



Petersburg Borough

12 South Nordic Drive
Petersburg AK, 99833

Meeting Agenda - Final Borough Assembly

Monday, October 7, 2013

12:00 PM

Assembly Chambers

1. **Call To Order/Roll Call**

2. **Voluntary Pledge**

3. **Approval of Minutes**

A. Approval of September 27, 2013 Regular Meeting Minutes

Attachments: [09-27-2013 Minutes.pdf](#)

4. **Amendment and Approval of Meeting Agenda**

5. **Public Hearings and Bid Awards**

A. Public Hearing on Ordinance # 2013-14: Banking, Investment and Collateralization Policies (short title)

B. Public Hearing on Ordinance # 2013-15: Business Taxes, Licenses and Regulations (including Alcoholic Beverages and Itinerant Merchants)

C. Award of Two Year Janitorial Contract

Attachments: [Janitorial Bid Award Request.pdf](#)

Two bids were received for a two year contract to provide janitorial services at numerous borough facilities. The Clerk's Office is recommending the contract be awarded to Weller's Janitorial Service at an annual cost of \$87,636.

D. Rasmus Enge Bridge Wood Materials Bid Award

Attachments: [Ras Enge Wood Materials Bid Award Recommendation Memo 10-02-13.docx](#)
[Rasmus Enge Bid Tab 10-01-13.pdf](#)

Four bids were received in response to the Borough's timber materials bid solicitation. The Public Works Department is recommending the low bid from The Mill, Inc. in the amount not to exceed \$68,770 be awarded.

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

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

8. Board, Commission and Committee Reports**A.** Forest Service District Ranger Jason Anderson

Mr. Anderson has been asked to provide the Assembly with information on the Forest Service's policies on use of herbicides and pesticides. If Mr. Anderson is unable to attend this meeting, he will try to make the next meeting.

9. Consent Agenda**10. Report of Other Officers****A.** Public Works Director: Recycling Report and request for Assembly consensus to proceed with local recycling recommendations.

Attachments: [Petersburg Recycling Report FINAL](#)
[Borough Manager Memo - Recycling Report and Implementation schedule](#)

11. Mayor's Report**A.** 10-07-2013 Mayor's Report

Attachments: [Mayor's Report.pdf](#)

12. Manager's Report**A.** Manager's Report

Attachments: [Manager report 10072013.pdf](#)

13. Unfinished Business

Ordinances for Third and Final Reading

A. Ordinance # 2013-13: An Ordinance Providing for Title 1 of the Municipal Code, and Updating Current Language to Reflect Borough Incorporation, as amended by attorney for final read

Attachments: [Ord. 2013-13, final read.pdf](#)

Title 1 of the Code provides general provisions regarding ordinance and resolution preparation and procedure as well as provides a general penalty and interest for violations of the Code. The ordinance has been amended since its second reading to provide clearer definitions and clarity as voiced by Assembly Member Lagoudakis at the second reading of the ordinance on September 3.

Ordinances for Second Reading

- B.** 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](#)

- C.** Ordinance # 2013-15: An Ordinance Providing for Title 6 of the Municipal Code and Updating Current Language to Reflect Borough Incorporation

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

Section 6.04.050 of the ordinance has been rewritten since its first reading to assure the long standing business hours for alcoholic beverage sales were not changed. The original proposed section contained in the first read version of the ordinance inadvertently changed allowable business hours.

- D.** Juneau Appeal of Petersburg Borough Boundaries

We are still awaiting a court ruling.

- E.** Redistricting

No new information.

- F.** Review of Harbors and Port Advisory Board

Attachments: [Harbor Eval Form.pdf](#)

[Recent Past Minutes of Harbor Board.pdf](#)

Pursuant to Borough Charter Section 19.08, the Assembly will review the merits of retaining the board for borough government purposes. The Harbormaster has provided the standard evaluation information and board minutes from the first of the year to aid the assembly in their review.

14. New Business

- A.** 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. First Reading.

Attachments: [Ord. 2013-16.pdf](#)

The ordinance updates Code language to reflect Borough Incorporation and also assures that numerous processes are done timely to meet annual budget deadlines.

- B.** Resolution # 2013-22: A Resolution Amending the Established Public Notice Posting Areas for Borough Business - Adding Papke's Landing Dock Approach Area

Attachments: [Res 2013-22 Papke's Posting.pdf](#)

[Staff Memo on Posting.pdf](#)

[DNR Letter of Non Objection and DOT Consent.pdf](#)

Written authorization from the DNR has been received to erect and maintain a posting sign at the dock area of Papke's Landing. The resolution, if approved, will give authorization for staff to construct, erect and maintain the posting board. The public is advised that this posting board will not always carry timely postings due to its location. Posting will be made in conjunction with other work that the borough may be performing in the area. Resolution #2013-22 also provides for the Assembly to have the board removed if it is vandalized or becomes an attractive nuisance. The estimated cost to construct and install the posting board is \$750, with an annual maintenance and posting expense of approximately \$1,000.

- C.** Resolution # 2013-23: A Resolution Requesting the Governor and Legislature to Provide Significant Funding Increases to Repair, Replace and Maintain Transportation Modes Throughout the State

Attachments: [Res 2013-23 Requesting Funding Increases for Transportation.pdf](#)

The resolution supports the call from the Alaska Municipal League for all municipalities to contact the governor and legislature and request they provide more funding for transportation. The resolution also expresses that funding of the Alaska Marine Highway System to maintain and improve its essential core service levels in Southeast Alaska is a concern to Petersburg.

- D.** Approval of Proposed Budget Calendar for FY 14/15 Budget Process

Attachments: [2014-2015 Budget Calendar.pdf](#)

To provide opportunity for all interested parties to participate in the annual budget formation process, and to assure budget prep stays on schedule, the Finance Director has submitted a proposed budget schedule.

15. Communications

16. Assembly Discussion Items

17. Executive Session

- A.** Borough Manager Performance Evaluation

Mayor Jensen and Assembly Member Lagoudakis, per procedure established in December, 2011, have met with Manager Giesbrecht and have compiled a draft final performance evaluation. Use of Executive Session encourages full and candid discussion of the manager's job performance and preserves the manager's individual rights. The final evaluation, as approved by the Assembly, becomes a public record and part of the manager's personnel file. Any changes to the employment terms will be conducted in public session.

18. Adjourn