPENSE BUDGET ADJUSTMENTS</u>				
Harbor Shed Roof – Continuation from prior year.				
450.000.506555	Harbor Shed Roof adj. to Harbor Office	\$0	\$180,000.	\$180,000.
This project was originally budgeted for in FY2025. The construction project wasn't started in FY2025 because the contractor couldn't get to it until this fall. This is to add the expense to the FY26 budget.				
Petersburg Municipal Power and Light				
410.000.501410	Professional Services for Blind Slough Hydro Dam Break Study	\$56,000.	\$59,942.	\$115,942.
This new expense is to fund a professional services contract for the completion of a Dam Break Study in FY26. A proposal has been received from McMillen, the engineering firm that designed the Blind Slough hydro upgrades and also acts as our Chief Dam Safety Engineer. A copy of the proposal is attached to the Assembly packet.				
Petersburg Municipal Power and Light				
410.000.501960	Electric Department Transfer Out	-\$20,000.	-\$5,000.	-\$25,000.
420.000.501960	Water Department Transfer Out	-\$5,000.	-\$5,000.	-\$10,000.
430.000.501960	Wastewater Department Transfer Out	-\$5,000.	-\$5,000.	-\$10,000.
757.000.40224X	GIS Capital Project – Transfer In	\$30,000.	\$15,000.	\$45,000.

**PETERSBURG BOROUGH
ORDINANCE #2025-13**

Additional funding is needed to continue a support contract with RDI, the GIS experts that helped with the in-the-field data collection effort this summer. This additional professional support will help Borough staff to complete utility maps and provide guidance as the utilities start to use the GIS system and expand on its functionality. The increased budget will also allow for additional training of our in-house GIS Technicians who will be managing the GIS data.

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

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

Passed and approved by the Petersburg Borough Assembly, Petersburg, Alaska this 15th day of September.

Mark Jensen, Mayor

ATTEST:

Rebecca Regula, Borough Clerk

Adopted:
Published:
Effective:

August 5, 2025

Karl Hagerman
Utility Director
Petersburg Municipal Power & Light
Petersburg Borough
PO Box 329, Petersburg, Alaska 99833

Subject: Crystal Lake Dam, Blind Slough Hydroelectric Project (P-201-AK)
Re: Proposal to Perform a Dam Breach Inundation Analysis and Hazard
Potential Classification Review

Dear Mr. Hagerman,

McMillen, Inc. (McMillen) is pleased to submit the enclosed letter proposal to Petersburg Municipal Power & Light (PMPL) to perform a dam breach inundation analysis and hazard potential classification review for Crystal Lake Dam. We have developed the following scope of work (SOW), cost estimate, and schedule for PMPL review. The proposal is based on our project understanding, our initial review of the recently acquired LiDAR, and previous conversations between PMPL and McMillen.

PROJECT UNDERSTANDING

The most recent dam breach and inundation mapping study for Crystal Lake Dam was performed in 1985. Since then, methods and procedures for preparing dam breach studies have improved significantly. Updated dam breach inundation mapping would provide a better understanding of the potential downstream impacts, including time to flood wave arrival, and magnitude and extent of flooding. Of particular interest are the hatchery facilities and residences approximately 1.5 miles downstream of the dam. The analyses performed as a part of this study will also improve emergency response planning based on a better understanding of flood wave arrival times and magnitude.

The Crystal Lake Dam has a High hazard potential classification. Prior to 2011, the dam had a Significant classification, and PMPL voluntarily completed a Part 12D Inspection. During review of the 2009 Part 12D, FERC questioned the Significant classification and recommended that an updated dam breach study be performed to resolve this question¹. At the time, PMPL elected to re-classify the dam as High hazard and forgo an inundation study.

¹ McMillen, Inc. (2024) Blind Slough Hydroelectric Project, FERC No. 0201-AK, 2024 Periodic Inspection Report. January.

Previous reviews of terrain data indicated that it was generally lacking sufficient detail in the powerhouse and hatchery area to adequately define the structures, storage ponds, and other features which would be of specific interest for the hydraulic analyses. In 2025, new LiDAR data became available; the LiDAR was determined to be of adequate quality to characterize the topography around the dam, Crystal Creek downstream reach, and the potential downstream inundation areas around the hatchery and powerhouse. After conversations with the FERC Project Engineer and the Chief Dam Safety Engineer (CDSE) during the 2025 annual inspection, it was determined that performing another study, using modern techniques and utilizing the new LiDAR, would result in a more accurate representation of a potential dam breach. This updated study could also be used to inform a review of the dam's hazard potential classification.

PROJECT GENERAL ASSUMPTIONS

Based on the information provided by PMPL and our Project Understanding, the following assumptions have been made in the development of this SOW. These assumptions impact the overall Project and budget. However, McMillen will gladly entertain any discussion on these assumptions to ensure they align with PMPL goals.

- All meetings will take place virtually using Microsoft Teams.
- No site visits will be performed as part of this SOW.
- McMillen assumes the project notice to proceed to be granted within two months of submitting this proposal. If the award process is prolonged, the project's budget and schedule may need to be reassessed for potential adjustments due to the delay.
- The total duration of the project is anticipated to be 4 months.
- All technical documents will be reviewed internally by qualified McMillen personnel before submission to PMPL.
- All materials will be prepared and submitted electronically.

PROJECT APPROACH

McMillen's Project approach is identified in the following tasks and activities. The tasks will be completed in the order described, excluding Project Management, which is included for the duration of the Project.

- Task 1.0 – Project Management
- Task 2.0 – Hydraulic Modeling and Inundation Mapping
- Task 3.0 – Hazard Potential Classification

- Task 4.0 – Report Preparation

The following narratives provide our Project approach and assumptions for each work task. The narratives are the basis of the development of our labor-hour estimate.

TASK 1.0: PROJECT MANAGEMENT

Steven Klawitter, PE, will serve as the McMillen PM responsible for the overall coordination and direction of the work. He has led and performed numerous dam breach and inundation analyses. The hydraulic analyses will be performed by Gibson De Jode, EIT, with oversight and direction provided by Mr. Klawitter. Project Quality Assurance/Quality Control (QA/QC) will be performed by Cyrus Niamir, PE, the CDSE and most recent Part 12D Independent Consultant for the Blind Slough Hydroelectric Project.

Task 1.0 includes administration, project setup, accounting, and invoicing. Project Management will also cover the coordination between team members who are performing reviews, analyses, mapping, and report writing. All project deliverables will be reviewed internally by a qualified McMillen team member (QA/QC). This task also includes provisions for two meetings, one to kick off the Project at the start of the work and one to discuss the results prior to issuing the final report.

DELIVERABLES

- Invoices (PDF format).
- Monthly progress reports with each invoice (PDF format).

ASSUMPTIONS

- The Project duration is anticipated to be four months.

TASK 2.0: HYDRAULIC MODELING AND INUNDATION MAPPING

Task 2.0 will consist of developing a two-dimensional hydraulic model using HEC-RAS version 6.4 or newer. The model terrain will be based on the newly available LiDAR data where available and supplemented by other publicly available terrain sources as necessary. The model domain will extend from the dam down Crystal Creek to Blind Slough and along Blind Slough to west to the Wrangell Narrows and east towards the Sumner Strait to capture the full extents of the failure flood waves. The total downstream reach is approximately 14 miles split between the Crystal Creek and both east and west portions of Blind Slough.

The dam breach parameters will be developed based on previous experience, previous studies at Crystal Lake Dam, and standard engineering practices including FERC Engineering Guidelines. The developed parameters will be entered into HEC-RAS to simulate the dam breach scenario. An

iterative approach will be taken to determine the appropriate model domain configurations, computational time steps, model refinement areas, boundary conditions, and baseflow conditions. Three model scenarios will be evaluated including:

1. Sunny day dam breach at full pool (EL. 1292.0, NAVD88)
2. Probable Maximum Flood (PMF) with dam breach
3. PMF with no dam breach

The third model scenario (PMF with no dam breach) will be used to inform the general understanding of the incremental impacts between the PMF without breach and PMF with breach. Discussion of this comparison will be provided in the report developed as part of Task 4.0. This simplified analysis will not be intended to serve as a full Incremental Hazard Evaluation as would be required under FERC Engineering Guidelines Chapter 2 to revise the Inflow Design Flood (IDF) to a storm less than the PMF. In addition to the three base case scenarios, McMillen will prepare a sensitivity analysis of the selected HEC-RAS modeling parameters. This analysis will be conducted for breach formation time, breach size, and terrain roughness based on the sensitivity analyses recommended in FERC Engineering Guidelines Chapter 2, Appendix II-A (2015). Three sensitivity analysis runs will be performed, and results will be compared to the base case parameters. Details of the model results, model development, and selected modeling parameters will be included in the report prepared in Task 4.0.

The detailed downstream routing results will be utilized to develop separate sets of inundation maps for the sunny-day breach and PMF breach scenarios. McMillen's GIS team will primarily perform this task. Our GIS team has extensive experience developing detailed inundation maps to provide critical information to end-users. Inundation maps will be developed at a variable scale to provide increased resolution in areas of interest such as the fish hatchery. Map features will include selected cross sections at critical locations that report the peak flow, peak water depth, peak water velocity, and time to flood wave arrival and peak flood flow. These maps will meet FERC requirements (Engineering Guidelines Chapter 6) and will be acceptable for inclusion in the Project's Emergency Action Plan (EAP). The inundation maps will be included as an appendix to the report prepared as part of Task 4.0. Revisions will be made to the maps based on comments received during PMPL's review.

