



**City and Borough of Wrangell
Borough Assembly Meeting
AGENDA**

**Tuesday, November 27, 2018
7:00 p.m.**

**Location: Assembly Chambers,
City Hall**

**6:00 p.m. - Work Session:
Update on Wrangell's Hazard Mitigation Plan (Scott Simmons)**

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member David Powell
- b. INVOCATION to be given by _____
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Awards, Certificates of Service, Guest Introductions.*
 - i. **Certificates of Service** for:
 - Marlene Messmer Wrangell Medical Center Board Member
 - Olinda White Wrangell Medical Center Board Member
 - Maxlyn (Maxi) Wiederspohn Wrangell Medical Center Board Member
 - Rebecca Christensen Wrangell Medical Center Board Member
 - Jennifer Bates Wrangell Medical Center Board Member

2. ROLL CALL

3. PERSONS TO BE HEARD

4. AMENDMENTS TO THE AGENDA

5. CONFLICT OF INTEREST

6. CONSENT AGENDA

Consent Agenda Items:

- a. Approval of Assembly Minutes – October 23, 2018 (Regular)

Correspondence Items:

- b. School Board Action – November 15, 2018 (*action only, minutes will follow*)
- c. School Board Minutes – None
- d. Wrangell Medical Center Minutes – October 17, 2018 (NOT APPROVED – NO WMC BOARD MEETINGS PLANNED) *THIS ITEM IS INFORMATIONAL ONLY*
- e. Citizen Correspondence from Loretto Jones
- f. Southeast Senior Services (CCS)

7. BOROUGH MANAGER'S REPORT

- a. Water Report
- b. Capital Facilities Report
- c. AML Resolutions Report

8. BOROUGH CLERK'S FILE

9. MAYOR AND ASSEMBLY BUSINESS

10. MAYOR AND ASSEMBLY APPOINTMENTS

- a. Board/Commission Appointments (*Planning & Zoning and WCVB*)
- b. Appointment to the Southeast Alaska Solid Waste Authority Board (SEASWA)

11. PUBLIC HEARING

- a. **PROPOSED ORDINANCE No. 950** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 2.16.030, WRITE-IN CANDIDATES AND WRITE-IN VOTES, SECTION 2.28.030, RULES FOR DETERMINING MARK ON BALLOTS, AND SECTION 2.28.050, CANVASS BOARD, OF THE WRANGELL MUNICIPAL CODE (*second reading*)
- b. **PROPOSED ORDINANCE No. 951** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.05.020, ORDER OF BUSINESS, OF THE WRANGELL MUNICIPAL CODE (*second reading*)

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a. **PROPOSED RESOLUTION No. 11-18-1433** OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, IN SUPPORT OF FULL FUNDING FOR THE STATE OF ALASKA HARBOR FACILITY GRANT PROGRAM IN THE FY2020 STATE CAPITAL BUDGET
- b. **PROPOSED RESOLUTION NO. 11-18-1434** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
- c. **PROPOSED RESOLUTION NO. 11-18-1435** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2019 BUDGET IN THE WATER FUND BY \$39,000 FOR CAPITAL EXPENDITURES AND AUTHORIZING ITS EXPENDITURE
- d. **PROPOSED RESOLUTION NO. 11-18-1436** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA PROVIDING FOR AUTHORIZATION OF THE LAND AND WATER CONVERSATION FUND GRANT APPLICATION FOR THE KYLE ANGERMAN PARK AND PLAYGROUND IMPROVEMENT PROJECT; AND REPEALING RESOLUTION NO. 10-18-1429
- e. Approval of Professional Services Agreement for Assessment Services for the 2019, 2020 and 2021 Tax Assessment Years with Appraisal Company of Alaska LLC in the Annual Respective Amounts of \$40,000, \$50,000 and \$45,000 (Three-Year Total \$135,000)
- f. Discussion Item: Flood & Earthquake Insurance for All CBW Facilities
- g. Approval of Professional Services Agreement with Ray Matiashowski & Associates for State Lobbying Services in the Amount of \$36,000
- h. **PROPOSED RESOLUTION NO. 11-18-1437** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE PARTICIPATION AGREEMENT BETWEEN WRANGELL MEDICAL CENTER AND THE ALASKA SUPPLEMENTAL BENEFITS SYSTEM (SBS) OF ALASKA BY BEING REMOVED FROM PARTICIPATION IN THE SBS

14. ATTORNEY'S FILE – Available for Assembly review in the Borough Clerk's office

15. EXECUTIVE SESSION

16. ADJOURNMENT

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u> Ceremonial Matters	<u>NO.</u>	1c	Date	November 27, 2018
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				

INFORMATION:

***Ceremonial Matters.** Community Presentations, Proclamations, Awards, Certificates of Service, Guest Introductions.*

i. Certificates of Service for:

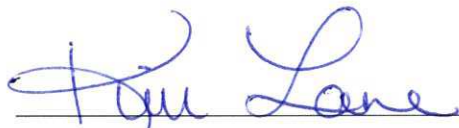
- Marlene Messmer - Wrangell Medical Center
- Olinda White – Wrangell Medical Center
- Maxlyn (Maxi) Wiederspohn – Wrangell Medical Center
- Rebecca Christensen – Wrangell Medical Center
- Jennifer Bates – Wrangell Medical Center

CERTIFICATE OF SERVICE

The City & Borough of Wrangell, Alaska
Presents this Certificate of Service to:

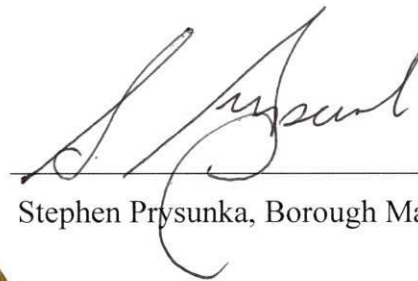
Marlene Messmer

for her service and dedication on the Wrangell Medical Center Board
August 2012 to October 2018



ATTEST: Kim Lane, MMC, Borough Clerk

Dated this 27th day of November, 2018



Stephen Prysunka, Borough Mayor



CERTIFICATE OF SERVICE

The City & Borough of Wrangell, Alaska
Presents this Certificate of Service to:


Olinda White

for her service and dedication on the Wrangell Medical Center Board
January 2016 to October 2018



ATTEST: Kim Lane, MMC, Borough Clerk

Dated this 27th day of November, 2018



Stephen Prysunka, Borough Mayor



CERTIFICATE OF SERVICE

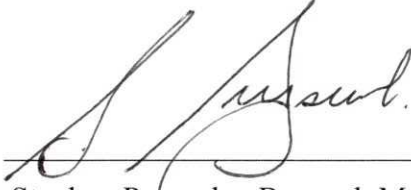
The City & Borough of Wrangell, Alaska
Presents this Certificate of Service to:

Maxlyn Wiederspohn

for her service and dedication on the Wrangell Medical Center Board
September 2015 to October 2018


ATTEST: Kim Lane, MMC, Borough Clerk

Dated this 27th day of November, 2018


Stephen Prysunka, Borough Mayor



CERTIFICATE OF SERVICE

The City & Borough of Wrangell, Alaska
Presents this Certificate of Service to:

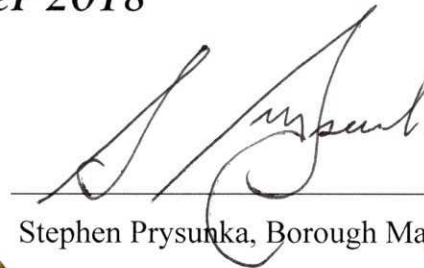
Rebecca Christensen

for her service and dedication on the Wrangell Medical Center Board
October 2017 to October 2018



ATTEST: Kim Lane, MMC, Borough Clerk

Dated this 27th day of November, 2018



Stephen Prysunka, Borough Mayor



CERTIFICATE OF SERVICE

The City & Borough of Wrangell, Alaska
Presents this Certificate of Service to:

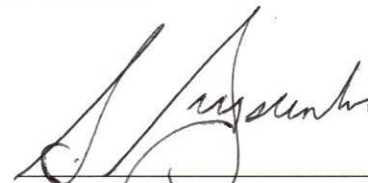
Jennifer Bates

for her service and dedication on the Wrangell Medical Center Board
October 2017 to October 2018



ATTEST: Kim Lane, MMC, Borough Clerk

Dated this 27th day of November, 2018



Stephen Prysunka, Borough Mayor



CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	6	Date	November 27, 2018
Consent Agenda				
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				

INFORMATION:

***Consent agenda.** Items listed on the consent agenda or marked with an asterisk (*) are considered routine and will be passed in one motion; provided, upon the request of any member, the manager, or the clerk, an item on the consent agenda shall be removed from the consent agenda and placed under New Business for assembly action.*

CONSENT AGENDA - RECOMMENDED ACTION:

Move to approve the Consent Agenda as submitted.

Consent Agenda Items:

- a. Approval of Assembly Minutes – October 23, 2018 (Regular)

Correspondence Items:

- b. School Board Action – November 15, 2018 (*action only, minutes will follow*)
- c. School Board Minutes –
- d. Wrangell Medical Center Minutes – October 17, 2018 (NOT APPROVED – NO WMC BOARD MEETINGS PLANNED) *THIS ITEM IS INFORMATIONAL ONLY*
- e. Citizen Correspondence from Loretto Jones
- f. Southeast Senior Services (CCS)

**Minutes of Regular Assembly Meeting
Held on October 23, 2018**

Mayor Stephen Prysunka called the Regular Assembly meeting to order at 7:00 p.m., October 23, 2018, in the Borough Assembly Chambers. Assembly Members Decker, DeLong, and Gilbert were present. Assembly Member Powell was absent. Borough Manager Von Bargaen participated by phone and Borough Clerk Kim Lane was in attendance.

The Pledge of Allegiance was led by Assembly Member Patty Gilbert.

CEREMONIAL MATTERS

A Proclamation for Extra Mile Day (November 1, 2018) was presented by Mayor Prysunka.

Certificates of Service were presented for:

- Rolland Howell – Borough Assembly
- Duke Mitchell – Planning & Zoning Commission
- Charles Haubrich – Planning & Zoning Commission
- Alice Rooney – Parks & Recreation Board
- Bob Lippert – Parks & Recreation Board
- Heidi Armstrong – Wrangell Convention & Visitors Bureaus
- Mark Mitchell – Economic Development Committee

PERSONS TO BE HEARD

Don McConachie, resident stated that regarding the hire of an assembly member as a City employee, he thought that it was very unrealistic to do something to benefit yourself; not a benefit to the City; circumvented the code; McConachie also stated that he was in opposition to removing the Invocation from the Agenda.

Nettie Covalt, resident, spoke in opposition to removing the Invocation from the Agenda (Item 13g.)

Rudy Briskar, resident, spoke in opposition to removing the Invocation from the Agenda (Item 13g.)

Clay Hammer, resident, spoke in opposition to removing the Invocation from the Agenda (Item 13g.)

Heidi Armstrong, resident spoke a letter from Steve Murphy that appeared to be in opposition of Agenda Item 13g.

Mark Armstrong, resident, spoke in opposition to removing the Invocation from the Agenda (Item 13g.)

Jim Leslie, resident, wanted to point out that no matter what the Supreme Court handed down, that does not preclude anyone from praying privately.

Prysunka explained to the listening public that if the Ordinance (Item 13g) passed this evening, it would go to a Second Reading with a Public Hearing on November 27, 2018; that would give the public an opportunity to come in again and speak to it.

AMENDMENTS TO THE AGENDA

M/S: DeLong/Gilbert to remove Item 13b, by the request of the Borough Manager.

Manager Von Bargaen reported that the reason why this item was being removed was because the Assembly does not need to take action on this item; the document was going to request that SEARHC

had an additional 30 days beyond the effective date of the Asset Purchase Agreement to object to Title; SEARHC provided us with documentation, stating that they no longer need that additional time.

Motion approved unanimously by polled vote.

M/S: Gilbert/DeLong to move Item 7c (Quarterly Permanent Fund Report) up in the Agenda to be before the Consent Agenda. Motion approved unanimously by Polled Vote.

CONFLICT OF INTEREST – None.

Item 7a: Quarterly Permanent Fund Report, Tom Konop, Morgan Stanley Advisor provided a verbal report to the Assembly on the Permanent Fund. In addition to the report, Mr. Konop stated that Morgan Stanley is exiting a large portion of the Government Entity business. Mr. Konop provided some insight into some options for the Borough.

Recessed at 7:55 p.m.

Reconvened at 8:05 p.m.

CONSENT AGENDA

Consent Agenda Items:

- a. Approval of Assembly Minutes – October 9, 2018 (Regular)

Correspondence Items:

- b. School Board Action – October 8, 2018 (action only, minutes will follow)
- c. School Board Minutes – None
- d. Wrangell Medical Center Minutes – September 19, 2018 (Regular)
- e. Federal Lobbyist Quarterly Report

Correspondence Items:

M/S: Gilbert/DeLong to approve the Consent Agenda as submitted. Motion approved unanimously by polled vote.

BOROUGH MANAGER'S REPORT

Manager Von Bargaen's Report was provided along with the additional reports:

- Water Report (Including Upper Reservoir Geo-Tech Analysis – Attached Last)
- Public Works/Capital Report

Von Bargaen also stated that she was actively working on the Attorney RFP and would send that out to the Assembly for viewing in the next few days.

Von Bargaen also stated that there would be a Table Top drill on November 2nd that would include the Principal, Staff, and the Police Department.

Von Bargaen stated that because our water reservoir levels are low, we are asking the community to start conserving water; asked the Assembly if we could hold a Work Session on November 5th, 2018.

Prysunka stated that the issue is compounded; having generator issues as well; Swan reservoir is low as well; Ketchikan is on generators right now; taking our que's from SEAPA.

In response to Prysunka, Amber Al-Haddad, Public Works Director/Capital Facilities Director stated that she had the water quality testing report for the Spur Road Fill Site and would get that to the Assembly.

BOROUGH CLERK'S FILE

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

Decker reported that she had been asked from a community member if only Seiner's could apply; looks like Gillnetter's are also eligible to apply.

Decker reported that she was in Petersburg for a meeting about Sea Otters; new group meeting to focus on efforts that could be taken now:

- Marketing
- Tanning
- Allowable use by Alaska Natives

DeLong reported that KSTK did a great job with the live music event this weekend; thanked the organizers and volunteers.

Prysunka reported that he met with Representative Ortiz; raised concerns with Petersburg making a request for a second social worker; we are the second largest community in our region; we need a social worker here; lost our social worker about 10-12 years ago when the social worker retired; is becoming a trend in our community; we lost our social worker, our community health care worker, and now our magistrate; if the police department wants to issue a search warrant, they now have to go through Petersburg to do it.

MAYOR AND ASSEMBLY APPOINTMENTS

10a City Boards and Committee Vacancy Appointments

Parks & Recreation Board – Hearing no objections, Prysunka appointed Annya Ritchie with the term expiring October 2019.

10b Appointment of an Assembly member as the SEARHC/AICS Advisory Board Liaison

Hearing no objections, Prysunka appointed Gilbert to serve as the liaison on the SEARHC/AICS Advisory Board.

PUBLIC HEARING – None.

UNFINISHED BUSINESS – None.

NEW BUSINESS

13a Approval of a Sole-Source Contract in Conformance with WMC Section 5.10.050(G) with Seattle Radiator in the Amount of \$27,702

M/S: Decker/Gilbert to Approve a Sole-Source Contract in Conformance with WMC Section 5.10.050(G) with Seattle Radiator in the Amount of \$27,702. Motion approved unanimously by polled vote.

~~**13b** Approval of Authorization for the Mayor to Enter into a Letter of Agreement with Southeast Alaska Regional Health Consortium (SEARHC) to Confirm the Deadline for Real Property Title Objections in Conjunction with the Asset Purchase Agreement with SEARHC Approved by the Assembly in Ordinance No. 948 and Approved by the Voters at the October 2, 2018 Regular Election~~

13c PROPOSED RESOLUTION NO. 10-18-1430 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA PROVIDING FOR A LIMITED WAIVER OF DISCRETIONARY IMMUNITY RELATING TO THE ENFORCEMENT OF THE ASSET PURCHASE AGREEMENT AND RELATED HOSPITAL LEASE WITH SOUTHEAST ALASKA REGIONAL HEALTH CONSORTIUM APPROVED BY THE ASSEMBLY IN ORDINANCE NO. 948 AND APPROVED BY THE VOTERS AT THE OCTOBER 2, 2018 REGULAR ELECTION

M/S Gilbert/Decker to adopt Resolution No. 10-18-1430 of the Assembly of the City and Borough of Wrangell, Alaska providing for a limited waiver of discretionary immunity relating to the enforcement of the Asset Purchase Agreement and related hospital lease with Southeast Alaska Regional Health Consortium approved by the Assembly in Ordinance No. 948 and approved by the voters at the October 2, 2018 Regular Election.

Von Bargaen stated that Gilbert has some concerns that we might be in violation of Section 1.5 of our Wrangell Municipal Charter that gives the City & Borough all the powers, rights, privileges, and immunity under law and are not expressly prohibited; Gilbert was concerned that those immunities were not waived as part of the Proposition language on the ballot; in speaking to the attorney, Von Bargaen was able to receive clarification that Section 1.5 of the Charter gives us the power to waive the powers that we have; Section 1.5 of the Charter is what enables us to waive those powers in this instance.

Von Bargaen also said that Gilbert had asked if a Resolution was the correct way to approve the limited waiver of immunity or if an Ordinance was required. In response to Gilbert, Von Bargaen stated that our attorney checked in State Statues and confirmed that the limited waiver of immunity could be approved by a Resolution.

Gilbert clarified that this Resolution would stand in place of the Certificate that was required in the Asset Purchase Agreement.

Decker stated for the public that in the discussions for the transition, that this item was something that we had wanted, so it's a good thing.

Motion approved unanimously by polled vote.

13d PROPOSED RESOLUTION NO. 10-18-1431 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA PROVIDING FOR THE TERMINATION OF EMPLOYEE BENEFIT PLANS SPONSORED BY WRANGELL MEDICAL CENTER

M/S: DeLong/Decker to adopt Resolution No. 10-18-1431 of the Assembly of the City and Borough of Wrangell, Alaska providing for the termination of employee benefit plans sponsored by Wrangell Medical Center.

Von Bargaen stated that this was a housekeeping item that we needed to do to legally end the benefit plans that are at the Wrangell Medical Center.

Decker clarified that SEARHC would transition the employees to their medical plans.

Motion approved unanimously by polled vote.

13e PROPOSED RESOLUTION NO. 10-18-1432 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 19 GENERAL FUND BUDGET BY TRANSFERRING \$41,000 FOR THE PURCHASE OF TURN-OUT GEAR FROM GENERAL FUND RESERVES TO THE FIRE DEPARTMENT TURN-OUT GEAR ACCOUNT

M/S: Gilbert/DeLong to adopt Resolution No. 10-18-1432 that amends the FY 19 General Fund Budget by transferring \$41,000 for the purchase of Turn-out Gear from General Fund Reserves to the Fire Department Turn-out gear Account.

Von Bargaen explained that the Assembly had approved the purchase of Turn-out Gear for the Fire Department in May; since the approval was so close to the end of the Fiscal Year, the ordering and receipt of the Turn-out gear was received after the Fiscal Year; was not rolled over into the FY 2019 budget; need to re-allocate the \$41,000 in the FY 2019 budget so that the invoice can be paid.

Motion approved unanimously by polled vote.

13f PROPOSED ORDINANCE No. 950 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 2.16.030, WRITE-IN CANDIDATES AND WRITE-IN VOTES, SECTION 2.28.030, RULES FOR DETERMINING MARK ON BALLOTS, AND SECTION 2.28.050, CANVASS BOARD, OF THE WRANGELL MUNICIPAL CODE

M/S: DeLong/Decker to approve Proposed Ordinance No. 950 of the Assembly of the City and Borough of Wrangell, Alaska, amending section 2.16.030, Write-in Candidates and Write-in Votes, Section 2.28.030, Rules for Determining Mark on Ballots, and Section 2.28.050, Canvass Board, of the Wrangell Municipal Code Amended by Gilbert/Second to include "and move to a Second Reading with a Public Hearing to be held on November 27, 2018".

Prysunka explained that this Ordinance would bring us into conformance with State Law regarding Write-in Candidates.

Clerk Lane stated that this Ordinance would also allow the Assembly to appoint a member of the public if there were not three members of the Assembly available to serve on the Canvass Board.

Motion approved unanimously by polled vote.

