



Petersburg Borough

12 South Nordic Drive
Petersburg AK, 99833

Meeting Minutes Borough Assembly

Monday, March 16, 2020

6:00 PM

Assembly Chambers

1. Call To Order/Roll Call

Assembly Member Meucci, acting as Mayor Pro Tem, called the meeting to order at 6:19 p.m. The meeting started late due to a lack of quorum caused by a fire call delaying Assembly Member Norheim's attendance. While waiting, Mayor Pro Tem Meucci presented a Certificate of Merit to Leesa Murph who earned the Girl Scout Gold Award.

Present: 5 - Assembly Member Bob Lynn, Assembly Member Brandi Marohl, Assembly Member Jeffrey Meucci, Assembly Member Taylor Norheim and Assembly Member Chelsea Tremblay

By Phone: 1 - Mayor Mark Jensen

Excused: 1 - Assembly Member Jeigh Stanton Gregor

2. Voluntary Pledge of Allegiance

The Pledge was recited.

3. Presentation of a Certificate of Merit to Leesa Murph for Earning the Girl Scout Gold Award

Prior to the start of this meeting, Mayor Pro Tem Meucci presented Leesa Murph a Certificate of Merit for earning the Girl Scout Gold Award.

4. Approval of Minutes

A. March 2, 2020 Assembly Meeting Minutes

Attachments: [March 2, 2020 Assembly Meeting Minutes](#)

The March 2, 2020 Assembly meeting minutes were unanimously approved.

5. Amendment and Approval of Meeting Agenda

The agenda was amended to add Items 16A - Disaster Emergency Declaration and 16C - Emergency Ordinance 2020-07. The amended agenda was unanimously approved.

6. Public Hearings

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

No testimony was received during this public hearing.

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

No testimony was received during this public hearing.

- C.** Public Hearing for Ordinance #2020-05: An Ordinance Adopting a New Petersburg Municipal Code Chapter 3.49 Titled "Parks and Recreation Advisory Board"

No testimony was received during this public hearing.

7. Bid Awards

There were no bid awards.

8. Persons to be Heard Related to Agenda

David Beebe, representing himself, spoke in opposition to the Kake Access Road project.

Kurt Kivisto, Alaska Marine Lines/Alaska Marine Trucking Terminal Manager, shared Lynden, Inc.'s intention to continue their shipping services while taking steps to protect their employees and customers and mitigate the spread of COVID-19.

Barry Morrison, Trading Union General Manager, and Jim Floyd, Hammer & Wikan General Manager, shared their plans for service to the community during the pandemic. Both stores are receiving grocery orders via email, their employees will perform the shopping and the groceries can either be delivered to the customer or picked up. They encourage locals not to binge or panic shop - supplies will be restocked as soon as possible. Trading Union and Hammer & Wikan employees will follow recommended protocols to mitigate the spread of COVID-19.

Clerk Thompson read a statement from Vice Mayor Stanton Gregor in opposition to the Kake Access Road.

Nathan Hepp, Alaska Airlines Terminal Manager, shared his company's intention to continue serving Alaskans by transporting guests and goods. Alaska Airlines is offering to waive cancellation fees, following CDC sanitizing guidelines and performing enhanced cleaning/disinfection on their airplanes and in their terminals.

Assembly Member Meucci read a letter from Becky Knight requesting the Assembly seek an OIG audit on the US Forest Service Big Thorne and Tonka Timber Sales.

David Beebe, representing himself, spoke regarding the US Forest Service Big Thorne and Tonka Timber Sales.

9. Persons to be Heard Unrelated to Agenda

No views were shared.

10. Board, Commission and Committee Reports

No reports.

11. Consent Agenda

No items.

12. Report of Other Officers

A. PMC CEO Hofstetter

PMC CEO Hofstetter updated the Assembly on the COVID-19 situation via telephone. Public Health Nurse Michael was with him on the call. Hofstetter informed of a daily KFSK radio call-in show at 12:30 to update the public on COVID-19 and answer questions regarding the virus; PMC's Incident Command has been activated - all staff and public are being screened upon entry to the facility; updating information on PMC's website (pmcak.org); and setting up a COVID-19 hotline). Public Health Nurse Michael encouraged all Petersburg residents to follow CDC guidelines for taking the appropriate precautions to slow the spread of COVID-19.

13. Mayor's Report

A. March 16, 2020 Mayor's Report

Attachments: [March 16, 2020 Mayor's Report](#)

Assembly Member Meucci read the Mayor's Report into the record. Mayor Jensen, attending by phone, added a Congratulations to the boys and girls high school basketball teams for taking first place for Region 5 2A.

14. Manager's Report

A. March 16, 2020 Manager's Report

Attachments: [March 16, 2020 Manager's Report](#)

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

15. Unfinished Business

Ordinances for Second 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](#)

By roll call vote, Ordinance #2020-03 was unanimously approved in its second 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](#)

Ordinance #2020-04 was unanimously approved in its second 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](#)

The Assembly unanimously approved Ordinance #2020-05 in its second reading.

16. New Business

- A. Declaration of Disaster Emergency

The Assembly unanimously approved the Declaration of Disaster Emergency.

