



# Petersburg Borough

12 South Nordic Drive  
Petersburg, AK 99833

## Meeting Agenda Borough Assembly Regular Meeting

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Monday, December 04, 2023

12:00 PM

Assembly Chambers

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You are invited to a Zoom webinar.  
When: December 4, 2023 12:00 PM Alaska  
Topic: Regular Assembly Meeting

Please click the link below to join the webinar:

<https://petersburgak-gov.zoom.us/j/89942017160?pwd=OSv5NMYmT0mcbUvIIXdOUYQgzR-v3g.3DMZfw0EYmZSr1En>

Passcode: 183785

Or Telephone:

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

Webinar ID: 899 4201 7160

Passcode: 183785

1. **Call To Order/Roll Call**
2. **Voluntary Pledge of Allegiance**
3. **Approval of Minutes**
  - A. November 20, 2023 Assembly Meeting Minutes**
4. **Amendment and Approval of Meeting Agenda**
5. **Public Hearings**
  - A. Public Hearing for Ordinance #2023-15: An Ordinance Adjusting the FY 2024 Budget for Known Changes**

Any public testimony regarding Ordinance #2023-15 should be given during this public hearing. A copy of Ordinance #2023-15 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.

### B. 2024 Capital Projects List

Manager Giesbrecht will review the draft 2024 Capital Projects List which will be finalized by the Assembly in January.

## 12. Mayor's Report

### A. December 4, 2023 Mayor's Report

## 13. Manager's Report

### A. December 4, 2023 Manager's Report

## 14. Unfinished Business

### A. Ordinance #2023-15: An Ordinance Adjusting the FY 2024 Budget for Known Changes - Second Reading

If approved in three readings, Ordinance #2023-15 will 1) assign \$50,199 of Homeland Security grant revenue accepted by the Assembly on November 6, 2023 to the FY24 budget for School District Radios; 2) authorize additional funds of \$86,876 from the E911 fund to cover the cost of an upgrade to the Police Department access control system; 3) increase the budgeted amounts to cover actual costs for purchase of a new pump to replace the leaking leisure pool filtration pump (\$10,398) and replacement of two benches at the South Harbor viewing platform that were damaged (\$3,629); 4) transfer \$880,000 from the Electric Department reserves to the Blind Slough Hydro fund to finish out the project; 5) increase the FY24 budget amount for work on the EMD 16 generator that had been budgeted for in FY23 but not invoiced until now (\$5,850); 6) increase the Diesel Plant Maintenance line item to cover unanticipated work on the Caterpillar 398 generator rebuild (\$20,981); 7) increase the Motor Pool O&M budget by \$20,056 to cover unanticipated repairs on the line trucks; 8) increase the Electric Travel and Training budget by \$13,000 to cover online training of staff on the Eaton Yukon AML program; 9) transfer Wastewater reserves in the amount of \$144,000 to the Pump Station 4 project to award a professional services contract for pump station control panels and control programming; and 10) increase the Electric Department payroll budget by \$132,366 for FY24 to cover the cost of ratifying the new IBEW Collective Bargaining Agreement. Ordinance #2023-15 was unanimously approved in its first reading.

## 15. New Business

**A. Resolution #2023-16: A Resolution Approving the Disposal of Borough Owned Tideland Property Located at 103A Dock Street (Parcel #01-010-037) by Direct Sale to John B. and Sheri L. Wikan dba Wikan Enterprises, Inc., for \$112,564**

On November 20, 2023, the Borough Assembly unanimously set the sale price of Borough Parcel #01-010-037 at \$112,564. Approval of Resolution #2023-16 will officially authorize the sale of the tideland property to John B. and Sheri L. Wikan dba Wikan Enterprises, Inc.

**B. Resolution #2023-17: A Resolution Adopting an Alternate Allocation Method for the FY24 Shared Fisheries Business Tax Program and Certifying that this Allocation Method Fairly Represents the Distribution of Significant Effects of Fisheries Business Activity in FMA 18: Central Southeast Area**

Each year the Borough approves a version of this Resolution adopting the alternative allocation method for the current fiscal year's Shared Fisheries Business Tax Program. Finance Director Tow is requesting approval of Resolution #2023-17 for FY 2024.

**C. Petersburg Indian Association Application to Purchase Borough Owned Property on N. 8th Street (Parcel ID #01-006-060 and #01-006-070)**

The Petersburg Indian Association (PIA) filed an application to purchase Borough owned parcels #01-006-060 and #01-006-070 on N. 8th Street for the purpose of constructing residential rental properties in the form of duplexes and small apartment buildings. On November 14, 2023, the Planning Commission held a duly noticed public hearing, considered and reviewed applicant materials, public comments and testimony, and staff comments, and recommend the Assembly approve the property for sale with the condition that the existing walking trail between the elementary school and the ballfield not be included in the sale, or that the trail be granted a public access easement to ensure continued use.

Attached in this packet is the Planning Commission's report, a comment from Don and Karen Cornelius that was received after the November 14 public hearing was held, and a request from PIA to exempt the sale from public auction and authorize sale by direct negotiations as outlined in Petersburg Municipal Code Section 16.12.100.

The Assembly is asked to determine whether the application shall move forward in the sale process, and if so, whether the sale shall take place by public auction (outcry auction or competitive sealed bid) or by direct negotiations with PIA.

**D. Pump Station 4 Controls and Panel Professional Services Contract Award**

Utility Director Hagerman and the Wastewater Department recommend that RMC Engineering Services be awarded a professional services contract in the amount of \$144,000 to design the control system for Pump Station 4. An award recommendation memo from Director Hagerman and RMC Engineering Services' proposal are attached in this packet.

**E. Contract Increase for the Blind Slough Hydro Project for Project Management, Inspection, Commissioning and Close Out**

Utility Director Hagerman recommends the contract with McMillen Corporation be amended to increase the overall contract amount by \$105,000 due to project delays that have extended the need for onsite project inspection. Director Hagerman's recommendation memo and McMillen's proposal are attached in this packet.

**F. Trade of Development Work on the Borough's Rock Quarry and Mud Dump Access Road in Exchange for Use of up to 60,000 Cubic Yards of Borough Rock for the New Hospital Site**

Rock-N-Road Construction has proposed to make needed modifications to the Borough's rock quarry and mud dump access road in exchange for use of up to 60,000 cubic yards of rock from the Borough's quarry, with the subject rock to be incorporated into the new hospital site. Public Works Director Cotta recommends the proposal be accepted as it will benefit the Borough by gaining access to the rock located in the quarry floor and will result in significant savings to the hospital project. Director Cotta's recommendation memo, Rock-N-Road's proposal, and a letter of support for the proposal from PMC CEO Hofstetter are attached in this packet.

**G. Work Session with the Hospital Board**

Borough Charter and Code state the Assembly and the Hospital Board shall meet at least once yearly in public session to discuss and coordinate financial planning, capital improvement needs, comprehensive plans for healthcare and other matters of concern. The Hospital Board suggests a work session be scheduled for either Tuesday, January 30, 2024 or Thursday, February 1, 2024 at 5:30 p.m. if amenable to the Assembly.

**16. Communications**

**A. Correspondence Received Since November 16, 2023**

**17. Assembly Discussion Items**

**A. Work Session with Mental Health Land Trust Office**

Chandler Long, Senior Project Manager with the Trust Land Office, and State of Alaska Platting Officer Amy Orange-Posma, request a work session with the Assembly on December 18, 2023, prior to the Assembly meeting, to discuss platting, planning, and working together in the best interest of Petersburg.

**B. Entrance Island Dock**

Mayor Jensen received communication from a Territorial Sportsman, Inc. Board Member in Juneau wondering if the Borough would be interested in taking ownership of the Entrance Island dock from the State of Alaska if it were either brand new construction or repaired to a safe and usable condition.

**C. Assembly Member Comments**

## D. Recognitions

### 18. Adjourn



# Petersburg Borough

12 South Nordic Drive  
Petersburg, AK 99833

## Meeting Minutes Borough Assembly Regular Meeting

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Monday, November 20, 2023

6:00 PM

Assembly Chambers

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### 1. Call To Order/Roll Call

Vice Mayor Marsh called the meeting to order at 6:00 pm.

#### PRESENT

Vice Mayor Donna Marsh  
Assembly Member Bob Lynn  
Assembly Member Thomas Fine-Walsh  
Assembly Member Scott Newman  
Assembly Member Rob Schwartz  
Assembly Member Jeigh Stanton Gregor

Excused  
Mayor Mark Jensen

### 2. Voluntary Pledge of Allegiance

The Pledge was recited.

### 3. Approval of Minutes

#### A. November 6, 2023 Assembly Meeting Minutes

The minutes were approved as submitted.

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

Voting Yea: Assembly Member Lynn, Assembly Member Fine-Walsh, Vice Mayor Marsh, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

### 4. Amendment and Approval of Meeting Agenda

The agenda was approved as submitted.

Motion made by Assembly Member Schwartz, Seconded by Assembly Member Newman.  
Voting Yea: Assembly Member Lynn, Assembly Member Fine-Walsh, Vice Mayor Marsh,

Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

**5. Public Hearings**

There were no public hearings.

**6. Bid Awards**

There were no bid awards.

**7. Persons to be Heard Related to Agenda**

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

Kathryn Schneider, speaking on behalf of herself, spoke in support of the letter to Governor Dunleavy regarding the PMC's FY2025 Capital Budget funding request for the new hospital.

Sheri Wikan, speaking on behalf of Wikan Enterprises, read a letter to Manager Giesbrecht regarding the purchase of leased property.

John Wikan, speaking on behalf of himself, spoke in support of the property that Skylark Park LLC wants to purchase to provide housing opportunities.

**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.*

Marlene Cushing, representing herself, commended Petersburg's Emergency Services and Petersburg Medical Center's response to the Coast Guard helicopter crash. She also thanked the Assembly for their support of the new hospital project.

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

There were no reports.

**10. Consent Agenda**

There were no consent agenda items.

**11. Report of Other Officers**

There were no reports.

**12. Mayor's Report**

**A. November 20, 2023 Mayor's Report**

Vice Mayor Marsh referred people to the Mayor's report in the packet.

**13. Manager's Report**

There was no written Manager's Report.

**14. Unfinished Business**

There was no unfinished business.

**15. New Business**

**A. Ordinance #2023-15: An Ordinance Adjusting the FY 2024 Budget for Known Changes**

If approved in three readings, Ordinance #2023-15 will 1) assign \$50,199 of Homeland Security grant revenue accepted by the Assembly on November 6, 2023 to the FY24 budget for School District Radios; 2) authorize additional funds of \$86,876 from the E911 fund to cover the cost of an upgrade to the Police Department access control system; 3) increase the budgeted amounts to cover actual costs for purchase of a new pump to replace the leaking leisure pool filtration pump (\$10,398) and replacement of two benches at the South Harbor viewing platform that were damaged (\$3,629); 4) transfer \$880,000 from the Electric Department reserves to the Blind Slough Hydro fund to finish out the project; 5) increase the FY24 budget amount for work on the EMD 16 generator that had been budgeted for in FY23 but not invoiced until now (\$5,850); 6) increase the Diesel Plant Maintenance line item to cover unanticipated work on the Caterpillar 398 generator rebuild (\$20,981); 7) increase the Motor Pool O&M budget by \$20,056 to cover unanticipated repairs on the line trucks; 8) increase the Electric Travel and Training budget by \$13,000 to cover online training of staff on the Eaton Yukon AML program; 9) transfer Wastewater reserves in the amount of \$144,000 to the Pump Station 4 project to award a professional services contract for pump station control panels and control programming; and 10) increase the Electric Department payroll budget by \$132,366 for FY24 to cover the cost of ratifying the new IBEW Collective Bargaining Agreement.

Ordinance #2023-15 was unanimously approved in its first reading.

Motion made by Assembly Member Fine-Walsh, Seconded by Assembly Member Stanton Gregor.

Voting Yea: Vice Mayor Marsh, Assembly Member Lynn, Assembly Member Fine-Walsh, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

**B. Wikan Enterprises Leased Land Purchase**

On August 21, 2023, the Assembly directed Manager Giesbrecht to commence direct negotiations with Wikan Enterprises, Inc. for sale of the property they currently lease from the Borough, with the terms of the negotiations to be brought back before the Assembly for final approval.

An appraisal of the property was used to determine the value of the parcel because appraisals are for setting the value on a specific piece of property, while an assessment is used for establishing valuations for groups of properties. The appraisal



of the parcel is \$100,000. Borough Code Section 16.12.090 provides that the applicant shall pay the actual costs of processing the application and sale. The cost of the appraisal is \$4,500. Manager Giesbrecht also requested the present value of the Wikan Enterprises lease (amortized), which has 23 of the 55 years left. The present value of the lease is \$49,507.22.

The proposed purchase price offered to Wikan Enterprises by Manager Giesbrecht was \$154,107.22.

Wikan Enterprises countered Manager Giesbrecht's offer by proposing to pay the assessed value of the parcel (\$75,300) and two more years of lease payments (\$8,064) for a total of \$83,364.

After some discussion, the Assembly unanimously approved selling the currently leased property to Wikan Enterprises for the appraised value of \$100,000, plus the two remaining years left on the lease of \$8,064, plus the appraisal price of \$4,500, for a total purchase price of \$112,564.

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

Voting Yea: Vice Mayor Marsh, Assembly Member Lynn, Assembly Member Fine-Walsh, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

**C. Letter of Support for Petersburg Medical Center's Submission to Governor Dunleavy's FY 2025 Capital Budget for \$37 Million for Construction of Phase 4 - Main Hospital Building Shell & Core of the New Healthcare Facility Project**

The letter to Governor Dunleavy was approved by a vote of 5-1.

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

Voting Yea: Assembly Member Lynn, Assembly Member Fine-Walsh, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor  
Voting Nay: Vice Mayor Marsh

**D. Appointment to the Southeast Alaska Power Agency Board of Directors for 2024 of Two Voting and Two Alternate Members**

Bob Lynn and Karl Hagerman were appointed as voting members with Mark Jensen as the primary alternate and Thomas Fine-Walsh as the secondary alternate to the SEAPA Board of Directors.

Motion made by Assembly Member Stanton Gregor, Seconded by Assembly Member Fine-Walsh.

Voting Yea: Vice Mayor Marsh, Assembly Member Lynn, Assembly Member Fine-Walsh, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

## 16. Communications

### A. Correspondence Received Since November 2, 2023

## 17. Assembly Discussion Items

### A. Assembly Member Comments

Assembly Member Stanton Gregor thanked EMS and Search and Rescue for their response to the Coast Guard helicopter crash and reminded everyone that volunteers are needed for both organizations. He wished everyone a wonderful and peaceful Thanksgiving.

Assembly Member Fine-Walsh spoke about the beginning of the construction of the new hospital and the increased traffic that will result. He suggested that the bypass road behind the airport be opened up to help relieve the congestion.

### B. Recognitions

There were no recognitions.

## 18. Adjourn

The meeting was adjourned at 7:08 pm.

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

Voting Yea: Vice Mayor Marsh, Assembly Member Lynn, Assembly Member Fine-Walsh, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor



# Petersburg Medical Center

Borough Assembly Report – December 2023 – Phil Hofstetter, CEO

## Possible Quorum of the PMC Hospital Board at Two Events

It is possible there will be a quorum of the PMC Hospital Board at two upcoming events, but no hospital business will be conducted.

- December 8, Noon-12:15 at Groundbreaking Ceremony for the WERC building, Haugen Drive near 8<sup>th</sup> Street (all community members are invited)
- December 15, 6:30 pm at PMC Employee Holiday Party

## FY24-28 Strategic Plan Goals, Priorities, and Benchmarks

### Workforce Wellness:

- The annual PMC managers retreat, including PMC leadership and board members, met Oct. 25 and discussed the past year, the strategic plan, and set the stage for the next year. Overall, the retreat focused on the retreat emphasized a commitment to improving financial stability, expanding services, and enhancing the workplace culture to better serve the community and the employees. Outcomes from the day-long meeting include an action item list, recommendation list and plan to develop Key Performance Indicators as part of the PMC Strategic Plan.



- The Alaska Department of Health announced that Phil Hofstetter was named Alaska’s 2023 “Community Star” by the National Organization of State Offices of Rural Health (NOSORH). NOSORH leads National Rural Health Day (NRHD), an annual celebration that shines a light on those who serve the vital health needs of the nearly 61 million people living in rural America. The Community Star Recognition Program was established in 2015 in conjunction with NRHD to tell the stories of the people and organizations who make a difference in rural communities. Since then, over 300 inspiring rural stars have been honored nationwide on NRHD. Additional information about National Rural Health Day and the Community Stars program can be found at [PowerOfRural.org](https://PowerOfRural.org).

### Community Engagement:

- November 1: Participated in Governor’s Task Force on Child Care
- November 6: PMC reports out at Borough Assembly Meeting
- November 9: Representative Himschoot visits and tours PMC.
- November 22: LTC staff hosted a beautiful Thanksgiving Dinner for residents and their families. This was a wonderful success.

*Guiding Values: Integrity - Dignity - Professionalism - Team Work - Quality*

- November 24: Third annual PMC Turkey Trot and non-perishable food drive! Despite the weather there was a great turnout, with 41 participants who came together to walk/run/ride the 2-mile course the day after Thanksgiving.
- December 8: A noon groundbreaking ceremony is planned for the new replacement facility. Community members and everyone are invited to attend but be aware that access to the site is on gravel and uneven terrain.

### Financial Wellness:

- FY23 Audit completed the annual audit. The management letter will be reviewed by the board resource committee in an upcoming meeting and presented to the board, expected in January 2024.
- FY24 capital budget continues to be reviewed and will have a more concise list for approval.
- FEMA funding was received related to COVID from FY23 project in the amount of \$229,415.74.

### Facility:

- At the October 26, 2023, board meeting, the Petersburg Medical Center Board of Directors authorized the CEO to finalize the CCPF grant agreement with the State, and expend these funds for the planning, design, construction and fit-out of the Wellness, Education & Resource Center building.
- Site work for the pad and ground preparation for the new replacement facility began on November 13. Work is being performed by contractors Dawson Construction and Rock n' Road Construction. A groundbreaking ceremony is set for December 8 at noon at the site entry. Invitations and public notifications continue to be sent out. Construction on the WERC building is expected to begin in Spring 2024.
- Updates: Project updates are available on the PMC website under the "[New Facility & Planning](#)" tab.



### Patient-Centered Care:

- The October Dermatology Clinic was another successful specialty we are fortunate to add into our specialties and look forward to in 2024. Getting these clinics together takes a lot of work and excellent teamwork, and I appreciate everyone's hard work and collaboration. Next up is psychiatry, with Dr. Tarim, who is working with our primary care group for telehealth consultations and will be here in December for his first onsite visit.
- Early November 14, PMC initiated a trauma team response once notified of the incident involving a Coast Guard helicopter and that incoming crew were being brought here. I want to acknowledge the amazing staff response to the situation. The teamwork and dedication on display here at PMC never ceases to amaze me. A heartfelt thank you to everyone involved, including the PSG first responders and, of course, the Coast Guard. PMC and EMS debriefed on November 15 with good recommendations.
- On November 21 a tragic landslide in Wrangell resulted in the loss of 4 deaths and 2 still missing. Ashley Kawashima, PMC BHS clinician has been available to assist those in need related to this traumatic event.