13g PROPOSED ORDINANCE No. 951 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.05.020, ORDER OF BUSINESS, OF THE WRANGELL MUNICIPAL CODE

M/S: Gilbert/Decker to approve first reading of Ordinance No. 951 and move to a Second Reading with a Public Hearing to be held on November 27, 2018.

Von Bargen stated that the Superior State of Alaska had found that the Invocation Policy for the Kenai Peninsula Borough was unconstitutional; although Wrangell does not have a policy, the invocation is set in our Code; reached out to our Attorney and they had stated that we are at risk to having this as a standing item on the Agenda; also, the Clerk has to set aside time to find people to give the invocation; sent letters out to all congregations in the community and had only received three responses; setting ourselves up since we are only contacting those three people; don't want to put the Borough at risk; just because we are looking at removing the invocation from the Agenda in our Code, that does not preclude someone coming and saying a prayer under Persons to be Heard.

Decker questioned why the Agenda is in the Ordinance; Clerk Lane stated that it was not common in other communities to have the Agenda outlined in the Code.

Gilbert stated that perhaps we could set aside a moment of silence maybe 5 minutes before each meeting; puts me in the proper mood to do this job; should be a work-around for this; perhaps a recess or Persons to be Heard.

DeLong stated that Persons to be Heard might be a good place for it since it was still at the top of the Agenda.

Motion approved unanimously by polled vote.

13h Approval of Professional Services Agreement for Jenson Yorba Lott for Design Services for the Public Safety Building Exterior Renovations in the Amount of \$23,595

M/S: Decker/DeLong to approve a Professional Services Agreement for Jenson Yorba Lott for Design Services for the Public Safety Building Exterior Renovations in the Amount of \$23,595.

Amber Al-Haddad, Public Works Director/Capital Facilities Manager explained to the Assembly, what sections of the Public Safety Building would be addressed.

Motion approved unanimously by polled vote.

13i Approval to Cancel the Regular Assembly Meeting of November 13, 2018

M/S: DeLong/Gilbert to approve canceling the Regular Assembly meeting of November 13, 2018.
Motion approved unanimously by polled vote.

13j Appointment of an Assembly Member to the Borough Assembly with the term expiring October 2019

M/S: DeLong/Gilbert to appoint Anne Morrison to the Borough Assembly with the term expiring October 2019. Motion approved unanimously by polled vote.

13k Appointment of an Assembly Member to the Borough Assembly with the term expiring October 2019

M/S: Gilbert/Decker to appoint James DeBord to the Borough Assembly with the term expiring October 2019. Motion approved unanimously by polled vote.

14 Attorney's File is available for the Assembly to view in the Clerk's Office.

15 There was no Executive Session.

Regular Assembly meeting adjourned at 9:08 p.m.

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

BOARD ACTION**WRANGELL PUBLIC SCHOOL BOARD
REGULAR MEETING (PAGE 1)
NOVEMBER 15, 2018**

FOR DETAILS, CONTACT:
DR. DEBBE LANCASTER
SUPERINTENDENT
DIRECT PHONE: 907-874-2347

- Approved the minutes of the October 8, 2018 Regular School Board Meeting
- Approved the hire of Sondra Forrester, Paraprofessional
- Approved the hire of Lorna Salchenberg, Paraprofessional
- Reviewed the resignation of Jeannette Anderson, Paraprofessional
- Appointed Georgianna Buhler as Parliamentarian
- Accepted the first reading of Board Policy 4212.62, Maintenance of Criminal Records
- Accepted the first reading of Board Policy 6182, Alternative Courses
- Accepted the second reading of Board Policy 1410, Interagency Cooperation for Student and Staff Safety for inclusion in the policy manual
- Accepted the second reading of Board Policy 2123.1, Formative Superintendent Assessment for inclusion in the policy manual
- Accepted the second reading of Board Policy 3515, School Safety and Security
- Reviewed Board Policy 4155.1, Tax Sheltered Annuities
- Adjourned

**FOR RELEASE: 10:30 AM
NOVEMBER 20, 2018**



**WRANGELL MEDICAL CENTER
BOARD OF DIRECTORS MEETING MINUTES
October 17, 2018 - 5:30 p.m.
Location: Assembly Chambers**

NOT APPROVED / NO WMC BOARD MEETINGS PLANNED

CALL TO ORDER: Meeting was called to order at 5:30 by President Olinda White

ROLL CALL:

Present: Maxi Wiederspohn, Don McConachie, Rebecca (Lynne) Christiansen, Marlene Messmer, Olinda White
Absent: Jennifer Bates
Quorum established

AMENDMENTS TO THE AGENDA:

Motion to amend agenda to add item 10.a Hospital Auxiliary Bylaws Amendment to Action items made by Don McConachie, seconded by Maxi Wiederspohn. Motion passed unanimously.

CONFLICT OF INTEREST: None

CONSENT ITEMS:

Motion made by Don McConachie to approve consent item 5.a minutes of the regular meeting held September 19, 2018, and item 5.b statistics for September 2018, Maxi Wiederspohn seconded. Motion passed unanimously.

PERSONS TO BE HEARD: None

CORRESPONDENCE: None

REPORTS AND COMMUNICATIONS FROM WMC STAFF:

QUALITY REPORT: In addition to written report:

- Note that WMC LTC quality composite score was #1 in the state of Alaska in Dec. 2017, and #2 in June 2018.
- Considers being #1-9 in the state doing well.
- LTC staff deserves all the credit for the care they provide our residents.
- 1 of only 5 nursing homes in the state to win Quality Achievement Gold Pan award
- Only nursing home in state to win two awards, with Most Improved award.
- Had an improvement in composite score of 68%.

COMPLIANCE REPORT: None

CFO REPORT: In addition to written report:

- About \$358,000 cash in the bank, as of today.
- LTC Medicaid payment arriving next week
- Maintained accts payable to 30 days or less
- Accts receivable below budget about 5%.
- \$426,000 loss YTD
- Settling Medicaid payment issue now
-

OUR MISSION: To Enhance The Quality of Life For All We Serve!

BOARD OF DIRECTORS MEETING

October 17, 2018 - 5:30 p.m.

CFO REPORT continued ...

- Don M. – With switch to SEARHC, will line of credit with CBW stand, or will it disappear?
 - Dan N. – SEARHC did not assume that responsibility (to repay LOC). If there is money left over in accts receivable, CBW will have option to pay themselves back.
- Olinda W. – Will there be a new audit?
 - Doran H. – BDO will conduct a short-year audit Dec. 10. I expect it to go quickly and be completed just after the first of the year.
- Don M. – Why the expense of the audit if we just had one?
 - Doran H. – Important to have a clean tie-up of our final financials. BDO will be charging 40% below their normal fee. We are required to send audit with our Medicaid report.

CEO REPORT: In addition to the written report:

- Wold Architects will be back on November 5. Shared some 3-D models with staff during design and development meetings last week.
- SEARHC is assisting in advertising for our Physical Therapist position. We will be losing out PT Mindy Sherwood at the end of the month. We're receiving assistance from Petersburg Medical Center to ensure PT coverage.

MEDICAL STAFF REPORT: Dr. Prysunka

- A thank you from the medical staff to the board and admin. From the ground level, the transition is going very smoothly. Have not picked up and concerns from anyone.
- ER traffic has picked up in the past couple weeks. During this time, the nursing staff and support staff have provided excellent care. WMC staff, in general, has really stepped up.

ACTION ITEMS:

10.a – Hospital Auxiliary Bylaws Amendment

Motion to approve the request to strike references to the WMC Board, specifically Article XIV Amendments and Article XV Approval and Adoption, from the Hospital Auxiliary bylaws made by Don McConachie, seconded by Marlene Messmer.

Vote passes. Five yes votes, no objections, one absent.

DISCUSSION ITEMS: None this month

INFORMATION ITEMS:

- a. New Hospital Project Update: Special guest, SEARHC Executive VP Dan Neumeister
 - Transition ensures Wrangell will have a thriving healthcare system going forward. SEARHC appreciates the tireless hours and support from the board over the last several years.
 - Congratulations to the LTC on the quality awards.
 - New hospital design has stayed within budget and we're going to continue to provide all services currently provided by WMC.
 - Seniority tiers rarely match-up, but we're ensuring employees don't go backwards.
 - Staff can carry forward up to 80 hrs PTO, other hrs will be paid out. SEARHC is forward-funding money to WMC in order to make payouts happen.
 - While occupying current WMC facility, SEARHC will fix anything that breaks. Will soon be working to replace fire doors and smoke detectors throughout the building.
 - Anticipated move-in date on the new hospital is Dec. 2020.

OUR MISSION: To Enhance The Quality of Life For All We Serve!

BOARD OF DIRECTORS MEETING

October 17, 2018 - 5:30 p.m.

New hospital update continued ...

- Advisory Council met last night and will meet quarterly. WMC Board is automatically added to the council. Up to 22 council members, including WMC Board invitees, WMC CEO, Assembly member and SEARHC reps.
- Don M. – Last ditch effort to name Emergency after Dr. Schirmer.
 - Dan N. – There have been discussions with architects to make a legacy hall, honoring history of WMC, including former staff.

BOARD COMMENTS:

Don McConachie: It's been a pleasure to be a part of the Board. It's been great to work with everybody. It's been quite the learning experience. I look forward to being a part of the Advisory Council.

Olinda White: I appreciate being on the Board and helping WMC in any way I can – it's a part of me. There's a Flu Clinic on Friday. Last year's 50's night LTC event was a fun time, I encourage others to attend.

Robert Rang: On Oct. 26, we will have a potluck for Mindy Sherwood, along with Jane and Ernie Bliss, who are retiring. Aaron will send out the info ASAP and hope the Board can attend. I appreciate the support from the board, and the challenge that was my learning curve. The progress WMC has made was due to the support of this Board.

ADJOURN: 6:21 p.m.

Marlene Messmer

**NOT APPROVED /
NO WMC BOARD MEETINGS PLANNED**

Aaron Angerman

Date Certified:

**NOT CERTIFIED /
NO WMC BOARD MEETINGS PLANNED**

For Mayor Prysunka and Manager Lisa Von Bergen ^{6e}

College and Career Readiness

Potential Courses to be offered for a Maritime Program will provide Wrangell High School students and young adults with vocational opportunities in the maritime community. Partnerships with the City of Wrangell, State of Alaska, Wrangell School District, Wrangell Cooperative Association (WCA) IGAP, Marine Service Center and their skilled vendors, the University of Alaska Southeast (for College credits), and Alaska's Crossings will be in investment to both the community in workforce readiness, hope, and career direction.

Suggested Locations: Marine Service Center, Wrangell Institute (owned by the City of Wrangell), or Wrangell Sawmill (privately owned property), a deep water port ideal for tug and barge to recover recyclables: Metal, fiberglass.

Seasonal: Offer in the summer, when students will not be pressed to gain the 26 credits for graduation and making it back to class at high school after working on vessels. During winter holidays offer workshops: Learning knots, splicing, and rating forming part of a navigation watch, and meteorology.

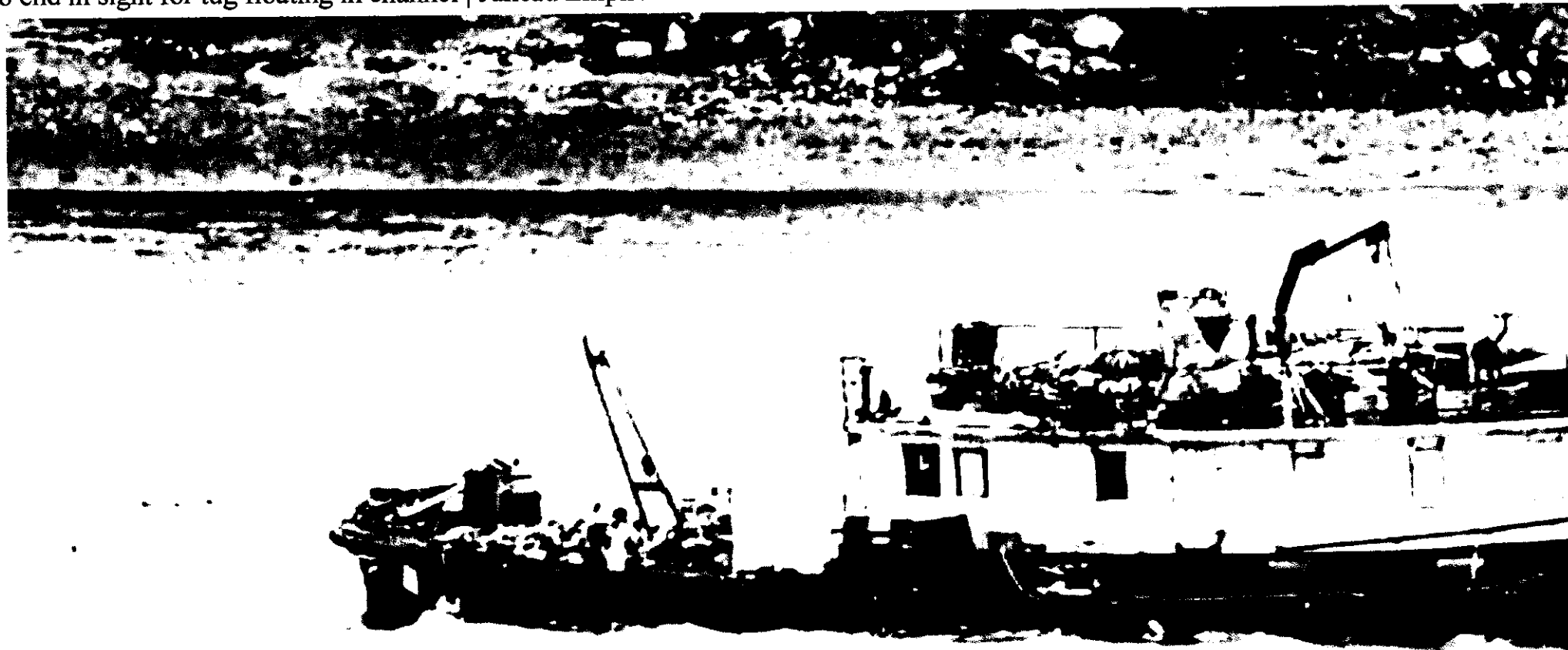
Metal and fiberglass is a growing recycle market. Charge a fee to vessel owners or other harbors with derelict/abandoned vessels.

These courses will included community support, project feasibility, and workforce readiness for the City of Wrangell, Wrangell Cooperative Association, Alaska Marine Highway, Inland Boatmen's Union (IBU), other harbors in Southeast, and the Marine Service Center as well as on-the job training partnering apprentices with journeymen.

- Advanced Welding: (3 credits) Cut up derelict/abandoned steel vessels in response to AS 30.30.090 while gaining expertise of vessel construction.
- Diesel Open Lab: (3 credits): Partnering with journey men and students will gain valuable hands-on training for youth.
- AB (Able bodied seamen and women) to work deck on Alaska Marine Highway, tugs, and fishing vessels. We will have to build an alliance with AMHS in order to have a lifeboat available for training in accordance with the USCG requirements for proficiency in Survival Craft.
- Mariner's Chandlery: Recycle all salvageable parts that can be sold at a reduced rate. Parts can be engines, parts, gillnet rollers, trolling gear, etc. Students can operate ship chandlery while gaining management skills, inventory, cashier, and customer service.
- Heavy Equipment: Forklift and Travel Lift, operate scrap shears attached to excavator.
- 100 ton class: (3 credits) Provide the community a 100 ton class that will help reduce insurance costs and provide students with a broad knowledge in Rules of the Road, charting, and have the Wrangell Fire Department teach a fire fighting class geared toward boat fires. Charge a fee to help pay for instructor.

Thanks,
Loretta Jones
874-2355

RECEIVED
OCT 18 2018
WRANGELL CITY HALL



The tugboat Lumberman is seen aground in Gastineau Channel on Monday, May 21, 2018. (Michael Penn | Juneau Empire File)

Watt gave an update to the Assembly members Monday, saying city staff members have gotten numerous complaints from residents about the Lumberman with the overall sentiment that “we’re watching a slow train wreck in motion,” Watt said. U.S. Coast Guard responders boarded the boat this summer and got rid of all fuel on board, eliminating the risk of an oil spill, Watt said.

“It’s essentially an eyesore and a solid waste problem that is rising and falling with the tide on state tidelands,” Watt said.

Watt said he’s talked to the CBJ’s lobbyist Kevin Jardell about being assertive with the DNR staff to try and get them to take action. Watt said there hasn’t been much progress on that front. Carpeneti said he believes DNR staff members have been communicating with the CBJ and with the Coast Guard about the boat, but that there just hasn’t been much to report.

This isn’t the first time in recent years a tugboat has gotten loose in the channel. In 2015, the 96-foot tugboat Challenger sunk in the channel. The recovery cost (which was federally funded) was estimated at well over \$1 million, according to reports at the time.



Southeast Senior Services

A Division of Catholic Community Service, Inc.

6f



Helping elders in Southeast Alaska stay healthy, safe and independent

November 1, 2018

Ms. Lisa Von Bargaen, City and Borough Manager
City and Borough of Wrangell
P O Box 531
Wrangell, AK 99929

Dear Ms. Von Bargaen:

We want to thank the City and Borough of Wrangell for its generous support of our Wrangell Senior Center. We are pleased to report the following services provided by our Wrangell Senior Center staff in the first quarter of Fiscal Year 2019:

- * 29 senior citizens received 806 home-delivered meals.
- * 67 senior citizens received 681 congregate meals.
- * 32 senior citizens received 583 rides.

Please contact me at (907)463-6154 or Marianne.mills@ccsjuneau.org if you would like additional information.

Sincerely,

Marianne Mills
Program Director

MM/acb

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	7	<u>DATE:</u>	November 27, 2018
Borough Manager's Report				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
			Expenditure Required:	
Lisa Von Bargaen, Borough Manager			\$0	
			Amount Budgeted:	
			\$0	
			Account Number(s):	
			N/A	
			Account Name(s):	
<u>Reviews/Approvals/Recommendations</u>			N/A	
_____ Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure):		
Name(s)			N/A	
_____ Attorney				
_____ Insurance				
ATTACHMENTS:				
1. Manager's Report; 2. Water Report; 3. Public Works/Capital Facilities Report				

RECOMMENDATION:

None. Report only.

SUMMARY STATEMENT:

Please see the attached Manager's Report with the following attachments:

1. Manager's Report
2. Water Report
3. Capital Project Report
4. AML Resolutions Report

MEMORANDUM

**TO: HONORABLE MAYOR AND MEMBERS OF THE ASSEMBLY
CITY AND BOROUGH OF WRANGELL**

**FROM: LISA VON BARGEN
BOROUGH MANAGER**

SUBJECT: MANAGER'S REPORT

DATE: November 27, 2018

INFORMATION:

Assembly Requests from October 9th (continued work):

Abandoned Vehicle Removal Policy Report:

A formal written report was distributed to the Assembly on October 23rd. The report recommended amending the Wrangell Municipal Code to more clearly define "danger." That draft code revision will be distributed at the meeting for Assembly review. If there are no concerns with the proposed language, the ordinance will be brought back to the Assembly for first reading at the first meeting in December.

Assembly Requests from October 23rd:

Permanent Fund Manager/Advisor Search:

The Assembly requested regular updates on the progress of the process to find a new fund manager or advisor. The Valdez Finance Director is on vacation, but has said he will have information to me upon his return.

Email Water Sample Results from Monofill off the End of Spur Road:

Capital Facilities Director, Amber Al-Haddad, provided the results, and the Clerk emailed those out to the Assembly on October 24th.

Bennett Street Construction Schedule Update:

We will have this update verbally at the meeting.

Community Development Block Grant (CDBG) Application:

The resolution authorizing the grant application for a fire truck is on this agenda for approval by the Assembly.

Hazard Mitigation Plan:

Scott Simmons with AECComm (a consulting firm) will be in town for this meeting to attend a work session with the Assembly and plan stakeholders prior to the November 27th regular meeting.

Water Reservoir Upper Dam Status:

Please see the update in the attached Water Report from the Public Works Director. He will also be at the meeting to give a verbal update at the meeting.

Shoemaker Bay:

Please see the update in the Capital Report.

Hospital Transition:

There is a resolution on the agenda for the Assembly to approve that terminates participation in the State Supplemental Benefit System (SBS) as of November 1st. SEARHC and CBW staff are finalizing the Cash at Closing amount to be transferred.

Legal Services RFP:

The RFP will be emailed out to the Assembly prior to the meeting.

