



Petersburg Borough

12 South Nordic Drive
Petersburg AK, 99833

Meeting Agenda Borough Assembly

Monday, November 7, 2016

12:00 PM

Assembly Chambers

1. **Call To Order/Roll Call**
2. **Voluntary Pledge**
3. **Approval of Minutes**
 - A. **October 3, 2016 Assembly Meeting Minutes**
Attachments: [10.3.16 Meeting Minutes](#)
 - B. **October 7, 2016 Special Meeting to Canvass Election and Board of Adjustment Appeal Decision**
Attachments: [10.7.16 Meeting Minutes](#)
 - C. **October 17, 2016 Assembly Meeting Minutes**
Attachments: [10.17.16 Meeting Minutes](#)
4. **Amendment and Approval of Meeting Agenda**
5. **Public Hearings**
 - A. **Public Hearing on the State's Offer to Transfer Ownership of the Entrance Island, Kupreanof and Papke's Landing Docks to the Petersburg Borough**
Any public testimony regarding the State's offer to transfer ownership of the Entrance Island, Kupreanof and Papke's Landing docks should be given during this public hearing.
6. **Bid Awards**
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****11. Report of Other Officers****A. Borough Liability Report - If Needed**

If the Assembly has questions regarding possible Borough liability relating to the Entrance Island, Kupreanof, and Papke's Landing docks, Susan Erickson with Petersburg-Wrangell Insurance will be available for discussion.

B. Notification of Non-Compliance to Vacate and Repair

Attachments: [Non-Compliance Report.PDF](#)

Petersburg Municipal Code 9.20 Dangerous Buildings requires the Building Official to report instances of non-compliance with an order to vacate, repair or demolish a dangerous building to the Assembly. The attachment is notification of non-compliance to vacate and repair at Trailer 4W, Island Trailer Court, 510 Lumber Street. This issue will be on the November 21, 2016 Assembly meeting agenda with a full report and request that the Assembly schedule a public hearing, provide notice to the owner, and decide what to do next with the structure.

12. Mayor's Report**A. November 7, 2016 Mayor's Report**

Attachments: [11.7.16 Mayor's Report](#)

[D. Jones Letter of Interest-Public Safety](#)

13. Manager's Report**A. November 7, 2016 Manager's Report**

Attachments: [11.7.2016 Report.PDF](#)

14. Unfinished Business**15. New Business****A. Ordinance #2016-12: An Ordinance Amending the Official Zoning Map for Service Area 1 of the Petersburg Borough, to Rezone Parcel #01-014-125 at 919 Sandy Beach Road from Public Use (P-1) to Single-Family Residential (S-F)**

Attachments: [Ordinance #2016-12](#)

[Planning Commission Staff Report on Rezone](#)

[Planning Commission Report Regarding Rezone](#)

Ordinance #2016-12 will rezone Parcel #01-014-125 located at 919 Sandy Beach Road from Public Use to Single-Family Residential.

B. Ordinance #2016-13: An Ordinance of the Petersburg Borough Adjusting the FY 2017 Budget for Known Changes

Attachments: [Ordinance #2016-13](#)
[Parks Minivan Request](#)
[Electric Dept Budget Transfer](#)
[Homeland Security Award Document](#)
[E911 Surcharge Funds Transfer Request](#)
[School Debt Reduction Letter](#)
[State Allocation Projections](#)
[City Creek Dam Rehab Request](#)

Ordinance #2016-13 will adjust the FY 2017 budget for the following: purchase of a van for Parks & Recreation, a transfer of funds within the Electric Department capital projects, acceptance of a Homeland Security Grant for Public Safety Communications Equipment, use of E911 Surcharge funds to purchase and install E911 Wireless Phase 2 equipment, use of Debt Service fund reserves to cover the FY 2017 school debt reimbursement program reduction, transferring funds budgeted in FY 2016 to FY 2017 for the WW Composting and Septage Receiving Project, and transfer of Water Department reserves to the City Creek Dam Rehab Project.

C. Resolution #2016-23: A Resolution Authorizing the Sale of Borough Owned Land Within the Petersburg Borough

Attachments: [Resolution #2016-23.PDF](#)
[Contract of Sale.PDF](#)
[Quit Claim Deed.PDF](#)
[Description of Parcels.PDF](#)
[Planning Commission Report Regarding Purchase.PDF](#)
[Koeneman Letter re 919 Sandy Beach.PDF](#)
[Norosz Letter re 919 Sandy Beach.PDF](#)

Resolution #2016-23 will authorize the sale of 3 Borough owned parcels and set an auction date of January 17, 2017.

