



Petersburg Borough

12 South Nordic Drive
Petersburg AK, 99833

Meeting Agenda Borough Assembly

Monday, April 6, 2020

12:00 PM

Assembly Chambers

1. **Call To Order/Roll Call**
2. **Voluntary Pledge of Allegiance**
3. **Approval of Minutes**
4. **Amendment and Approval of Meeting Agenda**
5. **Public Hearings**
 - A. **Public Hearing for Ordinance #2020-06: An Ordinance Adjusting the FY 2020 Budget for Known Changes**

Any public testimony regarding Ordinance #2020-06 should be given during this public hearing. A copy of Ordinance #2020-06 may be found under agenda item 14D.
6. **Bid Awards**
 - A. **Borough Auditing Services Award**

Attachments: [Finance Director Tow and Manager Giesbrecht Memo](#)

Finance Director Tow and Manager Giesbrecht recommend awarding the Auditing Services bid to BDO USA, LLP.
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. **Board, Commission and Committee Reports**
10. **Consent Agenda**

A. Appointment of Alan Malone to the Local Emergency Planning Committee

Petersburg's Local Emergency Planning Committee is requesting Assembly approval to appoint Alan Malone, who is employed as Icicle Seafood's Safety and Environmental Manager, to the Facility Owner/Operator seat previously held by Rexanne Stafford.

11. Report of Other Officers**A. PMC CEO Hofstetter**

PMC CEO Hofstetter will provide an update on the Medical Center.

B. SEAPA Board Member Lynn

Assembly and SEAPA Board Member Lynn will provide an update on SEAPA activities.

C. Utility Director Hagerman and Public Works Director Cotta

Utility Director Hagerman and Public Works Director Cotta will update the Assembly on the status of proposed 2020 utility rate increases and bond issuance.

D. Incident Commander Hagerman

Incident Commander Hagerman will update the Assembly on Emergency Operations Center activities.

12. Mayor's Report

There is no written report for this meeting. Vice Mayor Stanton Gregor will acknowledge community efforts to slow the spread of COVID-19.

13. Manager's Report

There is no written report for this meeting as Manager Giesbrecht has been spending his 14 day quarantine at home after recent travel. Manager Giesbrecht will be back in the office on Monday, April 6, 2020, and will attend this Assembly meeting.

14. Unfinished Business

Ordinances for Third and Final Reading

A. Ordinance #2020-03: An Ordinance Adopting the Alaska Remote Seller Sales Tax Code and Amending Provisions of Chapter 4.28 for Purposes of Consistency

Attachments: [Ordinance #2020-03](#)

In 2018, the United States Supreme Court decided South Dakota v. Wayfair, allowing governments to assess sales taxes on remote sales. In December 2019, the Petersburg Borough joined the Alaska Remote Sellers Sales Tax Commission, which is charged with developing and administering a Wayfair-compliant remote sales tax system. On January 6, 2020, the Commission adopted the Uniform Alaska Remote Seller Sales Tax Code, which implements the collection of remote sales tax. Pursuant to its membership agreement with the Commission, the Petersburg Borough is required to adopt the Uniform Remote Sales Tax Code. While the Petersburg Borough's authority to assess, collect, and remit remote sales tax will be delegated to the Commission, the Petersburg Borough retains its authority to establish and modify local sales tax rates and exemptions. Ordinance #2020-03 was unanimously approved in its first and second readings.

B. Ordinance #2020-04: An Ordinance Amending Petersburg Municipal Code Chapter 3.48 Titled "Parks and Recreation Department" to Reflect Borough Incorporation

Attachments: [Ordinance #2020-04](#)

If adopted, Ordinance #2020-04 will move Chapter 3.48 from old City Code to Borough Code. Ordinance #2020-04 was unanimously approved in its first and second readings.

C. Ordinance #2020-05: An Ordinance Adopting a new Petersburg Municipal Code Chapter 3.49 Titled "Parks and Recreation Advisory Board"

Attachments: [Ordinance #2020-05](#)

If adopted, Ordinance #2020-05 will establish a new Parks and Recreation Advisory Board. As written, the ordinance provides for a 5 member elected board. Alternately, the ordinance could be amended to provide for a 5 member appointed board if the Assembly desires. In the case of an appointed board, the Assembly would seek letters of interest and appoint board members. Board member terms would still apply. Ordinance #2020-05 was unanimously approved in its first reading.