Mill Property:

Administration is still awaiting a response from Ms. Buhler's real estate representative. A follow-up inquiry was made by Borough staff during the last week of October. They would like us to make a formal offer. We have advised them an offer will be contingent upon us understanding what additional "clean-up" items they will take responsibility for, and an appraisal. We will likely have an executive session on this at the first meeting in December.

Nolan Center Updates:

The Nolan Center has adopted a new Point of Sale system now allow credit card payments for movies. And, a new logo for the Nolan Center has just been adopted. See below:

**Personnel Updates:****Public Works Director:**

Rolland Howell began November 1st.

Electric Supervisor:

Rod Rhoades has been hired in this position. He will begin work during the first week of December and will work an intermittent schedule through the end of the month.

Finance Director:

This position posting ended on November 5th. There were five applicants for the position, two of whom will go through the interview process beginning on November 28th.

Facility Maintenance Specialist Lead:

Interviews were completed on October 29th. Glenn Pollow has been hired. His start date was November 13th.

Water Treatment:

Please see the update in the Capital Report.

Alaska Municipal League Conference:

Kim Lane, Carol Rushmore, and I attended as staff. Mya DeLong, Anne Morrison and Jim DeBord attended as Assembly members. The resolutions passed by AML are attached. We will have a discussion about these and if the Assembly would like to vote on them prior to future conferences. At the first meeting in December we will have a discussion about potentially investing the Borough's non-permanent fund money with the Alaska Municipal League Investment Pool (AMLIP).

Federal & State Legislative Priorities:

These goals will be ready in draft form for the Assembly to review at the first meeting in December. I am working on scheduling a work session with our State Lobbyist, Ray Matiashowski. I had the opportunity to speak with Senator Stedman while at AML. He said, either he or his staff will be in town to meet with us prior to the session starting. Representative Ortiz indicated the same thing the last time he was in town.

Goals:

A draft revision of the goals will be ready for the Assembly to review in December. A work session will be scheduled to review these.

Manager's Evaluation:

My evaluation was due in July. We were a little busy. I am working on a revised evaluation sheet and would like to schedule my evaluation in December.

Federal Lobbyist Update:

November 14th:

The Senate invoked cloture last night on the Coast Guard Reauthorization Act by a vote of 93-5. This ends the threat of filibuster. The Senate will vote on the final bill at 2:15 pm EST today. The House is expected to send it quickly to the President without further amendment. Two significant fishing-related issues in the bill are—

1. The EPA Clean Water Act rule regulating incidental discharges in the normal course of fishing operations is permanently eliminated. This moots the federal court case requiring the regulation of fishing, fish processing, and fish tender vessels under the Clean Water Act.
2. The new ballast water laws will apply to the fishing industry, as well as all other cargo vessels. This regulatory process will take some time, and may require fishing vessels to have ballast water treatment systems onboard. We will be spending some time identifying potential areas of concern for the fishing fleet, and seek to discern where the EPA will have discretion and where the regulations will be mandatory as a matter of law.

November 20th:

At AML last week a paper was put forward by Headwater Economics ([link here -- https://headwaterseconomics.org/public-lands/county-payments/pilt-proposal/](https://headwaterseconomics.org/public-lands/county-payments/pilt-proposal/)) recommending a change in the PILT formula that would increase reimbursement for low population/high Federal land ownership jurisdictions. (If you were there and saw the paper, please ignore the first half of this station message). Wrangell would get a decent increase in annual PILT funding (plus \$164K) under this scenario.

Rep. Gianforte (R-MT) is working on a draft bill to implement the paper but has not introduced it yet. We will keep track of it and reach out to the Delegation at the appropriate time. We also recommend adding it to the Borough's Federal priorities list for 2019.

On SRS, the Borough's next and final payment under the existing extension will be in Feb/March. A bill has been introduced in the Senate for another one year extension and there is talk of trying to attach it to one of the appropriations bills during the lame duck session.



Wrangell Water Report November 20, 2018

Raw Water Reservoir Levels - Both reservoirs are full.

Treated Storage Tank Levels - Both tanks are currently maintaining daily recovery to their set points.

Water Production

Reported as a Daily Average, in Gallons:

- 759,286 gallons – Week of November 13th (consumption 357,772 gallons)
- 826,857 gallons – Week of November 20th - 588,285 gallons – Week of May 21st
- 730,000 gallons – Week of November 27th (consumption 349,070 gallons)
- 778,429 gallons - Week of December 4th - 530,857 gallons – Week of May 28th
- 764,000 gallons - Week of December 11th (consumption 315,815 gallons)
- 844,143 gallons - Week of December 18th - 565,429 gallons – Week of June 3rd
- 922,142 gallons – Week of December 25th (consumption 335,281 gallons)
- 1,062,333 gallons – Week of January 1st (2018) 553,429 gallons - Week of June 10th
- 974,000 gallons – Week of January 8th (consumption 378,951 gallons)
- 946,000 gallons – Week of January 15th - 765,857 gallons – Week of June 17th
- 1,049,143 gallons – Week of January 22nd (consumption 596,839 gallons)
- 1,132,571 gallons – Week of January 29th - 765,857 gallons – Week of June 24th
- 1,151,286 gallons – Week of February 5th (consumption 596,839 gallons)
- 1,115,857 gallons – Week of February 12th - 766,715 gallons – Week of July 1st
- 934,571 gallons – Week of February 19th (consumption 605,766 gallons)
- 854,000 gallons – Week of February 26th - 914,571 gallons– Week of July 8th
- 626,571 gallons – Week of March 5th (consumption 694,689 gallons)
- 674,142 gallons – Week of March 12th - 758,286 gallons – Week of July 15th
- 705,571 gallons – Week of March 19th (consumption 674,000 gallons)
- 676,286 gallons – Week of March 26th - 882,286 gallons – Week of July 22nd
- 658,857 gallons – Week of April 1st (consumption 302,440 gallons)
- 704,000 gallons – Week of April 8th - 814,000 gallons – Week of July 29th
- 686,000 gallons – Week of April 15th (consumption 547,000 gallons)
- 563,429 gallons – Week of April 22nd - 754,286 gallons – Week of August 5th
- 709,664 gallons – Week of April 29th (consumption 687,136 gallons)
- 518,142 gallons – Week of May 6th - 658,857 gallons – Week of August 27th
- (consumption 329,312 gallons) (consumption 484,885 gallons)
- 580,714 gallons - Week of May 13th - 651,143 gallons – Week of September 3rd

(consumption 464,492 gallons)	-618,000 gallons – Week of October 15th (consumption 454,000 gallons)
- 641,200 gallons – Week of September 10 th (consumption 344,000 gallons)	-582,857 gallons – Week of October 22 nd (consumption 417,286gallons)
- 619,571 gallons – Week of September 17 th (consumption 445,857 gallons)	-558,143 gallons-Week of October29th (consumption 375,675 gallons)
- 623,000 gallons – Week of September 24 th (consumption 405,000 gallons)	-484,428gallons-Week of November 5th (consumption 320,274 gallons)
- 545,286 gallons – Week of October 1 st (consumption 405,586 gallons)	-480,571gallons-Week of November 12th (consumption 319,945 gallons)
-545,286 gallons – Week of October 8th (consumption 405,586 gallons)	

Recent Water Projects' News

- Reservoir Bypass Project

The next step in moving this project forward was to perform a camera inspection of the two pipes located in the core of the upper dam. With the assistance of a dive crew and a camera crew, both pipes were inspected on November 15th.

City and Borough of Wrangell

Capital Facilities Department Report

Capital Improvement Projects Report

November 20, 2018

- **Evergreen Avenue Rehabilitation and Pedestrian Access (CBW-owned, DOT-managed project)**

SECON achieved substantial completion at the end of October and has completed most of their punch list items for the Evergreen Avenue project. This project constructed a sidewalk along the ocean side of the road and rehabilitated the existing asphalt pavement. Major work items included concrete curb, gutter, sidewalk and barriers; embankment widening, retaining walls, drainage improvements, guardrail, base course, and hot mix asphalt. This project was funded by the FHWA with a local match from the City of Wrangell.

A full completion report, including a project cost summary will be provided as soon as this information is available from ADOT.

- **Shoemaker Bay Harbor Replacement**

Tamico-RNR JV has completed demolition of the harbor's existing infrastructure, including removal of the old floats, the two concrete abutments and their respective gangways, and the utilities' infrastructure.

The majority of the basin dredging, complete with dredge spoils' disposal, has also been complete. At the time of this writing, we have just received the Contractor's post-dredge survey. We are scheduled to review the results of their efforts on November 26th to determine where the required dredge limits have been met and where bedrock was encountered, prohibiting further dredging to the required limits.

With a first review of the post-dredge survey, it appears that the bedrock encountered would limit the size boats allowed in one or two boat stalls on the north/west end due to reduced drafting depth or that an additional drilling effort could restore the plan for the basin's increased depth to allow for larger boats to be housed in those particular stalls.

Tamico-RNR JV is currently constructing the new gangway abutment. They have received approval for the floats' fabrication, and the first shipment of floats is expected to arrive in Wrangell by mid-December 2018.

- **Diesel Generation Plant Controls Upgrades**

The power plant's radiator which was shipped to Seattle for service has returned to Wrangell. Our Diesel Mechanic, Royce Cowan, has completed its installation in its new location, complete with its new mechanical/plumbing components. Electric Power Systems, Inc. (EPS) is expected to be on site for the control project the first week in December.

- **Water Treatment Plant Improvements**

On November 20th, CBW staff were notified that Wrangell's Water Treatment Plant Improvements' project application was further reviewed by EDA's IRC (grant review committee) during November. EDA's notice informs us that our application has been reviewed for merit and selected for further consideration; however, this does not guarantee final approval for DA to make an award.

EDA is requesting additional information be submitted by December 17, 2018. EDA notes that "final approval of an award is conditioned upon EDA's assessment of the additional information requested, project feasibility, funding priorities, and the availability of funds for obligation"

Staff will work diligently to submit the requested information by the required deadline.

**Alaska Municipal League
Resolution #2019-1**

A resolution in support of the Alaska Municipal Leagues stated principles.

WHEREAS, the Alaska Municipal League was founded in 1950 to “secure general and municipal legislation at the state and federal levels which will be beneficial to the municipalities and inhabitants thereof, and to oppose legislation injurious thereto”; and

WHEREAS, the Alaska Municipal League has developed principles with which it evaluates State and federal action; and

WHEREAS, the Alaska Municipal League supports the Alaska Constitution’s mandate to “provide for maximum local self-government”; and

WHEREAS, the Alaska Municipal League supports policies that reduce tax burdens on local government and reimburse for State-mandated exemptions; and

WHEREAS, the Alaska Municipal League supports State revenue-sharing as an investment in and support for municipal governance; and

WHEREAS, the Alaska Municipal League supports adequate funding for basic public services and infrastructure, such as: education, public safety, health, emergency services, and transportation that is necessary for strong and vibrant municipalities; and

WHEREAS, the Alaska Municipal League opposes unfunded and underfunded State or Federal legislative and administrative mandates; and,

WHEREAS, the Alaska Municipal League opposes any efforts to reduce local revenues and local revenue authorities; and


WHEREAS, the Alaska Municipal League opposes policies that shift State or Federal responsibilities to local governments without a negotiated agreement that includes adequate and full annual funding; and

WHEREAS, the Alaska Municipal League believes the above describes a fair and equitable relationship between the State and political subdivisions; and

WHEREAS, the Alaska Municipal League believes these principles are in the public interest.

NOW, THEREFORE BE IT RESOLVED, that the Alaska Municipal League is committed to applying the above-stated principles to all relevant State and federal legislation, and to agency actions, in support of or in opposition to.

PASSED AND APPROVED BY THE ALASKA MUNICIPAL LEAGUE ON THE 16th DAY OF NOVEMBER 2018.

Signed: 
President, Alaska Municipal League

Attest: 
Executive Director, Alaska Municipal League

**Alaska Municipal League
Resolution #2019-02**

A resolution in support of the Alaska Municipal Leagues stated priorities.

WHEREAS, the Alaska Municipal League is comprised of and responsive to the interests of 165 incorporated municipalities representing 97% of Alaskans; and

WHEREAS, the Alaska Municipal League has identified State and federal priorities for 2019 that reflect the value that members place on League action; and

WHEREAS, the Alaska Municipal League supports the pursuit of additional revenue options, including broad based taxes; and

WHEREAS, the Alaska Municipal League supports PERS changes to include termination studies, periodic evaluation of and beneficial adjustment to the 2008 salary floor, and increased opportunity to leave PERS without penalty; and

WHEREAS, the Alaska Municipal League supports additional investments into Community Assistance, including a long-term solution; and

WHEREAS, the Alaska Municipal League supports full funding for and recalculation of small community population caps for PILT payments to Alaska municipalities; and

WHEREAS, the Alaska Municipal League supports federal PILT payments, timber receipts tied to Safe and Secure Rural Schools, and infrastructure investments; and

WHEREAS, the Alaska Municipal League opposes underfunding of Federal Assistance Programs including Medicaid, transportation, CDBG, SNAP, Medicare, Head Start, Title 1 Grants, WIC, CHIP, etc.; and

WHEREAS, the Alaska Municipal League believes these priorities represent the highest-level attention to and response by State and Federal decision-makers; and

WHEREAS, the Alaska Municipal League believes these priorities are in the public interest.

NOW, THEREFORE BE IT RESOLVED, that the Alaska Municipal League calls on State and Federal policymakers to respect and respond to these priorities.

PASSED AND APPROVED BY THE ALASKA MUNICIPAL LEAGUE ON THE 16th DAY OF NOVEMBER 2018.

Signed: 
President, Alaska Municipal League

Attest: 
Executive Director, Alaska Municipal League

**Alaska Municipal League
Resolution #2019-03**

A resolution in support of the development of a Community Dividend.

WHEREAS, community revenue sharing began in 1969 to help ease fiscal problems facing local governments, stabilize or reduce local property taxes, encourage local provision of public services, and stabilize local budgets and planning; and

WHEREAS, revenue sharing has undergone significant and dramatic changes since 1969, leading to a situation in 2004 where all revenue sharing programs were proposed for elimination after years of reductions, which corresponded to increased property taxes, elimination of municipal services, and reduced capacity; and

WHEREAS, the State of Alaska exempts itself from local taxes even though it uses local services and approximately \$1.4 billion (2017) in property taxes are paid by local taxpayers to subsidize State operations; and

WHEREAS, the Alaska Municipal League has been firm in its advocacy for the absolute necessity of a form of and enough revenue sharing that strengthens the capacity of municipal governments, alleviates the need for higher local taxes, and bolsters the delivery of public services; and

WHEREAS, the recent fiscal crisis experienced by the State of Alaska made apparent the reality of cost-shifting to municipalities and the potential for State reductions to municipal budgets, particularly in the form of reduced or eliminated revenue sharing; and,

WHEREAS, uncertainty at the State level – due either to limits to annual appropriations or the mechanism by which current Community Assistance funding is currently secured – necessitates a new way to approach revenue sharing; and

WHEREAS a community dividend is a feasible method with which to reimburse local government for State tax exemptions, fund local contributions to education, replace revenue sharing or community assistance, and keep Alaska’s promises;

WHEREAS, the earnings from the Alaska Permanent Fund are a credible and sustainable vehicle for such funding; and

WHEREAS, the Alaska State Legislature considered this question in 2006, with support from many stakeholders, including the Alaska State Chamber of Commerce; and

WHEREAS, a community dividend meets the State’s obligation to municipal governments and provides a sustainable pathway for maximizing local government.

NOW, THEREFORE BE IT RESOLVED, that the Alaska Municipal League encourages the Alaska State Legislature to consider the development of a Community Dividend.

PASSED AND APPROVED BY THE ALASKA MUNICIPAL LEAGUE ON THE 16th DAY OF NOVEMBER 2018.

Signed: 
President, Alaska Municipal League

Attest: 
Executive Director, Alaska Municipal League

**Alaska Municipal League
Resolution #2019-04**

A resolution requesting that the Alaska State Legislature fund the Senior Citizen's/Disabled Veteran's property tax exemption as required in AS 29.45.030(g).

WHEREAS, in the 1980s, the State of Alaska imposed a mandate that required all municipalities that levy a property tax, to exempt the first \$150,000 value of primary homes belonging to seniors and disabled veterans, from that property tax; and

WHEREAS, property tax exemptions raise the property tax liability to those individuals who do not receive the benefits of those exemptions; and

WHEREAS, the State of Alaska also passed law in statute that requires the State to reimburse municipalities for those exemptions; and

WHEREAS, the State and Legislature have not funded this program and the municipal reimbursement since 1997; and

WHEREAS, the State of Alaska has continued to require municipal exemptions; and

WHEREAS, one of the primary duties of a municipality is to levy taxes in support of its corresponding obligations to provide public services, and most importantly public education; and

WHEREAS, municipalities have the best understanding of citizen concerns and priorities, municipal budgets and should have sole authority to identify the need for and grant exemptions; and

WHEREAS, Community Assistance provided to 164 municipalities has decreased to \$30 million per year, the Senior Citizen's/Disabled Veteran's Property Tax exemption is now costing the 18 municipalities that levy a property tax a total of over \$77 million per year.

NOW, THEREFORE BE IT RESOLVED that the Alaska Municipal League requests that the Alaska State Legislature fund the Senior Citizen's/Disabled Veteran's Property Tax exemption as required in AS 29.45.030(g).

PASSED AND APPROVED BY THE ALASKA MUNICIPAL LEAGUE ON THE 16th DAY OF NOVEMBER 2018.

Signed: 
President, Alaska Municipal League

Attest: 
Executive Director, Alaska Municipal League

**Alaska Municipal League
Resolution #2019-05**

A resolution in support of full funding from the State of Alaska for school bond debt reimbursement and State aid for construction in Regional Education Attendance Areas

WHEREAS, the State of Alaska has a constitutional responsibility to “maintain a system of public schools” under Article 7, Section 1 of the Alaska Constitution; and

WHEREAS, since 1970, the State of Alaska has encouraged municipalities to bond for school major maintenance projects by reimbursing municipalities with bonding authority for a fixed portion of principal and interest payments; and

WHEREAS, the Alaska Legislature has, for decades, provided major maintenance for rural Regional Educational Attendance Area schools through appropriations in the annual capital budget; and

WHEREAS, since 2010, the Legislature provided consistent funding parity for rural schools’ major maintenance needs by automatically funding major maintenance projects in areas without the ability to bond, with a percentage of the school bond debt reimbursement funding; and

WHEREAS, relying on these programs and the State of Alaska’s obligations, Alaskan municipalities and Regional Educational Attendance Areas have maintained schools and fulfilled municipal responsibilities; and

WHEREAS, in 2015, the Legislature placed a five-year moratorium on any new projects being eligible for school bond debt reimbursement, and shifted the sole responsibility of repayment to local taxpayers; and

WHEREAS, some municipalities, in an effort to mitigate deterioration of school facilities during the capital funding moratorium, began allocating local tax revenues to provide funding for major deferred maintenance school projects; and

WHEREAS, in 2016, the Legislature honored past project funding and appropriated funds to the municipalities for school debt reimbursement, as well as major maintenance funding for schools in Regional Educational Attendance Areas; and

WHEREAS, in 2016, the Governor line-item vetoed 25% of the funding for both municipal and rural schools from appropriation bills; and

WHEREAS, the potential for future vetoes places great uncertainty on this program and burden on municipalities.

NOW, THEREFORE BE IT RESOLVED that the Alaska Municipal League support full annual funding of school bond debt reimbursement and state aid for construction in Regional Educational Attendance Areas.

PASSED AND APPROVED BY THE ALASKA MUNICIPAL LEAGUE ON THE 16th DAY OF NOVEMBER 2018.

Signed: 
President, Alaska Municipal League

Attest: 
Executive Director, Alaska Municipal League

**Alaska Municipal League
Resolution #2019-06**

A resolution supporting legislation adopting real property sales disclosure in Alaska.

