



# Petersburg Borough

12 South Nordic Drive  
Petersburg, AK 99833

## Meeting Agenda Harbors and Ports Board

---

Thursday, February 09, 2023

12:00 PM

Assembly Chambers

---

You are invited to a Zoom webinar.

When: February 9, 2023 12:00 PM Alaska

Please click the link below to join the webinar:

<https://petersburgak-gov.zoom.us/j/83687466477?pwd=dIFEVkpHVkcvR2VmcC9ia3lQM0hGQT09>

Passcode: 004847

Or Telephone: (719) 359-4580 (253) 205-0468

Webinar ID: 836 8746 6477

Passcode: 004847

**1. Call to Order / Roll Call**

**2. Approval of Minutes**

**A. April 15, 2022 Harbors and Ports Advisory Board Minutes**

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

**4. Persons to be Heard Related to the Agenda**

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

**5. Persons to be Heard Unrelated to the Agenda**

*Persons with views to share on subjects not on today's agenda may do so at this time.*

**6. Harbormaster Report**

**A. January 2023 Harbormaster Report**

**7. Unfinished Business**

**8. New Business**

**A. Wake Zone Request**

Member Spigelmyre asked for the Board to discuss formally the request of a monitored wake zone area in front of town.

**B. Capping Live Aboard Customers**

Staff is in the process of proposing a 10 % cap on Live Aboard status per stall length category be added to Chapter 14.20.125 Live-Aboard Policy in Borough Code. Higher numbers of inquiries for permanent moorage that include live aboard status has caused staff to be concerned that the commercial fishing fleet will be displaced by non-commercial vessels in coming years. Staff would like the Harbor Board to support the proposed amendment to the ordinance. The Borough attorney has written up the proposed code change.

**C. Clarifying Prohibited Acts**

Staff is in the process of proposing clarifying language for Prohibited Acts in Chapter 14.20.250 and would like the Harbor Board to support the (2) amendments to the ordinance. The clarification included listing Float Houses as well as specifying rental activity as prohibited in the Harbors. The Borough attorney has written up the proposed code change.

**9. Communication**

**10. Discussion Items**

Member Murgas asked that the Board be made aware of his company, “Island Ventures”, proposed request of the Borough’s Water Department to install a private water meter at Scow Bay Turnaround Launch Ramp location. Mr. Murgas will be available to present the plans and answer questions.

**11. Adjourn**



# Petersburg Borough

12 South Nordic Drive  
Petersburg, AK 99833

## Meeting Minutes Harbors and Ports Advisory Board

---

Friday, April 15, 2022

12:00 PM

Assembly Chambers

---

### 1. Call to Order / Roll Call

PRESENT

Board Chair Bob Martin, Board Member Casey Knight, Board Member Don Spigelmyre, Board Member Jim Stromdahl, Board Member Scott Roberge, Board Member Scott Newman

Assembly Liaison Jeff Meucci

ABSENT

Board Member Daniel Cardenas

Public in attendance: KFSK reporter, Pilot reporter, Raleigh Cook, John Murgas, Ricky Perkins, Alan Murph, Brandon Alison and Dave Kensinger

Staff: Harbormaster via Zoom and Manager Giesbrecht

### 2. Approval of Minutes

A. Minutes of the February 2, 2022 Minutes Regular meeting were approved, as submitted.

### 3. Amendment and Approval of Meeting Agenda

Agenda was unanimously approved with an addition under Board Discussion of acknowledgement of a violation of the open meeting act.

### 4. Persons to be Heard Related to the Agenda

John Murgas thanked the Board and made comments in support of the Papke's Landing project. He stated that the project is ideal for granting agencies criteria and asked the road system configuration be looked at to support the increased traffic.

Dave Kensinger addressed the Board in support of the Papke’s Landing project and agreed that the proposed design is ideal for public funding. He mentioned tasks include Borough seeking property transfer from State and Federal agencies, finding granting sources for new construction and identifying all users including Service Area 1, Lodge customers and those that use it as a transportation transfer site from multiple communities in SE.

Brandon Allison, owner of Majestic Eagle Lodge, spoke to the importance of the facility to his livelihood and is not opposed to having to pay a user fee.

**5. Persons to be Heard Unrelated to the Agenda**

No views were shared.

**6. Harbormaster Report**

**A. April 2022 Harbormaster Report**

Harbormaster Wollen reviewed her written report. The report is attached and made a permanent part of these minutes.