During the first reading of Ordinance #2020-05 at the March 2, 2020 Assembly meeting, many Assembly members discussed adding a provision in the ordinance that states the Parks and Recreation Advisory Board will dissolve if no meeting is held during any one year period. Clerk Thompson added that provision under 3.49.050 for the second reading. Ordinance #2020-05 was unanimously approved in its second reading with the amendment.

Ordinances for Second Reading

D. Ordinance #2020-06: An Ordinance Adjusting the FY 2020 Budget for Known Changes

Attachments: [Ordinance #2020-06](#)

[KMI Heat Exchanger Coil Bid](#)

[KMI Air Handler Coil Bid](#)

[Ferguson Parts Quote](#)

If approved, Ordinance #2020-06 will amend the FY 2020 Budget to authorize the expenditure of \$72,118 from the Property Development Fund to repair the Aquatic Center Heat Exchanger and Air Handling System, the transfer of \$43,000 from the General Fund to the Parks and Recreation Fund to pay for additional electric and water costs incurred due to a pool leak, and to record a \$464,551 payment from the Borough's liability insurance carrier, APEI, and a possible expenditure to the Motor Pool Design/Construction capital project fund in FY 2020. Ordinance #2020-06 was unanimously approved in its first reading.

15. New Business

A. Ordinance #2020-09: An Emergency Ordinance Amending the FY 2019/2020 Budget to Establish a Local Emergency Disaster Fund and Approve an Emergency Appropriation into the Fund to Respond to the COVID-19 Outbreak

Attachments: [Ordinance #2020-09](#)

Emergency Ordinance #2020-09, if adopted, will establish a Local Emergency Disaster Fund and approve an emergency appropriation of \$200,000 into the fund to respond to the COVID-19 outbreak. Establishing the fund will allow the Borough to track expenses that may be reimbursed by the federal government. This Emergency Ordinance will be effective immediately upon adoption, which takes one reading only, and will continue in effect for sixty (60) days unless sooner repealed.

B. Ordinance #2020-10: An Ordinance Amending the FY 2019/2020 Budget to Establish a Local Emergency Disaster Fund to Respond to the COVID-19 Outbreak

Attachments: [Ordinance #2020-10](#)

Ordinance #2020-10 will amend the FY 2020 budget to establish a Local Emergency Disaster Fund to respond to the COVID-19 outbreak extending past the 60 day Emergency Ordinance.

- C. Ordinance #2020-11: An Ordinance Approving the Borough's Participation in a Proposed Refinancing by the Alaska Municipal Bond Bank of its General Obligation Bonds, 2010 Series One (Issued in Two Series, One Tax-Exempt and One Taxable), which Provided Funds to Purchase the City of Petersburg General Obligation Electric Utility Bond, 2010 Series A (Tax-Exempt) (the "2010A Bond"), and the City of Petersburg General Obligation Electric Utility Bond, 2010 Series B (Taxable Build America Bond) (the "2010B Bond"), Under a Loan Agreement Between the City and the Bond Bank; Authorizing the Borough Manager and Finance Director to Enter into a New Loan Agreement with the Bond Bank Setting Forth a Revised Debt Service Schedule with Respect to the Loan Evidenced by the 2010A Bond and the 2010B Bond, In Accordance with the 2010 Loan Agreement, if the Bond Bank Successfully Refinances its 2010 Bonds; Authorizing the Issuance of a New Bond or Bonds to the Bond Bank to Evidence the Refinanced Loan; and Establishing an Effective Date**

Attachments: [Ordinance #2020-11](#)

Petersburg's Electric Utility General Obligation Bonds (2010-A-1 & B-1) are eligible to be refunded. The municipal bond bank is working with communities, including Petersburg, to facilitate a transaction due to the low market rates. There is a projected \$270,000 in savings to the Petersburg Electric Department over the next 10 years until maturity of the bonds.

Recommended motion: To approve the refunding of Petersburg's 2010 General Obligation Bonds, Series 2010-A-1 and 2010-B-1.

16. Communications

- A. Reduce Plastic Use Petersburg**

Attachments: [Reduce Plastic Use Petersburg Letter](#)

- B. R. Buschmann**

Attachments: [R. Buschmann Email](#)

- C. P. Bless**

Attachments: [P. Bless Email](#)

17. Assembly Discussion Items

- A. Quarantine Mandate and Upcoming Visitors to Petersburg**

The Assembly wishes to discuss the Governor's quarantine mandate for incoming travelers and how it will affect our lodges, cruise ships, processors, fishing industry deck hands, etc.

- B. Assembly Member Comments**

C. Recognitions

18. Adjourn