



# Petersburg Borough

12 South Nordic Drive  
Petersburg AK, 99833

## Meeting Minutes Borough Assembly

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Monday, April 6, 2020

12:00 PM

Assembly Chambers

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### 1. Call To Order/Roll Call

The meeting was called to order by Vice Mayor Stanton Gregor at 12:01 p.m. Mayor Jensen joined the meeting telephonically at approximately 4 minutes, 45 seconds.

**By Phone:** 7 - Mayor Mark Jensen, Assembly Member Bob Lynn, Assembly Member Brandi Marohl, Assembly Member Jeffrey Meucci, Assembly Member Taylor Norheim, Assembly Member Jeigh Stanton Gregor and Assembly Member Chelsea Tremblay

### 2. Voluntary Pledge of Allegiance

The Pledge was recited.

### 3. Approval of Minutes

There were no minutes available for approval.

### 4. Amendment and Approval of Meeting Agenda

The agenda was approved as submitted.

### 5. Public Hearings

#### A. Public Hearing for Ordinance #2020-06: An Ordinance Adjusting the FY 2020 Budget for Known Changes

No testimony was given during this public hearing.

### 6. Bid Awards

#### A. Borough Auditing Services Award

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

The Assembly unanimously approved award of auditing services to BDO USA, LLP. BDO's fees are \$55,000 for the annual audit plus an additional \$5,000 for the Uniform Guidance Audit for the State single audit if required.

### 7. Persons to be Heard Related to Agenda

David Beebe, representing himself, shared his concerns regarding unauthorized travel and gatherings at the US Forest Service offices which are in violation of the Shelter in Place rules.

**8. Persons to be Heard Unrelated to Agenda**

No views were shared.

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

There were no reports.

**10. Consent Agenda****A. Appointment of Alan Malone to the Local Emergency Planning Committee**

Alan Malone was unanimously approved by the Assembly to fill the Facility Owner/Operator seat on the Local Emergency Planning Committee.

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

PMC CEO and IC Hofstetter began by thanking Borough management for the great collaboration during this crisis. He then outlined for the Assembly the steps PMC is taking to deal with and prepare for a COVID-19 outbreak in Petersburg.

**B. SEAPA Board Member Lynn**

Assembly and SEAPA Board Member Lynn provided a SEAPA update regarding a broken submarine cable that should be supplying power to Petersburg and the Swan Lake & Tyee Lake snow surveys.

**C. Utility Director Hagerman and Public Works Director Cotta**

Utility Director Hagerman read a memo into the record that was accidentally left out of the meeting packet. The memo, written by Hagerman and Public Works Director Cotta, states that in light of the COVID-19 pandemic and the financial hardships it can have on people due to loss of work, etc., planned rate increases to the Sanitation, Water, Wastewater and Power and Light utilities to fund projects are postponed. In addition, a bond issuance process planned for funding the Blind Slough Hydroelectric Project upgrades is also postponed.

**D. Incident Commander Hagerman**

EOC IC Hagerman shared the first official report on Petersburg's Emergency Operations Center.

**12. Mayor's Report**

There is no written report for this meeting. Vice Mayor Stanton Gregor acknowledged our community for working together to flatten the curve of COVID-19.

**13. Manager's Report**

There is no written report for this 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](#)

Ordinance #2020-03 was unanimously approved in its third and final reading.

- 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](#)

By unanimous roll call vote, the Assembly approved Ordinance #2020-04 in its third and final reading.

- 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](#)

Ordinance #2020-05 was approved in its third and final reading by a vote of 4 - 3, Mayor Jensen and Members Lynn and Meucci opposed.

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](#)

Ordinance #2020-06 was unanimously approved in its second 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 was unanimously adopted in its one and only reading.

- 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](#)

By unanimous roll call vote, the Assembly approved Ordinance #2020-10 in its first reading.

- 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](#)

The Assembly unanimously approved Ordinance #2020-11 in its first reading.

## 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 discussed the effects of COVID-19 and the Governor's quarantine mandate for incoming travelers on our lodges, cruise ship industry, seafood processors and other fishing industry workers.

- B. Assembly Member Comments

Assembly Member Lynn shared he was contacted by residents who live outside of Service Area 1 who were unable to sign up for the CodeRED notification system. Fire/EMS Director Dixson will look into this. Member Lynn also encouraged the public to share their thoughts with the Assembly by sending an email or letter or

giving them a telephone call.

Assembly Member Meucci asked IC Hagerman what the next steps would be if we have an outbreak in Petersburg. IC Hagerman replied there are some actions the Assembly can take to restrict non-essential movement, such as a curfew, if necessary.

**C. Recognitions**

IC Hagerman recognized the Incident Command Team both at the Borough and PMC. They are doing amazing work, everyone is pitching in.

Vice Mayor Stanton Gregor stated he was grateful for everyone's efforts.

Member Tremblay thanked everyone who is busy sewing cloth masks for our residents and visitors.

Member Norheim thanked the grocery store workers at the Trading Union for keeping the food rolling for Petersburg.

Member Marohl thanked the Lighthouse Assembly of God Church for the drive-in movies.

**18. Adjourn**

The meeting was adjourned at 1:37 p.m.