WHEREAS, the Alaska Municipal League supports the goal to promote the fair and equitable distribution of the property tax burden which funds local governments; and

WHEREAS, Alaskans, municipalities and the State benefit from the assessment of fair and equitable values of real property within all taxing jurisdictions in the State of Alaska; and

WHEREAS, an assessor is required, per AS 29.45.110, to assess all property at full and true value, as of January 1 of the assessment year. The full and true value is the estimated price that the property would bring in an open market and under the then prevailing market conditions in a sale between a willing seller and a willing buyer both conversant with the property and with prevailing general price levels; and

WHEREAS, while the legal mandate for assessment at full and true value exists, the sales data that is necessary to determine full and true value is not readily available due to the lack of sales disclosure in the State of Alaska; and

WHEREAS, the Legislative Research Services Division reported in 2014, that Alaska is one of six states for which sales disclosure for property exchanges are not disclosed; and

WHEREAS, data is currently obtained from requests for voluntary sales information through questionnaires mailed in many jurisdictions, which result in incomplete, unreliable, and in some cases translated to inaccurate reflections of actual market value; and

WHEREAS, sales disclosure would assist in the fair distribution of the tax burden to all taxpayers and would enhance the accuracy and the timeliness of assessments; and

WHEREAS, sales disclosure would enhance the ability of assessment professionals to meet the full and true value mandate and would also aid the public in obtaining information in order to interact within local real estate markets; and

WHEREAS, the lack of sales data in some jurisdictions limits the ability to fairly distribute the tax burden and also to fund local services; and

WHEREAS, sales disclosure would enable property owners to gather data to provide support for legally entitled property tax appeals under AS 29.45.190.

NOW, THEREFORE BE IT RESOLVED that the Alaska Municipal League urges the Alaska State Legislature to enact legislation requiring disclosures of all real property sales in the State of Alaska.

PASSED AND APPROVED BY THE ALASKA MUNICIPAL LEAGUE ON THE 16th DAY OF NOVEMBER 2018.

Signed: 
President, Alaska Municipal League

Attest: 
Executive Director, Alaska Municipal League

**Alaska Municipal League
Resolution #2019-07**

A resolution supporting increased investment in the Alaska Renewable Energy Fund, and continued support for existing State energy and energy efficiency programs.

WHEREAS, Alaska's high cost of energy creates a burden for Alaskans and for local governments, school districts and public facilities; and

WHEREAS, ensuring the safety and reliability of energy systems increases the security of Alaskan communities and the economy; and

WHEREAS, the Alaska Municipal League has been consistent in its advocacy for the strategic development of energy resources, State programs that help to lower power and heating costs, and adequate long-term funding for energy investment; and

WHEREAS, the Renewable Energy Fund – established in 2008 by the Alaska State Legislature – is a good example of a program that, if funded, provides public investment in the development of qualifying and competitively selected renewable energy projects in Alaska; and

WHEREAS, the Alaska Renewable Energy Fund provides benefits to Alaskans by assisting communities across the state to reduce and stabilize the cost of energy; and

WHEREAS, the program is designed to produce cost-effective renewable energy for heat and power to benefit Alaskans statewide, and ancillary benefits include job creation, leveraging local energy resources, and economic development; and

WHEREAS, from 2008 to 2015, appropriations totaling \$257 million were issued for Renewable Energy Fund projects, which was matched with hundreds of millions of dollars in funding from local sources to develop projects designed to reduce and stabilize the cost of energy; and

WHEREAS, in 2016 and 2017 there were no State REF appropriations and no new projects were initiated in those years; the new formula created in 2015 for applying excess earnings from the PCE endowment was only in 2018 applicable, and continued lack of funding is a threat to the success of the program; and

WHEREAS, new sources of funding should be applied to the Fund when PCE earnings do not meet the appropriate threshold for the effective development of and support for energy projects in Alaska.

NOW, THEREFORE BE IT RESOLVED that the Alaska Municipal League urges the Governor and the Alaska State Legislature to increase investment in the Renewable Energy Fund; and

BE IT FURTHER RESOLVED that the Alaska Municipal League additionally supports continued investment in State energy and energy efficiency programs, including the Revolving Loan Fund Program, Weatherization, Home Energy Rebate Program, Bulk Fuel Construction Program, and Rural Power System Upgrades.

PASSED AND APPROVED BY THE ALASKA MUNICIPAL LEAGUE ON THE 16th DAY OF NOVEMBER 2018.

Signed: 
President, Alaska Municipal League

Attest: 
Executive Director, Alaska Municipal League

**Alaska Municipal League
Resolution #2019-08**

A resolution supporting the State's implementation of a broad-based tax.

WHEREAS, in response to a fiscal crisis caused by low oil prices and other circumstances, the State of Alaska has made significant headway in decreasing the overall size of government by reducing agency and programmatic spending; and

WHEREAS, in 2018 the Alaska State Legislature took a positive step toward addressing additional revenue by allowing access to excess earnings of the Permanent Fund; and

WHEREAS, there remains a gap between revenues and current expenses, and an even more significant gap between revenues and the ability of the State to address fundamental challenges facing Alaska, including but not limited to public safety, education, infrastructure, and energy; and

WHEREAS, the Alaska Municipal League in 2016 submitted a Sustainability Plan to the Legislature, some of which has been addressed;

WHEREAS, the Alaska Municipal League has supported the implementation of a broad-based tax as part of a sustainable fiscal plan; and

WHEREAS, the Alaska Municipal League understands an income tax as being able to 1) capture revenue from out-of-state employees, which is 20% of Alaska's total payroll, 2) be deducted from federal income taxes, with a net neutral cost to Alaskans, and 3) give Alaskans a direct interest in state governance; and

WHEREAS, the Alaska Municipal League believes that a statewide sales tax would 1) be feasible where no current sales tax exists, but 2) may erode the municipal tax base, thereby shifting revenue from one level of government to another, while undercutting the ability of local governments to deliver essential services; and

WHEREAS, municipalities across Alaska have identified continued challenges related to increased expenses and community needs; and

WHEREAS, municipalities across Alaska are concerned that lack of revenue at the State level will result in the inability to address essential public services that are important to Alaskans and to Alaskan businesses.

NOW, THEREFORE BE IT RESOLVED that the Alaska Municipal League supports the State's consideration of a broad-based tax; and

BE IT FURTHER RESOLVED that the Alaska Municipal League stands ready to work with the Alaska State Legislature to mitigate potential negative impacts, as necessary.

PASSED AND APPROVED BY THE ALASKA MUNICIPAL LEAGUE ON THE 16th DAY OF NOVEMBER 2018.

Signed: 
President, Alaska Municipal League

Attest: 
Executive Director, Alaska Municipal League

**Alaska Municipal League
Resolution #2019-09**

A resolution requesting that Title 29 be amended to remove the audit requirement for Community Assistance, and provide a one-time waiver of past audit requirements, thereby releasing all outstanding Community Revenue Sharing/Assistance funds.

WHEREAS, Alaska's municipal governments consider community revenue sharing, now known as Community Assistance, an essential and fundamental component of their annual budget; and

WHEREAS, municipalities are diverse and wide-ranging in their population size, budget composition, and state and federal statutory and regulatory requirements; and

WHEREAS, AS 29.180.020 outlines the requirements necessary to receive Community Assistance funding, including, "if the municipality is a borough, unified municipality, or first class city, a copy of the annual audit reviewed by a certified public accountant"; and

WHEREAS, the cost of completing an audit consistent with this requirement may represent 30-50% of the annual funding received by a municipality from Community Assistance; and

WHEREAS, the bulk of these municipalities are already required to complete an audit based on other state and federal funding requirements, and submission to DCRA can be encouraged; and

WHEREAS, for the remainder, the audit requirement presents an additional bureaucratic burden that requires municipal governments to allocate funding to its fulfillment and away from delivery of services in the public benefit; and

WHEREAS, there are more effective and cost-efficient ways in which to assure DCRA of a community's overall health and compliance capabilities; and

WHEREAS, the State has withheld and currently withholds payment of Community Revenue Sharing and now Community Assistance when the audit requirement, among others, is not met; and

WHEREAS, many municipalities are desperately in need of access to those funds, which assist in general operations, strengthening administrative capacity, and contributing to education, energy and public safety needs; and

WHEREAS, alleviating the costs of compliance for municipal governments increases overall the economic health of the state, decreases the need for increased local taxes, and reduces programmatic costs within the State.

NOW, THEREFORE BE IT RESOLVED that the Alaska Municipal League requests that the Alaska State Legislature amend Title 29 to remove the audit requirement for Community Assistance, and provide a one-time waiver of past audit requirements, thereby releasing all outstanding Community Revenue Sharing/Assistance funds.

PASSED AND APPROVED BY THE ALASKA MUNICIPAL LEAGUE ON THE 16th DAY OF NOVEMBER 2018.

Signed: 
President, Alaska Municipal League

Attest: 
Executive Director, Alaska Municipal League

**Alaska Municipal League
Resolution #2019-10**

A resolution encouraging the Governor and Legislature to increase capacity within the Office of Management and Budget to evaluate costs to communities of State and Legislative budget and legislative actions, and to include a municipal impact fiscal note in all relevant legislation.

WHEREAS, the State of Alaska's Office of Management and Budget is an incredible resource for assessing current and potential budget action, including the impact of legislative actions; and

WHEREAS, the Office of Management and Budget currently includes a director, three policy analysts, and seven budget analysts; and

WHEREAS, each Office of Management and Budget analyst is responsible for different areas within the budget, mainly by Department, but also around a variety of State priorities and initiatives; and

WHEREAS, the Office of Management and Budget does not currently have a dedicated analyst focused on municipal policy or budgets; and

WHEREAS, the Alaska Municipal League has in the past called for a fiscal note to be included in all legislation, which would describe municipal impacts; and

WHEREAS, it is essential that the Office of Management and Budget strengthen its capacity to be able to address this, and it is the position of the Alaska Municipal League that this not be added to the current workload of existing staff; and

WHEREAS, the Office of Management and Budget is encouraged to coordinate its municipal analysis with the Division of Community and Regional Affairs and the Legislative Finance Division, including to potentially cost-share this position between agencies; and

WHEREAS, strengthening the State's capacity in this regard will improve the efficacy of all legislation, provide policymakers with the critical information they need to weigh costs and benefits of legislation and provide clarity to municipal governments.

NOW, THEREFORE BE IT RESOLVED that the Alaska Municipal League requests that the Governor and Alaska State Legislature increase capacity within the Office of Management and Budget to evaluate costs to communities of State and Legislative budget and legislative actions; and

BE IT FURTHER RESOLVED that the Alaska Municipal League encourage consideration of a municipal impact fiscal note to be included in all relevant legislation prior to submission.

PASSED AND APPROVED BY THE ALASKA MUNICIPAL LEAGUE ON THE 16th DAY OF NOVEMBER 2018.

Signed: 
President, Alaska Municipal League

Attest: 
Executive Director, Alaska Municipal League

**Alaska Municipal League
Resolution #2019-11**

A resolution requesting that the Governor and Alaska State Legislature provide a one-time payoff of PERS arrearages.

WHEREAS, many of Alaska's villages and smaller communities are under stress stemming from the State's fiscal problems, lack of an underlying economy, and a range of other factors; and

WHEREAS, these stresses manifest themselves as PERS arrearages, IRS liens, deficits, late payments, audit findings, grant reporting issues and other fiscal difficulties; and

WHEREAS, debt presents barriers to accessing Community Revenue Sharing/Community Assistance, PILT payments, federal and state grant opportunities, bulk fuel loans, and other opportunities; and

WHEREAS, the lack of access to those funds makes it even more difficult to fund payroll, including being able to pay into PERS and for past liability; and

WHEREAS, more than forty (40) municipal governments and school districts are delinquent on PERS payments, with the ten (10) highest accounting for over \$3 million collectively; and

WHEREAS, this delinquency and debt is then distributed to other PERS pool participants, and felt not just by municipalities but by the State as well, resulting in greater on behalf payments; and

WHEREAS, recognizing these communities as currently "stressed" and working to move them toward sustainability is an important goal of the Alaska Municipal League; and

WHEREAS, a stressed community should be thought of in terms of the degree to which it may be out of compliance with State and/or federal financial, legal or statutory requirements; and

WHEREAS, the State can play a significant role in assisting in the health of its communities; and

WHEREAS, there are clear need to establish a level playing field by paying off those arrearages now, justified not only by ensuring community health but as long-term investments that save the State in its ongoing expenditures.

NOW, THEREFORE BE IT RESOLVED that the Alaska Municipal League encourages the Governor and the Alaska State Legislature fund a one-time payoff of PERS arrearages.

PASSED AND APPROVED BY THE ALASKA MUNICIPAL LEAGUE ON THE 16th DAY OF NOVEMBER 2018.

Signed: 
President, Alaska Municipal League

Attest: 
Executive Director, Alaska Municipal League

**Alaska Municipal League
Resolution #2019-12**

A resolution in support of Public Employee Retirement System (PERS) reform.

WHEREAS, most members of the Alaska Municipal League contribute to the Public Employee Retirement System (PERS); and

WHEREAS, included in Senate Bill 125 in 2008 was language requiring municipalities to pay termination costs and “below the floor costs” on the termination of a department, group, or classification of employees; and

WHEREAS, those lay-offs that are made up of a department, group, or classification will result in a charge to local governments for the actual study, followed by charges for each of those employee’s past service cost for approximately 30 years; and

WHEREAS, if the total base salary of any municipality falls below what it was in 2008 (the year of SB 125), then charges will be assessed on that drop, as well; and

WHEREAS, these rules severely limit the ability of municipalities, , from being agile in the workplace, including eliminating no longer needed departments, groups, or classifications; and

WHEREAS, these rules severely limit the ability of municipalities, , from creating new needed departments, groups, or classifications for fear of future termination studies and termination costs extending up to 30 years in the future; and

WHEREAS, municipalities require agility and adaptability in the workforce to meet our changing needs.

WHEREAS, with our current state fiscal crisis, municipalities may need to make reductions or increasing in the workforce; including entire departments, groups, or classifications of employees; and

WHEREAS, the State of Alaska is not subject to these rules as an employer; and the State of Alaska is making serious considerations to reducing its workforce.

NOW, THEREFORE BE IT RESOLVED, that the Alaska Municipal League supports reform in the Public Employee Retirement System (PERS), including the elimination of termination studies and all costs for reducing or eliminating departments, groups, or classifications of employees, as well as not inhibiting future additions of departments, groups, or classifications of employees.

PASSED AND APPROVED BY THE ALASKA MUNICIPAL LEAGUE ON THE 16th DAY OF NOVEMBER 2018.

Signed: 
President, Alaska Municipal League

Attest: 
Executive Director, Alaska Municipal League

**Alaska Municipal League
Resolution #2019-13**

A resolution in support of changing the transferability of limited entry salmon permits by allowing an additional name on the permit.

WHEREAS, the number of limited entry salmon permits are leaving Alaska's rural communities at an alarming rate; and

WHEREAS, this trend is resulting in fewer economic opportunities and causing communities to shrink; and

WHEREAS, the out-migration of permits has escalated mainly due to the "graying of the fleet;" and

WHEREAS, the average age of a state fishing permit holder is 50 years; and

WHEREAS, some limited entry permit holders may be reluctant to permanently transfer a permit to any heirs currently dealing with addiction; and

WHEREAS, allowing an additional name of a person to be listed on limited entry salmon permits could help curb out-migration of permits from rural communities; and

WHEREAS, one of the biggest obstacles new entrants wanting to pursue a career in fishing face is lack of capital and an established credit history to get started; and

WHEREAS, allowing an additional name to be listed would allow permit holders to mentor up-and-coming fishermen in the community and transition them into the fisheries; and

WHEREAS, allowing an additional name to be listed would eliminate the permit holder's fear of losing the permit; and

WHEREAS, allowing an additional name to be listed would allow the surviving spouse or beneficiary of a permit holder to maintain that permit in the spouse's or beneficiary's name and provide the individual the opportunity to sell salmon with no other ownership; and

WHEREAS, given Alaska's current fiscal crisis, it's more important than ever to maintain and increase economic opportunities for individuals and families who are dependent on the fisheries.

NOW, THEREFORE BE IT RESOLVED, that the Alaska Municipal League urges the Alaska Legislature to pass legislation redefining the transferability of limited entry salmon permits by allowing an additional name to be listed on permits to keep permits in rural communities.

PASSED AND APPROVED BY THE ALASKA MUNICIPAL LEAGUE ON THE 16th DAY OF NOVEMBER 2018.

Signed: 
President, Alaska Municipal League

Attest: 
Executive Director, Alaska Municipal League

**Alaska Municipal League
Resolution 2019-14**

A resolution in support of full funding (\$7,409,439) for the State of Alaska Municipal Harbor Facility Grant Program in the FY 2020 State capital budget.

WHEREAS, the Alaska Municipal League recognizes the majority of the public boat harbors in Alaska were constructed by the State during the 1960s and 1970s; and

WHEREAS, these harbor facilities represent critical transportation links and transportation hubs for waterfront commerce and economic development in Alaskan coastal communities; and

WHEREAS, these harbor facilities are ports of refuge and areas for protection for ocean-going vessels and fishermen throughout the State of Alaska, especially in coastal communities; and

WHEREAS, the State of Alaska transferred ownership of most of these facilities – many of which were at or near the end of their service life at the time of transfer – to municipalities; and

WHEREAS, the municipalities took over this important responsibility even though these harbor facilities were in poor condition due to the state’s failure to complete deferred maintenance; and

WHEREAS, consequently, local municipal harbormasters inherited a major financial burden that their local municipal governments could not afford; and

WHEREAS, in response to this financial burden, the Governor and the Alaska Legislature passed legislation in 2006, supported by the Alaska Association of Harbormasters and Port Administrators, to create the Municipal Harbor Facility Grant program, AS 29.60.800; and

WHEREAS, the Alaska Municipal League is pleased with the Department of Transportation and Public Facilities administrative process to review, score and rank applicants to the Municipal Harbor Facility Grant Program, since state funds may be limited; and

WHEREAS, for each harbor facility grant application, these municipalities have committed to invest 100% of the design and permitting costs and 50% of the construction cost; and

WHEREAS, the Municipality of Anchorage, the City and Borough of Juneau, City of Ketchikan, City and Borough of Sitka, and the City of Angoon have offered to contribute \$7,409,439 in local match funding for FY2020 as required 50% match by the Harbor Facility Grant Program; and

WHEREAS, during the last ten years the backlog of projects necessary to repair and replace these former State-owned harbors has increased to over \$100,000,000.

NOW, THEREFORE BE IT RESOLVED, that the Alaska Municipal League urges full funding in the amount of \$7,409,439 by the Governor and the Alaska Legislature for the State of Alaska’s Municipal Harbor Facility Grant Program in the FY 2020 State Capital Budget in order to ensure enhanced safety and economic prosperity among Alaskan coastal communities.

PASSED AND APPROVED BY THE ALASKA MUNICIPAL LEAGUE ON THE 16th DAY OF NOVEMBER 2018.

Signed: 
President, Alaska Municipal League

Attest: 
Executive Director, Alaska Municipal League

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	8	<u>Date</u>	November 27, 2018
Clerk's File				
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				

CALENDAR:

- 11-29** **Rescheduled** Planning & Zoning Commission Mtg. @ 7pm in the Assembly Chambers
- 12-5** Port Commission Mtg. @ 7pm in the Assembly Chambers
- 12-6** Parks & Recreation Mtg. @ 7pm in the Assembly Chambers
- 12-11** Regular Borough Assembly Mtg. @ 7pm in the Assembly Chambers

SEAPA Board Meeting is scheduled for December 12-13 in Petersburg

Open Meetings, Ethics, Parliamentary Training will be on December 5th, beginning at 10:00 am in the Borough Assembly Chambers.



How to handle “**Call the Question!**”

This motion may be the most commonly misunderstood motion. Many people mistakenly believe that if someone shouts out “call the question!” the group must take a vote immediately. This would give a single individual the right to shut down the debate and make everyone vote. Such an outcome would violate the principle that all members have equal rights, privileges and obligations.

This motion means that one person believes it is time to stop debate and vote immediately on the pending question. It is a request, not an order.

