



Petersburg Borough

500 N 3rd Street
Petersburg, AK 99833

Meeting Agenda Parks & Recreation

Wednesday, April 02, 2025

4:00 PM

Parks & Recreation Upstairs
Office

1. Call to Order / Roll Call

A. Ambre Burrell __ Greg Kowalski __ Sarah Fine-Walsh __ Michele Pfundt __ Stephanie Payne __ Theresa Craig__

2. Approval of Minutes

A. Motion to approve 10/30/24 minutes:

Seconded by:

3. Amendment and Approval of Meeting Agenda

4. Visitor's Views Related to Agenda

5. Visitor's Views Unrelated to Agenda

A. Aquatic Supervisor Scott Burt will give a brief summary about our aquatic programs.

6. Director's Report

A. Review of updated Director Report

B. April Director Report

7. Unfinished Business

A. Michele Pfundt will give an update on the survey.

8. New Business

A. Vote on a letter to be written in support of Odin Street trail.

9. Communication

A. In November, Sally Dwyer reached out to Chair Sarah Fine-Walsh about replacing the current microphone/speaker that is used for speaking announcements in the gym. Sally recalls that 10 years ago our speaker system that she uses for Oktoberfest was

damaged when the volume was pushed too hard at a party, and it has never been the same. She seems interested in either paying for or having a fundraiser to replace the current speakers, and would like to know the cost.

- B.** Various people have reached out to Chair Fine-Walsh about the dog poo on trails. The mention of future "wish list" to install poles with dog poo bags on trailheads to help encourage clean up.

10. Discussion Items

- A.** Next meeting needs to be scheduled.

11. Adjourn



Petersburg Borough

500 N 3rd Street
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Meeting Minutes Parks & Rec

Wednesday, September 25, 2024

4:00 PM

Parks & Recreation Upstairs
Office

1. Call to Order / Roll Call

2. Approval of Minutes

A. Vote on approval of minutes from June meeting.

3. Amendment and Approval of Meeting Agenda

4. Visitor's Views Related to Agenda

5. Visitor's Views Unrelated to Agenda

6. Director's Report

A. Director Stephanie Payne will read her report and answer any questions that follow.

7. Unfinished Business

A. At June meeting it was voted to make minor changes to survey, any feedback was due by June 26, 2024. Need to decide the next step.

8. New Business

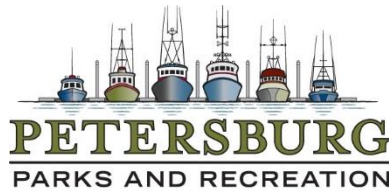
9. Communication

A. Letter about Volleyball gym schedule.

Letter about Trail

10. Discussion Items

11. Adjourn



Directors Download for Advisory Board Meeting January 15, 2025

Stephanie Payne

OPERATIONS

- Youth Basketball was another success! Could not have completed another successful season without the help of our coaches and other volunteers.
- Halloween Hustle hosted many kids and families with games in the gym and hot dogs served in Activity Room. Lower turnout than previous years, but still fun to be had.
- Attended the Land Managers Forum with and presented on the partnership we have with PIA, highlighting our trails and Parks and Rec assistance.
- Jingle and Mingle was hosted again with Parks and Rec, Police Department, and Library, with help from Public Works, Advisory Board members, community members pitching in with various needs. Thank you Gregg and Michele for attending and helping out – December is always a busy month with so much happening and traveling, we appreciate your assistance, as always!
- I will be attending an Alaska State Office of Boating Safety Educators Symposium in Anchorage on January 14th – 17th to talk with others about trends in boating education, networking opportunities, and more! Very excited to attend and work on ways to increase boating safety in our community.
- Youth Volleyball is open for registration! Coach Chrystine will be leading our youth players into another season.
- I will be conducting an American Red Cross First Aid/CPR/AED certification course for our new USCG Auxiliary members on Saturday, January 4th.
- We will be receiving new workout equipment from Life Fitness to replace some malfunctioning treadmills and ellipticals, along with a few new pieces that have been asked for. Expecting these in March.
- We have also purchased the spare lap pool pump, casket lowering device, and equipment to repair gym ceiling (using remaining funds to purchase exercise equipment).
- The school has concluded the majority of their pool sessions for the remainder of the school year. Adaptive swimmers and the kindergarten class will still use the pool for a small portion of the day. Scott has presented a new pool schedule that

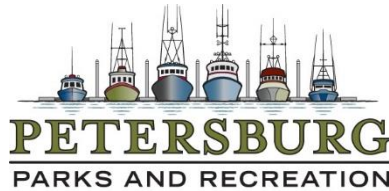
includes another Parent Tot swim, an adjusted lunch lap swim, and time for swim lessons, as time permits and instructors are available.

- I will be hosting another round of Adult Swim Lessons, please send any interested persons my way.
- Scott is hosting his annual Winter Sprint Triathlon on Saturday, January 4th at 10a!

MAINTENANCE

- Due to overheating issues with the sauna, it has been closed until an new heating unit arrives.
- Alan has been learning the ropes and will be completing his Certified Pool Operators training in January. I am working on my CPO recertification.
- Still working on the plan for the Aquatic Center sewer repairs. Awaiting updated cost estimates for top down approach and tunneling options.
- Collaborating with ATS (Remote HVAC service team) and school to schedule a visit by ATS team to update all software, look over systems, make recommendations, and train school, P&R and Borough maintenance staff on our systems.

This concludes my report, please present any questions you may have.



