



Petersburg Borough

12 South Nordic Drive
Petersburg AK, 99833

Meeting Agenda Borough Assembly

Monday, December 4, 2017

12:00 PM

Assembly Chambers

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

2. **Voluntary Pledge**

3. **Approval of Minutes**

A. **November 6, 2017 Appeal Hearing Minutes**

Attachments: [November 6, 2017 Appeal Hearing Minutes.PDF](#)

A. **November 6, 2017 Regular Meeting Minutes**

Attachments: [November 6, 2017 Regular Meeting Minutes.PDF](#)

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

5. **Public Hearings**

6. **Bid Awards**

A. **Award of the Petersburg Community Center Swimming Pool Lighting Replacement Project**

Attachments: [Award Recommendation Memo.PDF](#)

Parks and Recreation Director Thornburg and Public Works Director Hagerman recommend award of the Swimming Pool Lighting Replacement Project to Sitka Electric, Inc. as the highest ranked proposer, and request Assembly approval to commence negotiations to execute a contract for the project.

7. **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.

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

Visitors 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. GCI Land Lease Renewal**

Attachments: [GCI Request for Lease Agreement Renewal.PDF](#)

GCI leases land from the Borough at 1000 Augusta Street. The current lease agreement expires on February 28, 2018 and GCI is requesting an extension of the lease for an additional five years (March 1, 2018 through February 28, 2023). The current assessed value of the leased land is \$40,100, which sets the annual rental rate at \$4,010.

B. Approval of the Petersburg Chamber of Commerce 2018 State of Alaska Gaming Permit Application

Attachments: [Chamber of Commerce Request for Approval of Application.PDF](#)

The Chamber of Commerce is requesting approval of their 2018 State of Alaska Gaming Permit application.

11. Report of Other Officers**12. Mayor's Report****A. December 4, 2017 Mayor's Report**

Attachments: [December 4, 2017 Mayor's Report.PDF](#)

13. Manager's Report**A. December 4, 2017 Manager's Report**

Attachments: [Manager Report 12042017](#)

14. Unfinished Business

Ordinances for Third and Final Reading

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, 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 and second readings.

B. Southeast Alaska Power Agency Board of Directors

Attachments: [J. Jensen Letter of Interest.PDF](#)

[M. Jensen Letter of Interest.PDF](#)

[B. Lynn Letter of Interest.PDF](#)

[G. Morgan Letter of Interest.PDF](#)

Appointment to the SEAPA Board of Directors took place at the November 20, 2017 Assembly meeting; however, the process used for voting on the appointments was not entirely proper (an honest mistake by Clerk Thompson) in that a secret ballot is not allowed. The public is entitled to know how an Assembly member votes in nearly all situations. Due to the error in process, Mayor Jensen and Clerk Thompson decided it best to revisit the appointments. Our Borough Charter states that the mayor, with majority vote of the assembly, shall appoint committee, board and commission members that are not elected. Mayor Jensen proposes appointment of John Jensen as the voting member to the SEAPA Board and himself as the alternate member.

C. Marine Passenger Fee

Assembly Member Meucci requests the Assembly decide if a committee should be formed to research the implementation of a Marine Passenger Fee or if the subject should be sent to the Harbors and Ports Advisory Board for review.

15. New Business

A. Resolution #2017-21: A Resolution Adopting an Alternative Allocation Method for the FY18 Shared Fisheries Business Tax Program and Certifying that this Allocation Method Fairly Represents the Distribution of Significant Effects of Fisheries Business Activity in FMA 18: Central Southeast Area

Attachments: [Resolution #2017-21.PDF](#)

[Shared Fisheries Business Tax Program.PDF](#)

Each year the Borough approves a version of this Resolution adopting the alternative allocation method for the current fiscal year's Shared Fisheries Business Tax Program. Finance Director Tow is requesting approval of Resolution #2017-21 for FY 2018.

B. Approval of the FY 2019 Budget Calendar, FY 2019 Budget Policies, and the Community Service Grant Request Questionnaire

Attachments: [FY 2019 Budget Calendar.PDF](#)

[FY 2019 Budget Policies.PDF](#)

[Community Services Grant Request Form.PDF](#)

Finance Director Tow is requesting approval of the FY 2019 Budget Calendar, the FY 2019 Budget Policies, and the Community Service Grant Request Questionnaire for those wishing to request monies from the Borough's Community Services budget.

C. Appointment to the Public Safety Advisory Board

Attachments: [J. Havrilek Letter of Interest.PDF](#)

A letter of interest was received from Borough resident John Havrilek to serve on the Public Safety Advisory Board until the October, 2018 election. Mayor Jensen recommends appointment of Mr. Havrilek to the Public Safety Advisory Board.

D. Papke's Landing Uplands and Tidelands

Attachments: [Maps of Papke's Landing.PDF](#)

Assembly Member Meucci requests the Assembly decide whether to authorize the Borough Manager to begin discussions with the Department of Natural Resources regarding the possibility of obtaining the uplands and tideland properties associated with the Papke's Landing dock, ramp and parking area.

16. Communications

A. Marine Mammal Protection Act - Email from DC Lobbyist Brad Gilman

Attachments: [Gilman Email re Marine Mammal Protection Act.PDF](#)

Attached is an email from the Borough's Washington, D.C. Lobbyist, Brad Gilman, regarding the Marine Mammal Protection Act.

17. Assembly Discussion Items

A. Recognitions

B. Online Cyber Security

Assembly Member Meucci requested this discussion item.

C. Proper Appointment Procedure

Mayor Jensen requested this discussion item. Going forward, all appointments made by the Mayor that require Assembly approval by majority vote will be an action item on the agenda rather than in the Mayor's Report. In addition, secret balloting is not allowed for these appointments per Alaska Statutes. All Assembly Members attending the meeting shall cast their votes publicly.

D. Agenda Items

Mayor Jensen requested this discussion item. Past practice in Petersburg was that the Mayor set the meeting agenda. Assembly Members and the Borough Manager requested approval of the Mayor to place items on the agenda. It was recently learned that practice is not standard for Robert's Rules, and Borough Code does not account for the Mayor to set the agenda. The process has been amended so that Assembly Members and the Borough Manager may place items on the agenda. Clerk Thompson has chosen end of day the Monday prior to the Assembly meeting as the deadline to submit agenda items in order to prepare the draft agenda and publish the meeting packet within the guidelines of Borough Code.

18. Adjourn