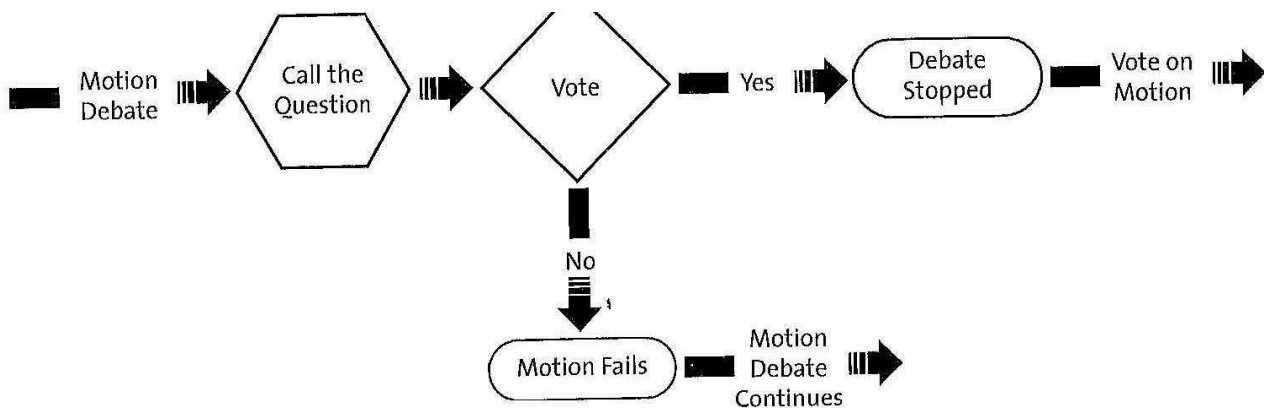
Members must be recognized before calling the question. Don’t let someone shout out “question” or “call the question” and take over the meeting without having obtained permission to speak.

When the question is called, the chair asks, “is there a second?” If someone seconds the motion, the vote is taken immediately on the pending question. It takes two-thirds in favor for this motion to pass.

Call the question:

- needs a second,
- cannot be debated,
- cannot be amended, and
- takes a two-thirds vote to pass. (Under Robert’s rules of order a two thirds vote is normally required when members’ rights are being limited or expanded.)

Here is how this motion looks.....



CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	9	<u>Date</u>	November 27, 2018
Mayor and Assembly Business				
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				

MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS:

INFORMATION: This agenda item is reserved for the mayor and assembly to provide reports or comments and to introduce items not previously on the agenda which need to be brought to the attention of the entire assembly or the staff. Assembly members may hold limited discussion on these topics or ask the borough manager or the borough clerk for clarifying information. By majority consent of the assembly, the mayor or assembly may give direction to the borough manager or the borough clerk to add an item for consideration for the next regular assembly meeting. Other than as described in this subsection I, no action may be taken by the assembly under this agenda item.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	10 a - b	<u>Date</u>	November 27, 2018
Mayor and Assembly Appointments				
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				

MAYOR/ASSEMBLY APPOINTMENTS:

➤ **10a: Boards/Commission Appointments**

Letters for City Boards & Committee Appointments received from:

- **Andrew Hoyt** Planning & Zoning Commission (until 10/2021)
- **None** Planning & Zoning Commission (until 10/2021)
- **Alicia Holder** Wrangell Convention & Visitors Bureau (until 10/2019)

Recommended Action:

Mayor: If there are no objections, I will appoint _____ to fill the vacancy on the Planning & Zoning Commission until October 2021.

Mayor: If there are no objections, I will appoint _____ to fill the vacancy on the Wrangell Convention & Visitors Bureau until October 2019.

If there are seats that are left vacant (no letters received), the Borough Clerk will continue advertising for the vacancies.

Appointments to be filled by the Mayor with the consent of the assembly for the various seats with.

Recommended Action if not approved with the consent of the Assembly:

Motion: Move to appoint _____ to fill the vacancy on the _____ for the term up until October _____.

➤ **10b: Appointment to the Southeast Alaska Solid Waste Authority Board (SEASWA)**

The Southeast Alaska Solid Waste Authority (SEASWA) is a public agency formed by member communities in southeast Alaska to stabilize or reduce the cost of solid waste disposal in the region. The intent of SEASWA is to reduce or stabilize cost through a combination of a long-term disposal contract and increased diversion through recycling.

Current member communities are Wrangell, Petersburg, Thorne Bay, Craig, Klawock, Kasaan, and Coffman Cove.

Currently Amber Al-Haddad is the alternate member to the board however, now that Rolland Howell is the PW Director, Amber is wanting to resign as the alternate member so that Rolland can replace her since he is now in charge of the solid waste facility. If the Assembly approves this change, the Clerk will notify the SEASWA Board so that they can take action as well.

Attached is the Letter of Interest from Rolland Howell for the SEASWA Board appointment.

Amber will be submitting the attached resignation letter to the SEASWA Board so that Rolland can be appointed. Chris Hatton is the voting member for the SEASWA Board.



ANDREW J. HOYT, B.A.S.S.

LETTER OF INTEREST TO SERVE ON THE PLANNING & ZONING COMMISSION

P. O. Box 2101 Wrangell, Alaska, 99929 | 907-305-0987 | drewfbabe@gmail.com

Objective

To become an integral and vital part of the Wrangell Borough Assembly team, and to help to foster a continued sense of growth and communication between myself and the others on the Assembly team which may ultimately serve to inspire new and insightful methods of meeting, head-on, any challenges that might come before us as a united front.

Education

BACHELOR OF SOCIAL SCIENCE | 2017 | UNIVERSITY OF ALASKA SOUTHEAST

Cum Laude

- Primary Concentration: Sociology-----GPA 3.957
- Secondary Concentration: Anthropology-----GPA 4.000
- Secondary Concentration: Psychology-----GPA 3.925
- Cumulative Institutional-----GPA 3.7300

ASSOCIATE OF ARTS | 2015 | UNIVERSITY OF ALASKA SOUTHEAST

Cum Laude

- Cumulative Institutional GPA 3.73

INSTITUTIONAL HONORS, AND SCHOLARSHIPS:

Chancellor's list-----fall, 2013, fall 2017

Dean's list-----spring & fall 2014, spring & fall 2015

Phyllis smith memorial scholarship-----fall, 2015

Andrew Nerland scholarship-----fall, 2015, spring, 2016

EDUCATION GRANTS:

Ketchikan Advisory Council-----fall 2013

University of Alaska—Ketchikan-----fall 2013, spring & fall 2014, spring 2015

Alaska Advantage Education Grant-----spring 2014 through spring 2017

MANAGEMENT

I have a thorough and complete understanding of on-site and off-site management and coordination requirements in a full range of topics related to all aspects of the construction industry; as well as intimate knowledge in the areas of the mitigation of culturally sensitive areas with indigenous populations, overall project time-table, and completion scheduling, progress reporting, human resource management, and the coordination and organization of cooperative and collaborative efforts, between separate entities, to work together toward common completion goals.

COMMUNICATION

I have gained exceptional diplomatic and personal oral and written communication skills that allow me to negotiate a variety of situations and events at any given time. I have a responsible and dedicated attitude towards finding amicable agreements that allow for all interests represented on any project and/or endeavor to work together to find solutions to any obstacles that may arise. I am skilled in the use of computer applications and technologies which enable me the ability to conduct research, perform studies on a diverse field of topics, and to prepare quality, aesthetically pleasing, and insightful presentations.

I have become fluent with the use of Adobe Acrobat, Microsoft Word, Excel, and Power Point, and have also advanced my skill sets with computer keyboarding, document formatting, and data base research methodologies.

Experience

Practical/professional knowledge

I entered the workforce early in my life and left due to unforeseen circumstance in 2009; prior to leaving I accumulated a wide array of practical knowledge in a diverse field of areas. I rose through the ranks of the construction industry throughout my career and left public employment after achieving the status of project manager/superintendent on several large multi-million dollar infrastructure projects around rural southeastern Alaska.

I have acquired the ability to work with others quite well, and have personally managed crews ranging in size from three individuals to upwards of thirty at times. This has allowed me the opportunities to hone my skills as a team leader while also granting me the ability to work with people from a variety of backgrounds and a diverse set of ethnic and cultural minorities; on an individual basis and at both personal and professional levels. It is my belief that this experience has given me unique insights into the social, economic, ethnic, and cultural issues that many rural residents face in contemporary rural society.

I have also supervised coordination on a managerial level with several sub-contractors and their operations during the course of single projects, and successfully scheduled and completed the projects in my charge both under budget, and before deadlines. This has allowed me to sharpen my skills as an advocate and group leader in finding the ways and means to negotiate many challenges that face both individuals and local groups who may at times find it difficult to speak and/or represent themselves when attempting to negotiate the policies, practices, requirements, and institutions that society has in place.

Academia

In 2013 I began in earnest to educate myself to a higher degree and bolster the practical knowledge I hold with the technical skills required to add a higher level of professionalism and a more scientific approach to the humanistic aspects of the career that I practiced for the majority of my life. I have achieved much towards my goals in this area by obtaining my Bachelor of Arts in Social Science degree; and as a result I am now more qualified to understand and develop proactive approaches in the areas of human resource needs, individual employee/client relationships and/or intervention options, and the managerial aspects of the problems and issues facing the people who make up the diverse populations which exist in rural areas than I ever have been prior.

With the combined knowledge from my academic career, and those which my prior life experiences and professional career have granted me, I now possess a unique ability to identify and overcome areas of concern with individuals and within groups, in various situations, on projects, in mediation, and also on behavioral health levels that many other people may not have the ability to see.

Further, I am now fully capable of assessing these given situations once an area of concern has been identified, and working together with these entities to find manageable solutions to their concerns; and also to assist in coming to terms that will allow for forward progress with a renewed sense of strength and confidence.

It is my sincere hope that you find this assessment of my education, skills, and experience, compiled up to this point in my life, as satisfactory for fulfilling the requirements of the opportunities and tasks that becoming a member of the Wrangell Borough Assembly presents.

With utmost respect, and a sincere gratitude for your consideration, I look forward to your decision!

Andrew J. Hoyt

P. O. Box 2101 Wrangell, Alaska, 99929

907-305-0987

Email: drewlbabe@gmail.com

For Item 10a (WCVB Vacancy)

Alicia Holder
P.O. Box 956
Wrangell, AK 99929
907-660-7290
info@wrangellchamber.org

November 14, 2018

Mayor Stephen Prysunka and Borough Assembly
City & Borough of Wrangell
P.O. Box 531
Wrangell, AK 99929

Re: Wrangell Convention and Visitor Bureau

Dear Mayor Prysunka and Borough Assembly,

I was excited to hear about the open seat on the Wrangell Convention and Visitor Bureau Board. For those of you who do not know me, I have lived in Wrangell for eight years and recently took on the position of Wrangell Chamber of Commerce Office Manager. I have been with Chamber for about nine months and am enjoying getting involved in the visitor industry in Wrangell. I feel that sitting on this board would be a great opportunity for me to gain further knowledge while also enabling me to provide input on ways to promote Wrangell to potential visitors.

I am excited for the opportunity to help strengthen Wrangell's visitor economy. Please feel free to reach out to me with any questions.

Sincerely,

Alicia Holder

For Item 10b (SEASWA Board)

Kim,

Please accept this as my letter of interest in serving as the alternate member, representing Wrangell on the SEASWA Board. As the head of Wrangell's municipal sanitation department, I believe that my appointment to a board working on solid waste issues in Southeast Alaska would be beneficial to the department's work.

Rolland Howell
Public Works Director

For Item 10b (Resignation letter)



CITY & BOROUGH OF WRANGELL

INCORPORATED MAY 30, 2008

Capital Facilities Department

PO Box 531, Wrangell, AK 99929
Phone (907)-874-3902

November 20, 2018

Dear SEASWA Members,

I am writing to inform you of my resignation from the SEASWA Board, as the Wrangell alternate representative.

My work within the municipality has led me to transition from Wrangell's Public Works Department and the Sanitation division to another municipal department that is not involved with the management of solid waste. I believe the community of Wrangell would be better served to have the new Public Works Director, Rolland Howell, considered as a Wrangell SEASWA representative.

It has been a pleasure working with the SEASWA member communities over the last four years. The work of the Board is very important, and I look forward to hearing about your future successes.

Best,

Amber Al-Haddad

Amber Al-Haddad
Capital Facilities Director
City and Borough of Wrangell

Copy: Lisa Von Bargaen, Wrangell Borough Manager
Kim Lane, Wrangell Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH ASSEMBLY PUBLIC HEARING AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	11a	<u>DATE:</u>	November 27, 2018
<p>PROPOSED ORDINANCE No. 950 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 2.16.030, WRITE-IN CANDIDATES AND WRITE-IN VOTES, SECTION 2.28.030, RULES FOR DETERMINING MARK ON BALLOTS, AND SECTION 2.28.050, CANVASS BOARD, OF THE WRANGELL MUNICIPAL CODE</p> <p><i>(second reading)</i></p>				
<u>SUBMITTED BY:</u>		<u>FISCAL NOTE:</u>		
Kim Lane, Borough Clerk		Expenditure Required: none		
		Amount Budgeted: none		
		Account Number(s): none		
		Account Name(s): none		
<u>Reviews/Approvals/Recommendations</u>				
n/a	Commission, Board or Committee	Unencumbered Balance(s) (prior to expenditure):		
Name(s)		none		
<input checked="" type="checkbox"/>	Attorney			
n/a	Insurance			
ATTACHMENTS: 1. Ordinance No. 950.				

Procedure: Mayor Prysunka shall declare the Public Hearing open. The Mayor shall ask if there is an administrative report on the Public Hearing Item. Clerk Lane shall retrieve the list of those who signed up to speak. When the item comes up, Persons on the list will be called by the mayor to speak in the order in which they signed up for the Public Hearing Agenda Item.

Mayor Prysunka shall declare the Public Hearing closed before the Assembly takes action on the item.

Once the Public Hearing has CLOSED.....

RECOMMENDATION MOTION:

Move to adopt Ordinance No. 950.

SUMMARY STATEMENT:

This year we had Write-in candidates who questioned that if their name was misspelled on the ballot by a voter, would the vote count or would it be nullified. I contacted our Borough Attorney and here was their response:

In counting votes for a write-in candidate, the Election Board and the Canvass Board with my assistance as municipal election supervisor, should disregard any abbreviation, misspelling, or other minor variation in the form of the name of the candidate if the intention of the voter can be ascertained.

So, in summary, under Alaska law, voter intent is paramount. Perfection in the manner a write-in candidate's name is written on the ballot is not required, and any abbreviation, misspelling, or other minor variation in the form of the name of the candidate should not invalidate and a ballot should be disregarded and if the intention of the voter can be ascertained. WMC 2.16.030 and WMC 2.28.030(G) must be interpreted and applied in this manner, consistent with longstanding principles of Alaska election law as discussed above.

Also, when the Assembly approves a Resolution each year for the three Assembly members to serve as the Canvass Board for the Borough Election, I would like to have the flexibility available for members of the public to be appointed if there are not three Assembly members available to serve on the Canvass Board.

This ordinance makes three changes. First, it clarifies that "intent" may be used to ascertain if a vote should be counted for a write-in candidate. Second, it changes the language from square to oval to accurately reflect the shape of the space being filled on the ballot by voters. Finally, it provides flexibility for Canvass Board members.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 950

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 2.16.030, WRITE-IN CANDIDATES AND WRITE-IN VOTES, SECTION 2.28.030, RULES FOR DETERMINING MARK ON BALLOTS, AND SECTION 2.28.050, CANVASS BOARD, OF THE WRANGELL MUNICIPAL CODE

BE IT ORDAINED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA:

[The changes to the existing code are shown as follows: the words that are underlined are to be added and the words that are **[bolded and in brackets are to be deleted]**.]

SEC. 1. Action. The purpose of this ordinance is to amend Section 2.16.030, Write-in candidates and write-in votes, Section 2.28.030, Rules for determining mark on ballots, and Section 2.28.050, Canvass Board, of the Wrangell Municipal Code.

SEC. 2. Amendment of Section. Section 2.16.030 of the Wrangell Municipal Code is amended to read:

2.16.030 Write-in candidates and write-in votes

Individuals who fail to file a declaration of candidacy but wish to run for office as a write-in candidate must file with the borough clerk a letter of intent no later than 5:00 p.m. on the Friday preceding the election in which the candidate plans to participate. Write-in votes cast for individuals who do not file a letter of intent will not be counted. In order to vote for a write-in candidate, the voter must write the name of the write-in candidate, or the last name of the candidate, in the blank space provided. In addition, the voter must mark the oval opposite the write-in candidate's name. Stickers shall not be used. **[In order to vote for a write-in candidate, the voter must, in space provided, write in the candidate's name as the candidate's name appears on the letter of intent filed with the borough clerk.]** Write-in votes shall be counted according to Section 2.28.030, rules for determining mark on ballots.

SEC. 3. Amendment of Section. Section 2.28.030 of the Wrangell Municipal Code is amended to read:

2.28.030 Rules for determining mark on ballots.

The election board shall canvass and count the votes according to the following rules:

A. A voter may mark his ballot only by filling in the oval or the use of crossmarks, "X" marks, checks, or plus signs that are clearly spaced in the **[square]**oval opposite the name of the

candidate the voter desires to designate.

B. A failure to properly mark a ballot as to one or more candidates does not itself invalidate the entire ballot.

C. If a voter marks fewer names than there are persons to be elected to the office, a vote shall be counted for each candidate properly marked.

D. If a voter marks more names than there are persons to be elected to the office, the votes for candidates for that office shall not be counted.

E. The mark shall be counted only if it is substantially inside the **[square]oval** provided, or touching the **[square]oval** so as to indicate clearly that the voter intended the particular **[square]oval** to be designated.

F. An erasure or correction invalidates only that section of the ballot in which it appears.

G. To be a valid write-in vote, the candidate's name, or the last name of the candidate, must be written only in the section of the ballot that has a blank space provided for this purpose and the voter must mark the oval opposite the write-in candidate's name. The requirements of WMC 2.16.030, Write-in candidates and write-in votes, must also be met.

H. In counting votes for write-in candidates, the election board or the canvass board, as applicable, shall disregard any abbreviation, misspelling, or other minor variation in the form of the name of a candidate and determine whether the intention of the voter can be ascertained. If the intention of the voter can be ascertained the election board or the canvass board, as applicable, shall so find and shall count the vote for the write-in candidate intended by the voter.

SEC. 4. Amendment of Section. Section 2.28.050 of the Wrangell Municipal Code is amended to read:

2.28.050 Canvass board

The canvass board shall consist of borough clerk who acted as election supervisor, the chairperson from each election precinct, and three members of the assembly. The assembly shall, prior to the date of the election, designate three assembly members to serve on the canvass board. If three members of the assembly cannot serve on the canvass board, the mayor shall appoint one or more qualified voters to serve on the board in place of the member or members of the assembly; to be appointed to the canvass board, a qualified voter may not be a member of the election board. [Vacancies shall be filled by appointment of the mayor.]

SEC. 5. Effective Date. This ordinance shall become effective immediately upon adoption.

CITY & BOROUGH OF WRANGELL

Stephen Prysunka, Mayor

ATTEST:

Kim Lane, Borough Clerk

PASSED IN FIRST READING: October 23, 2018.

PASSED IN SECOND READING: _____, 2018.

Yes: _____

No: _____

Absent: _____

Abstaining: _____

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH ASSEMBLY PUBLIC HEARING AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	11b	<u>DATE:</u>	November 27, 2018
<p align="center">PROPOSED ORDINANCE No. 951 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.05.020, ORDER OF BUSINESS, OF THE WRANGELL MUNICIPAL CODE</p> <p align="center"><i>(second reading)</i></p>				
<u>SUBMITTED BY:</u>		<u>FISCAL NOTE:</u>		
Lisa Von Bargaen, Borough Manager & Kim Lane, Borough Clerk		Expenditure Required: none		
		Amount Budgeted: none		
		Account Number(s): none		
		Account Name(s): none		
<u>Reviews/Approvals/Recommendations</u>				
n/a	Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure):	
Name(s)			none	
<input checked="" type="checkbox"/>	Attorney			
n/a	Insurance			
ATTACHMENTS: 1. Ordinance No. 951; 2. New Sign-up sheet.				

Procedure: Mayor Prysunka shall declare the Public Hearing open. The Mayor shall ask if there is an administrative report on the Public Hearing Item. Clerk Lane shall retrieve the list of those who signed up to speak. When the item comes up, Persons on the list will be called by the Mayor to speak in the order in which they signed up for the Public Hearing Agenda Item.

Mayor Prysunka shall declare the Public Hearing closed before the Assembly takes action on the item.

Once the Public Hearing has CLOSED.....

RECOMMENDATION MOTION:
Move to adopt Ordinance No. 951.

SUMMARY STATEMENT:

At the Assembly Meeting of October 23, 2018 when this Ordinance was introduced, the Assembly heard from residents who were opposed to the Invocation being removed. Hearing what the residents had to say, the Assembly made some suggestions that could hopefully satisfy everyone and still protect the City from legal exposure.

If Ordinance No. 951 is adopted, the Clerk will modify the Sign-up sheet for Persons to be Heard. The new sheet will include a section for someone to sign-up to give the invocation (proposed sheet is attached). If someone does sign-up to give an Invocation, the Mayor will ask that person to give the Invocation before those who signed-up to speak under Persons to be Heard.