**Petersburg Borough  
Priority Community Projects**

Project Title	Est. Project Cost	Funding Already Secured	Funding Required	Priority
Petersburg Medical Center Replacement - <b>Phase 4</b> Main Hospital Construction ( <b>Phases 1-3 in the amount of \$29,000,000 are funded and work is in progress</b> )	\$ 37,000,000		\$ 37,000,000	
Petersburg Medical Center Replacement - <b>Phase 5</b> Main Hospital Interior Build out	\$ 30,000,000		\$ 30,000,000	
Scow Bay Haul out & Wash down Pad	\$ 9,630,791	\$ 750,000	\$ 8,880,791	
Papke's (parking lot, dock, floats and ramp) Estimate.	\$ 9,221,000		\$ 9,221,000	
Roof Replacement (Votech, Middle School, High School)	\$ 4,500,000		\$ 4,500,000	
Aquatic Center Refurbishment - \$2M (mechanical, control systems, etc)	\$ 2,000,000		\$ 2,000,000	
Banana Point facilities, including launch ramp, breakwater, parking lot and access road	\$ 2,000,000		\$ 2,000,000	
Scow Bay Generator 2	\$ 4,600,000	\$ 1,400,000	\$ 3,200,000	
North Harbor Sheet Pile Bulkhead Approach/Parking	\$ 2,530,000		\$ 2,530,000	
Petersburg Airport Bypass Road	\$ 6,000,000		\$ 6,000,000	
South Harbor Ramp Replacement (ADA ramps)	\$ 2,000,000	\$ 200,000	\$ 1,800,000	
	<b>\$ 109,481,791</b>	<b>\$ 2,350,000</b>	<b>\$ 107,131,791</b>	

## Petersburg Borough Capital Project Requests

Project Title	Est. Project Cost	Funding Secured	Funding shortfall	Capsis Y/N	Needs List	Congressionally Directed Spending	Priority	Dept Head
<b>Harbor Department, Borough launch ramps and remote docks (in priority order)</b>								
Scow Bay Haul out & Wash down Pad	\$ 9,630,791	\$ 750,000	\$ 8,880,791	Y	Y	Y		Liz
Papke's (parking lot, dock, floats and ramp) Estimate.	\$ 9,221,000		\$ 9,221,000	Y	Y	Y		Steve
North Harbor - sheet pile and parking	\$ 2,530,000	\$ -	\$ 2,530,000	Y				Glo
Scow Bay Boat Harbor	\$ 62,000,000		\$ 62,000,000	Y	Y			Glo
Harbor Maintenance Shop upgrade (if the Petro building is not aquired)	\$ 300,000		\$ 300,000	Y				Glo
Middle Harbor Trestle Replace and parking upgrade	\$ 680,000		\$ 680,000					
South Harbor Utility Float Reconstruction	\$ 400,000	\$ -	\$ 400,000	Y				Glo
Harbor Office/Shower/Restroom facility redesign and reconstruction	\$ 500,000		\$ 500,000	Y				Glo
Banana Point facilities, including launch ramp, breakwater,parking lot and access road	\$ 2,000,000		\$ 2,000,000	Y	Y	Y		Chris
Drive Down Approach Asphalt	\$ 450,000		\$ 450,000					
South Harbor Ramp Replacement (ADA ramps)	\$ 2,000,000	\$ 200,000	\$ 1,800,000	Y	Y	Y		Glo
Alaska Seaplane Float in Petersburg								Glo
Berthing Dolphin at Petro Dock	\$ 678,000	\$ -	\$ 678,000	Y				Glo
<b>Parks and Recreation Department (in priority order)</b>								
Aquatic Center Refurbishment - \$2M (mechanical, control systems, etc)	\$ 2,000,000		\$ 2,000,000	Y				Steph
HVAC control system upgrade and training (with School)	\$ 22,000		\$ 22,000					
Eagles Roost Stair Replacement (or ADA option would be about \$500K)	\$ 45,000		\$ 45,000	Y				Steph
Playground equipment for IRA II	\$ 80,000		\$ 80,000	Y				Steph
Expansion of Weight Room Facility	\$ 150,000		\$ 150,000	Y				Steph
Climate Controlled storage building near the Community Center	\$ 150,000		\$ 150,000	Y				Steph
Story Poles for Sandy Beach Park	\$ 160,000		\$ 160,000	Y				Steph
ADA Doors at Parks and Rec. main entrance								Steph
Trail Kiosks with trail guides and local interest information	\$ 40,000		\$ 40,000	Y				Steph

Project Title	Est. Project Cost	Funding Secured	Funding shortfall	Capsis Y/N	Needs List	Congressionally Directed Spending	Priority	Dept Head
Historical and Education signs along trails and at parks	\$ 30,000		\$ 30,000	Y				Steph
Sandy Beach bike/walking trail	\$ 1,500,000		\$ 1,500,000	Y				Steph
Community Center interior roof tiles	\$ 80,000	\$ 80,000	\$ -					
Aquatic Center painting and pool resurfacing								
Aquatic Center Sewer								
Public Address System for Community Center	\$ 35,000		\$ 35,000	Y				Steph
<b>Public Works Department (in priority order)</b>								
Petersburg Airport Bypass Road	\$ 6,000,000		\$ 6,000,000	Y		Y		Chris
Fram Street infrastructure repairs	\$ 750,000		\$ 750,000	Y				Chris
Frederick Road resurfacing and widening	\$ 225,000	\$ 45,000	\$ 180,000	N	Y			Chris
Rasmus Enge Bridge Replacement (on needs list as Sing Lee Alley bridge)	\$ 2,500,000		\$ 2,500,000	N	Y			Chris
Improved Gravel Road around Mitkof Island			\$ -	N	Y			Chris
Paving and widening Frederick Road			\$ -	N				Chris
Paving Borough Residential Streets (Excel, Fram, Gjoa, Harbor Wy, 2nd Street)	\$ 2,000,000		\$ 2,000,000	Y	Y			Chris
Sandy Beach cycling and pedestrian trail	\$ 2,500,000		\$ 2,500,000	N				Chris
Road connection to Frederick Point East Subdivision			\$ -	N				Chris
Paving Dump Hill	\$ 201,000		\$ 201,000	N				Chris
Greens Camp Road, loop and driveway			\$ -	N	Y			Chris
<b>Petersburg School District (in priority order)</b>								
Roof Replacement (Votech, Middle School, High School)	\$ 4,306,542		\$ 4,306,542	Y				Erica
Petersburg High School and Middle School Security and Access Control	\$ 1,405,185		\$ 1,405,185					
Middle School/High School Electrical Upgrades	\$ 2,000,000	\$ -	\$ 2,000,000	Y				Erica
Middle School/High School Digital HVAC Controls	\$ 250,000	\$ -	\$ 250,000	Y				Erica
<b>Water Department (in priority order)</b>								
Storage Tank Piping Improvements	\$ 60,000.00	\$ 25,000	\$ 35,000	N				Karl
Fram Street - Transite Water Main Replacement	\$ 200,000	\$ 200,000	\$ -	N				Karl
Rasmus Enge Bridge Water Main Replacement	\$ 325,000		\$ 325,000	N				Karl
Hammer Slough Water Main Replacement	\$ 300,000		\$ 300,000	N				Karl
Sandy Beach Road Water Main Replacement	\$ 8,000,000		\$ 8,000,000	Y		Y		Karl
Lake Street Water Main	\$ 450,000		\$ 450,000	N				Karl

Project Title	Est. Project Cost	Funding Secured	Funding shortfall	Capsis Y/N	Needs List	Congressionally Directed Spending	Priority	Dept Head
<b>Wastewater Department (in priority order)</b>								
Pump Station 4 Force Main	\$ 3,337,000	\$ 360,000	\$ 2,977,000	N				Karl
Wastewater SCADA system	\$ 542,500	\$ 42,500	\$ 500,000	N				Karl
Pump station 3 Upgrade	\$ 750,000		\$ 750,000	N				Karl
Lake Street Sewer Main	\$ 300,000		\$ 300,000	N				Karl
Skylark Pump station Rehabilitation	\$ 550,000		\$ 550,000	N				Karl
Rasmus Enge Bridge Sewer Main project	\$ 250,000		\$ 250,000	N				Karl
<b>Power and Light Department (in priority order)</b>								
Scow Bay Generator 2	\$ 4,600,000	\$ 2,500,000	\$ 2,100,000	Y				Karl
Superior Building Roof	\$ 500,000	\$ 40,000	\$ 460,000					Karl
AMI Infrastructure Project	\$ 360,000	\$ 20,000	\$ 340,000	N				Karl
24.9 Rebuild - Airport 2400 Conversion (in-house)	\$ 162,000	\$ -	\$ 162,000	N				Karl
Downtown Streetlights (in-house)	\$ 220,000	\$ 195,000	\$ 25,000	N				Karl
Storage Yard Relocation - Storage Sheds (2)	\$ 125,000	\$ 118,316	\$ 6,684	N				Karl
<b>Petersburg Medical Center (in priority order)</b>								
Petersburg Medical Center Replacement -Phase 4 Main Hospital Construction (Phases 1-3 in the amount of \$29,000,000 are funded and work is in progress)	\$ 37,000,000		\$ 37,000,000	Y		Y		Phil
Petersburg Medical Center Replacement - Phase 5 Main Hospital Interior Build out	\$ 30,000,000		\$ 30,000,000					Phil
<b>Public Safety and Support (not in priority order)</b>								
Shooting Range Boardwalk Improvements	\$ 50,000	\$ -	\$ 50,000	Y				Chris/Steph
Shooting Range Structure Rehabilitation	\$ 50,000	\$ -	\$ 50,000	Y				Chris/Steph
SCBA Packs and Bottles for Fire Department	\$ 225,000		\$ 225,000					Aaron
Shooting Range Trap & Skeet Equipment Upgrades	\$ 25,000	\$ -	\$ 25,000	Y				Chris/Steph
<b>Sanitation (in priority order)</b>								
Fire Sprinkler System Replacment - Baler	\$ 200,000		\$ 200,000	N				Chris
Baler Roof Replacement	\$ 250,000		\$ 250,000	N				Chris
Recycling drop off Center	\$ 50,000		\$ 50,000	N				Chris
Envirorack Car Disposal System	\$ 50,000		\$ 50,000	N				Chris
Waste Oil Storage System Upgrades	\$ 25,000		\$ 25,000	N				Chris
Landfill Fencing repairs/replacement	\$ 100,000		\$ 100,000	N				Chris



Project Title	Est. Project Cost	Funding Secured	Funding shortfall	Capsis Y/N	Needs List	Congressionally Directed Spending	Priority	Dept Head
Storage Quonset Hut Replacement	\$ 150,000		\$ 150,000	N				Chris
<b>Community Development (in priority order)</b>								
Children's Center expansion	\$ 2,200,000		\$ 2,200,000					Bob Lynn
Subdivision Build out for workforce housing - Airport Subdivision	\$ 4,000,000		\$ 4,000,000	N				Steve
Lake Street lots	\$ 100,000	\$ 100,000	\$ -					Steve
<b>Assisted Living and Elderly Housing (in priority order)</b>								
Expansion of the Assisted Living Kitchen	\$ 400,000		\$ 400,000					Derrick
Repairs for the back deck at Assisted Living								Derrick
Larger Parking lot for employees and residents of Assisted Living								Derrick/Chris

## NEW PETERSBURG MEDICAL CENTER PROJECT

2024 Capital Projects List

November 2023

Last year, the Borough Assembly included \$57M for the New Petersburg Medical Center Project on their Capital Projects List. This year, we think it makes sense to shift our request to focus on the next phase of the project. With the recent award of Department of Treasury grant funds, Petersburg Medical Center has secured funding for Phase 1-3 to include design, site acquisition, planning, site work, and the WERC Building. Phase 4 would complete the main hospital building shell and core. This phase is estimated to cost \$37M. The phasing approach has several inherent advantages. First, it levels the workforce required over the duration of the project, which will result in more local hire. Second, it results in less overall disruption (housing, traffic, etc.) to the community during construction of the facility. This is an important consideration since the project will span several fishing seasons. Third, it allows them to lock in prices early for long lead items. And finally, it provides additional time to complete the funding stack. Feedback received from Senator Stedman's staff was to focus on the next phase of the project, so we believe this is the best strategy for the CAPSIS state request.

**Phase 4 – Main Hospital Building Shell & Core (\$37 million, Summer 2024 – Summer 2025):** Foundations, building envelope, roofing, plus associated soft costs. Due to southeast Alaska weather, it is imperative that the building be enclosed by fall 2024. This will lead to overall savings (e.g., reduce low value expenditures like dehumidification) and improve overall quality control by working in the dry as soon as possible. During Phase 4 it will also be important to procure certain long lead items needed for Phase 5. In today's market, many mechanical and electrical equipment items have extremely long procurement times (e.g., Dawson advises that Air Handling Units are 30 - 40 weeks out and electrical switch gear is 36 – 80 weeks). The state can play a key role in the project and maintain the overall project schedule by funding Phase 4.

### REQUEST

Include \$37 million in the Borough 2024 Capital Projects List. These funds will be used for the following.

- Phase 4 – Main building shell & core
- Leverage other partners to complete the funding stack



## NEW PETERSBURG MEDICAL CENTER PROJECT

*Backup for Borough 2024 Capital Projects List  
3 November 2023*

Petersburg Medical Center (PMC) has provided medical services to the community of Petersburg for more than 100 years. The hospital was originally built in 1955 and became a federally designated Critical Access Hospital in 2001. PMC is a vital part of the community, providing critical medical services to all residents of the region, as well as supporting seasonal fishing and cannery workers.

PMC employment is a significant part of the local economic engine. 97% of employees and 100% of the medical staff live in Petersburg, injecting \$11-\$12 million per year in salaries into the local economy. According to the Alaska Hospital & Healthcare Association 2022 Workforce Analysis, healthcare has become the most important economic sector in the state, driving growth in other industries. Petersburg Borough has listed PMC as their top priority for capital projects.

PMC's building is outdated, inefficient, and past its useful life. Petersburg needs a modern, efficient healthcare facility that will enhance patient privacy, provide greater accessibility, and ensure the availability of critical services that support our residents here at home.

The new medical center will be located on a 12-acre parcel east of 9th Street between Haugen Drive and Excel Street. There will be two separate buildings: a 19,000-square-foot *Wellness, Education & Resource Center* (WERC) that will house Public Health Nursing, an MRI suite, conference/ training rooms, a public internet resource center, and other support space; and the main 59,000-square-foot hospital building. The main hospital will include 12 acute care beds; 16 long-term-care beds; an Emergency Room; Primary Care Clinic; Physical Therapy; and ancillary support services such as Lab, Imaging, and Pharmacy.



In collaboration with *Dawson Construction*, who is providing pre-construction services for the project, the following phasing plan has been developed for the project.

**Phase 1 – Final Planning, Site Acquisition, and Design (\$6 million, 2022 – 2024):** Accomplished with a combination of HRSA and Department of Treasury grant funds, and a contribution in-kind from the Borough.

**Phase 2 – Site Work (\$6 million, Fall 2023):** Excavation and import of structural fill by Rock-N-Road Construction to make the site shovel ready. Completing Phase 2 in 2023 will allow for a Phase 3 start next spring. Site work will be accomplished using a combination of HRSA and Department of Treasury grant funds.

**Phase 3 – WERC Building (\$17 million, Spring 2024 – Summer 2025):** Direct construction, FF&E (furniture, fixtures & equipment), and associated soft costs. The WERC building is being fully funded by the US Department of the Treasury. These grant funds cannot be used for the main hospital building.

**Phase 4 – Main Hospital Building Shell & Core (\$37 million, Summer 2024 – Summer 2025):** Foundations, building envelope, roofing, plus associated soft costs. Due to southeast Alaska weather, it is imperative that the building be enclosed by fall 2024. This will lead to overall savings (e.g., reduce low value expenditures like dehumidification) and improve overall quality control by working in the dry as soon as possible. During Phase 4 it will also be important to procure certain long lead items needed for Phase 5. In today's market, many mechanical and electrical equipment items have extremely long procurement times (e.g., Dawson advises that Air Handling Units are 30 - 40 weeks out and electrical switch gear is 36 – 80 weeks). The state can play a key role in the project and maintain the overall project schedule by funding Phase 4.

**Phase 5 – Main Building Interior Fit-Out (\$30 million, Summer 2025 – Summer 2026):** Final interior design, finish work, procurement and installation of furniture, fixtures and medical/IT equipment, artwork and transition/move planning. Funding for Phase 5 has not yet been secured.

The phasing plan summarized above has several other inherent advantages. First, it levels the workforce required over the duration of the project, which will result in more local hire. Second, it results in less overall disruption (housing, traffic, etc.) to the community during construction of the facility. This is an important consideration since the project will span several fishing seasons. Third, it allows Dawson to lock in prices early for long lead items. And finally, it provides additional time to complete the funding stack.

## REQUEST

Include \$37 million in the Borough 2024 Capital Projects List. These funds will be used for the following.

- Phase 4 – Main building shell & core
- Leverage other partners to complete the funding stack



**PROGRESS TO DATE**

November 2015:	Existing Facility Code and Condition Survey
January 2020:	Master Plan
May 2021:	Borough Resolution 2021-04 To Donate Land For The Project
May 2022:	Site Selection
September 2022:	Site Due Diligence Studies; Bettisworth North Selected as Project Architect
January 2023:	Preliminary Design Completed
February 2023	Borough Motion Designating the Project Its #1 Priority; Dawson Construction Selected as CM/GC Construction Manager
April 2023:	Borough Resolution 2023-04 Approves Site and Dawson Contract
May 2023:	Public Open House
August 2023:	USACE 404 Permit Issued
September 2023:	Final Plat Approved
October 2023:	NEPA Clearance

**NEXT STEPS / MAJOR MILESTONES**

Start Site Work:	November 2023
Complete Schematic Design:	November 2023
Finalize Schematic Cost Estimates:	December 2024
Start Construction of WERC Building:	Spring 2024
Complete Design:	Summer 2024
Start Construction of Main Hospital:	Summer 2024
Complete WERC Building:	Summer 2025
Complete Main Hospital Building:	Summer 2026

**PHASING PLAN / FUNDING STRATEGY**

The land for the project is being provided by the Borough as a contribution in-kind (\$1.3 million value). An \$8 million HRSA grant awarded in August 2022 is being used for final planning, design, project soft costs and a portion of the sitework. A \$20 million grant from the US Department of the Treasury was approved in October 2023 and will be awarded in November. Note that the Treasury grant included conditions that increased the scope of the project, e.g., enhanced education and training space, a public internet center, and adding an MRI suite to the Imaging Department service line. The overall project design is now at 77,700 sf, with an overall budget of approximately \$96 million. As the design team and contractor prepare more detailed drawings and estimates, the team will continue to look for efficiencies and value engineering initiatives to reduce the overall project budget.

A total of \$29 million has been secured for the project to date. The WERC building is fully funded via the Treasury grant. PMC is requesting \$37 million in next year's State Capital Budget to construct the main building shell & core, leaving only about \$30 million of additional funding needed to complete the project. PMC will work with the congressional delegation, the Rasmuson Foundation, Denali Commission, USDA, and other potential funders -- and conduct a Capital Campaign -- to secure the final increment of funds.

## Petersburg Children's Center

The Petersburg Children's Center was founded in 1974 as a non-profit organization. It began in the Presbyterian Church social hall. In the early 1980s, with land provided by the City of Petersburg, a 2,400 square foot building was built accommodating approximately 40 children, 6 months to 5 years old. In 2016, with all volunteer help and almost \$70,000 in community donations, an 800 square foot addition was built. Various grants were awarded to help upgrade the old facility, again with volunteer help, with new floors, a new heating system, a new sprinkler system, a remodeled kitchen, and a remodeled bathroom. The new addition increased the capacity of the facility from 40 to 65 children. In 1988, an after-school program, "Eagles Nest", was established by renting a room in the elementary school that is located across the street. "Eagles Nest" continued until the beginning of the pandemic in March, 2020, when the program was halted and has never recovered at the same level of service. The renting option has not been able to continue and a very limited after-school program has begun in the old facility which is limiting the capacity of the younger programs.

Therefore, with lots of community consultation, the Children's Center board of directors has decided to pursue the building of an adjoining facility specifically for after-school children. There is a parking lot next to the existing building that can accommodate a 40' x 65' building. There is still room on that parking lot for a covered playground structure. Several lots across the street are designated by the Borough of Petersburg for supporting child care and are available to be filled in to create a convenient parking lot replacing the old one.

