



# Petersburg Borough

12 South Nordic Drive  
Petersburg AK, 99833

## Meeting Agenda Borough Assembly

---

Monday, November 20, 2017

12:00 PM

Assembly Chambers

---

1. **Call To Order/Roll Call**

2. **Voluntary Pledge**

3. **Approval of Minutes**

*There are no minutes available for approval at this time.*

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

5. **Report of Other Officers**

A. **Washington, D.C. Update**

**Attachments:** [Mayor's Testimony SRS & PILT.PDF](#)

[Mayor's Letter USCG Home Port.PDF](#)

[Res #2017-18 Transboundary Waters.PDF](#)

[Psg FY 2017 Federal Priorities.PDF](#)

[Psg FY 2018 Federal Priorities.PDF](#)

[Psg Priorities Memo to Delegation for last DC Visit.PDF](#)

*Mayor Jensen requested an update on congressional issues important to Petersburg from our Washington, D.C. lobbyist Brad Gilman.*

6. **Public Hearings**

A. **Public Hearing for Ordinance #2017-15: An Ordinance of the Petersburg Borough Adjusting the FY 2018 Budget for Known Changes**

*Any public testimony regarding Ordinance #2017-15 should be given during this public hearing. A copy of Ordinance #2017-15 may be found under agenda item 14B.*

7. **Bid Awards**

**A. Icicle Seafoods Sectionalizing Switch Project Professional Services Contract**

**Attachments:** [PW Director Hagerman Memo.PDF](#)  
[Electric Power Constructors, Inc. Proposal.PDF](#)  
[Icicle Seafoods Switch - Electrical Work RFP.PDF](#)

*Public Works Director Hagerman recommends award of a design/build professional services contract to Electric Power Systems of Juneau for the Icicle Seafoods Sectionalizing Switch project. A proposal was provided to the Borough in the amount of \$59,225.00 for the work. If awarded, the work may be able to be completed within the week of December 4th - 8th.*

**8. Visitors' Views Related to Agenda**

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

**9. Visitors' Views Unrelated to Agenda**

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

**10. Board, Commission and Committee Reports**

**A. Petersburg Medical Center Update**

*Petersburg Medical Center CEO Liz Woodyard will give an update on the Medical Center.*

**11. Consent Agenda**

**12. Mayor's Report**

**A. November 20, 2017 Mayor's Report**

**Attachments:** [November 20, 2017 Mayor's Report.PDF](#)  
[SEAPA 2018 Board Member Letter.PDF](#)  
[J. Jensen Letter of Interest.PDF](#)  
[M. Jensen Letter of Interest.PDF](#)  
[B. Lynn Letter of Interest.PDF](#)  
[SSRAA Invitation to Nominate.PDF](#)

**13. Manager's Report**

**A. November 20, 2017 Manager's Report**

**Attachments:** [Manager Report 11202017](#)

**14. Unfinished Business**

## Ordinances for Third and Final Reading

**A. Ordinance #2017-13: An Ordinance Providing for Repeal of Chapter 3.16 of the Code of the Former City of Petersburg (Now Service Area 1)**

**Attachments:** [Ordinance #2017-13.PDF](#)

[Former City of Petersburg Code Chapter 3.16.PDF](#)

*Ordinance #2017-13, if adopted, will repeal Chapter 3.16, Information Technology Department, of the municipal code of the former City of Petersburg. This chapter is not needed in the Petersburg Borough municipal code. Ordinance #2017-13 was unanimously approved in its first and second readings in October. No changes have been made since introduction.*

## Ordinances for Second Reading

**B. Ordinance #2017-15: An Ordinance of the Petersburg Borough Adjusting the FY 2018 Budget for Known Changes**

**Attachments:** [Ordinance #2017-15.PDF](#)

[Backup Paperwork for Budget Revisions.PDF](#)

*Ordinance #2017-15, if adopted, will spend down remaining reserves from the Roads Special Revenue Fund to pay for the Asphalt Crushing Project (this expense was approved by the Assembly in September); will reduce the Police Department payroll expense due to the loss of Airport Security Officer revenue from the State of Alaska and therefore a reduction in a police officer position; will add \$39,500 to the PMPL budget for Superintendent recruiting costs; will increase budgeted funds to pay for the PMPL 350 Generator Replacement that was budgeted for in the prior year but not paid; will budget for the Rasmuson grant awarded to the Library and the expense incurred for the Story Totem Pole; will budget from the Economic Fund the local cost sharing for development of the Scow Bay Turnaround that was approved by the voters; and will add an additional \$60,000 to the PMPL Headquarters Building Remodel Contingency budget. Ordinance #2017-15 was unanimously approved in its first reading.*

**C. PMPL Superintendent Recruitment**

*Manager Giesbrecht requests Assembly approval of the following recommended interview process to be used in the PMP&L Superintendent search:*

- 1) Manager Giesbrecht, Clerk Thompson and Deputy Clerk Swihart will screen resumes*
- 2) Manager Giesbrecht, Deputy Clerk Swihart and two Assembly Members will conduct initial screening (Skype) interviews*
- 3) Manager Giesbrecht, Deputy Clerk Swihart and the two Assembly Members will identify top candidates for a visit*
- 4) During the visit, a Board Interview with two different Assembly Members, two Department Heads, and Deputy Clerk Swihart*
- 5) During the visit, an Individual Interview with Manager Giesbrecht*
- 6) Entire group gets together to discuss who to offer the job to and outline the details of any job offer.*

*If this process is approved, the Assembly is requested to choose the first two of their group that will participate in the initial screening interviews and identify top candidates, and the second two of their group that will sit on the Board Interview.*

**15. New Business****A. Petersburg Future Planning**

Attachments: [Petersburg Future Planning Ideas.PDF](#)

*Manager Giesbrecht suggests holding a series of informal "Open House" events for the public and staff to provide ideas on ways in which the Borough could reduce costs or increase revenues.*

**B. Payment In Lieu of Taxes (PILT) / Secure Rural Schools (SRS) Funding Support Letter**

Attachments: [Draft PILT & SRS Letter to US Congress.PDF](#)

*The National Association of Counties is circulating a draft letter for local communities with significant percentages of federal land within their jurisdictions to sign if they choose. The letter is written to the US Congressional Leadership requesting Congress fully fund the PILT program for FY 2018 and reauthorize the SRS program until a permanent solution is developed.*

**16. Communications****17. Assembly Discussion Items****A. Recognitions****B. Marine Passenger Fee**

*Assembly Member Meucci requested this discussion item.*

**18. Adjourn**