D. Resolution #2016-24: A Resolution Authorizing the Borough to Contract for Furniture, Fixtures and Equipment (FF&E) with Think Office LLC for Purposes of the Municipal Building and Police Station Renovation Project and to Authorize the Borough Manager to Approve the Budgeted Purchases

Attachments: [Resolution #2016-24.PDF](#)
[FF&E List per Office or Area.PDF](#)
[Building Schematic Showing FF&E.PDF](#)

Resolution #2016-24 requests authorization for the Borough Manager to approve the purchase of furniture, fixtures and equipment for the Municipal Building and Police Station Renovation Project from Think Office, LLC in an amount not to exceed \$203,160.

E. Resolution #2016-25: A Resolution Vacating a 50' Public Access Easement and Replacing it with a 20' Private Access and Utility Easement on Lot 10, Section 35, Township 58S, Range 79E, Copper River Meridian (Parcel #01-014-125), Located at 919 Sandy Beach Road

Attachments: [Resolution #2016-25.PDF](#)
[Easement Relinquishment Deed.PDF](#)
[Staff Report to Planning Commission on Vacation.PDF](#)
[Planning Commission Report Regarding Vacation.PDF](#)

Resolution #2016-25 will vacate a 50' public access easement on Parcel #01-014-125 located at 919 Sandy Beach Road and replace it with a 20' private access and utility easement.

F. Entrance Island, Kupreanof and Papke's Landing Docks

Attachments: [Summary of State Docks Issue Answers.PDF](#)
[State Dock Information.PDF](#)
[Liability Information.PDF](#)
[Cost Estimate to Maintain & Operate.PDF](#)
[Kupreanof Condition Assessment Report.PDF](#)
[Papke's Condition Assessment Report.PDF](#)
[North Harbor Bill of Sale and Transfer Agreement.PDF](#)

The State of Alaska, DOT&PF has offered to transfer ownership of the Entrance Island, Kupreanof and Papke's Landing docks to the Petersburg Borough along with \$732,883 in harbor deferred maintenance funds. An assessment was performed on the Kupreanof and Papke's Landing docks during the Comprehensive Plan process that estimated the cost to rehabilitate the Kupreanof dock at \$1,395,000 and the cost to rehabilitate the Papke's Landing dock at \$1,050,000. ADOT&PF has given the Borough until December 31, 2016 to accept the offer.

G. Petersburg Indian Association Cooperation Agreement

Attachments: [Petersburg Indian Association Cooperation Agreement.PDF](#)

The Petersburg Indian Association requests the Borough sign a Cooperation Agreement that will allow the Association to receive Native American Housing Assistance funds to renovate their low income housing apartment buildings located at 103 S. Second Street and 104 S. Third Street.

H. Approval of the FY 2018 Budget Calendar, FY 2018 Budget Policies, and the Community Service Questionnaire

Attachments: [Proposed FY 2018 Budget Calendar.PDF](#)
[Proposed FY 2018 Budget Policies.PDF](#)
[Community Service Questionnaire.PDF](#)

Finance Director Tow is requesting approval of the FY 2018 Budget Calendar, the FY 2018 Budget Policies, and a Community Service Questionnaire for those wishing to request monies from the Borough's Community Services budget.

I. Approval to Sell a Portion of Lot 14 which Lies within the Runway Protection Zone ROW to the Alaska Department of Transportation and Public Facilities

Attachments: [Letter of Offer.PDF](#)

[Avigation Easement.PDF](#)

[Waiver Valuation.PDF](#)

[Purchase Voucher.PDF](#)

[Memorandum of Agreement.PDF](#)

The State of Alaska, DOT&PF is requesting to purchase a portion of Lot 14, located at the end of the James A. Johnson Airport, for the Runway Protection Zone required by the FAA and have offered \$7,950.00 for the purchase. Community and Economic Development Director Cabrera is recommending the sale.

J. Approval of Letter of Support for Alaska Airlines Providing Essential Air Service

Attachments: [Letter of Support for AK Airlines](#)

[Air Service Key Points](#)

Alaska Airlines is requesting a letter of support from the Petersburg Assembly be sent to the US Department of Transportation for continuing to supply Petersburg and other Southeast communities with Essential Air Service.

16. Communications

A. Thank you letter from W.A.V.E.

Attachments: [W.A.V.E. letter](#)

17. Assembly Discussion Items

A. Recognitions

18. Adjourn