



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Agenda Harbor Board Meeting

Wednesday, May 27, 2026

6:30 PM

Assembly Chambers

When: May 27, 2026 6:30 PM Alaska

Topic: Harbor & Ports Advisory Board Meeting

<https://petersburgak.gov.zoom.us/j/86725212101?pwd=Cfc0JqiCKiNVcU8T7pPQRZU87k3wPm.1>

Webinar ID: 867 2521 2101

Passcode: 645654

Call-in (Audio Only) (253) 215-8782

1. **Call to Order / Roll Call**
2. **Approval of Minutes**
 - A. Meeting Minutes, November 26, 2025**
3. **Amendment and Approval of Meeting Agenda**
4. **Persons to be Heard Related to the Agenda**
5. **Persons to be Heard Unrelated to the Agenda**
6. **Harbormaster Report**
 - A. Spring 2026 Report**
7. **Unfinished Business**
8. **New Business**
 - A. Harbor Budget Information FY2026 and FY2027**
9. **Communication**
10. **Discussion Items**
 - A. Stray Electrical Currents**
11. **Adjourn**



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Harbor & Ports Advisory Board

Wednesday, November 26, 2025

6:30 PM

Assembly Chambers

1. Call to Order / Roll Call

The meeting was called to order by former Chairman Martin at 6:30 pm.

PRESENT

Board Member Daniel Cardenas
Board Member Casey Knight
Board Member Joel Randrup
Board Member Don Spigelmyre
Board Member Wally McDonald
Board Member Andy Kittams

Assembly Member Liaison Schwartz

EXCUSED

Board Member Scott Roberge

2. Approval of Minutes

A. Meeting Minutes, April 3, 2025

The minutes of April 3rd, 2025, regular meeting were approved as submitted.

3. Amendment and Approval of Meeting Agenda

The agenda was approved as submitted.

4. Persons to be Heard Related to the Agenda

No views were shared.

5. Persons to be Heard Unrelated to the Agenda

No views were shared.

6. Harbormaster Report

A. Harbormaster Report, November 2025

Harbormaster Wollen provided a report.

7. Unfinished Business

There was no unfinished business.

8. New Business

A. Appointment of Chair and Vice Chair

Member McDonald nominated Casey Knight to Board Chair and Don Spigelmyre as Vice Chair.

Motion made by Board Member McDonald, Seconded
Voting Yea: Board Member Cardenas, Board Member Knight, Board Member Randrup, Board Member Spigelmyre, Board Member McDonald, Board Member Kittams

B. American Cruise Lines Lease Application

Harbormaster Wollen updated the Board on the status of ACL proposed partnership with the Borough to build a multipurpose small cruise ship dock and review what led to the change of course to pursue the tidelands lease to build a private facility.

The Harbor Board recommended the approval of the American Cruise Lines Lease Application to the Borough Assembly to include recommendations for appropriate controls as part of the lease agreement as well as a request to allow the lease agreement to come back before the Harbor Board prior to Assembly approval.

Motion made by Board Member McDonald, Seconded by Board Member Spigelmyre.
Voting Yea: Board Member Cardenas, Board Member Knight, Board Member Spigelmyre, Board Member McDonald, Board Member Kittams
Voting Nay: Board Member Randrup

C. Proposed 2026 Rate Increase

Review and make recommendations to the Assembly regarding the proposed 2026 rate increase. Due to rising costs, staff have recommended a 10 % rate increase roughly across the board to keep up with inflation. The last rate increase was April of 2022.

The Harbor Board recommended the approval of the proposed 2026 Harbor rates increases to the Borough Assembly.

Motion made by Board Member McDonald, Seconded by Board Member Spigelmyre.
Voting Yea: Board Member Knight, Board Member Spigelmyre, Board Member McDonald, Board Member Kittams
Voting Nay: Board Member Cardenas, Board Member Randrup

D. South Harbor Parking Lot/Drive Down Dock Paving Project

Review and make recommendations to the Assembly regarding the quote for the South Harbor Parking lot/Drive Down Paving project. In an effort to weigh repair vs replacement of the failing South Harbor Parking lots staff requested a quote from SECON for costs related to replacement of failed driving surfaces. SECON also was asked to combine it with new asphalt paving of a 30 ft. wide swath from South Nordic to the head of the Drive Down ramp due to consistent requests from customers and operators.