**7. Unfinished Business**

No unfinished business was addressed.

**8. New Business**

**A. Review and comments on Conceptual drawings of Papke’s Land Development:**

Engineer Alan Murph presented the proposed conceptual drawing to the Board and explained the phased design approach. The Board fielded questions from members and attendees in the audience to Mr. Murph and Manager Giesbrecht during the discussion. The board raised concerns on funding as related to operation and maintenance after new construction. The board voted unanimously recommending that the Assembly continue to keep the public comment period open.

Voting Yea: Board Chair Martin, Board Member Knight, Board Member Spigelmyre, Board Member Stromdahl, Board Member Roberge

**9. Communications**

No communications were received.

**10. Discussion Items**

Chairman Martin stated that a pervious informal tour violated the open meetings act due to a number of Harbor Board members in attendance. He apologized and said the Board will refrain from such a mistake again.

**11. Adjourn**

The Board voted unanimously to adjourn at 1:03 pm.

## April 2022 Harbormaster Report

Staff: We have hired a temporary maintenance person, Sam Zimmerman to help with spring clean up and help carry us over while we interview possible candidates for filling our

Dredge update: The USACE has the South Harbor bid project open until mid- June with the project start date expected to occur mid- October when in water work can commence. The Harbor Enterprise Fund has committed \$1 million to this phase upfront with the remainder due after bid opening when the contracted costs are formalized. At this point, we will know how much of the local portion can be accomplished.

PETRO Trade update: The environmental agency that has been hired by the Borough to articulate the finding of DEC has reported that the area is fine for the intended use. A final report that will include final clean up will be sent to the Manager at some point this year and will be circulated for review.

All three harbors are almost completely full. Waiting lists are building. Transient traffic has started earlier this year.

Misc:

- Staff is getting a jump on ordering a new flatbed with a supplemental budget request in the 3<sup>rd</sup> reading for Mon's Assembly mtg.
- Borough Manager reviewed the Harbor Budget and did not have any comments. Note the General Fund will be under a microscope as it came in above estimated revenue.
- Tour ship schedule has stabilized and looking like 105 stops this season.
- Am working with Tamico to replace a couple busted fender piles at the Crane Dock. Alaskan Girl's throttle stuck and hit damaging a couple on the north side last week.
- USCG surprised us with their annual Homeland Security spot check last week. They reviewed our operations manual and posted areas, we passed with no issues.
- Maintenance is focused on spring cleaning when not pulled different directions
- Harbor Office is suffering from some major plumbing issues in the public restroom/shower areas. Brian Haley is preparing to replumb the underside of the building next week.
- Business as usual

## January 2023 Harbormaster Report

Staff: We have settled into a nice pattern with a fully staffed crew this past year. Ted Hutchison joined the staff last fall as our split schedule guy and Stacey Hjort has worked out well in the new position that provides a 5 day a week bridge schedule covering the day and evening shifts including weekends. Late last spring, Cade Clay left one of the maintenance positions for Bristol Bay and we replaced him with Kenny Whitmore.

Maintenance:

**North Harbor** –Seasonal cleaning and upkeep is ongoing, including having a diver clean the potable and fireline of growth. We will continue to look at replacing the NH fire shed. We are also looking into covering the adjacent dock to the Harbor Office with a roof to give us a covered area for work/ equipment.

**Middle Harbor** – Normal upkeep. Working with Tamico and a local diver to install anodes this spring.

**South Harbor** - Diver scraped the water lines to help with weight/drag along the main float. Tamico will be sleeving a piling that rotted off at the mudline last summer with one of the stored 16 inch piles purchased with this kind of event in mind.

**Crane Dock** – Tamico is working to replace two piling that the Alaskan Girl rammed and broke last summer.

**Drive Down** – Busy! The inside work stations continue to be reserved in advance for projects and loading gear that is time sensitive.

**Scow Bay** – Continue to monitor area daily and maintenance as needed.

**Port Storage** - Graded & rolled regularly.

Dredge update: Western Marine successfully bid and was awarded the project late last spring. They mobilized on scene in early November, and got to work dredging the week prior to Thanksgiving. They were able to get another couple weeks of work before breaking for Christmas/New Year’s holidays. Since January the progress has been slow largely due to the temperament of the compressed soils (blue clay) that makeup the expanded portion of the project. Staff attends weekly progress meetings where the USACE has been questioned by the contractor on next steps. There might be a point where a priority list is required to complete the project and keep it within budget.