DELIVERABLES

- Electronic copy of the HEC-RAS model.
- Analyses will be summarized as part of Task 4.0 reporting.
- Digital copies of inundation maps showing sunny-day and PMF failure conditions (PDF format), consistent with FERC Engineering Guidelines Chapter 6, will be appended to Task 4.0 reporting.

ASSUMPTIONS

- The existing PMF study will be provided by PMPL and is acceptable for use in this analysis.
- PMPL will provide the lake elevation-storage curve and the spillway rating curve.
- Downstream culverts and bridge crossings will be assumed to fail during the breach and will not be included in the hydraulic model.
- Sensitivity analysis will be conducted for time of breach, breach size, and roughness. Three sensitivity analysis runs will be performed.
- Two sets of inundation maps will be prepared, consistent with FERC requirements.

TASK 3.0: HAZARD POTENTIAL CLASSIFICATION

The FERC hazard potential classification system categorizes dams based on the probable loss of human life and the impacts on economic, environmental, and lifeline interests. The key difference between a Significant and a High classification determination is the expected loss of human life; Significant is characterized by no probable loss of human life, while High is conversely characterized by probable loss of human life. The dam breach hydraulic modeling and inundation mapping described in Task 2.0 will be used to inform loss of life estimates. The loss of life estimates will be performed using methods presented in the US Bureau of Reclamation Guidelines for Estimating Life Loss (RCEM, 2015) and will consider the FERC Engineering Guidelines (specifically Chapters 1, 2, and 18).

Loss of life calculations will be compared to the hazard potential classification definitions and discussions and McMillen will perform a formal review of the dam's High hazard potential classification. Topics such as impact of failure, mis-operation of the dam, property damage, and environmental concerns will be covered as part of this review.

DELIVERABLES

- Analysis and rationale will be included as part of Task 4.0 reporting.

ASSUMPTIONS

- Estimates of the number of personnel working and residing at the hatchery are available.
- Recent Sudden Failure Assessments and Evacuation Drills are available and can be relied upon for this analysis.

TASK 4.0: REPORT PREPARATION

The work performed in Task 2.0 and Task 3.0 will be summarized in a Dam Breach Inundation Mapping and Hazard Potential Classification Review Report for Crystal Lake Dam. The calculations

and inundation maps will be included as appendices to the report. McMillen will develop a draft report and associated appendices for review by PMPL. Based on this review, a revised final report and supporting documents will be developed, signed, and sealed for submittal to PMPL.

DELIVERABLES

- Draft report and attachments (PDF and Word format).
- Final report and attachments (PDF format).
- Final GIS files in accordance with FERC requirements for submittal to FERC with the final report and attachments.

ASSUMPTIONS

- A revised final report will be issued within two weeks of receiving comments from PMPL.
- This proposal covers efforts to prepare documents for delivery to FERC. Additional effort based on comments received from FERC is not included.

SCHEDULE

The work will begin upon Notice to Proceed (NTP) which is assumed to occur on October 1, 2025. Table 1 provides a schedule breakdown for each task. The Project is anticipated to occur between October 2025 and January 2026.

Table 1. Proposed Schedule

Milestone	Time (Business Days)	Start	End
Notice to Proceed		10/1/2025	
1.0 Project Management			
Progress Reports and Invoicing	78	10/1/2025	1/16/2026
Project Setup and Task Coordination	78	10/1/2025	1/16/2026
External Meetings	78	10/1/2025	1/16/2026
2.0 Hydraulic Modeling and Inundation Mapping			
Data Collection and Review	7	10/3/2025	10/17/2025
Breach Parameter Development	20	10/20/2025	11/14/2025
Hydraulic Model Development	25	10/20/2025	11/21/2025
Sensitivity Analysis	10	11/24/2025	12/5/2025
Inundation Mapping	20	11/17/2025	12/12/2025
3.0 Hazard Potential Classification			
Life Loss Calculations	10	12/1/2025	12/12/2025
Hazard Classification Review	10	12/1/2025	12/12/2025
4.0 Report Preparation			
Draft Report	25	11/17/2025	12/19/2025
Final Report	10	1/5/2026	1/16/2026

BUDGET

Table 2 provides a budget summary for each task discussed above. Attachment A provides a detailed breakdown of tasks, hours, and billing rates used to support the proposed budget. The not-to-exceed amount for the Crystal Lake Dam Breach Inundation Mapping and Hazard Potential Classification Review is \$59,942. The Project will be invoiced monthly on a time and materials basis.

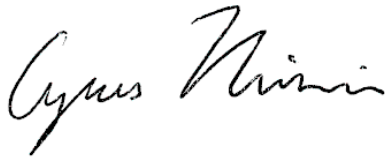
Table 2. Proposed Project Budget

Task No.	Description	Budget
1.0	Project Management	\$5,148
2.0	Hydraulic Modeling and Inundation Mapping	\$30,154
3.0	Hazard Potential Classification	\$7,360
4.0	Report Preparation	\$17,280
	Total	\$59,942

CONCLUSION

We appreciate the opportunity to provide you with a detailed SOW, cost estimate, and schedule for execution of the dam breach inundation analysis and hazard potential classification review for Crystal Lake Dam. If you have any questions or need additional information, please contact Cyrus Niamir at niamir@mcmillen.com or 720-481-9165. We look forward to serving PMPL on this Project.

Sincerely,



Cyrus Niamir, PE
Dam Safety / Geotechnical Discipline Lead

Encl. Attachment A: Detailed Budget Breakdown

ATTACHMENT A: DETAILED BUDGET BREAKDOWN

Staff	C. Niamir (QA/QC)	S. Klawitter (PM)	G. De Jode (H&H)	Z. Uhlmann (GIS)	Tech. Editor	Admin.			
Rates	\$ 217	\$ 185	\$ 130	\$ 110	\$ 120	\$ 105	Hours	Total Labor	TOTAL
1.0 Project Management	4	16	2	2	-	8	32	\$ 5,148	\$ 5,148
Progress Reports and Invoicing		4				4	8	\$ 1,160	\$ 1,160
Project Setup and Task Coordination	2	10	2	2		4	20	\$ 3,184	\$ 3,184
External Meetings	2	2					4	\$ 804	\$ 804
								\$ -	\$ -
2.0 Hydraulic Modeling and Inundation Mapping	2	32	112	84	-	-	230	\$ 30,154	\$ 30,154
Data Collection and Review	2	4	12	4			22	\$ 3,174	\$ 3,174
Breach Parameter Development		2	20				22	\$ 2,970	\$ 2,970
Hydraulic Model Development		8	48				56	\$ 7,720	\$ 7,720
Sensitivity Analysis		2	16				18	\$ 2,450	\$ 2,450
Inundation Mapping		16	16	80			112	\$ 13,840	\$ 13,840
3.0 Hazard Potential Classification	10	14	20	-	-	-	44	\$ 7,360	\$ 7,360
Life Loss Calculations	4	8	16				28	\$ 4,428	\$ 4,428
Hazard Classification Review	6	6	4				16	\$ 2,932	\$ 2,932
								\$ -	\$ -
4.0 Report Preparation	10	36	56	-	8	2	112	\$ 17,280	\$ 17,280
Draft Report	8	24	40		8		80	\$ 12,336	\$ 12,336
Final Report	2	12	16			2	32	\$ 4,944	\$ 4,944
Total Hours	26	98	190	86	8	10	418		
Total Budget	5,642	18,130	24,700	9,460	960	1,050		\$ 59,942.00	\$ 59,942.00

Planning Commission Report & Finding of Fact

Meeting Date: August 12, 2025

APPLICANT/AGENT:

Central Council of the Tlingit & Haida
Indian Tribes of Alaska

OWNER(S), IF DIFFERENT:

Petersburg Borough

LEGAL DESCRIPTION:

Portion of Tract A, USS 1168

LOT AREA:

10,040 sf

LOCATION:

1200 Haugen Dr

SURROUNDING ZONING:

North: Commercial-1

South: Commercial-2

East: Commercial-1

West: Public Use

ZONING:

Public Use

PID:

01-012-010

APPLICATION SUBMISSION DATE:

I. APPLICANT REQUEST: The applicant has requested to purchase 10,040 sf of borough-owned property.

II. APPLICABLE CODE:

16.12 ACQUISITION OR DISPOSAL OF BOROUGH PROPERTY

19.48 P-1, PUBLIC USE DISTRICT

III. FINDINGS:

1. Subject property is owned by the Petersburg Borough and is not needed for a public purpose.
2. Subject property has legal and practical access from Haugen Drive. Haugen Drive is a State of Alaska right-of-way.
3. Lot has access to municipal power, water, and wastewater utility. However, subject property may not have water/sewer service stubbed to the property line.
4. Subject property is located on Haugen Drive in a well-developed commercial area.
5. The property is adjacent to airport property and situated between the Fire Hall and the ADOT airport maintenance shop.
6. Subject property is part of a larger parcel that will need to be subdivided under Title 18.
7. Current zoning is public use, which is intended for areas for public uses, such as parks, playgrounds, government-owned buildings, and municipal facilities. The public use zone allows government buildings and uses of federal, state, borough, municipal or other government or quasi-governmental subdivision...".
8. Central Council of the Tlingit & Haida Indians Tribes of Alaska is a federally recognized tribe in Alaska.
9. Applicant is proposing to construct a wireless tower on the parcel to provide internet service to area residents.
10. Tower location and height will need to be reviewed and cleared by FAA prior to construction.

