



**Borough Manager's Report  
Assembly Meeting 10 June 2019**

- ❖ Long time harbor staff member Jim Birch retired on May 1<sup>st</sup>. The Harbor Dept. thanks him for his service.
- ❖ Jody is working with PCS to set up an Employee portal so employees can access payroll information online.
- ❖ Finance continues to work with PCS on designing and creating a new sales tax software module to better handle all the borough's exemptions and reporting needs.
- ❖ Alaska Housing Finance Corp. will be here 6/4-6/5 doing a physical and administrative inspection at the Manor. Other Facility inspections are in full swing including sprinkler system, fire alarms, extinguishers, DEC, and more.
- ❖ The Scow Bay Pump Station 1 Upgrade project is out to bid. The pre-bid meeting will be held on June 11<sup>th</sup>.
- ❖ The wastewater department has been accepting tree limbs and slash near the treatment plant on 14<sup>th</sup> Street and it has allowed for a steady supply of material to chip for the composting program. However, the department would like to inform the public that some materials are not suitable for chipping. Residents should observe the following guidelines when bringing materials for drop off:
  - Please no limbs or logs larger than 6 inches in diameter.
  - Please no limbs or logs shorter than 3 feet in length.
  - Please no lumber that is rotten, covered in dirt or has any nails or screws.
  - Please no salmonberry bushes, yard waste or trash!
- ❖ The hydro power lakes have responded to spring snow melt, but we are seeing a slowing of inflows as the snowpack decreases. Precipitation continues to be hard to come by with the National Weather Service upgrading the condition to an "Extreme Drought" for the southern portions of SE Alaska. PMPL has reduced generation at Crystal Lake to conserve water in that reservoir.
- ❖ SEAPA will also consider the adoption of a revised operations plan for 2019 at the Wrangell meeting. The goal of the revision is to ensure that dedicated capacity in both Tyee and Swan Lakes will be dispatched as required by the Power Sales Agreement. It appears that very little, if any, power will be sold to Ketchikan from Tyee Lake.
- ❖ The line crew will be installing an additional sectionalizing switch at Hungry Point the week of June 3-7. This switch will allow PMPL to better control the loads on the system after an outage.
- ❖ Summer Stream – the library's summer reading & learning challenge – runs June 3 through July 18
  - The number of donors and amount donated by local individuals and business was up nearly 30% this year. Thank you to all who contribute to making this program a success.
  - Free children's activities will be offered Mon-Thrs throughout the program, details at [psglib.org](http://psglib.org)
  - The School District's Summer Food Program will be serving lunch Mon-Friday at the library through August 9

- ❖ Lori Steenblock is retiring from the Petersburg Police Department with 19+ years of service.
- ❖ Our two longest serving Streets Department employees (Foreman Ron Ware and Utility Worker Don Duke) retired on 5/31. We have appointed Martin Odegaard as Acting Foreman and are currently advertising for a Utility Worker or Laborer to replace Don Duke's position. Due to the retirements and ongoing budget uncertainty, the Streets crew is likely to be operating shorthanded for much of the summer and possibly into the fall season. We hope to have a full crew again before the snow flies.
- ❖ The crew completed a long-deferred project to replace a failed storm drain on Harbor Way adjacent to the Pilot building and parking lot.
- ❖ In the month of May the following permanent employees joined the Petersburg Borough Team; Jesse Birchell, Harbor Security Officer; Colin Perry, Parks and Maintenance Laborer; Nicholas Herrman-Sakamoto, Sanitation Operator; Austin Dow, Facilities Specialist
- ❖ The following employees celebrated employment anniversaries in the month of May:

❖ Tonya Carr	❖ Head Cook, 5/1/2014	❖ 5 years
❖ Jeff Davidson	❖ Wastewater Operator 3, 5/31/16	❖ 3 years
❖ Sandra Dixson	❖ EMS/Fire Director, 5/6/2001	❖ 18 years
❖ Sam Hoschar	❖ Motor Pool Mechanic, 5/16/2016	❖ 3 years
❖ Karen Malcom	❖ Administrative Assistant II, 5/7/2012	❖ 7 years
❖ Robi Scaduto	❖ Resident Assistant 5/16/2018	❖ 1 year
❖ Norie Steuber	❖ Resident Assistant Supervisor, 5/27/2009	❖ 10 years
❖ Lori Steenblock	❖ Dispatcher II, 5/1/2001	❖ 18 years
❖ Edward Tagaban	❖ Admin. Assistant/Security Officer, 5/15/2000	❖ 19 years
❖ Glorianne Wollen	❖ Harbormaster, 5/24/1989	❖ 30 years

- ❖ Updated Community Center Schedule for the Summer.
  - June 1- Sept. 3 we are open Tues – Sat, closed Sun. and Mon. Open Swim is longer 3-7pm Tues through Fri, and 1-3pm on Sats. Open Gym is all day long 6a-730pm.
- ❖ Upcoming Programs/Events:
  - 4<sup>th</sup> of July Planning Meeting Next Tuesday 6/11 12pm at Glacier Express. Everyone is invited to join us!
  - Camps
    - We have weekly camps available, Tuesday – Friday 9a-3pm, for \$150. This week's camp is full, but we have space in the following weeks:
      - Jr. Olympics 6/11-6/14
      - Mini Cheer Camp for the younger kiddos 6/18-6/21
      - Cheer Camp 6/25-6/28
      - Mindfulness 7/9-7/12

- Science Camp 7/16-7/19
- Olympics 7/23-7/26

❖ Facility Maintenance Closure Information:

- Pool Lights were retrofitted with brand new color changing LED lights.
- The inside of the pool was pressure washed and thoroughly cleaned. New tiles were placed in the Leisure pool.
- A new CO2 dispenser system was installed in the pool maintenance room.
- The sauna was rebuilt and is still in the finalization process.
- The pool locker rooms were painted and cleaned.
  - The floor in the locker rooms needs to be redone. The grouting around the tile structure is continuously flaking off giving the floor a gritty appearance anytime it is cleaned. I have brought in a contractor to give a quote.
  - The showers need to be changed over to an automatic shut off system. The quoted price was much higher than the initial quote, so we are looking into finding other possible solutions.
- The slide was caulked and waxed.
- The facility carpets were professionally cleaned.
- All weight rooms were cleaned.
- The upstairs mezzanine floor was refinished and waxed.
- Lights around the facility:
  - The light fixtures in our facility are failing. We tried to change the light bulbs however the fixtures were what needed to be replaced. Most fixtures are no longer being made and will require a retrofit.

❖ Memorial Day at the Cemetery went well. Jesse & Collin prepared the cemetery beautifully and the Veterans worked with the Boy Scouts to set up the Veteran markers.