The remainder of this agenda statement remains unchanged since the October meeting and first reading of the ordinance.

A couple of weeks ago there was a court ruling regarding the Invocation Policy of the Kenai Peninsula Borough Assembly. The superior court of Alaska found the Borough's policy unconstitutional. Although the CBW does not have a policy, the components of the Assembly Agenda are outlined in the Wrangell Municipal Code. This includes having an invocation as part of each agenda. The Clerk reached out to the attorney to discuss potential implications of the court case. In short, the Borough is putting itself at legal risk by continuing to have the invocation as a required component of the agenda. The attorney has recommended the code be amended to remove the invocation from the agenda. The Attorney has prepared an ordinance that amends the code regarding the agenda.

This proposed code amendment is directly related to the recent court decision. However, I have struggled in the past to find someone to give the invocation. I finally sent a letter to each and every congregation in Wrangell and asked them to reply to me if they wanted to be called to give invocations at Assembly meetings. I received 3 responses. Although I am grateful for those three people who give the invocations, I still have to take the time to contact them before each Assembly meeting. My concern is if we were to have a person or a congregation complain that I am not including them in my bi-monthly requests to give the invocation. My concern is, would I need to start calling all congregations again?

I am very grateful for those who have come before the Borough Assembly to give an invocation. At this time it is best the invocation be removed from the agenda to avoid any future legal challenges for the Borough.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 951

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.05.020, ORDER OF BUSINESS, OF THE WRANGELL MUNICIPAL CODE

BE IT ORDAINED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA:

[The changes to the existing code are shown as follows: the words that are underlined are to be added and the words that are **[bolded and in brackets are to be deleted]**.]

SEC. 1. Action. The purpose of this ordinance is to amend Section 3.05.020 of the Wrangell Municipal Code, Order of business at regular meetings of the Assembly.

SEC. 2. Amendment of Section. Section 3.05.020 of the Wrangell Municipal Code is amended to read:

3.05.020 Order of business.

At all regular meetings of the assembly, the order of business shall be:

A. Call to Order. The mayor shall call the meeting to order at 7:00 p.m. in the Borough Assembly Chambers.

1. Pledge of Allegiance.

[2. Invocation.]

[3]2. Ceremonial matters – community presentations, proclamations, awards, certificates of service, guest introductions. Presentations shall be limited to 10 minutes. Presenters are encouraged to submit written presentations and exhibits in advance. Any such materials shall be given to the borough clerk for distribution to the assembly. Presenters shall not distribute materials to the public or address the public directly.

...

SEC. 3. Effective Date. This ordinance shall become effective immediately upon adoption.

CITY & BOROUGH OF WRANGELL

Stephen Prysunka, Mayor

ATTEST:

Kim Lane, Borough Clerk

PASSED IN FIRST READING: October 23, 2018.

PASSED IN SECOND READING _____, 2018.

Yes: _____

No: _____

Absent: _____

Abstaining: _____

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13a	<u>DATE:</u>	November 27, 2018
PROPOSED RESOLUTION NO. 11-18-1433 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, IN SUPPORT OF FULL FUNDING FOR THE STATE OF ALASKA HARBOR FACILITY GRANT PROGRAM IN THE FY 2020 STATE CAPITAL BUDGET				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
Greg Meissner, Harbormaster			Expenditure Required: none	
			Amount Budgeted: none	
			Account Number(s): none	
			Account Name(s): none	
<u>Reviews/Approvals/Recommendations</u>				
n/a	Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure):	
Name(s)			none	
<input type="checkbox"/>	Attorney			
n/a	Insurance			
<u>ATTACHMENTS:</u> 1. Resolution No. 11-18-1433.				

RECOMMENDATION MOTION:

Move to adopt Resolution No. 11-18-1433, supporting full funding for the State of Alaska Harbor Facility Grant Program in the FY 2020 State Capital Budget.

SUMMARY STATEMENT:

In (or around) 2003, the State of Alaska approached the City of Wrangell and other communities about relieving the State of the burden of owning and maintaining community harbors. Many of these harbors were in immediate trouble and needed fixing and others had some life left in them. They were all beyond the half-way point in their life expectancy (at least in Wrangell). In Wrangell’s case, we received approximately \$3.5 million in State funding to assist with maintenance. Another \$5

million more recently (FY18 Capital Budget) was awarded to Wrangell for the Shoemaker Harbor Replacement Project.

Every year the Alaska Association of Harbormasters and Port Administrators passes a resolution in support of full funding to cover the requests of harbors who applied for the State matching grant. Following that, as many municipalities as possible who have harbors pass a similar resolution stating the same.

We are all trying to show support for each other as we know our turn will come again and will need the same support. We also need to show consistent need, so the State Legislature doesn't think the program is unnecessary.

This resolution expresses Wrangell's support for the grant program. Administration recommends approval by the Assembly.

CITY AND BOROUGH OF WRANGELL, ALASKA
RESOLUTION No. 11-18-1433

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, IN SUPPORT OF FULL FUNDING FOR THE STATE OF ALASKA HARBOR FACILITY GRANT PROGRAM IN THE FY 2020 STATE CAPITAL BUDGET

WHEREAS, the Alaska Association of Harbormasters and Port Administrators recognizes the majority of the public boat harbors in Alaska where constructed by the State during the 1960s and 1970s; and

WHEREAS, these harbor facilities represent critical transportation links and are the transportation hubs for waterfront commerce and economic development in Alaskan coastal communities; and

WHEREAS, these harbor facilities are ports of refuge and areas for protection for ocean-going vessels and fishermen throughout the State of Alaska, especially in coastal Alaskan communities; and

WHEREAS, the State of Alaska over the past 30 years has transferred ownership of most of these State-owned Harbor's, many of which were at or near the end of their service life at the time of transfer, to local municipalities; and

WHEREAS, the municipalities took over this important responsibility even though they knew that these same Harbor facilities were in poor condition at the time of transfer due to the State's failure to keep up with deferred maintenance; and

WHEREAS, consequently, when local municipal harbormasters formulated their annual harbor facility budgets, they inherited a major financial burden that their local municipal governments could not afford; and

WHEREAS, in response to this financial burden the Governor and the Alaska Legislature passed legislation in 2006, supported by the Alaska Association of Harbormasters and Port Administrators, to create the Municipal Harbor Facility Grant program, AS 29.60.800; and

WHEREAS, the Alaska Association of Harbormasters and Port Administrators, is pleased with the Department of Transportation and Public Facilities Administrative process to review, score and rank applications to the Harbor Facility Grant Program, since State funds may be limited; and

WHEREAS, for each harbor facility grant application, these municipalities have committed to invest 100% of the design and permitting costs and 50% of the construction cost; and

WHEREAS, the municipalities of the City of Anchorage, the City of Angoon, the City and Borough of Juneau, the City of Ketchikan, and the City and Borough of Sitka, have offered to contribute \$7,409,439 in local match funding for FY2020 towards seven harbor projects of significant importance locally as required in the Harbor facility Grant Program; and

WHEREAS, completion of these harbor facility projects is all dependent on 50% match from the State of Alaska's Harbor Facility Grant program; and

WHEREAS, during the last ten years the Municipal Harbor Facility Grant program has only been fully funded twice; and

WHEREAS, during the last ten years the backlog of projects necessary to repair and replace these former State-owned harbors has increased to over \$100,000,000.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, and the Membership of the Alaska Association of Harbormasters and Port Administrators, that we urge for funding in the amount of \$7,409,439 by the Governor and the Alaska Legislature for the State of Alaska's Municipal Harbor Facility Grant program in the FY 2020 State Capital Budget in order to ensure enhanced safety and economic prosperity among Alaskan coastal communities.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA THIS 27th DAY OF NOVEMBER 2018.

CITY & BOROUGH OF WRANGELL, ALASKA

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13b	<u>DATE:</u>	November 27, 2018
PROPOSED RESOLUTION No. 11-18-1434 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
Carol Rushmore, Economic Development Director			Expenditure Required:	
			\$112,500	
Carol Rushmore, Economic Development Director			Amount Budgeted:	
			\$50,000 /\$62,500	
Carol Rushmore, Economic Development Director			Account Number(s):	
			11000-000-8911/General Fund Reserves	
<u>Reviews/Approvals/Recommendations</u>			Account Name(s):	
			Fire Truck Replacement Fund/ GF Reserves	
_____ Commission, Board or Committee			Unencumbered Balance(s) (prior to expenditure):	
Name(s)				
_____ Attorney				
_____ Insurance				
ATTACHMENTS:				
1. Proposed Resolution No. 11-18-1434. 2.				

RECOMMENDATION:

Approve the Resolution 11-18-1434 and the required match of \$112,500 - \$50,000 to come from the Fire Truck Replacement Fund and \$62,500 from General Fund Reserves.

SUMMARY STATEMENT:

Staff is working on the CDBG grant application due December 7, 2018 for a new Commercial Pumper Truck with a 1500 gpm pump, 1000 gallon water tank capacity and Compressed Air Foam System capability. This resolution authorizing participation and match is a required element of the grant application submittal.

The Assembly held the required public hearing on this item in October and provided direction to apply for grant funds for a new Pumper Truck for the Fire Department.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION No. 11-18-1434

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, the Assembly of the City and Borough of Wrangell, Alaska wishes to make an application for acquisition of a new Fire Pumper Truck for consideration under the Community Development Block Grant (CDBG) program, and

WHEREAS, the City and Borough of Wrangell, Alaska is an applicant for the grant in the amount of \$337,500.00 from the Alaska Department of Commerce, Community, and Economic Development (hereinafter "Department"), under the CDBG program, and

WHEREAS, a new fire truck is critically important for the community to acquire in order to continue to provide emergency response for the growing needs of the community, and

WHEREAS, a new fire truck will replace a 30-year old pumper truck that must be retired because of its inability to provide safe and reliable response.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, that:

SECTION 1: The Assembly hereby authorizes the Borough Manager to negotiate and execute any and all documents required for granting and managing funds on behalf of this organization.

SECTION 2: The Borough Manager is also authorized to execute subsequent amendments to said grant agreement to provide for adjustments to the project within the scope of services or tasks, based upon the needs of the project.

SECTION 3: The estimated total cost of the entire project is \$450,000.

SECTION 4: The City & Borough of Wrangell has allocated local match funding of \$112,500 equivalent to 25% of the total project estimated cost, \$50,000 to come from the Fire Department Equipment Replacement Reserves and \$62,500 to come from General Fund Reserves

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, this 27th day of November 2018.

CITY AND BOROUGH OF WRANGELL, ALASKA

Stephen Prysunka, Mayor

ATTEST:

Kim Lane, MMC, Borough Clerk

The Fire Department has been working on obtaining quotes for this type of emergency response vehicle. The estimated cost is \$450,000. The CBW is eligible to apply for up to 75% of the cost under the CDBG program, or \$337,500. That requires a Borough match of \$112,500. \$50,000 of that will come from the Fire Truck Replacement Reserves set aside over the past two fiscal years. \$62,500 will have to come from General Fund Reserves.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13c	<u>DATE:</u>	November 27, 2018
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PROPOSED RESOLUTION NO. 11-18-1435 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2019 BUDGET IN THE WATER FUND BY \$39,000 FOR CAPITAL EXPENDITURES AND AUTHORIZING ITS EXPENDITURE

<u>SUBMITTED BY:</u>	<u>FISCAL NOTE:</u>
	Expenditure Required: \$39,000
Lee Burgess, Finance Director	Amount Budgeted: N/A
	Account Number(s): 72000 302 7900
	Account Name(s): Capital Expenditures
<u>Reviews/Approvals/Recommendations</u>	
n/a	Commission, Board or Committee
Name(s)	Unencumbered Balance(s) (prior to expenditure):
	\$57,303
<input type="checkbox"/>	Attorney
n/a	Insurance
<u>ATTACHMENTS:</u>	
1. Resolution No. 11-18-1435.	

RECOMMENDED MOTION:

Move to approve Resolution No. 11-18-1435 of the Borough Assembly of the City and Borough of Wrangell, Alaska, amending the FY 2019 Budget in the Water Fund by \$39,000 for Capital Expenditures and authorizing its expenditure.

SUMMARY STATEMENT:

Management recommends a budget amendment to increase the Water Budget's Capital Expenditures line item by \$39,000 to provide for the following two items:

Water Plant Bypass Line Valve Cluster Reconfiguration - \$30,000: This item has been discussed in previous budget cycles and should have been requested in the FY 2019 budget, as it is an item that the Alaska Department of Environmental Conservation has advised the Borough is required to complete, in order to reduce potential cross contamination issues between raw water and treated water.

Snow Plow - \$9,000: This is a new request and recommendation that has developed in the last few months which will enable the Water Department to independently maintain clear roadways to the water plant and the reservoirs and around the treatment facility to aid in their operations. During snow events, there are many competing snow removal priorities for the City's two primary snow plows. Although the Water Plant could be made a higher priority for the Public Works' plows, this would slow snow removal response for the rest of the roadways for which the Borough is responsible.

Both of these items will come back to the Assembly for purchase/contract approval. The Valve Cluster Reconfiguration is estimated at an amount in excess of the Manager's spending authority; and it is part of the water system which a priority for the Assembly.

The snow plow cost estimate is within the Manager's spending authority, but the Assembly has previously taken a significant interest in vehicle and equipment purchases, as well as fleet management. For this reason, this purchase approval will come back to the Assembly.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 11-18-1435

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2019 BUDGET IN THE WATER FUND BY \$39,000 FOR CAPITAL EXPENDITURES AND AUTHORIZING ITS EXPENDITURE

WHEREAS, the Borough adopts and operates a budget for the fiscal year, and the Wrangell Municipal Code requires that the Borough Assembly approve any budget amendments over those amounts adopted; and

WHEREAS, the Alaska Department of Environmental Conservation has informed the Borough it is required to reconfigure its reservoir bypass valve cluster at a cost of \$30,000 to mitigate potential contamination concerns which was not originally approved in the FY 2019 budget; and

WHEREAS, staff recommends an additional budget amendment of \$9,000 for capital expenditures from the Water Fund's Reserves to purchase a snow plow, which was not originally requested or approved in the FY 2019 budget;

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, that:

Section 1: The FY 2019 Budget in the Water Fund is amended by transferring \$39,000 from Water Reserves to Water Capital Expenditures (72000-302-7900) and authorizing its expenditure.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA this 27th day of November, 2018.

CITY & BOROUGH OF WRANGELL, ALASKA

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13d	<u>DATE:</u>	November 27, 2018
<p>PROPOSED RESOLUTION NO. 11-18-1436: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA PROVIDING THE AUTHORIZATION OF THE LAND AND WATER CONSERVATION FUND GRANT APPLICATION FOR THE KYLE ANGERMAN PARK AND PLAYGROUND IMPROVEMENT PROJECT; AND REPEALING RESOLUTION NO. 10-18-1429</p>				
<u>SUBMITTED BY:</u>		<u>FISCAL NOTE:</u>		
		Expenditure Required: \$31,000 (CBW Capital), \$10,000(CBW In-Kind), \$10,000 (Engineer In-Kind), \$5,000 (SEARHC/WCA), \$15,000 (Walker Foundation)		
Kate Thomas, Director of Parks and Recreation		Amount Budgeted: \$31,000		
		Account Number(s):		
		Account Name(s):		
		P&R CIP Budget		
<u>Reviews/Approvals/Recommendations</u>				
<input checked="" type="checkbox"/>	Commission, Board or Committee	Unencumbered Balance(s) (prior to expenditure):		
Name(s)	Borough Assembly	\$31,000/\$5,000/\$15,000		
<input type="checkbox"/>	Attorney			
<input type="checkbox"/>	Insurance			
<u>ATTACHMENTS:</u>				
1. Resolution No. 11-18-1436.				

RECOMMENDATION MOTION:

Move to approve Resolution 11-18-1436 providing for the authorization of the Land and Water Conservation Fund Grant application for the Kyle Angerman Park and Playground Improvement Project, and repealing Resolution 10-18-1429.

PROJECT UPDATE:

Following the approval of Resolution 10-18-1429 on October 9, 2018 Parks and Recreation was awarded \$15,000 from the Walker Foundation for the Kyle Angerman Park and Playground improvements. In addition to the grant award, in-kind contributions from the City and Borough of Wrangell for project and contract management, and administrative expenses were identified; as well

as in-kind contributions from the Engineer for project design and ongoing consultation. Additionally, a portion of Capital funds allocated to the Pool Cover Replacement Project will not be spent since the bid came in well under the original cost estimate. This leaves an additional \$7,000 to be reallocated to the Kyle Angerman project. With the additional funding sources there is a total of \$71,000 in cash and in-kind value to be leveraged as a match for the Land and Water Conservation Fund grant. The previous authorizing resolution passed in October specifically listed the CBW match as \$31,000. This precludes us from asking for a full match of \$71,000 from LWCF. The LWCF Grant Administrator has received the department's application for initial review. The department has been provided an opportunity to revise and submit a resolution noting the increase in funding available for the 50/50 match, allowing the CBW to apply for up to \$71,000 in matching grant funds. The rest of the agenda statement summary remains unchanged from the October meeting except for the match amount being amended from \$31,000 to \$71,000.

SUMMARY STATEMENT:

The Land and Water Conservation Fund (LWCF) is a federal grant program administered by the Department of Interior, National Park Service (NPS). LWCF consists of two parts or sides: the federal and the state side. The latter, administered in partnership with individual states and U.S. territories, provides grants for projects featuring "close-to-home" outdoor recreational opportunities for the public.

More than \$37 million in LWCF grants has been invested in over 350 projects in Alaska since inception of the program in 1965. Locally sponsored projects vary widely. Examples include a skate park in Sitka, ball fields in Barrow, a rifle range in Kodiak, community garden in Bethel, tot lot in Kotzebue, ski area in Cordova, and a swim beach in Fairbanks. High priority project types include:

- Trail and facility upgrades or improvements (includes support facilities, restrooms, campsites)
- Improved access to recreation areas (parking, boat launches, trailheads, signage, etc.)
- Meet ADA accessibility standards

The application deadline is November 9th.

Applicants are required to agree to the following certifications, the most important of which is the obligation to maintain in perpetuity (as a recreation area) the property enhanced with use of LWCF funding. This obligation is specifically identified as a condition in the authorizing resolution.

Match & Reimbursement: A municipality must certify a match is available for this LWCF 50-50 matching grant program. Grant funds are paid on a reimbursable basis upon submittal of acceptable backup documentation and narrative progress reports to the State of Alaska.

Indirect Costs and Retainage: State of Alaska indirect costs may be assessed on each project billing, and the State will withhold at least 10% of the award until approval of final documents at project completion.

6(f) Dedication: Properties receiving LWCF assistance must be maintained, *in perpetuity*, for public outdoor recreation. The municipality must record on the real property title that it has been dedicated to public outdoor recreation in perpetuity per section 6(f) of the Land and Water Conservation Fund Act, prior to receiving reimbursement under this program.

Inspections and Conversions: LWCF-assisted properties shall be inspected at least once every five years after project completion and may be conducted in conjunction with State of Alaska and/or National Park Service (NPS) staff. Inspection reports shall be forwarded to the State for monitoring and adherence to LWCF guidelines. If non-public recreation use is discovered, or is proposed on the property, our entity will work with State and NPS LWCF staff to determine and resolve any potential conversion issues.

Cooperation: Municipalities must adhere to all applicable local, state and federal laws and regulations, as well as guidelines governing the LWCF program.

During the FY19 budget cycle the Kyle Angerman Park and Playground was identified as a capital project priority due to the necessary safety upgrades and improvements identified in a previous site inspection. \$31,000 in capital funds were approved for the project. \$15,000 was awarded for the project through the Walker Foundation. An additional \$5,000 was awarded to the project through the SEARHC Healthy is Here grant distributed by the Wrangell Cooperative Association. The remaining funds are sourced from in-kind services provided by the City and Borough of Wrangell and Engineer firm for design and consultation. There is a total of \$71,000 available as a financial or in-kind match for the Land and Water Conservation Fund (LWCF) grant requirements. As this grant is a 50/50 match the CBW can apply for up to \$71,000 in grant funding.

The project priorities include: decommission of the existing wooden structure, site preparation, new (existing) slide installation, soft surface installation under play equipment, new play equipment purchase. The existing funding amount is prioritized for the equipment decommission, site preparation, and slide and soft surfacing installation. If awarded the LWCF grant, the match will allow Parks and Recreation to expand the project scope to include the purchase of new and diverse play equipment for installation.