Planning Commission Report & Finding of Fact

Meeting Date: August 12, 2025

11. The Tidal Network operates in licensed, regulated spectrum bands, and interference mitigation is part of FCC compliance.

IV. PUBLIC NOTICE

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

V. APPLICATION REVIEW

- a. The application is classified as a request to purchase borough property.
- b. Criteria –

Per 16.12.050, no borough property in Service Area 1 may be disposed of unless it has been zoned by the borough. As noted in Section III, Findings, the subject property is zoned.

Per 16.12.080 (A), the Planning Commission may require an applicant to state the nature, extent, size and general specifications of improvements the applicant intends to construct upon the real property and the time when the improvements will be completed.

VI. ACTION

Based on the preceding findings of fact, the Petersburg Planning Commission makes the following report to the Borough Assembly:

1. The commission recommends the borough assembly approve sale of approximately 10,040 sf of borough-owned property for the purposes of constructing a wireless tower.
2. The subject property is not needed for a public purpose.
3. The proposed use is consistent with the existing zoning.
4. The subject property will need to be subdivided prior to sale consistent with Title 18.
5. The conveyance of the property should be conditioned on the applicant receiving FAA approval (7460-1 FAA Airspace Determination) for construction of a wireless tower.

EXHIBITS

- A. Applicant materials
- B. Vicinity & Detail Maps
- C. Public Hearing Mailout
- D. Draft Meeting Minutes



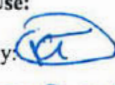
Petersburg Borough, Alaska

Land Disposal Application

(\$500.00 non-refundable filing fee required)

Form must be completed in its entirety to be considered

Office Use:

Rec'd by: 

Fee: \$500.00

Date Rec'd:

01/11/25

Date: 06/09/2025

This is a request for land disposal via:

☐ Lease
☒ Purchase

☐ Exchange
☐ Other _____
(Describe)

Parcel ID #(s) of Subject Property:
01-012-010

Proposed term of lease: _____
(total years)

Legal Description(s) of Property:
1200 Haugen Drive
TWNSHP: T58S SURVEY: USS 11 PTN
RANGE: R79E SECT: 34

Current Zoning of Property:
Public Use

Is the Applicant applying to purchase under Petersburg Municipal Code Section 16.12.030 as one of the following? If yes, check approximate box below:

- ☐ State of Federal Agency
☒ Federally Recognized Tribe
☐ Nonprofit Entity
☐ Applying to Purchase for a Public Benefit Purpose per PMC 16.12.030

Applicant Name: Central Council of the Tlingit & Haida Indian Tribes of Alaska

Applicant Mailing Address: Central Council of the Tlingit & Haida Indian Tribes of Alaska

Juneau AK 99802

Applicant Contact Info:
(telephone and email)

[Redacted Contact Information]

- 31

7. If applicant is a corporation, provide the following information:

A. Name, address and place of incorporation: _____

B. Is the corporation qualified to do business in Alaska?: ☐ Yes ☐ No

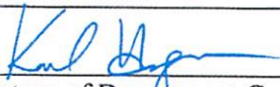
Name and address of registered agent: _____

8. Why should the Planning Commission recommend Assembly approval of this request?
The development of a communications tower on this land will support the expansion of
wireless infrastructure in Petersburg. The immediate impact will be the ability to provide a
new source of fixed wireless broadband (Wi-Fi) to the citizens of Petersburg. Further, by
providing this infrastructure, cellular providers, such as Verizon, have the opportunity to
collocate on the tower, thus bringing better cellular cover to Petersburg, as well.

9. How is this request consistent with the Borough's comprehensive plan?
In line with Chapter 4, Section 5 of the Petersburg Comprehensive Plan, Tidal Network will be
providing key communications infrastructure that the City may utilize for a myriad of
communications related purposes. The tower also supports additional options for inter-
net that may be utilized by residents, public facilities and private businesses.

10. Prior to submitting this application, please verify with pertinent Borough Departments that the land requested for lease, purchase, exchange or other disposal is not needed for a public purpose by speaking with the appropriate personnel in the Electric, Water, Wastewater, Community Development, Harbor or Public Works Departments and obtain their comments and signatures below. (attach additional sheet if necessary):

Department Comments: Petersburg Municipal Power and Light has no need for the parcel
sought for the communication tower.




 Signature of Department Commenter

Department Comments: Community Development has no need for the parcel.

Liz Cabrera

 Signature of Department Commenter

Department Comments: Public Works has no need for this parcel.


Signature of Department Commenter

Department Comments: The fire department has no need for this parcel.

Aaron Hankins
Signature of Department Commenter

NOTICE TO APPLICANT(s):

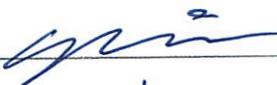
Application must be submitted to the Borough with a non-refundable filing fee of \$500. If the application moves forward, the applicant will be required to deposit with the Borough payment for other costs. See, PMC 16.12.030C(2)(a), 16.12.090, and 16.16.070A, as applicable.

I hereby certify that I have received and reviewed a copy of Petersburg Municipal Code Chapters 16.12 and 16.16 (as they may pertain to my particular application) and understand the Code requirements. I further certify I am authorized to sign this application on behalf of the applicant.

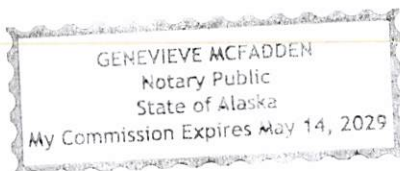
Please sign application in the presence of a Notary Public.


Applicant/Applicant's Representative Signature

Richard J Peterson
Printed Name

Subscribed and sworn to by , who personally appeared
before me this 19th day of June, 2025.

Genevieve McFadden
Notary Public in and for the State of Alaska.
My Commission Expires: 5/14/2029

