



# Petersburg Borough

12 South Nordic Drive  
Petersburg AK, 99833

## Meeting Minutes Borough Assembly

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Monday, November 4, 2019

12:00 PM

Assembly Chambers

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### 1. Call To Order/Roll Call

Mayor Jensen called the meeting to order at 12:00 p.m.

**Present:** 6 - Assembly Member Brandi Marohl, Assembly Member Jeffrey Meucci, Assembly Member Bob Lynn, Assembly Member Taylor Norheim, Assembly Member Jeigh Stanton Gregor and Mayor Mark Jensen

**By Phone:** 1 - Assembly Member Chelsea Tremblay

### 2. Voluntary Pledge of Allegiance

The Pledge was recited.

### 3. Approval of Minutes

#### A. October 21, 2019 Regular Meeting Minutes

**Attachments:** [October 21, 2019 Assembly Meeting Minutes](#)

The October 21, 2019 meeting minutes were unanimously approved.

### 4. Amendment and Approval of Meeting Agenda

Assembly Member Meucci amended the agenda to add Discussion Item 17G - Tariffs and Trade in Relation to Petersburg. The amended agenda was unanimously approved.

### 5. Public Hearings

#### A. Public Hearing for Ordinance #2019-13: An Ordinance Adjusting the FY 2020 Budget for Known Changes

No testimony was given.

### 6. Bid Awards

No bid awards.

### 7. Persons to be Heard Related to Agenda

Richard Burke, representing himself, spoke in support of Nancy Strand's letter of interest to serve on the Planning Commission and urged the Assembly to vote to fill the EMS Coordinator/Firefighter and Police Sergeant positions.

Rexanne Stafford, a volunteer EMT with the Fire Department, stated it is the Assembly's responsibility to put the safety of Petersburg's citizens first and asked them to vote to fill the EMS Coordinator/Firefighter and Police Sergeant positions.

James Stolpe, representing himself, concurred with Ms. Stafford that life safety is important to our community and requested the Assembly vote to fill the EMS Coordinator/Firefighter and Police Sergeant positions.

David Beebe, representing himself, spoke in support of keeping the Roadless Rule intact and urged the Assembly to pass a resolution supporting the No Action Alternative.

Becky Knight, representing herself, spoke in support of the Roadless Rule and asked the Assembly to support the No Action Alternative.

Doug Welde, representing himself, shared his concerns with the proposed affordable rental housing units that may be constructed on Excel Street by Swell, LLC.

Joe Sebastian, representing himself, requested the Assembly pass a resolution in support of the No Action Alternative on the Roadless Rule.

Joan Kautzer, representing herself, also requested the Assembly pass a resolution in support of the No Action Alternative on the Roadless Rule.

Aaron Hankins, representing himself, asked the assembly to fill the budgeted EMS Coordinator/Firefighter and Police Sergeant positions.

Lila Trask, representing herself, inquired about the Swell, LLC proposed affordable rental housing project and stated concerns regarding maintenance of the project.

James Kerr, representing the Petersburg Police Department, requested the Assembly vote to fill the EMS Coordinator/Firefighter and Police Sergeant positions.

Annette Bennett, representing herself, stated it is the Assembly's job to support affordable housing for all people and requested they support Swell, LLC's proposed project. She also asked the Assembly to vote to fill the EMS Coordinator/Firefighter and Police Sergeant positions.

Sandy Dixon, representing Fire/EMS, stated public safety should be a priority and shared there has been no increase to staff in the Fire Department since 1985 yet the call volume has doubled. She requested the Assembly vote to fill the EMS Coordinator/Firefighter and Police Sergeant positions.

## **8. Persons to be Heard Unrelated to Agenda**

John Havrilek, representing the Public Safety Advisory Board, shared some the Board's concerns from a recent meeting: a truck on Sing Lee Alley & Nordic that hasn't moved in months, a request to extend the no parking area another 15 feet at the corner of Haugen & Nordic, and a need for better marking or protection around a storm drain at the corner of the Wells Fargo parking lot. He also shared that the Board unanimously supports filling the EMS Coordinator/Firefighter and Police Sergeant positions. Speaking for himself, he shared an idea to help pay for the positions - raising the senior sales tax exemption card fee to \$500 and putting a \$0.25 tax on plastic bags.

Phil Hofstetter, PMC CEO, shared that they will be holding a Community Cafe on Aging and Healthcare Planning on Tuesday, November 12th at 2:00 p.m. and again at 6:30 p.m. in the Public Library. An AARP representative will be present to discuss the issues.

**9. Board, Commission and Committee Reports**

No reports.

