



## Meeting Minutes Borough Assembly

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Monday, October 21, 2013

7:00 PM

Assembly Chambers

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### 1. Call To Order/Roll Call

*Mayor Jensen called the meeting to order at 7:03 p.m. The meeting was called to order late due to electronic equipment problems.*

**Present:** 4 - Mayor Mark Jensen, Assembly Member John Havrilek, Assembly Member Nancy Strand and Assembly Member Kurt Wohlhueter

**Excused:** 1 - Vice Mayor Sue Flint

**By Phone:** 2 - Assembly Member John Hoag and Assembly Member Cindi Lagoudakis

### 2. Voluntary Pledge

*The Pledge was recited.*

### 3. Approval of Minutes

A. [13-279](#) Regular Meeting Minutes of October 7, 2013

**Attachments:** [10-07-2013 Minutes.pdf](#)

The minutes were unanimously approved, as submitted.

### 4. Amendment and Approval of Meeting Agenda

The meeting agenda was approved, as presented.

### 5. Public Hearings and Bid Awards

A. [13-291](#) Public Hearing on 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.

*No public comments were received.*

B. [13-287](#) Public Hearing on Proposed Recycling Program

**Attachments:** [Recycling Report.pdf](#)

*Public Works Director Hagerman provided a Power Point presentation on the proposed new co-mingle recycling program. The presentation consisted of findings*

*from a trial program conducted earlier in the year and the expectant environmental and fiscal benefits of the new program to the community.*

**There were no public comments to the program. However, the assembly made several inquiries. The program will move forward with development of an ordinance.**

**C. [13-277](#) Bid Award for Float-Mounted Lighting Standards - South Harbor**

**Attachments:**     [Bid Award Recommendation.pdf](#)

*Two bids were received for 35 float-mounted metal light standards at South Harbor. The electric department had recommended that low bidder O.W. Enterprises be awarded the contract.*

**By unanimous Roll Call Vote, the assembly accepted the department's recommendation and awarded the bid of O.W. Enterprises in the amount of \$15,988.35**

**6. Visitors' Views Related to Agenda**

*No comments.*

**7. Visitors' Views Unrelated to Agenda**

*Rosalie Grant from Alaska Department of Fish & Game, Division of Subsistence, informed of on-going historical data collection regarding the Stikine River, principally the environmental changes and conditions that affect Stikine Chinook.*

**Anyone with historical information regarding the Stikine, from Telegraph to Petersburg and Wrangell were asked to contact her office.**

**A. [13-270](#) Forest Service District Ranger Jason Anderson**

*District Ranger Anderson provided information on the Wrangell & Petersburg Districts' integrated pest management plan in regard to invasive plant management. The assembly was interested in hearing about the federal guidelines for use of herbicides on public lands. They wanted to compare the fed guidelines to the State's new guidelines for use of pesticides and herbicides. Although the Forest Service uses a lengthy public process to establish its management plans, it does not use a public process for each and every individual use of herbicides when the use meets the management plan's requirements.*

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

*No reports.*

**9. Consent Agenda**

*No items.*

**10. Report of Other Officers**

*No reports.*

**11. Mayor's Report**

- A. [13-288](#) 10-21-2013 Mayor's Report

**Attachments:** [Report for 10-21-2013.pdf](#)

*Mayor Jensen's report included: 1) call for letters of interest to fill two vacancies in borough government - an upcoming seat on the assembly and an existing library board vacancy. He informed it was his intent to address the appointments at the second meeting in November. 2) the November 18 meeting was rescheduled to Monday, November 25 as several assembly members were attending the Alaska Municipal League conference; 3) he reminded the assembly will conduct a non-compliance hearing for a dangerous building at the December 2 meeting. (There were two structures to be addressed, but one had recently been demolished); and 4) he reminded of the joint work session with the Hospital Board on December 5.*

**12. Manager's Report**

- A. [13-286](#) Manager's Report

**Attachments:** [managers report001](#)

*In absence of the Manager, Clerk O'Rear read the manager's written report.*

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

**13. Unfinished Business**

Ordinances for Third and Final Reading

- A. [ORD#13-014](#) Ordinance # 2013-14: An Ordinance Providing for Chapter 4.36 of the Municipal Code and Updating Current Language to Reflect Borough Incorporation

**Attachments:** [Ord. 2013-14.pdf](#)

**By unanimous Roll Call Vote, Ordinance #2013-14 was approved in final reading, by title only.**

- B. [ORD#13-015](#) Ordinance # 2013-15: An Ordinance Providing for Title 6 of the Municipal Code and Updating Current Language to Reflect Borough Incorporation

**Attachments:** [Ord. 2013-15.pdf](#)

**By unanimous Roll Call Vote, Ordinance # 2013-15 was approved in final reading, by title only.**

Ordinances for Second Reading

- C. [ORD#13-016](#) 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](#)

**By unanimous Roll Call Vote, Ordinance #2013-16 was approved in second reading, by title only.**

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

*No new information.*

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

*No new information.*

- F. [13-282](#) Review of Parks and Recreation Advisory Board

**Attachments:** [Parks and Rec Eval Form.pdf](#)

[Parks and Rec Minutes.pdf](#)

*The assembly reviewed the merits of retaining the board for borough government purposes as required in Borough Chapter Section 19.08. The Parks & Recreation Director had provided the standard evaluation information and board minutes back to January, 2012. Donna Marsh, current Parks and Recreation Board Member, voiced support that the board be retained as an elected board.*

**By a Roll Call Vote of 4-2 (members Hoag and Havrilek opposed) the assembly determined to retain the advisory board as an elected five member board.**

- G. [13-283](#) Review of Public Safety Advisory Board

**Attachments:** [Evaluation Form.pdf](#)

[PS Minutes.pdf](#)

[City Code 3.36.pdf](#)

*The assembly reviewed the merits of retaining the board for borough government purposes as required in Borough Charter Section 19.08. Pubic Safety Department Heads had provided the standard evaluation information and board minutes back to March 2013. Long time Board Chairman Sid Bacom did not voice support for or against retaining the board, but provided information on what the board has worked on in the past.*

**By a Roll Call Vote of 5-1 (member Hoag opposed) the assembly determined to retain the advisory board as an elected five member board.**

## 14. New Business

- A. [RES#13-024](#) Resolution # 2013:24: A Resolution Giving Preliminary Approval to Offer Borough Land at Public Auction (Lots 2,3,4 & 5, Block 263)

**Attachments:** [Res. 2013-24.pdf](#)  
[Land Sale Support Documentation with Map and Application.pdf](#)

*The resolution authorized the sale of four lots on the undeveloped portion of Valkyrie Street by public auction and set the minimum bid requirement for each lot at \$6,000.*

**Resolution #2013-24 was unanimously approved by Roll Call Vote. The resolution set the auction date as December 16, 2013.**

- B.**     [13-290](#)           Consideration of New Professional Services Contract with Lobbyist Ray Matiashowski & Associates

**Attachments:**     [Lobbying Contract.pdf](#)

*The proposed new contract provided for a \$6,000 annual increase in state lobbying services.*

**The contract was approved by a unanimous Roll Call Vote.**

**15.     Communications**

*None.*

**16.     Assembly Discussion Items**

- [13-002](#)           Recognitions

*None.*

**17.     Adjourn**

**The meeting adjourned at 8:58 p.m.**

Date Approved: \_\_\_\_\_

\_\_\_\_\_  
Kathy O'Rear, Clerk