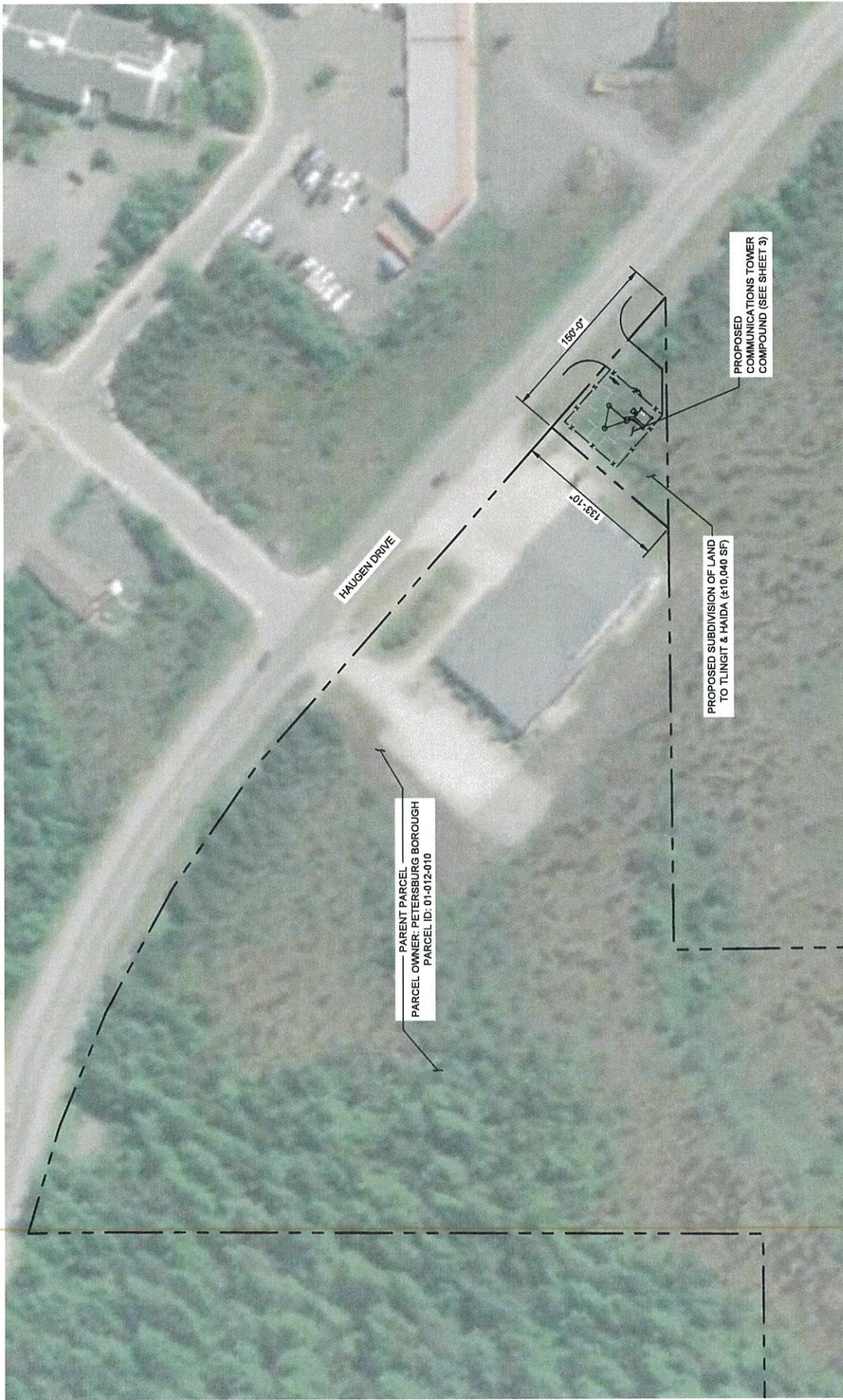




PETERSBURG ZONE 1

AERIAL PLAN VIEW

May 13, 2025

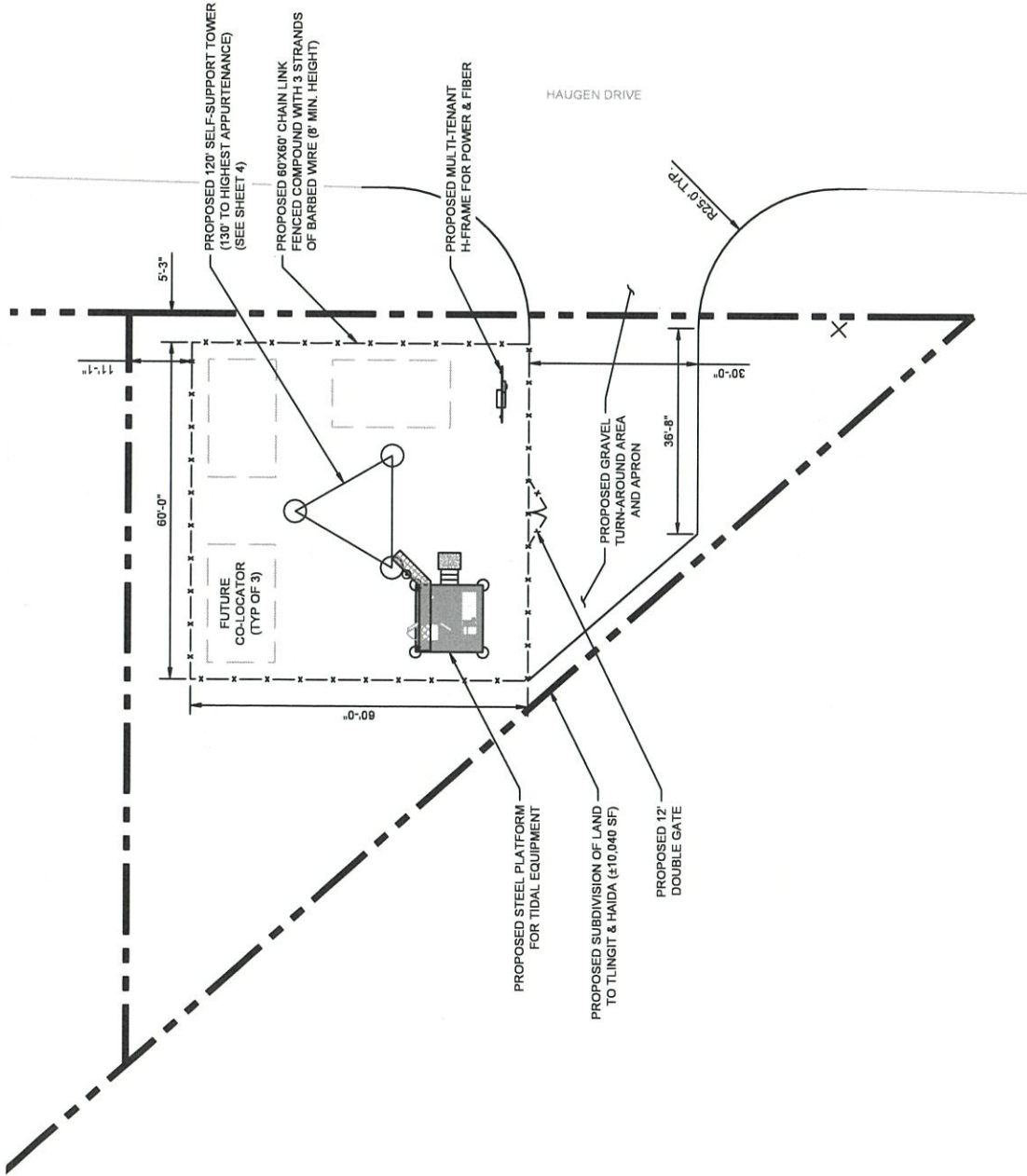


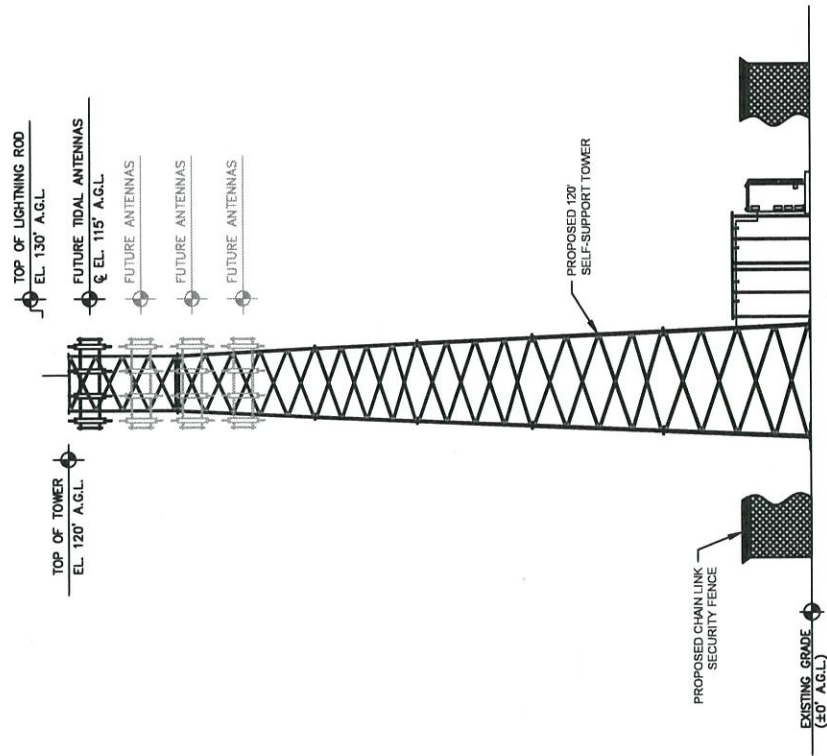


SITE PLAN

May 13, 2025

PETERSBURG ZONE 1







July 25, 2025

CLEMENS GEORGE D CLEMENS MARY A
PO BOX [REDACTED]
PETERSBURG, AK 99833 [REDACTED]

NOTICE OF SCHEDULED PUBLIC HEARINGS

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

Recommendation to the Borough Assembly regarding an application from Central Council Tlingit-Haida to purchase approximately 10,000 sf of borough owned property at 1200 HAUGEN DR.

The public hearing and consideration of the application will be held:	Tuesday, August 12th, 2025, at 12:00 PM Assembly Chambers, Municipal Building 12 South Nordic Drive, Petersburg, Alaska.
The meeting is open to the public. To attend via ZOOM , please contact Anna Caulum at 907-772-5409.	

