



# Petersburg Borough

12 South Nordic Drive  
Petersburg AK, 99833

## Meeting Agenda Borough Assembly

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Monday, December 16, 2013

7:00 PM

Assembly Chambers

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

**2. Voluntary Pledge**

**3. Approval of Minutes**

- A. There are no minutes available for approval.

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

**5. Public Hearings and Bid Awards**

- A. Conduct of Public Land Sale Auction

The Borough will auction four lots, as individual parcels, located on the undeveloped portion of Valkyrie Street, described as Lots 2, 3, 4 & 5, Block 263. The minimum acceptable purchase price is \$6,000 for each lot. The lots are being sold "As is, Where-is" via Quit Claim Deed with all faults

Attachments: [Mayor's Instructions.pdf](#)  
[Public Notice and Map.pdf](#)  
[Information and Instructions.pdf](#)  
[Participation Agreement.pdf](#)

- B. Public Hearing on Ordinance # 2013-22: An Ordinance Providing for a Fine Schedule for the Municipal Code and Including a Section Addressing Injunctive and Civil Relief

- C. Bid Award for Drive Down Facility Project

6 bids were received and opened on December 6, 2013 for the project. Tamico Incorporated was deemed the lowest responsive bidder, bidding the total project, including all added alternates, at \$7,775,625. Intent to Award the project to Tamico was issued on December 9.

Attachments: [Bid Information.pdf](#)  
[Harbor Master and Engineer Recommendation.pdf](#)

**6. Visitors' Views Related to Agenda****7. Visitors' Views Unrelated to Agenda****A. Scout Troop 24 - Presentation on Aluminum Recycling Program**

Scout Troop 24, led by Jeff Erickson and comprised of mostly 7th and 8th graders, will provide information on the benefits of recycling aluminum. The troop is working on its merit badge for Citizenship.

**B. John Glenn, Stikine River Forest Products, LLC**

Mr. Glenn will make a presentation on a proposed mill.

**8. Board, Commission and Committee Reports****9. Consent Agenda****A. Approval of Amendment #1 to the Land Lease Agreement Between the Borough and GCI Communication Corporation**

Last February GCI and the Borough entered into the second five year term of a 55 year land lease for property located on Augusta Street. The building located on the land was built by GCI and stores communication equipment. Since the Assembly approved a new annual rate back in February, it was discovered that the original lease requires GCI to pay annual rental fees on not only the property it has leased, but also on the improvements that GCI has built upon the land. This is not consistent with other land leases held by the Borough. The proposed amendment in this packet corrects the discrepancy in the original lease; provides GCI with the same provisions of other borough leases; and sets the annual lease rate renewal at \$3,500, 10% of the land value.

**Attachments:** [GCI Lease Amendment.pdf](#)

**B. Acceptance of FY14 Inter-Library Cooperation Grant for \$16,940.**

This grant from the Alaska State Library allows our library to join the Alaska Digital Archives and hire part-time staff on contract to scan and catalog photographs from a limited number of tribal members.

**10. Report of Other Officers****A. In-Door Skate Facility**

Parks & Recreation Director Donn Hayes will provide a verbal report on his findings for providing an in-door skate/skakeboard facility.

**11. Mayor's Report****A.** Report for December 16, 2013**A.** Seeking Letters of Interest:

Phillip Beardslee has given verbal notice of his resignation from the Hospital Board to Board President Tom Abbott. Letters of Interest to fill the vacancy may be submitted to the Mayor or Clerk at PO Box 329. The individual appointed to the vacancy will serve until the October, 2014 municipal election.

**B.** Appointments to Southeast Alaska Power Agency:

Petersburg has been requested to appoint one voting member and one alternate to the SEAPA Board of Directors. This coming year, both Wrangell and Ketchikan will have two voting members and two alternates. The City of Ketchikan has appointed as voting members: Lew Williams III and Bob Sivertsen, with alternates Charles Freeman and Andy Donato. Wrangell City and Borough has appointed: Brian Ashton and Christie Jamieson as voting members and Clay Hammer and Don McConachie Sr., as alternates. Petersburg's 2013 delegate and alternate were Joe Nelson and John Jensen.