- B. 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 first reading.

- C. Ordinance #2020-07: An Emergency Ordinance Amending Borough Code Section 3.08.080 to Provide for Temporary Establishment of a Quorum of the Assembly (Four or More) Even if Participating by Teleconference

By unanimous roll call vote Emergency Ordinance #2020-07 was unanimously adopted in its one and only reading.

- D. Resolution #2020-03: A Resolution Authorizing the Purchase of Heat Exchanger Replacement Parts for the Aquatic Center

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

Resolution #2020-03 was unanimously approved.

- E. Motor Pool Shop Repair Design Contract

Attachments: [Director Cotta Memorandum](#)
[WJE Motor Pool Shop Repair Design Work Proposal](#)

The Assembly approved award of the Motor Pool Shop Repair Design Contract to WJE Associates, Inc. for an amount not to exceed \$50,000 by unanimous roll call vote.

- F. Letter to ADOT&PF Commissioner MacKinnon Regarding the Kake Access Road Project

Attachments: [Letter Regarding the Kake Access Road Project](#)

A motion to approve the letter to ADOT&PF Commissioner MacKinnon failed by a vote of 3-3, Mayor Jensen and Members Lynn and Marohl in favor.

- G. Letter to Senator Stedman and Representative Kreiss-Tomkins Regarding School Construction and Major Maintenance; and Bond Debt Reimbursement

Attachments: [Letter Regarding School Bond Debt Reimbursement](#)

The letter to Senator Stedman and Representative Kreiss-Tomkins was unanimously approved.

- H. Letter to ADOT&PF Regarding the Proposed 2020-2023 Statewide Transportation Improvement Program (STIP)

Attachments: [Letter Regarding Proposed 2020-2023 STIP](#)

The Assembly unanimously approved the letter to ADOT&PF regarding the proposed STIP.

- I. Letter to Representatives Fields and Kreiss-Tomkins Regarding the Ocean Rangers Program

Attachments: [Letter Regarding the Ocean Rangers Program](#)

The letter to Representatives Fields and Kreiss-Tomkins received unanimous approval.

- J. Letter to Senator Stedman Regarding SB 183 Abandoned Vehicles

Attachments: [Letter Regarding SB 183 Abandoned Vehicles](#)

The Assembly unanimously approved the letter to Senator Stedman.

- K. Letter to Senator Stedman and Representative Kreiss-Tomkins Regarding Community Assistance

Attachments: [Letter Regarding Community Assistance](#)

By unanimous roll call vote, the letter to Senator Stedman and Representative Kreiss-Tomkins was approved.

- L. Letter to USDA Inspector General Fong Regarding the Tonka and Big Thorne Integrated Resource Timber Contracts

Attachments: [Letter to USDA Inspector General Fong](#)
[Letter to USFS Chief Christiansen 11.2018](#)
[Email to USFS Chief Christiansen 1.2019](#)
[Letter to USFS Chief Christiansen 4.2019](#)
[Letter from USFS Chief Christiansen 5.2019](#)

By a vote of 4-2, Mayor Jensen and Member Lynn opposed, the letter to USDA Inspector General Fong was approved.

17. Communications

- A. Letter from Public Safety Commissioner Price Regarding the Kake Access Road Project

Attachments: [Public Safety Commissioner Price - Kake Access Road](#)

- B. Letter from Ronn Buschmann Regarding the Kake Access Road Project

Attachments: [R. Buschmann - Kake Access Road](#)

- C. Letter from Teresa Streuli Regarding the Kake Access Road Project

Attachments: [T. Streuli - Kake Access Road](#)

18. Assembly Discussion Items

- A. Discussion of an Executive Session for Preparation of Negotiations with the Petersburg Municipal Employees Association

The Assembly discussed the upcoming negotiations with PMEA and what information they will want before them during an Executive Session regarding the negotiations.

- B. Discussion of Quorum Requirements During a Health Crisis Emergency

Due to the addition of Ordinance #2020-07 to the agenda which allows for telephonic participation at meetings to count toward quorum requirements, and its subsequent unanimous adoption by the Assembly, the discussion item was no longer needed.

- C. Assembly Member Comments

Assembly Member Marohl shared with the Assembly that she had requested Clerk Thompson look into what the Borough's specific role is and what responsibilities the Borough has during times of emergency (curfew, closing businesses, etc.).

Assembly Member Tremblay shared Representative Kreiss-Tomkins is involved in a Legislative information session tomorrow that will discuss telework mandates, travel restrictions, etc. She plans on attending and hopes to gather some ideas to help support locals financially during this pandemic.

Mayor Jensen reminded the public that Fire/EMS Director Dixson is the Local Emergency Planning Committee (LEPC) contact for the Borough. He stated his hope that the LEPC is looking into how to monitor small cruise ship traffic to Petersburg during the pandemic.

- D. Recognitions

Mayor Pro Tem Meucci thanked Borough staff for their quick response standing up to COVID-19.

Assembly Member Tremblay stated the situation is changing rapidly and reminded everyone to stay out of groups.

19. Adjourn

The meeting was adjourned at 8:43 p.m.