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

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

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

Sincerely,

Liz Cabrera
 Community & Economic Development Department

Community & Economic Development

PO Box 329, Petersburg, AK 99833 – Phone (907)772-4042 Fax (907)772-3759

www.petersburgak.gov

Name1	Name2	Name1	Name2
CHRIST FRY		MARDEN DEBBIE	
HEATHER O'NEIL		MARSH OTIS	MARSH DIANE
JIM FLOYD		MARTIN MARIA	
JOHN JENSEN		MARTIN ROBERT W	MARTIN BECKY J
PHIL MEEKS		MARTINEZ VICTORIA	
MARIETTA DAVIS		MCCULLOUGH LAUREL	MCCULLOUGH KARIN
DONALD SPERL		MCMURREN ALEC R MCMURREN NICOLE	
Central Council of the Tlingit & Haida Indian Tribes of Alaska		MCMURREN PATRICK L	C/O DANDO FINANCIAL LLC
ALASKA STATE OF		MIDKIFF NATHAN	
ANDERSON TROY E	ANDERSON ROSEANNE	MILLER CHRIS	
BARNETT JAY		MORRISON BLAKE ANTHONY	MORRISON COURTNEY ANN
BENITZ DAVID	BENITZ CEAN	MOST WORSHIPFUL GRAND LODGE OF FREE AND ACCEPTED*	GRAND LODGE OF ALASKA
BERKLEY BENJAMIN		MULBURY BRANDY	
BETHESDA FELLOWSHIP	BETHESDA FELLOWSHIP	MUMBY RYAN	
BROOKS ROBERT	BROOKS RAMONA	NAYLOR ANDREA	
BUNGE WILLIAM S	BUNGE LINDA J	NELSON RYAN	NELSON ARLEN
BUOTTE BLAKE	BUOTTE TAYLOR	NEWLUN NEIL	NEWLUN MARGARET
CALHOUN JENNIFER	CALHOUN URIAH	NICHOLS TIMOTHY ALLEN	
CAPLES PENNIE	CAPLES DUSTIN	NORTHWIND APARTMENTS LLC	
CARR REED	CARR TONYA	OHMER DAVE N	
CASEY DERRICK		OHMER NICHOLAS E	OHMER RACHEL M
CASTRO ERIC		OLSEN GORDON SCOTT	
CHILDS HOLLY		OLSEN ROBERT G JR	OLSEN NICCOLE M
CHURCH OF GOD	BETHESDA FELLOWSHIP	OLSON KEN	
CLEMENS GEORGE D	CLEMENS MARY A	OLSON MICHAEL	
CONNOR DUSTIN		ORTIZ GOMEZ QUINTIN M	
CONNOR MARIANNE	CONNOR WILLIAM H	OSBORNE JEAN	
COPELAND JEANETTE MARIE	FORGEY JR CARL G	OTNESS DIANE	BIRCHELL GREG
COVINGTON MARY		PADGETT ROBERT C	PADGETT JOAN D
CRESON DAN		PATTESON RICHARD M	
CRISTINA KARNA	CRISTINA NEIL	PAUL CARSON S	PAUL SONJA A
DAHL JULIE D		PEELER DONALD R	
DUNHAM LARRY D	MACDONALD LARINE H	PETERSBURG INDIAN ASSOCIATION	
ELLIS SANDRA J RESEVED LIFE ESTATE		PHILLIPS THERESA	
ENGE IVAR K		PILCHER JERRID W	PILCHER REBECCA M
EUDAVE JOSE LUIS		RANDRUP JEFF A	RANDRUP MELVA Y
FENTER CELESTIAL		RANDRUP PATRICIA P	
FIGUEROA MARICELA		RICHARDS BRAIN	RICHARDS ALEKSANDRA
FITTJE DANIEL		RICHARDS DONALD	
FORD JOHN C		ROBERGE SCOTT W	SMITH JANE
FRANKLIN JESSICA L	FRANKLIN KYLE AND VIKKI	ROCKNE TOM	
GIESBRECHT STEPHEN D	ROKEY MARY D	RONIMOUS MARVIN E JR	
GRUNDBERG ERIC A	MARVIN MALENA	ROUNDTREE DANE T	
HAMILTON JENNIFER		ROUSSEAU LINDA	ROUSSEAU HAROLD
HAMMER & WIKAN		RUSK DANNY M	GARWOOD RAMONA
HANSON JOHN	HANSON ARLENE	SAKAMOTO CHRISTINA L	
HAWLEY JESSICA	WEBER ERNEST	SALLENBACH WILLIAM	SALLENBACH BRENDA
HEITSTUMAN BYRON		SCHNEIDER KATHRYN M	
HISAW EDMOND K	HISAW MELANIE G	SCHWEITZER DAN	
HOMER STEPHEN DUANE		SEMITARA ASTER	
HUETTL ANN P		SHAY TIMOTHY	SHAY SUSAN
HUMPHREY JENNIFER		SHELDON MICHAEL	
INGLE DAWN R		SHORT LUKE P	
ISLAND PROPERTIES LLC		SMALL JOHN M	
JANKE JUDY	CARDENAS ABEL	SNIDER JEANETTE	STRICKLAND RALPH
JENNY NEIL		SOMERVILLE BARBARA	
JIMENEZ SAVANNAH		STEELE WILLIAM	
JOHNSTON BILL		STURGEON MARK A	STURGEON RUFINA P
JOSEY JESSICA		SUNSET CONDOMINIUM ASSOCIATION	
KANDOLL BRIAN	KANDOLL CAROL	THOMAS NYLE	
KANGAS DANIEL		THOMASSEN FRED	C/O GREG LUTTON
KEUTMANN CHELSEA	KEUTMANN PETER	THYNES DAVID C	THYNES TANYA C
KIVISTO KIMBERLY J		TOTH JESSICA	
KNIGHT JAMES ANDREW	KNIGHT KATHLEEN ANN	UNITED STATES POSTAL SERVICE ATT: R.C. AUTH	
KVERNVIK KURT G	KVERNVIK JANET L	US COAST GUARD	
L&L HOLDINGS LLC		V&J PROPERTIES 1 LLC	
LAMBE KELSEY J	MCCAY TREVOR	VERSTEEG NICHOLAS A	
LAND MICHAEL	CRASKE MAX	VERWERS SHANNON L	
LAPEYRI JASON		WAECHTER ROBERT LOUIS	WAECHTER CHRISTINE LYNN
LICHTENSTEIN MATTHEW S	WOOD HILARY A	WAGNER JILL	
LITTLETON RODNEY	LITTLETON IRENE J	WARE ADAM	WARE WILLIAM JR
LOCKHART MARCI A		WASHBURN HUGH DEVERE TRUSTEE	
LOPEZ CHRISTOPHER & LORENZO	LOPEZ CECILIA & CHRISTINA	WEAVER PAT	
LOUCKS MICHAEL	LOUCKS DENISE	WELCH TRACY	
LUND PAUL		WIGLE SHERMAN	
LYONS COLYN S	LYONS CARLEEN K	YOUNGBERG NAOMI R	YOUNGBERG BARRY D
LYONS NATOCHA		YUEN FRANCES	
LYONS NEIL S LYONS JACK & GREGORY	RESERVED LIFE ESTATE OF	ZERINGUE BLAKE	
MALDONADO-LOPEZ ALEJANDRO	WARE VERONICA	ALASKA DOT & PF	



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Planning Commission Regular Meeting

Tuesday, August 12, 2025

12:00 PM

Assembly Chambers

1. Call to Order

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

2. Roll Call

PRESENT

Commission Chair Chris Fry
Commissioner Jim Floyd
Commissioner John Jensen
Commissioner Marietta Davis
Commissioner Phillip Meeks

ABSENT

Commission Vice-Chair Heather O'Neil
Commissioner Donald Sperl

3. Acceptance of Agenda

The agenda was accepted as presented.

Motion made by Commissioner Davis, Seconded by Commissioner Jensen.
Voting Yea: Commission Chair Fry, Commissioner Floyd, Commissioner Jensen,
Commissioner Davis, Commissioner Meeks

4. Approval of Minutes

A. July 8, 2025, Meeting Minutes.

The July 8, 2025, meeting minutes were unanimously approved.

Motion made by Commissioner Davis, Seconded by Commissioner Jensen.
Voting Yea: Commission Chair Fry, Commissioner Floyd, Commissioner Jensen,
Commissioner Davis, Commissioner Meeks

5. Public Comments

None

6. Consent Calendar

- A. Acceptance and scheduling of an application for a conditional use permit for a home occupation from Mary Ellen Anderson at 191B MITKOF HWY (PID: 01-031-100).
- B. Acceptance and scheduling of an application for a conditional use permit for a home occupation from Shawn Blake at 1309 GJOA ST (PID: 01-005-535).

Accepted as Public Hearing Items for the September 9, 2025, meeting.

Motion made by Commissioner Jensen, Seconded by Commissioner Davis.
Voting Yea: Commission Chair Fry, Commissioner Floyd, Commissioner Jensen, Commissioner Davis, Commissioner Meeks

7. Public Hearing Items

- A. Recommendation to the Borough Assembly regarding an application from Central Council Tlingit-Haida to purchase approximately 10,000 sf of borough owned property at 1200 HAUGEN DR.

Motion made by Commissioner Davis, Seconded by Commissioner Floyd.

Commissioner Jensen spoke, he doesn't like the location, he is not in favor of putting a tower along Haugen Drive.

Commissioner Davis mentioned the location being more commercial, right by the Fire Hall, fitting in with that use. This is for the betterment of our area.

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

- B. Recommendation to the Borough Assembly regarding an application from Lila and Grant Trask to purchase approximately 200 sf of borough owned property at the Dolphin St parking lot.

Grant Trask spoke representing himself to give some history of the property.

Commissioner Meeks asked Mr. Trask how long the greenhouse had been on the property and if the school knew about it. Mr. Trask responded close to 10 years and yes, the school was aware.

Marge Oines spoke representing herself in support of the Trask's purchasing borough property.

Catherine Snider spoke representing herself opposed to the sale of borough property.

Kelly O'Connor Demko spoke representing herself to give information regarding a survey she recently had done on her property near the Trask's.

Motion made by Commissioner Floyd, Seconded by Commissioner Jensen.

Discussion

Voting Yea: Commissioner Jensen

Voting Nay: Commission Chair Fry, Commissioner Floyd, Commissioner Davis,
Commissioner Meeks

- C. Consideration of an application from Bryan and Lisa Haas for a minor subdivision at 713 MITKOF HIGHWAY (PID: 01-174-140, 01-174-150, 01-174-152).

Motion made by Commissioner Jensen, Seconded by Commissioner Davis.

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

- D. Consideration of an application from Susan Short for a conditional use permit for a trailer used for construction purposes at 119 Cornelius Rd (PID: 01-031-590).

Susan Short spoke representing herself she would like to put a trailer on her property while they are building a new home.