The proposed building could accommodate 30 after-school children. An architect has been hired to develop the concept drawings, a realistic cost assessment, and a narrative explaining the project and its impact on child care in Petersburg. The drawings show a building with two classrooms, a large activity room, bathrooms, storage room, and a staff/food preparation area.

The borough of Petersburg has recognized the huge need for child care in Petersburg. A task force has been created, and lots of dialogue and study has taken place to find steps to address this extreme need. This building proposal is almost "shovel ready" with land available; utilities available; very detailed architectural concept drawings; a community with a history of support, willing and able to raise local funds to show its commitment to the children and families of Petersburg.

## Thoughts about the Children's Center Expansion Project

Child care in Petersburg and Alaska is a critical problem. The pandemic, inflation, poor wages, regulation, insurance costs, lack of benefits, working parents, among other factors have left a child care system that is not meeting the demand for affordable child care. That fact was recognized by the Petersburg community with the expansion of the original Children's Center in 2016 from community donations, volunteer help, and supporting grants. The Children's Center went from a capacity of 40 to a capacity of 65 children. In 2022 the Borough Assembly further recognized the critical need for affordable child care by forming a Child Care Task Force with the goal of identifying and supporting improvements in child care in Petersburg. Forty thousand dollars was allotted to the Task Force to support child care providers with training grants.

In 2022, the Petersburg Children's Center board of directors and the director and the volunteer maintenance group discussed the problem of the after-school program "Eagles Nest" having to relocate to the Center after being at the school district for years. Because of this, the capacity of the Children's Center was reduced from 65 to 40 children and the Eagles Nest program was limited to 20 children. To return the Children's Center to full capacity and expand the Eagles Nest program, it was decided to explore building an after-school facility. Rough plans were drawn up, the board of directors voted to support hiring an architect to draw up concept plans and supporting documents to facilitate presenting the project to funding resources. Those concept plans are now complete. The Children's Center folks are moving on to develop applications for grants and future fundraising. We think that this new facility will significantly improve child care in Petersburg.

### Reasons for construction:

1. A building site located on the campus of the Children's Center with utilities close by at no cost: a local contribution
2. A parking lot site located across the street to accommodate the lost parking from constructing the new building at no cost: a local contribution.
3. Reestablishing the capacity of the Children's Center from 40 to 65 children.
4. Increasing the capacity of the Eagles Nest program from 20 to 30 children.
5. Having a "shovel ready" child care project ready for funding this legislative session.
6. Powerful legislative pressure for supporting child care improvement.
7. The price of oil is well above the projected 2024 budget price allowing a significant capital projects budget for this legislative session.
8. Expand the opportunities for families in need of Alaska State assistance for child care in a licensed facility.
9. The new facility will be covered by the license of the current Children's Center.
10. The new facility could reduce the Kinder Skog waiting list.
11. The location of the new facility being across the street from the elementary school is extremely convenient for after-school care.

## Petersburg Children's Center Expansion Project Budget Breakdown

The following conceptual cost estimate is the Architect's opinion of costs based on the building program and concept drawings reflecting recent costs for similar construction projects in Petersburg and SE Alaska. The facility described in this report is at the conceptual design phase and the costs noted are an informed estimate. The project elements are detailed below, and construction costs have been estimated for each portion. The estimates are based on cost per square foot for similar new construction in SE Alaska. The total cost to carry out a project such as this consists of the following types of costs:

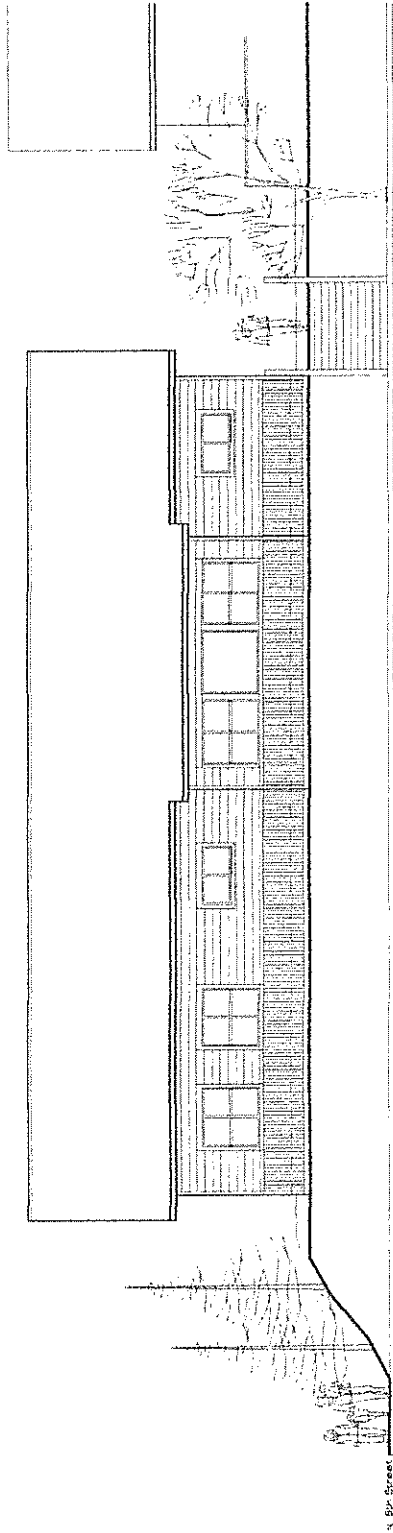
**Direct "Hard" Construction Costs:** Include the costs for site improvements, excavation and fill, and building construction.

**Indirect "Soft" Construction Costs:** Include costs for furniture, fixtures, and equipment; inflation to construction start up, design fees, permits, inspection and testing services, financing costs, and other associated development and owner-related costs assumed at 25% of construction costs. These indirect "soft" construction costs may vary.

A 20% estimating contingency of the construction costs has been added to determine the estimated total project cost. This estimate assumes a competitively bid or negotiated contract, with at least three qualified bidders.

Construction Plans Cost:		\$90,000
Site Work Costs:	buildings lot 80' x 80' = 6,400 sf x \$15/sf =	\$96,000
	parking lot 50' x 120' = 6,000 sf x \$15/sf =	\$90,000
Building Construction Costs:	2,600 sf x \$385/sf =	\$1,001,000
Covered Play Structure Costs:	1,950 sf x \$130/sf =	<u>\$ 253,500</u>
Sub total Construction Costs:		\$1,530,500
Anticipated Soft Costs: Outdoor play equipment, surfacing		\$45,000
Indirect "soft" Costs: 22% of construction costs	\$295,790 - \$90,000 =	\$205,790
Index to construction start: 5% x 2 yrs = 10% =		<u>\$134,450</u>
Sub total "Soft" Costs:		\$385,240
Sub total Project Costs;		\$1,915,740
Estimated Contingency : 20% of Project Construction		<u>\$288,100</u>
		\$2,203,840



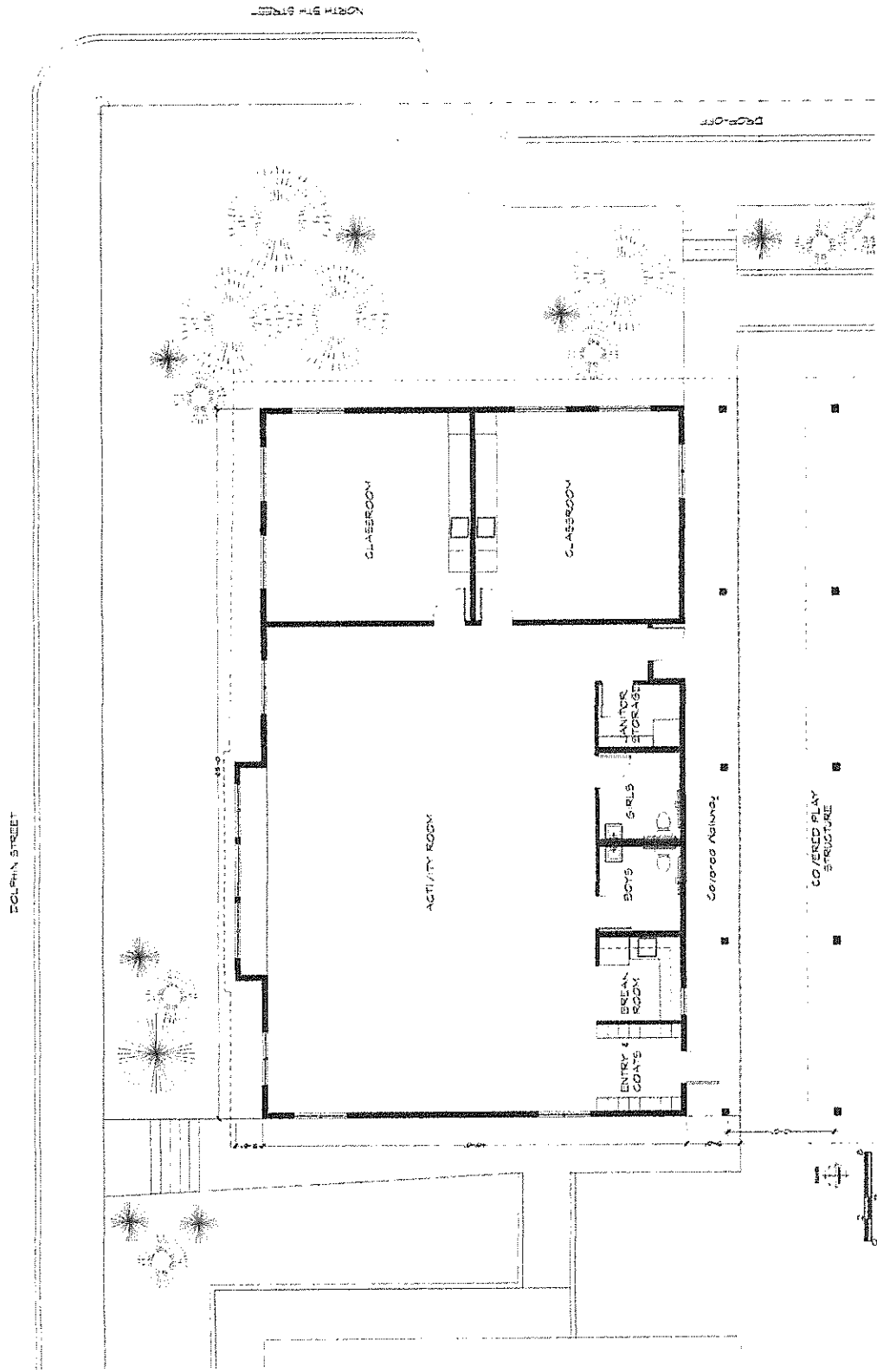


NORTH ELEVATION- DOLPHIN STREET

**PETERSBURG CHILDREN'S CENTER**

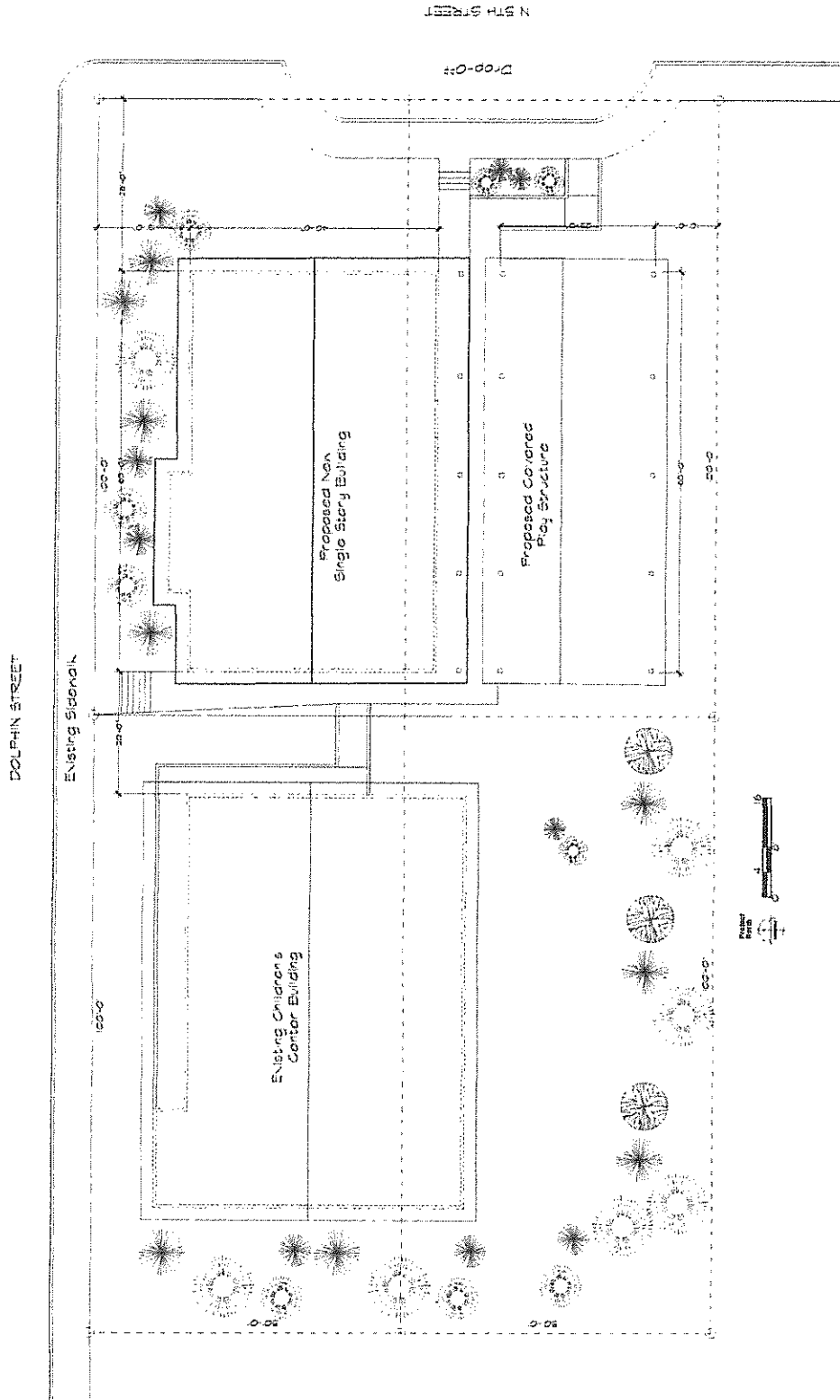
Millard + Associates Architects LLC, Keichikan

program & concept design  
Draft June 2023



program & concept design  
 Draft June 2023

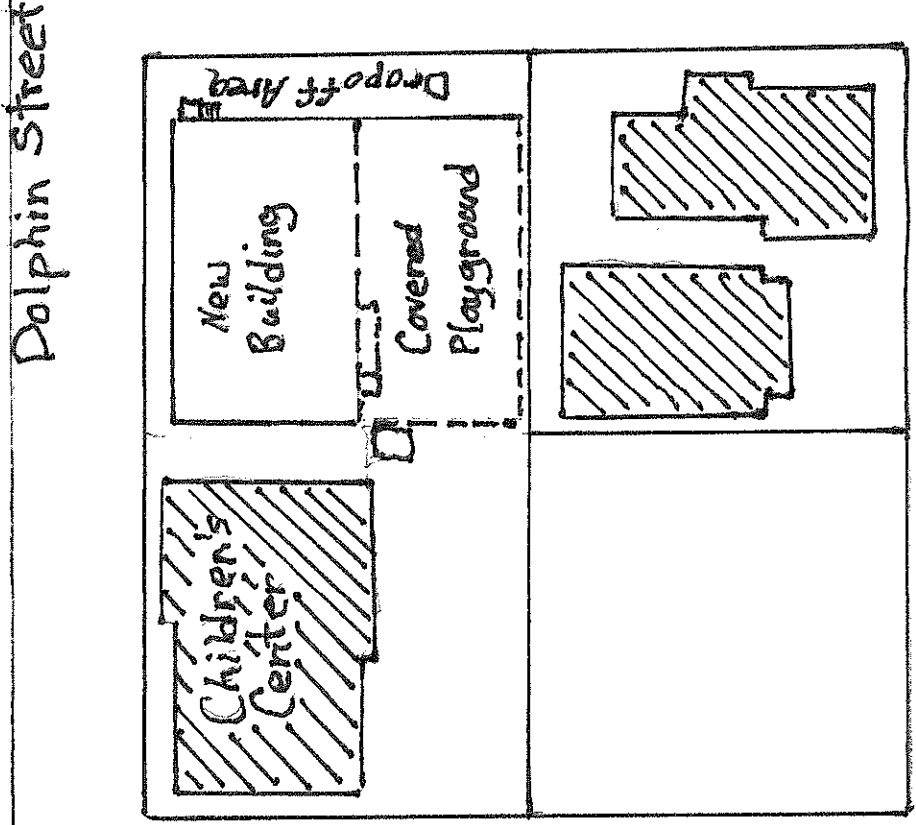
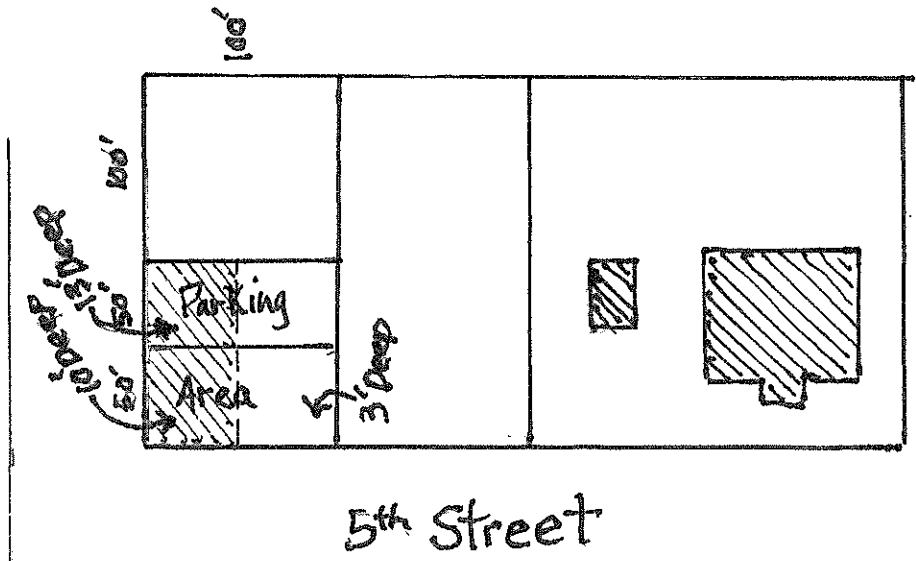
**PETERSBURG CHILDREN'S CENTER**  
 Millard + Associates Architects LLC, Ketchikan



# PETERSBURG CHILDREN'S CENTER

Milgard + Associates Architects LLC, Ketchikan

program & concept design  
Draft June 2023



**Mayor's Report  
For  
December 4, 2023 Assembly Meeting**

- 1. Heartfelt Condolences Sent to Wrangell:** On behalf of the Petersburg Borough, sincere condolences are sent to our neighbors in Wrangell for the loss and damage caused by the recent landslide. We understand the suffering caused by the incident and offer our support. We also know and admire that, like Petersburg, Wrangell is a close-knit community that stands strong together in times like these.





