



Petersburg Borough

12 South Nordic Drive
Petersburg AK, 99833

Meeting Minutes Borough Assembly

Monday, March 21, 2016

6:00 PM

Assembly Chambers

1. Call To Order/Roll Call

Vice Mayor Lagoudakis called the meeting to order at 6:00 p.m.

Present: 4 - Vice Mayor Cindi Lagoudakis, Assembly Member Eric Castro, Assembly Member Bob Lynn and Assembly Member Nancy Strand

By Phone: 1 - Assembly Member Kurt Wohlueter

Excused: 2 - Mayor Mark Jensen and Assembly Member Jeigh Stanton Gregor

2. Voluntary Pledge

The Pledge was recited.

3. Approval of Minutes

A. March 7, 2016 Regular Meeting Minutes

Attachments: [March 7, 2016 Regular Meeting Minutes.pdf](#)

The minutes were unanimously approved.

B. March 11, 2016 Special Meeting Minutes

Attachments: [March 11, 2016 Special Meeting Minutes.pdf](#)

The minutes were unanimously approved.

4. Amendment and Approval of Meeting Agenda

The agenda was approved as submitted.

5. Public Hearings

A. Public Hearing on Ordinance #2016-03: An Ordinance Providing for Chapter 7.04, Dogs

No comments were shared.

- B. Public Hearing on Ordinance #2016-04: An Ordinance Providing for Fines in Section 1.16.030, Fine Schedule, for Violations of Chapter 7.04, Dogs

No comments were shared.

6. Bid Awards

- A. Commercial Drive Down Facility Bulkhead Loading Dock

Attachments: [Bulkhead Bid Award Recommendation Memo.pdf](#)
 [Bulkhead Bid Results.pdf](#)
 [Drive Down Dock Facility Grant Agreement.pdf](#)

Approval to award the Commercial Drive Down Facility Bulkhead Loading Dock Project (Base plus Additive Alternates A, B and C) to Tamico, Inc. for a total amount not to exceed \$1,337,700.00 was granted by unanimous roll call vote.

- B. Borough Communications Tower

Attachments: [Tower Bid Award Recommendation.pdf](#)
 [Peak Signals, LLC Proposal.pdf](#)
 [Rohn Products Information.pdf](#)

Authorization to award the Communications Tower Project to Peak Signals, LLC for an amount not to exceed \$69,850.00 was unanimously approved.

- C. Pump Station 1 & Force Main Upgrade, Phase II

Attachments: [PS 1 and FM Upgrade, Phase II Award Recommendation.pdf](#)
 [PS1 & FM Bid Tabulation Form.pdf](#)

The Assembly unanimously approved award of the Pump Station 1 & Force Main Upgrade Project, Phase II, to CBC Construction, Inc., for an amount not to exceed \$574,000.00.

7. Visitors' Views Related to Agenda

Ron Loesch asked to speak under Agenda Item 15B.

8. Visitors' Views Unrelated to Agenda

No views were shared.

9. Board, Commission and Committee Reports

No reports.

10. Consent Agenda

No Items.

11. Report of Other Officers

No reports.

12. Mayor's Report

A. March 21, 2016 Mayor's Report

Attachments: [3.21.2016 Mayor's Report.pdf](#)
 [H. Medalen Letter of Interest.pdf](#)

Vice Mayor Lagoudakis read the Mayor's report into the record. Harold Medalen was appointed to the Planning Commission until the October 4, 2016 Municipal Election without objection.

13. Manager's Report

A. Report 03-21-2016

Attachments: [Manager report 03212016](#)

Manager Giesbrecht read his written report, which is attached and made a permanent part of these minutes. In addition to his written report, Manager Giesbrecht announced Parks & Recreation Director Hayes' resignation and asked the public to stop by and thank Donnie for all he has done for the Borough during his employment.

14. Unfinished Business

Ordinances for Third and Final Reading

A. Ordinance #2016-02: An Ordinance Adopting the Comprehensive Plan Dated February 22, 2016 for the Petersburg Borough

Attachments: [Comprehensive Plan Memo.pdf](#)
 [Ordinance #2016-02.pdf](#)

Motion was made to rescind the amendment to the Comprehensive Plan (addition of "Any proposals to implement a land use code for areas outside of Service Area 1 should include an advisory vote of those people affected.") that was approved during the second reading of this ordinance at the March 7 meeting. After some brief discussion, the motion was approved 4-1, Assembly Member Lynn opposed.

Ordinance 2016-02, as originally worded, was adopted in its Third and Final Reading by a 4-1 vote, Assembly Member Lynn opposed.

Ordinances for Second Reading

B. Ordinance #2016-03: An Ordinance Providing for Chapter 7.04, Dogs

Attachments: [Ordinance #2016-03 for 2nd reading.pdf](#)

Ordinance #2016-03 was unanimously approved in its Second Reading.

C. Ordinance #2016-04: An Ordinance Providing for Fines in Section 1.16.030, Fine Schedule, for Violations of Chapter 7.04, Dogs

Attachments: [Ordinance #2016-04 for 2nd reading.pdf](#)

By unanimous roll call vote, Ordinance #2016-04 was approved in its Second Reading.

A five minute recess was taken at 7:00 p.m.

The meeting reconvened with the same members in attendance at 7:06 p.m.