The Harbor Board recommended the approval of the proposed South Harbor Parking Lot/Drive Down Paving Project to the Borough Assembly.

Motion made by Board Member Spigelmyre, Seconded by Board Member Kittams.
Voting Yea: Board Member Cardenas, Board Member Knight, Board Member Spigelmyre, Board Member McDonald, Board Member Kittams
Voting Nay: Board Member Randrup

9. Communication

There were no communications.

10. Discussion Items

There were no discussion items.

11. Adjourn

The meeting was adjourned at 7.32 p.m.

2026 Spring Harbormaster Report

Staff: We are anticipating a full crew as we approach the summer.

Maintenance:

North Harbor –Seasonal cleaning and upkeep. We had RockNRoad Marine replace the wood under the outer float UHMW wear points as well as repair one of the corners that had gotten damaged last winter. Maintenance noticed a floatation issue where we think the sheet ice pushed out a tub on Float two.

Middle Harbor – Seasonal cleaning and upkeep. Parkinglot is filling up with Harbor supplies.

South Harbor – Seasonal cleaning and upkeep. We are still on the list for Rock n Road marine division to maintenance the piling collars and hinge repair work. They got to the C-Float issue – repairing an outside corner and replacing the wood under the UHMW float sections. Petro’s float had the same issues, so we were able to split some of the mob & de-mob costs with them

Crane Dock – RNR replaced 4 piling this spring and maintenance staff continues to work on the tops of the rest to protect the life of the upper portion of the pilings. The roto seal on the Big Crane continues to give us problems, Piston & Rudder are overseeing the fix and we are replacing the parts as needed.

Drive Down – Busy! The 30-day parking continues to get reduced again as Scow Bay project progresses, and maintenance supplies get relocated to the Approach. The Harbor has given up the 13th street (old pole yard) area to support the Fire Dept’s burn tower & training equipment move out of Scow Bay.

Scow Bay – Continue to monitor area daily and maintenance as needed. We are standing by for the agreement from MARAD to authorize the spending package and finalize the bid packet. Communication is occurring through the Harbor Department now and project management will occur jointly with PEDC and the Harbor with the understanding that upon project completion operations of the boat yard will fall under the Harbor Dept authority.

Staff is starting to formulate ordinances around these future operations by working with Borough Admin and Finance to come up with policies, charges and budget. We are exploring other similar operations to aide in policy development.

Staff continues to work with the delegation to seek funding for a basin and new harbor. There has been recent excitement coming out of Senator Sullivan’s office concerning the build up of USCG all across Alaska. Though Petersburg is probably not a good fit for the new Arctic Class cutters (ice-breakers), we are a great option for the smaller class vessels and continue to support the idea of relocating vessels that frequently anchor up in south of town to a future mooring facility here in Petersburg. I had PND update the 2022 “pitch” I made to the USCG Admiral and along with Mayor Lynn and Borough Manager, Giesbrecht I held a virtual meeting with the 10 year USCG planning team in early April. We are working together to plan for the delivery of the new 120 ft. bouy tender designated for homeporting in Petersburg in 2032.

Misc:

-The waiting list continues to grow. The new language making changes to the permanent moorage contracts concerning inactive vessels has reduce the waiting list numbers. Staff continue to monitor approx. 30 inactive vessels and will be sending out a second round of contact letters to individual boat owners that fall into this category.

-We are working with Alec Shramek to clean all the underwater water/fire lines

-April 1st staff went public with the 2025 tour ship schedule. Last year's numbers resulted in 97 stops for the season. The 2026 schedule has 84 total stops, which includes the February announcement from Allen Marine of their suspension of their overnight excursion. The success of the doubling of ACL stops from previous seasons has continued this year and will result in 16 overnights at C float which will change the availability of moorage for our tender fleet and larger yachts.