**Borough Manager's Report  
Assembly Meeting 04 December 2023**

- ❖ Congratulations to Andrew Broschat our newest Police Officer.
- ❖ Thank you to the Police Department and everyone involved in the drug and burglary arrest in November.
- ❖ Reminder to boat owners, harbor staff will be monitoring floats of clutter to make way for winter. Extension cords should be tight against bull rail or risk getting caught by snow removal equipment. Also, important to call the Harbor Office with boat watching information.
- ❖ Harbor Staff continues to monitor and meet with the USACE and Contractor concerning the SH Dredge project. Western Marine is continuing to find the digging hard but is making progress. Harbor staff appreciates all the cooperation from the vessel owners as the project progresses.
- ❖ Aaron has been assisting the USCG with their investigation/recovery of the downed Jayhawk Helicopter. They report the actual recovery of the craft will start sometime in the next 2 weeks.
- ❖ Recently, Emergency Services had ProComm look at our Pagers. They have determined the pagers are no longer supported by Motorola. Aaron is looking into grants for a fleet replacement of the PVFD's pagers. They also installed a battery backup for the Fire Repeater Network.
- ❖ There will be a Push In Ceremony for the new Engine on Thursday, December 7<sup>th</sup> at 6pm. We will also decommission Engine 5. The public is welcome to attend and inspect the new engine.
- ❖ There will be an EMT-2 course with 4 participants enrolled Dec. 10-16<sup>th</sup>. Our online ETT classes are still ongoing, contact the station for details.
- ❖ We have had some recent incidents with folks illegally burning, both in Burn Barrels and in burn piles. You can find a complete list of do's and don'ts in the burn permit section on the borough's website, or stop by the station for a paper copy.
- ❖ Please make sure to check your stove pipes for buildup of creosote and other materials. Please also check that Heat tapes and other electric heating sources are in good working order and safe to plug in.
- ❖ Huge Thank You to all the refs, timekeepers, and coaches who volunteered and made the Parks and Rec Youth Basketball season a success!
- ❖ Parks and Recreation will be hosting Winter Wonderland at Sandy Beach with Police Department and Library on Saturday, Dec. 16<sup>th</sup> from 4-6p. Look for more details to come out soon!

- ❖ The Streets crew has taken advantage of the mild weather to do some grading, ditching and bridge deck maintenance.
- ❖ The Sanitation dept's two new roll off garbage containers arrived and have been placed into service.
- ❖ With a lift now available, the maintenance crew has been tackling some projects like servicing overhead doors at the baler, and cleaning and repairing gutters at the municipal building.
- ❖ Water Staff inspected the work of the contractor to support the 14" water main on Haugen Drive for the PMC site work project. All was well and the 1970's era ductile iron pipe was in great condition.
- ❖ The home at 410 Mitkof Highway is connected to the sanitary sewer system via pump and the septic tank has been removed from the property.
- ❖ The Blind Slough Hydro project has hit some large milestones in the last month: The penstock was flushed and passed pressure testing; The hatchery's water feed was restored from the penstock bypass system and the penstock bypass system was dismantled at the dam; Gilkes representatives arrived from the U.K. to finish their checks of equipment; the electrician made a big push and was able to get 95% of the wiring completed by Thanksgiving, etc.
- ❖ The turbine was spun by Crystal Lake water for the first time on Saturday, November 25th. Most of the dry commissioning was completed prior to the holiday. The wet commissioning will commence on November 29th with the goal of starting a 10-day test run on December 1st. Staff training on the operation of all the new equipment will occur during the 10-day run from December 4-8th.
- ❖ Harai & Associates has begun to work through steps to replace or repair the Elderly Housing entrance. They have been supplied with the original design plans and are working towards a site inspection to obtain measurements and developing a preliminary design. The tentative completion date for this step is the end of January, beginning of February.
- ❖ Back-up Hobart dishwashers for both the AL and EH kitchens are being scheduled to be sent out for routine servicing.
- ❖ Elderly Housing is looking for a company to come to Petersburg to service our Wolf gas range for routine maintenance. We are inquiring if other businesses or residents would also like to schedule maintenance, in hopes of sharing the travel costs associated with bringing a professional to town.
- ❖ Michelle and Kenny recently completed a webinar regarding the new REAC standards that are being implemented replacing the UPCS inspection standards with NSPIRE. There are some significant changes as to what inspectors will be looking at in a physical inspection of our facility.
- ❖ Kenny, with assistance from Jim Holder, continues to work on work requests related to Assisted Living's AHFC Compliance Review that included a physical inspection of the building where the REAC-NSPIRE standards were observed.
- ❖ TroyCo did a fantastic job of carpet cleaning all hallways, stairs and common spaces in Elderly Housing.
- ❖ Derrick continues to follow up with the licensing's. We also turned in the Medicaid audit. They will let us know if anything else is needed.

**PETERSBURG BOROUGH  
ORDINANCE #2023-15**

**AN ORDINANCE OF THE PETERSBURG BOROUGH ADJUSTING  
THE FY 2024 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 2024 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, 2023 and ending June 30, 2024 is adjusted as follows:

**Explanation:** Necessary revisions in the FY 2024 budget identified after adoption of the Budget. This is the second supplemental budget of the year.

<u>Account Number</u>	<u>Account</u>	<u>Original Budget</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<b><u>FISCAL YEAR 2024 REVENUE / EXPENSE BUDGET ADJUSTMENTS</u></b>				
<b>Homeland Security Grant Fund – Fund 711</b>				
711.000.402277	Homeland Security Grant Revenue	0	\$50,199.	\$50,199.
711.000.501460	School District Radios & Base Station Expense	0	(\$50,199.)	(\$50,199.)
The Borough Assembly approved acceptance of this grant in the consent agenda at the 11/6/23 assembly meeting. This grant provides funding for the purchase and installation of an antenna with repeater, 2 base stations, 20 portable radios and the fees for FCC licensing of the School District’s own frequency.				
<b>E911 Surcharge Fund – Fund 270</b>				
270.000.506520	Police Facility Access Control System	\$0	(\$86,876)	(\$86,876)
Use E911 Fund to cover the cost of Arctic Fire & Security’s proposal to provide installation services and access control system upgrade to facility.				
<b>Parks &amp; Recreation – Leisure Pool Filtration &amp; South Harbor Viewing Platform</b>				
110.574.501330	Maintenance Supplies - Pump & Shipping	(\$24,000.)	(\$9,161.)	(\$33,161.)
110.574.501410	Professional Services – Labor to install pump	(\$32,000.)	(\$1237.)	(\$33,237.)
110.574.501480	Repairs & Maintenance – Benches & Shipping	(\$10,000.)	(\$3,619)	(\$13,619.)



Purchase of a new pump was needed to replace the leaking leisure pool filtration pump. The South Harbor viewing platform was damaged in a driving incident and replacement was needed of the two benches.

#### Blind Slough Hydro Project – Fund 747

410.000.501960	Electric Reserves Transfer to Capital Project	\$0	(\$880,000)	(\$880,000)
747.000.402240	Blind Slough Hydro Transfer In	\$0	\$880,000	\$880,000

Transfer funds from Electric Enterprise reserves to capital project fund to finish out the project.

#### PMPL Electric Department Misc. Accounts

410.405.501352	Diesel Plant Maintenance - Supplies	(\$9,500)	(\$5,850)	(\$15,350)
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To cover late invoices sent by Marine Services that were budgeted for in FY23 for work on the EMD 16 Generator.

410.405.501353	Diesel Plant Maintenance – Services	(\$8,300)	(\$20,981)	(\$29,281)
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To cover unanticipated work by NC Machinery on the Caterpillar 398 generator rebuild and invoicing received after the fiscal year had ended.

410.000.501449	Motor Pool Charges – O&M	(\$63,440)	(\$20,056)	(\$83,496)
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To cover unanticipated repairs by Altec for our line trucks. The digger had an issue with the boom controls and both bucket trucks need replacement platforms (buckets) to remain safe to operate.

410.000.501430	Travel and Training	(\$28,400)	(\$13,000)	(\$41,400)
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To cover online training of PMPL staff on the Eaton Yukon AMI program,

#### Wastewater Pump Station 4 Project – Fund 739

430.000.501960	Wastewater Transfer to Capital Project	\$0	(\$144,000)	(\$144,000)
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739.000.402240	Pump Station #4 Project Transfer In	\$0	\$144,000	\$144,000
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Transfer needed in order to award a professional services contract for pump station control panels and control programming while waiting for a loan increase from ADEC.

#### Electric Department – IBEW Contract - Payroll

410.XXX.500110	IBEW Contract Payroll	(\$818,657)	(\$170,678)	(\$989,335)
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410.XXX.500120	IBEW Contract Payroll Overtime	(\$50,893)	(\$12,309)	(\$63,202)
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410.XXX.500200	IBEW Contract Payroll Benefits	(\$500,903)	\$50,621	(\$450,282)
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Cost of ratifying the IBEW contract and the health insurance adjustment switching to Moda.

**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 18<sup>th</sup> day of December, 2023.**

\_\_\_\_\_  
**Mark Jensen, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Debra K. Thompson, Borough Clerk**

Adopted:  
Published:  
Effective:



## Police Department Access Control System Proposal

The Petersburg Police Department's access control system/electronic locking system has failed. The locking system computer software will not allow any modifications to the system and will not allow any access to the software. Chief Kerr contacted HID who provided electronic keycards and asked for a new software program. HID explained they only provide hardware and not the software system. HID checked the job code which revealed the contractor who installed the system installed 1996 technology into the municipal building when it was remodeled. HID explained the security concerns with the current system and recommended changes to the system to reflect industry standards.

HID sent out Petersburg Police Department's request to vendors servicing Alaska. Chief Kerr received two responses one from Arctic Fire & Security and the other from a different vendor. Arctic Fire & Security was the only vendor to show up in person to conduct an evaluation of the current needs and see what equipment could be reused in the updated access control system. Arctic Fire & Security is also the same vendor the Petersburg School District used for their access control proposal.

The Petersburg Police Department is proposing to use E911 funds for this project in the amount of \$86,876.00. The use of E911 funds is an appropriate funding source since the Petersburg Dispatch Center is housed inside the Petersburg Police Department. Current E911 fund balance is \$242,823 as of November 13, 2023.

If you have any question or want more information on this project please contact Chief James Kerr.

**Petersburg Borough Police Department**

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

[www.petersburgak.gov](http://www.petersburgak.gov)



## PROPOSAL

**TO:** Petersburg Police Department  
Petersburg, AK

**DATE:** 10/16/2023

**ATTN:** James Kerr                      **PROPOSAL NUMBER:** AFS.101623

**SCOPE:** New Access Control System Installation and Upgrade

Arctic Fire & Security (AFS) appreciates the opportunity to submit the following proposal to provide installation services and access control system upgrade. The following proposal information breaks down our scope of work based on the walk-through conducted and information provided for the Petersburg Police Department. Based on this information, we propose to provide a new Genetec access control platform that will utilize most of the existing hardware such as security enclosures, controller boards, power supplies, electrified and wired door hardware, and cabling. We have the following project deliverables and project overview that encompasses key phases of this project:

### Scope of Work:

#### Demo of Existing Access Control System Details:

Demo the existing Best Stanley/Lenel access control field hardware throughout the Police Department which includes:

- Removal of (26) Best Stanley wired card reader keypads
- Removal of (6) Best Stanley wireless lock sets
- Removal of (1) Lenel LNL-2220 two door network controller board

#### New Access Control Material Details:

Provide a new access control platform that will utilize Genetec Security Center with Synergis access control management platform. The Genetec system will be capable of reusing the existing (4) Lenel security enclosures, (16) two door controller boards, (1) 16 input/output board, all hard-wired electrified door hardware, door contacts, network switch, and security cabling. New hardware that will be provided and installed for the Genetec access control system will include:

- (1) Genetec Security Center 5.11 with Synergis Standard Access Control Management Platform
- (1) Genetec Cloudlink Controller
- (1) Mercury LP1502 Two Door Network Controller
- (26) HID Signo Card Reader Keypads
- (6) Assa Abloy Sargent IN100 Series Wireless Locksets with Cover Plate Kits and Batteries
- (3) Assa Abloy PoE Wireless Hubs
- (1) USB Enrollment Card Reader
- (100) HID Seos Credential Badges
- (100) HID Seos Key Fobs
- (1) Access Control 1U Management Server and
- (1) Workstation with Monitor
- (1) Partial CAT6 Cable



#### Installation Details:

The new access control server will be programmed and configured to the extent possible prior to installation in the police department Comm Room. AFS will work with the Police Department personnel to establish door names, door access rules, door schedules, door overrides, personnel access groups, employee names, etc. The Genetec Cloudlink controller and LP1502 will be installed in the existing Lenel enclosure located in the main Comm Room and the new server will be rack mounted in an exiting equipment rack. (26) new HID Signo card reader keypads will be installed at each door that currently has the Stanley reader keypads. The doors with wireless Stanley card reader/locks will be removed and the (6) new Assa Abloy Aperio wireless locks will be installed on the same doors. Three new wireless security hubs will be installed in strategic areas to connect the wireless locks to the Genetec system. New CAT6 cable will be installed from each wireless security hub back to the existing security network switch. A new client workstation will be installed in a room designed by the Police Department what will be used to enroll new badges and allow for management of the overall access control system. AFS will work with Professional Computer Services (PCS) and ProComm for networking information, coordination, remote system access, and to ensure the remote touch-screen features remain intact with the new Genetec access control system.

Once the system is installed, AFS will thoroughly test each door, card reader, and electrified lock for proper operations, functions, and system reporting. AFS will work with Police personnel to test the touch-screen functionality and make sure doors unlock like the current sequence of operations. Once testing is complete, AFS will provide end user training on the Genetec access control daily operations, badge enrollment, and system features.

#### **Alternate Option – Install (6) Wired Doors Instead of Wireless Readers and Locks: \$13,680.00 (not included in base price)**

As an alternate to installing the wireless Assa Abloy card reader and locks, provide and install (6) new electric mortise locksets, (6) electrified hinges, (3) Mercury two door controller boards, (6) HID Signo standard card readers, (1) door lock power supply with back-up batteries, and new access control cable to each of the six doors. Each door will be core drilled, new electrified mortise locksets, hinges, and card readers will be installed at each of the six doors. A new door lock power supply and (3) new two-door controller boards will be installed in the main comm room where the new security cables will be terminated. Once installation is complete, AFS will thoroughly test each door, card reader, and electrified lock for proper operations, functions, and system reporting.

#### Project Remarks:

- Standard warranty 1 year provided, which includes labor and materials. Warranty takes effect upon substantial completion, which is defined as beneficial use of the systems provided above.
- Petersburg Police Department agreed to provide vehicle and ladders during installation.
- Removed equipment to be turned over to the Police Department.
- All air fare, lodging, vehicle costs for the duration of the project are included.
- Remote service and support will be billed separately as time and material.

**Scope of Work Total Project Amount: \$86,876.00**



**Project Exclusions:**

- Lifts, Ladders, Bucket trucks
- Ceiling tile replacement
- Performance & Payment Bonding cost
- Permits and Permit fees
- Warranty on existing equipment, cabling, hardware
- Network switches, equipment racks
- Additional cost incurred due to COVID-19 restrictions, delays, quarantine requirements
- Videography of testing or training, if required
- Patching, touchups, and painting
- Cost incurred due to weather delays, product delays, or delays by others
- All work not mentioned in this proposal will be billed out at Time and Materials

This proposal is hereby accepted, thus allowing Arctic Fire & Security authorization to proceed with the work mentioned in this proposal.

This proposal is valid until: 11/30/2023

Purchaser:

Arctic Fire & Security

Signature:

Signature:

Name:

*Brandon Skeel*

Title:

Brandon Skeel

Date:

Director of Operations

Date: 10/16/23



7133 Arctic Blvd. Unit 15  
Anchorage, AK 99522  
907-229-4614  
www.afs-ak.com

#### TERMS AND CONDITIONS.

1. **SCOPE OF WORK:**
  - Customer shall permit AFS, free and timely access to areas and equipment, and allow contractor to start and stop the equipment as necessary to perform required services. All planned work under this agreement will be performed during AFS normal working hours.
  - Any alteration to, or deviation from, this agreement involving extra work, cost of material or labor will become an extra charge (fixed amount to be negotiated or on a time and material bases at AFS street rate then in effect) over the sum stated in this agreement.
  - AFS will not be required to move, replace or alter any part of the building structure in the performance of this agreement.
2. **TERMINATION OF CONTRACT:**
  - Either Party may terminate the contract with a thirty (30) day written notice. Customer agrees to pay for all work and material purchased for work rendered during the length of the agreement.
3. **MODIFICATIONS:**
  - No change or modification to the contract or terms & agreement stated herein shall be binding upon AFS unless accepted by AFS in writing.
4. **WARRANTY:**
  - In case of any failure to perform its obligations under this agreement, AFS liability is limited to repair or replacement as its option, and such repair or replacement shall be customer's sole remedy. This warranty is conditioned upon proper operation and maintenance by customer and shall not apply if the failure is caused or contributed to by accident, alteration, abuse or misuse, act of God and shall not extend beyond the term of this agreement.
  - Third party parts will carry manufactures warranty only.
5. **ENTIRE AGREEMENT:**
  - This proposal, upon acceptances shall constitute the entire agreement between the parties and supersedes any prior representations or understanding.
  - The annual agreement price is subject to adjustment on each commencement anniversary to reflect increasing labor, material and other costs.
6. **INVOICE & PAYMENT:**
  - Customer will promptly pay invoice within 20 days of customer receipt. Should payment become 30 days or more delinquent contractor may stop all work under this agreement without notice, and/or cancel this agreement, and the entire agreement amount shall become due and payable immediately upon demand.
7. **TAXS:**
  - Customer shall be responsible for all taxes, applicable to the service, and/or material hereunder.
8. **LIABILITY:**
  - In the event AFS must commence legal action in order to recover any amount payable under this agreement, customer shall pay AFS all court costs and attorney's fees incurred by AFS.
  - Under no circumstances, whether arising in contract, tort (including negligence), equity or otherwise, will AFS be responsible for loss of use, loss of profit, increased operating or maintenance expenses, claims of customer's tenants or clients, or any special, indirect or consequential damages.
9. **INDEMNITY:**
  - To the fullest extent permitting by law, customer shall indemnify and hold harmless AFS, its agent and employees from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from the performance of work hereunder, providing that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of customer, anyone directly or indirectly employed by customer, or anyone for whose acts customer may be liable, regardless of whether it is caused in part by negligence of AFS.
  - AFS should not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delays of carriers, strike, including those by AFS employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of these elements, force is of nature, or by any cause beyond its control.
10. **OCCUPATIONAL SAFETY:**
  - Customer shall make available to contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.
  - AFS expressly disclaims any and all responsibility and liability for the indoor air quality of the customer's facility, including without limitation, injury or illness to occupants of the facility or third parties, or any damage to the customer's facility, arising out of or in connection with AFS work. Under this agreement, including without limitation any illness, injury, or damage resulting in any manner from any fungus(es) or spore(s), any substance, vapor or gas produced by or arising out of any fungus(s) or spore(s), or any material, product, building component or structure that contains, harbors, nurtures or acts as a medium for any fungus(es) or spore(s).
  - AFS obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of asbestos or any other toxic or hazardous substances, hazardous waste or hazardous material, or any fungus (s) or spore(s); substance, vapor or gas produced by or arising out of any fungus(es) or spore(s); or any material, product, building component or structure that contains, harbors, nurtures or acts as a medium for any fungus (s) or spore(s). In the event such substance, waste and materials are encountered, AFS sole obligation will be to notify the owner of their existence. AFS shall have the right thereafter to suspend its work until such substance; waste or material and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted.

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**INTEROFFICE MEMORANDUM**

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**TO:** JODY TOW, FINANCE DIRECTOR

**FROM:** KARL HAGERMAN, UTILITY DIRECTOR

**SUBJECT:** FY 2024 SUPPLEMENTAL BUDGET ITEMS

**DATE:** 11/12/23

**CC:** STEVE GIESBRECHT, BOROUGH MANAGER  
DEBRA THOMPSON, BOROUGH CLERK

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I'm providing this memo to go over my proposed inclusions in the next supplemental budget ordinance. As some of these are quite large, a detailed explanation that can be attached to the ordinance and forwarded to the Assembly seemed prudent.

**PMPL Blind Slough Hydro project**

Increase/transfer **\$880,000** from electric fund reserves to capital project fund 747 to finish out the project. I have waited for a long time to request this transfer as I believed that the department would hear favorable news about the \$2.7 million grant from the DOE Section 243 program that would nullify the need for a transfer at all. The definitive news has not come, although we recently heard that we have been found eligible to proceed with the next phase of the award process, which includes ranking and awarding of grant funds. The project is fast approaching conclusion, with the current goal to have the hydro fully operational by December 13<sup>th</sup>. Many invoices will be coming due in concurrence with project completion so it is necessary to ensure the project budget can support payments to our vendors, contractors, and engineers.