Ted Hasbrouck spoke representing himself to give more information about the property.

Motion made by Commissioner Jensen, Seconded by Commissioner Davis.

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

8. Non-Agenda Items

- A. Commissioner Comments

None

- B. Staff Comments

Director Liz Cabrera mentioned there are agenda items for September.

- C. Next Meeting is September 9, 2025, at 12:00pm.

9. Adjournment

The meeting adjourned at 12:32 PM.

Motion made by Commissioner Jensen, Seconded by Commissioner Davis.

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

Planning Commission Staff Report & Finding of Fact

Meeting Date: August 12, 2025

APPLICANT/AGENT:

Grant Trask

OWNER(S), IF DIFFERENT:

Petersburg Borough

LEGAL DESCRIPTION:

Portion of Public School Reserve

LOT AREA:

200 sf

LOCATION:

Dolphin St. Parking Lot

SURROUNDING ZONING:

North: Public Use

South: Commercial-1

East: Public Use

West: Commercial-1

ZONING:

Public Use

PID:

01-012-010

APPLICATION SUBMISSION DATE:

I. APPLICANT REQUEST: The applicant has requested to purchase 200 sf of borough-owned property.

II. APPLICABLE CODE:

16.12 ACQUISITION OR DISPOSAL OF BOROUGH PROPERTY

19.48 P-1, PUBLIC USE DISTRICT

III. FINDINGS:

1. Subject property is owned by the Petersburg Borough.
2. Subject property does not have legal and practical access to a public right-of-way.
3. Subject property is located within the designated school parking lot and adjacent to applicant's parcel.
4. Subject property has an existing encroachment. A greenhouse constructed by the applicant about 10 years ago.
5. Current zoning is public use, which is intended for areas for public uses, such as parks, playgrounds, government-owned buildings, and municipal facilities. The proposed use of a private greenhouse is not consistent with the existing zoning.
6. The applicant seeks a 4' x 50' parcel. However, this would create a new property line at the edge of the greenhouse, which would not be consistent with Fire Code requirements on commercial property. An additional 5' would need to be added to conform with Fire Code separation requirements or a fire resistant wall rated for 1 hr would need to be constructed.
7. At their May 20, 2025, meeting, the school board voted to recommend not selling the parcel to the Trasks, as they do not want to set a precedent of selling off school/borough property. However, they do not feel the need to ask the Trask's to remove the greenhouse at this time. The district will monitor future encroachments.
8. Community Development Department recommends the property be retained in public ownership. The Department noted that the property is located within the Petersburg Public School Reserve. This area has been reserved specifically for the current and future needs of the school district. The area being applied for was purchased in 1950 by the Petersburg School Board

Planning Commission Staff Report & Finding of Fact

Meeting Date: August 12, 2025

using State of Alaska Tobacco Tax Fund dollars, which at the time were earmarked for public school use.

IV. PUBLIC NOTICE

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

V. APPLICATION REVIEW

a. The application is classified as a request to purchase borough property.

b. Criteria –

Per 16.12.050, no borough property in Service Area 1 may be disposed of unless it has been zoned by the borough. As noted in Section III, Findings, the subject property is zoned.

Per 16.12.080 (A), the Planning Commission may require an applicant to state the nature, extent, size and general specifications of improvements the applicant intends to construct upon the real property and the time when the improvements will be completed.

VI. ACTION

Based on the preceding findings of fact, the Petersburg Planning Commission makes the following report to the Borough Assembly:


1. The commission recommends the borough assembly not approve sale of approximately 200 sf of the Public School Reserve to Grant Trask for the purpose of addressing an encroachment of a greenhouse along with findings of fact and report as presented.
2. The subject property is reserved for a public purpose, and the sale is not supported by the School Board.
3. The proposed use is inconsistent with the existing zoning.
4. The parcel as proposed would not meet requirements of fire code separation between the existing greenhouse and the proposed new property line, A minimum of 5' separation from the property line or the construction of a wall with fire-resistance rating of 1 hr. would be required to meet fire code.

EXHIBITS

- A. Applicant materials
- B. Vicinity & Detail Maps
- C. Public Hearing Mailout
- D. Public Comments
- E. Draft Meeting Minutes

**Petersburg Borough, Alaska****Land Disposal Application**

(\$500.00 non-refundable filing fee required)

Form must be completed in its entirety to be considered**Office Use:**Rec'd. by: 

Fee: \$500

Date Rec'd:

3/7/24

Date: March 7, 2024

This is a request for land disposal via (circle one):

Lease

Purchase

Exchange

Other

Parcel ID #(s) of Subject Property:

~~01-001-168~~ Portion
of 01-006-010

Proposed term of lease: _____

(total years)

Legal Description of Property:

~~LOT 8, Bk 12, 89-2RS~~
Portion of 303 Dolphin St.; Plat 91-15,
Lot 1, Petersburg Public School Reserve
Block 12


Current Zoning of Property:

~~Commercial 1~~Public Use

Applicant Name:

Grant H. Trask

Applicant Mailing Address:

P.O. 
Petersburg AK 99833Applicant Contact Info:
(phone and/or email)

1. Size of Area requested (identify the minimum area necessary in square feet): 2.00
2. Attach a map showing the location of the land requested. Map must show surrounding area with the land requested clearly marked with bolded borders or highlighted color.

3. Narrative on use of property: Explain proposed use of land and when use is expected to begin and end. Include any planned new construction or renovation, including time-frame when construction or renovation will be completed and type of materials to be used. Provide the estimated dollar value of proposed improvements. Explain the value of the proposal to the economy of the borough and any other information you feel should be considered. (attached additional sheet if necessary)

Grant and Lila Trask have lived on their property for 46 years. When the school district built large parking lot adjacent to East end of our property, a wood fence was built to give definition to edge of properties. Grant had a Sitka Rose bush which infiltrated this fence and caused fence to disintegrate. I asked permission to remove fence, also cut two trees on margin of property line and this happened. Then, to make it look good for parking lot and my place, I added dirt for lawn, eventually built a greenhouse - with about 4' on city property, a fence and edge of my garden. This gave a favorable placement plan for both parking land and myself. This has existed for + 20 years. Today, knowing that I've encroached on city land, I seek to buy this 4' wide x 50' long from city, not a useful 4' to city but to make my property free and clear of legal problem when I will sell my home - perhaps in 5 years.

4. Name and address of all adjacent land owners or lessees, including upland owner(s) if applicable: (attach additional sheet if necessary)

Kelly Denko on North edge.

400 Second Ave N.

Petersburg School Dist. / Borough

5. Are there any existing permits or leases covering any part of the land applied for?

Yes ☒ No

If yes, please check one: (☐ Lease ☐ Permit)

Describe the type of permit or lease, if applicable, and the name and last known address of the permittee or lessee:

6. What local, state or federal permits are required for the proposed use? (list all)

N/A

7. If applicant is a corporation, provide the following information:

A. Name, address and place of incorporation:

B. Is the corporation qualified to do business in Alaska?: ☐ Yes ☐ No

Name and address of resident agent:

8. Why should the Planning Commission recommend Assembly approval of this request?

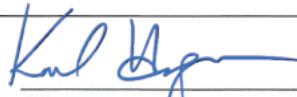
Please see narrative.

9. How is this request consistent with the Borough's comprehensive plan?

N/A

10. Prior to submitting this application, please verify with pertinent Borough Departments that the land requested for lease, purchase or exchange is not needed for a public purpose by speaking with the appropriate personnel in the Electric, Water, Wastewater, Community Development, Harbor or Public Works Departments and obtain their comments and signatures below. (attach additional sheet if necessary):

Department Comments: PMPL has no need for this area.



Electric Utility Director

Signature of Department Commenter

Department Comments: Public Works has no need for the parcel.

Aaron Marohl - Assistant Public Works Director

Signature of Department Commenter

Department Comments: The subject property should be retained in public ownership. The property is located within the Petersburg Public School Reserve. This area has been reserved specifically for the current and future needs of the school district. The area being applied for was purchased in 1950 by the Petersburg School Board using State of Alaska Tobacco Tax Fund dollars, which at the time were earmarked for public school use.

Liz Cabrera - Community Development Director

Signature of Department Commenter

Department Comments: At the May 20, 2025 meeting, the school board voted to recommend not selling the parcel to the Trasks, as they do not want to set a precedent of selling off school/borough property. However, they do not feel the need to ask the Trask's to remove the greenhouse at this time. The district will monitor future encroachments.

School Board

Signature of Department Commenter

NOTICE TO APPLICANT(s):

Applicant will be required to pay a non-refundable filing fee with the Borough of \$500 to cover estimated costs of: a title report, survey, legal fees, postage, recording fees, public noticing and advertising and other costs incidental to the processing of this application.

I hereby certify that I have received and reviewed a copy of Petersburg Municipal Code Chapters 16.12 and 16.16 (as they may pertain to my particular application) and understand the Code requirements. I further certify I am authorized to sign this application on behalf of the applicant.

Please sign application in the presence of a Notary Public.

