



# Petersburg Borough

12 South Nordic Drive  
Petersburg, AK 99833

## Meeting Minutes Borough Assembly Regular Meeting

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Monday, April 21, 2025

6:00 PM

Assembly Chambers

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### 1. Call To Order/Roll Call

Mayor Jensen called the meeting to order at 6:00 pm.

#### PRESENT

Mayor Mark Jensen  
Vice Mayor Donna Marsh  
Assembly Member Bob Lynn  
Assembly Member Scott Newman  
Assembly Member Rob Schwartz  
Assembly Member Jeigh Stanton Gregor

#### EXCUSED

Assembly Member James Valentine

### 2. Voluntary Pledge of Allegiance

The Pledge was recited.

### 3. Approval of Minutes

#### A. April 7, 2025 Board of Equalization Hearing and Regular Assembly Meeting Minutes

The minutes were approved as submitted.

Motion made by Vice Mayor Marsh, Seconded by Assembly Member Newman.  
Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

### 4. Amendment and Approval of Meeting Agenda

The agenda was approved as submitted.

Motion made by Assembly Member Stanton Gregor, Seconded by Assembly Member Lynn.

Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

## **5. Public Hearings**

### **A. Public Hearing for Ordinance #2025-03: An Ordinance Adjusting the FY 2025 Budget for Known Changes**

No views were shared.

### **B. Public Hearing for Ordinance #2025-04: An Ordinance Amending Chapter 19, Zoning, of the Petersburg Municipal Code to Establish Overlay Zones within Municipal Zoning Regulations, and to Create a Marine Industrial Overlay Zone**

No views were shared.

## **6. Bid Awards**

There were no bid awards.

## **7. 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.*

Greg Johnson, representing himself, spoke about his application to purchase properties on Augusta Street.

Sarah Holmgrain, representing herself and Nordic Real Estate, spoke about her application to lease the property at 1107 S Nordic Drive.

## **8. Persons to be Heard Unrelated to Agenda**

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

Heather O'Neil, representing herself, spoke about the assessment of her property, parcel 01-010-758. Ms. O'Neil asked that the Assembly reconsider the assessment by the appraiser and change it back to the 2023 values.

Tom Abbott, representing himself and KFSK, thanked Clerk Thompson for all of her work through the years, running elections, working at the basketball games and navigating everything with humor and grace.

## **9. Boards, Commission and Committee Reports**

There were no reports.

## **10. Consent Agenda**

### **A. Birchell Properties LLC Lease #2**

The Assembly unanimously approved the renewal of Birchell Properties Lease #2 through May 15, 2030, at an annual rate of \$6,810.00.

Motion made by Assembly Member Lynn, Seconded by Assembly Member Stanton Gregor.

Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

## **11. Report of Other Officers**

No reports were provided.

## **12. Mayor's Report**

### **A. April 21, 2025 Mayor's Report**

Mayor Jensen read his report into the record and thanked Clerk Thompson for her many years of service as the Borough Clerk.

## **13. Manager's Report**

### **A. Manager's Report 4.21.2025**

Manager Giesbrecht read his report into the record, a copy of which is attached and made a permanent part of these minutes.

## **14. Unfinished Business**

### **A. Ordinance #2025-03: An Ordinance Adjusting the FY 2025 Budget for Known Changes - Second Reading**

The Assembly unanimously approved Ordinance #2025-03 to designate 50% of the of the previous year's annual General Fund surplus into the Property Development Fund for the purpose of financing major capital maintenance and repairs. This ordinance will transfer \$292,314 from the General Fund to the Property Development Fund.

**Second Reading:** A motion to amend Ordinance #2025-03 to add a revenue and expense line item for \$3,557,800 into Fund 762 - Public School Projects to the FY25 Borough supplemental budget was unanimously approved.

Motion made by Vice Mayor Marsh, Seconded by Assembly Member Lynn.  
Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

Ordinance #2025-03 was approved as amended in its second reading by unanimous roll call vote.

Motion made by Vice Mayor Marsh, Seconded by Assembly Member Stanton Gregor.  
Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Lynn.

### **B. Ordinance #2025-04: An Ordinance Amending Chapter 19, Zoning, of the Petersburg Municipal Code to Establish Overlay Zones within Municipal Zoning Regulations, and to Create a Marine Industrial Overlay Zone - Second Reading**

A motion was made to amend Ordinance #2025-04, to change the size of the caretaker quarters from 800 square feet to 400 square feet. Motion failed due to lack of a second.

