



**Meeting Minutes
Borough Assembly**

Monday, November 4, 2013

12:00 PM

Assembly Chambers

1. Call To Order/Roll Call

Mayor Jensen called the regular meeting to order in the assembly chambers at twelve noon.

Present: 6 - Mayor Mark Jensen, Assembly Member John Hoag, Assembly Member John Havrilek, Assembly Member Cindi Lagoudakis, Assembly Member Nancy Strand and Assembly Member Kurt Wohlhueter

2. Voluntary Pledge

The Pledge was recited.

3. Approval of Minutes

A. [13-293](#) Regular Meeting Minutes of October 21, 2013

Attachments: [10-21-2013 Minutes.pdf](#)

The minutes were unanimously approved, as submitted.

4. Amendment and Approval of Meeting Agenda

The agenda was amended to include discussion on providing an indoor area to be used as a skate park.

The agenda, as amended, was unanimously approved..

5. Public Hearings and Bid Awards

No items.

6. Visitors' Views Related to Agenda

None.

7. Visitors' Views Unrelated to Agenda

None.

8. Board, Commission and Committee Reports

None.

9. Consent Agenda

- A. [13-292](#) Local Approval to Renew Inga's Galley Restaurant/Eating Place Alcoholic Beverage Permit

Attachments: [License Renewal Notification.pdf](#)

The consent agenda was unanimously approved by Roll Call Vote.

10. Report of Other Officers

Assembly Member Flint, Chair for the Sales Tax Ordinance Review Committee, reported the committee will conduct their next meeting on November 26 at noon. The topic on the agenda will be all sales tax exemptions, except the senior citizen tax exemption.

11. Mayor's Report

- A. [13-301](#) Written Report

1. Seeking Letters of Interest: The Borough is seeking letters of interest from qualified citizens who wish to serve the community as a member of the Borough Assembly or Library Board. Appointments to these vacancies will be made at the November 25 meeting.

2. Change in Regular Meeting Date: Due to lack of quorum during the week of November 18, the next regular Assembly meeting will be held Monday, November 25 at 7:00 p.m.

3. Reminder on Noncompliance Hearing: In conjunction with the December 2 assembly meeting, the assembly will conduct a non-compliance hearing regarding the structure at 1011 Wrangell Ave. The structure has been deemed a dangerous building per Municipal Code 9.20.

4. Work Session Reminder: The joint work session between the Hospital Board and Assembly will be Thursday, December 5 at 9:00 a.m. Topics to be covered: finances and proposed Borough Code 3.50 that addresses the Hospital Board.

5. Meeting with Representative Don Young: Borough Manager Giesbrecht and I will be meeting with Representative Young on this Friday November 8. Topics that we hope to address are: Hydro development; Roadless Rule for the Tongass; PIA funding; Rivers

without Boarder; and federal funding opportunities for our sewer forcemain.

12. Manager's Report

- A. [13-303](#) 11-04-2013 Report

Attachments: [managers report](#)

Manager Giesbrecht reviewed his written report.

This Report was presented

13. Unfinished Business

Ordinances for Third and Final Reading

- A. [ORD](#) Ordinance #2013-16: An Ordinance Providing for Chapter 4.24, Entitled Property Tax, of the Municipal Code, Updating Current Language to Reflect Borough Incorporation; and Updating Various Functions and Dates to Meet Annual Budget Deadlines.

Attachments: [Ord. 2013-16 Chapter 4.24 Property Tax.docx](#)

Ordinance #2013-16 was unanimously approved in final reading by Roll Call Vote.

- B. [13-000](#) Juneau Appeal of Petersburg Borough Boundaries

No new information.

- C. [13-001](#) Redistricting

Attachments: [2013 Proclamation Plan Map.pdf](#)

- D. [13-299](#) Review of Library Advisory Board

Attachments: [Library Board Eval Form.pdf](#)

[History of Petersburg Library.pdf](#)

[Library Board Minutes.pdf](#)

The assembly reviewed the merits of retaining the board for borough government purposes as required by Borough Charter Section 19.08. Librarian Alcock had provided the standard evaluation information, a written history of the library and board minutes back to October, 2012.

By a 6-1 Roll Call Vote (Assembly Member Hoag opposed) the Assembly determined to retain the board as an elected seven member board.