Often there are transfers needed at the conclusion of a project but usually not this large. Many issues have contributed to this large transfer, including a bond ordinance that was based on the best estimate for the construction contract that we had at the time. The bond planned on a construction cost of \$5,098,800 and the construction award was for \$5,744,000. Also, there were many ancillary services and expenses that were not estimated at the time of the bond ordinance discussion but were needed in the project. These included purchasing long lead time project valves and a flow meter, as well as ensuring that the Crystal Lake Hatchery had reliable equipment and a backup pump for the project period. Many professional service contracts were needed to ready the project for bidding and to support the project during construction, including welding inspections, concrete testing, SCADA integration and commissioning support, hazardous materials evaluations of existing equipment and paint, onsite powerhouse crane testing/certification, and payments to the bond counsel. Lastly, our project engineering firm, McMillen, is fast approaching the limits of their contract and this needs to be increased in order to get the project to close out. McMillen has provided excellent support to the project but the largest issue that we've had with their contract is that the construction support line item was not sufficient. The onsite engineer and inspector was estimated to be needed for 3 months total and instead he



needed to be onsite for 5 ½ months. An increase to McMillen's contract will be forthcoming to the Assembly so the project can be completed.

Although this is a big transfer, Electric fund reserves can support it. It will be the intent of the department to transfer these supplemental funds back to electric reserves when the grant money is received.

**PMPL** Increase 410 405 501352 by \$5,850.00 to cover invoices from Marine Services Inc. for work on the EMD 16 generator that were received after the fiscal year had ended.

**PMPL** Increase 410 405 501353 by \$20,981.00 to cover additional unanticipated work by NC Machinery on the Caterpillar 398 generator rebuild and also for invoicing that was received after the fiscal year had ended.

**PMPL** Increase 410 000 501449 by \$20,055.89 to cover unanticipated repairs by Altec for our line trucks. The digger derrick had an issue with the boom controls and both bucket trucks need replacement platforms (buckets) to remain safe to operate.

**PMPL** Increase 410 000 501430 by \$13,000.00 to cover online training of PMPL staff on the Eaton Yukon AMI program. Staff were trained by Eaton when the AMI metering system was first installed, but turnover has resulted in a lack of sufficient training that must be resolved. The training is offered online by live trainers with no travel required by PMPL staff.

#### **Wastewater Dept Pump Station 4 Force Main Project**

Transfer \$144,000 to capital project fund account 739 000 501410 in order to award a professional services contract for pump station control panels and control programming.

I am working on a loan increase with ADEC for this project, but it will be some time before that process is complete. In order to keep the project moving forward toward a bid date this winter, a budget increase is needed to award a professional services contract to RMC Engineering of Juneau. As has been the department's practice on large WW pump station projects, we are able to reduce overall costs to the project and ensure that new control systems are compatible with department standards by directly soliciting a vendor with extensive experience with our system. This reduces design development costs and gives us access to engineers and technicians that understand our system very well. The current loan for the project is being consumed by the principal design engineering firm, so an increase to the project budget of \$144,000 is needed to engage RMC and move forward with control design and control panel construction. I am pulling the loan increase application documents together and planning to see this project out to bid this winter with a 2024 construction period.

**PETERSBURG BOROUGH, ALASKA  
RESOLUTION #2023-16**

**A RESOLUTION APPROVING THE DISPOSAL OF BOROUGH OWNED TIDELAND  
PROPERTY LOCATED AT 103A DOCK STREET (PARCEL #01-010-037) BY  
DIRECT SALE TO JOHN B. AND SHERI L. WIKAN DBA WIKAN ENTERPRISES,  
INC., FOR \$112,564**

**WHEREAS**, the Borough owns tideland property located at 103A Dock Street, more particularly described as follows ("the property"):

Petersburg Borough Parcel ID #01.010.037, located at 103A Dock Street, as shown on the Wikan Enterprises, Inc. Tidelands Lease Plat recorded on September 25, 1992 as Plat 92-23, Petersburg Recording District, First Judicial District

;and

**WHEREAS**, the property has an appraised value of \$100,000, determined by Ramsey Appraisal Resource on October 20, 2023 for a fee of \$4,500; and

**WHEREAS**, the property has been leased by Wikan Enterprises, Inc. since September 15, 1992, and has two (2) years remaining in the current five (5) year lease term at the annual lease rate of \$4,032; and

**WHEREAS**, application has been made by Wikan Enterprises, Inc., to purchase the property and on July 11, 2023, a noticed public hearing was held by the Petersburg Borough Planning Commission; and

**WHEREAS**, the Planning Commission considered and reviewed applicant materials, public comments and testimony, and staff comments, and have made recommendation to the Assembly to sell the property; and

**WHEREAS**, pursuant to Petersburg Municipal Code Section 16.16.070, the Borough Assembly held a duly noticed public hearing on August 21, 2023, considered the disposal of the property, determined that the sale of the property was in the best interest of the Borough, exempted the disposal from public sale, and directed Manager Giesbrecht to negotiate a price for the disposal with the final terms subject to Assembly approval; and

**WHEREAS**, on November 20, 2023, the Assembly approved a purchase price for the property of \$112,564 (\$100,000 appraised value + \$8,064 remaining two (2) years of five (5) year lease term + \$4,500 cost of appraisal).

**THEREFORE, BE IT RESOLVED**, the Petersburg Borough Assembly hereby authorizes the sale of the following tideland property to John B. and Sheri L. Wikan dba Wikan Enterprises, Inc., for \$112,564:

Petersburg Borough Parcel ID #01.010.037, located at 103A Dock Street, as shown on the Wikan Enterprises, Inc. Tidelands Lease Plat recorded on September 25, 1992 as Plat 92-23, Petersburg Recording District, First Judicial District

**PASSED AND APPROVED by the Petersburg Borough Assembly on December 4, 2023.**

\_\_\_\_\_  
**Mark Jensen, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Debra K. Thompson, Borough Clerk**

## CONTRACT OF SALE

This contract of sale is made between the Petersburg Borough, whose address is P.O. Box 329, Petersburg, Alaska, 99833, hereinafter the Seller, and John B. and Sheri L. Wikan, dba Wikan Enterprises, Inc., whose address is PO Box 929, Petersburg, Alaska, 99833, hereinafter the Buyer. If Buyer is an individual, s/he represents that s/he is 18 years of age or older. If this contract of sale is being executed by Buyer's authorized representative, the written authorization, or copy thereof, is attached hereto.

1. Upon the following terms and conditions, and those set out in Assembly Resolution 2023-16 of the Petersburg Borough, Seller hereby agrees to sell and convey, and Buyer agrees to purchase, the following described real property:

Petersburg Borough Parcel ID #01.010.037 located at 103A Dock Street, as shown on the Wikan Enterprises, Inc. Tidelands Lease Plat recorded on September 25, 1992 as Plat 92-23, Petersburg Recording District, First Judicial District

2. (a) The total purchase price is \$112,564.00, payable as follows: A deposit equal to a minimum of five percent (5%) of the purchase price shall be paid to the Seller within five (5) business days of the date of execution of this contract of sale, and the balance of the purchase price shall be paid in full to the Seller within ninety (90) calendar days of execution of this contract of sale. Conveyance of the property to the Buyer shall be by quitclaim deed upon payment of the full purchase price.

(b) In the event that an appeal of the bid award is filed and the bid award to Buyer is upheld in the decision on appeal by the Assembly, the deposit is due within five (5) calendar days of the Assembly's decision, and the balance of the purchase price shall be paid in full within ninety (90) calendar days of the Assembly's decision.

(c) If the Buyer defaults, by either failing to timely make the required deposit or by failing to timely pay the balance of the purchase price, any deposit made by Buyer shall be forfeited to the Seller and the Buyer shall have no further rights whatsoever to purchase the property. This section is not intended to limit any other legal remedy available to the Seller.

3. The property, and any improvements located thereon, is sold "as is, where is", in its current condition and with all faults. The Seller expressly makes no representations regarding, and disclaims any liability for, the property, and/or any improvements located thereon, including but not limited to (1) the condition of the property and any improvements located thereon; (2) the exact location or size of the property, the existence of markers on the property, or the ability or cost of surveying the property; (3) the status or insurability of title to the property, including the existence of any liens, encumbrances or conditions on the property; (4) the ability of the Buyer to utilize the property and/or any improvements in any fashion and for any particular purpose or use; and (5) the existence, or the potential for installation, of utilities on or to the property. The Seller makes no representations, warranties or guarantees, express or implied, as to quality, merchantability or suitability of the property for a particular purpose or use.

4. The property is sold subject to all platted easements, rights-of-way and

reservations, and may only be used for the purpose for which it is zoned. The property is sold subject to all other liens, encumbrances, and conditions, of record or not of record, including but not limited to matters which would have been disclosed by a survey or physical inspection of the property.

IN WITNESS WHEREOF, this contract of sale has been duly executed by the parties thereto.

SELLER, Petersburg Borough

\_\_\_\_\_  
By: Stephen Giesbrecht  
Its: Borough Manager

Date: \_\_\_\_\_

STATE OF ALASKA                    )  
  )ss.  
FIRST JUDICIAL DISTRICT        )

THIS IS TO CERTIFY that before me, the undersigned Notary Public for Alaska, duly commissioned and sworn as such, personally appeared Stephen Giesbrecht, to me known to be the Borough Manager of the Petersburg Borough, and who executed the foregoing instrument, and acknowledged to me that he signed and sealed the same as his free and voluntary act and deed and on behalf and under proper authority of the Petersburg Borough for the uses and purposes therein mentioned.

WITNESS my hand and official seal this \_\_\_\_ day of December, 2023.

\_\_\_\_\_  
NOTARY PUBLIC in and for Alaska  
My Commission Expires: \_\_\_\_\_

BUYER, John B. and Sheri L. Wikan, dba Wikan Enterprises, Inc.

\_\_\_\_\_  
John B. Wikan

\_\_\_\_\_  
Sheri L. Wikan

Date: \_\_\_\_\_

Date: \_\_\_\_\_

STATE OF ALASKA            )  
  ) ss.  
FIRST JUDICIAL DISTRICT    )

THIS IS TO CERTIFY that before me, the undersigned Notary Public for Alaska, duly commissioned and sworn as such, personally appeared John B. and Sheri L. Wikan, to me known to be the owners of Wikan Enterprises, Inc., and the individuals described herein who executed the foregoing instrument, and acknowledged to me that they signed and sealed the same as their free and voluntary act and deed for the uses and purposes therein mentioned.

WITNESS my hand and official seal this \_\_\_\_ day of December, 2023.

\_\_\_\_\_  
NOTARY PUBLIC in and for Alaska  
My Commission Expires: \_\_\_\_\_

For recordation in the Petersburg Recording District

**QUITCLAIM DEED**

The Grantor, PETERSBURG BOROUGH, whose address is P. O. Box 329, Petersburg, Alaska, 99833, for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, hereby conveys and quitclaims all of its interest, without warranty, to Grantee, John B. and Sheri L. Wikan, dba Wikan Enterprises, Inc., whose address is P.O. Box 929, Petersburg, Alaska, 99833, in that real property more particularly described as follows:

Petersburg Borough Parcel ID #01.010.037 located at 103A Dock Street, as shown on the Wikan Enterprises, Inc. Tidelands Lease Plat recorded on September 25, 1992 as Plat 92-23, Petersburg Recording District, First Judicial District

Subject to the following: all platted easements, rights-of-way and reservations, and liens, encumbrances and conditions, of record or not of record.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

PETERSBURG BOROUGH

By: \_\_\_\_\_  
Stephen Giesbrecht  
Its: Borough Manager

**ACKNOWLEDGEMENT**

STATE OF ALASKA                    )  
  )  
FIRST JUDICIAL DISTRICT         )

THIS IS TO CERTIFY that before me, the undersigned Notary Public for Alaska, duly commissioned and sworn as such, personally appeared Stephen Giesbrecht, to me known to be the Borough Manager of the Petersburg Borough, Alaska, who executed the foregoing instrument, and acknowledged to me that he executed said document under legal authority and with knowledge of its contents; and that such act was performed freely and voluntarily under the premises and for the purposes stated therein.

WITNESS my hand and official seal this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Notary Public in and for Alaska  
My commission expires: \_\_\_\_\_

**Return to:**

Borough Clerk  
PO Box 329  
Petersburg, AK 99833



**FY 24 SHARED FISHERIES BUSINESS TAX PROGRAM  
ALTERNATIVE METHOD RESOLUTION  
PETERSBURG BOROUGH  
RESOLUTION # 2023-17**

**A RESOLUTION ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE FY24 SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING THAT THIS ALLOCATION METHOD FAIRLY REPRESENTS THE DISTRIBUTION OF SIGNIFICANT EFFECTS OF FISHERIES BUSINESS ACTIVITY IN FMA 18: CENTRAL SOUTHEAST AREA**

**WHEREAS**, AS 29.60.450 requires that for a municipality to participate in the FY 24 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce, Community and Economic Development that the municipality suffered significant effects during calendar year 2022 from fisheries business activities; and

**WHEREAS**, 3 AAC 134.060 provides for the allocation of available program funding to eligible municipalities located within fisheries management areas specified by the Department of Commerce, Community and Economic Development; and

**WHEREAS**, 3 AAC 134.070 provides for the use, at the discretion of the Department of Commerce, Community and Economic Development, of alternative allocation methods which may be used within fisheries management areas if all eligible municipalities within the area agree to use the method, and the method incorporates some measure of the relative significant effect of fisheries business activity on the respective municipalities in the area; and

**WHEREAS**, the Petersburg Borough proposes to use an alternative allocation method for allocation of FY24 funding available within the FMA 18: Central Southeast Area in agreement with all other municipalities in this area participating in the FY24 Shared Fisheries Business Tax Program.

**NOW THEREFORE BE IT RESOLVED** that the Petersburg Borough Assembly by this resolution certifies that the following alternative allocation method fairly represents the distribution of significant effects during 2022 of fisheries business activity in FMA 18: Central Southeast Area:

**All municipalities share equally 50% of allocation; all municipalities share remaining 50% on a per capita basis.**

**PASSED and APPROVED** by the Borough Assembly of Petersburg, Alaska this 4th day of December, 2023.

\_\_\_\_\_  
Mark Jensen, Mayor

\_\_\_\_\_  
Debra K. Thompson, Borough Clerk

<b>FMA 18: Central Southeast</b>					<b>FY 22 Landing Tax Allocation</b>	<b>Reference</b>
	<b>Total allocation:</b>	<b>50% Divided</b>	<b>50% per capita</b>		<b>\$237.46</b>	<b>Number</b>
	\$39,383.42	\$19,691.71	\$19,691.71			
<b>Community</b>	<b>Population</b>	<b>50% divided share</b>	<b>50% per capita share</b>	<b>Calculated Allocation</b>	<b>Calculated Allocation</b>	<b>Total Distribution</b>
City of Coffman Cove	201	\$2,187.97	\$268.00	\$2,455.96	\$14.81	24-SF18-01 \$ 2,470.77
City of Kake	530	\$2,187.97	\$706.66	\$2,894.62	\$17.45	24-SF18-02 \$ 2,912.08
City of Kupreanof	23	\$2,187.97	\$30.67	\$2,218.63	\$13.38	24-SF18-03 \$ 2,232.01
City of Pelican	83	\$2,187.97	\$110.67	\$2,298.63	\$13.86	24-SF18-04 \$ 2,312.49
Petersburg Borough	3,357	\$2,187.97	\$4,475.93	\$6,663.90	\$40.18	24-SF18-05 \$ 6,704.08
City of Port Alexander	57	\$2,187.97	\$76.00	\$2,263.97	\$13.65	24-SF18-06 \$ 2,277.62
City and Borough of Sitka	8,350	\$2,187.97	\$11,133.17	\$13,321.14	\$80.32	24-SF18-07 \$ 13,401.46
City and Borough of Wrangell	2,084	\$2,187.97	\$2,778.63	\$4,966.59	\$29.95	24-SF18-08 \$ 4,996.54
City of Whale Pass	84	\$2,187.97	\$112.00	\$2,299.97	\$13.87	24-SF18-09 \$ 2,313.83
<b>Totals</b>	<b>14,769</b>	<b>\$19,691.71</b>	<b>\$19,691.71</b>	<b>\$39,383.42</b>	<b>\$237.46</b>	<b>\$ 39,620.88</b>
Community Count	9					

\* All municipalities share 50% of allocation equally; share remaining 50% on a per capita basis.

# Planning Commission Report & Finding of Fact

Commission Meeting Date: November 14, 2023

APPLICANT/AGENT:

Petersburg Indian Association

OWNER(S), IF DIFFERENT:

Petersburg Borough

LEGAL DESCRIPTION:

Portion of Tract A, USS 1168  
Portion of Tract A, USS 1168

LOT AREA:

343,629 sq ft

LOCATION:

N 8<sup>th</sup> Street, West side of 8th  
N 8<sup>th</sup> Street, East side of 8th

SURROUNDING ZONING:

North: Single Family Residential  
South: Single Family Residential  
East: Multiple Family Residential  
West: Public Use

ZONING:

Multiple Family Residential

PID:

01-006-060  
01-006-070

North: Public Use

South: Single Family Residential

East: Public Use

West: Multiple Family Residential

APPLICATION SUBMISSION DATE:

10/11/2023

I. APPLICANT REQUEST: The applicant has requested to purchase two borough-owned parcels for development of residential rental properties.

II. APPLICABLE CODE:

16.12 ACQUISITION OR DISPOSAL OF BOROUGH PROPERTY

III. FINDINGS:

- a. Petersburg Indian Association applied to purchase borough property on N. 8<sup>th</sup> Street.
- b. The subject parcel is comprised of borough-owned vacant land. The total area is approximately 343,000 sf or just over 7.8 acres.
- c. Legal access to the property is from N 8<sup>th</sup> Street.
- d. The subject parcel is zoned Multiple Family Residential.
- e. The "Nature Boardwalk" trail bisects a portion of the parcel as does the continuation of that trail up to the ballfield.
- f. The surrounding area is developed with residential neighborhoods to the north and south and public school and recreational areas to the east and west.
- g. The applicant's intent is to develop residential rental properties.
- h. The purpose of Multiple Family Residential is to provide a sound residential environment for three or more one-family, two-family, or multiple-family dwellings.
- i. The current zoning is consistent with the applicant's intended use for the parcel.
- j. The application was reviewed by relevant borough departments and determined there was no public purpose need for the subject property.

# Planning Commission Report & Finding of Fact

Commission Meeting Date: November 14, 2023

## 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.C 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

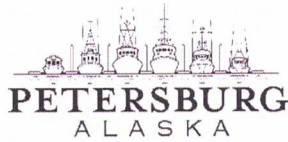
**Based on the preceding findings of fact, the Petersburg Planning Commission makes the following report to the Borough Assembly:**

1. The Planning Commission recommends the subject property be approved for sale.
2. The current zoning of the subject property is consistent with the intended development plans.
3. The existing trail should not be included in the sale of the parcel (or be granted a public access easement) to ensure continued use.

## EXHIBITS

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

# EXHIBIT A



## 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: \$

Date Rec'd:

Date: September 22, 2023

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

Lease **Purchase** Exchange Other

Parcel ID #(s) of Subject Property:

01006060

01006070

Proposed term of lease: \_\_\_\_\_

(total years)

Legal Description of Property:

Portion of Tract A, USS 1168

Portion of Tract A, USS 1168

Current Zoning of Property:

Multi-family Residential

Multi-family Residential

Applicant Name: Petersburg Indian Association

Applicant Mailing Address: PO Box 1410

Petersburg, AK 99833

Applicant Contact Info: Chad Wright

(phone and/or email)

(907) 772-3636 tribaladmin@piatribal.org

1. Size of Area requested (identify the minimum area necessary in square feet): 64,642 & 71,469

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)

Proposed use: residential rental properties -- duplexes and small apartment buildings. PIA plans to retain ownership of the units. Rentals would be available to tribal and non-tribal citizens. Some of the units will be designated for tenants who experience mobility issues (elderly, disabled, etc). Estimated completion date for all structures: 2038 to 2043. Estimated dollar value for all structures: \$10 million. Value to the economy: (a) Increasing the rental market will benefit local employers by providing housing opportunities for new and existing employees and has the potential to attract new residents to the borough who might otherwise choose not to move here due to a lack of available housing. (b) Property tax for structures on land that is now vacant.