PETRO Trade update: PETRO is still monitoring the areas of concern the DEC investigation identified. Hopefully there will be a consensus soon.

Scow Bay: Mid-January the USACE staff came to Petersburg prior to the Federal annual budget development. They seemed impressed with favorable elements the are currently in place and expect proposed shared cost feasibility study project forthcoming. The Assembly will be asked to provide an updated request in the upcoming months.

## Misc:

- Budget review: Attached
- Raw Fish tax came in substantially higher than expected. Borough reduced the General Fund take back to taking the first \$350,000 and the Harbor Enterprise Fund received the balance.
- Tour ship calendar is firming up. It looks to settle in at roughly the same number as last year (110) landings.
- Waiting list continues to grow for permanent over 50 ft. stalls. Under 50 ft. is largely full.
- Added pieces of equipment to the department – Bobcat telehandler replaced the need for replacing the forklift and this spring we will be receiving a new Chevy 1 ton to replace #113. We also added a used 17 ft. fiberglass seine skiff /60 hp Yamaha that will give staff more ability to service the department.
- Staff is in conversation with PMPL on hiring a contractor to survey the South Harbor electrical system as the last facility upgrades that occurred in 2002 (20 yrs).
- Added projects to the Capital Outlays include:
  - Drive Down Approach paving project
  - Shed roof on North Harbor dock adjacent to the office
  - Finger Float replacement South Harbor
  - ATV with plow to replace the 2011 model we currently have
  - Utility Float replacement

Petersburg Borough, Alaska  
Harbor/Port Facilities Fund - 450  
FY 2024 DRAFT Budget

Item 6A.

450 Account Number	Description	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 dopted-Revise Budget	FY 23/24 Proposed Budget
<b>Revenues &amp; Other Sources</b>					
<b>Harbor Charges:</b>					
000 408100	Moorage Fees	880,401	924,199	1,066,784	
000 408110	Transient Fees	149,091	192,102	140,000	
000 408120	Grid Fees	4,755	5,764	5,500	
000 408130	Live Aboard	17,230	12,730	17,250	
000 408150	Launch Fees	17,428	21,017	22,500	
000 408160	Tour Ship Moorage	27,398	50,426	59,750	
000 408165	Commercial Drive Down Facility Fees	41,797	59,828	42,000	
000 407170	Misc Harbor Charges	44,046	62,694	60,000	
	<b>Subtotal Harbor Charges</b>	<b>1,182,147</b>	<b>1,328,761</b>	<b>1,413,784</b>	<b>-</b>
<b>Port Charges:</b>					
000 408180	Port Leases	161,747	157,405	154,724	
000 408190	Port Storage Fees	45,580	47,498	45,000	
	<b>Subtotal Port Charges</b>	<b>207,327</b>	<b>204,903</b>	<b>199,724</b>	<b>-</b>
<b>Misc. Revenue</b>					
000 410260	Other Revenues	8,034	7,563	5,000	
000 410300	Cashier's over/short	-	-	100	
	<b>Subtotal Misc. Revenue</b>	<b>8,034</b>	<b>7,563</b>	<b>5,100</b>	<b>-</b>
	<b>Total Operating Revenues</b>	<b>1,397,508</b>	<b>1,541,227</b>	<b>1,618,608</b>	<b>-</b>
<b>Nonoperating Revenues:</b>					
000 410100	Investment Income	9,027	(126,454)	22,050	37,553
000 402275	State PERS Relief	24,988	29,642	25,000	29,000
	<b>Subtotal Nonoperating Revenues</b>	<b>34,015</b>	<b>(96,813)</b>	<b>47,050</b>	<b>66,553</b>
<b>Interfund Transfers:</b>					
000 402140	Fish Tax	-	503,081	400,000	500,000
	<b>Subtotal Interfund Transfers</b>	<b>-</b>	<b>503,081</b>	<b>400,000</b>	<b>500,000</b>
	<b>Total Revenues &amp; Other Sources</b>	<b>1,431,523</b>	<b>1,947,495</b>	<b>2,065,658</b>	<b>566,553</b>
<b>Expenditures &amp; Other Uses</b>					
<b>Operating Expenses</b>					
<b>Payroll Expense:</b>					
000 500110	Regular Pay	408,240	444,112	484,223	
000 500120	Overtime Pay	10,512	18,468	18,165	
000 500200	Benefits	226,295	227,377	312,952	
	<b>Subtotal</b>	<b>645,047</b>	<b>689,957</b>	<b>815,340</b>	<b>-</b>
<b>Supplies:</b>					
000 501320	Operating Supplies	15,682	30,485	25,000	30,000
000 501325	Grounds Supplies	-	-	500	575
000 501330	Maintenance Supplies	6,148	8,741	8,000	9,200
000 501334	Safety Gear	2,788	1,652	1,500	1,725
000 501335	Waste Oil Repair & Maint	758	1,547	1,000	1,150
000 501340	Small Tools	6,578	10,849	6,500	7,475
	<b>Subtotal</b>	<b>31,954</b>	<b>53,275</b>	<b>42,500</b>	<b>50,125</b>
<b>Services &amp; Charges:</b>					
000 501410	Professional Services	9,437	21,615	15,000	17,250
000 501415	DC Lobbyist	18,000	9,000	18,000	18,000
000 501420	Communications	8,568	8,650	8,500	8,500
000 501430	Travel & Training	451	626	4,400	
000 501440	Advertising & Printing	901	2,763	1,700	2,000
000 501448	Security Boat O&M	3,061	5,295	4,800	5,520
000 501449	Motor Pool O & M	11,037	17,991	17,410	
000 501450	Rentals/Leases	-	-	750	750
000 501451	Vehicle Replacement	7,969	4,202	13,516	
000 501462	Liability Insurance	29,565	27,652	35,698	33,180
000 501463	Property Insurance	1,998	2,183	2,418	2,938
000 501464	Vehicle Insurance	539	497	718	
000 501470	Utilities	71,627	71,869	80,000	80,000



