



# Petersburg Borough

12 South Nordic Drive  
Petersburg AK, 99833

## Meeting Minutes Borough Assembly

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Monday, November 6, 2017

6:00 PM

Assembly Chambers

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### 1. Call To Order/Roll Call

The Mayor called the meeting to order at 6:00 p.m.

**Present:** 7 - Mayor Mark Jensen, Assembly Member Eric Castro, Assembly Member Brandi Marohl, Assembly Member Jeffrey Meucci, Assembly Member Jeigh Stanton Gregor, Assembly Member Nancy Strand and Assembly Member Kurt Wohlhueter

### 2. Voluntary Pledge

The pledge was recited.

### 3. Assembly Appointment of Vice Mayor and Representative/Liaison Positions

By a closed ballot vote, Member Jeigh Stanton-Gregor was elected by the Assembly to serve as Vice-Mayor until the November 2018 municipal elections. Assembly Members continuing their positions are as follows: Mayor Mark Jensen as the AML and Southeast Conference representative; Member Kurt Wohlhueter as liaison to the Harbor Board; Member Jeigh Stanton Gregor as liaison to the Hospital Board; and Nancy Strand as liaison to the Public Safety Board. Member Eric Castro was appointed as liaison to the Land Selection Committee and Jeff Meucci was appointed to the Local Emergency Planning Committee.

### 4. Petersburg Police Department Christmas Card Contest Awards

The top three winners of the Police Department Christmas card contest were awarded their prizes and shared their card ideas with the Assembly. All entries will be displayed in the PD front lobby through the holiday season. Mayor Jensen thanked all children who participated in the competition for a job well done.

### 5. Approval of Minutes

#### A. October 16, 2017 Regular Meeting Minutes

**Attachments:** [October 16, 2017 Regular Meeting Minutes.PDF](#)

The minutes were unanimously approved.

### 6. Amendment and Approval of Meeting Agenda

The meeting agenda was approved with one amendment. Member Wohlhueter requested a discussion item be added regarding Borough revenue and expenditures.

### 7. Public Hearings

- A. Public Hearing on Ordinance #2017-14: An Ordinance Providing for Chapter 3.08 of the Municipal Code, Entitled "Assembly and Mayor", Updating Current Language to Reflect Borough Incorporation

No comments were shared.

## **8. Bid Awards**

- A. Janitorial Services Bid Award

Attachments:     [Clerk Thompson Recommendation Memo.PDF](#)  
[Notice of Intent to Award Letter.PDF](#)

The janitorial contract was awarded to Norsk Enterprises, LLC. by unanimous vote of the Assembly.

## **9. Visitors' Views Related to Agenda**

John Murgas spoke regarding his concerns with the Scow Bay project. PEDC will be asked to come to the next Assembly meeting to discuss the matter.

Becky Knight also spoke concerning her opinion that full vetting on controversial issues take place before Borough representatives travel to Washington, D.C. to meet with delegates.

## **10. Visitors' Views Unrelated to Agenda**

No views were shared.

## **11. Board, Commission and Committee Reports**

None.

## **12. Consent Agenda**

None.

## **13. Report of Other Officers**

- A. PMPL Building Remodel Project Update

Public Works Director Karl Hagerman presented a report on the PMPL Building remodel project.

## **14. Mayor's Report**

- A. November 6, 2107 Mayor's Report

Attachments:     [November 6, 2017 Mayor's Report.PDF](#)  
                              [R. Burke Letter of Interest.PDF](#)  
                              [C. Lagoudakis Letter of Interest.PDF](#)  
                              [S. Dwyer Appointment Recommendation.PDF](#)

Mayor Jensen read his report into the record. In response to their letters of interest and without opposition, Richard Burke was appointed to the Planning Commission, Cindi Lagoudakis was appointed to the Hospital Board, and Sally Dwyer was appointed as the Planning Commission's representative on the Historic Preservation Committee.

## **15. Manager's Report**

### **A. November 6, 2017 Manager's Report**

Attachments:     [Manager Report 11062017](#)

Manager Giesbrecht read his report into the record, a copy of which is attached as a permanent part of these minutes.

