



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Borough Assembly Regular Meeting

Tuesday, September 02, 2025

12:00 PM

Assembly Chambers

1. Call To Order/Roll Call

PRESENT

Mayor Mark Jensen
Vice Mayor Donna Marsh
Assembly Member Scott Newman
Assembly Member Rob Schwartz

EXCUSED

Assembly Member Bob Lynn
Assembly Member Jeigh Stanton Gregor
Assembly Member James Valentine

2. Voluntary Pledge of Allegiance

The Pledge was recited.

3. Approval of Minutes

A. Regular Assembly Meeting Minutes August 4, 2025

The minutes of the August 4, 2025 meeting were unanimously approved as submitted.

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

4. Amendment and Approval of Meeting Agenda

The agenda was approved as submitted.

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

5. Public Hearings

A. Ordinance #2025-13: An Ordinance of the Petersburg Borough Adjusting the FY 2026 Budget for Known Changes

No testimony was given.

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.

Trevor Newton with Kimley-Horn, on behalf of Tidal Network, spoke about the land on Haugen Drive near the fire department and encouraged the Assembly to approve a direct sale for a communications tower.

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.

John Havrelik, speaking for himself, expressed concerns regarding the safety of scooters operating on public streets and sidewalks. He requested that the Assembly consider implementing an ordinance modeled after Wrangell Borough's regulations for scooters and e-bikes.

9. Boards, Commission and Committee Reports

There were no reports.

10. Consent Agenda

There were no consent agenda items.

11. Report of Other Officers

A. Petersburg Medical Center

PMC CEO Hofstetter updated the Assembly on Medical Center activities.

B. US Forest Service

District Ranger Case provided an update on Forest Service activities.

C. Petersburg School District

Superintendent Taylor provided an update on School District activities.

12. Mayor's Report

A. September 2, 2025 Mayor's Report

Mayor Jensen read his report into the record.

13. Manager's Report

A. September 2, 2025 Manager's Report

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 #2025-13: An Ordinance of the Petersburg Borough Adjusting the FY 2026 Budget for Known Changes - Second Reading

If approved in three readings, Ordinance #2025-13 will make the following changes to the FY2026 Budget. The Assembly unanimously approved Ordinance #2025-13 in its first reading.

Harbor Shed Roof -This project was originally budgeted for in FY2025. The construction project was delayed due to contractor availability. Construction is now scheduled for this fall. This adjustment to the FY2026 budget allocates \$180,000 to complete the project.

Blind Slough Hydro Dam Breach Study - This proposed expense of \$59,942 is to fund a professional services contract for the completion of a Dam Break Study in FY26. A proposal has been received from McMillen, the engineering firm that designed the Blind Slough hydro upgrades and also acts as our Chief Dam Safety Engineer. A copy of the proposal is attached to the Assembly packet.

GIS Project – This project helps support the Electric, Water and Wastewater departments. Additional funding (\$15,000 to be split between the three utilities) is needed to continue a support contract with RDI, the GIS experts that assisted with the in-the-field data collection effort this summer. This additional professional support will help Borough staff to complete utility maps and provide guidance as the utilities begin to use the GIS system and expand on its functionality. The increased budget will also allow for additional training of our in-house GIS Technicians to ensure effective management of the GIS data.

By unanimous Roll Call vote, Ordinance #2025-13 was unanimously approved in its second reading.

Motion made by Assembly Member Newman, Seconded by Assembly Member Schwartz.

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

15. New Business

A. Application to Purchase Borough Owned Land - Haugen Drive

The Borough has received an application requesting to purchase approximately 10,040 square feet of the Borough-owned property located at 1200 Haugen Drive. As outlined in Petersburg Municipal Code Section 16.12.080, a public hearing on the

application was held by the Planning Commission on August 12, 2025, and the Commission has submitted a recommendation to the Assembly to sell the property. The Planning Commission report is attached for reference.

The assembly directed Borough Manager Giesbrecht to negotiate a direct sale with Central Council of the Tlingit & Haida Indian Tribes of Alaska for a parcel of Borough owned land at 1200 Haugen Drive to construct a wireless tower to provide internet service to residents.

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

B. Application to Purchase Borough Owned Land - School Reserve

The Borough has received an application requesting to purchase a portion of the Borough-owned property located at the Public School Reserve within the Dolphin Street parking lot. As outlined in Petersburg Municipal Code Section 16.12.080, a public hearing on the application was held by the Planning Commission on August 12, 2025, and the Commission has submitted a recommendation to the Assembly not to approve the sale of the property. The Planning Commission report is attached for reference.

The assembly denied the application from Grant Trask to purchase a portion of Borough owned property in the Public School Reserve.

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

C. Approval of Election Officials for the October 7, 2025 Municipal Election

Clerk Regula requested Assembly approval of the following local residents willing to perform the duties of Election Official for the Petersburg Borough Municipal Election:

Joe Bertagnoli
Eric Castro
Tim Chittenden
Martha Cummins
Angela Davis
Sally Dwyer
Sue Flint
Susan Holmes
Mara Lutomski
Tina Sakamoto
Bev Siercks
Barb Steltz
Julianne Thompson
Marina Whitacre
Cena Worhatch

The Assembly unanimously approved the election official list for the October 7, 2025 election

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

D. Canvass and Certification of Municipal Election

Clerk Regula requested that the Assembly select a date to canvass and certify the results of the October 7th municipal election, in accordance with Petersburg Borough Code section 2.36.050, which requires certification to occur within seven days of the election.

The Assembly set Friday, October 10, 2025 at noon for the canvass and certification meeting for the October 7, 2025 municipal election.

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

16. Communications

A. Correspondence Received Since August 14, 2025

17. Assembly Discussion Items

A. Assembly Member Comments

There were no comments.

B. Recognitions

Member Marsh thanked the Petersburg Police Department for their response to the school during the lockdown last week.

Emergency Services Director Hankins thanked Barry Youngberg for being a good community partner during his years of service with DOT and wished him well in retirement.

18. Adjourn

The meeting was adjourned at 12:35 p.m.

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