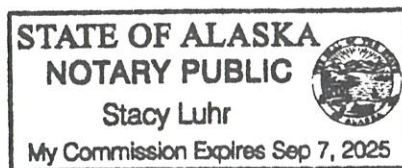
Grant H. Trask

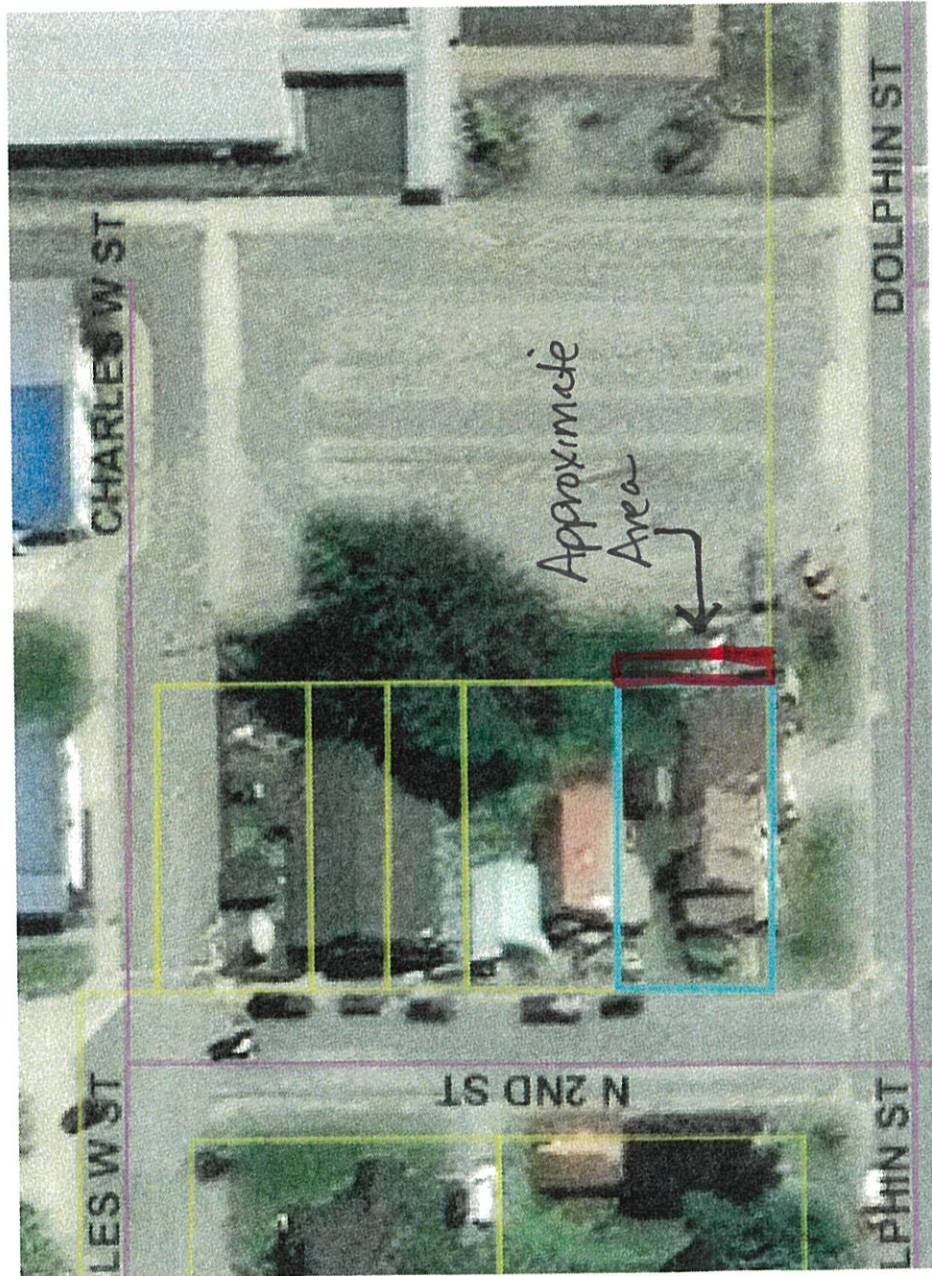
Applicant/Applicant's Representative

Subscribed and sworn to by Grant Trask, who personally appeared
before me this 18th day of March, 2024.

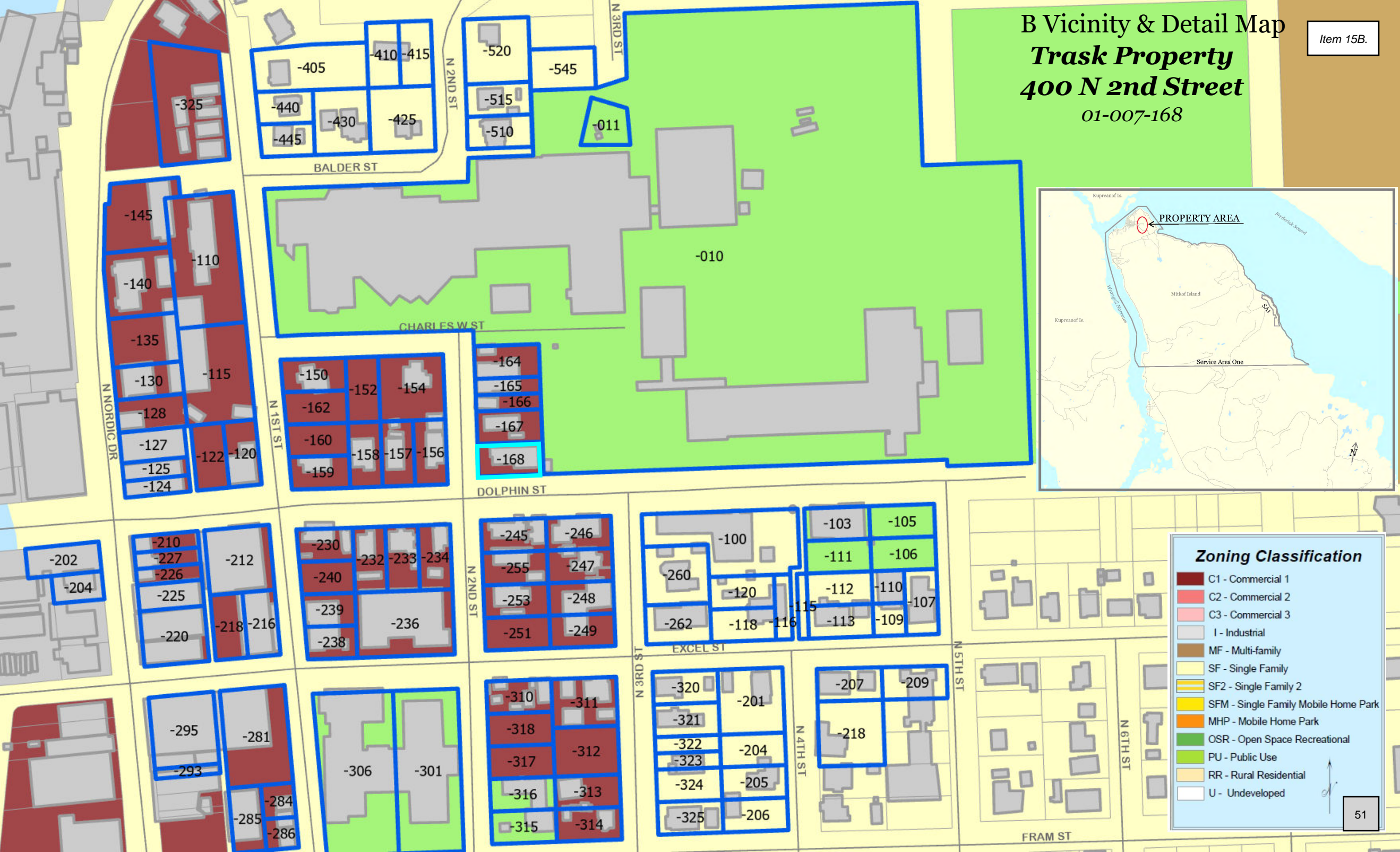
Stacy Luhr
Notary Public

Notary Public in and for the State of Alaska. My Commission Expires: 9/7/2025





B Vicinity & Detail Map
Trask Property
400 N 2nd Street
01-007-168



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



July 25, 2025

ENGE MARILEE SUSAN
 [REDACTED]
BERKELEY, CA 94705

NOTICE OF SCHEDULED PUBLIC HEARINGS

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

Recommendation to the Borough Assembly regarding an application from Lila and Grant Trask to purchase approximately 200 sf of borough owned property at the Dolphin St parking lot.

The public hearing and consideration of the application will be held:	Tuesday, August 12th, 2025, at 12:00 PM Assembly Chambers, Municipal Building 12 South Nordic Drive, Petersburg, Alaska.
The meeting is open to the public. To attend via ZOOM , please contact Anna Caulum at 907-772-5409.	

