



# Petersburg Borough

12 South Nordic Drive  
Petersburg AK, 99833

## Meeting Minutes Borough Assembly

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Monday, February 3, 2020

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

### 2. Voluntary Pledge of Allegiance

The Pledge was recited.

### 3. Approval of Minutes

#### A. January 21, 2020 Assembly Meeting Minutes

**Attachments:** [January 21, 2020 Assembly Meeting Minutes](#)

The January 21, 2020 Assembly meeting minutes were unanimously approved.

### 4. Amendment and Approval of Meeting Agenda

The agenda was amended to add two Assembly Discussion Items: B. Frederick Point East Subdivision and C. Representative Kreiss-Tomkins Meeting. The Assembly unanimously approved the amended agenda.

### 5. Public Hearings

#### A. Public Hearing for Ordinance #2020-01: An Ordinance Amending Petersburg Municipal Code Chapter 14.30 Titled "Mountain View Manor Elderly Housing and Assisted Living Facility" to Increase Assisted Living Rental and Service Rates and to Add a New Level IV of Assisted Living Care

No testimony was given.

### 6. Bid Awards

There were no bid awards.

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

No comments were shared.

## 8. Persons to be Heard Unrelated to Agenda

Kandi Woodworth, representing herself, spoke to the public regarding the importance of a fair property tax structure for the Petersburg Borough.

K. Woodworth Comments 2.3.2020

Attachments: [2.3.2020 K. Woodworth Comments](#)

## 9. Board, Commission and Committee Reports

No reports.

## 10. Consent Agenda

No items.

## 11. Report of Other Officers

### A. BDO - FY 2019 Audit Report

BDO Audit Director Sam Thompson, by phone, thanked Finance Director Tow and the Finance Department staff for a smooth and organized audit. Mr. Thompson reviewed the audit documents with the Assembly, stating that the Petersburg Borough was issued an unmodified opinion on the FY 2019 financial statements, which is the highest level of assurance the auditors can professionally render.

### B. SEAPA - Marine Cable Update

Assembly and SEAPA Board Member Lynn provided an update on the damaged marine cable stating that SEAPA is not sure they have enough cable on hand to repair the damaged section so replacement may be the only option. The SEAPA Board will decide the next steps of the process at their March meeting.

### C. Alaska Municipal League AMHS Advocacy Group Report

Attachments: [Tremblay AMHS Advocacy Report](#)

Assembly Member Tremblay gave a report on her trip to Juneau to take part in the AMHS Advocacy Group organized by the Alaska Municipal League. The group lobbied Legislators and Department of Transportation personnel emphasizing the urgency behind the request for funds to the Alaska Marine Highway System.

### D. Visitor Industry Working Group Update

Attachments: [Cabrera Visitor Industry Working Group Update](#)

Community and Economic Development Director Cabrera gave a brief update on the progress of the Visitor Industry Working Group.

## 12. Mayor's Report

**A.** February 3, 2020 Mayor's Report

**Attachments:** [February 3, 2020 Mayor's Report](#)

Mayor Jensen read his report into the record.

**13. Manager's Report****A.** February 3, 2020 Manager's Report

**Attachments:** [February 3, 2020 Manager's Report](#)

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

**14. Unfinished Business**

Ordinances for Second Reading

**A.** Ordinance #2020-01: An Ordinance Amending Petersburg Municipal Code Chapter 14.30 Titled "Mountain View Manor Elderly Housing and Assisted Living Facility" to Increase Assisted Living Rental and Service Rates and to Add a New Level IV of Assisted Living Care

**Attachments:** [Ordinance #2020-01 - 3rd Reading](#)  
[Assisted Living Pricing Information & Levels of Care](#)

Ordinance #2020-01 was unanimously approved in its second reading.

**15. New Business****A.** Ordinance #2020-02: An Ordinance Amending Petersburg Municipal Code Chapter 14.20 Titled "Municipal Harbors" to add Various Rental, Change and Cancellation Fees

**Attachments:** [Ordinance #2020-02 - 2nd Reading](#)

By unanimous roll call vote, the Assembly approved Ordinance #2020-02 in its first reading.

**B.** Replace and Repair of Aquatic Center Heat Exchanger and Air Handler Coils

**Attachments:** [Manager Giesbrecht Memo](#)  
[Heat Exchanger Coil Repair & Replacement Quote](#)  
[Air Handler Coil Replacement Quote](#)

The Assembly unanimously approved the repair/replacement of the Aquatic Center's heat exchanger and air handler coils for a total cost of \$ 36,299.85.

**C.** Letter to Senator Stedman and Representative Kreiss-Tomkins Regarding the Kake Access Road Project

**Attachments:**     [Kake Access Road Letter to Stedman & JKT - Draft](#)

The letter to Senator Stedman and Representative Kreiss-Tomkins was amended to remove the second paragraph and to copy ADOT Commissioner MacKinnon, Southcoast Region Director Mearig and Governor Dunleavy. The letter, as amended, was unanimously approved.

**D. Assembly Discussion Items and the Agenda**

The Assembly unanimously agreed to add a sub-agenda item under Assembly Discussion Items titled "Assembly Member Comments" that will be on every agenda. This will provide notice to the public that Assembly Members may comment on any subject under this agenda item.

**E. Travel Authorization for Manager Giesbrecht to Attend the Alaska Municipal League Winter Legislative Conference**

By roll call vote, unanimous approval was given for Manager Giesbrecht to travel to the Alaska Municipal League Winter Legislative Conference in Juneau.

**16. Communications**

No communications.

**17. Assembly Discussion Items**

**A. Economic Development Priorities for Manager Giesbrecht**

**Attachments:**     [PEDC Memo and General Plan Outline](#)

The Assembly agreed to choose their top 5 economic development goals/strategies from the matrix provided and adding any goals or strategies they feel may be missing from the matrix. The choices are due back to Clerk Thompson by the end of day Monday, February 10, 2020. Clerk Thompson will compile the priority results and an action item will be on the March 2nd agenda for the Assembly to approve and/or give direction to the Manager.

**B. B. Frederick Point East Subdivision**

The Assembly discussed the process for removing Frederick Point East (FPE) from Service Area 1. Clerk Thompson is working with the Borough Attorney to draft an ordinance, which if adopted by the Assembly, will put the question of removing FPE from Service Area 1 on two ballots: one for the residents of FPE, and one for the residents of Service Area 1. The draft ordinance will come before the Assembly soon.

**C. C. Meeting with Representative Kreiss-Tomkins**

Assembly Member Tremblay had planned to announce a meeting this evening with Representative Kreiss-Tomkins who was scheduled to arrive in Petersburg on the afternoon jet, but during the Assembly meeting Member Tremblay received word that the de-icer truck in Juneau was broke down and the plane would not be able to depart, so the meeting was canceled.

**18. Adjourn**

The meeting was adjourned at 1:45 p.m.