



Petersburg Borough

12 South Nordic Drive
Petersburg AK, 99833

Meeting Minutes Borough Assembly

Monday, December 8, 2014

12:00 PM

Assembly Chambers

1. Call To Order/Roll Call

Mayor Jensen called the meeting to order at twelve, noon.

Present: 6 - Mayor Mark Jensen, Vice Mayor Cindi Lagoudakis, Assembly Member John Havrilek, Assembly Member Nancy Strand, Assembly Member Jeigh Stanton Gregor and Assembly Member Kurt Wohlhueter

By Phone: 1 - Assembly Member Bob Lynn

2. Voluntary Pledge

The Pledge was recited.

3. Approval of Minutes

A. Meeting Minutes of November 24, 2014

Attachments: [11-24-2014 Minutes.pdf](#)

The minutes were unanimously approved, as submitted.

4. Amendment and Approval of Meeting Agenda

Mayor Jensen asked the agenda be amended to address the OSHA disabled crane located at the crane dock. The matter was added to the agenda under agenda item 8 - Board, Commission and Committee Reports.

The meeting agenda was approved, as amended.

5. Public Hearings and Bid Awards

A. Public Hearing on Acquisition of Land at Papke's Landing

Attachments: [PH Notice.pdf](#)
[Map of MHLT Lots.pdf](#)
[Anderson Letter.pdf](#)
[Bunge Letter.pdf](#)
[Cole Letter.pdf](#)
[Ken Howard Letter.pdf](#)
[Rick Braun Letter.pdf](#)

At the November 24 meeting it was determined the Assembly would seek public comment regarding the Borough's acquisition of Mental Health Trust Lands at Papke's Landing before participating in the next Land Trust Office sale. The Assembly would accept public comment at this meeting and at the meeting of December 22. The next Land Trust sale begins December 15 and will close on March 20. Community residents have been asked to present their comments either in person or via written statement.

Resident John Hoag expressed his desire for the Assembly to concentrate its funding efforts in rebuilding the Police Department building. He believed the current condition of the building was a great liability to the borough and all efforts should be made to correct the deficiencies. Hoag said there were already too many public agencies involved with land ownership at Papke's and it would be better for the borough to wait and obtain funds from the State to make the necessary improvements to the Papke's pier/dock before acquiring any additional land.

The Assembly acknowledged three written statements that were submitted for this meeting. Pro purchase letters were received from Sam Bunge and Don and Charlene Anderson. An anti purchase letter was received from George Cole.

6. Visitors' Views Related to Agenda

None.

7. Visitors' Views Unrelated to Agenda

None.

8. Board, Commission and Committee Reports

Crane Dock Crane Repair

Harbor Master Wollen informed that Alaska OSHA had inspected and shut-down the operations of the small crane at the crane dock. The estimated cost to replace the crane is approximately \$70,000 and a rebuild of the existing crane is estimated at \$25,000 - \$30,000, plus shipping, from Maximum Hydraulics out of Seattle. Attempts to obtain a quote for rebuilding from a contractor working in Homer had gone without a response and shipping alone to the Kenai Peninsula is estimated at \$7,000. The Assembly believed time was of the essence in assuring there are two workable cranes on the dock come crab season.

By unanimous Roll Call Vote, the Assembly authorized the rebuilding of the crane by Maximum Hydraulics for an amount not to exceed \$60,000.

9. Consent Agenda

A. Local Approval of Nenana Ice Classic 2015 Gaming Permit

Attachments: [Nenana Gaming Permit Letter.pdf](#)

The Consent Agenda was unanimously approved.

10. Report of Other Officers

A. Audit Report, Michelle Drew of BDO

Via telephone, Ms. Drew reviewed several key pages of the audit document and management brief with the Assembly. She concluded the audit was "clean" and congratulated the Finance Department and Borough for very good fiscal management.

11. Mayor's Report

Mayor Jensen informed he would be absent from the January 5 meeting. He also informed that he would like the Assembly to begin discussions on the effects of legalized marijuana to the community. He asked that the computer link to the AML/JIA website informing about municipal concerns be posted on the borough's website so the assembly and our public can access the information and prepare for discussions.

A. Declaration of Mayor's Holiday

Mayor Jensen declared the afternoon of December 24 as a holiday for borough employees.

12. Manager's Report

A. Written Report for 12-08-2014

Attachments: [12-08-2014 Mgr's. Report.pdf](#)

Manager Giesbrecht reviewed his written report.