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

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

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

Sincerely,

Liz Cabrera
 Community & Economic Development Department

Community & Economic Development

PO Box 329, Petersburg, AK 99833 – Phone (907)772-4042 Fax (907)772-3759

www.petersburgak.gov

Name1	Name2
CHRIST FRY	
HEATHER O'NEIL	
JIM FLOYD	
JOHN JENSEN	
PHIL MEEKS	
MARIETTA DAVIS	
DONALD SPERL	
TRASK GRANT	TRASK LILA
ABBOTT THOMAS	HART ELIZABETH
ALASCOM INC PROPERTY TAX DIVISION	
ALASKA POWER & TELEPHONE	
ANDERSON JASON C	ANDERSON JULIE E
BAYSIDE LANDING LLC	
BOSWORTH DALE	BOSWORTH LESLEY
BRUMBLY PAGE	
BUOTTE DAVID E	SUHARA COLLEEN T
BURKE RICHARD STEWART	LYNN BURKE JAMIE ANNE
CANTON LOGAN J	CANTON SHEENA L
CHAMBER OF COMMERCE	PETERSBURG BOROUGH
COIL JODE	
COWLING GREGORY A	
CRONLUND DOUGLAS	
DRURY DONALD RAY	DRURY BRIANA
ENGE	MARILEE SUSAN
ESPESETH RHEA LOUISE	ESPESETH NICHOLAS ALLAN
HAMMER & WIKAN	
IGLOO LLC	
KAPP WORLAND KAMEY	
KAWASHIMA DWIGHT G	KAWASHIMA JANE
KFSK COMMUNITY RADIO	
KNIGHT REBECCA	JOHN KNIGHT
KORCHAK PAUL	
LARSON NICHOLAS J	
LENHARD MATTHEW	LENHARD JILL
LUTHERAN CHURCH	
MALLORY DARCY	
MARIFERN BRUCE	MARIFERN BARBARA
NILSEN MIKE L	NILSEN RAVENNA
NORTHERN NECESSITIES LLC	
O'CONNOR DEMKO KELLY M	
OGDEN JACK E	OGDEN CAROL B
OHMER DAVE	
OHMER NICHOLAS E	
OINES MARJORIE J	
O'NEIL ERICA	O'NEIL SCOTT
OTNESS JOHN J	
PETERSBURG BOROUGH SCHOOLS	
PETERSBURG CHILDREN CENTER	
PETERSBURG ELKS LODGE	
PETERSBURG INDIAN ASSOCIATION	
PETERSBURG MEDICAL CENTER	
PETERSBURG MOOSE LODGE	
PETERSEN CODEE	PETERSEN NATALIE
SEVER CYNTHIA	
SHILLING JOAN	
SILVER BAY SEAFOODS LLC	
SPRAGUE RICHARD	SPRAGUE SHARON
ST ANDREWS EPISCOPAL CHURCH	
ST CATHERINE'S CHURCH	
STOLPE ADRIENNE	STOLPE LOGAN
STOLPE LOGAN	KENTNER STOLPE ADRIENNE
STRATMAN JOSEPH	RICE ALLISON
TATE CARL J	TATE HAILEY D
THOMPSON FLOYD A	
TONGASS FEDERAL CREDIT UNION	
VALHALLA PLACE LLC	
VERSTEEG KORY H	
WALKER JULIE K	WALKER ELDON W
WEAVER PAT ELAINE	
WELDE DOUGLAS	
WIKAN RICHARD	
WOHLHUETER KURT	WOHLHUETER SHERI
YIP WAMEN	YIP LANEY
NYSSSEN	CHRISTOPHER & ELISABETH

From: [Richard Burke](#)
To: [Anna Caulum](#)
Subject: Trask Land Disposal Application
Date: Monday, August 11, 2025 9:17:27 AM

External Email! Use Caution

I support the sale of the land parcel to Grant Trask. Furthermore I find it profoundly irresponsible of the Petersburg School District to object to the land sale after knowing about the issue for 20 years, but doing nothing about it.

Richard Burke
300 N 3rd St
Petersburg Alaska

[Yahoo Mail: Search, Organize, Conquer](#)



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Planning Commission Regular Meeting

Tuesday, August 12, 2025

12:00 PM

Assembly Chambers

1. Call to Order

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

2. Roll Call

PRESENT

Commission Chair Chris Fry
Commissioner Jim Floyd
Commissioner John Jensen
Commissioner Marietta Davis
Commissioner Phillip Meeks

ABSENT

Commission Vice-Chair Heather O'Neil
Commissioner Donald Sperl

3. Acceptance of Agenda

The agenda was accepted as presented.

Motion made by Commissioner Davis, Seconded by Commissioner Jensen.
Voting Yea: Commission Chair Fry, Commissioner Floyd, Commissioner Jensen,
Commissioner Davis, Commissioner Meeks

4. Approval of Minutes

A. July 8, 2025, Meeting Minutes.

The July 8, 2025, meeting minutes were unanimously approved.

Motion made by Commissioner Davis, Seconded by Commissioner Jensen.
Voting Yea: Commission Chair Fry, Commissioner Floyd, Commissioner Jensen,
Commissioner Davis, Commissioner Meeks

5. Public Comments

None

6. Consent Calendar

- A. Acceptance and scheduling of an application for a conditional use permit for a home occupation from Mary Ellen Anderson at 191B MITKOF HWY (PID: 01-031-100).
- B. Acceptance and scheduling of an application for a conditional use permit for a home occupation from Shawn Blake at 1309 GJOA ST (PID: 01-005-535).

Accepted as Public Hearing Items for the September 9, 2025, meeting.

Motion made by Commissioner Jensen, Seconded by Commissioner Davis.
Voting Yea: Commission Chair Fry, Commissioner Floyd, Commissioner Jensen, Commissioner Davis, Commissioner Meeks

7. Public Hearing Items

- A. Recommendation to the Borough Assembly regarding an application from Central Council Tlingit-Haida to purchase approximately 10,000 sf of borough owned property at 1200 HAUGEN DR.

Motion made by Commissioner Davis, Seconded by Commissioner Floyd.

Commissioner Jensen spoke, he doesn't like the location, he is not in favor of putting a tower along Haugen Drive.

Commissioner Davis mentioned the location being more commercial, right by the Fire Hall, fitting in with that use. This is for the betterment of our area.

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

- B. Recommendation to the Borough Assembly regarding an application from Lila and Grant Trask to purchase approximately 200 sf of borough owned property at the Dolphin St parking lot.

Grant Trask spoke representing himself to give some history of the property.

Commissioner Meeks asked Mr. Trask how long the greenhouse had been on the property and if the school knew about it. Mr. Trask responded close to 10 years and yes, the school was aware.

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Catherine Snider spoke representing herself opposed to the sale of borough property.

Kelly O'Connor Demko spoke representing herself to give information regarding a survey she recently had done on her property near the Trask's.

Motion made by Commissioner Floyd, Seconded by Commissioner Jensen.

Discussion

Voting Yea: Commissioner Jensen

Voting Nay: Commission Chair Fry, Commissioner Floyd, Commissioner Davis,
Commissioner Meeks

- C. Consideration of an application from Bryan and Lisa Haas for a minor subdivision at 713 MITKOF HIGHWAY (PID: 01-174-140, 01-174-150, 01-174-152).

Motion made by Commissioner Jensen, Seconded by Commissioner Davis.

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

- D. Consideration of an application from Susan Short for a conditional use permit for a trailer used for construction purposes at 119 Cornelius Rd (PID: 01-031-590).

Susan Short spoke representing herself she would like to put a trailer on her property while they are building a new home.

Ted Hasbrouck spoke representing himself to give more information about the property.

Motion made by Commissioner Jensen, Seconded by Commissioner Davis.

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

8. Non-Agenda Items

- A. Commissioner Comments

None

- B. Staff Comments

Director Liz Cabrera mentioned there are agenda items for September.

- C. Next Meeting is September 9, 2025, at 12:00pm.

9. Adjournment

The meeting adjourned at 12:32 PM.

Motion made by Commissioner Jensen, Seconded by Commissioner Davis.

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

From: Rick Braun <rickgbraun@gmail.com>
Sent: Monday, August 18, 2025 9:20 AM
To: Assembly <assembly@petersburgak.gov>
Subject: Bears

Greetings,

I think that the best solution for Petersburg's bear problem is the one stated by Lynn Escola in her Letter to the Editor in the last paper. This is the solution that Juneau, Sitka, Ketchikan, Skagway, Haines and Hoonah have all adopted. The assembly should pass an ordinance requiring garbage that is attractive to bears to be stored in a fully enclosed structure or building until the morning of garbage pickup. This is the only solution that will actually work.

"Bear proof" garbage cans will still contain smelly garbage that will bring bears into the neighborhood. We know that black bears have a phenomenal sense of smell and can smell food from up to 20 miles away. Some bears will eventually overcome those containers.

Requiring people to enclose their garbage, will cause some people an inconvenience because they don't have a garage or shop away from the house. These will have to find some place inside the house and contain the garbage so it doesn't smell up the house. This does sound like a burden for some people but this must be weighed against the greater costs of dangerous animals rampaging the neighborhoods.

The costs of bears in town is evident throughout the paper. It has caused people to discharge firearms in town, The police are subject to numerous calls from concerned citizens. People have to clean up garbage. Every year I clean up many bags of garbage brought to my property by bears from my neighbors on Ramber, Tango and Unimak Streets. The bears probably suffer the most from eating the garbage. The worst garbage to clean up is the stuff that has gone through a bear. Aluminum foil, plastic, broken glass, diapers. Some bears probably don't survive the experience and die a painful death.

It might be a good idea to see how the other Southeast Alaska towns have instituted their garbage enclosure policy, what the results were and what solutions people have used to store their garbage in the house.

Sincerely,
Rick Braun