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

Petersburg Borough  
Nels III & Holli Otness, 307 N. 8th Street  
John R. Longworth, 607 Excel Street

Jay Hofschulte, Trustee, 304 N. 8th Street

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)

Borough building permits, ACOE permit  
\_\_\_\_\_  
\_\_\_\_\_

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

A. Name, address and place of incorporation: \_\_\_\_\_  
\_\_\_\_\_

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

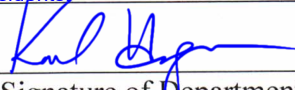
Name and address of resident agent: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Why should the Planning Commission recommend Assembly approval of this request? Petersburg Indian Association's housing plan (a) fits within the current zoning purpose and principal uses for the two parcels and (b) would serve to lessen the housing shortage that Petersburg is projected to experience for the foreseeable future.

9. How is this request consistent with the Borough's comprehensive plan? Comprehensive Plan Update (Feb 2016) - Chapter 6. "1. Goal: Housing Supply. Increase availability of affordable, quality housing, particularly . . . rentals . . ." "1. Goal: Housing Supply. (b) Encourage higher density, less expensive housing options such as duplexes . . . apartments. . ." "1. Goal: Housing Supply. (c) Encourage small housing developments with shared green spaces, maintenance and parking."

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: The water, wastewater and electric departments have no need for these lots. The housing development plan being presented by PIA will need to include provisions of extending water and sewer service to this low lying area as there is no current plan for the Borough to extend water and sewer to these lots. Power exists on 8th Street that can serve the development. I am supportive of this effort to add housing options to Petersburg residents.

 Utility Director  
Signature of Department Commenter

Department Comments: Community Development has no need for these 2 parcels.

  
Signature of Department Commenter

Department Comments: Public works has no need for these two parcels. Any road or drainage work will will need to be approved by Public Works.

 Public Works Director  
Signature of Department Commenter

Department Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Department Commenter

**NOTICE TO APPLICANT(s):**

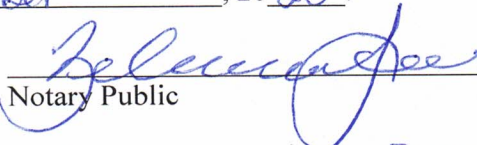
**Applicant will be required to pay a non-refundable filing fee with the Borough of \$500 to cover estimated costs of: a title report, survey, legal fees, postage, recording fees, public noticing and advertising and other costs incidental to the processing of this application.**

**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.**

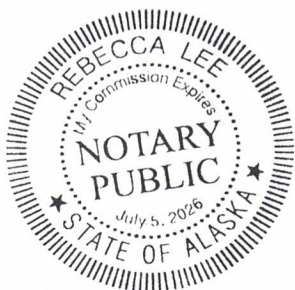
**Please sign application in the presence of a Notary Public.**

  
Applicant/Applicant's Representative

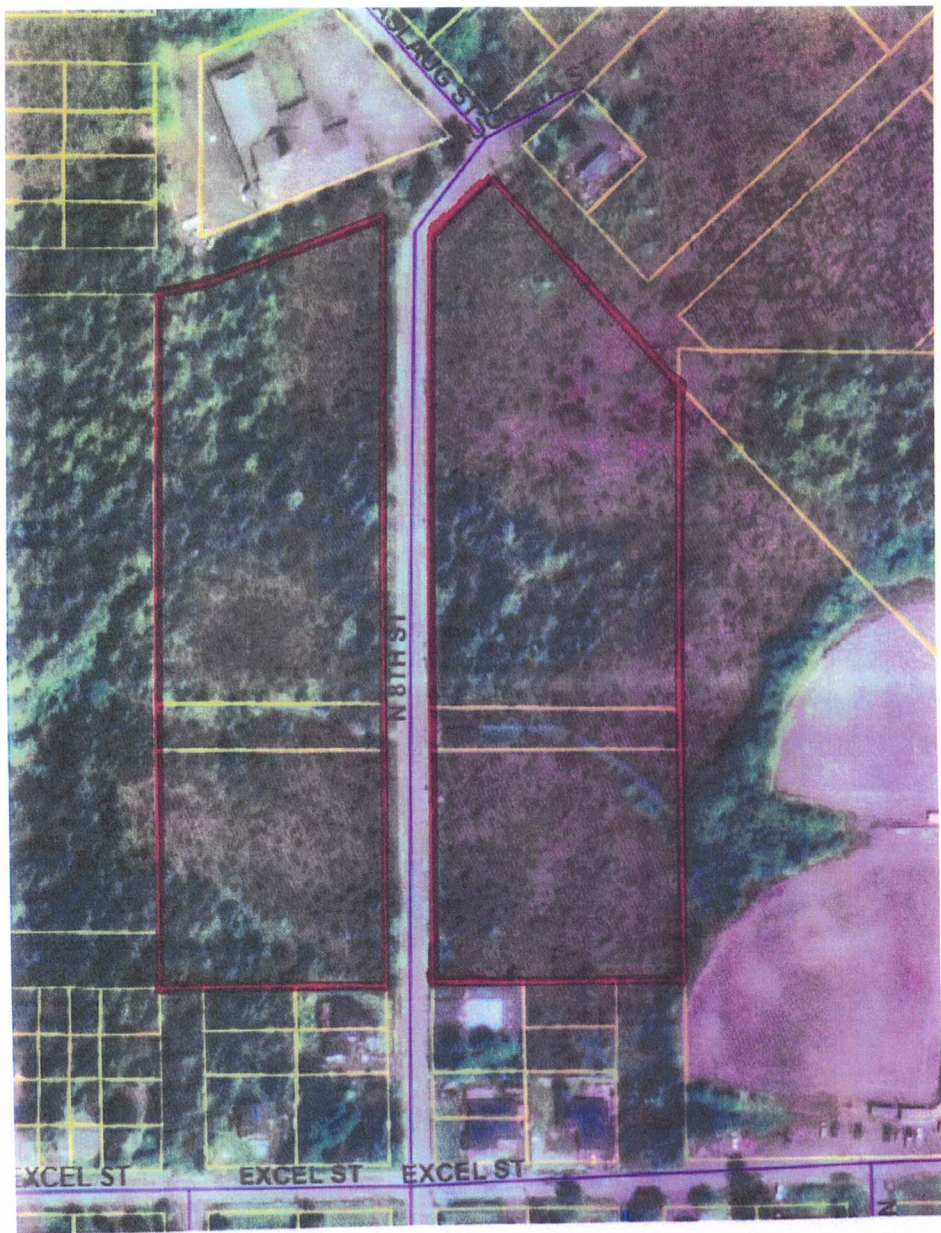
Subscribed and sworn to by Chad Wright, who personally appeared  
before me this 25 day of September, 2023.

  
Notary Public

Notary Public in and for the State of Alaska. My Commission Expires: July 5, 2026







# Petersburg Borough Parcels

## N. 8th Street

01-006-060 & 01-006-070



Item 15C.

October 23, 2023



**JOHNSON CARLEE RAE BAXTER-MCINTOSH RANS  
 PO BOX 2162  
 PETERSBURG, AK 99833-2162**

## NOTICE OF SCHEDULED PUBLIC HEARINGS

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

**Recommendation to the Borough Assembly on an application from the Petersburg Indian Association to purchase borough-owned property located on N. 8<sup>th</sup> St. (PID: 01-006-060, 01-006-070).**

The public hearing and consideration of the application will be held:	<b>Tuesday, November 14<sup>th</sup> 2023, at 12:00 PM</b> Assembly Chambers, Municipal Building 12 South Nordic Drive, Petersburg, Alaska.
The meeting is open to the public. To attend via <b>ZOOM</b> , 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.

<b>TO SUBMIT WRITTEN COMMENTS TO THE PLANNING COMMISSION</b>	
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

Name1	Name2	Address1	City	State	Zip
CHRIST FRY		PO BOX 1440	PETERSBURG	AK	99833-1440
HEATHER O'NEIL		PO BOX 1083	PETERSBURG	AK	99833-1083
SALLY DWYER		PO BOX 1788	PETERSBURG	AK	99833-1788
JIM FLOYD		PO BOX 281	PETERSBURG	AK	99833-0281
JOHN JENSEN		PO BOX 681	PETERSBURG	AK	99833-0681
PHIL MEEKS		PO BOX 1514	PETERSBURG	AK	99833-1514
MARIETTA DAVIS		PO BOX 673	PETERSBURG	AK	99833-0673
<b>PETERSBURG INDIAN ASSOCIATION</b>		<b>PO BOX 1410</b>	<b>PETERSBURG</b>	<b>AK</b>	<b>99833-1410</b>
ANDERSON PAUL	ANDERSON DARLENE	PO BOX 1454	PETERSBURG	AK	99833-1454
ANDERSON RODNEY	ANDERSON MELINDA	PO BOX 849	PETERSBURG	AK	99833-0849
BEAL R WILLIAM	BEAL TERRIE L	PO BOX 561	PETERSBURG	AK	99833-0561
BELL DUANE E	BELL DIANE	PO BOX 1301	PETERSBURG	AK	99833-1301
BERGMANN WILLIAM BERGMANN JOYCE A		PO BOX 130	PETERSBURG	AK	99833-0130
CARR REED T	CARR TONYA J	PO BOX 2168	PETERSBURG	AK	99833-2168
CLEMENS GEORGE D	CLEMENS MARY A	PO BOX 865	PETERSBURG	AK	99833-0865
COLLISON JEREMY N	COLLISON MARISSA A	PO BOX 1702	PETERSBURG	AK	99833-1702
CORNELIUS DONALD A	CORNELIUS KAREN A	PO BOX 1727	PETERSBURG	AK	99833-1727
CORRAO CHELSEA		PO BOX 1812	PETERSBURG	AK	99833-1812
CURTISS CRAIG CURTISS NANCY A		PO BOX 693	PETERSBURG	AK	99833-0693
DUNHAM LARRY D	MACDONALD LARINE H	PO BOX 424	PETERSBURG	AK	99833-0424
EILENBERGER MARILYN H		PO BOX 503	PETERSBURG	AK	99833-0503
EMMENEGGER DENNIS G	EMMENEGGER KATHRYN E	PO BOX 730	PETERSBURG	AK	99833-0730
EWING LYNN R	EWING DONNA M	PO BOX 1335	PETERSBURG	AK	99833-1335
FREEMAN HARLAN F	FREEMAN SHARON A	PO BOX 207	PETERSBURG	AK	99833-0207
GCI COMMUNICATION CORPORATION LESSEE		2550 DENALI ST STE 1000	ANCHORAGE	AK	99503
HALTINER FRED E HALTINER KAREN R		PO BOX 408	PETERSBURG	AK	99833-0408
HINDE BENJAMIN	HINDE MARCIE	PO BOX 2099	PETERSBURG	AK	99833-2099
HOFSCHULTE JAY		PO BOX 775497	STEAMBOAT SPR CO		80477
JOHNSON CARLEE RAE	BAXTER-MCINTOSH RANS	PO BOX 2162	PETERSBURG	AK	99833-2162
KAER JOHN C	KAER VICTORIA G	PO BOX 716	PETERSBURG	AK	99833-0716
KAINO DOUGLAS	MCNUTT NAN	PO BOX 295	PETERSBURG	AK	99833-0295
KAINO TEDDY T	KAINO SHIGEKO	PO BOX 265	PETERSBURG	AK	99833-0265
KIVISTO KURT	KIVISTO SHARON	PO BOX 1036	PETERSBURG	AK	99833-1036
LAMBE KELSEY	MCCAY TREVOR	PO BOX 631	PETERSBURG	AK	99833-0631
LEONARD MICHAEL		PO BOX 676	PETERSBURG	AK	99833-0676
LIGHTHOUSE ASSEMBLY OF GOD		PO BOX 49	PETERSBURG	AK	99833-0049
LITTLETON RYAN		PO BOX 2143	PETERSBURG	AK	99833-2143
LONGWORTH JOHN R		PO BOX 773	PETERSBURG	AK	99833-0773
LUTHERAN CHURCH		PO BOX 709	PETERSBURG	AK	99833-0709
MALONE ALAN J		PO BOX 135	PETERSBURG	AK	99833-0135
MAROHL AARON B		PO BOX 255	PETERSBURG	AK	99833-0255
MARTIN DAVID S		PO BOX 88	PETERSBURG	AK	99833-0088
MARTIN ROBERT W	MARTIN BECKY J	PO BOX 357	PETERSBURG	AK	99833-0357
MAZZELLA DAVID A	MAZZELLA HILLARY G	PO BOX 650	PETERSBURG	AK	99833-0650
MEDALEN HAROLD D	MEDALEN CHRISTINE	PO BOX 821	PETERSBURG	AK	99833-0821
MIDKIFF EARL	MIDKIFF SHANNON	PO BOX 1728	PETERSBURG	AK	99833-1728
MOORE JOSHUA A	MOORE VICTORIA R	PO BOX 2015	PETERSBURG	AK	99833-2015
NELSON DONALD NELSON BETTY		PO BOX 442	PETERSBURG	AK	99833-0442
NEWLUN NEIL	NEWLUN MARGARET	PO BOX 957	PETERSBURG	AK	99833-0957
OCHOA RAYMOND		PO BOX 2138	PETERSBURG	AK	99833-2138
OHMER DAVE N		PO BOX 13	PETERSBURG	AK	99833-0013
OTNESS HOLLI	OTNESS NELS	PO BOX 2058	PETERSBURG	AK	99833-2058
OTNESS NELS K III	OTNESS HOLLI I	PO BOX 716	PETERSBURG	AK	99833-0716
OVERDORFF ERIC C	OVERDORFF KELLY J	PO BOX 247	PETERSBURG	AK	99833-0247
PETERSBURG LITTLE LEAGUE LESSEE		PO BOX 1577	PETERSBURG	AK	99833-1577
PETERSBURG BOROUGH SCHOOLS		PO BOX 289	PETERSBURG	AK	99833-0289
PETERSBURG CHILDREN CENTER		PO BOX 138	PETERSBURG	AK	99833-0138
RESSLER CHARLES	RESSLER LOIS V	PO BOX 1313	PETERSBURG	AK	99833-1313
RONNE BILL H	RONNE RITA J	PO BOX 1035	PETERSBURG	AK	99833-1035
SPERL DONALD & TAUSHA	SPERL KOREN	PO BOX 1407	PETERSBURG	AK	99833-1407
STANTON GREGOR JAY	STANTON GREGOR LEA	PO BOX 2155	PETERSBURG	AK	99833-2155
STEELE WILLIAM		PO BOX 2004	PETERSBURG	AK	99833-2004
STEWART DAVID L		PO BOX 1018	PETERSBURG	AK	99833-1018
THOMAS BRANDON RANSOM		PO BOX 333	PETERSBURG	AK	99833-0333
THOMPSON FLOYD A		PO BOX 1436	PETERSBURG	AK	99833-1436
THOMPSON HAROLD K	THOMPSON ELIZABETH M	PO BOX 1631	PETERSBURG	AK	99833-1631
THORSEN STACEY A	THORSEN DEREK	PO BOX 784	PETERSBURG	AK	99833-0784
TURLAND BECKY A		PO BOX 1987	PETERSBURG	AK	99833-1987
US COAST GUARD		PO BOX 1290	PETERSBURG	AK	99833-1290
WARE WILLIAM A	WARE CHRISTINE J	PO BOX 672	PETERSBURG	AK	99833-0672
WELDE DOUGLAS		PO BOX 875	PETERSBURG	AK	99833-0875
WELDE RACHEL		PO BOX 1245	PETERSBURG	AK	99833-1245
WELLNER MICHAEL	WELLNER JENNIFER	PO BOX 1591	PETERSBURG	AK	99833-1591
WILKINSON TIM	WILKINSON RAE	PO BOX 895	PETERSBURG	AK	99833-0895
WRIGHT CHADWICK C	JOHNSON SARAH A	PO BOX 1956	PETERSBURG	AK	99833-1956
YUEN KEN	VIEN VIVIAN	PO BOX 1689	PETERSBURG	AK	99833-1689

# EXHIBIT D

Item 15C.

Rec'd  
11/14

TH

November 14, 2023

Attn: Planning Commission

RE: PIA Land Disposal Application

We ask that the Planning Commission and Borough Assembly does not approve the application as presented.

**Proposed use: Residential rental properties – duplexes and small apartment buildings**

We don't have a problem with duplexes, however we are against apartment buildings and believe this will lower the property value of the existing homes in the area.

**Value to the economy: Increasing the rental market would benefit employers**

Increasing the rental market would benefit employers, only if there isn't an income limit on the rentals. Most of the advertised job opportunities right now would pay over the amount to qualify for low income housing.

**Attracting new residents to the borough:**

There are people who would like to move here to work and own their house. We also have man young families that are looking for a house to own. We have a shortage of houses to purchase and that is why we believe that some of the parcels should be available for families to purchase and build a home on.

We request that if the Planning Commission decides to approve the application, you put a stipulation stating that there cannot be any apartment buildings, only duplexes.

Sincerely,

Nels & Holli Otness

John & Victoria Kaer

David & Hillary Mazzella

Sent: Tuesday, November 7, 2023 11:14 AM  
To: Anna Caulum <acaulum@petersburgak.gov>  
Subject: public hearing, land disposal 01-006-060, 01-006-060, 01-006-070, 01-006-070

To Petersburg Borough Planning Commission,

Thank you for this notice of a hearing for land disposal regarding these large parcels of land along 8 th street. We own a duplex on 906 Gauffin Street.

My number one question was, who would be able to rent these properties, if purchased my Petersburg Indian Association?

I was happy to see that it is stated that native and Non-native individuals would be able to rent them.

My second question is this going to be a competitive bid. We feel that it is in the best interest of the Borough of Petersburg for this to be a competitive bid.

My third question is, if this is PIA owned property, will it be on the tax roles. It is necessary for it to be on the tax roles, in the years to come there will need to be road,

and utility maintenance. It would be a heavy burden on the borough if money has not been contributed along the way.

The surrounding area has historically been single family dwelling, or duplex. Would it require a change in zoning, if multi family units (larger than duplex) were build? We would not

want this area to be re-zoned commercial. We would like to see it remain single family dwelling or duplex.

Thank-you.

William and Joyce Bergmann

**Liz Cabrera**

---

**From:** Don Cornelius <corndon1727@gmail.com>  
**Sent:** Wednesday, November 15, 2023 9:53 AM  
**To:** Liz Cabrera  
**Subject:** November 14th Planning Commission Meeting

Hi Liz:

I totally missed the chance to enter our comments at the November 14th Planning Commission meeting when I couldn't connect with the zoom call, but just in case they are still useful, here's what we would have said.

Don Cornelius

Thank you for the opportunity to comment on the proposed sale of city (publicly owned) land to PIA for providing needed housing in Petersburg. This proposed sale offers the city the opportunity to do it right so that the greater public is not left out of the process.

We have two areas of concern.

The first is the proposed retention of a public use easement along the Nature Trail between the elementary school and ball park. While it's obvious PIA's intentions are to preserve the trail, it doesn't appear to include the trail's full intent. Paul Loris originally conceived the Nature Trail as it is named -- a place where Petersburg students could experience our natural wonders in their own "backyard." A large number of us including local businesses gave up considerable time and money to make that happen.