Petersburg Borough, Alaska  
Harbor/Port Facilities Fund - 450  
FY 2024 DRAFT Budget

Item 6A.

450 Account Number	Description	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 dopted-Revise Budget	FY 23/24 Proposed Budget
000 501472	Utilities - Garbage	68,893	82,337	90,000	90,000
000 501480	Repair & Maint	29,022	48,307	30,000	34,500
000 501481	Scowbay, Port, Drive Down Facil. Maint	1,838	2,184	4,000	4,000
000 501491	Overhead Charges	98,847	97,456	93,619	99,402
000 501498	Credit Card Fee	20,461	23,457	29,679	31,000
000 501499	Bad Debt Expense	1,813	2,086	2,400	2,400
000 501500	Contingency	-	16,343	20,000	20,000
000 501501	Security Camera Repair & Maintenance	1,563	393	10,000	10,000
000 501502	Large Crane Maintenance	-	-	-	-
000 501503	Derelect Boat Disposal	-	-	7,500	7,500
000 501504	Maintenance Facility	-	-	60,000	60,000
	Electric Plug Resale				3,500
	Vehicle Impound Towing				2,000
	<b>Subtotal</b>	<b>385,591</b>	<b>444,907</b>	<b>550,108</b>	<b>532,440</b>
<b>Depreciation</b>					
000 502000	Depreciation	1,399,303	1,400,015	1,400,000	1,400,000
	<b>Total Operating Expense</b>	<b>2,461,895</b>	<b>2,588,154</b>	<b>2,807,948</b>	<b>1,982,565</b>
<b>Other Uses</b>					
000 500210	State PERS Relief	24,998	29,642	25,000	29,000
	<b>Subtotal</b>	<b>24,998</b>	<b>29,642</b>	<b>25,000</b>	<b>29,000</b>
<b>Capital Outlays</b>					
000 506500	Computer Equipment	-	-	3,000	3,000
000 506519	Machinery & Equip	1,814	8,815	7,500	7,500
000 506521	Security Cameras	-	-	7,000	7,000
000 506528	Outboard - 50hp	-	-	9,000	10,000
000 506535	Building Remodel Plan	-	-	-	10,000
000 506538	Dock Ladders & Ramps	-	-	2,500	2,500
000 506539	South Harbor Float Maintenance	-	11,820	20,000	28,000
000 506540	Rebuild Dock Project adj. to Harbor Office	-	-	-	-
000 506541	S. Harbor Corp of Engin. Dredge Study	148,675	1,000,000	1,100,000	50,000
000 506542	Middle Harbor Anode Installation	-	-	93,000	93,000
000 506544	Office Repairs	2,175	-	25,000	5,000
000 506546	Petro Trade	-	2,804	85,000	85,000
000 506547	South Harbor Fire Shed	-	-	-	-
000 506548	Upgrade Elec Pedestels End of C flt	-	-	-	-
000 506549	10 yd Dumpster	-	-	12,000	-
000 506550	Bobcat V519, Telehandler	-	-	96,000	-
000 506551	Galvanized Steel Piling 75'	-	-	110,000	-
000 506552	Flatbed 1T x/Snow Plow	-	-	60,000	-
	Drive Down Approach Paving				500,000
	Shed Roof adj. to Harbor Office				40,000
	Finger Float Replace. South Harbor				250,000
	Utility Float Replace				400,000
	Atv w/ Plow				
	<b>Subtotal</b>	<b>152,664</b>	<b>1,023,439</b>	<b>1,630,000</b>	<b>1,491,000</b>
	<b>Total Other Uses</b>	<b>295,632</b>	<b>1,053,081</b>	<b>1,655,000</b>	<b>1,520,000</b>
	<b>Total Expenditures &amp; Other Uses</b>	<b>2,757,526</b>	<b>3,641,235</b>	<b>4,462,948</b>	<b>3,502,565</b>
	<b>Net Change in Position</b>	<b>(1,326,004)</b>	<b>(1,693,739)</b>	<b>(2,397,290)</b>	<b>(2,936,012)</b>