-Recent word came to the Borough that the application for conveying approximately 8.8 acres of DNR tidelands at Papke's Landing is ready for transfer. The Borough is just waiting on a formal letter to transfer of DOT's dock to ownership to the Borough before conveyance occurs.

We expect this summer to change out the Harbor Office's 40 year old boiler and heating source, so will wait for warmer weather in July to perform the project.

Harbor Security Boat/operator is getting more frequently used these days. The Water Dept asks us to transport them monthly to and from their outflow (6) sites. Transport groups to and from Kupreanof – Kupreanof Days and Kinderskog. These groups pay for fuel and operators time to offset the Harbor budget expenses.

Statement of Revenues, Expenses and Changes in Net Assets

Item 8A.

450 - Harbor & Port Fund

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11:57:00AM

April 30, 2026

			-----Year to Date Totals-----		
			This Year YTD	This Year Annual Budget	Last Year Actuals
Operating Revenues					
000	407170	Charges For Services	39,525.17	68,000.00	52,935.74
000	408100	Moorage Fees	807,495.06	1,017,378.00	806,768.12
000	408110	Transient Fees	158,087.55	204,750.00	136,604.38
000	408120	Grid Fees	2,944.50	5,775.00	2,822.50
000	408130	Live Aboard	15,267.27	15,750.00	15,485.00
000	408150	Launch Fees	5,894.64	24,750.00	9,123.08
000	408160	Tourship Fees	76,556.00	64,742.00	90,157.00
000	408165	Commercial Drive Down Fees	35,638.41	50,000.00	39,444.77
			1,141,408.60	1,451,145.00	1,153,340.59
000	408180	Port Leases	73,481.26	157,044.00	65,554.47
000	408190	Storage Fees	32,690.85	45,000.00	31,158.83
			106,172.11	202,044.00	96,713.30
000	402140	State Fisheries Business Tax	265,022.08	400,000.00	340,755.00
000	402145	US Army Corp of Engineers	602,486.39	0.00	0.00
000	410260	Other Revenues	5,487.22	7,500.00	6,524.34
			872,995.69	407,500.00	347,279.34
Total Operating Revenues			2,120,576.40	2,060,689.00	1,597,333.23
Operating Expenses					
General and Administrative					
000	500110	Regular Pay	505,054.95	571,691.00	476,721.18
000	500120	Overtime Pay	14,499.58	20,746.00	12,184.79
		Salaries	519,554.53	592,437.00	488,905.97
000	500200	Benefits	271,681.37	327,124.00	256,762.97
		Employee Benefits	271,681.37	327,124.00	256,762.97
000	501320	Operating Supplies	21,756.69	30,000.00	13,542.56
000	501325	Grounds Supplies	0.00	500.00	65.98
000	501330	Maintenance	8,885.33	11,000.00	5,814.96
000	501334	Safety Gear	3,380.57	1,700.00	1,674.41
000	501335	Waste Oil Burner Repair & Maint	147.00	1,000.00	1,693.14
000	501340	Small Tools/Equipment	5,043.00	7,000.00	3,125.59
		Materials and Supplies	39,212.59	51,200.00	25,916.64
000	501410	Professional Services	4,432.11	20,000.00	8,401.84
000	501415	DC Lobbyist	13,500.00	18,000.00	10,500.00
000	501420	Communication	7,329.13	9,500.00	7,582.54
000	501430	Travel And Training	1,459.20	2,500.00	4,448.38
000	501440	Advertising And Printing	932.00	2,000.00	3,025.40
000	501450	Rentals/Leases	0.00	750.00	0.00
000	501462	Liability Insurance	42,103.71	47,731.00	42,028.67
000	501463	Property Insurance	29,915.33	5,174.00	4,703.74
000	501464	Vehicle Insurance	2,608.00	575.00	2,608.00
000	501470	Utilities	62,857.43	96,000.00	63,168.00
000	501472	Utilities - Garbage	64,493.87	110,000.00	66,705.77
000	501480	Repairs And Maintenance	56,082.95	40,000.00	23,483.40
000	501481	Scow Bay, Port, Drive Down Facility Mai	614.11	2,500.00	0.00
000	501498	Credit Card Fee	26,121.82	31,050.00	23,734.43
000	501499	Bad Debt Account/Write offs	22,172.02	10,000.00	763.52
000	501500	Contingency	19,927.30	20,000.00	9,100.00
000	501501	Security Camera Repair and Maintenance	4,754.32	10,000.00	2,850.70
		Services and Charges	359,303.30	425,780.00	273,104.39
000	501491	Overhead Charges	99,450.00	119,347.00	90,570.00
		Allocated Overhead	99,450.00	119,347.00	90,570.00
Motor Pool Charges:					