Forward motion in the grant application requires Assembly authorization to submit the grant application, maintain the project site in perpetuity for public outdoor recreation and leverage up to \$71,000 of existing funds as a match as a grant requirement.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION No. 11-18-1436

A RESOLUTION OF THE ASSMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR AUTHORIZATION OF THE LAND AND WATER CONVERSATION FUND GRANT APPLICATION FOR THE KYLE ANGERMAN PARK AND PLAYGROUND IMPROVEMENT PROJECT; AND REPEALING RESOLUTION NO. 10-18-1429

WHEREAS, the State of Alaska, Department of Natural Resources, Division of Parks and Outdoor Recreation administers the Land and Water Conservation (LWCF) grant program; and

WHEREAS, LWCF provides up to 50% matching funds for public outdoor recreation projects; and

WHEREAS, Kyle Angerman Park and Playground is a popular area near downtown, previously designated for public outdoor recreation use and is in need of upgrades; and

WHEREAS, the City & Borough of Wrangell is a qualified applicant for the LWCF grant assistance, and Kyle Angerman Park and Playground has been identified in the City's capital project priorities for needed upgrades; and

WHEREAS, the City & Borough of Wrangell proposes to use up to \$71,000 in LWCF grant funds to assist with upgrades in Kyle Angerman Park and Playground; and

WHEREAS, the City & Borough of Wrangell intends to use allocated capital funds, in kind administrative and project management time, donations, The Walker Foundation grant and a Wrangell Cooperative Association grant as match to the LWCF grant; and

WHEREAS, the City & Borough of Wrangell commits to maintaining Kyle Angerman Park and Playground in perpetuity for public outdoor recreation.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, THAT:

SECTION 1: The Borough Assembly authorizes submission of a Land and Water Conservation Fund grant application for the Kyle Angerman Park & Playground Improvement Project.

SECTION 2: The City Manager is authorized to negotiate, execute and administer all documents required for the application and acceptance of the LWCF grant, and to manage those funds on behalf of the City & Borough of Wrangell

SECTION 3: The Assembly commits to maintaining Kyle Angerman Park and Playground in perpetuity for public outdoor recreation and will record such commitment as a restriction to the deed for the property.

SECTION 4: The Assembly authorizes the use of matching funds from allocated capital funds, in kind contributions, donations, a Walker Foundation grant and a Wrangell Cooperative Association grant.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL,
ALASKA THIS 27th DAY OF NOVEMBER 2018.

CITY & BOROUGH OF WRANGELL, ALASKA

Stephen Prysunka, Mayor

ATTEST: _____

Kim Lane, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13e	<u>DATE:</u>	November 27, 2018
Approval of Professional Services Agreement for Assessment Services for the 2019, 2020 and 2021 Tax Assessment Years with Appraisal Company of Alaska LLC in the Annual Respective Amounts of \$40,000, \$50,000 and \$45,000 (Three-Year Total \$135,000)				
<u>SUBMITTED BY:</u>		<u>FISCAL NOTE:</u>		
Lee Burgess, Finance Director		Expenditure Required: \$135,000 Total		
		FY19 \$40K, FY20 \$50K, FY21 \$45K		
		Amount Budgeted: FY19 \$78,000		
		Account Number(s): 11000 003 7550		
		Account Name(s): Property Assessment Services		
<u>Reviews/Approvals/Recommendations</u>				
n/a	Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure):	
Name(s)			\$55,925	
<input type="checkbox"/>	Attorney			
n/a	Insurance			
ATTACHMENTS: 1. Request and Proposed Agreement from Appraisal Company of Alaska LLC.				

RECOMMENDATION MOTION:

Move to approve a Professional Services Agreement for Assessment Services for the 2019, 2020 and 2021 Tax Assessment Years with Appraisal Company of Alaska LLC in the Annual Respective Amounts of \$40,000, \$50,000 and \$45,000 (Three-Year Total \$135,000).

SUMMARY STATEMENT:

The City and Borough of Wrangell has had Appraisal Company of Alaska, LLC as its contract assessors for many years. Their staff are familiar with the Borough and have worked well with Borough staff. They have also recently spearheaded our conversion from paper-based assessment records to a Computer-Aided Mass Appraisal (CAMA) system as required by the State of Alaska and, as a courtesy, have agreed to retain the Borough's assessment data on secure servers at their facility until the Borough is able to purchase and install a new server (system requirement) to migrate the data to a local server at City Hall.

The important and diligent work by Appraisal Company of Alaska has served the Borough well, in particular in the middle of this important transitional period from paper-based assessment records to a computer-based system. Administration believes it would be only to the Borough's benefit to continue with their services for another three-year period.

The annual cost of the assessments vary because 2020 will represent a property re-evaluation year. Please see the attached engagement letter from Mike Renfro that explains this.

This year's budgeted amount at \$78,000 is higher than normal to account for additional anticipated expenses associated with MARS implementation.

Appraisal Company of Alaska LLC

341 W. Tudor Rd. Suite 202
ANCHORAGE, ALASKA 99503
office@appraisalalaska.com
EIN#26-2071908

October 16, 2018

Lee Burgess, Finance Director
City and Borough of Wrangell
P.O. Box 531
Wrangell, AK 99929

RE: Professional Services Contract for Contract Assessor

Dear Mr. Burgess:

I have attached a proposal and contract for assessment services for the next three years, 2019, 2020 and 2021.

Since we just finished a complete revaluation of all properties within the Borough, 2020 will be an revalue year. MARS data is all entered now, our next step is to rephotograph all properties within the Borough and scan the drawings in the property record cards. Also I would like to work out a program to scan the old property record cards before we retire them. However we will be tracking the market to assure that our sales ratios are within the state guidelines. (90% to 110%).

As the state assessor likes to see a systematic revaluation cycle I have proposed a complete revaluation for 2020 which represents the three year cycle.

If you have any questions regarding the proposed please call or email.



Michael C Renfro
Contract Assessor
Appraisal Company of Alaska, LLC

**PROPOSAL FOR
ASSESSMENT SERVICES
CITY AND BOROUGH OF WRANGELL
WRANGELL, ALASKA
TAX YEARS 2019, 2020, 2021**

*APPRAISAL COMPANY OF ALASKA
341 W. TUDOR RD. SUITE 202
ANCHORAGE, ALASKA 99503*



Appraisal Company of Alaska

341 W. TUDOR RD. SUITE 202
ANCHORAGE, ALASKA 99503
office@appraisalalaska.com

October 16, 2018

Lee Burgess, Finance Director
City and Borough of Wrangell
P.O. Box 531
Wrangell, Alaska 99929

Re: Professional Services for Contract Assessments
For the Tax Years, 2019, 2020, 2021

Dear Mr. Burgess:

Enclosed please find our proposal and agreement for professional services for the City and Borough of Wrangell real property assessments for tax years 2019, 2020 and 2021.

Compensation and Terms of Payment

Assessment fees per year are as follows:	2019	40,000
	2020	50,000
	2021	45,000

Contract Assessor to also represent the City and Borough of Wrangell at the annual Board of Equalization (BOE).

Qualifications and Key Personnel:

The Appraisal Company of Alaska presently has a well qualified staff of 4 appraisers with extensive experience in the real property assessment field. The primary contact personal for this particular project would be Michael C. Renfro, a partner in the firm. The appraisal qualifications of the key personnel are attached.

SCOPE OF WORK 2019:

The purpose of this Professional Services Agreement is to assess all commercial and residential real property at their full and true fair market value as prescribed by Alaska Statutes.

- Task 1: The appraiser will complete all building inspections not previously inspected and the appraiser will revalue based on the current valuation manual.
- Task 2: The appraiser will provide new assessments, digital photographs and valuation for all new properties constructed in assessment year.
- Task 3: The appraiser will update all tax rolls from information supplied by the Borough.
- Task 4: The contractor will host the Borough's MARS Assessment Program and update all data from the 2018 tax year.
- Task 5: The appraiser will justify appraisals and represent the City and Borough of Wrangell at the annual Board of Equalization.
- Task 6: The appraiser will provide data for the annual State of Alaska sales ratio study and State Report.

The Appraisal Company of Alaska will also be available to assist the Borough as needed for appraisal services.

SCOPE OF WORK 2020:

- Task 1: The appraiser will complete all building inspections not previously inspected and the appraiser will revalue based on the current valuation manual.
- Task 2: The appraiser will provide new assessments, digital photographs and valuation for all new properties constructed in assessment year.
- Task 3: The appraiser will complete a full revaluation of all properties in the Borough.
- Task 4: The appraiser will update all tax rolls from information supplied by the Borough.
- Task 5: The contractor will host the Borough's MARS Assessment Program and update all data from the 2018 tax year.
- Task 6: The appraiser will justify appraisals and represent the City and Borough of Wrangell at the annual Board of Equalization.
- Task 7: The appraiser will provide data for the annual State of Alaska sales ratio study and State Report.

The Appraisal Company of Alaska will also be available to assist the Borough as needed for appraisal services.



SCOPE OF WORK 2021:

The purpose of this Professional Services Agreement is to assess all commercial and residential real property at their full and true fair market value as prescribed by Alaska Statutes.

- Task 1: The appraiser will complete all building inspections not previously inspected and the appraiser will revalue property based upon the most current sales ratio report.
- Task 2: The appraiser will provide new assessments, digital photographs and valuation for all new properties constructed in assessment year.
- Task 3: The appraiser will update all tax rolls from information supplied by the Borough.
- Task 4: The contractor will host the Borough's MARS Assessment Program and update all data from the 2018 tax year.
- Task 5: The appraiser will justify appraisals and represent the City and Borough of Wrangell at the annual Board of Equalization.
- Task 6: The appraiser will provide data for the annual State of Alaska sales ratio study and State Report.

The Appraisal Company of Alaska will also be available to assist the Borough as needed for appraisal services.

It should be noted that 2020 would be a complete revaluation year with inspection of all properties. The level of revaluation would depend on the sales ratios at the end of 2019.

If you have any questions on this proposal, please contact me at (907) 562-2424.

Sincerely,

APPRAISAL COMPANY OF ALASKA



Michael C. Renfro
Partner



CITY OF WRANGELL, ALASKA

**AGREEMENT FOR PROFESSIONAL TAX ASSESSMENT
AND APPRAISAL SERVICES**

THIS AGREEMENT is between the CITY AND BOROUGH OF WRANGELL, ALASKA, ("City") and APPRAISAL COMPANY OF ALASKA ("Contractor"), effective on the first day of _____, 2018.

THIS AGREEMENT is for professional tax assessment services for the City and Borough of Wrangell. Contractor's primary contact person under this agreement is Michael C. Renfro. Contractor's primary contact person may not be changed without written consent of the City.

ARTICLE 1. SUMMARY OF SERVICES

- 1.1 The scope of work to be performed hereunder is more completely described in Appendix A which is incorporated herein by reference.

ARTICLE 2. COMPENSATION

- 2.1 Compensation shall be paid in accordance with the Basis of Compensation Schedule attached hereto as Appendix B and incorporated herein by reference.

ARTICLE 3. PERIOD OF PERFORMANCE

- 3.1 The Contractor agrees to commence work under this agreement only as authorized by and in accordance with written notice to proceed and to complete the work in accordance with Scope of Work (Appendix A) and such time schedules contained in Wrangell Borough Code and any resolutions the Wrangell Borough Assembly passes pursuant thereto.
- 3.2 The period of performance under this agreement shall be tax assessment work for the City and Borough of Wrangell 2019, 2020, and 2021 tax years and shall end upon completion of the Board of Equalization hearings and appeals for the 2021 tax year or December 31, 2021, which ever is last.
- 3.3 This contract may be carried over with the agreement of both parties.

ARTICLE 4. SUBCONTRACTORS

- 4.1 The Contractor shall perform all services required under this agreement except as may be performed by its subcontractors. Subcontractors may be retained only upon written consent from the City.



ARTICLE 5. INSURANCE

5.1 The following minimum limits of insurance coverage are required:

	<u>Limits of Liability</u>	
<u>Type Insurance:</u>	<u>Each Occurrence</u>	<u>Aggregate</u>
Workmen's Compensation	\$1,000,000	\$1,000,000
Employers General Liability	\$1,000,000	\$3,000,000
Comprehensive General Liability	\$1,000,000	\$3,000,000
Comprehensive Automobile Liability	\$1,000,000	\$3,000,000

ARTICLE 6. APPENDICES

6.1 The following appendices are attached to this agreement and incorporated herein:

Appendix A	Scope of Work
Appendix B	Basis of Compensation

IN WITNESS WHEREOF, the parties have executed this Agreement on the _____ day of _____, 2018.

CONTRACTOR:

APPRAISAL COMPANY OF ALASKA

CITY AND BOROUGH OF
WRANGELL, ALASKA

Michael C. Renfro, Partner

Lisa Von Bargaen, Borough Manager



APPENDIX A
SCOPE OF WORK

The Contractor shall:

1. Establish the full and true value of all taxable real property located within the limits of the City and Borough of Wrangell to be assessed in the name of the person by whom it is owned on the first day of January of the tax year.
2. Provide assessments with new photographs and valuations for all new buildings constructed in the prior year, and continue to research and inspect annex area properties Borough wide.
3. Create and/or update in full detail the MARS database and the property card as needed for each tax parcel showing size, dimensions, construction materials, and other pertinent data as well as a minimum of one exterior photograph.
4. Investigate, evaluate and report to the Borough and merits of all written complaints received by the Borough and forwarded to the Contractor after evaluation notices have been mailed and prior to the Board of Equalization.
5. Represent the Borough at Board of Equalization hearings.
6. Be accessible to Borough staff throughout the tax year to offer advice and to correct problems that may arise out of the assessment work.
7. Comply with all requirements of the City and Borough of Wrangell Code respect to the time of performance and the particulars of the details of Contractor's work.
8. After completion of the Board of Equalization hearings, provide changes and certify the final assessment roll.
9. The assessor will be available to assist the City and Borough of Wrangell with any non-tax real estate appraisals on an as needed basis for additional fees which are to be negotiated and job specific.
10. 2020 will be a complete revaluation year with inspections of all properties based on the 2019 sales ratios.



APPENDIX B

BASIS OF COMPENSATION

Contractor shall be paid for all tax assessment work as follows:

2019	\$40,000
2020	\$50,000
2021	\$45,000



QUALIFICATIONS OF APPRAISER

MICHAEL C. RENFRO

EDUCATION:

- 2018 7 Hour Uniform Standards & Professional Appraisal Practice 2018 Update
- 2015-2017 27 Hour Continuing Education Sponsored by Appraisal Institute, Chicago, IL
- 2013-2015 27 Hour Continuing Education Sponsored by Appraisal Institute, Chicago, IL
- 2011 27 Hour Continuing Education Sponsored by Appraisal Institute, Chicago, IL
- 2009 27 Hour Continuing Education Sponsored by Appraisal Institute, Chicago, IL
- 2007 27 Hour Continuing Education Sponsored by Appraisal Institute, Chicago, IL
- 2005 27 Hour Continuing Education Sponsored by Appraisal Institute, Chicago, IL
- 2003 The Road Less Traveled; Special Purpose Properties by Appraisal Institute, Girdwood, Alaska
- 2003 Appraisal of Non-Conforming Uses by Appraisal Institute, Girdwood, Alaska
- 2003 Partial Interest Valuation Dividend; Appraisal Institute, Girdwood, Alaska
- 2003 Subdivision Analysis; Appraisal Institute, Girdwood, Alaska
- 2002 Introduction to Real Estate Econometrics with a Trend Analysis Application; sponsored by Appraisal Institute of Alaska, Anchorage, Alaska
- 2002 IAAO Course 102 – Income Approach to Valuation; sponsored by AAAO, Anchorage, Alaska
- 2001 Seminar on Partial Interest Valuation – Divided; sponsored by Appraisal Institute of Alaska, Anchorage, Alaska
- 2001 Seminar on Partial Interest Valuation – Undivided; sponsored by Appraisal Institute of Alaska, Anchorage, Alaska
- 2000 Standards of Professional Practice, Part C, sponsored by Appraisal Institute of Alaska, Anchorage, Alaska
- 1999 On-Line Residential Design and Functional Utility, sponsored by Appraisal Institute, Chicago, IL
- 1999 The Technical Inspection of Real Estate, sponsored by The Beckman Company, Anchorage, Alaska
- 1999 Appraisal of Non-conforming Issues, sponsored by the Appraisal Institute, Anchorage, Alaska



QUALIFICATIONS

MICHAEL C. RENFRO pg. 2

EDUCATION (Continued):

- 1997 IAAO Course 311: Residential Modeling Concepts, sponsored by the Alaska Association of Assessing Officers, Anchorage, Alaska
- 1995 Standard of Professional Practice, Course 410 & 420, sponsored by the Appraisal Institute, Anchorage, Alaska
- 1995 IAAO Course 630: Personal Property Auditing, sponsored by the Alaska Association of Assessing Officers, Anchorage, Alaska
- 1994 Valuing Property Affected by Environmental Contamination sponsored by the International Association of Assessing Officers, Seattle, Washington
- 1993 IAAO Course 301: Mass Appraisal of Residential Property, sponsored by the Alaska Association of Assessing Officers, Anchorage, Alaska
- 1993 IAAO Course 1: Fundamentals of Real Property Appraisal, sponsored by the Alaska Association of Assessing Officers, Prudhoe Bay, Alaska
- 1993 IAAO Course 4: Assessment Administration, sponsored by the Alaska Association of Assessing Officers, Anchorage, Alaska
- 1991 An Introduction to the Appraisal of Conservation Easements and Restricted Lands, sponsored by the Lincoln Land Institute, Phoenix, Arizona
- 1991 Valuation of Wetlands, sponsored by the Alaska Association of Assessing Officers, Fairbanks, Alaska
- 1991 Valuation Of Contaminated Properties and the Effect On Assessed Values, sponsored by the Alaska Association of Assessing Officers, Fairbanks, Alaska
- 1991 Standards of Professional Practice, sponsored by the Appraisal Institute, Anchorage, Alaska
- 1989 Seminar, The Appraisal of Possessory Interests for ad valorem tax purposes sponsored by the Alaska Association of Assessing Officers
- 1989 ANSCA 1991 Amendments workshop sponsored by the Alaska Association of Assessing Officers
- 1989 Seminar, Methods and Techniques Appropriate for the Development of a True Computer Assisted Mass Appraisal System for Commercial Properties and the Usefulness of a Graphic Information System. Methods of Statistical and Quantitative Techniques for Tracking Market Trends. Sponsored by the International Association of Assessing Officers, Fort Worth, Texas



QUALIFICATIONS
MICHAEL C. RENFRO pg. 3

EDUCATION (Continued):

- 1987 Cash Equivalency Seminar sponsored by the American Institute of Real Estate Appraisers
- 1983 Condominium Seminar, Society of Real Estate Appraisers
- 1979 Attended Society of Real Estate Appraisers' Narrative Report Writing Seminar
- 1979 Completed Society of Real Estate Appraisers R-2 (Residential Narrative) Examination
- 1976 Attended Feasibility Analysis Seminar, sponsored by the Society of Real Estate Appraisers and the American Institute of Real Estate Appraisers, Anchorage
- 1972-1974 Western State College of Colorado, Degree Bachelor of Arts in Business Administration
- 1971 Completed Course 1A, "Real Estate Appraisal" Basic Principles, Methods and Techniques, American Institute of Real Estate Appraisers, Chicago, Illinois
- 1966-1968 Drake University, Des Moines, Iowa

EXPERIENCE:

- 1976 to
Present Appraiser, Appraisal Company of Alaska
- 1974-1976 Real Estate Appraiser with Gebhart and Peterson, Inc.
- 1969-1971 Staff Real Estate Appraiser with Alaska Mutual Savings Bank

PROFESSIONAL AFFILIATIONS:

- Residential Real Estate Appraiser; State of Alaska Certificate No. AA-114
- Alaska Association of Assessing Officers, Alaska Certified Assessor Appraiser, Level II - Certificate No.129
- Alaska Association of Assessing Officers

OTHER:

- Past member of the Matanuska Susitna Borough Board of Equalization
- Qualified as an expert witness in the State of Alaska Superior Court and the United States Federal Court



QUALIFICATIONS OF

ARNE G. ERICKSON

EDUCATION:

- 2008 Course Completion - Fundamentals of Real Property Appraisal.
Sponsored/conducted by AAAO.
- 2002 to Present Appraisal Company of Alaska; Assessing Department
- 1983 Masters of Urban & Regional Planning; Eastern Washington University
- 1996 to 1997 Appraisal Company of Alaska; On-the-Job Training
- 1975 to 1980 Alaska Municipal League Sponsored Municipal Assessment Courses
- 1974 Bachelor of Arts – Community Planning; Eastern Washington University
- 1972 Bachelor of Arts – Political Science and Economics; University of Alaska

EXPERIENCE:

- 2002 to Present Municipal Assessor; Appraisal Company of Alaska
- 1997-2002 Community Development Director; Bristol Bay Borough
- 1996-1997 Municipal Assessor; Appraisal Company of Alaska
- 1996-1990 EMS/HHS Coordinator; City of Unalaska, Alaska
- 1990-1983 Director of Planning; City of Unalaska, Alaska
- 1982- 1983 Assistant County Planner; Franklin County, Washington
- 1980-1982 Research Fellowship/Lecturer; Eastern Washington University
- 1975-1980 Administrative Assistant; Bristol Bay Borough
- 1974-1975 County Planner; Franklin County, Washington
- 1974 Community Planner; City of Winthrop, Washington
- 1966-1969 United States Lieutenant – Forward Support Platoon Leader

Lila J. Koplin
P O Box 172 - Cordova, Alaska 99574
(907) 424-3536

25-year assessing professional with a broad range of experience in municipal taxation, working in all weather during all seasons across the State of Alaska

HIGHLIGHTS OF QUALIFICATIONS

I have performed all levels of the assessment function within a municipal assessment department, from working the “front line” as an assessment clerk to Appraiser Technician, independently valuing business, vessel, and aircraft personal property accounts at the Kodiak Island Borough; to working with the contract assessor to manage the property tax roll for the City of Cordova as the City Clerk and ex officio assessor; working as a contract assessor/appraiser valuing personal property accounts, conducting field inspections, gathering data, producing the tax roll, resolving appeals, and presenting appeals to the Board of Equalization for numerous remote communities across the State of Alaska. I am organized, efficient, and reliable with a strong work ethic, and I complete tasks accurately and timely. I interact with the public in a courteous, respectful, professional manner and have been highly successful resolving contentious property issues.