**C.** Sea Otter Committee**D.** Borough Offices will be closed as follows for the holidays:

1. Closing at noon on Tuesday, December 24; reopening Thursday December 26; and
2. Closed Wednesday, January 1, 2014
3. The next Assembly meeting will be held Monday, January 6 at Noon

Attachments: [SEAPA Appointment Info.pdf](#)

**12. Manager's Report****A.** 12-16-2013 Report

Attachments: [Manager 12162013](#)

**13. Unfinished Business**

Ordinances for Third and Final Reading

- A.** Ordinance # 2013-18, An Ordinance Providing for Chapter 9.12 of the Municipal Code, Entitled Littering, Updating Current Language to Reflect Borough Incorporation. Third and Final Reading.  
Attachments: [Ord 2013-18 LITTERING - revision.pdf](#)
- B.** Ordinance # 2013-19, An Ordinance Providing for the Harbors and Ports Department and Advisory Board (short title). Third and Final Reading. The Ordinance has been amended in section 3.46.020 to designate that a vacancy on the Board is created in the same manner as vacancies on the assembly as set out in borough charter.  
Attachments: [Ord. #2013-19.pdf](#)
- C.** Ordinance # 2013-20, An Ordinance Providing for a Borough Health Officer, Fire Department, Police Department and Retention of a Five Member Elected Advisory Board (short title). Third and Final Reading. The Ordinance has been amended to include that vacancies on the board are created the same as on the assembly as expressed in borough charter.  
Attachments: [Ord. #2013-20.pdf](#)

#### Ordinances for Second Reading

- D.** Ordinance #2013-22: An Ordinance Providing for a Fine Schedule for the Municipal Code and Including a Section Addressing Injunctive and Civil Relief. Second Reading.  
Attachments: [Ord. # 2013-22.pdf](#)
- E.** Juneau Appeal of Petersburg Borough Boundaries  
  
No new information.
- F.** Request from Pilot Publishing for the release of the whole document of which the Assembly, on December 2, 2013, approved to release the great majority of the document, but not the whole document.  
Attachments: [Pilot Request.pdf](#)

**G. Authorization to Solicit Public Comments Regarding By-Mail Elections**

At the December 2, 2013 meeting, the assembly expressed desire to acquire public opinion about the possibilities of the borough converting to "By Mail" elections for our local municipal elections. The Clerk's Office is proposing the assembly seek public opinion via the newspaper, radio and internet from now until the second meeting in January. During this time frame, the Clerk's office will gather information on estimated costs and "turn-out" expectations of By-Mail elections. It is hoped with the resident comments and gathered information, the assembly will be able to provide direction on the re-write of the election ordinance at the second meeting in January.

**Attachments:** [Notice.pdf](#)

**14. New Business****A. Ordinance #2013-23: An Ordinance Providing for Chapter 3.52 (Public Library) of the Municipal Code, Updating Current Language to Reflect Borough Incorporation; and Providing for the Retention of an elected Library Board for the Borough**

**Attachments:** [Ord. #2013-23 Library.pdf](#)

**B. Ordinance #2013-24: An Ordinance Adjusting the FY 2014 Budget for Known Changes**

Borough Charter requires that any changes to the annual municipal budget be done through ordinance. Ordinance #2013-24 acknowledges receipt of the State Inter-Library Cooperation Grant of \$16,940 and appropriates \$33,000 of Motor Pool Funds for the unanticipated purchase of a replacement Power & Light truck.

**Attachments:** [Ord. #2013-24 Budget Amendment.pdf](#)

[Explanation of Need for Truck Replacement.pdf](#)

**C. Ordinance # 2013-25: An Ordinance Providing for New Chapters 11.04 through 11.20 of Title 11, the Borough Traffic Code**

The ordinance would adopt new traffic provisions for the borough to replace certain existing provisions of the municipal code and to leave in place the current parking restrictions and regulations, applicable within Service Area 1 only.

**Attachments:** [Ord. #2013-25 Traffic Code.pdf](#)

- D. Authorization to Enter a Professional Services Agreement with PND Engineers not to exceed \$622,424 for Contract Administration and Inspection Services for the Construction of the Drive Down Facility Project

Attachments: [Harbormaster Recommendation and Contract Propoal.pdf](#)

## 15. Communications

- A. Wrangell notification of desire to work with Petersburg and SEAPA (Southeast Alaska Power Agency) to provide a conversion plan for the transfer of operations and maintenance of the Tyee Hydro Facility from TBPA (Thomas Bay Power Authority) to SEAPA.

Wrangell's notification letter and resolution are attached.

Attachments: [Wrangall Notification Letter.pdf](#)

[Wrangell Res. #12-13-1290.pdf](#)

## 16. Assembly Discussion Items

- A. Recognitions

This agenda item is reserved to acknowledge individuals, groups, departments, agencies or anyone for their contributions toward the betterment of the Petersburg community.

- B. Discussion on the Borough's Salvage Program

The Assembly passed Ordinance #2013-17 in its final reading on December 2, 2013. There was not a clear direction to staff if the assembly wanted to further discuss the community's salvaging program and/or hold a public hearing on the program. To aid the assembly in discussion, Public Works Director Hagerman has provided an information and recommendation report, the current salvaging permit, and a proposed revised written salvage program.

Attachments: [PW Director Information and Recommendation.pdf](#)

[Salvaging Permit.pdf](#)

[Revised Salvaging Program.pdf](#)

## 17. Adjourn