Statement of Revenues, Expenses and Changes in Net Assets

Item 8A.

450 - Harbor & Port Fund

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11:57:00AM

April 30, 2026

			-----Year to Date Totals-----		
			This Year YTD	This Year Annual Budget	Last Year Actuals
000	501448	Security Boat O&M	2,412.12	5,750.00	1,698.04
000	501449	Motorpool O&M	12,348.63	21,800.00	8,348.91
		Operation & Maintenance	14,760.75	27,550.00	10,046.95
000	501451	Vehicle Replacement	11,072.50	13,287.00	10,925.00
		Equipment Replacement	11,072.50	13,287.00	10,925.00
		Total General and Administrative	1,315,035.04	1,556,725.00	1,156,231.92
Depreciation					
000	502000	Depreciation	0.00	1,440,000.00	0.00
		Depreciation	0.00	1,440,000.00	0.00
		Total Depreciation	0.00	1,440,000.00	0.00
		Total Operating Expenses	1,315,035.04	2,996,725.00	1,156,231.92
		INCOME (LOSS) FROM OPERATIONS	805,541.36	(936,036.00)	441,101.31
NonOperating Revenues (Expenses)					
000	410100	Unrealized Gain (Loss) Investments	0.00	78,962.00	0.00
		Investment Income	0.00	78,962.00	0.00
000	402275	State PERS Relief	0.00	16,000.00	0.00
000	500210	State PERS Relief	0.00	(16,000.00)	0.00
000	501506	Vehicle Impound Towing	(700.00)	(1,000.00)	0.00
000	504505	Electric Plug Resale	0.00	(2,500.00)	(5,024.01)
		Total NonOperating Revenues (Expenses)	(700.00)	75,462.00	(5,024.01)
		INCOME (LOSS) BEFORE CONTRIBUTIONS	804,841.36	(860,574.00)	436,077.30
Capital Contributions					
000	501503	Derelict Boat Disposal	0.00	(10,000.00)	(86,692.45)
000	506500	Computer Equipment	(7,266.67)	(3,000.00)	0.00
000	506519	Machine & Equipment	(4,592.81)	(7,500.00)	(2,355.56)
000	506521	Security Cameras	(3,846.25)	(7,000.00)	0.00
000	506528	Outboard	0.00	(11,000.00)	0.00
000	506538	Dock Ladders and Ramps	(38.24)	(2,500.00)	(2,500.00)
000	506539	South Harbor Float Maintenance	(40,811.37)	(28,000.00)	0.00
000	506541	S. Harbor Corp. Dredge Study	(504,402.26)	0.00	0.00
000	506544	Office Repairs	0.00	(5,000.00)	0.00
000	506549	10 yd Dumpster	(2,809.65)	(15,000.00)	0.00
000	506555	Shed Roof adj. to Harbor Office	(156,342.84)	(180,000.00)	(16,500.00)
000	506556	C Float Stall Replacement	(54,400.00)	(500,000.00)	0.00
000	506558	Feasibility Study Scow Bay	0.00	(400,000.00)	0.00
000	506559	Signage	(380.83)	(5,000.00)	0.00
000	506560	South Harbor Lighting Upgrade	0.00	(15,000.00)	0.00
000	506561	South Harbor Floatation Maintenance	(10,000.00)	(20,000.00)	0.00
000	506562	Maintenance Facility	0.00	(60,000.00)	0.00
000	506564	American Cruise Lines	0.00	(1,000,000.00)	0.00
		Total Capital Contributions	(784,890.92)	(2,269,000.00)	418,860.99
		CHANGE IN NET ASSETS	19,950.44	(3,129,574.00)	854,938.29

