



**Borough Manager's Report
Assembly Meeting 4 May 2020**

- ❖ At Parks & Rec. we are slowly scaling back on hours as employees voluntarily take leave for the summer, use PTO or unpaid leave with their children, or are helping the IC team and other departments with maintenance needs. At this point, I do not see the facility opening before August at the earliest due to the pandemic, and I expect we will not have the 4th of July festivities except for maybe the Fireworks.
- ❖ The last of the security cameras for the Community Center are in the process of being installed. They will provide coverage throughout the facility, including the exterior of the building.
- ❖ Residents and staff at the Manor continue to be healthy. Daily temps are taken for staff and residents, and everyone is monitored closely. We continue to connect residents and family in every way we can as often as we can through facetime, texting, etc. We have a karaoke machine that was given to us to use. The residents are absolutely loving it and are singing our way through COVID-19!
- ❖ As the Emergency Manager and Operations Section Chief, most of Sandy's time is spent on COVID-19 related activities (meetings, phone calls, staying up on mandates, and reviewing plans).
- ❖ Sandy reached out to the Local Emergency Planning Committee and other businesses for a status update, but only received a few responses. She is participating in electronic Fire and EMS drills and doing regular check-ins with the Volunteers to keep them up-to-date and to see how they are doing.
- ❖ Ryan is reviewing travel plans for the EOC. He continues to provide online training opportunities to the Fire volunteers and is working with Josh to ensure EMS stays current with the ever evolving COVID-19 response.
- ❖ We continue having issues with mask compliance in the harbors, and there is concern this will get worse as the season progresses. Harbor will have a meeting with the IC team to discuss and strategize on the issue and how we will handle any transient or tour boats that come in as well.
- ❖ Dispatchers and Officers have been fielding a lot of phone calls about the mask mandate along with answering questions about other mandates the Petersburg Borough has issued.
- ❖ Officer Popp has been working on videos for the D.A.R.E. program so students can complete the DARE program while participating in distant learning.
- ❖ Most of the Tara's time continues to be taken up with EOC activities; along with many of the Library staff. Chris Weiss has joined the EOC and now coordinates mask collection and distribution. If people need masks or would like to make/donate masks call the library (772-3349) or email eoc@petersburgak.gov
- ❖ Our new program coordinator, Kari Petersen, has started offering online programs via Zoom, and we have over 450 people are now participating in the library's community reading raffle to support local businesses,

the program continues through May 26.

- ❖ Most of Liz's time is spent working on economic impact grants, discussing federal program with business owners, updating information on the borough website, and supporting other EOC activities.
- ❖ Molly is continuing to work on EOC as labor pool coordinator. She is reaching out to local organizations, securing volunteers, and identifying needs for help with the pandemic response here in town.
- ❖ Planning Commission is scheduled to hold a meeting on May 11. The commission will be considering items that were scheduled for the April meeting.
- ❖ Water and Wastewater Department, and PMPL employees are still working staggered schedules to minimize contact with each other while being productive.
- ❖ PMPL line crew has dug in two 5" conduits from the back of the substation to a new pole on Ira II Street adjacent to the Library. This will be the new feed to and from the substation so that the utility can eliminate the Hammer Slough spans and the rotten poles in the slough and at the PMPL parking lot. Wire has been pulled through the conduit at this time. We are waiting on sectionalizing switches to come in before finishing the terminations and swapping over to the new feed to the substation. Lead time on the switch order was about 4 months and hopefully it won't be much longer than that in consideration of COVID-19 issues.
- ❖ Thanks to the Motor Pool for assistance with the procurement of the #71 electrician's truck that was damaged in the August 2019 fire. The used truck is in service and the staff is very thankful.
- ❖ Lots of thanks to all the employees of the Borough working in a difficult situation. They are doing a great job! EOC work has made it hard for many Department Heads to communicate with their staff but they are rolling with the punches, making good decisions and keeping the Borough safe and operational. Thank you to everyone.
- ❖ The Streets crew has been catching up on some ditching along Sandy Beach Road, and Spring road maintenance is underway, with sand pickup and grading as weather allows.
- ❖ The Borough's unleaded fuel pump has been down for a couple weeks due to failure of the main circuit board. We have parts in hand now and hope to have the pump working again soon.
- ❖ Two light trucks that were expected to arrive in May have been delayed until September or October due to covid-19 related production line issues. The budgeted costs for these vehicles are being shifted from FY20 to FY21 as a result.
- ❖ To reduce potential employee and customer exposure to covid-19, we are strongly discouraging the use of cash or checks as payment at the baler until the virus threat abates. Customers are being processed using either credit card or charge to account. If a customer has no other payment options, we are still accepting cash or check payment on a case-by-case basis. Thus far the new policy seems to be working out for everyone.
- ❖ Chris has been working as Logistics Chief for the local EOC in addition to his regular role as Public Works Director. Molly Taiber of the Community Development department has started assisting with some logistics tasks, which is allowing Chris to start catching up on regular Public Works business. Karen and Derrick are still busy with covid-19 response duties as well as their normal workload of administrative tasks.