- E. [13-302](#) Authorization for Mayor Jensen to sign Manager Giesbrecht's employment contract effective November 4, 2013

Attachments: [Giesbrecht Employment Contract.pdf](#)

At the October 7, 2013 Assembly meeting Mayor Jensen and Assembly Member Hoag were instructed to negotiate a long term contract with Borough Manager Giesbrecht. The proposed contract had been agreed upon by both parties and reviewed and approved by Borough Attorney Jim Brennan. The term of the contract would be for 5 years with a 1 year severance package.

By unanimous Roll Call Vote, the assembly authorized Mayor Jensen to sign the contract on behalf of the borough.

14. New Business

- A. [ORD#13-018](#) Ordinance # 2013-17: An Ordinance Providing for Chapter 14.12, Entitled Sanitation, of the Municipal Code, Updating Current Language to Reflect Borough Incorporation; and Providing Incentive For Recycling. Final Reading.

The ordinance has been revised by Attorney Heideman since its second reading. In Section 14.12.210, fines for violations are to be as provided in Chapter 1.16. Proposed Ordinance #2013-22 (under new business) provides for a fine schedule for the Code.

Attachments: [Ord. 2013-17, as amended.pdf](#)

The ordinance updates Code language to reflect borough incorporation and provides for a co-mingled recycling service. The ordinance has received legal review.

By unanimous Roll Call Vote, the ordinance was approved by title only, in its first reading.

- B. [RES#13-025](#) Resolution Waiving Another Competitive Bid Process for Janitorial Services at Municipal Buildings

Attachments: [Resolution # 2013-25.pdf](#)

[Code Provisions.pdf](#)

[Weller Contract and Request for Release.pdf](#)

Weller's Janitorial Service requested that their October 8, 2013, signed contract be rescinded. The Borough's prior janitorial service, Apex Janitorial, has agreed to accept an 11 month contract in the amount of \$8,510 per month while the Borough reviews its janitorial needs.

Resolution #13-025 was approved unanimously by Roll Call Vote.

- C. [13-300](#) Authorization to Amend PND's Existing Rasmus Enge Bridge Design Contract by \$59,789

Attachments: [Geotech Design Funding Mgr Memo 10-30-13.pdf](#)

[Rasmus Enge Final Design and Const fee proposal 7-29-13.pdf](#)

The borough has continued to make necessary, on-going repairs to the bridge as funding for replacement is sought. In order to be ready for bridge replacement funding, design work has reached a point that geotechnical and survey work are

needed prior to final design being drafted. PND has proposed to perform the geotechnical investigation and report for the amount of \$59,789. Assembly Member Havrilek again encouraged the borough to replace the bridge for pedestrian traffic only. He believed the cost for total bridge replacement, along with funding for other on-going maintenance projects, will place too large a burden on borough finances. During discussion it was noted that a vehicle bridge is needed to provide for emergency vehicle access.

By unanimous Roll Call Vote, the professional services agreement with PND Engineer's was approved to be amended to provide up to \$59,789 for the geotechnical investigation.

15. Communications

None.

16. Assembly Discussion Items

A. 13-346 Farewell

Assembly Member Flint expressed her appreciation to the community, assembly and borough employees for allowing her to serve on the assembly. She informed of the achievements that she believed the community has made in the recent past and encouraged everyone to work together for the betterment of Petersburg.

B. 13-347 Skate Park

Assembly Member Wohlhueter asked that consideration be given to providing a temporary indoor skate park at the vacated fire hall building attached to the municipal building. The current outdoor facility at the ball fields is in disrepair and is not usable in bad weather. During discussion it was noted that the old fire hall facility is being used by the school district for alternative education needs. Consensus of the assembly was to obtain a report from the parks and recreation director on the feasibility of using the indoor area and relocating existing equipment.

C. [13-002](#) Recognitions

This agenda item is reserved to acknowledge individuals, groups, departments, agencies or anyone for their contributions toward the betterment of the Petersburg community.

Thank yous were expressed to: 1) Retiring Assembly Member Flint; 2) School Superintendent Thomason and Police Chief Swihart for their professional and delicate handling of a felony occurrence at the school; 3) participants in the annual Art Share event; and 4) Petersburg Mental Health for the senior Halloween party.

17. Adjourn

The meeting adjourned at 12:42 p.m.

Approved: _____

Kathy O'Rear, Clerk