Petersburg Borough, Alaska
 Harbor/Port Facilities Fund - 450
 FY 2026 Adopted Budget

450 Account Number	Description	FY 23/24 Actual	FY 24/25 Actual	FY 25/26 Adopted - Revised Budget	FY 26/27 Proposed Budget
Revenues & Other Sources					
Harbor Charges:					
000 408100	Moorage Fees	955,228	948,915	1,017,378	1,108,378
000 408110	Transient Fees	180,478	188,257	204,750	225,225
000 408120	Grid Fees	5,110	4,703	5,775	6,352
000 408130	Live Aboard	18,820	17,695	15,750	17,325
000 408150	Launch Fees	22,834	22,389	24,750	27,225
000 408160	Tour Ship Moorage	98,395	83,929	64,742	62,000
000 408165	Commercial Drive Down Facility Fees	47,562	44,284	50,000	55,000
000 407170	Misc Harbor Charges	68,091	67,578	68,000	74,800
	Subtotal Harbor Charges	1,396,518	1,377,749	1,451,145	1,576,305
Port Charges:					
000 408180	Port Leases	78,833	60,653	157,044	163,740
000 408190	Port Storage Fees	44,959	37,191	45,000	40,000
	Subtotal Port Charges	123,792	97,844	202,044	203,740
Misc. Revenue					
000 410260	Other Revenues	6,641	7,715	7,500	7,500
000 410300	Cashier's over/short	-	-	-	-
	Subtotal Misc. Revenue	6,641	7,715	7,500	7,500
	Total Operating Revenues	1,526,951	1,483,308	1,660,689	1,787,545
Nonoperating Revenues:					
000 410100	Investment Income	120,039	177,801	78,962	60,000
000 402275	State PERS Relief	14,508	24,169	16,000	24,000
	Subtotal Nonoperating Revenues	134,547	201,970	94,962	84,000
Interfund Transfers:					
000 402140	Fish Tax	602,271	340,755	400,000	350,000
000 402240	Transfer In from Prop.Dev. Fund - Wikan Sale		108,064	-	-
000 402240	Transfer In from Prop. Dev. Fund - Island Refrigeration		418,845	-	-
	Subtotal Interfund Transfers	602,271	867,664	400,000	350,000
	Total Revenues & Other Sources	2,263,770	2,552,943	2,155,651	2,221,545
Expenditures & Other Uses					
Operating Expenses					
Payroll Expense:					
000 500110	Regular Pay	566,040	572,280	571,691	622,530
000 500120	Overtime Pay	19,666	21,143	20,746	21,871
000 500200	Benefits	271,058	317,108	327,124	331,138
	Subtotal	856,764	910,531	919,561	975,539
Supplies:					
000 501320	Operating Supplies	26,533	15,918	30,000	32,000
000 501325	Grounds Supplies	-	621	500	500
000 501330	Maintenance Supplies	14,879	6,267	11,000	12,000
000 501334	Safety Gear	4,647	2,185	1,700	1,900
000 501335	Waste Oil Repair & Maint	660	1,693	1,000	1,000
000 501340	Small Tools	6,310	3,737	7,000	7,700
	Subtotal	53,030	30,421	51,200	55,100
Services & Charges:					
000 501410	Professional Services	13,415	10,258	20,000	20,000
000 501415	DC Lobbyist	12,000	10,500	18,000	18,000
000 501420	Communications	10,377	10,222	9,500	10,200
000 501430	Travel & Training	443	4,448	2,500	4,200
000 501440	Advertising & Printing	2,595	4,465	2,000	2,500
000 501448	Security Boat O&M	11,152	2,987	5,750	7,000
000 501449	Motor Pool O & M	12,752	9,514	21,800	16,813