**10. Consent Agenda****A. Kito's Kave Bar & Liquor 2020/2021 Liquor License Renewal Applications**

Attachments:     [Kito's Kave Beverage Dispensary Application](#)  
                              [Kito's Kave Package Store Application](#)

The Assembly unanimously approved the liquor license renewal applications for Kito's Kave Bar and Liquor Store.

**11. Report of Other Officers****A. Southeast Alaska Power Agency Update**

Assembly Member Lynn updated the Assembly on some marine power cable issues SEAPA is currently dealing with that will directly impact Petersburg if a failure occurs.

**B. PEDC Report Regarding the Borough Manager's Goals and Objectives for the 2019/2020 Budget Year, Tasks #12 & #13**

Attachments:     [Letter from PEDC Board](#)

PEDC is requesting the Assembly review the ideas shared in their memo and attached document to encourage new business opportunities locally and to grow existing local businesses. Clear consensus and support from the Assembly is necessary for PEDC to undertake development and implementation of these plans.

Clerk Thompson was asked to create a Doodle Poll to set up a work session with the Assembly and PEDC.

**12. Mayor's Report****A. November 4, 2019 Mayor's Report**

Attachments:     [November 4, 2019 Mayor's Report](#)  
                              [SEAPA Board Member Selections Letter](#)  
                              [Summary of Mold Testing Results](#)  
                              [Census 2020 - Why We Ask](#)  
                              [Join the 2020 Census Team](#)

Mayor Jensen read his report into the record.

**13. Manager's Report****A. November 4, 2019 Manager's Report**

Attachments:     [Manager Report 11042019](#)

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

**B.**     Progress Update on Borough Manager Goals and Objectives for 2019-2020 Budget Year

Attachments:     [Progress Report re 2019-2020 Manager Goals & Objectives](#)

Manager Giesbrecht updated the Assembly on progress made to date on the Borough Manager Goals and Objectives assigned by the Assembly at Manager Giesbrecht's last performance evaluation.

**14. Unfinished Business**

Ordinances for Third and Final Reading

- A.**     Ordinance #2019-09: An Ordinance Amending Chapter 4.28, "Sales Tax", of the Borough Code to Clarify that Sales of Marijuana and Marijuana Products to Non-profit Organizations and Senior Citizens are Subject to the Borough Sales Tax

Attachments:     [Ordinance #2019-09](#)

Ordinance #2019-09 was unanimously approved in its third and final reading.

- B.**     Ordinance #2019-10: An Ordinance Providing for Chapter 3.10 of the Municipal Code, Entitled "Public Notice of Meetings", Updating Current Language to Reflect Borough Incorporation

Attachments:     [Ordinance #2019-10](#)

By roll call vote, Ordinance #2019-10 was unanimously approved in its third and final reading.

- C.**     Ordinance #2019-11: An Ordinance Providing for Chapter 3.70 of the Municipal Code, Entitled "Petersburg School Board", Updating Current Language to Reflect Borough Incorporation

Attachments:     [Ordinance #2019-11](#)

The Assembly unanimously approved Ordinance #2019-11 in its third and final reading.

- D.**     Ordinance #2019-12: An Ordinance Providing for Repeal of Chapters 3.42 Titled Utility Advisory Board and 3.49 Titled Parks and Recreation Advisory Board of the Code of the Former City of Petersburg (Now Service Area 1)

Attachments:     [Ordinance #2019-12](#)

Ordinance #2019-12 was unanimously approved in its third and final reading.

Ordinances for Second Reading



E. Ordinance #2019-13: An Ordinance Adjusting the FY 2020 Budget for Known Changes

Attachments:     [Ordinance #2019-13](#)  
                              [Utility Director Hagerman Supplemental Budget Request](#)

By unanimous roll call vote, Ordinance #2019-13 was approved in its second reading.

**15. New Business**

A. Ordinance #2019-14: An Ordinance to Provide for Determining the Full and True Value of a Property that Qualifies for Low-Income Housing Tax Credits Under 26 USC 42

Attachments:     [Ordinance #2019-14](#)

Ordinance #2019-14 was unanimously approved by roll call vote in its first reading.

B. Southern Southeast Regional Aquaculture Association Board Member Nomination

Attachments:     [SSRAA Board Nomination Invitation](#)  
                              [SSRAA Board Seat Nomination Form](#)

Assembly Member Marohl was chosen as Petersburg's nomination to the SSRAA Board of Directors.

C. Assembly Appointments

Without objection, Mayor Jensen appointed Assembly Member Stanton Gregor to continue as Vice Mayor.

Mayor Jensen appointed himself as the Assembly's representative to the Southeast Conference. A motion was made to have two Southeast Conference representatives appointed; the motion passed by a vote of 4-3, Mayor Jensen and Assembly Members Marohl and Norheim opposed. A motion to appoint Mayor Jensen and Assembly Member Meucci as the Assembly's two representatives to the Southeast Conference passed unanimously.