15. New Business

A. Ordinance #2016-05: An Ordinance Adopting the Budget for the Fiscal Year July 1, 2016 Through June 30, 2017

Attachments: [Ordinance #2016-05.pdf](#)
 [Proposed FY2017 Community Services & Transient Room Tax Budget.pdf](#)
 [Chamber of Commerce Balance Sheet.pdf](#)
 [Clausen Museum Balance Sheet.pdf](#)
 [Coast Alaska \(KFSK\) Balance Sheet.pdf](#)
 [Mt. View Food Service Balance Sheet.pdf](#)
 [Petersburg Mental Health Amended Request & Balance Sheet.pdf](#)
 [WAVE Balance Sheet.pdf](#)

Motion was made to amend the Community Services budget for FY 2017 to pay \$15,000 of Clausen Memorial Museum's \$42,000 funding request from the Transient Room Tax Fund, freeing up \$15,000 in the Community Services budget for WAVE's funding request of \$46,536, and to approve Petersburg Mental Health's offer to lower their funding request from \$85,000 to \$75,000 with the \$10,000 difference provided to WAVE for a total of \$25,000 towards WAVE's request. The amendment passed unanimously.

Ordinance #2016-05, as amended, was unanimously approved in its First Reading.

- B. Resolution #2016-09: A Resolution Declaring Saturday, May 7, 2016 and Saturday, October 8, 2016 as Sales Tax-Free Days in the Petersburg Borough

Attachments: [Sales Tax-Free Days Request from Chamber.pdf](#)
 [Resolution #2016-09.pdf](#)

Resolution #2016-09 was unanimously approved after some discussion. It was noted that this may be the last year of Sales Tax-Free Days in Petersburg. Due to budget cuts, the Assembly may need to eliminate Sales Tax-Free Days in the future.

- C. Bulkhead Loading Dock Project Contract Administration and Inspection Services

Attachments: [Bulkhead Project Contract Admin & Inspection Memo.pdf](#)
 [Bulkhead Project Contract Admin & Inspection PND Proposal.pdf](#)

By unanimous roll call vote, the Assembly approved contracting with PND Engineers to provide project administration and inspection services on the Commercial Drive Down Facility Bulkhead Loading Dock project for an amount not to exceed \$117,905.

- D. Draft RFP for Municipal Building Renovation Project On-Site Construction Administration Services

Attachments: [Draft RFP - Muni Bldg On-site Construction Admin Svcs.pdf](#)
 [Draft Professional Services Contract \(OCA\).pdf](#)

Authorization was unanimously granted to advertise a Request for Proposal for on-site construction administration services for the Municipal Building/Police Department Renovation project.

- E. RFP for Public Safety Communications System Upgrade

Attachments: [Draft RFP for Public Safety Communications System Upgrade.pdf](#)
 [Draft Professional Services Contract \(Comm Equip\).pdf](#)

Authorization to advertise a Request for Proposal for an upgrade to the Public Safety Communications System was granted by unanimous roll call vote.

- F. April 18, 2016 Assembly Meeting

The Assembly unanimously approved cancellation of the April 18, 2016 Assembly meeting to accommodate the Administration and Finance Departments moving their offices from the Municipal Building to the PIA's Elizabeth Peratrovich Building. The only regular meeting in April will be held on April 4 at noon. The next regular Assembly meeting will be held at noon on May 2, 2016.

16. Communications

No communications were received.

17. Assembly Discussion Items

A. Recognitions

Harbormaster Wollen thanked Parks & Recreation Director Hayes for his hard work and dedication to the Borough. She is especially partial to the work P&R has done at Sandy Beach Park.

Assembly Member Lynn thanked Trooper Litster for his efforts in cleaning up the abandoned vehicles out at Papke's Landing.

Vice Mayor Lagoudakis thanked Parks & Recreation Director Hayes for his help with the Chamber of Commerce festivities (4th of July, Mayfest) during his tenure.

Assembly Member Strand recognized whoever is cleaning up the long term parking area at the airport.

Assembly Member Wohlhueter thanked Parks & Recreation Director Hayes for his many years of service and tolerance of the Petersburg Hockey Club over the years.

Vice Mayor Lagoudakis recognized Kylie Wallace as a finalist in this year's Poetry Outloud program with the State Council on the Arts.

Parks & Recreation Director Hayes recognized the girls high school varsity basketball team for winning the 2A State Championship, the boys high school varsity basketball team for earning second place in the 2A State Championship, and Vikings coach Dino Brock for being awarded Coach of the Year at the State competition. Go Vikings!

B. Marijuana Ordinance

Attachments: [Questions for the Assembly on Marijuana.pdf](#)
[G. Morgan Answers to MJ Questions.pdf](#)
[C. Lagoudakis Answers to Marijuana Questions.pdf](#)
[J&R Roberts Marijuana Opinion.pdf](#)
[US Deputy Attorney General Memo.pdf](#)
[Draft Alcohol and Marijuana Ordinance.pdf](#)
[Draft Changes to General Penalties Ordinance.pdf](#)

The public was asked to go to the Borough's website (www.petersburgak.gov) and provide input on some questions the Assembly has regarding marijuana establishments in Petersburg. Vice Mayor Lagoudakis read the posted questions outloud.

18. Adjourn

The meeting was adjourned at 8:04 p.m.