Part of what makes this popular trail so valuable is it parallels a small stream which crosses the trail somewhere in the western portion of this proposed land disposal -- a little west of the bench. This is a case where prudent planners should honor the vision and intent of those who built and enjoy the trail by creating a significant green belt on either side of the creek and trail. This would also enhance the value of properties that PIA develops.

On the east side of 8th Street this right of way could be a little more narrow, but it would be nice if it included all of the trail since the trail seems to curve out of the easement on the east end. Knowing how PIA has been so proactive in providing recreational opportunities to Petersburg residents, we trust they will have a solution to this problem.

Our other area of concern is another watercourse in a bit of a ravine, this one running a little north of the Nature Trail. Rather than destroying this stream by running it through a culvert, doing it right would mean preserving the watercourse with a buffer of trees on either side. We can see this being accomplished by the city retaining a greenbelt or, given PIA's reputation for good stewardship of Borough lands, by PIA protecting the stream when they plat out their project.

We might point out that PIA is asking to transfer a rather large tract of land into private ownership with this purchase so we would think these withdrawals will allow them to proceed while still protecting other resource values.

Thank you for the opportunity to comment.

Sincerely, Don and Karen Cornelius



**PETERSBURG INDIAN ASSOCIATION**

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

September 12, 2023

Petersburg Borough  
PO Box 329  
Petersburg, Alaska 99833

To Whom It May Concern;

The Petersburg Indian Association (PIA) conducted a Tribal Visioning Workshop and subsequent survey of tribal households in 2018 to identify tribal citizens' needs and concerns. The data collected from the survey ranked tribal priorities in order of importance. Substance abuse treatment, affordable childcare, employment and job training, and culture were ranked in positions 2 through 5. Housing was ranked number one -- safe, affordable, accessible housing.

Preliminary results from the recent Community Housing Survey conducted in Petersburg indicate that roughly 316 housing units will be needed in Petersburg over the next 10 years. The survey also revealed that family homes were a popular choice but so were duplexes and apartments.

PIA is interested in acquiring two undeveloped lots\* on North 8th Street (one on the upper side and one on the lower) for the purpose of constructing residential housing, thereby aligning its housing interests and concerns with the Borough's. The vision is to build multi-family dwellings, such as duplexes and small apartment buildings, which will be available to both tribal and non-tribal citizens. There will also be a focus on providing units that are suitable for those experiencing mobility issues (elderly, disabled, etc).

PIA is requesting that the assembly authorize the borough manager to engage in direct negotiations with PIA, a federally recognized tribe, for disposal of lots 01-006-060 and 001-006-070 (see attached), pursuant to Borough Ordinance 16.12.030.

Thank-you for your time and attention.

Sincerely,

*Cris Morrison*

Cris Morrison  
Tribal Council President

*\*The properties display as four lots on the Borough map viewer but are actually two large lots that appear to be divided by the walking trail that runs between the elementary school and ball fields.*

Attachments: Borough map of subject area  
Borough 2023 Assessment Report, Page 48



Petersburg Map Viewer PARCELS UPDATED: JUNE 2023 [Click to return to borough web site](#)

Search by Address, Owner

01-006-060  
Multi-family residential  
TOTALS FOR THE TWO HALVES:  
64,642 sf  
\$195,200

01-006-070  
Multi-family residential  
TOTALS FOR THE TWO HALVES:  
71,469 sf  
\$215,800

LIGHTHOUSE CHURCH

POOL

ELEMENTARY SCHOOL

BALLFIELDS

200ft  
-132.946 56.817 Degrees

All rights reserved

**PETERSBURG BOROUGH**  
**Assessment Report - Detail**



Item 15C.

Parcel No. : All  
 Client Name : All  
 Address : All  
 Source : All  
 Exemptions : All

Year : 2023 Rate : All  
 Type : All  
 Class : All  
 Legal Print : Yes Sequence : Folio Number  
 Folio status : -

Parcel No.		Name			Civic Address					
Jur.	Roll No.	L A N D			I M P R O V E M E N T S			Total		
Year	Type	Class	Gross	Exempt	Net	Gross	Exempt	Net		
000	01006050		PETERSBURG BOROUGH			DOLPHIN & 5TH ST				
Legal : US SURVEY: 1252; SECTION: 27; TOWNSHIP: 58S; RANGE: 79E; ZONE: PU; DISTRICT: 110;										
2023	M	90	730,400	730,400	0	0	0	0	0	0
000	01006051		PETERSBURG BOROUGH			N 8TH ST				
Legal : LOT: TRACT A; US SURVEY: 1168; SECTION: 27; TOWNSHIP: 58S; RANGE: 79E; ZONE: PU; DISTRICT: 110;										
2023	M	90	37,000	37,000	0	0	0	0	0	0
000	01006052		PETERSBURG BOROUGH			N 8TH ST				
Legal : LOT: TRACT A; US SURVEY: 1168; SECTION: 27; TOWNSHIP: 58S; RANGE: 79E; ZONE: PU; DISTRICT: 110;										
2023	M	90	39,700	39,700	0	0	0	0	0	0
000	01006060		PETERSBURG BOROUGH			N 8TH ST				
Legal : LOT: TRSCT A; US SURVEY: 1168; SECTION: 27; TOWNSHIP: 58S; RANGE: 79E; ZONE: MFR; DISTRICT: 110;										
2023	M	90	195,200	195,200	0	0	0	0	0	0
000	01006070		PETERSBURG BOROUGH			N 8TH ST				
Legal : LOT: TRACT A; US SURVEY: 1168; SECTION: 27; TOWNSHIP: 58S; RANGE: 79E; ZONE: MFR; DISTRICT: 110;										
2023	M	90	215,800	215,800	0	0	0	0	0	0
000	01006080		PETERSBURG BOROUGH			1001 EXCEL ST				
Legal : LOT: 1; US SURVEY: ASLS 80-35; SECTION: 27; TOWNSHIP: 58S; RANGE: 79E; ZONE: PU; DISTRICT: 110;										
2023	M	90	1,600,800	1,600,800	0	0	0	0	0	0
000	01006090		PETERSBURG BOROUGH							
Legal : LOT: 2; PLAT #: 83-26; ASLS: 80-35; SECTION: 27; TOWNSHIP: 58s; RANGE: 79E; ZONE: PU; DISTRICT: 110;										
2023	M	90	663,500	663,500	0	0	0	0	0	0
000	01006100		St. Catherine's Church			306 N 3RD ST				
Legal : LOT: C; BLK: 016; SUBDIVISION: ST CATHERINES SUBDIV; PLAT #: 97-2; US SURVEY: 282; SECTION: 27; TOWNSHIP: 58S; RANGE: 79E; ZONE: SF; DISTRICT: 110;										
2023	M	16	116,100	116,100	0	1,585,700	1,585,700	0	0	0
000	01006103		PETERSBURG CHILDRENS CENTER			404 DOLPHIN ST				
Legal : LOT: 5; BLK: 023; PLAT #: 89-2; US SURVEY: 282; SECTION: 27; TOWNSHIP: 58S; RANGE: 79E; ZONE: PU; DISTRICT: 110;										
2023	M	16	134,400	134,400	0	606,800	606,800	0	0	0
000	01006105		PETERSBURG CHILDRENS CENTER							
Legal : LOT: 4; BLK: 23; PLAT #: 89-2; US SURVEY: 282; SECTION: 27; TOWNSHIP: 58S; RANGE: 79E; ZONE: PU; DISTRICT: 110;										
2023	M	16	0	0	0	0	0	0	0	0
000	01006106		PETERSBURG CHILDRENS CENTER							
Legal : LOT: 3; BLK: 23; PLAT #: 89-2; US SURVEY: 282; SECTION: 27; TOWNSHIP: 58S; RANGE: 79E; ZONE: PU; DISTRICT: 110;										
2023	M	16	0	0	0	0	0	0	0	0
000	01006107		THOMPSON FLOYD ALVIN			407 EXCEL ST				
Legal : LOT: 1A; BLK: 23; PLAT #: 89-2; US SURVEY: 282; SECTION: 27; TOWNSHIP: 58S; RANGE: 79E; ZONE: SF; DISTRICT: 110;										
2023	M	01	30,800	0	30,800	219,400	0	219,400	250,200	
000	01006109		LUTHERAN CHURCH			405 EXCEL ST				
Legal : LOT: W 1/2 LOT 1; BLK: 23; PLAT #: 89-2; US SURVEY: 282; SECTION: 27; TOWNSHIP: 58S; RANGE: 79E; ZONE: SF; DISTRICT: 110;										
2023	M	16	15,400	15,400	0	112,000	112,000	0	0	0
000	01006110		LUTHERAN CHURCH			405 EXCEL ST				


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MEMORANDUM

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**TO:** MAYOR JENSEN AND BOROUGH ASSEMBLY  
**FROM:** KARL HAGERMAN, UTILITY DIRECTOR   
**SUBJECT:** AWARD RECOMMENDATION – PUMP STATION 4 CONTROLS AND PANEL  
**DATE:** 11/27/2023  
**CC:** STEVE GIESBRECHT, BOROUGH MANAGER

As stated in the supplemental budget request memo, dated November 12, 2023, the wastewater department normally attempts to save time and money in our pump station projects by contracting directly with a control systems engineer that knows our system, has designed many of the controls and SCADA (supervisory control and data acquisition) integrations, and offers regional support in the event of system problems. In the past, we've hired Boreal Controls Inc. out of Juneau to provide these services and panels, but this company is no longer in business. Many of BCI's former employees are now working for RMC Engineering Services (RMC), also of Juneau, to design and support industrial control systems in our region.

The wastewater department reached out to RMC with a request for proposal to design the control system for pump station 4 and they have responded with a proposal to accomplish that work (proposal attached). RMC proposes to provide a communications site survey, electrical design review, control panel design, control panel fabrication, O&M manuals for control system, PLC (Programmable Logic Controller) programming, shop testing and onsite commissioning of the control system for a base cost of \$120,000.00.

Additional considerations include upgrading the departments standard PLC and HMI (Human-Machine Interface) to more current models that are likely to have continued support for the foreseeable future at a cost adder of \$12,000 and also to increase the sizing of the station variable frequency drives so that they match up with the VFD's at pump station 5 and provide the system with some parts redundancy, also for a cost adder of \$12,000. The wastewater department sees the long-term advantages of both options provided by RMC and recommends acceptance of these additions at the costs provided.

**To maintain project momentum, it is recommended by the wastewater department that RMC Engineering Services be awarded a professional services contract in the amount of \$144,000 to complete their proposed scope of work, including the optional items described in their proposal.**

Coincidentally, RMC has been the electrical subcontractor on the Blind Slough Hydro project and has been an excellent company to work with. They are producing high quality work and have demonstrated their skill, knowledge, and work ethic repeatedly on that project.

Thank you for your consideration.

Juneau, AK

September 21, 2023

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<b>Client:</b> Petersburg Borough Karl Hagerman, Utility Director khagerman@petersburgak.gov (907) 772-4203	<b>Quote #:</b> Q230913B <b>Prepared By:</b> Rob Swanson rob@rmces.com (907) 957-8367
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## Project: Petersburg Borough Pump Station 4 Controls and Integration, Revised

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\*Note: This is a revised quote to offer the option of increasing the size of the VFDs to match the VFDs installed at Pump Station 5. This is a request from Justin in effort to reduce the number of spares the Borough needs.

RMC is pleased to provide the following quote for the above project. The basis of the design is the former Boreal Controls, Inc. (BCI) Infinity RTU system, installed at other Petersburg Borough pump stations. The design has been around for years and the PLC and HMI are later in their respective product life cycles. Rockwell considers the product lines “Active Mature” but does not have an end-of-life date listed. Updating the panel with newer components is not required but we have included an option with updated hardware and the associated work to update the program.

### Services

- **Communications Site Survey:** RMC will work with the city to determine the best reliable communications method for SCADA data and alarms communication between Pump Station 4 and the SCADA system at the WWTP. The communication survey is expected to be done prior to construction. It is expected that RMC will purchase radio equipment and make a site visit to Petersburg with two staff members to determine the feasibility of radio communications.
- **Electrical Design Review:** RMC will provide input to the Borough and Design Team on electrical design aspects relating to the control system of the pump station. This includes but not limited to: VFD protection, VFD wire type, instrument wiring methods, etc.
- **Control Panel Design:** RMC will design the control panel to meet the owner’s requirements and UL 508A standard. The design will be based on the BCI Infinity RTU control panels. RMC will provide a complete set of drawings that show panel dimensions, layout, and wiring schematic with field device termination location. After construction and commissioning RMC will provide record drawings of the control panel installation.
- **O&M Manual:** RMC will develop an O&M manual for the control panel and process control. The manual will include product datasheets, process control operations directions, HMI screen shots, and commissioning record documentation.
- **Control Panel Fabrication:** RMC will construct the control panel to the UL508A standard based on the approved design.

Juneau, AK

September 21, 2023

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- **PLC Programming:** If the original BCI Infinity RTU option is selected, RMC will load and configure the Infinity RTU program for the Pump Station 4 project. If the newer hardware option is selected, RMC will convert the Infinity RTU program to work with the new hardware. RMC will update the HMI application for the Pump Station 4 Project.
  - **Shop Testing:** RMC will thoroughly test the control panel to verify individual component and full control panel operation before shipping. RMC will also shop test the VFDs with limited VFD output power. Shop testing of the VFDs includes: module installation, module operational tests, parameter configuration, and low power output test. RMC does not have the capacity to test the VFDs with a 30 HP motor load.
  - **On-Site Commissioning:** RMC expects commissioning to be one(1) trip for a duration of three(3) days / two(2) nights. On-site commissioning services include: installation inspection, VFD commissioning, process commissioning, SCADA integration, alarm testing, and operator training.

## Equipment

### Pump Station Control Panel (QTY: 1)

- Hoffman NEMA 4/12 Concept Enclosure
- Allen-Bradley PLC & IO Modules
  - o Original Design: MicroLogix 1400
  - o Newer Hardware: CompactLogix and Flex I/O
- Human Machine Interface (HMI)
  - o Original Design: Allen-Bradley PanelView Plus Standard 6"
  - o Newer Hardware: OnLogic Panel PC and Ignition Edge Software
- Door mounted pushbuttons, selection switches, potentiometers and pilot lights.
- Enclosure Heater
- Terminal blocks, circuit breakers, wire duct, wire labels, and other equipment required to construct a complete, professional, and operational control panel
- **Excluded:** Flygt Minicas relays (QTY: 3). Expected to be furnished by the Owner or Contractor to RMC for installation into the pump station control panel.

### Pump Station Wetwell Pump VFDs & Appurtenances (QTY: 3)

- Allen-Bradley PowerFlex 753 VFDs
  - o 30 HP Heavy Duty Rated, 40 HP Normal Duty Rated, Option for 60 HP Normal Duty
  - o Human Interface Module (HIM)
  - o Control Input/Output Module
  - o Ethernet/IP Communication Module
- MTE 3% Line Reactors

### Instrument Package

- Dwyer Submersible Pressure Transmitter (QTY: 1)
  - o Range 0-10 PSI, 4-20 mA, Intrinsically Safe
- Dwyer Float Switch (QTY: 1)

Juneau, AK

September 21, 2023

### Exclusions

- Any services or equipment not explicitly listed in this quote.
- No spare equipment or hardware is included in this quote.
- Installation of control panel or equipment.

### Fee Schedule

Invoices will be submitted at appropriate project milestones. Projects that require a full or partial payment upon order entry or release will be conditional on the following terms: amounts billed are due no later than thirty (30) days following billing. Late payments will be charged interest at a rate of 18% per annum, compounded monthly.

### Shipping

Equipment is FOB Petersburg, AK.

### Cost

The cost for Base Design (AB MicroLogix Design) is	\$120,000.00
PLC & HMI Update Option	+\$12,000.00
Increase VFD Size to Match PS5 (77 Amp, 60 HP ND)	+\$12,000.00

### Warranty

RMC stands by its work, and provides a warranty for all work for up to one year after project completion. While very little warranty work is anticipated, RMC will provide prompt service for any such requests. Additionally, due to RMC's close proximity to these sites, RMC can quickly address any issues that may arise, resulting in minimal down time and reductions in operational status.


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MEMORANDUM

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**TO:** MAYOR JENSEN AND BOROUGH ASSEMBLY  
**FROM:** KARL HAGERMAN, UTILITY DIRECTOR   
**SUBJECT:** CONTRACT INCREASE FOR BLIND SLOUGH HYDRO – PROJECT MANAGEMENT, INSPECTION, COMMISSIONING AND CLOSE OUT  
**DATE:** 11/27/2023  
**CC:** STEVE GIESBRECHT, BOROUGH MANAGER

As stated in the supplemental budget request memo, dated November 12, 2023, the Blind Slough Hydro project is in contention to receive a large Dept of Energy grant, however a supplemental budget transfer is being requested to see the project to completion.

A portion of the requested transfer is meant to cover an increase to the engineering contract with McMillen Corporation (formerly McMillen Jacobs and Associates). Per the attached proposal submitted by McMillen, there are many issues that have caused the existing budget with McMillen to be insufficient. Although there have been minor overruns in various tasks, most of the reasoning comes from project delays that have extended the need for onsite project inspection. Initial estimates were made that required an onsite resident engineer to be on the project for 3 months where we saw that this service was needed for about 5 ½ months.

The McMillen proposal lays out their remaining work items to take the project through commissioning/startup and close out of all contracts for construction and equipment supply. Additionally, ensuring that FERC is apprised of the project's outcome and is satisfied that the work was accomplished as planned is very important and it is reassuring that the McMillen staff has been through this process many times before.

It is important to note that McMillen's proposal calls for a larger dollar amount (\$205,000) than PMPL is recommending as a contract increase. The project manager did not factor in the remaining contractual budget at the time of submission of the proposal, which was approximately \$100,000. It was easy to see that this amount would be expended prior to the close out of the project, hence the need to seek clarity on what additional funds would be needed to complete the project.

**PMPL is recommending that the McMillen contract be amended to increase the overall contract amount by \$105,000.00.** This expense will be spread out among the final tasks as detailed in the engineer's proposal and, when combined with the remaining budget of \$100,000.00, should be sufficient to get to project completion.

Please let me know if there are any questions. Thank you for your consideration.



October 16, 2023

Mr. Karl Hagerman  
Utility Director  
Petersburg Borough  
[khagerman@petersburgak.gov](mailto:khagerman@petersburgak.gov)

**Subject:** Proposal For Engineering Services

Dear Mr. Hagerman:

McMillen, Inc. (McMillen) appreciates the opportunity to work with the Petersburg Municipal Light & Power (PMP&L) on the Blind Slough Hydro Project Refurbishment (Project). We have developed a detailed scope of work (SOW) and budget for your review for the construction management assistance, startup/commissioning assistance and project completion activities at the Project.

## PROJECT UNDERSTANDING

McMillen (formerly McMillen Jacobs and Associates) has been working on the Blind Slough Hydro Project Refurbishment since early 2018. Early work involved a condition assessment; alternatives development and evaluation; capital improvement plan and preliminary engineering. Subsequently McMillen entered a contract with PMP&L for final design; procurement of Owner-furnished equipment; bidding for the general construction contract; preparation of a FERC amendment and FERC approval to begin construction; and construction management/startup assistance. An equipment procurement contract was awarded in May of 2021 for the supply of the turbine and generator equipment. Final design was completed in 2022 following a delay due to COVID. A general construction contract was awarded and a notice to proceed with construction was issued in January 2023. An Amendment to the FERC license was issued March 2023 and approval to begin construction was issued by the FERC in March 2023. The General Contractor started work in June 2023 but has struggled with the schedule (the project was scheduled for completion in the fall of 2023). The turbine-generator equipment was delivered to site June 2023 (turbine-generator equipment) and August 2023 for the controls and electrical equipment.