## **16. Unfinished Business**

Ordinances for Third and Final Reading

### **A. Ordinance #2017-14: An Ordinance Providing for Chapter 3.08 of the Municipal Code, Entitled "Assembly and Mayor", Updating Current Language to Reflect Borough Incorporation**

Attachments:     [Ordinance #2017-14 for third reading.PDF](#)

Ordinance #2017-14 was unanimously approved in its third and final reading, with an amendment to 3.08.080 regarding unexcused absences by Assembly Members and leaving the word "may" regarding appointment of a parliamentarian in 3.08.130.

## **17. New Business**

### **A. 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 was unanimously approved in its first reading.

- B. Resolution #2017-20: A Resolution Approving A Sole Source Purchase of All-Hazard Warning Sirens from Federal Signal Corporation

Attachments:     [Resolution #2017-20.PDF](#)  
                              [Director Dixon Recommendation Memo.PDF](#)  
                              [Federal Signal Corporation Quote.PDF](#)  
                              [Siren Specifications.PDF](#)

Resolution #2017-14 was approved.

- C. Approval of Travel to Washington, D.C. to Meet with our Federal Delegates

Attachments:     [DC Discussion Issues.PDF](#)

By a vote of 5-2, with Member Wohlhueter and Mayor Jensen in favor, travel authorization for the trip to Washington, D.C. failed.

- D. Petersburg Housing Coalition's Request for Assistance

Attachments:     [Petersburg Housing Coalition Letter.PDF](#)

The Petersburg Housing Coalition's request for Borough assistance failed by unanimous roll call vote.

- E. PMPL Remodel Change Order #1

Attachments:     [PW Director Hagerman Memo.PDF](#)  
                              [PMPL Building Remodel Change Order #1.PDF](#)

After discussion, the remodel change order was unanimously approved.

## 18. Communications

None.

## 19. Assembly Discussion Items

- A. Recognitions

Member Nancy Strand recognized the Volunteer Fire Department and the Harbor staff for their rapid response to the recent boat fire. Member Jeff Meucci thanked all of the people and organizations who are contributing to providing meals to the hungry in Petersburg each week.

- B. Tax Committee

After discussion on the matter, it was agreed that the Borough would begin moving toward creating a temporary tax committee composed of Petersburg citizens to look at potential ideas regarding local tax matters.

C. Marine Passenger Fee

Attachments:     [Juneau's Marine Passenger Fee Code.PDF](#)  
                              [2017 Petersburg Tourship Review.PDF](#)

This matter was discussed and will potentially be addressed by the new citizens tax committee.

D. Cruise Ships Entering Borough Waters and Using Borough Lands

This matter was discussed during Item C. Later in the meeting, David Berg addressed the Assembly with information pertaining to cruise ships visiting Petersburg.

E. Assembly Travel Policy and Procedure

Attachments:     [Petersburg Borough Travel Policy.PDF](#)  
                              [Ketchikan Gateway Borough Travel Policy.PDF](#)  
                              [Wrangell's Travel Budget Spreadsheet.PDF](#)

There was discussion on deciding how budgeted travel funds should be used.

F. Papke's Landing Boat Ramp and Dock

An update on the Papke's Landing boat ramp and dock was discussed.

G. Public Tours of Borough Facilities

Member Meucci shared his understanding that some Petersburg residents might be interested in touring different Borough departments, and it was shared that people are always welcome to contact department heads to arrange a visit to any Borough facility.

H. Incentives to Fire/EMS/SAR Volunteers

David Berg shared with the Assembly the different benefits already in place for Fire Department and EMS volunteers. They are currently discussing ideas for more incentives to encourage people to join and will present those to the Assembly in the future.

**I. Information Regarding Borough Revenue and Expenditures**

In an effort to share with the public information regarding where Borough money comes from and how it is used, a pie chart prepared by Finance Director Jody Tow was added to the Borough's website.

**20. Adjourn**

The meeting was adjourned at 8:14 p.m.