



# Petersburg Borough

12 South Nordic Drive  
Petersburg, AK 99833

## Meeting Agenda Borough Assembly Regular Meeting

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Monday, May 06, 2024

12:00 PM

Assembly Chambers

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You are invited to a Zoom webinar.  
When: May 6, 2024 12:00 PM Alaska  
Topic: May 6, 2024 Borough Assembly Meeting

Please click the link below to join the webinar:

[https://petersburgak.gov.zoom.us/j/83631529521?pwd=6maDpnnUe39c0sqclxRzC4g89x839w.fQu\\_LZeNM\\_7JgTs-Passcode:975204](https://petersburgak.gov.zoom.us/j/83631529521?pwd=6maDpnnUe39c0sqclxRzC4g89x839w.fQu_LZeNM_7JgTs-Passcode:975204)

Or Telephone:  
(720) 707-2699 or (253) 215-8782  
Webinar ID: 836 3152 9521  
Passcode: 975204

1. **Call To Order/Roll Call**
2. **Voluntary Pledge of Allegiance**
3. **2023 State of Alaska's Ken Akerley Fire Service Leadership Award**

State Fire Marshal Lloyd Nakano will present the 2023 Ken Akerley Fire Service Leadership Award to one of Petersburg's dedicated Volunteer Fire Fighters.

4. **Approval of Minutes**
  - A. **April 15, 2024 Assembly Meeting Minutes**
5. **Amendment and Approval of Meeting Agenda**
6. **Public Hearings**
  - A. **Public Hearing for Ordinance #2024-06: An Ordinance Amending the Official Zoning Map for Service Area 1 of the Petersburg Borough to Rezone Lots 3, 4, 5, and 6, Block 66, US Survey 1252 from Single-Family Residential (SF) to Public Use (P-1)**

Any public testimony regarding Ordinance #2024-06 should be given during this public hearing. A copy of Ordinance #2024-06 may be found under agenda item 15A.

**7. Bid Awards**

**8. Persons to be Heard Related to Agenda**

*Persons wishing to share their views on any item on today's agenda may do so at this time.*

**9. Persons to be Heard Unrelated to Agenda**

*Persons with views on subjects not on today's agenda may share those views at this time.*

**10. Boards, Commission and Committee Reports**

**A. Borough Safety Committee Report**

Borough Safety Committee Chair Holmgrain has provided a written report to the Assembly.

**11. Consent Agenda**

**12. Report of Other Officers**

**A. Petersburg Medical Center Update**

PMC CEO Hofstetter will update the Assembly on Medical Center activities.

**B. U.S. Forest Service Update**

Petersburg District Ranger Born will update the Assembly on Forest Service activities.

**13. Mayor's Report**

**A. May 6, 2024 Mayor's Report**

**14. Manager's Report**

**A. May 6, 2024 Manager's Report**

**15. Unfinished Business**

**A. Ordinance #2024-06: An Ordinance Amending the Official Zoning Map for Service Area 1 of the Petersburg Borough to Rezone Lots 3, 4, 5 and 6, Block 66, US Survey 1252 from Single-Family Residential (SF) to Public Use (P-1)**

If approved in three readings, Ordinance #2024-06 will rezone Lots 3, 4, 5 and 6, Block 66, Survey 1252, from Single Family Residential to Public Use at the request of the Petersburg Children's Center, who currently leases the property, for future development of childcare and learning facilities. The Assembly unanimously approved Ordinance #2024-06 in its first reading.

**16. New Business**

**A. Ordinance #2024-07: An Ordinance Amending Section 4.33.030 of Chapter 4.33, *Transient Room Tax*, of the Petersburg Municipal Code, to Increase the Transient Room Tax Rate from Four Percent (4%) to Seven Percent (7%), and**

## **Directing that the Amendment be Submitted to the Qualified Voters of the Borough for Ratification**

If approved by the Assembly in three readings, Ordinance #2024-07 will bring a proposition before Borough voters at the October, 2024 municipal election to increase the Transient Room Tax from 4% to 7%. Transient Room Tax is levied on rental of rooms at hotels, motels, or other lodging, for fewer than 30 days. It is estimated that increasing the Transient Room Tax to 7% will generate approximately \$53,000 in additional funds to support Borough infrastructure and expenses related to tourism in Petersburg.

### **B. Ordinance #2024-08: An Ordinance Amending Section 4.33.060 of the Petersburg Municipal Code to Clarify the Permitted Uses of Proceeds of the Borough Transient Room Tax**

Ordinance #2024-08, if adopted in three readings, will further clarify visitor-related uses for the proceeds of the Transient Room Tax.

### **C. Ordinance #2024-09: An Ordinance of the Petersburg Borough Adopting the Budget for Fiscal Year July 1, 2024 through June 30, 2025**

The Assembly will consider Ordinance #2024-09, which will set the Borough budget for FY 2025, in its first reading.

### **D. Department Head Reorganization**

Assistant Utility Director recruitment has proven to be unsuccessful. Manager Giesbrecht is suggesting to reorganize departments back to the organization in place prior to creation of the Utility Director position, which was as follows: 1) Petersburg Power & Light Director, 2) Public Works Director in charge of Public Works, Maintenance, Motor Pool, Water, Wastewater and Sanitation; and 3) Assistant Public Works Director to work under the supervision of the Public Works Director. Manager Giesbrecht's memo, attached in this packet, requests approval to move the Water & Wastewater Departments to be under the direction of the Public Works Director, post an Assistant Public Works Director position in-house this summer, and recruit for an Assistant Power & Light Director beginning in 2025. This position would become the Power & Light Director upon Director Hagerman's retirement in 2026.

### **E. New Hospital Project Mud Dump Fees**

Public Works Director Cotta and PMC CEO Hofstetter request Assembly support to waive all mud dump fees for the new hospital project. Memos from Public Works Director Cotta and PMC CEO Hofstetter are included in this packet.

## **17. Communications**

### **A. Correspondence Received Since April 11, 2024**

## **18. Assembly Discussion Items**

### **A. Assembly Member Comments**

## **B. Recognitions**

### **19. Adjourn**