The written report is attached and made part of these meeting minutes.

13. Unfinished Business

A. Resolution #2014-19: A Resolution Dedicating Local Funds to Capital Improvement Projects Approved for Funding by the Alaska State Legislature in the 2016 Budget

Attachments: [Revised Res. 2014-19.pdf](#)
 [Funding Plan for Police-Municipal Bldg.pdf](#)
 [Res. 2014-19.pdf](#)

The Assembly reviewed possible funding scenarios to provide for the local share of costs for upcoming capital improvement projects. The scenarios contained combinations of loans from Enterprise Funds and General Funds on hand. Loan paybacks would be budgeted for in each upcoming budget.

Each assembly member voiced their concerns on designating local funding toward any capital improvement project prior to submitting the CIP list to the legislature. Consensus of the Assembly was any excess revenues should be dedicated to the Borough's #1 project - Police Department/Municipal Building Rebuild.

The resolution failed by unanimous Roll Call Vote.

14. New Business

A. Ordinance #2014-22: An Ordinance Providing for the Cutting of Green Trees on Borough Land and Updating Language to Reflect Borough Incorporation.

Attachments: [Amended Ord. #2014-22.pdf](#)
 [Ord. 2014-22.pdf](#)

The Assembly discussed that the ordinance should apply borough-wide, not just to Service Area 1. A motion to amend the ordinance to reflect borough-wide enforcement was unanimously approved. The ordinance will be further reviewed by staff to assure that there is only one penalty provision within the ordinance. It was noted that it would be nice if the State DOT would abide by the cleanup requirement of the ordinance for fallen trees/slash.

By a unanimous Roll Call Vote, the Ordinance, as amended, was unanimously approved.

B. Resolution #2014-20: A Resolution Transferring FY 2014 General Fund Surplus to the Property Development Fund

Attachments: [Res. 2014-20.pdf](#)

Manager Giesbrecht explained that it was staff's intent to have the Assembly address a resolution similar to this one each and every fiscal year after receipt of the annual audit. Using a resolution to dedicate surpluses toward capital improvement projects will give the Assembly flexibility in future CIP funding. The Assembly wanted to firmly express their support for the rebuilding of the Police/Municipal Building. However, they did not want to jeopardize any possible further grant funding for the building by the State and did not want to limit use of those funds just for the building should matching funds be required elsewhere. The resolution was amended to transfer 100% of the surplus from FY 2013/14 General Fund (\$950,730) to the Property Development Fund. Placement of the funds into the Property Development Fund would enable use of the funds toward nearly any CIP project in the next fiscal year.

The resolution as amended, was unanimously approved by Roll Call Vote.

C. Resolution # 2014-21: FY 2015 Fisheries Business Tax Program - Alternative Method

Attachments: [Res. 2014-21.pdf](#)

The resolution was unanimously approved, as submitted, by Roll Call Vote.

D. Ratification of Manager Giesbrecht's appointment of Debra K. Thompson to the Borough Clerk's Position Effective March 1, 2015 at the Annual Salary of \$68,000

Attachments: [Thompson Contract.pdf](#)

Borough Charter, section 4.04, requires the Borough Clerk be appointed by the Borough Manager, subject to ratification by the Assembly. Manager Giesbrecht provided his proposed contract to appoint Debra K. Thompson as the next Borough Clerk, effective March 1, 2015. The contract provided for an annual salary of \$68,000 with added incentive for Thompson when she gains certification.

By unanimous Roll Call Vote, Debra Thompson's appointment of Borough Clerk, effective March 1, 2015, was ratified.

Thompson thanked the Assembly for the opportunity and said she would do her very best to provide excellent service for all residents of the Borough.

15. Communications

None.

16. Assembly Discussion Items

A. Recognitions

Sandy Beach resident Matt Bryner was thanked for his wonderful contribution of decorating the community christmas tree and other places about town; the public works and power & light crews were thanked for their great work during the latest snowfall; and the wastewater staff was recognized for receipt of the Small Wastewater System of the Year award from the Alaska Rural Water Association.

B. Borough Services and/or Borough Service Areas

Attachments: [PSA on Service Areas.pdf](#)
[Charter provisions for Service Areas.pdf](#)

No new information or comments.

17. Adjourn

The meeting adjourned at 1:27 p.m.

Date Approved: _____