PROFESSIONAL EXPERIENCE

Assessor/Appraiser, Appraisal Company of Alaska, June 2010 – March 2012 and July 2014 – Present

3940 Arctic Boulevard, Suite 103, Anchorage, AK 99503

(907) 562-2424 Supervisor: Mike Renfro, Appraiser

- Field inspections of real property accounts including measurement of improvements and collection of property information; analyze sales data and sales ratio information
- Calculate property values
- Update municipal tax rolls with current property values and information
- Review property values with owners/appellants; present property appeals to Board of Equalization

Certified Residential Appraiser, Appraisal Company of Alaska, July 2002 – March 2012

Appraiser in Training, Appraisal Company of Alaska, March 1999 – July 2002

- Conduct field inspections and prepare reports for residential real estate appraisals

City Clerk, City of Cordova, October 2001 – April 2010

P.O. Box 1210, Cordova, AK 99574

(907) 424-6200

- Maintenance of the City’s property tax files.
- Preparation of Council meeting agendas and packets.
- Maintenance of Municipal and State Code books.



- Supervision of Municipal elections.
- Liaison with municipal attorney/counsel.

Deputy City Clerk, City of Cordova, March 1999 – October 2001 (Half-time)

Supervisor: Dixie Lambert, Clerk

- Maintenance of the City's property tax files.
- Assist the Clerk in preparation of Council meeting agendas and packets.
- Assist the Clerk in preparation of property tax foreclosures.

Planning Commission Clerk, City of Cordova, September 1999 – October 2001 (Half-time)

Supervisor: R.J. Kopchak, Planner

- Maintenance of the Planning Department records.
- Administration of building permits and zoning violations.
- Staff support to the Planning Commission including coordination of meetings and preparation of meeting agendas.

Appraiser Technician, Kodiak Island Borough, September 1995 – October 1998

710 Mill Bay Road

Kodiak, AK 99615

Supervisor: Patrick Carlson, Borough Assessor

- Field inspections of real and personal property accounts including measurement of improvements and collection of property information.
- Value personal property accounts.
- Maintenance of real and personal property tax files and databases.
- Administration of property tax exemption programs.
- Review personal property filings and assessments with the public.
- Administration of severance tax program

Assessment Clerk II, Kodiak Island Borough, June 1990 – September 1995

Supervisor: Patrick Carlson, Borough Assessor

- Maintenance of real and personal property tax files and databases.
- Administration of property deeds and plats.
- Administration of property tax exemption programs.
- Administration of severance tax program.

EDUCATION AND TRAINING

A list of continuing education courses is available upon request.



QUALIFICATIONS OF APPRAISER

ADAM B. VERRIER

EDUCATION:

- 2012-2016 Continuing Education USPAP Update Courses Alaska Chapter of the Appraisal Institute, Anchorage, Alaska
- 2011 Loss Prevention for Real Estate Appraisers – Liability Administrators Insurance, Santa Barbara, CA
- 2011 Uniform Standards of Professional Appraisal Practice Update - William King & Associates, Federal Way, WA
- 2011 Energy Efficient Heating & Hot Water – Alaska Craftsman Home Program, Anchorage, AK
- 2011 Energy Efficient Lighting & Appliances – Alaska Craftsman Home Program, Anchorage, AK
- 2011 Ventilation in Homes – Alaska Craftsman Home Program, Anchorage, AK
- 2011 Energy Efficient Doors & Windows – Alaska Craftsman Home Program, Anchorage, AK
- 2011 Building Science Basics – Alaska Craftsman Home Program, Anchorage, AK
- 2011 Air Tightness in Homes – Alaska Craftsman Home Program, Anchorage, AK
- 2011 Ice Dams – Alaska Craftsman Home Program, Anchorage, AK
- 2009 Introduction to Valuing Green Buildings - Appraisal Institute, Chicago, IL
- 2009 Valuation of Green Residential Properties – Appraisal Institute, Chicago, IL
- 2009 Eminent Domain and Condemnation - Appraisal Institute, Chicago, IL
- 2009 Uniform Standards of Professional Appraisal Practice Update - William King & Associates, Federal Way, WA
- 2007 Course 400: USPAP Update Course – Alaska Chapter of the Appraisal Institute; Anchorage, Alaska



- 2005 Course 400: USPAP Update Course – Alaska Chapter of the Appraisal Institute; Girdwood, Alaska
- 2005 Rates & Ratios: Making Sense of GIMs, OARs, and DCF – Alaska Chapter of the Appraisal Institute; Girdwood, Alaska
- 2005 Residential Design & Functional Utility – Appraisal Institute; Chicago, Illinois
- 2005 The Professional’s Guide to the Uniform Appraisal Report – Appraisal Institute; Warwick, Rhode Island
- 2002 IAAO Course 102 – The Income Approach to Valuation; Anchorage, Alaska
- 2001 The Technical Inspection of Real Estate - The Beckman Company; Anchorage, Alaska
- 2000 IAAO Course 400 – Assessment Administration; Anchorage, Alaska
- 2000 Introduction ACCESS 2000; Anchorage, Alaska
- 2000 IAAO Workshop 151 - Standards of Practice and Professional Ethics; Durham, New Hampshire
- 1999 IAAO Course 300 - Fundamentals of Mass Appraisal; Anchorage, Alaska
- 1999 Real Estate Appraisal - Case Studies, University of Alaska; Anchorage, Alaska
- 1998 Real Estate Appraising, University of Alaska, Anchorage, Alaska
- 1993 B.A. Psychology, University of Wyoming, Laramie, Wyoming

EXPERIENCE:

- 1998 to Present Residential Real Estate Appraiser; Assessor; Appraisal Company of Alaska
- 1997 Construction Contractor Assistant; Ed Sanderson, Anchorage, Alaska

PROFESSIONAL AFFILIATIONS:

- Alaska Association of Assessing Officers; Alaska Certified Assessor Appraiser Level III; Certificate #194
- Certified Residential Real Estate Appraiser, State of Alaska Board of Certified Real Estate Appraisers; License #326
- Member, U.S. Ski Team 1994-1995
- Member, U.S. Olympic Ski Team, 1994 Olympics, Lillehammer, Norway



CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13f	<u>DATE:</u>	November 27, 2018
Discussion Item: Flood & Earthquake Insurance for All CBW Facilities				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
Lisa Von Bargaen, Borough Manager			Expenditure Required:	
			Amount Budgeted:	
			Account Number(s):	
			Account Name(s):	
<u>Reviews/Approvals/Recommendations</u>				
<input type="checkbox"/>	Commission, Board or Committee			Unencumbered Balance(s) (prior to expenditure):
Name(s)				
<input type="checkbox"/>	Attorney			
<input type="checkbox"/>	Insurance			
<u>ATTACHMENTS:</u>				
None				

RECOMMENDATION MOTION:

None. Discussion Item only.

SUMMARY STATEMENT:

In preparation for the transfer of ownership of Wrangell Medical Center from the Borough to SEARHC, the CBW had to obtain a property liability insurance policy for the existing hospital building. At the time the quote was obtained, the option was given to take out an additional policy for earthquake and flood insurance. However, the earthquake and flood policy could only be issued for all Borough facilities, including the hospital. The policy could not be issued just for the hospital. Currently, Administration has declined the earthquake and flood policy.

Staff wanted to revisit this with the Assembly so a decision about the additional insurance can be made. The additional cost in premiums for earthquake and flood insurance for all Borough facilities is approximately \$13,500 per year.

At the time I was writing this agenda statement (Thanksgiving Eve) I realized I was missing three important pieces of information:

1. Current amount of property liability insurance coverage for Borough facilities
2. Premiums for current property insurance
3. Amount of earthquake and flood insurance coverage for the \$13,500

As you can imagine, the people with the answers were not available the day before Thanksgiving. So I will have this information available for the discussion on Tuesday. I apologize for the gap in necessary data.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13g	<u>DATE:</u>	November 27, 2018
Approval of a Professional Services Agreement with Ray Matiashowski & Associates for State Lobbying Services in the Amount of \$36,000				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
			Expenditure Required: \$36,000.00	
Lisa Von Bargaen, Borough Manager			Amount Budgeted: \$36,000.00	
			Account Number(s): 11000-001-7530	
			Account Name(s): Lobbying Expense	
<u>Reviews/Approvals/Recommendations</u>				
n/a	Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure): \$38,000	
Name(s)				
<input type="checkbox"/>	Attorney			
n/a	Insurance			
ATTACHMENTS: 1. Request from Ray Matiashowski, 2. Lobbying Services Agreement				

RECOMMENDATION MOTION:

Move to approve a Professional Services Agreement with Ray Matiashowski & Associates for State Lobbying Services in the amount of \$36,000.

SUMMARY STATEMENT:

The CBW has had a contract with Ray Matiashowski & Associates for State lobbying services for the past three years, renewed on an annual basis. That contract expired the end of October. It is time for contract renewal. Mr. Matiashowski does an excellent job representing the Borough and liaising between the Borough, members of the Legislature and State administrative staff. Therefore, it is the recommendation of Borough Administration that the contract be renewed.

In September, Assembly member Decker and I had the opportunity to meet with Mr. Matiashowski. We discussed him visiting Wrangell after the election but prior to the start of the legislative session.

We are working on finalizing that date. Please note, at least one annual visit is required under the agreement.

Please see the attached letter and agreement for services.



PO Box 240345 ~ Douglas, AK 99824

Ph: 360-471-5958

Email: raym@kpunet.net

Dear Wrangell Borough Mayor & Borough Assembly:

Please accept this letter as my formal request to renew my contract with the City & Borough of Wrangell. I have greatly enjoyed my time working for Wrangell and I am very happy with the accomplishments that we've enjoyed to date.

It's hard to believe that it has been three years since I began my contract to represent Wrangell as your lobbyist. Whether it is Shoemaker Bay, Evergreen Avenue, continuation of Community Jails funding, or the hazardous waste clean-up funding, it is clear to see that we have had some level of success working together over the past three years. I do believe there are significant issues coming up in the near term that could impact a community like Wrangell such as the potential for a statewide sales tax. This is an example of an issue that, if proposed, we will need to get out in front of to make sure it is shaped in a way that minimizes the impact on Wrangell.

If you choose to continue to retain me as your lobbyist I would be happy to continue on with the same contract terms. i.e.. The same rate of pay, and the same length of contract.

Thank you for allowing me to represent the Community of Wrangell. Please let me know if you would like anything further from me in this regard.

Sincerely,

Ray Matiashowski

PROFESSIONAL SERVICES CONTRACT

THIS PROFESSIONAL SERVICES AGREEMENT is entered into between the City and Borough of Wrangell (CBW), PO Box 531, Wrangell, AK 99929, and Ray Matiashowski & Associates (RM&A), PO Box 24034, Douglas, AK 99824, on this ____ day of _____, 2018.

Recitals

- A. CBW has a need of professional lobbying services, and
- B. RM&A offers expertise and knowledge in socio-political and government matters in the State of Alaska, and
- C. CBW desires to make a continued use of RM&A's services in these areas and engage RM&A to render these services, and
- D. RM&A desires to perform these services based on the terms and conditions hereinafter set forth:

Therefore, in consideration of the mutual terms and conditions set forth below, the parties agree as follows:

1. Term of Contract: CBW employs RM&A for State of Alaska consultative, legislative and administrative lobbying activities for the term of one year beginning on November 1st of 2018 through October 31th of 2019. The CBW may extend the contract by mutual consent of both parties for up to three one year terms.
2. Compensation: CBW shall pay RM&A \$36,000 for its services as follows: \$3,000 each month for the term of this agreement. Payment shall be made to RM&A upon presentation of an appropriate invoice. Included in each monthly invoice shall be billings for any travel and other incidental costs which are in addition to the base monthly amount: local transportation, photocopying, long distance telephone charges, overnight mail and postage. Any travel outside the Juneau metropolitan area, including meals, lodging and plane fare, shall be billed to CBW. Such travel shall not be taken unless authorized by CBW.
3. Deliverables:
 - A. Meet with CBW staff and assembly once a year in the fall to talk about the upcoming legislative session, the CBW's capital list and other issues that relate to the legislature and the borough's goals.
 - B. Provide e-mail or verbal communication to the Borough Manager or other appropriate staff during the legislative session to update and notify of pending items of interest to CBW.
 - C. Communicate and advise when it would be appropriate for the Mayor, Manager or other staff members to come to Juneau to talk to our representative or senator and to provide testimony when necessary.
 - D. If a conflict arises about the lobbying effort with another client that would not be in the best interest of CBW, RM&A is required to notify the Borough Manager immediately to discuss the issue and come up with a solution.
 - E. Provide the CBW with suggestions on how we can improve our lobbying effort so we are more effective.
 - F. At the end of the session provide the CBW with a written summary report of various bills that may affect the CBW. This report is due by July 1 of each year.
4. Termination: This agreement shall remain in full force and effect for the term herein specified unless terminated or annulled by either party upon thirty days' notice in writing.

5. No assignability: This agreement is purely and solely with RM&A. RM&A shall have no right to assign, transfer, pledge or otherwise affect the agreement, nor any interest thereunder, nor any of the monies due or to become due by reason of the terms therein.
6. Waivers, Modification, or Alterations: Any waiver or modification of any of the provisions of this agreement or the terminations thereof, shall be in writing and signed by both parties.
7. Venue: This agreement shall be governed by the laws of the State of Alaska.
8. Independent Contractor: Neither this agreement, nor anything contained herein, shall be construed to extend to RM&A the right to act as agent for CBW or to grant to RM&A any power of attorney, whether actual, or apparent, or implied. RM&A shall remain throughout the performance of this agreement as an independent contractor.

CBW employs RM&A for State of Alaska consultative, legislative and administrative lobbying activities and to advise management on all matters as defined by mutual agreement to render such services pertinent thereto in accordance with such instructions as may from time to time be given by CBW. RM&A shall report and be responsible to the CBW. RM&A shall devote its best effort and such time as shall be necessary and consistent with the provisions of this agreement. CBW hereby contracts and employs RM&A beginning November 1, 2018 and ending October 31, 2019 unless extended or shortened by mutual consent.

WHEREFORE the parties have entered into this agreement the date and year first above written.

OWNER:
City and Borough of Wrangell

ATTEST:

Kim Lane, MMC, Borough Clerk

By: _____
Lisa Von Bargaen
Borough Manager

CONTRACTOR:
RAY MATIASHOWSKI & ASSOCIATES

By: _____
Ray Matiashowski

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13h	<u>DATE:</u>	November 27, 2018
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PROPOSED RESOLUTION NO. 11-18-1437 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE PARTICIPATION AGREEMENT BETWEEN WRANGELL MEDICAL CENTER AND THE ALASKA SUPPLEMENTAL BENEFITS SYSTEM (SBS) OF ALASKA BY BEING REMOVED FROM PARTICIPATION IN THE SBS

<u>SUBMITTED BY:</u>	<u>FISCAL NOTE:</u>
	Expenditure Required: none
	Amount Budgeted: none
Lisa Von Bargaen, Borough Manager	Account Number(s): none
	Account Name(s): none
<u>Reviews/Approvals/Recommendations</u>	
<input type="checkbox"/>	Commission, Board or Committee
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance
Unencumbered Balance(s) (prior to expenditure):	n/a

ATTACHMENTS:
 1. Resolution No. 11-18-1437; 2. Participation Agreement Amendment

RECOMMENDATION MOTION:
 Move to Approve Resolution No. 11-18-1437 amending the Participation Agreement between Wrangell Medical Center and the Alaska Supplemental Benefits System (SBS) of Alaska by being removed from participation in the SBS.

SUMMARY STATEMENT:
 All of the Benefit Plans of the Wrangell Medical Center that were in place when it was owned by the City & Borough of Wrangell need to be terminated. The Assembly passed a resolution in October terminating benefit plans, but that resolution did not specifically address the Supplemental Benefits System with the State of Alaska. As confirmation of the termination effective November 1, 2018 the attached resolution has been requested. This a housekeeping item associated with the transfer of ownership of WMC to SEARHC. Administration recommends approval of the resolution.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 11-18-1437

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE PARTICIPATION AGREEMENT BETWEEN WRANGELL MEDICAL CENTER AND THE ALASKA SUPPLEMENTAL BENEFITS SYSTEM (SBS) OF ALASKA BY BEING REMOVED FROM PARTICIPATION IN THE SBS

WHEREAS, Wrangell Medical Center, part of the City and Borough of Wrangell, a political subdivision of the State of Alaska, entered into a participation agreement with the Supplemental Benefits System on 02/01/2009; and

WHEREAS, the Wrangell Medical Center has had their employees participate in the Supplemental Benefits System through the Wrangell Medical Center payroll system; and

WHEREAS, the employees of Wrangell Medical Center will no longer participate in the Supplemental Benefits System; and

WHEREAS, the City and Borough of Wrangell Borough Assembly adopted Resolution No. 01-09-1139 on January 13, 2009 on this subject; and

WHEREAS, the Assembly has further reviewed Resolution No. 01-09-1139 and has determined that the authorization for participation for Wrangell Medical Center employees only should be repealed and replaced by this Resolution No. 11-18-1437 which makes revisions to Section 1 on this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA THAT:

The Supplemental Benefits System (SBS) Participation Agreement entered into between the State of Alaska and the CITY AND BOROUGH OF WRANGELL, ALASKA, for WRANGELL MEDICAL CENTER ONLY is amended effective NOVEMBER 1, 2018, to terminate participation in the plan.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA THIS 27TH DAY OF NOVEMBER, 2018

CITY & BOROUGH OF WRANGELL

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

SUPPLEMENTAL BENEFITS SYSTEM

Division of Retirement and Benefits
PO Box 110203 Juneau, AK 99811-0203
Phone: (907) 465-4460
Fax: (907) 465-3086

PARTICIPATION AGREEMENT AMENDMENT NO. 1

The Supplemental Benefits System Participation Agreement entered into between the State of Alaska (hereafter referred to as the State) and the Wrangell Medical Center on February 1, 2009, and approved by the State on February 13, 2009 is amended effective November 1, 2018, by terming the Wrangell Medical Center from participation in the Supplemental Benefits System.

Authorized Representative Signature

Authorized Representative Name (please type/print)

Authorized Representative's Title

Approved:

Administrator

Date

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	14	<u>Date</u>	November 27, 2018
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				

INFORMATION:

ATTORNEY'S FILE – The latest attorney's billing is available for the Borough Assembly to view in the Clerk's office.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>No.</u>	15	<u>Date</u>	November 27, 2018
None.				
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				