The Assembly discussed having two Assembly representatives to the Alaska Municipal League. A motion to appoint Mayor Jensen and Assembly Member Lynn, who is currently on the AML Policy Committee, as the two representatives passed unanimously.

Without objection, Mayor Jensen appointed Assembly Member Meucci as liaison to the Harbors and Ports Advisory Board; Assembly Member Lynn as liaison to the Hospital Board; Assembly Member Norheim as liaison to the Public Safety Advisory Board; and Assembly Member Meucci as the Elected Official to the Local Emergency Planning Committee.

Mayor Jensen will serve in the Mayor's seat on the Petersburg Economic Development Council Board of Directors.

D. Appointments to the Planning Commission

Attachments:     [N. Strand Letter of Interest](#)  
                              [H. O'Neil Letter of Interest](#)

Without objection, Mayor Jensen appointed Heather O'Neil and Nancy Strand to the Planning Commission until the October, 2020 election.

**E. EMS Coordinator / Fire Fighter Position**

**Attachments:**     [EMS Coordinator Fire Fighter Job Description](#)

By a vote of 6-1, Mayor Jensen opposed, the Assembly approved to fill the EMS Coordinator/Firefighter position.

**F. Police Sergeant Position**

**Attachments:**     [Police Sergeant Job Description](#)

The Assembly approved to fill the Police Sergeant position by a vote of 5-2, Mayor Jensen and Assembly Member Lynn opposed.

**G. FY 2021 Budget Calendar**

**Attachments:**     [FY 2021 Budget Calendar](#)

The proposed FY 2021 Budget Calendar was unanimously approved. The Assembly discussed having a work session in December to discuss the upcoming budget.

**16. Communications****A. Roadless Rule Communication**

**Attachments:**     [Email from Becky Knight](#)  
                              [Timber Report Oct 2019](#)  
                              [Opinion on Tongass Roadless Rule Exemption](#)  
                              [Opinion on Tongass Roadless Rule](#)

The Assembly briefly discussed the information on the Roadless Rule provided by Becky Knight.

**B. Request for Letter of Support for a Low-Income Housing Tax Credit Housing Application - Swell, LLC**

**Attachments:**     [Email from G. Gellert with Swell, LLC](#)  
                              [Suggested Letter of Support for Swell, LLC](#)

The Assembly requested Clerk Thompson prepare a letter of support For Swell, LLC for the next meeting agenda.

**C. Assembly Letter re: Ernie Haugen Public Use Area**

**Attachments:**     [Ernie Haugen Public Use Area Letter to Stedman & JKT](#)  
                              [Cooperative Resources Management Agreement ADL 105894](#)  
                              [Map of Ernie Haugen Public Use Area](#)

A letter from the Assembly to Senator Stedman and Representative Kreiss-Tomkins regarding the Ernie Haugen Public Use Area was shared.

**D. Assembly Letter re: Humpback Whale Critical Habitat Proposed Rule**

**Attachments:**     [Humpback Whale Critical Habitat Letter to NMFS](#)

A letter from the Assembly to the National Marine Fisheries Service regarding the Humpback Whale Critical Habitat Proposed Rule was shared.

**17. Assembly Discussion Items****A. Marine Passenger Fee Funds**

The Assembly briefly discussed the Marine Passenger Fee funds collected this year. The PEDC will be bringing recommendations for use of the fees to the Assembly in the near future.

**B. Petro Building & Land / Harbor Storage / Harbor Parking**

The information requested by Assembly Member Meucci was provided to the Assembly prior to the meeting. No other discussion took place on this subject.

**C. Adjusting Baler Hours**

**Attachments:**     [1.18.2018 Report on Saturday Baler Schedule](#)

Assembly Member Meucci reported that Public Works Director Cotta was looking into whether it would be more beneficial to be open at the baler/landfill on Saturday rather than Sunday.

**D. Sales Tax Collection from Online Purchases**

Finance Director Tow updated the Assembly on the status of sales tax collection on online purchases. The collection and remittance of sales tax is currently voluntary for online vendors. Alaska Municipal League is considering acting as the statewide group who will collect and disperse the online sales tax to communities.

**E. Visitor Industry Group**

Community & Economic Director Cabrera shared that the Visitor Industry Group plan to wrap up their project before Thanksgiving. Their draft report will first go to the PEDC for review.

**F. Borough Communications**

Assembly Member Meucci stated he no longer needed to discuss this subject.

**G. Tariffs and Trade in Relations to Petersburg**

Assembly Member Meucci read a report from local sea cucumber fisherman and processor groups concerned with the early close of their fishery due to a loss of market this year caused by tariffs between the U.S. and China.

**G. Recognitions**

No recognitions.

**18. Adjourn**

The meeting was adjourned at 2:53 p.m.