Ordinance #2025-04, amending Chapter 19, Zoning, of the Petersburg Municipal Code to establish overlay zones within Municipal Zoning Regulations, and to create a Marine Industrial Overlay Zone, was unanimously approved in its second reading.

Motion made by Assembly Member Newman, Seconded by Vice Mayor Marsh.  
Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

## **15. New Business**

- A. Resolution #2025-08. A Resolution Approving The Real Property Improvement And Conveyance Of Borough Owned Land, Described As Lots 1, 2, 3, 4, 5 And 6, Block 304, and Lots 16, 17, 18, 19 and 20, Block 305, Airport Addition Subdivision, According To Plat 77-2 Recorded on March 1, 1977, Six (6) of Which will be Conveyed to the Tlingit Haida Regional Housing Authority (THRHA) And Five (5) Of Which Will Stay In Borough Ownership, For The Purpose of Expanding the Airport Subdivision; and Authorizing the Borough Manager to Sign Conveyance Documents**

The Assembly unanimously approved Resolution #2025-08.

Motion made by Assembly Member Lynn, Seconded by Assembly Member Schwartz.  
Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

- B. Resolution #2025-03 (Amended) A Resolution Authorizing Temporary Lease of Borough Owned Tidelands at the Scow Bay Turnaround to Andrew Rutherford**

Resolution #2025-03 (Amended) authorizing temporary prorated lease of borough owned tidelands at the Scow Bay turnaround to Andrew Rutherford, was unanimously approved.

Motion made by Assembly Member Newman, Seconded by Vice Mayor Marsh.  
Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

- C. Fuel Adjustment Charge Request - 2025**

The fuel adjustment charge for the billing period between May 27 and June 27, 2025, which includes the annual SEAPA maintenance shutdown period, was unanimously approved for 2025.

Motion made by Vice Mayor Marsh, Seconded by Assembly Member Lynn.  
Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

- D. Nordic Real Estate Lease Application**

The Assembly unanimously approved the lease application for Lot 4A, Skylark II Subdivision Plat 90-14, Parcel ID #01-010-737, be processed by direct lease to Nordic Real Estate LLC.

Motion made by Assembly Member Stanton Gregor, Seconded by Vice Mayor Marsh.  
Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor

#### **E. Greg and Heidi Johnson Land Purchase Application**

Greg and Heidi Johnson submitted an application to purchase Borough owned lots 6-10, Block 255, Northeast Subdivision and Lots 2-5 Scenic View Subdivision (unrecorded). The Johnson's request that all nine lots are offered for sale as a block and understand lots 2-5 will need to go through the subdivision process and most likely be rezoned before they are ready for public sale.

The Planning Commission held a public hearing on March 11, 2025, regarding the Johnson's application to purchase. The motion to recommend approval of sale failed due to lack of a second.

A motion to send Greg and Heidi Johnson's land purchase application back to the Planning Commission in order for the commission to provide a recommendation to the Assembly failed due to lack of a second.

By a vote of 5-1, the Assembly approved that Manager Giesbrecht negotiate a direct sale with Greg and Heidi Johnson to purchase Borough owned lots 6-10, Block 255, Northeast Subdivision and Lots 2-5 Scenic View Subdivision (unrecorded).

Motion made by Vice Mayor Marsh, Seconded by Assembly Member Newman.  
Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz  
Voting Nay: Assembly Member Stanton Gregor

#### **F. David Mazzella - Land Purchase Application**

David Mazzella submitted an application to purchase one Borough owned lot located at 1009 Augusta St, Lot 8, Block 255, Northeast Subdivision, Parcel ID #01-002-560.

No motion was made regarding David Mazzella's land purchase application.

#### **G. Letter of Interest for Parks and Recreation Advisory Board**

Mayor Jensen appointed Chrystine Lynn to serve on the Parks and Recreation Advisory Board until October 2025.

#### **H. Budget Work Session**

The Assembly set the annual budget work session for May 1, 2025 at 5:00 pm.

### **16. Communications**

#### **A. Correspondence Received Since April 3, 2025**

### **17. Assembly Discussion Items**

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

There were no assembly member comments.

#### **B. Recognitions**

Member Stanton Gregor thanked Clerk Thompson for all of her work through the years for her integrity and professionalism and wished her well in her retirement.

### **18. Adjourn**

The meeting was adjourned at 6:50 pm.

Motion made by Assembly Member Stanton Gregor, Seconded by Vice Mayor Marsh.  
Voting Yea: Mayor Jensen, Vice Mayor Marsh, Assembly Member Lynn, Assembly Member Newman, Assembly Member Schwartz, Assembly Member Stanton Gregor