The original engineering contract awarded to McMillen will be exceeded before the end of the year. The budgeted amount was exceeded due to the following:

- Extra effort with the equipment procurement bidding (due to COVID delay),
- Extra effort required for the FERC license amendment,
- Extra effort was required to purchase Owner furnished long lead items (three valves and a penstock flow meter),
- Extra effort to attend factory acceptance testing in Bend, OR for the controls and electrical equipment, independent inspection of Owner furnished equipment in England and Italy and general contractor fabricated components,
- Extra effort during general construction contract bidding (numerous addenda),
- Extensive resubmittals have been and continue to be made by the general contractor.
- Extra effort has been required to coordinate with EPS for temporary dam monitoring during the outage. McMillen is also helping to coordinate with EPS for modifications to the Owner's SCADA system.
- Greg Clark, P.E. has stepped in to take over the project's civil engineering following the passing of Matt Moughamian. This transition has also had an impact on the budget.
- Additional McMillen geotechnical support has been provided to determine the extent of rock excavation for thrust block and penstock excavation. Depending on findings there may be additional impact on project budget. Contractor has provided notice of differing conditions that will need resolution.
- The Contractor's claim for differing conditions is also expected to require additional effort. To date the claim is unresolved.
- Significant engineering effort was expended on revising the design/drawings due to differing conditions with the rock for the thrust blocks.
- It is now expected that the resident engineer will be on site for two months longer than originally budgeted (the original budget was for three months).
- The original construction schedule (submitted by the general contractor in their bid) anticipated that they would start mobilizing May 1, 2023 and achieve substantial completion by October 26, 2023. The latest schedule shows substantial completion achieved December 14, 2023. This means construction has been extended by nearly two months.

- The original McMillen budget for final design and construction management (Amendment 2) was executed in January 2022. McMillen labor costs have subsequently increased.
- The general contractor has struggled with submittals and maintaining the construction schedule.

## PROJECT GENERAL ASSUMPTIONS

Based on our Project Understanding as identified above, 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 PMP&L goals. At this point the primary assumption is that the general contractor will achieve substantial completion by December 14 as indicated on their recent construction schedule (submittal 013215-3.8). This schedule means that the resident engineer will likely need to be on site through October 2023 and possibly into November 2023. We expect that completion work from McMillen will extend the duration of work through January 2024.

## 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 – Project Management
- Task 2 – Construction Management
- Task 3 – Start-up & Commissioning
- Task 4 – Contract Close Outs, As-builts, DDR and O&M manuals

Within each of these tasks are several subtasks to be completed. Each task described below provides the anticipated deliverables and the assumptions used for each task.

### TASK 1: PROJECT MANAGEMENT

Don Jarrett, P.E. will serve as the Project Manager for the duration of the Project and will provide management and oversight of all in-house team members. Don has been the Project manager since 2018 and is thoroughly familiar with all aspects of the Project, the design and construction. Don's responsibilities will include contracting, monitoring budgets and schedules, and ensuring the work performed is within the contract scope, schedule, and budget. Don will also perform required general project management tasks such as meeting coordination,

meeting minutes, quality control, and reporting. McMillen will set up a reoccurring meeting every weeks to coordinate McMillen support during Project construction, provide updates on schedule, identify any field support, etc. A SharePoint site will continue to be provided for data sharing and Project submittals.

Clear and concise communication is imperative to accomplishing a smooth and efficient Project delivery. Throughout the Project completion, we will continue to maintain a strong and integrated team that includes key individuals from PMP&L and McMillen, along with our Project Manager, Don Jarrett. This core Project Team will provide valuable input and support to guide the Project to successful completion. Close communication within this team will provide the foundation for the successful completion of the Blind Slough Hydro Project.

All documents will be reviewed internally, and comments will be incorporated before submitting to PMP&L. Review by the QA/QC team will be required for all technical documents such as detailed reports, technical memorandums, drawings, and construction cost estimates. As part of the overall quality control process, our Project Manager will identify those team members who are qualified and available to complete reviews of each of the identified products. Comments on these documents will be provided to Don Jarrett on our QA/QC Comment/Response Form. Don Jarrett will compile all the comments and provide them to the design team, and they will review and add their responses to the same form. The responses will be reviewed by the QA/QC team. All comments/responses will be reconciled within the internal team before submission to PMP&L. Once the modifications have been made, Don Jarrett will review the deliverable documents to ensure that all comments have been incorporated. Don Jarrett will then complete the Comment Form documenting the quality control process.

In addition to Don Jarrett, the same project team will continue to complete this Project. The core team consists of Matt Lawson (Senior Electrical Engineer), Joe Carson (Senior Mechanical engineer), Wes Brown (Resident Engineer) and Greg Clark (Senior Civil Engineer). All are registered Professional Engineers in the State of Alaska.

## **DELIVERABLES**

Monthly progress reports and invoicing will be required through January 2024. Coordination meetings with the general contractor and equipment supplier will also likely be required through January to complete and close out those contracts. Coordination with PMP&L and the project team will also continue through January.

## ASSUMPTIONS

See above for schedule assumptions.

## TASK 2: CONSTRUCTION MANAGEMENT

With the new construction schedule from the general contractor, major civil construction management will continue through October and into November 2023 to get construction completed enough to begin startup and commissioning. It is now expected that the Project will be able to provide power to PMP&L on December 14, 2023. The resident engineer will need to be onsite through the period of time major construction is being performed, in accordance with the FERC approved QCIP. The resident engineer will continue to manage the FERC Quality Control and Inspection Plan (QCIP). The resident engineer will continue to coordinate the independent testing required under the approved QCIP. The resident engineer will need to coordinate with the home office engineering team and PMP&L.

## DELIVERABLES

The deliverables during the construction period will be as follows:

- The resident engineer will continue to be present on-site until startup and commissioning can begin.
- The resident engineer will continue the FERC approved QCIP required reporting, including daily reports, construction photos, non-conformance reports, the FERC monthly progress report and daily reports.
- The resident engineer will continue to coordinate any changes with the project team and run the weekly construction coordination meeting.
- The McMillen home office team will continue to support the resident engineer. Changes to contract drawings, if needed, will be performed by the McMillen discipline engineers in consultation with PMP&L. The McMillen home office will continue to review submittals.
- McMillen home office coordination is anticipated in assisting PMP&L with coordinating with the hatchery to assure required flows are maintained, respond to contractor RFIs, submittals as required by the specifications, contractor requests for information, Change orders, payment request applications and construction coordination meetings.

## ASSUMPTIONS

The main assumption during construction management is that the current construction schedule will continue to be maintained. Presently it is assumed that the resident engineer will need to be on site through late October and early November 2023; note that our original estimate was to have the resident engineer on site for 3 months and leaving site at the end of August. This will mean that McMillen home office support will continue at current levels through October and possibly longer. Based on recent home office support (which has significantly exceeded our expectations) we are anticipating a level of support (hours expended) similar to recent months. Our labor costs have increased in the last few years and our budget will reflect our new rate structure.

## TASK 3: STARTUP AND COMMISSIONING

Based on the new construction schedule, startup and commissioning will commence in early November 2023. Recently, the general contractor has committed to being ready for startup November 9<sup>th</sup>. The final testing (10-day run) will begin in December with substantial completion expected December 12. We anticipate that Matt Lawson and Don Jarrett will be present during key phases of commissioning and startup. Their presence will support the turbine-generator equipment contractor (Gilkes and subcontractor OS Engineering) and PMP&L.

## DELIVERABLES

McMillen Startup & Commissioning crew will produce a report documenting the work performed during this phase of the work. Prior to starting startup and commissioning McMillen will review submittals from the general contractor and Gilkes and provide comments for the procedures and forms to be used. While on site McMillen crew will verify that all work is completed and documented for the startup and commissioning.

## ASSUMPTIONS

The main assumption for startup & commissioning assistance is that the current construction schedule will continue to be maintained. This means that pre-commissioning (testing all instrumentation before unit operation) and commissioning (check of all equipment and protective relays during initial operations) will be performed before there is no-load testing (mechanical checkouts), synchronization and online operational testing (startup). Testing will include manual mode testing, local automatic and remote automatic checkout/operations. Presently it is assumed that Matt Lawson will spend two weeks on site during commissioning and Don Jarrett will spend one week on site during startup (with some overlap).

#### TASK 4: CONTRACT CLOSE OUTS, AS-BUILTS, DDR AND O&M MANUALS

Following the Startup and Commissioning it is expected that PMP&L will need assistance with the following:

- Equipment Procurement Contract and General Construction Contract close out. It is expected that that the general construction contract will have a significant “punch list” of work required to allow final contract close out. McMillen will make recommendations for contract close outs for both contractors. Don Jarrett will spend a week on-site following start-up to perform testing to confirm that the Gilkes equipment has satisfied its guarantees.
- As-built drawings. The resident engineer is working with the general contractor to redline construction contract drawings such that as-built drawings (technically called “record” drawings) can be produced and turned over to PMP&L. Additionally, FERC as-built exhibits will be developed for filing with the FERC.
- Design Documentation Report (DDR). McMillen will produce the final DDR which will document the design as constructed.
- Operation and Maintenance (O&M) Manuals. McMillen will assemble a complete set of O&M manuals based on the submittals from the equipment supplier (Gilkes), the Owner furnished equipment (Bailey Poly-jet pressure reducing inserts, the penstock flow meter, and the Orton butterfly valves) and the submittals from the general contractor.

#### DELIVERABLES

- Contract close out assistance and recommendations. Don Jarrett will review Gilkes turbine-generator performance and submit a report on his findings. During that trip Don will review punch list items have been completed for both contracts.
- As-built drawings and FERC Exhibit as-builts. McMillen will update the general construction contract drawings to reflect the “as-built” Project and revise FERC exhibits to reflect the as-built Project.
- Final Design Documentation Report (DDR). McMillen design team will update the DDR to reflect the as-built Project.
- O&M manuals will be assembled from both the equipment supplier (Gilkes) and the general contractor into a single document.

## ASSUMPTIONS

It has been assumed that Don Jarrett Petersburg will travel to Petersburg to perform turbine-generator testing to confirm Gilkes guarantees have been satisfied.

## SCHEDULE

Table 1 presents the proposed schedule for this SOW. The schedule is dependent on the general contractor's schedule.

**Table 1. Project Schedule: Milestone Timeframe**

Milestone	Timeframe
Project Management	October 2023 thru January 2024
Construction Management	October 2023 thru early November 2023
Startup and Commissioning	November 2023 through December 2023
Contract Closeout	January 2024

## BUDGET

Table 2 presents the proposed budget for the completion of the Blid Slough Hydro Project.

**Table 2. Proposed Project Budget**

Task	Description	Budget
1	Project Management	\$10,000
2	Construction Management	\$58,000
3	Startup & Commissioning	\$83,000
4	Contract Close out, as-builts, DDR and O&M manuals	\$54,000
	<b>Project Total</b>	<b>\$205,000</b>

## CONCLUSION

We appreciate the opportunity to provide you with a detailed SOW, lump sum cost breakdown and schedule for completion of the Blind Slough Hydro Project. If you have any questions or need additional information, please contact Don Jarrett, P.E. We look forward to serving PMP&L on this Project.

Sincerely,



Marcus Emmons  
Director of Operations

Cc: Don Jarrett, P.E.





November 27, 2023

From: Chris Cotta, Public Works Director  
To: Steve Giesbrecht, Borough Manager  
Cc: Mayor Jensen and Members of the Borough Assembly  
  
Re: Rock-N-Road Quarry and Mud Dump Proposal

Steve,

As you know, Rock-N-Road Construction has proposed to make some modifications to the Borough's rock quarry and mud dump access road in exchange for use of up to 60,000 cubic yards of rock from the Borough's quarry, with the subject rock to be incorporated into the new hospital site. The proposal letter we received from Rock-N-Road is attached for reference.

Public Works is in favor of this proposal since it would allow further development in the Borough's quarry. At present all of the easily-accessible rock in the walls of the quarry has been exhausted. We had previously thought there was some more rock to develop on the east side of the quarry, however when this was investigated in 2022 it was found that there was a lot more overburden than usable rock in that area.

Since the quarry walls have been expanded as far as is safe and practical, in order to obtain more utilization of the Borough's quarry we will need to start developing the rock located in the quarry floor. The proper way to access this rock would be to lower the grade of the haul road and enable the quarry floor to be developed from the downhill side moving up, creating a usable working face from which to drill and shoot. This would allow for proper drainage of the quarry floor and avoid creating a new reservoir which would cause problems for future development.

Making these kinds of modifications is very costly and for this reason we had put it off for the time being, and instead elected to purchase shot rock from a local contractor as a more cost effective option. Rock-N-Road's recent proposal would remove this costly barrier to future development of the quarry and should in addition result in a significant savings to hospital site project.

As we understand it, the hospital project was bid out with the stipulation that any contractors bidding on the project would be using their own rock sources and structuring their bids accordingly. This is how the contract was initially bid and awarded. The proposal received from Rock-N-Road should result in significant savings to the hospital project since the Borough would be providing shot rock to the project which would otherwise be provided by Rock-N-Road at their contract price.

**Public Works Department**

PO Box 329, Petersburg, AK 99833 – Phone (907) 772-4430 Fax (907) 772-4102  
[www.petersburgak.gov](http://www.petersburgak.gov)

Royalty values of the Borough rock to be used are not a set price and could vary, but a value of \$1.50 per cubic yard does not seem unreasonable. This would put the value of the rock to be removed at up to \$90,000 which would be roughly equivalent to the cost of the necessary development work to access more rock from the Borough's quarry. Public Works views this as trade worth making since it is money the general fund would not have to spend in order to further develop the Borough's quarry. The rock obtained by Rock-N-Road would be emplaced at the future hospital site, which will be owned by the Borough. So ownership of the rock would not change, it would essentially be relocated by Rock-N-Road from one Borough facility to another.

For the reasons outlined above, Public Works recommends that Rock-N-Road's proposal be accepted and up to 60,000 cubic yards of rock from the Borough's quarry be allocated to the new hospital site, in exchange for road and quarry development as described. If you agree with this recommendation, please forward it to the Borough Assembly for consideration at their next regular meeting on December 4<sup>th</sup>, 2023. Thank you.

Attachment: Rock-N-Road proposal letter (1 page)



November 27, 2023

Dear Assembly,

Rock-N-Road Construction, Inc has subcontracted the civil work from Dawson Construction for the new Hospital. We are bringing forward what we believe to be a win/win situation for the Borough and the Hospital project.

The Boroughs Airport Rock Quarry has exhausted the easily sourced rock from the quarry site. To get the current rock quarry back to a usable working quarry, a contractor will need to move the mud dump road and re-establish a new pit floor.

At this time, Rock-N-Road Construction would like to offer our services to get the airport quarry back to a working quarry in exchange for up to 60,000 cubic yards of rock which will be used for the new hospital site.

Rock royalties run about \$1.50 per cy and the estimated cost to develop a new quarry site would be \$80,000 - \$100,000. We have spoken in length with Chris Cotta about the possibility of moving forward with this exchange and we believe it to be a fair one.

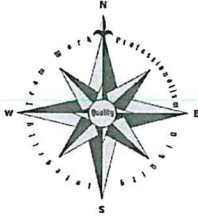
Additionally, having a rock source close to the new hospital site will equate to cost savings to the project of \$200,000.00 - \$300,000.00.

The value to the Borough of having a usable working quarry and helping the Hospital project move forward as cost effectively as possible will hopefully be seen as a benefit to the Borough Assembly.

Best

A handwritten signature in blue ink that reads "Ambre Burrell". The signature is fluid and cursive, with the first name being more prominent.

Ambre Burrell  
Vice President  
Rock N Road Construction, Inc



# Petersburg Medical Center

103 Fram Street  
PO Box 589  
Petersburg, AK 99833

Phone: 907-772-4291  
Fax: 907-772-3085

November 27, 2023

Dear Assembly,

I am writing to express my full support for the proposal put forth by Rock-N-Road Construction, Inc. in collaboration with Dawson Construction for the new Hospital project. This initiative presents a mutually advantageous opportunity for our Borough and the Hospital development.

The prospect of revitalizing the Borough's Airport Rock Quarry and the exchange of up to 60,000 cubic yards of rock for the new hospital construction is a pragmatic and beneficial endeavor. It not only addresses the Borough's need for a functional quarry but also offers significant cost savings to the Hospital project, potentially totaling between \$200,000 and \$300,000.

I believe that embracing this proposal would demonstrate our commitment to resourceful and cost-effective solutions for the benefit of our community. It is an opportunity to support both infrastructure development and the well-being of our residents, and I encourage the Assembly to seriously consider this proposal.

Sincerely,

Philip Hofstetter, CEO

**Debra Thompson**

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**From:** Ruth Johnson <ruthajohnson@gmail.com>  
**Sent:** Thursday, November 16, 2023 2:42 PM  
**To:** Assembly  
**Cc:** Debra Thompson  
**Subject:** Skylark Affordable Housing

Good afternoon,

I am writing in representation of myself.

I would like to voice my support for the Burrell's affordable housing project. What a blessing to have people step forward who possess the will, interest, and means to solve this critical issue in our community.

Obviously, the end result will not be affordable if the land cannot be obtained at a reasonable cost. Fair market value is not a lot to ask. The borough should be bending over backwards to push this project forward, removing as much red tape and making it as easy and painless for the developers as possible. Thank you to those assembly members who are collaborating to make this happen.

As a final note, if it is possible, I ask that you put it on the agenda to recuse any assembly member with a personal interest in Skylark Park's proposed housing development from voting on issues pertaining. It seems like the right thing to do when your personal desires so clearly conflict with the needs of the community.

Thank you for your time,

--

Ruth Johnson  
[ruthajohnson@gmail.com](mailto:ruthajohnson@gmail.com)

**Debra Thompson**

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**From:** Aulbach Mac1 <gaulbach@gci.net>  
**Sent:** Monday, November 20, 2023 7:02 AM  
**To:** Assembly  
**Subject:** Skylark Way

Hello Assembly members. Thank you for your service.

I am writing this letter in support of the sale of Borough land to Sig and Amber Burrell to get access to their Mobile Home Park. The prices being asked for those properties by the Borough seem to be in line with the values of other similar lots in that area as well as similar lots found in the Airport subdivision and the entire area where the new Hospital is planned. Lake Street area is also similar. By " similar " I am talking about slightly sloping muskeg around 10 to 12 feet deep. Other areas with trees or drainages on them seem to be valued a bit lower. I do hope the road that is planned will be constructed in such a way that once the Borough takes over it will not require more than normal maintenance.

Hopefully this project will bring an affordable option to the housing market which Petersburg, like all other communities, could definitely use.

Thank you for your time.

Gary Aulbach

## Debra Thompson

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**From:** Long, Chandler J (DNR) <chandler.long@alaska.gov>  
**Sent:** Friday, November 17, 2023 12:48 PM  
**To:** lcabrera@peteersburgak.gov; Stephen Giesbrecht  
**Cc:** Debra Thompson; Orange-Posma, Amy S (DNR)  
**Subject:** South Mitkof Subdivision - State of Alaska Response to Petersburg Borough Assembly  
**Attachments:** PetersburgBoroughAssemblyLetter\_9-18-2023.PDF; PetersburgBoroughLetter\_S.Mitkof\_10-9-2023.pdf

Good afternoon,

The Trust Land Office and State of Alaska are coordinating on responding to the attached two letters regarding the South Mitkof Subdivision. In addition to providing a written response, myself and State of Alaska platting officer Amy Orange-Posma request a workshop with the Petersburg Borough Assembly and Petersburg Borough Department of Community Development staff to discuss platting, planning, and working together in the best interest of Petersburg.

Would December 18<sup>th</sup>, prior to the Borough Assembly meeting, be a suitable time to meet and discuss? We understand the challenge of coordinating a meeting during the holiday season. Amy and I are unavailable the next two weeks and looking to find a date that works for all schedules after that.

I look forward to hearing your thoughts.

Take Care,



*Chandler Long*  
 Senior Project Manager  
 Trust Land Office

**Phone:** 907-269-8421  
 907-225-6619

**Email:** [chandler.long@alaska.gov](mailto:chandler.long@alaska.gov)

1900 First Avenue, Suite 313  
 Ketchikan, AK 99901

<https://alaskamentalthetrust.org/>