Directors Download for Advisory Board Meeting April 2, 2025

Stephanie Payne

OPERATIONS

CLEANING AND MAINTENANCE CLOSURE :: MAY 30th – JUNE 12th

- Volleyball was a great success; 47 participants with Coach Chrystine Lynn and Assistant Coach Callie Bell.
- Met with Daniel Tucker about building an earth oven at Sandy Beach. Working through logistics of building, public use, and maintaining. Thoughts?
- Attended the Office of Boating Safety Educator's Symposium, gained a wealth of information, networked with many great people, brought home great ideas, and have been in Safety Mode ever since.
- Brought the Office of Boating Safety to P&R to teach Julie, Scott, Theresa, Chrystine, Tyler Thain, and I how to instruct Paddle Safety courses, and hosted a public session the following day, with 6 participants. Will be hosting mini courses soon!
- P&R assisted AMSEA with hosting another Drill Conductor course by donating Activity Room and Pool usage in partnership.
- Hosted First Aid/CPR/AED certification courses for Harbor and Library staff.
- Working with school and Op Grad parents for Community Center use on May 27th, following graduation ceremony.
- Julie has been continuing Bingocize, group is having a great time and we look forward to the continuation of this program! She is also keeping the gym side running like a well-oiled machine by coordinating numerous activities, reservations, and club sports.
- Theresa has included a mid-day Aquatic Strength Training class into our Aquatic offerings, great way to get some low-impact training!
- Callie has been looking into trainings to support our youth sports programming alongside Julie and Chrystine.
- Logan is getting our after-school kids into a variety of games on Tues/Thurs/Fridays, while Jessica and Martha gather quite the group of kiddos into their craft classes on Wednesdays.

- Scott is getting another LG course set for late May, and working a mini Open Swim into the pool schedule, hoping that this can help give another opportunity for mid-day pool goers and homeschool students. After hosting another season of Dive In Movies, he is now getting our next round of swim lessons scheduled, look for fliers with information soon!
- Eric has shown interest in survival trainings to assist in our Rainforest Survival Series alongside the rest of the crew, as well as helping our youth weightlifters with technique and proper weight equipment use.
- Daniel is getting the greenhouse prepped for another season of beautifying the town! Theresa has been helping him to get seeds and bulbs ordered and binders with information created. He will soon be getting his seasonal helper to help him get his season in full swing. He has also been taking and investigating new trainings to help him learn more about his trade.
- Julie and I have jumped into another year on the Little Norway Festival Committee, expect another great community event!
- Eric, Theresa, and I are taking the Office of Boating Safety “AK Water Wise” course as our first step in becoming instructors for the course, intending to incorporate our learning into future Rainforest Survival Series events. I have also acquired my Wilderness First Responder certification to further the knowledge base we can share through the survival series events.
- American First Aid Educator, Bridget Verhei, will be coming up on April 10th to recertify Scott, Julie, and I as Lifeguard Instructors (LGI) and certify Theresa, Chrystine, and Tyler Thain as new Lifeguard Instructors! Jessica and Martha will also get certified as Water Safety Instructors! We also have 2 others from Juneau and Haines joining us for their LGI and LGIT recertification. We will be training for 4 long and hard days.
- Our annual Sandy Beach Clean Up is scheduled for Saturday, April 19th, along with Petersburg Rotary, in preparation for the Elks’ Easter Egg Hunt that Sunday. It will be from 11a – 1p. If you are interested in helping, please let us know!
- We are working on our involvement with the upcoming Early Childhood Fair on Saturday, April 26th.

MAINTENANCE

CLEANING AND MAINTENANCE CLOSURE :: MAY 30th – JUNE 12th

- Brought Ketchikan Mechanical to the Aquatic Center to repair a filter pipe that was leaking. Beforehand, we worked with our other departments, but to no avail.

- Welcome Brandon! Brandon joined us as our new Maintenance Technician and is doing great! Very excited to have him on our team! He is finding plenty of projects to keep him busy and getting lots of OTJ training to compliment the wealth of knowledge that he came to us with.
- Brandon is working with Darby to purchase and install new lighting for the lobby and mezzanine. The current lighting has been slowly failing over the years and now needs to be replaced with LED fixtures.
- Scott and Brandon have been working together to investigate an increase in CO2 usage. Due to Scotts findings while talking to other pool facilities and Brandon reaching out to product manufacturers, we will change our pool chemistry to eliminate muriatic acid, saving one unit for emergent purposes only.
- Converjint has FINALLY made it down to provide health checks to ours and the schools HVAC systems. Multiple problems have been identified with our system. We will be receiving our report with repair suggestions and needs, along with pricing. Some repairs will need to be completed soon (thankfully smaller repairs), while some can wait and will be on the expensive side.
- Having had a chance to review progress made on our Aquatic Sewer repair with Manager Giesbrecht and Jody Tow, we will now be proceeding with Respec Engineering to finalize our 100% complete drawings and biddable documents for future Invitation to Bid announcement. This is not going to be a fast moving project.
- Maintenance and Cleaning Closure meetings to discuss and prioritize our facility projects are happening to prepare. We will begin by draining the pool on the 30th. Plans include scrubbing pool basins and pool deck, repainting the leisure pool and gym side hallway, cleaning all air ventilation, working on basketball hoop lift mechanics, top-down scrubbing in every room, LOTS of pressure washing, gym and racquetball floor resurfacing, and installation of new equipment.

This concludes my report, please present any questions you may have.