Petersburg Borough, Alaska
 Harbor/Port Facilities Fund - 450
 FY 2026 Adopted Budget

450 Account Number	Description	FY 23/24 Actual	FY 24/25 Actual	FY 25/26 Adopted - Revised Budget	FY 26/27 Proposed Budget
000 501450	Rentals/Leases	-	-	750	750
000 501451	Vehicle Replacement	13,110	13,110	13,287	13,287
000 501462	Liability Insurance	33,609	42,029	47,731	52,504
000 501463	Property Insurance	4,431	4,704	5,174	5,692
000 501464	Vehicle Insurance	3,043	2,608	575	3,000
000 501470	Utilities	96,030	71,197	96,000	96,000
000 501472	Utilities - Garbage	110,917	84,541	110,000	110,000
000 501480	Repair & Maint	47,027	29,434	40,000	100,000
000 501481	Scowbay, Port, Drive Down Facil. Maint	1,239	-	2,500	2,500
000 501491	Overhead Charges	99,396	108,684	119,347	134,795
000 501498	Credit Card Fee	28,042	28,678	31,050	34,155
000 501499	Bad Debt Expense	19,473	5,568	10,000	10,000
000 501500	Contingency	5,960	28,725	20,000	20,000
000 501501	Security Camera Repair & Maintenance	4,059	2,851	10,000	10,000
000 501503	Derelict Boat Disposal	8,060	86,692	10,000	10,000
000 504505	Electric Plug Resale	5,780	8,086	2,500	2,500
000 501506	Vehicle Impound Towing	650	-	1,000	1,000
	Subtotal	543,560	569,301	599,464	684,896
	Depreciation				
000 502000	Depreciation	1,438,947	1,228,110	1,440,000	1,300,000
	Total Operating Expense	2,892,301	2,738,362	3,010,225	3,015,535
	Other Uses				
000 500210	State PERS Relief	14,508	24,169	16,000	24,000
	Subtotal	14,508	24,169	16,000	24,000
	Capital Outlays				
000 506500	Computer Equipment	-	-	3,000	3,000
000 506519	Machinery & Equip	15,916	4,562	7,500	15,000
000 506521	Security Cameras	9,640	-	7,000	7,000
000 506528	Outboard - 50hp	-	-	11,000	11,000
000 506538	Dock Ladders & Ramps	-	2,500	2,500	2,500
000 506539	South Harbor Float Maintenance	39,427	12,395	28,000	55,000
000 506541	S. Harbor Corp of Engin. Dredge Study	1,820	-	-	-
000 506544	Office Repairs	219	-	5,000	65,000
000 506546	Petro Trade	3,387	-	-	-
000 506549	10 yd Dumpster	14,060	12,210	15,000	14,500
000 506554	Drive Down Approach Paving	-	-	-	1,300,000
000 506555	Shed Roof adj. to Harbor Office	843	16,500	300,000	-
000 506556	C Float Stall Replacement	-	-	500,000	1,300,000
000 506557	ATV with Plow	12,987	-	-	-
000 506558	Feasability Study Scow Bay	-	-	400,000	400,000
000 506559	Signage	9,090	123	5,000	2,500
000 506560	South Harbor Lighting Upgrade	-	-	15,000	15,000
000 506561	South Harbor Floatation Maintenance	-	-	20,000	20,000
000 506562	Maintenance Facility	41,096	-	60,000	60,000
000 506564	American Cruise Line Dock	-	-	1,000,000	-
000 506565	SH Electric Assessment	-	-	-	10,000
	Subtotal	148,485	48,290	2,379,000	3,280,500
	Total Other Uses	162,993	72,459	2,395,000	3,304,500
	Total Expenditures & Other Uses	3,055,294	2,810,822	5,405,225	6,320,035
	Net Change in Position	(791,524)	(257,879)	(3,249,574)	(4,098,490)