**PETERSBURG BOROUGH  
ORDINANCE #2022-XXX**

**AN ORDINANCE AMENDING SECTIONS 14.20.125 and 14.20.250 OF CHAPTER 14.20, MUNICIPAL HARBORS, OF THE PETERSBURG MUNICIPAL CODE TO ADDRESS LIVE-ABOARDS AND OTHER RESIDENTIAL USES OF VESSELS MOORED IN MUNICIPAL HARBORS**

**WHEREAS**, the current language of the borough code, in chapter 14.20, *Municipal Harbors*, does not provide any guidance on the number or type of vessels which can be utilized as live-aboards in borough harbors; and

**WHEREAS**, the borough code also does not directly address other residential uses of vessels moored in borough harbors, such as for vacation rentals or long-term residential rentals; and

**WHEREAS**, residential vessel use, by its nature, produces less movement of vessels into and out of the harbors, resulting in a reduction of available hot berthing space in the harbors; and

**WHEREAS**, the harbors of the borough are the economic driver of the community of Petersburg, and further guidance regarding harbor residential usage is necessary to ensure continued operational efficiency.

**THEREFORE, THE PETERSBURG BOROUGH ORDAINS**, Sections 14.20.125 and 14.20.250 of the Petersburg Municipal Code are hereby amended as follows. The language proposed for addition is in **bolded red and underlined**.

**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 address live-aboard and other residential uses of vessels occupying moorage space in borough harbors.

**Section 3. Substantive Provisions:**

**14.20.125 - Live-aboard policy.**

- A. A person living aboard a vessel for fifteen days within any 30-day period is considered a live-aboard.
- B. Pets may be kept on a live-aboard vessel pursuant to chapter 7.04 of this Code.
- C. Vessels being used as live-aboards must meet all sanitary requirements as established by the United States Coast Guard or by the borough.
- D. Oil, gas, electric or wood heating units must be installed and utilized in conformance with manufacturers' specifications and approved by the harbormaster as a matter of public safety.
- E. Fees for live-aboard use shall be charged as established in this chapter.

**F. During the months of May through October of each year, no more than ten percent (10%) of the moorage spaces within each category of stall length may be utilized at any one time by live-aboard vessels, except at the discretion of the Harbormaster.**

**14.20.250 - Prohibited acts.**

The following acts are prohibited:

*[There are no changes to paragraph A]*

B. Tying or mooring pile drivers, scows, barges, boat houses, **float homes**, or other similar vessels, or vessels over one hundred fifty feet in length, to any float;

*[There are no changes to paragraph C through V]*

**W. Commercial use of the harbor facilities for rental of vessels for residential purposes, either on a short-term rental (e.g., vacation rental or bed & breakfast) or long-term rental basis. This does not preclude short-term moorage of a marine passenger ship providing overnight lodging as part of a cruise, as that term is defined in PMC 4.80.020.**

**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 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:  
Published:  
Effective: