



**City and Borough of Wrangell
Borough Assembly Meeting
Revised 2-22-2019
AGENDA**

**Tuesday, February 26, 2019
6:30 p.m.**

**Location: Assembly Chambers,
City Hall**

PLEASE NOTE THE TIME CHANGE FOR THIS MEETING ONLY!

WORK SESSION (5:30PM): FEDERAL LEGISLATIVE PRIORITIES

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member Jim DeBord
- b. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Awards, Certificates of Service, Guest Introductions.*
 - i. Certificate of Service – Mary Campbell (Economic Development Committee)

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 – January 22, 2019 (Regular); January 24, 2019 (Special); January 31, 2019 (Special); February 7, 2019 (Special)
- b. Approve Saturday, May 4, 2019 and Saturday, October 5, 2019 as the 2019 Tax Free Days, as allowed under WMC 5.08.060 (*submitted by the Wrangell Chamber of Commerce*)
- c. APPROVAL OF FINAL PLAT OF THE CURLEYVILLE REPLAT
- d. APPROVAL OF FINAL PLAT OF THE LARSSON-BUHLER REPLAT

Correspondence Items:

- e. School Board Action – February 18, 2019 (*action only, minutes will follow*)
- f. School Board Minutes – December 17, 2018; January 7, 2019 (Special); January 15, 2019 (Special)

7. BOROUGH MANAGER'S REPORT

- a. Water Report (Public Works)
- b. Public Works Department Report
- c. Capital Facilities Department Report
- d. Monthly Aging (Delinquent Accounts Receivables) Report
- e. Monthly Employee Evaluation Status Report
- f. Foreclosure Report
- g. Fire Department Annual Report (2018)
- h. Borough Lands Report
- i. 2018 Year End Workers Compensation Claim Report
- j. Heritage Harbor Final Disposition Report

8. BOROUGH CLERK'S FILE

9. MAYOR AND ASSEMBLY BUSINESS

- a. SEAPA/Power Update
- b. Southeast Conference Update
- c. AML/State Budget Update

10. MAYOR AND ASSEMBLY APPOINTMENTS

- a. City Boards and Committee Vacancy Appointments
Planning & Zoning – one vacancy until October 2021

11. PUBLIC HEARING

- a. **PROPOSED ORDINANCE No. 952** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE ZONING MAP TO EFFECT A CHANGE TO A PORTION OF PRESBYTERIAN MISSION RESERVE, BLOCK 16, WITHIN USS 1119, FROM OPEN SPACE/PUBLIC TO SINGLE FAMILY RESIDENTIAL THAT IS PROPOSED TO BE ADDED TO LOT 1B, BLOCK 16, OGDEN/RATHKE RESUBDIVISION AS PART OF THE PROPOSED PRESBYTERIAN RESERVE REPLAT, CREATING LOTS A AND B (*second reading*)
- b. **PROPOSED ORDINANCE No. 953** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE ZONING MAP TO EFFECT A CHANGE TO MODIFY THE BOUNDARIES OF THE EXISTING MULTI FAMILY RESIDENTIAL AND COMMERCIAL BOUNDARIES BASED ON THE PROPOSED CURLEYVILLE REPLAT, A REPLAT OF LOTS 6, 7, 8, 9, 10, 32, 33, 34, 37, 3A, BLOCK 21 AND LOT B, BRIG REPLAT, ZONED MULTI FAMILY RESIDENTIAL AND COMMERCIAL, SPECIFICALLY PROPOSED NEW LOT 6A WILL BE ZONED COMMERCIAL, AND THE REMAINING NEW LOTS MULTI FAMILY RESIDENTIAL (*second reading*)
- c. **PROPOSED ORDINANCE No. 954** OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 17.72.010 (A) OF THE WRANGELL MUNICIPAL CODE, IMPOUNDMENT OF VEHICLES AND/OR TRAILERS FOR VIOLATIONS (*second reading*)
- d. **PROPOSED ORDINANCE No. 955** OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA, REPEALING CHAPTER 3.32 OF THE WRANGELL MUNICIPAL CODE, MEDICAL CENTER AND LONG-TERM CARE FACILITY BOARD AND ADMINISTRATION (*second reading*)

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a. **PROPOSED ORDINANCE NO. 956** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 20.52.060, NOISE, IN CHAPTER 20.52, STANDARDS, OF THE WRANGELL MUNICIPAL CODE
- b. **PROPOSED ORDINANCE NO. 957** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING A NEW SECTION 9.08.085, EXCESSIVE NOISE PROHIBITED, TO CHAPTER 9.08, NUISANCES, OF THE WRANGELL MUNICIPAL CODE
- c. **PROPOSED ORDINANCE NO. 958** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE MINOR OFFENSE FINE SCHEDULE IN CHAPTER 1.20, GENERAL PENALTY, OF THE WRANGELL MUNICIPAL CODE
- d. **PROPOSED ORDINANCE NO. 959** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS IN CHAPTER 5.08, SALES TAX, OF THE WRANGELL MUNICIPAL CODE
- e. Approval of Professional Services Agreement with Levesque Law Group for Municipal Attorney Services
- f. Approval of Power Generation Solution Project for Wrangell
- g. **PROPOSED RESOLUTION No. 02-19-1443** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR THE AMENDMENT OF THE JOB DESCRIPTION FOR THE ACCOUNTING CLERK

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	February 26, 2019
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				

INFORMATION:

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

Certificate of Service – Mary Campbell (Economic Development Committee)

CERTIFICATE OF SERVICE

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

Mary Campbell

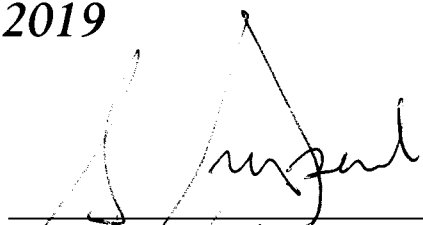
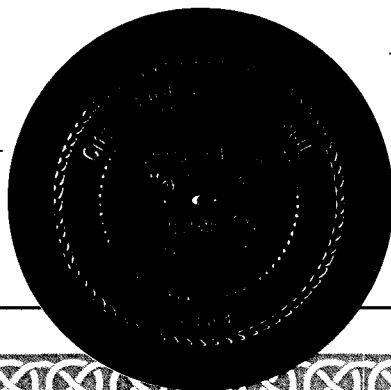
for her service and dedication on the Economic Development Committee

July 2017 to January 2019



ATTEST: Kim Lane, MMC, Borough Clerk

Dated this 26th day of February, 2019



Stephen Prysunka, Borough Mayor

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	6	Date	February 26, 2019
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 – January 22, 2019 (Regular); January 24, 2019 (Special); January 31, 2019 (Special); February 7, 2019 (Special)
- b. Approve Saturday, May 4, 2019 and Saturday, October 5, 2019 as the 2019 Tax Free Days, as allowed under WMC 5.08.060 (submitted by the Wrangell Chamber of Commerce)
- c. APPROVAL OF FINAL PLAT OF THE CURLEYVILLE REPLAT
- d. APPROVAL OF FINAL PLAT OF THE LARSSON-BUHLER REPLAT

Correspondence Items:

- e. School Board Action – February 18, 2019 (*action only, minutes will follow*)
- f. School Board Minutes – December 17, 2018; January 7, 2019 (Special); January 15, 2019 (Special)

**Minutes of Regular Assembly Meeting
Held on January 22, 2019**

Mayor Stephen Prysunka called the Regular Assembly meeting to order at 7:00 p.m., January 22, 2019, in the Borough Assembly Chambers. Assembly Members Gilbert, Powell, DeBord, and Decker were present. Assembly Members DeLong and Morrison were absent. Borough Manager Von Bargaen and Cyni Crary were also in attendance.

The Pledge of Allegiance was led by Assembly Member David Powell.

CEREMONIAL MATTERS – None.

PERSONS TO BE HEARD

AMENDMENTS TO THE AGENDA

CONFLICT OF INTEREST

Assembly Member Powell declared a conflict of interest to item 12a (Resolution No. 01-19-1439) since he is the manager for the Bay Company. The Mayor agreed; there were no objections from the Assembly.

Assembly Member DeBord declared a potential conflict of interest to item 13b (PROPOSED ORDINANCE NO. 955 that will repeal Chapter 3.32 of the WMC, MEDICAL CENTER AND LONG-TERM CARE FACILITY BOARD AND ADMINISTRATION). Mayor Prysunka did not see a conflict to this item for DeBord. The Assembly had no objections.

CONSENT AGENDA

Consent Agenda Items:

- a. Approval of Assembly Minutes – January 8, 2019 (Regular); January 11, 2019 (Special); January 17, 2019 (Special)
- b. APPROVAL OF FINAL PLAT: ETOLIN AVENUE REPLAT
- c. APPROVAL OF FINAL PLAT: TRUST LAND SURVEY PLAT (Meyers Chuck replat)
- d. POA-2006-00215-M3: Notice of intent to re-issue General Permit 98-01-M3 for an additional 5 years in the Industrial Park area to Michael R. Gala

Correspondence Items:

- e. School Board Action – (*action only, minutes will follow*) – None.
- f. School Board Minutes – November 15, 2018

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

BOROUGH MANAGER'S REPORT

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

- Letter (Gary Stevens) Shellfish enhancement, - Lisa will write letter of support
- Update to travel report – updated report next meeting
- Population count – down 32 people – ability to appeal

- RFP – Municipal Legal Services ongoing
- Water Production/Consumed (Wayne McHolland, Water Treatment Plant Lead, answered questions about graph)
- Borough Manager invited to participate in Ketchikan – and lobbying SE Conference

Bruce Smith, Wrangell Police Lieutenant was in attendance and reported on or answered the following questions from the Assembly:

- DeBord: Drug interdiction, drug information
- DeBord: Traffic violation increases (25% increase) – proof of insurance
- DeBord: Did any stops lead to drug arrests
- DeBord: Why are law enforcement driving without a seatbelt
- Gilbert: Marijuana other drugs needed to report (alcohol offenses in format)
- Gilbert: Legalization related to any increase in offenses
- Gilbert: Training for drug recognition for department
- Gilbert: First aid kits in car – first aid training
- Powell: In favor of more traffic stops
- Prysunka: Community policing definition
- Prysunka: programs to enhance community policing model (D.A.R.E., Bike Rodeo) outreach within the community
- Prysunka: Tip Line progress – advertise on city website
- Prysunka: Reduced meth offense to a ticket (Senate Bill 91), felony to misdemeanor
- Prysunka: Drug task force – statistics to community
- Decker: new officers – positive interaction with community

BOROUGH CLERK'S FILE

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

Powell stated that he had been asked about the City Hall hours and why they are not open until 5:00 p.m.; would like to see about having City Hall be open from 8:00 a.m. to 5 p.m.

Prysunka informed the Assembly of the Wrangell power availability issue with SEAPA; power from Tyee had been sold to Ketchikan and now Wrangell in in danger of running out of water; with the weather trends, water availability could be an ongoing issue; asked Mayor Sivertsen (Ketchikan) and Mayor Jensen (Petersburg), both are SEAPA Board members, about having a discussion about how the water is managed; need definitive sales cut-off's; need to protect our resources; suggested that a letter be written for the SEAPA Board on behalf of the Assembly.

Decker stated that it would be a good idea to reach out to the community and ask them to conserve.

MAYOR AND ASSEMBLY APPOINTMENTS

10a Board/Commission Appointments (*Planning & Zoning Commission*). There were no letters of interest received for this vacancy.

PUBLIC HEARING

11a PROPOSED ORDINANCE No. 952 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE ZONING MAP TO EFFECT A CHANGE TO A PORTION OF

PRESBYTERIAN MISSION RESERVE, BLOCK 16, WITHIN USS 1119, FROM OPEN SPACE/PUBLIC TO SINGLE FAMILY RESIDENTIAL THAT IS PROPOSED TO BE ADDED TO LOT 1B, BLOCK 16, OGDEN/RATHKE RESUBDIVISION AS PART OF THE PROPOSED PRESBYTERIAN RESERVE REPLAT, CREATING LOTS A AND B

Mayor Prysunka declared the Public Hearing open on this item.

There were no persons to be heard on this item; Prysunka declared the Public Hearing closed on this item.

M/S: Powell/Decker to approve first reading of Ordinance No. 952 and move to a Second Reading with a second Public Hearing to be held on February 26, 2019. Motion approved unanimously by polled vote.

11b PROPOSED ORDINANCE No. 953 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE ZONING MAP TO EFFECT A CHANGE TO MODIFY THE BOUNDARIES OF THE EXISTING MULTI-FAMILY RESIDENTIAL AND COMMERCIAL BOUNDARIES BASED ON THE PROPOSED CURLEYVILLE REPLAT, A REPLAT OF LOTS 6, 7, 8, 9, 10, 32, 33, 37, 3A, BLOCK 21 AND LOT B, BRIG REPLAT, ZONED MULTIFAMILY AND COMMERCIAL, REQUESTED BY ROBERT ARMSTRONG, FOR CREDIT SHELTER TRUST, SPECIFICALLY PROPOSED NEW LOT 6A WILL BE ZONED COMMERCIAL, AND THE REMAINING NEW LOTS MULTI FAMILY

Mayor Prysunka declared the Public Hearing open on this item.

Rob Armstrong, Wrangell Resident explained to the public and the Assembly, what his plans were for the resubdivision.

Prysunka declared the Public Hearing closed.

M/S: Gilbert/Powell to approve first reading of Ordinance No. 953 and move to a Second Reading with a second Public Hearing to be held on February 26, 2019. Motion approved unanimously by polled vote.

UNFINISHED BUSINESS

12a PROPOSED RESOLUTION NO. 01-19-1439 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE CONVEYANCE OF PUBLIC LAND IN CONFORMANCE WITH WRANGELL MUNICIPAL CODE SECTION 16.12.040, SPECIFICALLY THE 15 FOOT VACATED ALLEYWAY EXTENDING FROM FRONT STREET TO SILVERNAIL WORK ROAD AND THAT PORTION OF LOTS 1 AND 2, BLOCK B, SORTYARD SUBDIVISION, PLAT NO. 2001-3, NOW PART OF NEW LOTS AA AND CC OF THE BAY COMPANY REPLAT AND ALLEY VACATION II, TO CHET AND BARBARA POWELL, IN THE AMOUNT OF \$36,500

Gilbert/Decker, to approve Resolution No. 01-19-1439 that authorizes the conveyance of public land to Chet and Barbara Powell for the amount of \$36,500. Motion approved unanimously by polled vote. Powell did not participate in debate or vote.

NEW BUSINESS

13a PROPOSED ORDINANCE NO. 954 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 17.72.010 (A) OF THE WRANGELL MUNICIPAL CODE, IMPOUNDMENT OF VEHICLES AND/OR TRAILERS FOR VIOLATIONS

M/S: Decker/Gilbert to approve first reading of Ordinance No. 954 and move to a Second Reading with a Public Hearing to be held on February 26, 2019.

Gilbert requested that the designee for the chief of police be stated as “his or her” or “a designee”. There were no objections from the Assembly.

M/S: Powell/Gilbert, to change the wording in the Section 17.72.010 (A) to read as “shall” instead of “may”. Amendment was approved unanimously by polled vote.

Main motion as amended, was approved unanimously by polled vote.

13b PROPOSED ORDINANCE NO. 955 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING CHAPTER 3.32 OF THE WRANGELL MUNICIPAL CODE, MEDICAL CENTER AND LONG-TERM CARE FACILITY BOARD AND ADMINISTRATION

M/S: Decker/Gilbert to approve first reading of Ordinance No. 955 and move to a Second Reading with a Public Hearing to be held on February 26, 2019.

Gilbert pointed out that in the body of the Chapter 3.32 code section, it needed to say, “Repealed by Ordinance No. 955” and not Ordinance No. 952. There were no objections from the Assembly to have the Clerk make the correction before passage of the Ordinance.

Motion approved unanimously by polled vote.

13c PROPOSED RESOLUTION No. 01-19-1442 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE FY 2019 SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING THAT THIS ALLOCATION METHOD FAIRLY REPRESENTS THE DISTRIBUTION OF SIGNIFICANT EFFECTS OF FISHERIES BUSINESS ACTIVITY IN FISHERIES MANAGEMENT IN FMA 18: CENTRAL SOUTHEAST

M/S: Gilbert/Powell to adopt Resolution No. 01-19-1442 that adopts an alternative allocation method for the FY 2019 Shared Fisheries Business Tax Program. Motion approved unanimously by polled vote.

13d Approval of the FY 2020 Budget Calendar

M/S: Gilbert/Powell to approve the FY 2020 Budget Calendar. Motion approved unanimously by polled vote.

13e Approval of the FY 2020 Budget Policy Statement

M/S: Gilbert/Decker to approve the FY 2020 Budget Policy Statement.

Decker questioned if this item should be postponed and approved with the budget. Von Bargaen recommended that this be called the Budget Policy Preparation Guideline and that the Budget Policy Statement will come out when the Budget comes out because that would explain why the budget was done the way it was done.

M/S: Decker/Powell amended the title of the Policy Statement to read "FY 2020 Budget Guidelines. Amendment approved unanimously by polled vote.

Main Motion as amended, approved unanimously by polled vote.

15a Borough Manager's Annual Evaluation

M/S: Gilbert/Powell moved pursuant to 44.62.320 (c) (2), that we recess into executive session to discuss matters that may tend to prejudice the reputation and character of any person, specifically the Borough Manager's Evaluation and invite the Borough Manager to attend.

Powell stated that he would like to have discussion with just the Assembly before inviting the Borough Manager into the Executive Session. Von Bargaen did not object.

Motion approved unanimously by polled vote.

Recessed into Executive Session at 9:05 p.m.

Reconvened back into Regular Session at: 10:48 p.m.

Regular Assembly meeting adjourned at 10:48 p.m.

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

**Minutes of Special Assembly Meeting
Held on January 24, 2019**

Mayor Steve Prysunka called the Special Assembly meeting to order at 5:33 p.m., January 24, 2019, in the Borough Assembly Chambers. Assembly Members Decker, DeBord, and Gilbert were present. Assembly Members DeLong, Powell, and Morrison were absent. Borough Manager Von Bargen and Cyni Crary were also in attendance.

CONFLICT OF INTEREST – None.

PERSONS TO BE HEARD – None.

ITEM OF BUSINESS

5a Update on Formal Grievance Procedure with the IBEW

M/S: Decker/Gilbert moved, pursuant to 44.62.310 (c) (1), to recess into executive session to discuss matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the Borough, specifically to receive an update on the Formal Grievance Procedure with the IBEW, and to invite the Borough Manager and Borough Attorney into the session. Motion approved unanimously by polled vote.

Assembly recessed into Executive Session at 5:35 p.m.

Assembly reconvened back into Special Session at 6:15 p.m.

As there was no further action, the Special Assembly Meeting adjourned at 6:15 p.m.

Steve Prysunka, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

**Minutes of Special Assembly Meeting
Held on January 31, 2019**

Mayor Steve Prysunka called the Special Assembly meeting to order at 1:20 p.m., January 31, 2019, in the Borough Assembly Chambers. Assembly Members Gilbert, Powell, Morrison, and DeBord were present. Assembly Members DeLong and Decker were absent. Borough Manager Von Barga and Cyni Cray were also in attendance.

CONFLICT OF INTEREST – None.

PERSONS TO BE HEARD – None.

ITEM OF BUSINESS

5a Executive Session: For the purpose of conducting in person interviews with final candidates for Municipal Legal Services

M/S: Gilbert/Morrison moved to go into executive session, pursuant to the appropriate Alaska State Statute, for the purpose of conducting the Borough Attorney interviews and to invite the Borough Manager and candidates into the session. Motion approved unanimously by polled vote.

Assembly recessed into Executive Session at 1:22 p.m.

Assembly reconvened back into Special Session at 2:53 p.m.

Assembly recessed the Special Assembly meeting at 2:54 p.m.

Mayor Prysunka called the Special Assembly meeting back to order at 5:26 p.m.

In attendance were Assembly Members Gilbert, Powell, Morrison, Decker, and DeBord. Assembly Members DeLong was absent. Manager Von Barga was also in attendance.

Assembly recessed into Executive Session at 5:26 p.m.

Assembly recessed out of Executive Session at 7:05 p.m. for a short break.

Assembly reconvened back into to Executive Session at 7:16 p.m.

Assembly reconvened back into Special Session at 7:54 p.m.

As there was no further action, the Special Assembly Meeting adjourned at 7:54 p.m.

Steve Prysunka, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

**Minutes of Special Assembly Meeting
Held on February 7, 2019**

Vice-Mayor Patricia Gilbert called the Special Assembly meeting to order at 5:30 p.m., February 7, 2019, in the Borough Assembly Chambers. Assembly Members Decker, Morrison, DeBord, and Powell were present. Mayor Prysunka and Assembly Member DeLong were absent. Borough Manager Von Bargen and Borough Clerk Kim Lane were also in attendance.

CONFLICT OF INTEREST – None.

PERSONS TO BE HEARD – None.

ITEM OF BUSINESS

5a Update on Formal Grievance Procedure with the IBEW

M/S: Decker/Morrison moved, pursuant to 44.62.310 (c) (1), to recess into executive session and invite the Borough Manager into the session, to discuss matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the Borough, specifically to receive an update on the Formal Grievance Procedure with the IBEW. Motion approved unanimously by polled vote.

Assembly recessed into Executive Session at 5:31 p.m.

Assembly reconvened back into Special Session at 6:03 p.m.

As there was no further action, the Special Assembly Meeting adjourned at 6:03 p.m.

Steve Prysunka, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk



Wrangell Chamber of Commerce
P. O. Box 49
Wrangell, AK 99929
(907) 874-3901
info@wrangellchamber.org
www.wrangellchamber.org

January 10, 2019

City & Borough of Wrangell
P.O. Box 531
Wrangell, AK 99929

Dear Assembly Members,

Re: 2019 Tax Free Days

The Wrangell Chamber of Commerce would respectfully request that the tax-free days for 2019 be set for Saturday, May 4th and Saturday, October 5th.

Thank you for your consideration, and please feel free to contact the Chamber office with any questions.

Sincerely,

A handwritten signature in black ink that reads "Keeleigh Solverson". The signature is written in a cursive, flowing style.

Keeleigh Solverson
Wrangell Chamber of Commerce Board President

BOARD ACTION

WRANGELL PUBLIC SCHOOL BOARD REGULAR MEETING (PAGE 1) FEBRUARY 18, 2019

FOR DETAILS, CONTACT:

DR. DEBBE LANCASTER

SUPERINTENDENT

DIRECT PHONE: 907-874-2347

- Approved the agenda, removing the 2019 Contract Addendum for Jennifer Miller, STEM Coach from the consent
- Approved the minutes of: January 21, 2019 Regular School Board Meeting
- Offered Sondra Forrester an extracurricular contract, MS Assistant Volleyball Coach
- Offered Principal Contracts for David Macri & Virginia Tulley for the 2019-2020 School Year
- Offered Tenured Teachers a Teaching Contract for the 2019-2020 School Year
- Reviewed the Resignation of Patrick Howell, Custodian
- Accepted the Fiscal Year 2019 Budget Revision as presented
- Accepted the first reading of:
 - Board Policy 4160, Absences
 - Board Policy 5030, School Discipline and Safety
 - Board Policy 5125.2, Challenging Student Records
 - Board Policy 5131.43, Harassment, Intimidation and Bullying
 - Board Policy 5131.45, Student Arrest
 - Board Policy 5150, Student Complaints (Removing policy from policy manual)
 - Board Policy 6142.1, Family Life/Sex Education
- Accepted the third reading of Board Policy 6182, Alternative Courses
- Accepted the second reading of Board Policy 7133, Standing Committees
- Reviewed School Board Policy 1312.1, Public Complaints Concerning School Personnel
- Rejected a contract addendum for Jennifer Miller, STEM Coach
- Adjourned

FOR RELEASE: 2:00 PM
FEBRUARY 21, 2019

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	6c	<u>DATE:</u>	<u>February 26, 2019</u>
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APPROVAL OF FINAL PLAT OF CURLEYVILLE REPLAT, A REPLAT OF LOTS 6, 7, 8, 9, 10, 32, 33, 37, 3A, Block 21, AND LOT B, BRIG REPLAT, CREATING LOTS 6A, 7A, 8A, 9A and 10A, CURLEYVILLE REPLAT, ZONED MULTIFAMILY AND COMMERCIAL, REQUESTED BY ROBERTY ARMSTRONG FOR CREDIT SHELTER TRUST

<u>SUBMITTED BY:</u>	<u>FISCAL NOTE:</u>
	Expenditure Required:
Carol Rushmore, Economic Development Director	Amount Budgeted:
	Account Number(s):
	Account Name(s):
<u>Reviews/Approvals/Recommendations</u>	
	Unencumbered Balance(s) (prior to expenditure):
XX	Planning & Zoning Commission
	Attorney
	Insurance
<u>ATTACHMENTS:</u>	
1. Copy of the final plat.	

RECOMMENDATION:
APPROVE UNDER CONSENT AGENDA.

Approval of Final Plat of the Curleyville Replat, a replat Lots 6, 7, 8, 9, 10, 32, 33, 37, 3A, Block 21, and Lot B, Brig Replat, creating Lots 6A, 7A, 8A, 9A, and 10A Curleyville Replat.

SUMMARY STATEMENT:

Staff recommends approving the Final Plat of the above described subdivision. The renaming of the lots per preliminary plat approval have been made.

The developed land area known as Curleyville is comprised of 10 separate lots. There is currently a mixture of commercial and multi-family zoning based on the historic uses of the properties using the

existing property lines as boundaries. The owner of the land area has been working on a replat for the last couple of years to clean up the area, demolish old buildings and construct new, create new property boundaries with appropriate access, parking and utilities, and create new uses. By replatting and providing necessary access, utilities, easements, and parking, and rezoning appropriately, the owner Rob Armstrong is cleaning up a land use mess in the Curleyville development area.

The Borough Assembly held a public hearing regarding the proposed zone change at their January meeting as well as the first reading of a proposed ordinance to change the zoning map. The second reading of the ordinance and another public hearing will be on Tuesday, February 26, along with approval of the final plat.

CERTIFICATE OF OWNERSHIP AND DEDICATION

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I HEREBY ADOPT THIS REPLAT WITH MY FREE CONSENT, AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE _____
OWNER _____

NOTARY'S ACKNOWLEDGEMENT

UNITED STATES OF AMERICA
STATE OF ALASKA
CITY OF WRANGELL

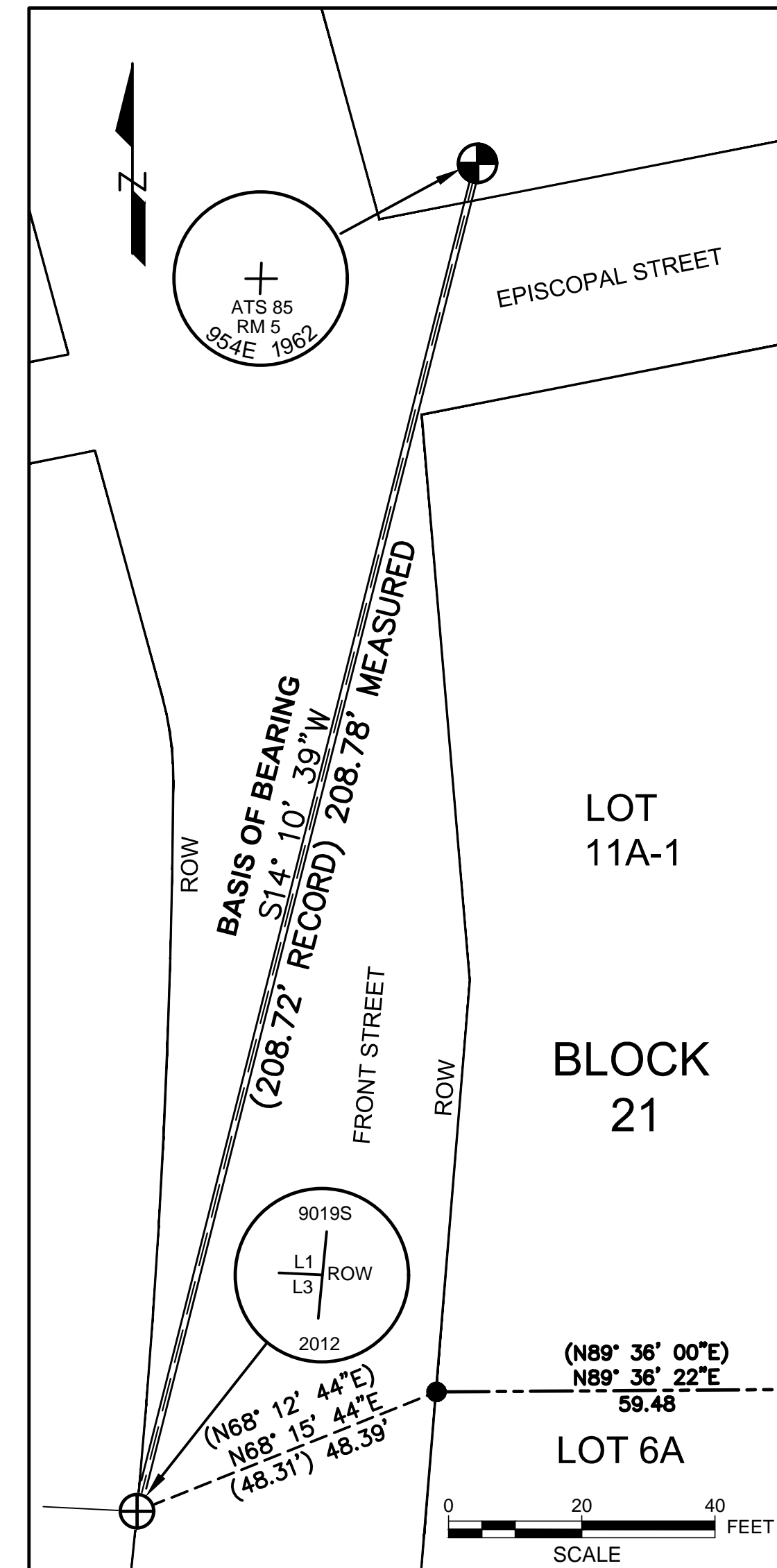
THIS IS TO CERTIFY THAT ON THE _____ DAY OF _____ BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND HE ACKNOWLEDGED TO ME THAT HE SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

MY COMMISSION EXPIRES _____



BASIS OF BEARING SKETCH

ASSESSOR'S CERTIFICATE

STATE OF ALASKA, FIRST JUDICIAL DISTRICT ss
THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND AN ACTING ASSESSOR FOR THE CITY OF WRANGELL, ALASKA, HEREBY CERTIFY, THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY OF

WRANGELL, IN THE NAME OF _____ AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR _____ WILL BE DUE ON OR BEFORE AUGUST 15, _____ DATED THIS _____ DAY OF _____

ASSESSOR, CITY OF WRANGELL

SURVEYOR'S CERTIFICATE

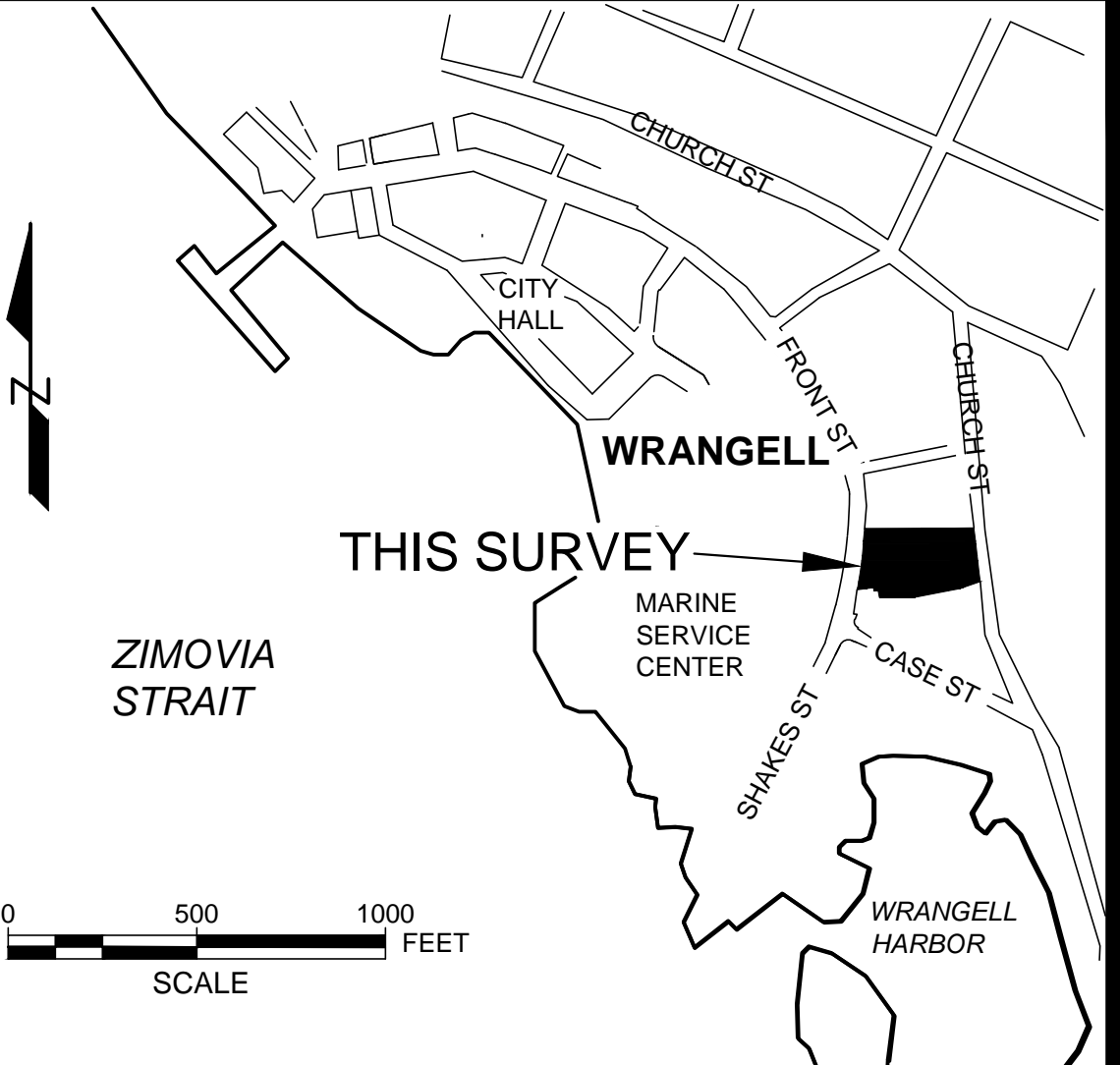
I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN NOVEMBER, 2018, A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.

DATE: _____
BY: **GARRITH McLEAN**
PO BOX 210068
AUKIE BAY, AK
99821



GENERAL NOTES:

- 1. THE BASIS OF BEARING FOR THIS SURVEY WAS DETERMINED BY THE DIRECT MEASUREMENT BETWEEN MONUMENTS RECOVERED DURING THE SURVEY AS SHOWN HEREIN.
- 2. THE BASIS OF COORDINATES FOR THIS SURVEY WAS THE RECOVERED PRIMARY MONUMENT LOCATED IN TOTEK PARK ON FRONT STREET AT EPISCOPAL STREET.
- 3. THE SURVEY WAS PERFORMED IN NOVEMBER, 2018.
- 4. MONUMENTS SET ARE TWO INCH ALUMINUM CAPS SET ON 30" #5 REBAR, SET FLUSH WITH THE GROUND
- 5. REFERENCE PLATS: 2007-1 BRIG REPLAT, LOT A AND LOT 29, 97-14 ARROWHEAD RESUB II, LOT 11A-1 AND 34A, 75-2 WRANGELL TOWNSITE, LOT 3A AND LOT 10, 39-23 WRANGELL TOWNSITE, LOT 27 AND 28, 2013-2 RECORD OF SURVEY
- 6. RECORD BEARING AND DISTANCES ARE SHOWN IN PARENTHESIS WHEN DIFFERENT THAN MEASURED VALUES
- 7. LOTS SHOWN IN SQUARE BRACKETS ARE VACATED BY THIS PLAT
- 8. THE TOTAL AREA OF THIS REPLAT IS 52,463 SF (1.204 ac.)



VICINITY MAP
SOURCE: WRANGELL ARCGIS WEB MAPPING

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY OF WRANGELL PLANNING COMMISSION, AND THAT SAID PLAT HAS BEEN APPROVED BY THE COMMISSION BY PLAT RESOLUTION No. _____ DATED _____ AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

DATE _____
CHAIRMAN, PLANNING COMMISSION _____
SECRETARY _____

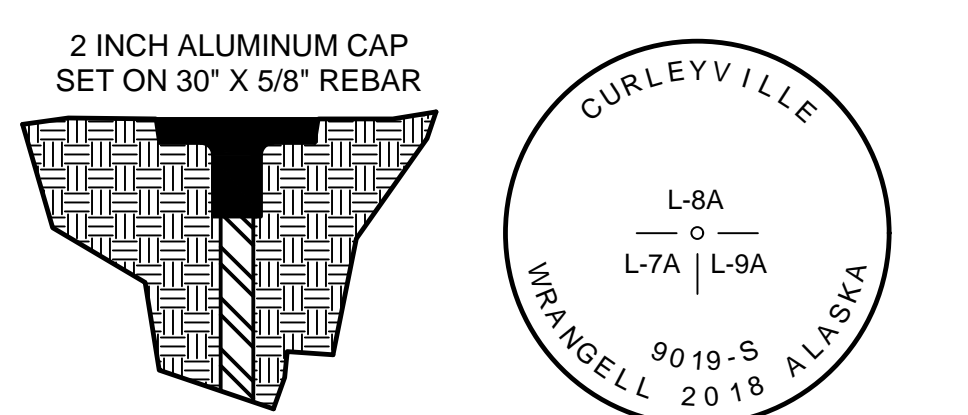
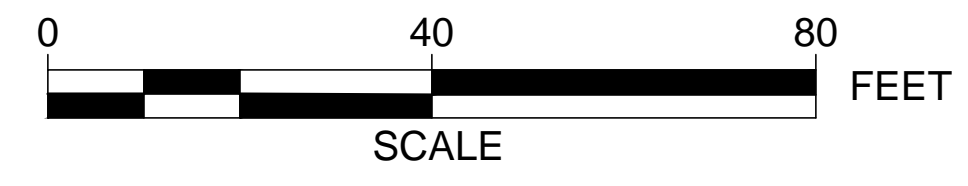
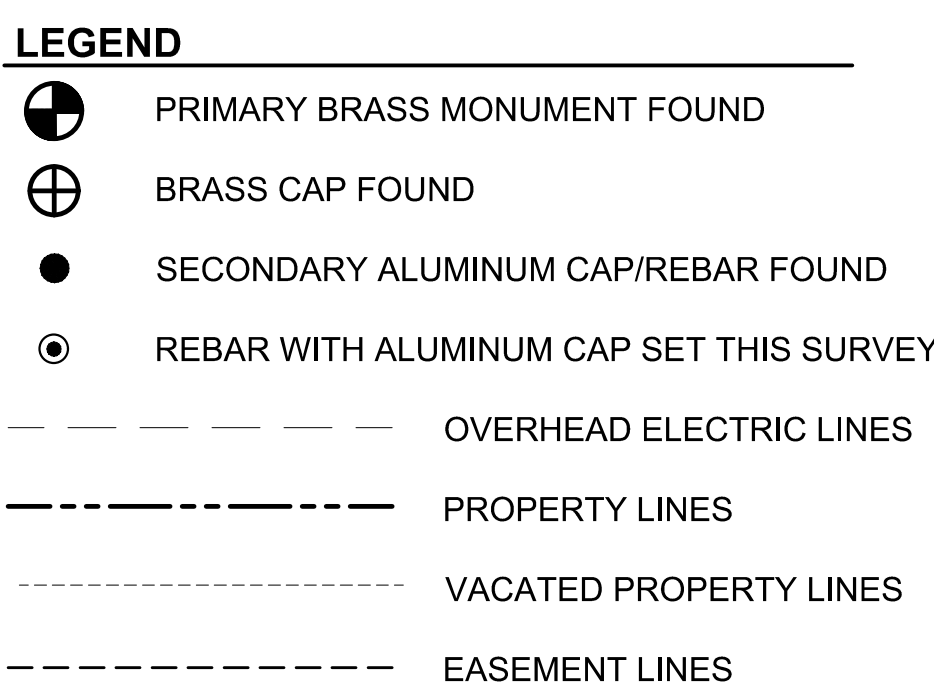
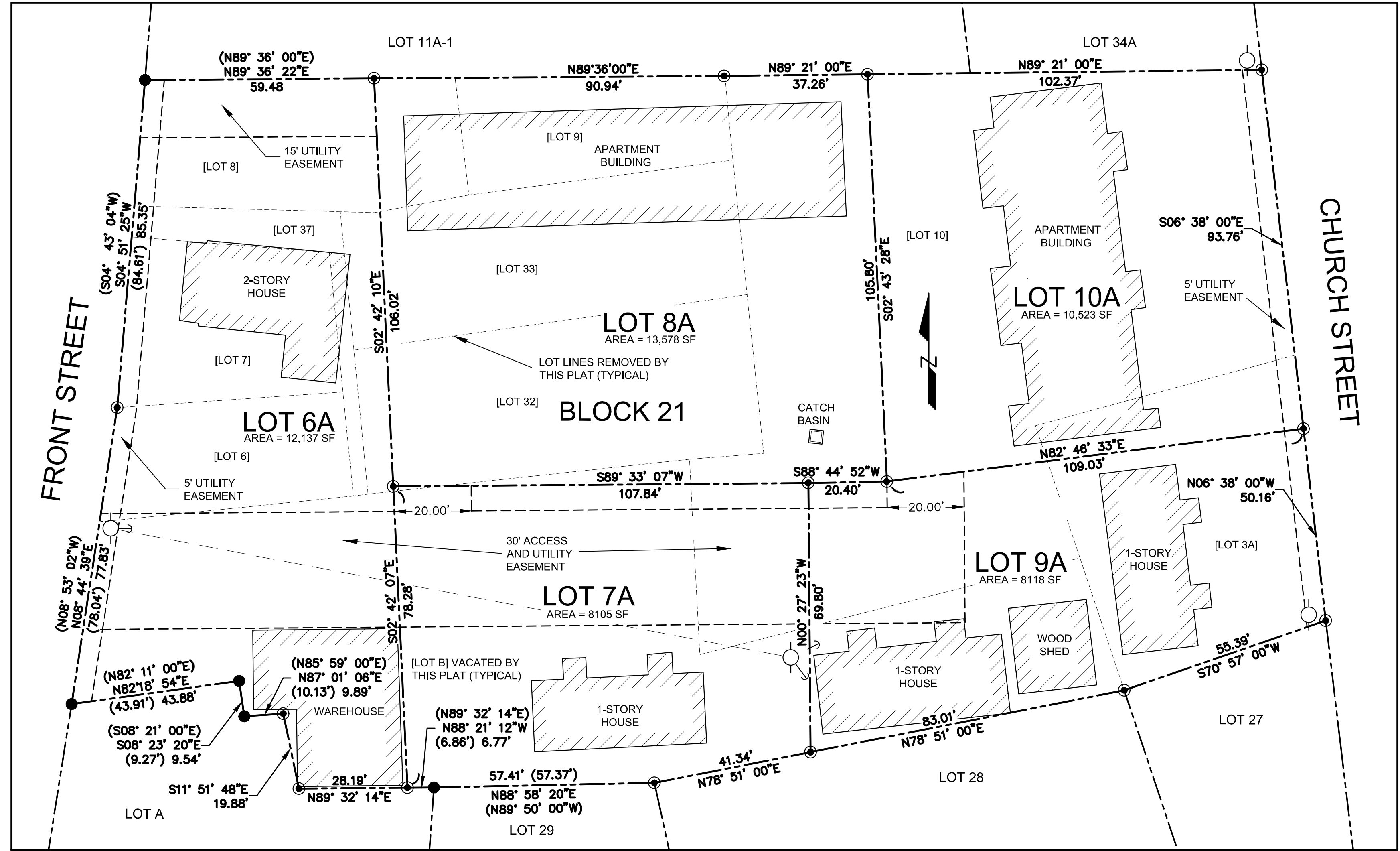
CERTIFICATE OF APPROVAL BY THE COUNCIL

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY OF WRANGELL COUNCIL AS RECORDED IN MINUTE BOOK PAGE _____ DATED _____ AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

DATE _____
MAYOR, CITY OF WRANGELL _____
ATTEST: CITY CLERK _____

GRANTOR/GRANTEE

GRANTOR : R. H. ARMSTRONG
GRANTEE : CREDIT SHELTER TRUST



TYPICAL MONUMENT SET THIS SURVEY
NTS

ACCESS AND UTILITY EASEMENT DESCRIPTION

A 30' ACCESS AND UTILITY EASEMENT AS SHOWN HEREIN AND DESCRIBED THIS: BEGINNING AT THE SOUTHWEST CORNER OF LOT 6A, BLOCK 21, THE SAME POINT AS THE NORTHWEST CORNER OF LOT A, BLOCK 21; THENCE N8° 44' 39"E, 19.57' ALONG THE BOUNDARY BETWEEN LOT 6A AND THE FRONT STREET RIGHT OF WAY, TO THE TRUE POINT OF BEGINNING; THENCE N8° 44' 39"E, 30.39', TO A POINT ON THE BOUNDARY BETWEEN LOT 6A AND THE FRONT STREET RIGHT OF WAY; THENCE N89° 33' 07"E, 76.25' TO A POINT AT THE BOUNDARY BETWEEN LOT 6A AND LOT 8A, THENCE N2° 42' 07"W, 6.51' TO A POINT AT THE BOUNDARY BETWEEN LOT 6A, LOT 7A AND LOT 8A; THENCE N89° 33' 07"E, 20.26' TO A POINT ON THE BOUNDARY BETWEEN LOT 7A AND LOT 8A; THENCE S0° 26' 53"E, 6.50' TO A POINT; THENCE N89° 33' 07"E, 87.58' TO A POINT ON THE BOUNDARY BETWEEN LOT 7A AND LOT 9A; THENCE N89° 33' 07"E, 20.40', TO A POINT; THENCE N0° 26' 53"W, 6.79', TO A POINT ON THE BOUNDARY BETWEEN LOT 8A, LOT 9A AND LOT 10A; THENCE N82° 46' 33"E, 20.14' TO A POINT ON THE BOUNDARY BETWEEN LOT 9A AND LOT 10A; THENCE S0° 26' 53"E, 39.16' TO A POINT; THENCE S89° 33' 07"W, 39.89' TO A POINT ON THE BOUNDARY BETWEEN LOT 7A AND LOT 9A; THENCE S89° 33' 07"W, 106.91', TO A POINT ON THE BOUNDARY BETWEEN LOT 6A AND LOT 7A; THENCE S89° 33' 07"W, 82.28', TO THE TRUE POINT OF BEGINNING. SAID EASEMENT HAVING A TOTAL AREA OF 7090 SQUARE FEET.

CURLEYVILLE REPLAT

COMBINING TEN LOTS; BLOCK 21, LOTS 6, 7, 8, 9, 10, 32, 33, 37, 3A AND B, (RESPECTIVE PARCEL NUMBERS: 02-023-357, 359, 361, 363, 365, 396, 398, 358, 307 AND 394) INTO FIVE LOTS:
LOTS 6A, 7A, 8A, 9A AND 10A.

CLIENT: ARMSTRONG FAMILY TRUST

WITHIN BLOCK 21
WRANGELL TOWNSITE
STATE OF ALASKA, FIRST JUDICIAL DISTRICT

WRANGELL RECORDING DISTRICT

SECTION 25, TOWNSHIP 62S, RANGE 83E	YEAR	SHEET	TOTAL
COPPER RIVER MERIDIAN	2018	1	1

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	6d	<u>DATE:</u>	<u>February 26, 2019</u>
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APPROVAL OF THE FINAL PLAT OF LARSSON-BUHLER REPLAT, A REPLAT OF LOTS 7B AND 8B, CREATING LOTS 7BB AND 8BB LARSSON-BUHLER REPLAT, ZONED WATERFRONT DEVELOPMENT, REQUESTED BY DB AK ENTERPRISES, LLC.

<u>SUBMITTED BY:</u>	<u>FISCAL NOTE:</u>
	Expenditure Required:
	Amount Budgeted:
Carol Rushmore, Economic Development Director	
	Account Number(s):
	Account Name(s):
<u>Reviews/Approvals/Recommendations</u>	
	Unencumbered Balance(s) (prior to expenditure):
XX	Planning & Zoning Commission
	Attorney
	Insurance
<u>ATTACHMENTS:</u>	
1. Copy of the final plat	

RECOMMENDATION:
APPROVE UNDER CONSENT AGENDA.

MOVE TO APPROVE THE FINAL PLAT OF LARSSON-BUHLER REPLAT, A REPLAT OF LOTS 7B AND 8B, CREATING LOTS 7BB AND 8BB LARSSON-BUHLER REPLAT

SUMMARY STATEMENT:

The preliminary plat was approved by the Planning and Zoning Commission in early 2017. The final has been held up until the clients paid for the outstanding survey bill. As part of the negotiations with Mrs. Buhler to purchase the property, one of the requirements requested by the City was to complete this subdivision, as it correctly identifies the land area that was sold to

CERTIFICATE OF OWNERSHIP AND DEDICATION

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE _____ PRINTED NAME _____
 SIGNATURE _____
 TITLE _____
 NAME AND TITLE OF AUTHORIZED REPRESENTATIVE
 DB PK ENTERPRISES LLC
NOTARY'S ACKNOWLEDGMENT

U.S. OF AMERICA
 STATE OF ALASKA
 CITY AND BOROUGH OF WRANGELL

THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____ 20____ BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED _____ TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAN AND _____ ACKNOWLEDGED TO ME THAT _____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREN WRITTEN.
 NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA
 MY COMMISSION EXPIRES _____

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION
 (FIRST JUDICIAL DISTRICT)

I THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND AN ACTING ASSESSOR FOR THE CITY AND BOROUGH OF WRANGELL, HEREBY CERTIFY THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY AND BOROUGH OF WRANGELL, IN THE NAME OF _____ AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS ARE PAID IN FULL. THAT CURRENT TAXES FOR THE YEAR 20____ WILL BE DUE ON OR BEFORE OCTOBER 15, 20____ DATED THIS DAY OF _____

ASSESSOR: CITY AND BOROUGH OF WRANGELL

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION
 I HEREBY CERTIFY THAT THE SUBDIVISION PLAN SHOW HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL PLANNING COMMISSION, AND THAT SAID PLAN HAS BEEN APPROVED BY THE COMMISSION BY PLAN RESOLUTION NO. _____ DATED _____ 20____ AND THAT THE PLAN SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

DATE _____ CHAIRMAN, PLANNING COMMISSION
 SECRETARY _____

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAN SHOW HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL AS RECORDED IN MINUTE BOOK _____ PAGE _____ DATED _____ 20____ AND THAT THE PLAN SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, WRANGELL, ALASKA.

DATE _____ MAYOR, CITY AND BOROUGH OF WRANGELL
 ATTEST: _____
 CITY CLERK _____

PLAT NOTES

REFERENCES WITHIN THE WRANGELL RECORDING DISTRICT UTILIZED FOR THIS SURVEY:

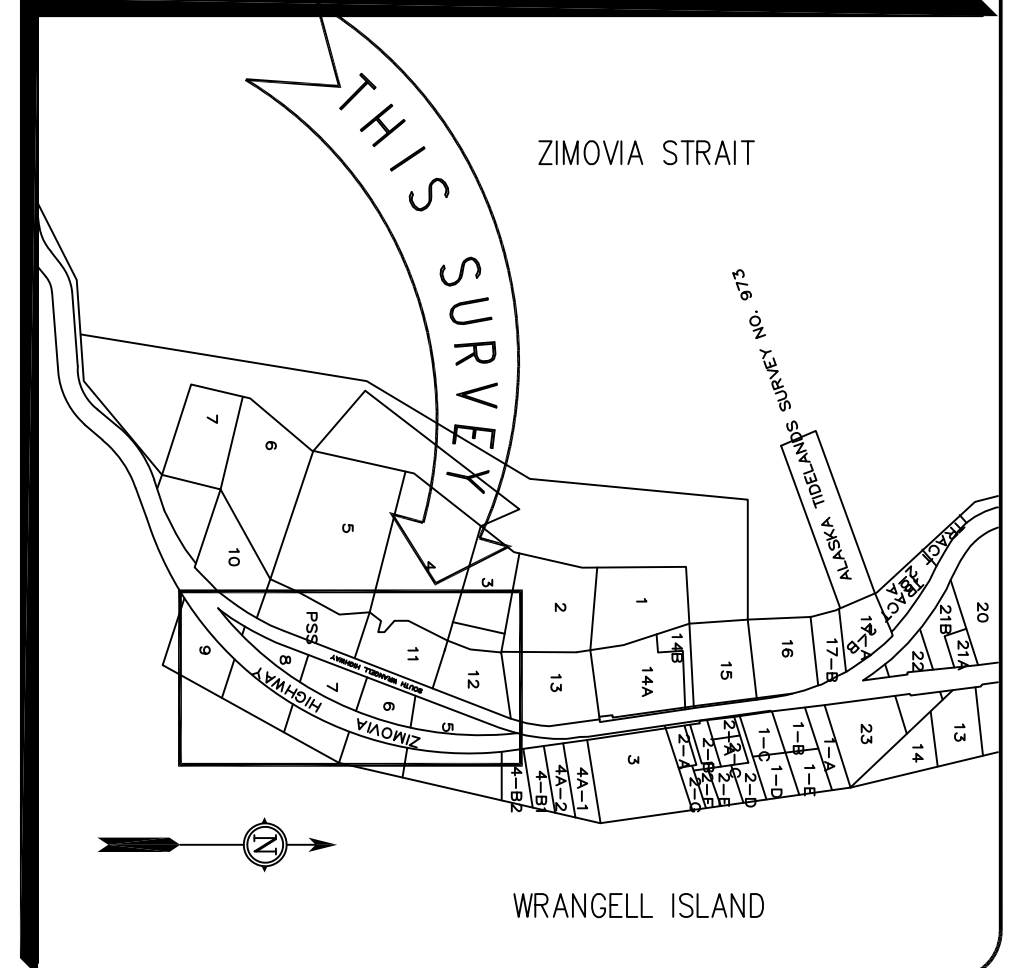
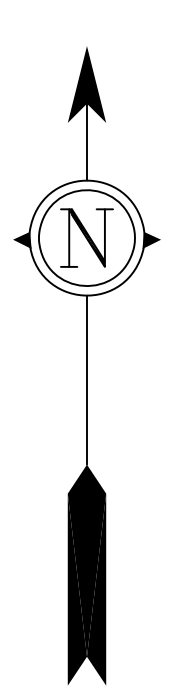
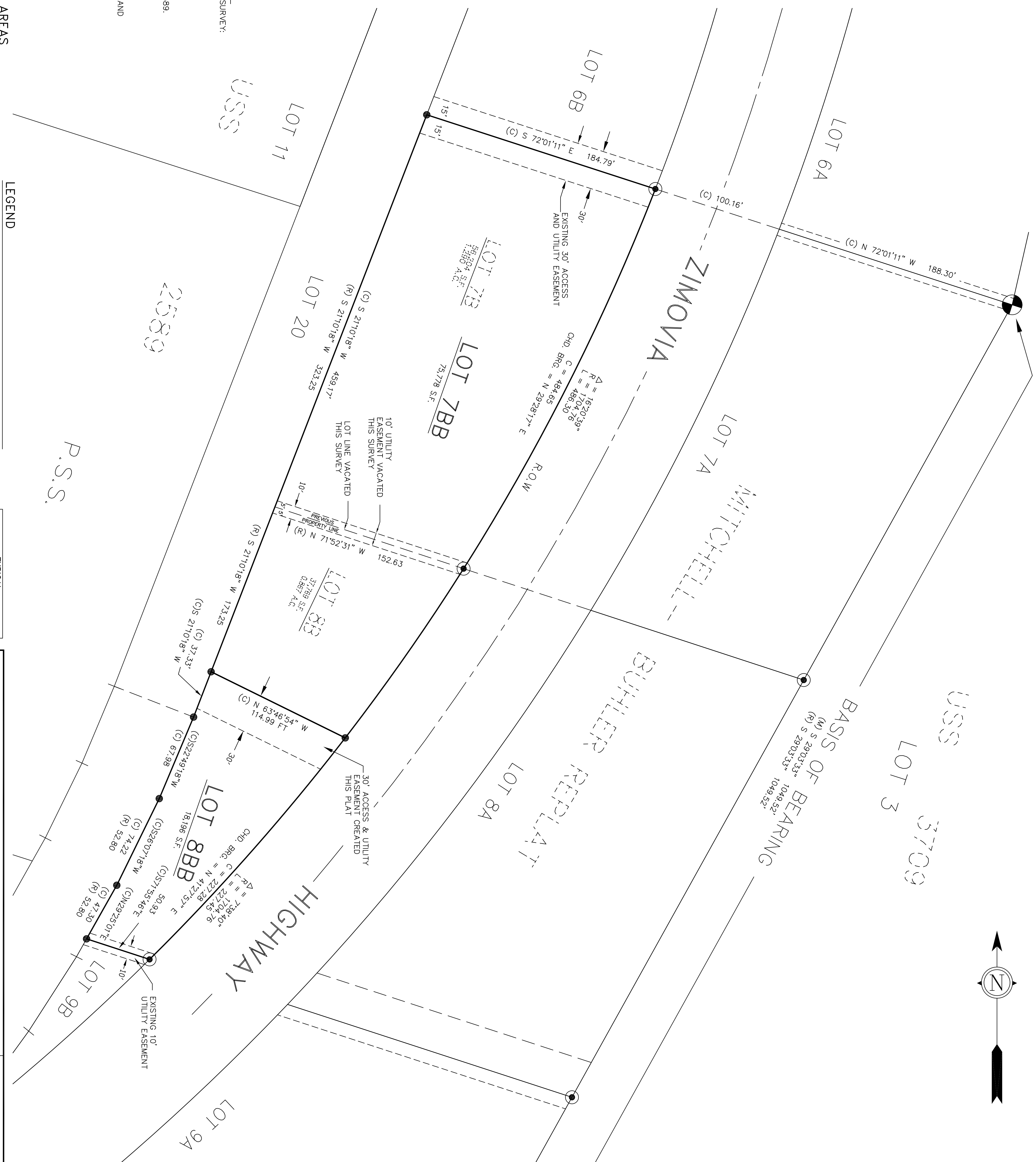
1. PLAT AND FIELD NOTES OF U.S.S. 3534
2. A.T.S. 604 ADL 17487
3. STATE OF AK. HIGHWAY PROJECT NO.'S
 - A. S/P-0943(22)
 - B. RS-0943(19)
4. A. BOOK 3, PG 979-984, 30' ACCESS EASEMENT, AFFECTS LOT 8, S2589, B. BOOK 7, PAGE 967, C. BOOK 11, PAGE 97, D. BOOK 11, PAGE 96, E. BOOK 23, PAGE 274.
5. RECORD OF SURVEY DATED 08-04-2007 PREPARED BY GREG SCHEFF AND ASSOCIATES AS PROJECT #91284-08-00.
6. PLAT #2015-13
7. CONTRACT OF DEED #2016-000012-0

PREVIOUS LOT AREAS

1. LOT 7B (54,204 SQ. FT)
2. LOT 8B (37,769 SQ. FT)

NEW LOT AREAS

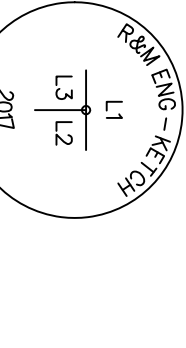
1. LOT 7B (75,778 SQ. FT)
2. LOT 8B (18,196 SQ. FT)



LEGEND

- SCHEFF ALUMINUM CAP ON 5/8 REBAR MONUMENT PROCOVERED
- 5/8 REBAR 30" LONG WITH 2" ALUM CAP WITH PLASTIC INSERT
- SET THIS SURVEY
- BUL/O BRASS CAP MONUMENT RECOVERED
- DATA OF RECORD
- CALCULATED DATA
- MEASURED DATA

TYPICAL



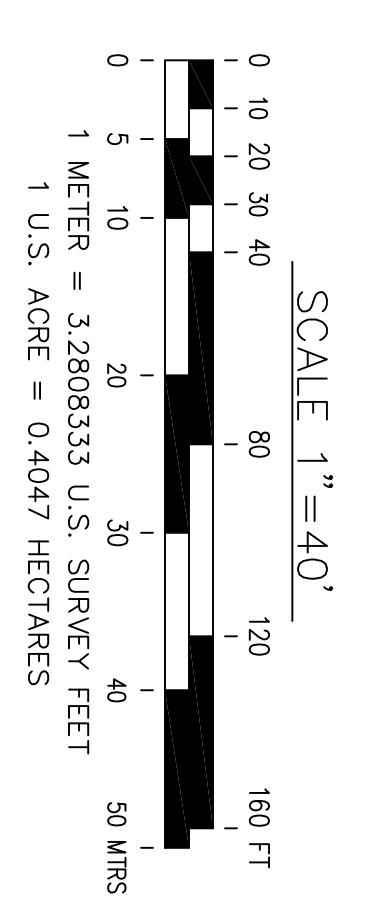
SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN _____ 2017 A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAN IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.

CHRISTOPHER G. PIBURN LS 107552 DATE _____



CLIENT: DIANE LARSSON
 BOX 1499
 WRANGELL, ALASKA 99929



WRANGELL RECORDING DISTRICT

No.	Date	Description	Revisions

RRM ENGINEERING & TECHNIK, INC.
 355 Chelonia Lake Road
 Kenai, AK 99501
 Phone: (907) 225-7917
 Fax: (907) 225-3441

CRMG OFFICE
 P.O. BOX 1273
 CRANG, AK 99621
 Phone: (907) 826-2294

PROJECT
LARSSON-BUHLEER REPLAT
 THE REPLAT OF LOTS 7B AND 8B,
 MITCHELL-BUHLEER REPLAT,
 CREATING LOTS 7BB AND 8BB,
 WITHIN THE CITY AND BOROUGH OF WRANGELL

Diane Larsson. The Buhlers had previously subdivided and sold this property by a paper contract which is not permissible by the Wrangell Municipal Code. All subdivisions require a survey. Proposed Lot 7BB is a larger lot combining Lot 7B with a portion of the old Lot 8B because the old mill office straddled the old lot line. The current property access to the lower portion of the property is provided as an easement across Lot 8BB, which is one of the lots that would be purchased by the City.

CERTIFICATE OF OWNERSHIP AND DEDICATION

I, HENRY CURTIS, THAT AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREIN, DO HEREBY DEDICATE AND CONVEY TO THE CITY OF WRANGELL, ALASKA, ALL STRAITS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE: _____

DIRECTOR: _____

UNITED STATES OF AMERICA
STATE OF ALASKA
CITY OF WRANGELL

THIS IS TO CERTIFY THAT ON THE _____ DAY OF _____ BEFORE ME, THE MAGISTRATE, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED TO BE THE PERSON TO BE THE ORIGINAL DONOR, UNDEVELOPED AND UNOCCUPIED THE WHOLE PLAT AND HE ACKNOWLEDGED TO ME THAT HE WANTED THE SAME PUBLIC AND VOLUNTARILY FOR THE USES AND PURPOSES HEREIN SET FORTH AND VOLUNTARILY FOR THE USES AND PURPOSES HEREIN SET FORTH AND VOLUNTARILY FOR THE USES AND PURPOSES HEREIN SET FORTH.

MY COMMISSION EXPIRES: _____

ASSESSOR'S CERTIFICATE

STATE OF ALASKA, FIRST JUDICIAL DISTRICT, IN AND FOR THE COUNTY OF KATAI, ALASKA, I, THE ASSESSOR, DO HEREBY CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AND THAT THIS PLAT IS A TRUE AND CORRECT COPY OF THE ORIGINAL RECORD AS FILED IN MY OFFICE ON THE _____ DAY OF _____, 2018.

DATE: _____

ASSESSOR: _____

SURVEYOR'S CERTIFICATE

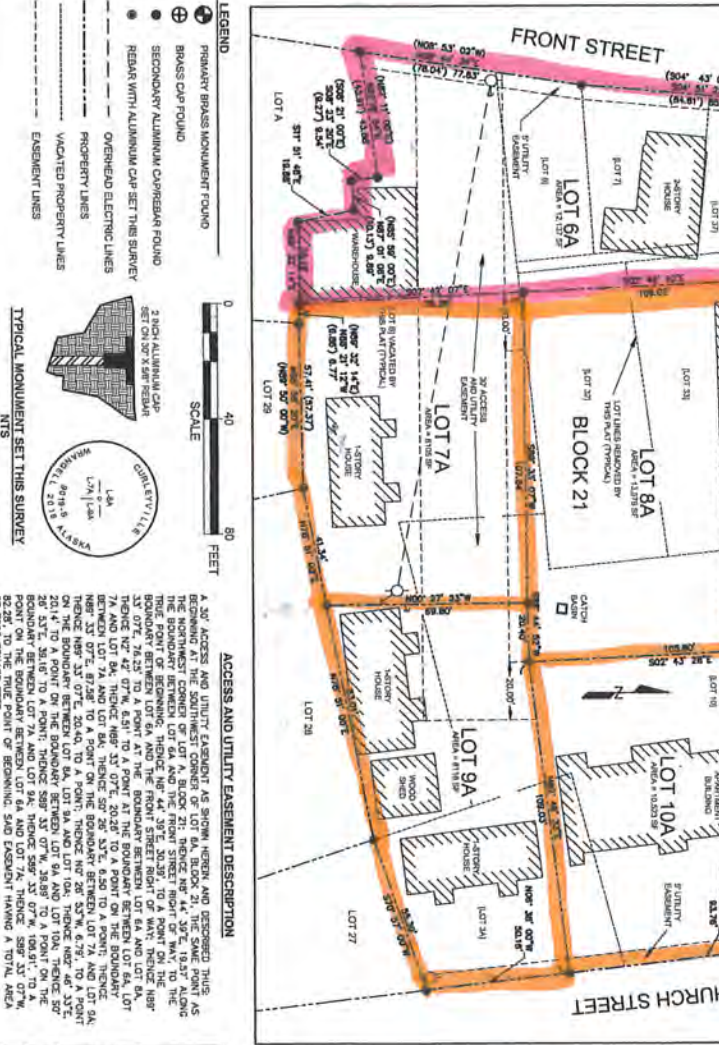
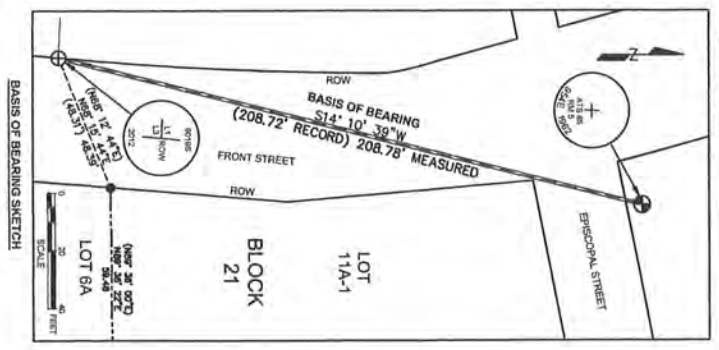
I, HENRY CURTIS, THAT AM A REGISTERED SURVEYOR LICENSED IN THE STATE OF ALASKA, DO HEREBY CERTIFY THAT THE SURVEY AND PLAT SHOWN AND DESCRIBED HEREIN WAS CONDUCTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE ALASKA SURVEYING ACT AND THAT THE PLAT IS A TRUE AND CORRECT COPY OF THE ORIGINAL RECORD AS FILED IN MY OFFICE ON THE _____ DAY OF _____, 2018.

DATE: _____

SURVEYOR: _____

GENERAL NOTES:

1. THE BASIS OF RECORD FOR THIS SURVEY WAS DETERMINED BY THE STATE OF ALASKA SURVEYING DEPARTMENT.
2. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE ALASKA SURVEYING ACT.
3. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE ALASKA SURVEYING ACT.
4. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE ALASKA SURVEYING ACT.
5. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE ALASKA SURVEYING ACT.
6. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE ALASKA SURVEYING ACT.
7. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE ALASKA SURVEYING ACT.
8. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE ALASKA SURVEYING ACT.



ACCESS AND UTILITY EASEMENT DESCRIPTION

A 30' ACCESS AND UTILITY EASEMENT AS SHOWN HEREON AND DESCRIBED THIS AS BEING THAT PART OF THE SOUTHWEST CORNER OF LOT 1, BEARING NE 24° 30' 00\"/>

CLIENT	WRANGELL TOWNSHIP
ADDRESSING MARKET	STATE OF ALASKA, FIRST JUDICIAL DISTRICT
SECTION 25, TOWNSHIP 62S, RANGE 82E	2018
COPPER RIVER MERIDIAN	1

CERTIFICATE OF APPROVAL BY THE COUNCIL

I, HENRY CURTIS, THAT THE SUBMISSION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY OF WRANGELL, ALASKA, AS RECORDED AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDATION IN THE OFFICE OF THE DISTRICT CLERK, EXCEPT AS NOTED OTHERWISE.

DATE: _____

SECRETARY: _____

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

I, HENRY CURTIS, THAT THE SUBMISSION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY OF WRANGELL, ALASKA, AS RECORDED AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDATION IN THE OFFICE OF THE DISTRICT CLERK, EXCEPT AS NOTED OTHERWISE.

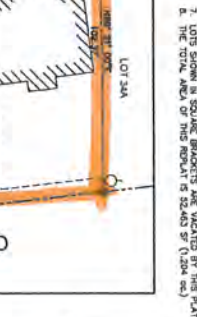
DATE: _____

SECRETARY: _____

CURLEYVILLE REPLAT

COMBINING TEN LOTS, BLOCK 21, LOTS 6, 7, 8, 9, 10, 11, 12, 13, 14 AND 15 (RESPECTIVE PARCEL NUMBERS 02-02-0370 324) INTO FIVE LOTS, LOTS 6A, 7A, 8A, 9A AND 10A.

WITHIN BLOCK 21, WRANGELL TOWNSHIP, STATE OF ALASKA, FIRST JUDICIAL DISTRICT



WRANGELL RECORDING DISTRICT

SECTION 25, TOWNSHIP 62S, RANGE 82E
COPPER RIVER MERIDIAN
2018

Commercial

Multifamily

11/20/2018 10:59 AM

11/20/2018 10:59 AM

PROCEEDINGS

**MINUTES
WRANGELL SCHOOL BOARD
SPECIAL MEETING
January 15, 2019, 7:00 PM
Evergreen Elementary School Room 101-Intermediate**

President Aleisha Mollen called the Special Meeting of the Wrangell Public School Board to order at 7:03 PM on Tuesday, January 15, 2019. **CALL TO ORDER**

A quorum was determined with the following school board members present: Aaron Angerman, Aleisha Mollen, Annya Ritchie, Jessica Rooney and Dave Wilson. Also present was Recording Secretary Kimberly Powell. **DETERMINE QUORUM**

Motion to recess into executive session to discuss matters involving records that by law are not subject to disclosure, more specifically the board's written decision, including the findings of fact and conclusions of law by Aaron Angerman, seconded by Dave Wilson. Poll vote: Aaron Angerman: Yes; Aleisha Mollen: Yes; Annya Ritchie: Yes; Jessica Rooney: Yes; Dave Wilson: Yes. Motion approved unanimously. President Mollen invited David Nesbitt into the Executive Session via telephone. **RECESSED INTO EXECUTIVE SESSION AT 7:04 PM**

Reconvened into Regular Session at 7:30 PM. **RECONVENED INTO REGULAR SESSION AT 7:30 PM**

Motion to accept the draft as amended and approve Aleisha to sign and distribute the document by Jessica Rooney; seconded by Aaron Angerman, Poll vote: Aaron Angerman: Yes; Annya Ritchie: Yes; Jessica Rooney: Yes; Dave Wilson: Yes; Aleisha Mollen: Yes. Motion approved unanimously. **ACCEPTED THE DRAFT AS AMENDED AND APPROVED PRESIDENT MOLLEN TO SIGN AND DISTRIBUTE**

Meeting Adjourned at 7:33 P.M. **ADJOURNED AT 7:33 P.M.**



SECRETARY/TREASURER

PROCEEDINGS

MINUTES WRANGELL SCHOOL BOARD SPECIAL MEETING

January 7, 2019, 7:00 PM
Evergreen Elementary School Room 101-Intermediate

<p>President Aleisha Mollen called the Special Meeting of the Wrangell Public School Board to order at 7:00 PM on Monday, January 7, 2019.</p>	<p>CALL TO ORDER</p>
<p>A quorum was determined with the following school board members present: Aaron Angerman, Aleisha Mollen, Jessica Rooney and Dave Wilson. Anya Ritchie arrived at 7:03 PM. Also present was Recording Secretary Kimberly Powell.</p>	<p>DETERMINE QUORUM</p>
<p>Recessed at 7:00 PM to allow time to get information on the delayed arrival of Alaska Airlines Flight 64 since the Hearing Officer is coming in on that flight.</p>	<p>RECESSED AT 7:00 PM</p>
<p>Reconvened into Regular Session at 7:30 PM</p>	<p>RECONVENED INTO REGULAR SESSION AT 7:30 PM</p>
<p>Recessed the meeting until 4:00 PM, Tuesday, January 8, 2019.</p>	<p>RECESSED AT 7:40 PM</p>
<p>Reconvened into Regular Session at 4:03 PM, Tuesday, January 8, 2019.</p>	<p>RECONVENED INTO REGULAR SESSION AT 4:03 PM, JANUARY 8, 2019</p>
<p>Recessed into Break at 4:55 PM</p>	<p>RECESSED AT 4:55 PM</p>
<p>Reconvened into Regular Session at 5:00 PM</p>	<p>RECONVENED INTO REGULAR SESSION AT 5:00 PM</p>
<p>Recessed into Break at 6:00 PM</p>	<p>RECESSED AT 6:00 PM</p>
<p>Reconvened into Regular Session at 6:09 PM</p>	<p>RECONVENED INTO REGULAR SESSION AT 6:09 PM</p>
<p>Recessed into Break at 7:14 PM</p>	<p>RECESSED AT 7:14 PM</p>
<p>Reconvened into Regular Session at 7:25 PM</p>	<p>RECONVENED INTO REGULAR SESSION AT 7:25 PM</p>
<p>Recessed into Break at 7:14 PM</p>	<p>RECESSED AT 7:14 PM</p>
<p>Reconvened into Regular Session at 7:25 PM</p>	<p>RECONVENED INTO REGULAR SESSION AT 7:25 PM</p>
<p>Recessed into Break at 8:25 PM</p>	<p>RECESSED AT 8:25 PM</p>
<p>Reconvened into Regular Session at 8:35 PM</p>	<p>RECONVENED INTO REGULAR SESSION AT 8:35 PM</p>
<p>Recessed into Break at 9:07 PM</p>	<p>RECESSED AT 9:07 PM</p>
<p>Reconvened into Regular Session at 9:14 PM</p>	<p>RECONVENED INTO REGULAR SESSION AT 9:14 PM</p>
<p>Recessed into Break at 10:45 PM</p>	<p>RECESSED AT 10:45 PM</p>
<p>Reconvened into Regular Session at 10:52 PM</p>	<p>RECONVENED INTO REGULAR SESSION AT 10:52 PM</p>
<p>Motion to recess into executive session to discuss matters subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion by Aleisha Mollen; seconded by Jessica Rooney. Poll vote: Dave Wilson: Yes; Aaron Angerman: Yes; Anya Ritchie: Yes; Jessica Rooney: Yes; Aleisha Mollen: Yes. Motion approved unanimously. President Mollen invited David Nesbitt into the Executive Session.</p>	<p>RECESSED INTO EXECUTIVE SESSION AT 11:05 PM</p>
<p>Reconvened into Regular Session at 12:29 AM</p>	<p>RECONVENED INTO REGULAR SESSION AT 12:29 AM</p>

Motion to affirm the decision of the district and uphold the termination of Teacher Shanna Mall by Aaron Angerman, seconded by Jessica Rooney. Poll vote: Dave Wilson: Yes; Aaron Angerman: Yes; Anya Ritchie: Yes; Jessica Rooney: Yes; Aleisha Mollen: Yes. Motion approved unanimously.

AFFIRMED THE DECISION OF THE DISTRICT AND UPHELD THE TERMINATION OF TEACHER SHANNA MALL

Motion to affirm the decision of the district and uphold the non-retention of Teacher Shanna Mall by Aaron Angerman, seconded by David Wilson. Poll vote: Aaron Angerman: Yes; Anya Ritchie: Yes; Jessica Rooney: Yes; Dave Wilson: Yes; Aleisha Mollen: Yes. Motion approved unanimously.

AFFIRMED THE DECISION OF THE DISTRICT AND UPHELD THE NON-RETENTION OF TEACHER SHANNA MALL

Meeting Adjourned at 12:31 A.M.

ADJOURNED AT 12:30 A.M.



SECRETARY

PROCEEDINGS

MINUTES WRANGELL SCHOOL BOARD REGULAR MEETING

December 17, 2018 6:30 PM
Evergreen Elementary School Gym

<p>School Board President Aleisha Mollen called the regular meeting of the Wrangell Public School Board to order at 6:30 P.M. on December 17, 2018.</p>	<p>CALL TO ORDER</p>
<p>A quorum was determined with the following school board members present: Annya Ritchie, Jessica Rooney, Aleisha Mollen and David Wilson. Aaron Angerman was absent, excused. Also present was Superintendent Debbe Lancaster and Recording Secretary Kimberly Powell.</p>	<p>DETERMINE QUORUM</p>
<p>The Pledge of Allegiance was recited, led by Ms. Davies' 2nd grade students.</p>	<p>PLEDGE OF ALLEGIANCE</p>
<p>The District Mission, Vision and Values were recited by 2nd Grade students, Stella Buness, Lynnea Harrison and Marcus Ostrander.</p>	<p>DISTRICT MISSION, VISION AND VALUES</p>
<p>Fenton Jim reported that the student athletes are staying really busy moving right from wrestling into basketball. Five wrestlers took 1st place at the Region V tournament and all but two of our wrestlers went to state. The volleyball team also went to state where Helen Decker was named to the All-state team. The basketball teams are getting ready for their alumni game fundraisers. The Girls Alumni Game/Dinner will be December 20 and the Boys will hold their fundraiser December 21. Both basketball teams will be attending the Rally of the Regions January 4 & 5. Students are also busy preparing for semester finals.</p>	<p>STUDENT REPRESENTATIVE REPORT</p>
<p>The agenda was approved by unanimous consent.</p>	<p>APPROVAL OF AGENDA</p>
<p>Shanna Mall, Former High School Teacher, introduced herself to the School Board and informed them she would be turning in a letter by December 19, 2018 to request a public hearing regarding her dismissal.</p>	<p>GUESTS TO BE HEARD</p>
<p>Jessica Whitaker, Chairman of the School Discipline and Safety Ad Hoc Committee told the School Board that the committee had good attendance with staff, a student and community members participating. The committee met almost weekly and have completed their reviews of the assigned policies. The policies have been turned over to the policy committee for their review.</p>	<p>REVIEWED CORRESPONDENCE</p>
<p>There was no correspondence on the agenda.</p>	<p>REVIEWED CORRESPONDENCE</p>
<p>Information & Reports were accepted by unanimous consent.</p>	<p>ACCEPTED INFORMATION & REPORTS</p>
<p>Motion to approve the items on the consent agenda as presented by Dave Wilson, seconded by Annya Ritchie. Poll vote: Dave Wilson: Yes; Jessica Rooney: Yes; Annya Ritchie: Yes; Aleisha Mollen: Yes. Motion approved.</p> <ul style="list-style-type: none"> • Approved the minutes of the November 15, 2018 Regular Board Meeting • Offered Karen Morse and extra-curricular contract for the position of elementary drama during the 2018-2019 school year 	<p>APPROVED THE ITEMS ON THE CONSENT AGENDA</p>
<p>Motion to approve the substitute salary schedule as presented, effective December 19, 2018 by Jessica Rooney; seconded by Annya Ritchie. Poll vote: Dave Wilson; Yes; Annya Ritchie: Yes; Jessica Rooney: Yes; Aleisha Mollen: Yes. Motion approved.</p>	<p>APPROVED THE SUBSTITUTE SALARY SCHEDULE AS PRESENTED</p>
<p>Motion to accept the fiscal year 2018 audit as presented by Jessica Rooney; seconded by Annya Ritchie. Poll vote: Annya Ritchie: Yes; Jessica Rooney: Yes; Dave Wilson; Yes; Aleisha Mollen: Yes. Motion approved.</p>	<p>ACCEPTED THE FISCAL YEAR 2018 AUDIT</p>
<p>Motion to accept the fiscal year 2019 budget revision as presented by Jessica Rooney; seconded by Dave Wilson. Poll vote: Jessica Rooney: Yes; Dave Wilson; Yes; Annya Ritchie: Yes; Aleisha Mollen: Yes. Motion approved.</p>	<p>ACCEPTED THE FISCAL YEAR 2019 BUDGET REVISION</p>
<p>The School Board member discussed the fiscal year 2020 budget assumptions and time line.</p>	<p>DISCUSSED 2020 BUDGET ASSUMPTIONS AND PROCESS</p>

The School Board Members discussed the curriculum review cycle. Board President Mollen said that last year the Board should have reviewed the physical education, health and CTE curriculum. They weren't reviewed as scheduled and this item was added to the agenda so the Board could discuss if and how they'd like to review them. Ms. Ritchie said that she thinks that a minimum, the Board should review physical education and health. They are not taught consistently across the grade levels. Ms. Ritchie also feels that we should partner with community experts to meet the needs of our students in this area. Mr. Wilson agreed that we need to review the curriculum for these subjects.

**DISCUSSED
CURRICULUM REVIEW**

Motion to accept the first reading of Board Policy 2100, Administrative Organization making it consistent with other Alaska district policy by Jessica Rooney, seconded by Anya Ritchie. Poll vote: David Wilson: Yes; Anya Ritchie: Yes; Jessica Rooney: Yes; Aleisha Mollen: Yes. Motion approved.

**ACCEPTED THE FIRST
READING OF BOARD
POLICY 2100
ADMINISTRATIVE
ORGANIZATION**

Motion to accept the first reading of Board Policy 2110, Organization Chart/Lines of Responsibility making it consistent with other Alaska district policy by Jessica Rooney, seconded by Anya Ritchie. Poll vote: Anya Ritchie: Yes; Jessica Rooney: Yes; David Wilson: Yes; Aleisha Mollen: Yes. Motion approved.

**ACCEPTED THE FIRST
READING OF BOARD
POLICY 2110,
ORGANIZATION
CHART/LINES OF
RESPONSIBILITY
ACCEPTED THE FIRST
READING OF BOARD
POLICY 2120,
SUPERINTENDENT OF
SCHOOLS**

Motion to accept the first reading of Board Policy 2120, Superintendent of Schools making it consistent with other Alaska district policy by Jessica Rooney, seconded by Anya Ritchie. Poll vote: Jessica Rooney: Yes; David Wilson: Yes; Anya Ritchie: Yes; Aleisha Mollen: Yes. Motion approved.

Motion to accept the first reading removing Board Policy 2122, Duties of the Superintendent from the policy manual by Jessica Rooney, seconded by Anya Ritchie. Poll vote: David Wilson: Yes; Anya Ritchie: Yes; Jessica Rooney: Yes; Aleisha Mollen: Yes. Motion approved.

**ACCEPTED THE FIRST
READING REMOVING
BOARD POLICY 2122,
DUTIES OF THE
SUPERINTENDENT**

Motion to accept the first reading of Board Policy 5110, Attendance as presented by Jessica Rooney, seconded by Anya Ritchie. Poll vote: Anya Ritchie: Yes; Jessica Rooney: Yes; David Wilson: Yes; Aleisha Mollen: Yes. Motion approved.

**ACCEPTED THE FIRST
READING OF BOARD
POLICY 5110,
ATTENDANCE**

Motion to accept the second reading of Board Policy 4212.62, Maintenance of Criminal Records for inclusion in the policy manual by Jessica Rooney, seconded by Anya Ritchie. Poll vote: Jessica Rooney: Yes; David Wilson: Yes; Anya Ritchie: Yes; Aleisha Mollen: Yes. Motion approved.

**ACCEPTED THE SECOND
READING OF BOARD
POLICY 4212.62,
MAINTENANCE OF
CRIMINAL RECORDS**

Motion to accept the second reading of Board Policy 5182, Alternative Courses for inclusion in the policy manual by Jessica Rooney, seconded by Anya Ritchie. Poll vote: David Wilson: Yes; Anya Ritchie: No; Jessica Rooney: No; Aleisha Mollen: No. Motion failed. President Mollen requested to bring the motion back for reconsideration during the January Regular Meeting.

**DENIED THE SECOND
READING OF BOARD
POLICY 5182,
ALTERNATIVE COURSES;
REQUESTED
RECONSIDERATION OF
MOTION**

Motion to accept the third reading of Board Policy 1410, Interagency Cooperation for Students and Staff Safety adding an additional reference to Alaska Statute 11.81.900 by Jessica Rooney; seconded by David Wilson. Poll vote: Anya Ritchie: Yes; Jessica Rooney: Yes; David Wilson: Yes; Aleisha Mollen: Yes. Motion approved.

**ACCEPTED THE THIRD
READING OF BOARD
POLICY 1410,
INTERAGENCY
COOPERATION FOR
STUDENT AND STAFF
SAFETY**

Motion to recess into executive session to discuss subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion, more specifically the Superintendent's evaluation by Jessica Rooney, seconded by David Wilson. Poll vote: Anya Ritchie: Yes; Jessica Rooney: Yes; David Wilson: Yes; Aleisha Mollen: Yes. Motion approved. Board President Mollen stated that Dr. Lancaster will be invited into part of the Executive Session.

**RECESSED INTO
EXECUTIVE SESSION AT
8:03 PM**

Reconvened into Regular Session at 9:02 PM

**RECONVENED INTO
REGULAR SESSION AT
9:02 PM
REVIEWED DATES & MTG
ANNOUNCEMENTS**

Reviewed the upcoming dates and meeting announcements.

Ms. Ritchie reported back from the Parks & Recreation Board. She said they would like to extend the trails behind the baseball fields, strengthen aquatics and expand life guard opportunities. She also said they would like to expand the weight room and partner with the school for free weights and ping pong.

BOARD MEMBER COMMUNITY
ACTIVITY REPORTS

Ms. Ritchie also attended the Indian Education Advisory Committee Meeting. She reported that the committee would like to get a more accurate count on students that identify as American Indian or Alaska Native. The committee is recommending that the 506 forms be included in the student registration packets. She said the committee supports ANSEP and summer programs.

Board Member Wilson said that there are grant opportunities available through Dell and encouraged the administration to look into them.

President Mollen said that she reached out the Wrangell Cooperative Association on behalf of the American Indian/Alaska Native Council to find out what's important to the WCA.

Ms. Mollen also encouraged the board members to attend the AASB Legislative Fly-In in February and to spread the word to our students, especially 10th & 11th graders. Ms. Ritchie said that she would like to attend the fly-in.

Meeting Adjourned at 9:08 P.M.

ADJOURNED AT 9:08 P.M.


SCHOOL BOARD SECRETARY

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	7	<u>DATE:</u>	February 26, 2019
Manager's Report				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
Lisa Von Bargen, 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>				

RECOMMENDATION MOTION:

None. Report only.

SUMMARY STATEMENT:

My manager report is covered in several KYP messages I will be sending over the weekend. There are several individual reports attached to this.

MEMORANDUM

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

**FROM: ROLLAND HOWELL, PUBLIC WORKS DIRECTOR
WAYNE MCHOLLAND, WATER SUPERVISOR**

SUBJECT: WATER REPORT

DATE: February 26, 2019

SUMMARY:

Wayne McHolland emails out a water report every week. They are very informative. It occurred to the Manager these would be very helpful for the Assembly to see as well. Please see the attached weekly updates:

12/31/18-1/7/19
1/7/19-1/17/19
1/21/19-1/28/19
1/28/19-2/4/19
2/4/19-2/11/19
2/11/19-2/18/19

The new production/consumption graph is also attached.

From: [Wayne McHolland](#)
To: [Public Works Super. ; Borough Manager](#)
Cc: ["Jeff Rooney"](#)
Subject: WTP Details 12/31/18 - 1/07/19
Date: Monday, January 07, 2019 9:14:02 AM

Morning,

Last week production numbers are as follows:

Plant production was 3,888,000 gallons at an average daily flow of 548,286 gpm. This equates to agpm average of 381.

Community consumption was 2,723,156 gallons for a daily average of 389,022 gallons at an average flow of 270 gpm.

Last week only one main filter was plunged and roughing filters were plunged. This was due in part to the short work week, but was primarily due to the fact that most of that week, and the previous week were dedicated to locating and repairing a substantial ozone leak that was contaminating the premises. This week the filter schedule should return to main filters on Tuesday, and Thursday, with roughing filters daily.

Current flow rate is 288 gpm on the high pressure, with the low component being 152 gpm.

Both reservoirs are frozen over, with a small amount of overflow.

Thanks

Wayne

From: [Wayne McHolland](#)
To: [Public Works Super](#)
Cc: [Borough Manager](#)
Subject: WTP Details 1/7 - 1/17/2019
Date: Thursday, January 17, 2019 3:06:01 PM
Attachments: [2018 Flows.docx](#)
[2019 Flows.docx](#)

Afternoon.

In the last week and a half the plant produced a total of 5,653,000 gallons for a daily average of 514,000 gallons at an average gpm of 357.

Community consumption during this time frame averaged a daily flow of 3,853,578 gallons for an average flow of 243 gpm.

Two main filters were plunged and roughing filters were flushed 8 times.

Both reservoirs are currently frozen, but also full and overflowing.

Monitoring holes remain stable and weirs have dropped a small amount during the cold weather.

Pursuant to an assembly request, there are two graphs of consumption vs production included herein. In the 2018 graph, the consumption begins in march because the data collection was commenced at that time. The 2019 graph is predictably very short as there are only a couple weeks in it.

Thanks

From: [Wayne McHolland](#)
To: [Public Works Super. ; Borough Manager](#)
Cc: ["Jeff Rooney"](#)
Subject: WTP details 1/21 - 1/28/19
Date: Monday, January 28, 2019 2:56:22 PM

Afternoon,

Last week's plant details are as follows:

Production = 3,870,000 gallons for a daily average of 552,857 gallons at an average flow of 384 gpm.

Consumption = 2,651,634 gallons for a daily average of 378,804 gallons at an average flow rate of 263 gpm.

Last week roughing filters were done 4 times, and one main filter was done.

Both reservoirs remain frozen over and full to overflowing. All measuring holes and weirs remain within historical parameters with the only changes being on the good side.

Last week Jeff and Tom assisted Bill and myself with the installation of a tee that was purchased for the purpose of allowing us to recover the water wasted during filter maintenance. The intention / hope of this tee is to give us a place to remove air that is trapped within the underdrain.

When we attempt to drain a filter into the clearwell through the under-drain (plumbing shared by the booster pumps by the intentional opening of a couple valves), the air trapped in the drained plumbing enters the booster pumps and causes an immediate termination of pumping because of cavitation. Theoretically, the installation of a tee, and an air release mechanism will allow the removal of the offending air. This removal should allow the booster pumps to continue operation without trouble. Doing this will allow us to drain each filter into the clearwell directly thus allowing the total (time allowing) capture of ALL of the water within a filter in a similar fashion as the proposed re-capture project that was not pursued, but at a massive reduction in operational cost, save engineering fees already spent.

Today (1/28) Andrew and I gave the tee a "test drive" to check functionality and hopefully work out any bugs.

The test was going as expected until the plug that was capping one of the lines in the system blew out, thus grinding the experiment to a halt. It will be re-attempted tomorrow morning with a better, more robust plug. The results will be conveyed to Y'all, good or bad.

Thanks

Wayne

From: [Wayne McHolland](#)
To: [Public Works Super. ; Borough Manager](#)
Cc: ["Jeff Rooney"](#)
Subject: WTP Details 1/28-2/4/19
Date: Monday, February 04, 2019 9:15:10 AM

Morning,

Last week's numbers are as follows:

Total production was 4,285,000 gallons at a daily average of 612,143 gallons for an average gpm of 425 gpm.

Consumption was 2,908,356 gallons for a daily average of 415,479 gallons at an average gpm of 289.

Roughing filters were done five times, and two main filters were done.

Colder weather has brought town flow up a bit. Right now High pressure (total) flow is running a bit higher than last week at 422, with the low pressure component being 193 gpm.

Reservoirs are currently good, with measurements remaining stable.

Last week we did two filters by "re-capturing the water within the filter rather than dumping it to the ditch. It takes a bit longer to recover the water, but we lost ZERO GALLONS to unnecessary waste, and in both instances actually gained water in the tank rather than losing ground.

We will continue to refine this and make minor improvements over the next few filters. Once we are able to install meters in the drain lines, we will be able to adjust the flow to reduce the inherent potential for turbidity spikes, plus should be able to better monitor the actual gains and losses rather than educated guessing.

I am still working on the requested graph by the assembly, there is a lot of data and it is difficult to plaster it all on one page as requested and at the same time make it readable.

Thanks

Wayne

From: [Wayne McHolland](#)
To: [Public Works Super. ; Borough Manager](#)
Cc: ["Jeff Rooney"](#)
Subject: WTP Details 2/4-2/11/2019
Date: Wednesday, February 13, 2019 3:04:41 PM
Attachments: [2019 flows \(2\).docx](#)

Afternoon,

Last week's numbers are as follows:

Production totaled 4,741,000 gallons for a daily flow of 677,286 gallons at an average flow of 470 gpm.

Consumption totaled 3,496,664 gallons for a daily flow of 499,523 gallons at an average of 347 gpm.

Both reservoirs are covered in ice with the upper being full and barely flowing over, and the lower currently about 1.5' low. The siphon was started today to refill the lower, and will be terminated as soon as the lower is full to preserve as much water in the upper as possible, and to allow it to re-fill (hopefully). This will also reduce waste over the lower spillway.

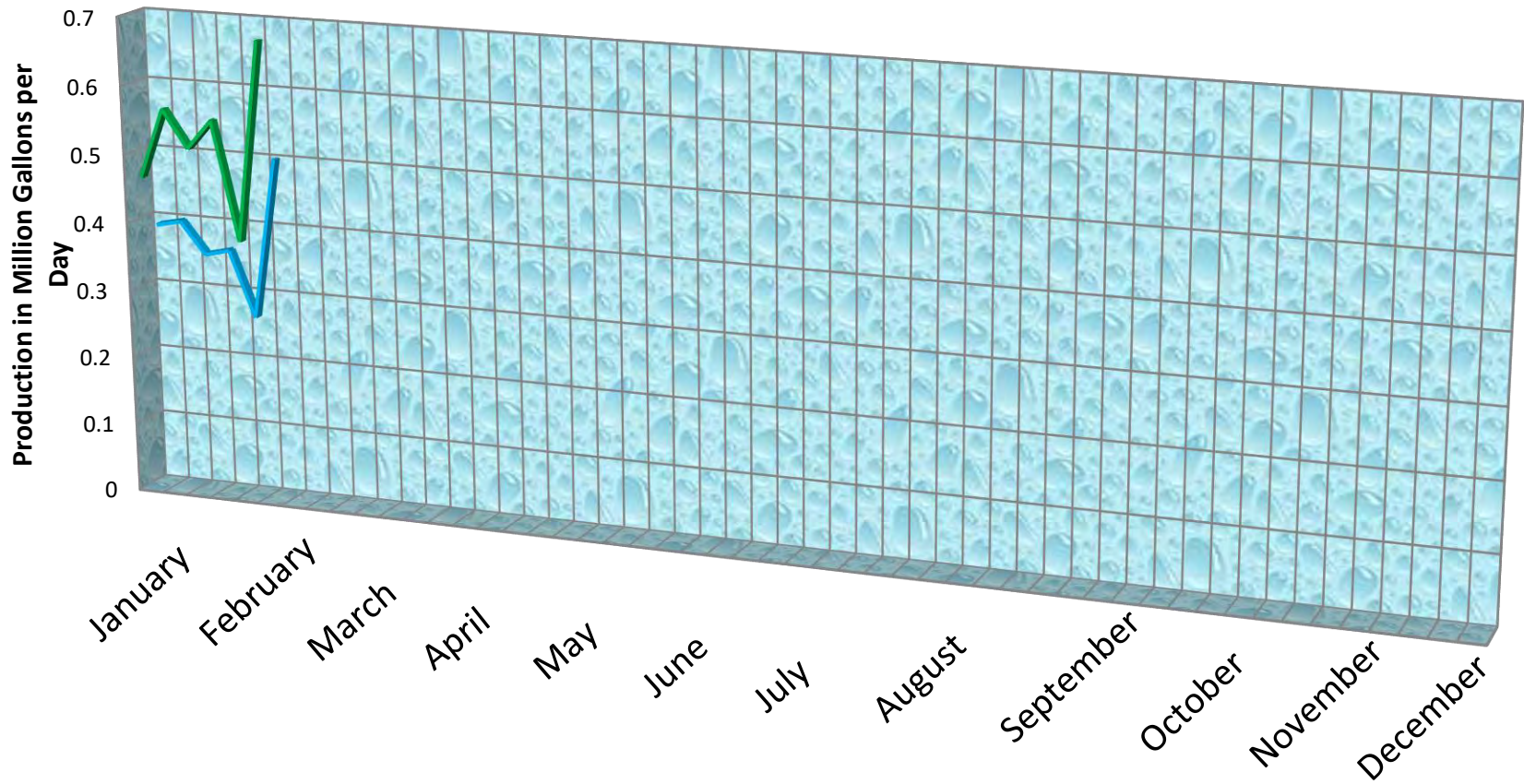
Due to untimely problems with our chlorine production, roughing filters were only done three times last week, while two main filters were done. So far we have been able to recover all of the water within the main filters that we would normally have just dumped into the ditch. I think this has been done for four filters now, with better than expected results, and the added benefit of actually gaining tank water in the process. It does take longer to recover the water (as expected) but the water saved will be an undeniable benefit in the long term. Currently we are saving about 45,000 to 60,000 gallons every time, depending on filter levels at start of maintenance. This savings will be on the low end as the filters are being cleaned at lower levels as demand is low. The saved water will be greater as time goes by and demand goes up as the filter levels will build quicker and the depth and thus volume of each will likely be much higher at time of cleaning.

Attached is current water flow chart to this point in the year. I am still working on the finer points of the "multiple year" graph.

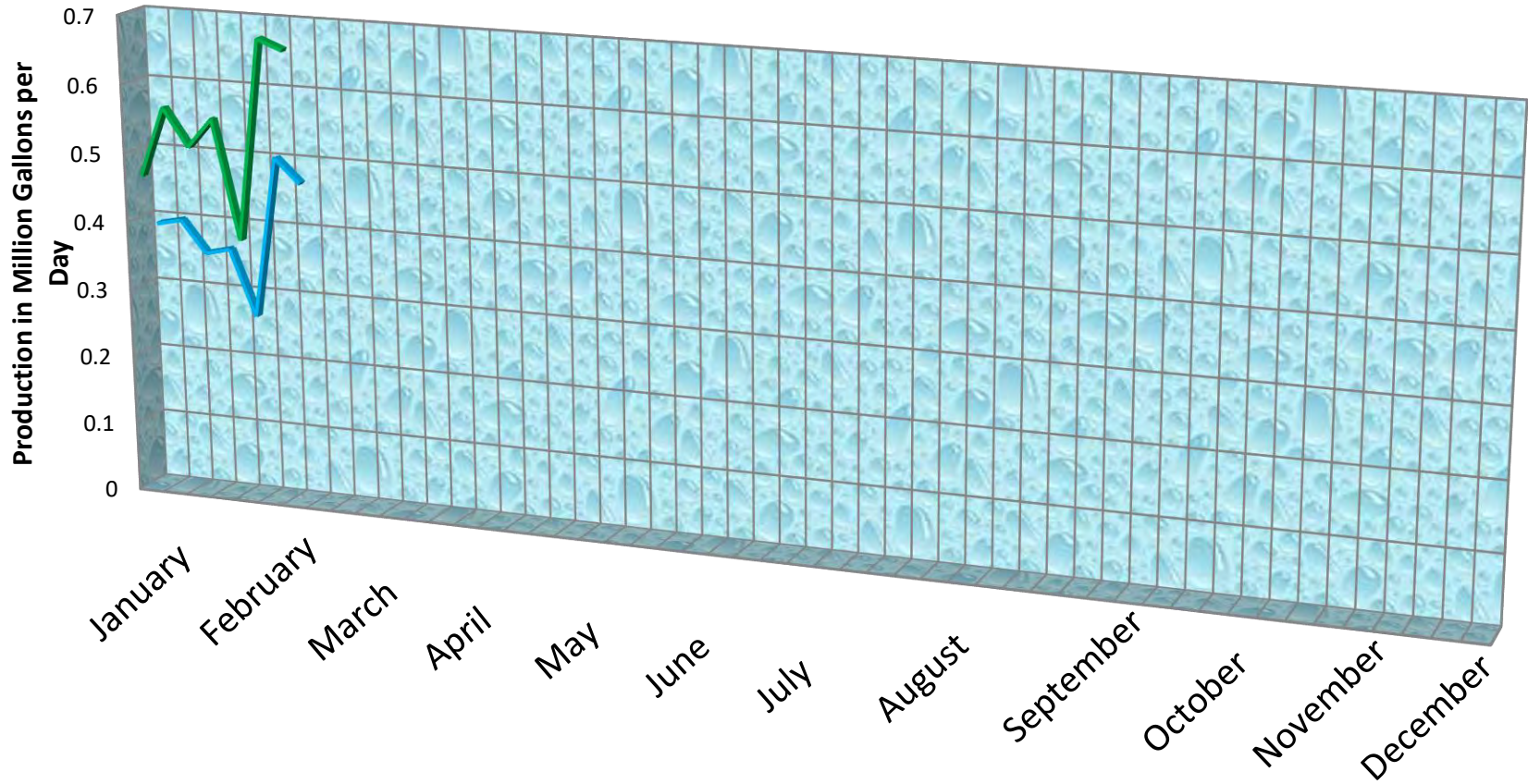
Thanks

Wayne

Production vs. Consumption 2019



Production vs. Consumption 2019



PUBLIC WORKS REPORT

WASTE WATER

The Waste Water crew replaced one of the pumps at node 4 next to Rayme's on February 20th. We have no spares on hand for a little while, but we're hoping to purchase another soon. Plan on putting our new Vac-Truck to work this spring, cleaning out the pump stations of their sludge. We have to make a plan for dewatering the material and disposal.

WATER TREATMENT

Since the last meeting, Wayne has finished the new Water Capture project. With the help of the Public Works guys, they replaced an elbow with a T and threaded cap. In the cap they placed a ball valve to bleed the air out of the lines. The WTP is now able to capture all the water from the filters when they are due for maintenance. It might not be possible to capture 100% of the water in the summer because of the frequency of cleaning, and time restraints, but this is a huge savings of water. The WTP is also looking at a new way to introduce ozone the into the water. This new injection system costs very little to set up, and should be more efficient, saving the CBW money, and producing cleaner water. A bonus to the cleaner water is less filter maintenance. The new track wheel barrow arrived last week, and as soon as the sand thaws out we will begin to load it into filter four.

There was a single vehicle accident with the WTP truck. No one was injured, but we will be ordering a new bumper and tailgate.

STREETS

The streets department has purchased 2 new poly tanks to hold our magnesium chloride. The steel tank that's been used for at least the last 28 years has had urea, salt brine, and magnesium chloride in it. We decided to purchase the poly tanks, and got them on sale for half price. They will be installed at the city pit around the end of March, this year. The Streets guys will be going around trimming trees that are hanging over the road, to allow us to use our big iron on heavy snow days.

GARAGE

Not much to report, we ordered 2000 studs to try on our equipment and so far every one is very impressed with them. They are about the same price as chains, get better traction, and don't beat up the equipment or the operators. We will be ordering more of these, and mothballing our chains. The mechanics have been getting quotes for a long overdue new lift. The original lift is not capable of picking up the newer Public Works trucks or any of the ambulances. It also has a bent arm, and in my opinion is no longer safe to use.

SANITATION

The Waste Transfer Station is getting ready to ship out some copper, and aluminum. We are preparing to haul off the piles of debris behind the burn pile to make more room. I had a meeting with Mathew Pederson with Republic Services while I was at Southeast Conference, and we are going to be able to get rid of our tires for about half the price it was originally going to cost. The workers at the Waste Transfer Station are being sworn in at City Hall so they will be able to write citations for people throwing plastic on the fire. In one day we had four people throw styrofoam, and plastic on the burn pile. Luckily we were able to pull it all out. This has

been a real problem in the past. It is illegal for anyone to burn plastic or produce any amount of black smoke.

City and Borough of Wrangell Capital Facilities Department Report February 22, 2019

Facilities Maintenance - Capital Facilities provides service and maintenance to City and Borough of Wrangell facilities.

- **Facilities Condition Assessments**

Facility Condition Assessments (FCA) for all CBW-owned buildings, were performed by Dude Solutions and EMG in January 2019. A draft report of the FCAs is currently under review for comment and modifications by CBW Capital facilities and the various facility site managers. Their next step after receiving our review comments will be to finalize the full report and develop a Preventive Maintenance Schedule for each facility.

In the meantime, we are working with Dude Solutions to set up the CMMS software with all of the sites, users and their access and roles, and work categories. Once this task is complete, all users will be scheduled for training on the system prior to full implementation.

- **Fire Marshal Inspections**

Maintenance staff continue to work to complete the last of the deficiencies identified by the Fire Marshal last summer at CBW facilities. A complete list of all of the deficiencies, along with those remaining for correction will be provided to the Assembly at the next meeting.

- **Nolan Center HVAC**

Nolan Center and Maintenance staff have been struggling for years to operate and manage the direct digital controls (DDC)-operated HVAC system, because little to no training was provided as previous operators and support contractors left their stead with the Borough. The Borough recently entered into an annual service agreement with Meridian Systems, who is the Alaska Honeywell DDC systems representative in Alaska.

A Meridian Systems technician was in Wrangell for three days last week to reinstate access to the computerized management software, perform a full system review, and reestablish an occupancy schedule. Training with four staff was also accomplished during this time, whereby we were trained to use the program tool, manage the system and detect problems.

Certain mechanical devices which are a part of the HVAC system were also identified for operation or failed operation. Maintenance is pursuing replacement of those devices to return the system to full operation.

The existing Honeywell DDC system is 15 years old and the parts have become obsolete. Staff will be highlighting this issue as a CIP for the Nolan Center under the upcoming FY20 budget development.

- **School Maintenance Assistance**

The school district has requested assistance of the CBW Capital Facilities maintenance staff while the school's one maintenance staff is on vacation. Although the CBW maintenance staff has not historically worked on school facilities' maintenance issues, we have agreed to be available if major maintenance issues arise during the maintenance staff's absence and will be touring each of the schools for a general understanding of their systems and access to them.

Capital Improvement Projects - Capital Facilities provides management of major capital improvements to City and Borough of Wrangell facilities.

- **Non-Motorized Transportation System (Mt Dewey Trail Extension)**

Federal Highway Western Lands division has completed their NEPA review and issued a final decision which states the project meets the definition for a Categorical Exclusion, meaning it does not have significant impacts to planned land use, relocation of people, travel patterns, natural, cultural, recreational, or historical resources, does not involve air, noise or water quality impacts, and does not otherwise have significant environmental impacts.

The CBW has completed the US Army Corps of Engineers' permit application for review and jurisdictional determination. Following Corps response, the trail's selected design will be identified, along with its associated costs. The standard design-bid-construct delivery method will be utilized as follow-on project tasks.

- **North Country Trailhead Road Repair (Spur Road Improvements)**

Federal Highway Western Lands division has completed their NEPA review and issued a final decision which states the project meets the definition for a Categorical Exclusion, meaning does not have significant impacts to planned land use, relocation of people, travel patterns, natural, cultural, recreational, or historical resources, does not involve air, noise or water quality impacts, and does not otherwise have significant environmental impacts.

Standard design-bid-construct delivery methods will be utilized as follow-on tasks by CBW staff.

- **Public Safety Building Siding and Roofing Renovations**

Jensen Yorba Lott has submitted the 95% design drawings and specifications for the Public Safety Building's siding and roofing project for CBW staff review. Through the final design phase, a couple of matters have come up which have given staff pause to consider acquiring additional information before finalizing review and prior to letting the invitation to bid.

Although the EPA's 1973 ruling that asbestos was a hazardous pollutant and was to be banned from use in building materials, the rule was amended multiple times until the 1990s. Jensen Yorba Lott has advised us that we cannot rely on the age of the building against the original EPA ban due to the multiple amendments that were made. A further review of EPA regulations related to asbestos in commercial buildings require a thorough inspection be performed where the demolition or renovation operation will occur, to determine whether there is the presence of asbestos containing materials. Therefore, sampling of the Public Safety Building's building materials affected by this project's demolition will be tested for the presence of asbestos prior to completing the 100% design level documents.

During the design phase we also worked with the design team architects and structural engineer and performed further destructive testing to assess the integrity of the glulam beams that make up the structural nature of the exterior wall. The discussion was that the potential of finding rot or decay on those structural beams when the wall is opened-up could cause a significant construction delay and unanticipated added costs. With the new information we have on the beams, one beam at the roof line is showing significant signs of decay from water damage. Other beams at the floor line, are showing signs of high moisture content, at approximately 32%, a level at which the structural engineer has recommended they be replaced. And others yet appear to be in acceptable condition from the cores that were taken; however, it's possible that when we get into the structure during demolition, some materials may be able to be cleaned and salvaged in place, while other areas we may find some hidden conditions. To accommodate for these unknowns, we will include in the general notes a contingency of replacement materials.

Further planning will include evaluating project impacts and any possible relocation efforts for those affected tenants. Letting of the invitation to bid will depend on the time necessary to perform the asbestos testing with any follow-up design requirements. Staff is focused on moving this project design forward to ensure a Summer 2019 construction schedule.

- **Reservoir Bypass Project**

CBW staff have reviewed Shannon & Wilson’s final report for the Dam Task Alternatives Analysis for the Reservoir Bypass project. The report, a copy of which is attached hereto, does not provide for a preferred or recommended alternative by Shannon & Wilson, rather it identifies the five alternatives considered for conveying water between the reservoir and the water transmission line (a portion of which has already been constructed in the existing roadway). Construction costs and maintenance and life cycle costs were developed based on conceptual designs for each alternative as part of the alternatives comparison matrix. Only once a preferred alternative has been selected will a full design and cost estimate be developed.

Alternatives were narrowed to five methods, as listed:

- Spillway Trench – involves installing a pipe in a trench excavated in the spillway with further connection to the existing pipeline. Conceptual cost estimate: \$800,000
- Horizontal Directional Drilling (HDD) – involves using HDD to install a new conduit around the existing dam. Conceptual cost estimate: \$939,000
- Slip Lining – involves rehabilitating the existing 8” and 10” pipes through the dam by inserting new (and smaller) pipes inside the existing ones. Conceptual cost estimate: \$499,000
- Cured in Place Pipe (CIPP) – involves rehabilitating the existing 8” and 10” pipes through the dam by inserting a lining that is cured against the interior sidewall of the existing place to create a rigid pipe. Conceptual cost estimate: \$572,000
- Pump Around – involves use of a pump system to remove water from the reservoir. This option has the highest capital cost. Conceptual cost estimate: \$1,878,000

Each alternative was evaluated relative to various criteria including capital costs, permitting, construction schedule, construction risks, flexibility of future servicing and impacts to the existing dam. A selection matrix was then used to numerically rank these considerations, and from this exercise a “preferred” alternate would be selected. Below is the matrix prepared for our five alternatives:

Alternative	Cost	Permitting	Schedule	Construction Risks	Future Service Flexibility	Existing Dam Impacts	Total
1 – Spillway Excavation	6	3	5	3	2	4	23
2 – HDD	5	5	3	5	5	10	33
3 - Sliplining	10	7	10	6	4	9	46
4 – CIPP Lining	9	7	9	7	4	9	45
5 – Pump Around	1	9	7	8	8	10	43

Based on the alternatives selection matrix’s criteria evaluation, the top two candidates appear to be the:

- Slip Lining
- CIPP Lining

as they have the highest total scores, including the two lowest costs to construct. However, both these options involve using the existing pipes that traverse through the dam, both of which are compromised in structure.

A supplemental report from StephI Engineering, who analyzed the camera inspection of the two existing dam pipes, does not recommend CIPP lining as a method of repair to the two pipes due to the amount of water that would be entering the host pipe, which would complicate the lining work and likely wash out the resin before it could fully cure. StephI’s report favors the Slip Lining method of repairing the existing pipes, which involves pulling smaller diameter pipes through the existing “host” pipe and would have similar challenges with water entering the pipe during grout filing of the void space between the two pipes. Further negative aspects of the Slip Lining option are that our estimated flow capacity would be greatly reduced to 750 gpm (assuming the proposed smaller diameter pipes could actually be pulled through the defected host pipes). If Wrangell were feeding the treatment plant solely with water from the upper reservoir, at a maximum flow of 750 gpm, we would not be able to keep up with demand at certain times of the year.

With these challenges related to use of the two existing 8” and 10” pipes, it is staff’s opinion that pursuit of either of these two alternatives for future action are not reasonable choices.

Given the remaining three alternatives, the following were considered by staff:

- Horizontal Directional Drilling (HDD) Alternative – involves using drilling through the dam to create a hole for a pipe to pass through. FEMA’s best practices for recommends that HDD not be used for installing pipes in embankment dams, such as Wrangell’s due to hydraulic fracturing which can lead to seepage paths. Given the fragile nature of Wrangell’s upper dam, HDD is not a viable alternative for further consideration. Additionally, this option has the second highest capital expense between the alternatives, with a conceptual cost estimate at \$939,000, which would be a challenge for Wrangell to fund as it exceeds the remaining grant funds available for this project, which is approximately \$555,000.
- Pump Around Alternative – involves use of a pump system to remove water from the reservoir. While this option provides for a solution that does not impact the dam, and offers the flexibility for higher water flows to the plant, this option includes significant added infrastructure, has the highest life cycle cost and also the highest capital expense, with a conceptual cost estimate at \$1,878,000. This high capital costs would be a challenge for Wrangell to fund as it greatly exceeds the remaining grant funds available for this project, which is approximately \$555,000.
- Spillway Trench Alternative – involves installing a pipe, with a priming station, to operate as a siphon inlet. The pipe could be trenched within the spillway by mechanical means, eliminating the need for drilling through the dam. Although Shannon & Wilson indicate that trenching by mechanical means could potentially fracture or destabilize rock, it could be repaired as part of the project. With the exception of the Pump Around option, the Spillway Trenching option offers the lowest impacts to dam stability. And while the conceptual cost is \$800,000, which also exceeds the remaining grant funds available for this project (funding remaining are at approx. \$555,000), the Spillway Trenching option adds minimal new infrastructure and has the lowest capital expense (outside of options utilizing the compromised existing pipes).

Staff have identified the Spillway Trench option as our preferred alternative for the Reservoir Bypass project’s dam tap, and we have requested a design proposal from Shannon & Wilson as next steps toward further consideration. From a completed design project the CBW would receive a full construction cost estimate, to understand what, if any, project funding shortfalls we would be looking at.

While this report highlights only a portion of the full alternative analysis prepared by Shannon & Wilson and the supplemental report from StephI Engineering related to repair of the two upper dam’s pipes, copies of their full reports are attached hereto.

- **Shoemaker Bay Harbor Replacement**

The Contractor has, to date, received and installed two sections of the gangway float and three sections of the head dock floats, and they expect more floats to begin shipping at a faster rate by next week. Additional on-site work includes fusing HDPE pipe for water and sewer lines and the installation of the concrete anchor blocks for water and sewer lines, as well as sewer line trenching from the float to the uplands.



While the Contractor continues to experience delays in receiving floats from their float manufacturer, they appear to be mindful of the need for boat vessel returns to the harbor, continue to communicate with the Harbor Master regarding the department's need for slip space and are prepared to adjust the float schedule to meet the CBW's needs. The Contractor's most recent construction schedule reflects an accelerated schedule to achieve a timely substantial completion.

- **Water Treatment Plant Improvements – EDA Funding**

In January 2019, the CBW was notified by EDA that our Water Treatment Plant Improvements' project application was selected for further consideration. Through a recent status request of EDA's project review, we have been informed that the application is undergoing the final regulatory and legal reviews process.

Currently, the file is undergoing review by the Environmental Officer who will be examining all of the information that has been submitted pertaining to the aspects of the project that have environmental implications for Wrangell and the surrounding

community. After the environmental requirements review is complete, the application will need to be reviewed by the Federal Program Officer, Regional Counsel, and the Grants Officer. After all of the reviews at the Seattle Regional Office are completed, the application is sent to EDA Headquarters for review and final approval. All of these remaining steps could take several weeks. EDA staff anticipates that a final decision on the application will be available sometime this spring, i.e. early April or later.

- **DOT's Bennett Street Reconstruction (DOT-owned and managed)**

DOT's Bennett Street reconstruction project received one bid, from SECON. The engineer's estimate was listed at \$3,438,430 and SECON's bid was submitted at \$4,267,215. Through a meeting with DOT in Juneau last week, the Borough Manager learned that a construction award was made on February 12th.

To: Amber Al-Haddad, Director of Public Works, City of Wrangell
From: Matt Stephl, P.E.
Subject: Supplement to the December 8, 2017 Report by Shannon & Wilson
Project: Upper Dam Bypass Alternatives Analysis
Date: December 20, 2018

3900 Arctic Blvd., Suite 204
Anchorage, Alaska 99503
Ph: 907-562-1468
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Section 1

Purpose and Background

Shannon and Wilson, Inc., in conjunction with CRW Engineering and Stephl Engineering, completed the *DRAFT Upper Dam Bypass Alternatives Analysis* dated December 8, 2017. The report recommended that the two existing pipes in the dam be inspected again with a camera to confirm their current condition. The updated inspection was subsequently completed in November 2018. The purpose of this memorandum is to present the findings of the recent inspection work and provide an updated recommendation for upgrading the two pipes. This memorandum is a supplement to the findings and results contained in the December 8, 2017 study.

Section 2

2018 Pipe Inspection

The pipes were inspected with a camera on November 15, 2018 by Alaska Stormwater Maintenance. A 4-inch wheel mounted camera was used, and the results were recorded on video. A diver assisted with an inspection of the pipes at the upstream inlets. During the inspection work, opening and closing the valves and plugging was performed to manipulate the water that was flowing in the pipes.

Findings from the 2018 inspection work are described below:

- The gaps in the pipes walls and joints are allowing water to seep into and out of the embankment fill. Water is also flowing from one pipe to the other through the fill. The 2018 inspection found that the water flow in and out of the pipe walls is significant. Capping the pipe ends and operating the valves during the inspection work helped to confirm this condition.
- The two valves were confirmed as being operational. They open and close.
- Much of the video image during the 2018 inspection was blocked by water, debris and floating sediment, similar to the 2003 inspection. The use of the camera footage counter and controlling the water flow in the 2018 work provided an improved image of the pipe interior.
- Both pipes had a greater amount of sediment build-up on the interior pipe wall in comparison to the 2003 inspection.
- In the 10-inch pipe, one significant defect is the collapsed or bulged area that is located approximately 10 feet downstream of the valve. The pipe is collapsed at the 3:00 position, when looking upstream. The collapse is estimated to be pushed approximately five to seven inches into the pipe (from the original pipe wall location) and is estimated to be less than two feet long. At this defect the staves in the pipe wall are still in place but they are fractured. It is estimated that this collapse occurred when the woodstave pipe was originally installed.

- In 8-inch pipe, one significant defect is the partially collapsed joint at approximately 67.6 feet upstream of the outlet. In the 2018 inspection, the camera was able to look closely at this defect. The pipe is oval shaped and appears to have gotten worse since 2003. Based on an interpretation of the video image it is estimated that the pipe has a vertical height of approximately 6-inches at the deformed area. Also, the joint is estimated to have a gap of approximately one inch.
- In the 10-inch pipe downstream of the valve there is a belly in the pipe invert were the camera was submerged. Upstream of the valve, an open joint was observed with a gap estimated at approximately one inch
- In the 8-inch pipe, downstream of the valve, an open joint was observed in the metal bell and spigot pipe. The pipes appeared to still be in line with each other at this location.



Collapsed joint in the 8-inch woodstave conduit, 2018 inspection.

Section 3 Repair of the Existing Conduits

Sliplining

Sliplining is recommended as the most feasible method for repairing the existing conduits. The flow capacity of the two pipes will be reduced with this repair method. Determining if the lower flow value is adequate for operation of the water system will be done by others. It will be important to confirm if the reduced flow capacity is going to be acceptable to meet the City's water demands.



Using HDPE pipe to Slipline a sewer force main in Ketchikan.

A cured in place pipe (CIPP) liner repair option was evaluated in the December, 2017 draft report. Due to the amount of water that was observed traveling through the host pipe wall during the 2018 pipe inspection work, CIPP is not recommended. The flowing water will complicate the CIPP lining work as well as potentially “washing-out” the resin from the liner tube prior to curing.

Sliplining is described as the insertion of a new pipe into an existing host pipe. On this project, the annular space between the woodstave/metal host pipe and the new pipe would be filled with a flowable cement grout. Sliplining is a pipe rehabilitation process that provides the benefit of a new pipe but the limitation of reducing the pipe capacity.

There are numerous examples of sliplining being used to renovate conduits in embankment dams. HDPE would be used for the slipline pipe on this project. Sliplining can be done by most general contractors. Specialized equipment such as the CCTV camera and the grouting equipment would need to be mobilized to Wrangell.

For the 8-inch conduit it is recommended that the slipliner pipe be a 5-inch HDPE SDR 17 with an inside diameter (I.D.) of 4.88 inches and an outside diameter (O.D.) of 5.56 inches. The limiting factor in selecting a size for the HDPE pipe was the ability to pass through the deformed area located 68 feet from the outlet. The host pipe interior is estimated to be 6-inches in height at the deformation.

For the 10-inch conduit pipe it is recommended that the slipliner pipe be a 2-inch HDPE SDR 17 with an I.D. of 2.08 inches and an O.D. of 2.37 inches. This smaller diameter pipe was selected to be able to pass through the narrow, collapsed area that is downstream of the valve.

The sliplining work would be accomplished as follows:

- The reservoir would be emptied as much as is practical and a cofferdam would be constructed on the reservoir floor to allow access to the intake ends and to keep water from entering the existing conduits during the slipline and grouting work. From the 2018 inspection work, it was determined that there is sediment build-up around the intakes.
- The existing pipes would be cleaned and then inspected with a camera to confirm that they are ready for sliplining.
- A sizing mandrel or short section of the proposed HDPE slipliner would be pulled through the host pipes to confirm that the proposed liner will fit.
- The butt-fused HDPE slipliner pipes would be pulled into place.
- The entire 130-foot-long annular space between the host pipe and the slipliner pipe would be filled with a flowable cement grout. This grout is critical to prevent water from traveling along the annular space after the reservoir is filled and operational.
- A post-construction CCTV inspection would be done after the slipliner is installed. This would only be performed on the 5-inch pipe.
- New valves would be installed at either the upstream or downstream ends or both.
- An open-bore flush of the pipe to remove any remaining debris would be performed, followed by disinfection, if necessary.
- A filter diaphragm or collar would be constructed at the downstream end of the conduits to minimize seepage.

Estimated Flow Capacity

After the discharge pipes have been upgraded by sliplining and the reservoir is at its normal water level, the new pipes would have the following estimated flow capacity using 23 feet of water head in the reservoir and an open pipe at the outlet:

- It is estimated that the 5-inch HDPE liner (4.88 inches I.D.) in the 8-inch conduit would have a flow capacity of approximately 670 gpm.
- It is estimated that the 2-inch HDPE liner (2.08 inches I.D.) in the 10-inch conduit would have an estimated flow capacity of approximately 80 gpm.
- The total combined estimated flow capacity with both pipes in operation would be 750 gpm.

For comparison, if during construction it was determined that a 7-inch SDR 17 HDPE liner (6.25 inches I.D. and 7.13 O.D.) could be installed in the 8-inch conduit, that pipe would have a flow capacity of approximately 1,262 gpm.

Attempting to Fix the Bulge Defect

Using trenchless methods to fix the bulge defect in the 10-inch pipe likely has a low chance of success. It is estimated that the amount of force needed to push the bulge back and re-round the pipe would be considerable. It is assumed that rock and firm soils are located behind the bulge. If resizing was attempted by using a static-pull sizing pig or using a pneumatic pipe bursting hammer, in both cases the tools would use the opposite side of the pipe for thrust resistance. This could result in damaging the existing pipe on the opposite side of the bulge. It is also possible that the host pipe could be significantly damaged during the attempted resizing work and not be capable of any other type of trenchless repair.

Annular Space Grouting

The sliplining work includes filling the entire 130-foot-long annular space between the host pipe and the slipliner pipe with a flowable cement grout. The purpose of the cement grout is to prevent water from traveling along the annular space after the reservoir is filled and operational. Other purposes of the grout are to provide a strong anchor between the two pipes and also help to transfer the surrounding soil load from the older deteriorating host pipe to the newer slipliner.

The cement grout used in this application is very flowable. It consists of a sand and cement mix that has foam added to it at the construction site. The flowable characteristic is important so the grout can travel through the small annular space. The grout mix is designed to have an apparent viscosity not exceeding 18 seconds and a density between 55 and 61 pcf (pounds per cubic foot).

On this project there are several challenges to overcome during grouting. During injection, grout will flow through the gaps in the host pipe wall and fill voids in the surrounding soil. Groundwater that is entering the annular space could displace the grout. The contractor should have additional grout materials at the site to account for the grout that will flow into the soil. Also, the grout should be injected in lifts to minimize the volume used and also ensure that the annular space is filled properly.

Optional Size Liners

There is a potential that larger size HDPE pipes may be capable of being installed in the existing conduits. Larger slipliners would result in the benefit of conveying higher flow rates from the reservoir. The HDPE liners recommended in this report are designed to have a higher chance of success of being installed past the defects observed in the host pipes. However, HDPE is a flexible pipe that in some cases can be installed past these types of individual defects by carefully applying high pulling forces. The City may want to consider having one or more different size HDPE pipes at the site during construction. Trying various mandrel sizes early in the sliplining work would be beneficial.

Equipment Access During Construction

Some improvements may be needed at the dam site so the construction equipment can reach the work area. An example of equipment that would be used during the sliplining work includes water pumps, cement trucks, pipe cleaning jetter, CCTV camera, grout injection pumps and hoses, and excavator(s). The design should include improvements to the access as needed to perform the work.

Potential Risks and Unknowns

There are a number of risks and unknown conditions on this project that should be addressed:

- The incoming creek will be pumped over the dam during the sliplining work. The flow rate of the creek has not been confirmed. Preparations should be in place to handle an unexpected high flow event during a storm.
- The interior walls of the two existing pipes have not been entirely inspected with the camera due to bellies, high water levels and debris. There is a possibility that unexpected defects could be present in the two pipes that were not identified in the past inspection work.
- The existing pipes in the dam are old and fragile. They will be cleaned to remove debris, etc. before the sliplining is done. The cleaning work should be performed very carefully to prevent any further damage to the two pipes.
- Even when the reservoir water level is lowered, it is very likely that the two pipes in the dam will still have water infiltrating into them. The amount of incoming flow could be significant and could create unexpected problems during the flowable grout injection work.
- The available space in the two host pipes near the defects has been estimated and the slipliner pipes have been sized and selected to have a high probability of successful insertion through these areas. Pulling the HDPE pipe through defective areas could still be a challenge due to unexpected obstructions, problems with jamming into the damaged pipe wall or causing further delamination of the pipe wall during the cleaning, CCTV work or liner insertion work.

Estimated Cost

The estimated cost to construct the slipline option is \$420,000. This cost does not include a site survey, and engineering design and construction administration services.

PROJECT: Wrangell Upper Reservoir Conduit Upgrade					
OPTION: Sliplining					
NO.	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
1	Mob and Demob CCTV, Grout, Jetter Equipment	1	LS	\$45,000.00	\$45,000
2	Dewater Reservoir, Build Cofferdam & Pump	1	LS	\$61,000.00	\$61,000
3	CCTV Inspection and Host Pipe Preparation	1	LS	\$20,000.00	\$20,000
4	Slipline with 7-inch and 2-inch pipe	260	LF	\$510.00	\$132,600
5	Grout Annular Space	1	LS	\$35,000.00	\$35,000
6	Construct Seepage Collars	1	LS	\$20,000.00	\$20,000
7	Improve Site Access	1	LS	\$20,000.00	\$20,000
	SUBTOTAL				\$333,600
	CONTINGENCY	25%			\$83,400
2018 ESTIMATED TOTAL CONSTRUCTION COST					\$420,000

December 30, 2018

City and Borough of Wrangell
PO Box 531
Wrangell, Alaska 99929

Ms. Amber Al-Haddad, Director of Public Works

RE: UPPER DAM BYPASS ALTERNATIVES ANALYSIS, WRANGELL, ALASKA;

This letter presents the results of our alternatives analysis for a reservoir bypass at the Upper Wrangell Reservoir Dam to water utility works below the Lower Wrangell Dam. We understand that the bypass was partially constructed, but was halted prior to constructing the dam tap at the Upper Reservoir Dam. In 2003, Shannon & Wilson conducted an alternatives analysis to assist the City and Borough of Wrangell (CBW) in selecting the most efficient way to design and construct the Upper Dam tap. Since that time, no work has been conducted on the project. At your request, we have conducted a new alternatives analysis to re-evaluate the Upper Dam tap alternatives accounting for potential improvements to construction and trenchless technologies since our original alternatives analysis. The purpose of this study was to evaluate alternatives for the Upper Dam tap so that a preferred approach can be selected and carried through design. The information contained in this report was developed collaboratively with significant support from Ms. Rebecca Venot, P.E. of CRW Engineers (CRW) and Mr. Matt Stephl, P.E. of Stephl Engineering (Stephl).

PROJECT BACKGROUND

According to the existing safety inspection reports, the Upper Dam was constructed around 1935 as a log crib structure. The structure leaked badly and the reservoir did not retain significant water until it was rehabilitated around 1958. The rehabilitation effort was documented in as-built drawings dated 1965 and 1967. These drawings formed the base for the sections shown in this report. Based on stability/seepage questions raised during dam inspections, Shannon & Wilson completed a subsurface exploration program in the 1990s. Subsequent to our explorations, Wilson Consulting Engineers & Surveyors (WCES) designed a water systems

improvement project in 1997. This project included a piped connection between the Upper Reservoir and Lower Reservoir and Shannon & Wilson assisted with this design providing various geotechnical services, including evaluating various methods for tapping the upper reservoir. Construction on the project was initiated, but was halted prior to completion due to permitting issues with construction of the pipeline between the Upper and Lower Reservoir. We understand that the pipeline was constructed up to approximate Station 79+00 where it was to cross the Upper Reservoir Access Road and traverse a low-lying boggy area leading up to the Upper Reservoir.

Shannon & Wilson's most recent alternatives analysis study was conducted in 2003 and consisted of evaluating four options for designing and constructing a pipeline through or around the existing Upper Reservoir dam. The analysis was based on several information sources that were available at the time of the study. Our current alternatives analysis is also based on existing information and no new subsurface data was collected to support our evaluation. The primary sources of information reviewed during our analysis include:

- *Periodic Dam Safety Inspection Report, Wrangell Upper and Lower Dams*; May 2016; Shannon & Wilson
- *Upper Reservoir Water Tap Evaluation*; August 4, 2003; Shannon & Wilson
- *Pipe Inspection Video*; April 2003; City of Wrangell
- *Phase I Water System Improvements*; Design Drawings; WCES; 1997

EXISTING CONDUITS

The two conduits that convey water from the dam are approximately 130 feet long and consist of a 10-inch and an 8-inch metal/woodstave pipe. Each pipe has a mid-point valve on it that is buried in the embankment dam.

The pipes were inspected with a camera in April 2003 and the results were recorded on video. A diver assisted with an inspection of the pipes at the upstream inlets. During the most recent dam safety inspection conducted in May 2016 (by Shannon & Wilson) it was stated that during the 2003 inspection, the pipes were found to be damaged and that the conduits were allowing water to seep into the embankment fill. The report noted that video of the 8-inch pipe showed rocks

pushed through in the woodstave pipe. In the 10-inch pipe a rock was seen punched in from above in the woodstave pipe. The Wrangell public works staff stated that the valves in the two pipes have not been operated for a while. The valves are assumed to be closed at this time.

2003 Pipe Inspection

A copy of the 2003 pipe inspection video was obtained and reviewed by Stephl staff as part of this study. No written logs or written report of the inspection were provided. It appears that the inspection was completed with a 4-inch diameter push type camera. The footage counter was not operating correctly during the survey. Therefore, the location of the camera in the pipe during the inspection could not be confirmed. The lighting in the images was dim. Usually only about 1/3 of the interior pipe wall could be observed in the camera image. The recorded video did not have any audio in it. An assumption on which pipe was being observed in the inspection was made based on observations of the end of the pipe where the camera was inserted. A total of five inspection segments were completed.

- The first inspection was done in the 10-inch pipe from the intake end in the reservoir. The camera was underwater in the entire inspection. The camera inspection stopped at the closed valve that is located in the embankment.
- The second inspection was done in the 8-inch pipe from the intake end in the reservoir. The camera was underwater during the entire inspection. The camera inspection stopped at the closed valve that is located in the embankment.
- The third inspection was done in the 8-inch pipe from the discharge end. The camera inspection stopped at the closed valve located in the embankment.
- The fourth inspection was done in the 8-inch pipe from the discharge end. The camera inspection stopped at the closed valve located in the embankment.
- The fifth inspection was done in the 10-inch pipe from the discharge end. The camera inspection stopped at the closed valve located in the embankment.

The camera was able to travel through both pipes entirely by completing a “reverse set-up” inspection from each end and stopping at the valve in the middle.

10-inch Conduit Condition in 2003

Conditions and defects observed in the inspection of the 10-inch pipe include:

- No global structural failure conditions were observed in the metal and woodstave pipe.
- No significant buildup of debris such as rocks or mud was observed.
- Minor sediment was observed along the entire pipe.
- During the inspection, floating debris often obscured the camera lens.
- In the woodstave pipe that is upstream of the mid-point valve, an open joint was observed with a gap estimated at approximately 1-inch.
- A collapse was observed in the woodstave pipe in the section that is downstream of the mid-point valve. The defect is located approximately 10 feet downstream of the valve. The pipe is collapsed at the 3:00 position, when looking upstream. The collapse is estimated to be pushed approximately 5 inches into the pipe (from the original pipe wall location) and is estimated to be less than 2 feet long. At this defect, the staves in the pipe wall are still in place but they are fractured. No rotten or deteriorating wood was observed at the collapse defect. No signs of a deteriorating pipe or structural failure that may have caused this collapse were observed. It is assumed that this collapse defect was not caused by a failing pipe wall and that it was likely caused by something being pushed into the pipe from the side. It is possible that this collapse occurred when the woodstave pipe was originally installed.
- Downstream of the mid-point valve the water level in the pipe varied from 1-inch deep to completely submerged. This indicates that the pipe does not have a uniform slope. There is a belly in the pipe invert where the camera was submerged.

8-inch Conduit Condition in 2003

Conditions and defects observed in the inspection of the 8-inch pipe include:

- No global structural failure conditions were observed in the metal and woodstave pipe.
- No significant buildup of debris such as rocks or mud was observed.
- Some sediment was observed along the entire pipe.
- During the inspection, floating debris often obscured the camera lens.

- In the pipe that is downstream of the mid-point valve, an open joint was observed in the metal bell and spigot pipe. Soil and small rocks were observed at this location. It appears that this is a location where the pipe has separated. The pipes appeared to still be in-line with each other at this location.
- In the woodstave pipe that is downstream of the mid-point valve, partial ovality in the woodstave pipe was observed at a joint. This indicates that the woodstave pipe is deflecting under the soil load from above.
- In the woodstave pipe that is downstream of the mid-point valve, an open joint was observed with a gap estimated at approximately 1 inch.

Completing an Updated Inspection

It is recommended that a new video inspection of the existing pipes be completed if rehabilitation of the two conduits is selected. The inspection should be completed during the design phase of the project because the pipes have not been inspected for 14 years. It is possible that their condition has changed since the last inspection was completed. It would be risky to invest in a pipe rehabilitation solution without confirming beforehand that the rehabilitation solution is feasible.

ALTERNATIVES ANALYSIS

In order to conduct our alternatives analysis, we subcontracted with Stephl and CRW to provide support for trenchless and civil/mechanical design services, respectively. We considered the alternatives that were included in the 2003 alternatives analysis and determined which of those alternatives were still viable as well as new alternatives that had not been originally considered. Once we had established the alternatives that would be considered in our evaluation, we developed conceptual designs for each and estimated construction and maintenance/life cycle costs as appropriate. It should be noted that the costs and conceptual designs included in this letter are for planning and programming purposes only and should be considered relative. Once a preferred alternative is selected a full design and cost estimate can be developed.

Alternatives

In total, five alternatives were considered for this study. We did not include trenching through the dam to replace the existing pipes as an alternative because it was considered too disruptive to the existing dam, would likely be too difficult to construct, and would be difficult to permit. Brief descriptions of each alternative considered in our analysis are included below.

- **Alternative 1 – Spillway Trench.** This alternative includes the preferred option from our prior alternatives analysis. It includes installing a pipe in a trench excavated in the existing spillway and connecting to the existing pipeline extending from the Lower Reservoir. Once out of the spillway, the pipe will be embedded in the existing Upper Reservoir Access Road.
- **Alternative 2 – HDD.** This alternative includes using horizontal directional drilling (HDD) to install a new conduit around the existing dam. Prior versions of this approach assumed the boring would be conducted under the dam.
- **Alternative 3 – Sliplining.** This alternative would include rehabilitation of the existing pipes by inserting a new pipe inside the existing pipes.
- **Alternative 4 – CIPP Lining.** Cured in place pipe (CIPP) lining is a similar approach to slip lining as it is a form of rehabilitating the existing pipes with a new lining that is flexible when first inserted, but is cured using heat or UV light to form a rigid pipe.
- **Alternative 5 – Pump Around.** This alternative was not considered in prior evaluations and would use a remotely operated pump system to move water from the Upper Reservoir.

Note that we selected alternatives that appeared to be the most viable approaches considering site conditions, permitting, and constructability. We also assume that the cost of constructing the pipe connection between the dam tap and the end of the existing water line from the Lower Reservoir would be similar for all five options. Water from the Upper Reservoir tap would flow through approximately 2,500 feet of new 12-inch high density polyethylene (HDPE) pipe routed within the existing road bed to approximately station 63+40 on the WCES pipeline alignment, where the proposed pipeline leaves the existing road alignment. Similar to the WCES proposed pipeline, high point air-vacuum valves and low point drains would be provided along the

alignment. More detailed discussions of the evaluated alternatives are included in the text below and conceptual drawings of the alternatives are attached to this letter.

Alternative 1 – Spillway Trench

This option consists of constructing one new 10-inch HDPE or steel pipe in a trench excavated along the existing spillway as shown on Figure 1. This pipe would be designed as a siphon inlet for the water supply. Trenching for installation of the pipe would be accomplished using mechanical and/or drill and blast methods. For operation, the siphon inlet would require a priming station located in the spillway where water can be introduced into the pipe to prime the siphon. Priming is accomplished by pumping water to fill both legs of the siphon from above, with closed valves and the inlet and outlet. An air release valve next to the fill connection will let air out as the pipeline fills. Once the pipe is full, the valves are opened to start the flow. In addition to the filling appurtenances, a vacuum breaker valve should be included on the downstream side of the siphon to allow air into the pipeline to stop the siphon and prevent collapse of the pipeline. Alignment details are illustrated in Figure 1. Key assumptions included in our cost evaluation of Alternative 1 are included as follows:

- Reservoir water level would need to be lowered approximately 7 feet to allow the trench excavation to be completed above the reservoir surface.
- Excavation of the trench through the right abutment by drill and blast methods or alternatively, by mechanical trenching. The initial trench through the right abutment would be about 40 or 50 feet long.
- Concrete backfill will be used up to existing grade in the trench through the right abutment to form an impermeable barrier at the inlet.
- Excavation will be required for the remaining trench to the end of the existing water line from the Lower Reservoir.
- Decommissioning of existing two outlet pipes by compaction grouting around the existing outlet pipes.

The advantages for this approach are similar to those discussed in our 2003 alternatives analysis. The excavation process can be conducted using locally available resources and experienced contractors. However, excavation through rock this close to the dam could fracture or destabilize

rock that would need to be repaired as part of the project. If drill and blast methods are used, vibration from construction could also negatively impact the dam. Additionally, while siphoning is relatively economical and uses gravity flow, manual priming (using pumped water) is still required to operate the system. Also, the system would be limited by siphon lift that would likely reduce the usable volume of the reservoir.

Alternative 2 – HDD

HDD is a steerable drilling system that uses a surface-launched drilling rig for the installation of underground pipes. The HDD installation process is comprised of three basic stages:

- **Stage One** – Drill a guided/steerable pilot bore from the entry location to the exit location
- **Stage Two** – This is the reaming stage and commences with addition of a reamer that is used to enlarge the hole. Cuttings are removed with drilling fluids. A reamed diameter of 18 inches would be used to reduce frictional pullback loads and to maintain circulation of drilling fluids around the product pipe. It could take up to three reaming passes to sufficiently enlarge the hole.
- **Stage Three** – This stage involves pulling the 12-inch diameter product pipe into the completely reamed bore hole.

When completing HDD bores around embankment dams, hydraulic fracture (hydrofracture) of the drilling mud is a significant concern. Hydrofracture occurs when fluid pressures in the bore path exceed the capacity of the soil and the drilling mud exits the bore path boundary. This can result in drilling fluid inadvertently returning to the ground surface. In embankment dams, this can lead to the creation of water seepage paths. The Federal Emergency Management Agency (FEMA) technical manual titled *Conduits through Embankment Dams, Best Practices for Design, Construction, Inspection, Maintenance, Renovation, and Repair*, 2006, recommends the following in regard to using HDD to install conduits near embankment dams:

- HDD should not be used for installing pipes through embankments dams.
- HDD should be restricted to installation of pipes in dam foundations and abutments.

- Entrance and exit points should be located at least 300 feet from the dam when drilling in the dam foundation.
- In controlled tests by the U.S. Army Corps of Engineers (COE), hydrofracture, ground subsidence, surface heave and collapses have all occurred with HDD.
- A collar should be installed near the downstream end of the product pipe to control seepage.

The U.S. Corps of Engineers (COE) issued Regulation No. 1110-1-1807 on December 31, 2014 titled, *Engineering and Design, Drilling in Earth Embankment Dams and Levees*. The purpose of the regulation was to establish policies for drilling in dam and levee embankments and/or their earth and rock foundations. The COE regulation contains the following significant points:

- A hydrofracture analysis for the HDD bore path should be completed to evaluate the potential for drilling mud to reach the ground surface.
- It is the responsibility of the Dam Safety Officer to ensure compliance with restrictions and procedures outlined in the regulation.
- An approved Drilling Program Plan is required prior to doing the work.
- Consider using conductor casings in some soils to reduce hydrofracture.

HDD is a viable method for installing a new conduit into the Upper Dam. The HDD bore path would travel through rock along the right abutment. The proposed bore path and general alternative layout is shown in Figure 2. The rock at this site is rated in the Class III “hard” category with an estimated compressive strength of 7,000 to 14,000 pounds per square inch (psi) and is very feasible to drill through using the HDD process. Boring under the dam in the foundation zone poses a risk to the dam integrity and is not recommended.

Key assumptions regarding the process to complete an HDD bore to install a new conduit in the Upper Dam are as follows:

- The HDD bore would include approximately 420 feet of 12-inch HDPE pipe along a curved path as shown in Figure 2.
- It is anticipated that the bore would be reamed to 18 inches in diameter.

- A preliminary bend radius of 500 feet is proposed. This bend radius can accommodate the drill stem and product pipe and is a reasonable bend to accomplish during drilling.
- The HDD exit location cannot be under the water. The reservoir would be emptied as much as is practical and a cofferdam would be constructed to keep water from entering the HDD exit location.
- The bore path annular space between the 12-inch HDPE product pipe and the bore wall would be sealed with a cement grout at each end of the bore. This grout is critical to prevent water from traveling along the annular space after the reservoir is filled and operational.
- Decommissioning of existing two outlet pipes by compaction grouting around the existing outlet pipes.

The advantages for this approach are mostly associated with minimal impact to the existing dam and that the repair does not rely on the integrity of the existing conduits through the dam. However, the HDD approach will likely be time consuming and relatively costly. Draining and refilling the reservoir will also draw out the duration of the work and add to overall construction cost.

Alternative 3 – Sliplining

Sliplining is described as the insertion of a new pipe into an existing host pipe. On this project, the annular space between the woodstave/metal host pipe and the new pipe would be filled with a flowable cement grout. This proven pipe rehabilitation process provides the benefit of a new pipe, but with the limitation of reducing the pipe capacity. The slipliner pipe is pulled or pushed through the existing host pipe. There are numerous examples of sliplining being used to renovate conduits in embankment dams. HDPE would be used for the slipline pipe on this project. Sliplining can be done by most general contractors. Specialized equipment such as the closed-circuit television (CCTV) camera and the grouting equipment would need to be mobilized to Wrangell.

Generalized project details and layout for this alternative are shown on Figure 3. For the 8-inch conduit we recommend that the slipliner pipe be a 7-inch HDPE Standard Dimension Ratio (SDR) 17 with an inner diameter (ID) of 6.25 inches and outer diameter (OD) of 7.13 inches.

For the 10-inch conduit pipe the choices for the slipliner would include a 6-inch HDPE SDR 17 with an ID of 5.81 inches or a 4-inch HDPE SDR 17 with an ID of 3.95 inches. In the 10-inch pipe two options for the slipliner would be mobilized to the project site. If the larger 6-inch pipe is unable to fit past the collapsed area in the host pipe then the smaller 4-inch liner would be installed. Preliminary calculations show that when both pipes are sliplined they would have the following capacity:

- The 7-inch HDPE liner in the 8-inch conduit combined with a 6-inch HDPE liner in the 10-inch conduit would have a total flow capacity of approximately 1,430 gpm.
- The 7-inch HDPE liner in the 8-inch conduit combined with a 4-inch HDPE liner in the 10-inch conduit would have a total flow capacity of approximately 1,070 gpm.

Before sliplining can be accepted as a viable repair solution, an updated inspection of the existing conduits using a CCTV camera would be required. A new inspection would determine if the host pipe is still repairable and would confirm if conditions have changed since the 2003 inspection was completed. Key assumptions regarding the process to complete sliplining in the existing conduits in the Upper Dam are as follows:

- The reservoir would be emptied as much as is practical and a cofferdam would be constructed to allow access to the intake ends and to keep water from entering the existing conduits during the slipline and grouting work.
- The existing valves would be opened.
- The existing pipes would be cleaned and inspected with a camera to confirm that they are ready for sliplining.
- A sizing mandrel or short section of the proposed HDPE slipliner would be pulled through the host pipes to confirm that the proposed liner will fit.
- In the 10-inch conduit, if the 6-inch HDPE is not able to fit past the collapsed area then the smaller 4-inch pipe would be installed.
- The butt-fused HDPE slipliner pipes would either be pushed or pulled into place.
- The entire 130-foot-long annular space between the host pipe and the slipliner pipe would be filled with a flowable cement grout. This grout is critical to prevent water from traveling along the annular space after the reservoir is filled and operational.

- A post-construction CCTV inspection would be done after the slipliner is installed.
- New valves would be installed at either the upstream or downstream ends or both.
- An open-bore flush of the pipe to remove any remaining debris would be performed, followed by disinfection.
- A filter diaphragm or collar would be constructed at the downstream end of the conduits to minimize seepage.

Advantages of sliplining are associated with minimal impact to the existing dam and the use of the existing conduits to insert the new pipes. Construction impacts, time, and costs of this option are likely the lowest of the evaluated options. There is some risk to selecting this approach during construction in that because the existing pipes are damaged, the process of inserting the new pipes may be difficult. This will necessitate the use of smaller diameter pipes which will limit the long-term flow rates through the new conduits.

Alternative 4 – CIPP Lining

CIPP liners have been successfully used to repair conduits in embankment dams in the United States. CIPP is a lining system in which a thin flexible tube of fabric is impregnated with resin and expanded by means of internal pressure into position on the inner wall of a defective pipeline before curing the resin. Curing of the resin usually takes place with steam, hot water, or ultraviolet (UV) light. The CIPP process can be designed to provide a structural rehabilitation of the pipeline. This means that the host pipe could lose its structural strength in the future and the CIPP liner would be a stand-alone pipe. CIPP liners are sized to account for the site condition (depth of burial, ovality of the host pipe, operating pressure, traffic loads, etc.). Before CIPP can be accepted and designed as a viable repair solution, an updated inspection of the existing conduits using a CCTV camera should be completed. This new inspection information would be critical for determining if the host pipe is repairable with CIPP.

Some of the water CIPP lining systems in use today could not be installed on this project due to the partially collapsed section in the 10-inch conduit. The light string used in UV cured liners would not be able to travel through the narrow, collapsed area. The foam sizing pigs used in the Sanexan AquaPipe water CIPP system will prevent use of their system. Both the RS Technik

and the Insituform Insitumain water CIPP lining systems are acceptable candidates for use on this project. They can be installed without running equipment through the inside of the liner.

The CIPP liner installed on this project would be National Sanitation Foundation (NSF) 61 rated. This means the CIPP liner must be approved for use in drinking water systems in the U.S. The Alaska Department of Environmental Conservation (ADEC) was contacted and confirmed that a CIPP liner used to rehabilitate the raw water pipe on this project must be approved for installation in a drinking water system. The more common CIPP liner used for rehabilitating sewers would not be acceptable.

CIPP is a special process requiring unique equipment as well as trained and qualified personnel to install. A pressure CIPP liner would be designed to fit this project's conditions. Water main CIPP liners can be procured in diameters ranging from 6 to 48 inches and pressure ratings greater than or equal to 150 psi, depending on the manufacturer. For this project, the 8-inch and 10-inch lines would have a wall thickness of approximately 3/16-inch. The manufacturer's recommended life for a CIPP liner in water mains is 50 years. The smooth thin wall of the CIPP liner would not reduce the flow capacity of the existing conduits. Generalized project details and layout for this alternative are shown on Figure 3. Key assumptions regarding the process to complete CIPP lining in the existing conduits in the Upper Dam are as follows:

- The reservoir would be emptied as much as is practical and a cofferdam would be constructed to allow access to the intake ends and to keep water from entering the existing conduits during the CIPP lining work.
- The host pipe would be thoroughly cleaned and inspected with a camera to identify any defects that may restrict the insertion process and to confirm the host pipe is ready for CIPP. The existing wood stave pipe may have broken slats protruding into the pipe interior. These would be cut away from the inside of the pipe with a robotic cutter.
- The CIPP liner would be inverted or winched into place then inflated and cured until hard.
- A post-construction CCTV inspection would be done after the CIPP liner is installed.
- New valves would be installed.
- An open-bore flush of the pipe to remove any remaining debris would be performed, followed by disinfection.

- A filter diaphragm or collar would be constructed at the downstream end of the conduits to minimize seepage.

Advantages of CIPP lining are very similar to the sliplining option in Alternative 3, though the approach may be somewhat costlier and requires more specialized and experienced contractors. On this project, one significant advantage of CIPP is the ability of the flexible liner to form around defects in the host pipe. For example, the collapsed area in the 10-inch conduit would be left in place and the liner installed over them.

Alternative 5 – Pump Around

For this option, a new intake structure and pump station would be constructed in the Upper Reservoir. The intake would be a pile-supported, steel structure with an access catwalk located above the maximum water surface elevation of the reservoir. The pump station would utilize vertical turbine pumps with submersible motors housed in screened pump cylinders, similar to a groundwater well pump. The pump station would include both a duty and standby pump to provide redundancy for operation and maintenance. The pumps would be sized to lift reservoir water over the dam crest at 1,400 GPM maximum flow, and include variable frequency drives (VFD's) to adjust the flow from the pump station to the water treatment plant (WTP), allowing for reduced energy consumption during low flow periods. A drawing showing the conceptual plan is included in Figure 4. Key assumptions regarding the process to construct the pump around facilities at the Upper Dam are as follows:

- It is assumed that the existing flow control valve at the WTP will work. The existing electronic flow control valve would need to be evaluated to determine if it will function with the increased pressure and flow provided by this alternative.
- Includes providing power and controls to the Upper Reservoir for the pumps.
- Includes controls at the Upper Reservoir that would include a local control panel to turn the pumps on and off, which would be located in a weatherproof shelter.

Advantages of the pump around option are such that the project can be completed with no impact to the existing dam with minimal risk for permitting or other delays. Construction challenges would be significantly lower for this option as well. In addition, by using a pump, the flow rates

from the system can be higher and the influent pressure to the WTP can be customized. Though the initial construction and life cycle costs are higher for this option (through periodic maintenance and ongoing power needs), the City will benefit from having power extended to the Upper Reservoir and the bypass works will be easier to maintain because the major system components will not be buried under or around the dam.

Cost Comparison

The approximate costs associated with each of the above alternative are summarized in the table below. We assumed that connecting the reservoir tap-works to the existing pipeline near the Lower Reservoir would be approximately the same for each alternative (estimated at approximately \$585,000 for a typical buried pipeline under the existing access road). The costs below represent approximate construction costs in 2017 Dollars and include design, construction management, permitting, or other administrative costs. Note that these costs are approximate and should be considered applicable for relative comparisons of the alternatives and should not be used for establishing construction budgets. The line items for contingency, design/permitting, and construction management are based on estimated percentages of total construction cost and are not the same for each alternative. All figures are reported in thousands of dollars in the table below and line item cost assumptions for each alternative are attached to this letter.

Alternative	Construction Cost*	Construction Contingency**	Design and Permitting***	Construction Management ϕ	CBW Management λ	Total Cost
1	\$447	\$112	\$84	\$84	\$73	\$800
2	\$524	\$131	\$99	\$99	\$86	\$939
3	\$277	\$70	\$53	\$53	\$46	\$499
4	\$320	\$80	\$60	\$60	\$52	\$572
5	\$1,050	\$263	\$197	\$197	\$171	\$1,878

- * Includes mobilization/mobilization, bonds, and insurance
- ** Estimated at 25 percent of construction cost
- *** Estimated at 15 percent of total construction cost (construction cost plus contingency)
- ϕ Estimated at 15 percent of total construction cost (construction cost plus contingency)
- λ City and Borough of Wrangell management costs estimated at 10 percent of total construction cost plus design, permitting, and construction management costs

Overall Alternative Comparison:

In order to provide a comparison of all five alternatives, we created the matrix below that ranks the options relative to each other based on key considerations for selection. The ranking of each criteria is done so on a scale of 1 to 10 with 10 being the most favorable and 1 being the least favorable. It should be noted that the rankings should be considered relative and, with the exception of the cost component, are based on subjective opinions based on the information available at the time of this letter.

- **Cost** – Ranking each alternative by cost was conducted by assigning the most expensive alternative a value of 1 and the least expensive alternative a value of 10. The remaining alternatives were assigned values relative to the most and least expensive alternatives. These cost rankings do not consider life cycle costs.
- **Permitting** – Some alternatives may experience increased efforts in permitting depending on their footprint and impacts to the environment, the existing dam, etc.
- **Schedule** – This criterion is based on the anticipated time needed to construct the project and/or limitations regarding the season in which the construction will likely need to take place.
- **Construction Risks** – This criterion is intended to reflect the difficulty of construction and/or the need for specialized equipment and contractors to complete. It also reflects the relative risk associated with encountering conditions that will make construction difficult, potentially requiring adjustments in design or approach.
- **Future Service Flexibility** – This criterion reflects the relative ability for adjustments to each alternative to address changes to water supply needs in the future.
- **Existing Dam Impacts** – This criterion indicates the potential impacts to the existing dam structure through the construction process.

Alternative	Cost	Permitting	Schedule	Construction Risks	Future Service Flexibility	Existing Dam Impacts	Total
1 – Spillway Excavation	6	3	5	3	2	4	23
2 – HDD	5	5	3	5	5	10	33
3 - Sliplining	10	7	10	6	4	9	46
4 – CIPP Lining	9	7	9	7	4	9	45
5 – Pump Around	1	9	7	8	8	10	43

ALTERNATIVE SELECTION

Upon review of the information contained in this letter, it will be the responsibility of the City and Borough of Wrangell to select the alternative that best fits their current and future needs. The ranking criteria provided in the matrix above is based on our view of the project and understanding of the conditions, and provides equal weight for all criteria. In reviewing this report, the CBW should determine whether any of the criteria listed should have more importance in the determination process than others and adjust the rankings for themselves accordingly. We are happy to discuss any of the criteria or details of each alternative and assist the CBW in selecting the preferred alternative.

CLOSURE AND LIMITATIONS

This report was prepared for the exclusive use of our client and their representatives for evaluating the site as it relates to the engineering and construction aspects discussed herein. The conclusions contained in this report are based on site conditions as they are depicted in the available information for the site. It is assumed that the existing information is representative of the surface and subsurface conditions throughout the site.

Unanticipated conditions are commonly encountered and cannot fully be determined by merely reviewing information. Such unexpected conditions frequently require that additional expenditures be made to attain a properly designed and constructed project. The conclusions and recommendations included in this report are at the conceptual level and should be used for

Ms. Amber Al-Haddad
City and Borough of Wrangell
December 30, 2018
Page 18 of 18

SHANNON & WILSON, INC.

general comparison and preliminary planning purposes only. Additional engineering effort will be required to develop a complete and final design of the project. Shannon & Wilson has prepared the attachment *Important Information About Your Geotechnical/Environmental Report* to assist you and others in understanding the use and limitations of the reports.

Copies of documents that may be relied upon by our client are limited to the printed copies (also known as hard copies) that are signed or sealed by Shannon & Wilson with a wet, blue ink signature. Files provided in electronic media format are furnished solely for the convenience of the client. Any conclusion or information obtained or derived from such electronic files shall be at the user's sole risk. If there is a discrepancy between the electronic files and the hard copies, or you question the authenticity of the report please contact the undersigned.

We appreciate this opportunity to be of service. Please contact the undersigned at (907) 561-2120 with questions or comments concerning the contents of this report.

Sincerely,

SHANNON & WILSON, INC.

Prepared by:

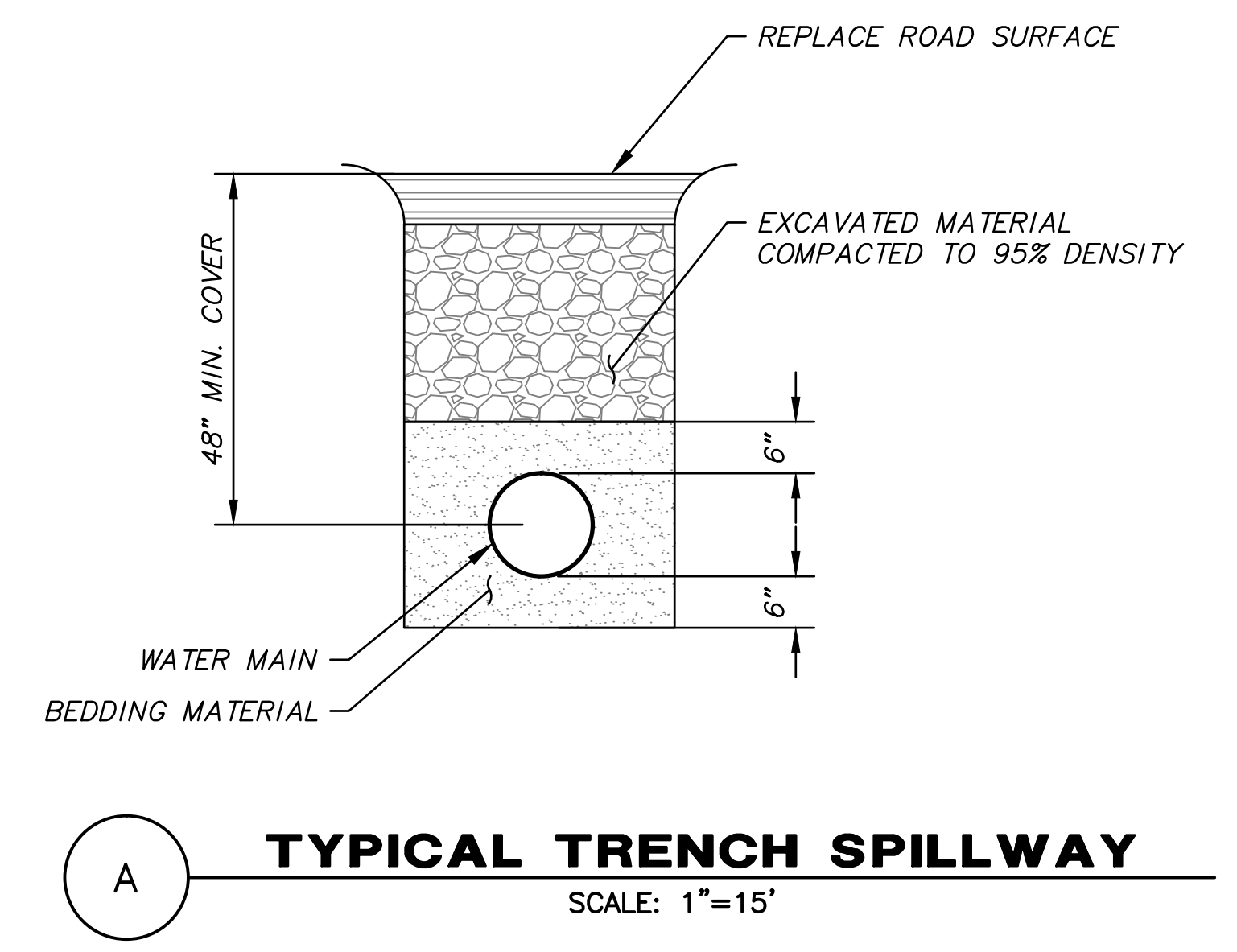
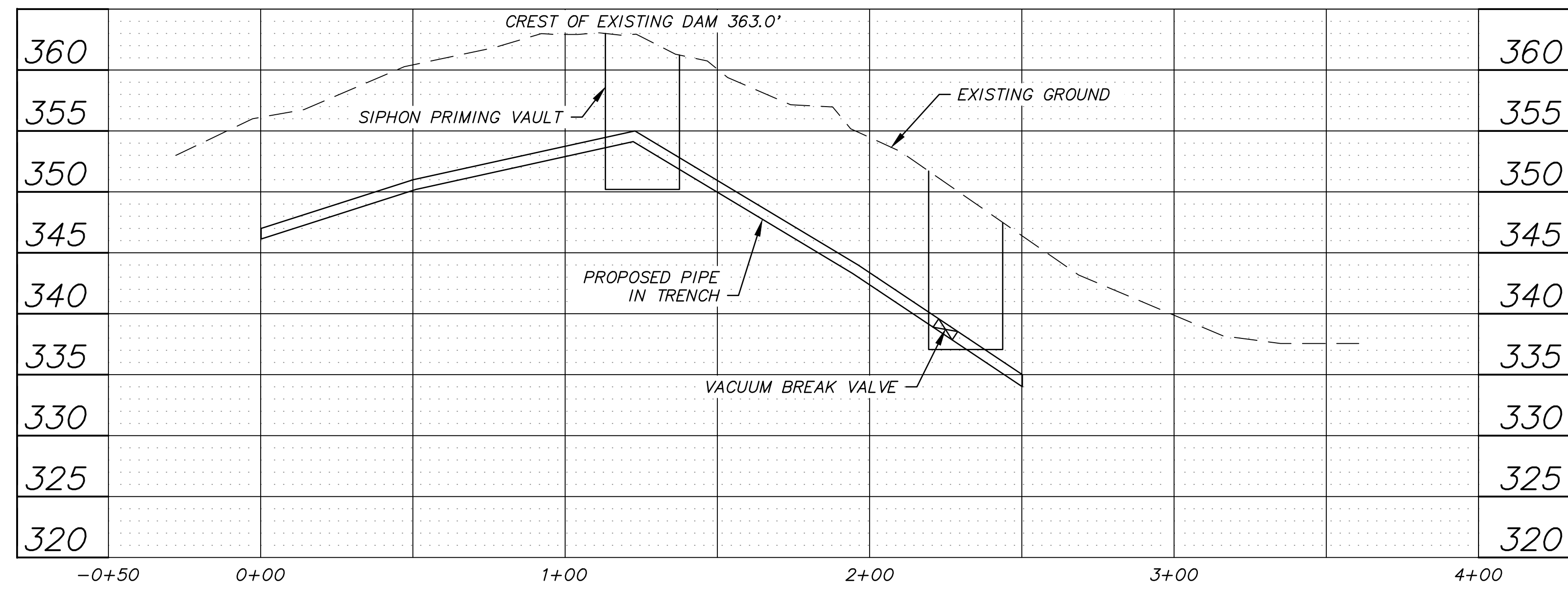
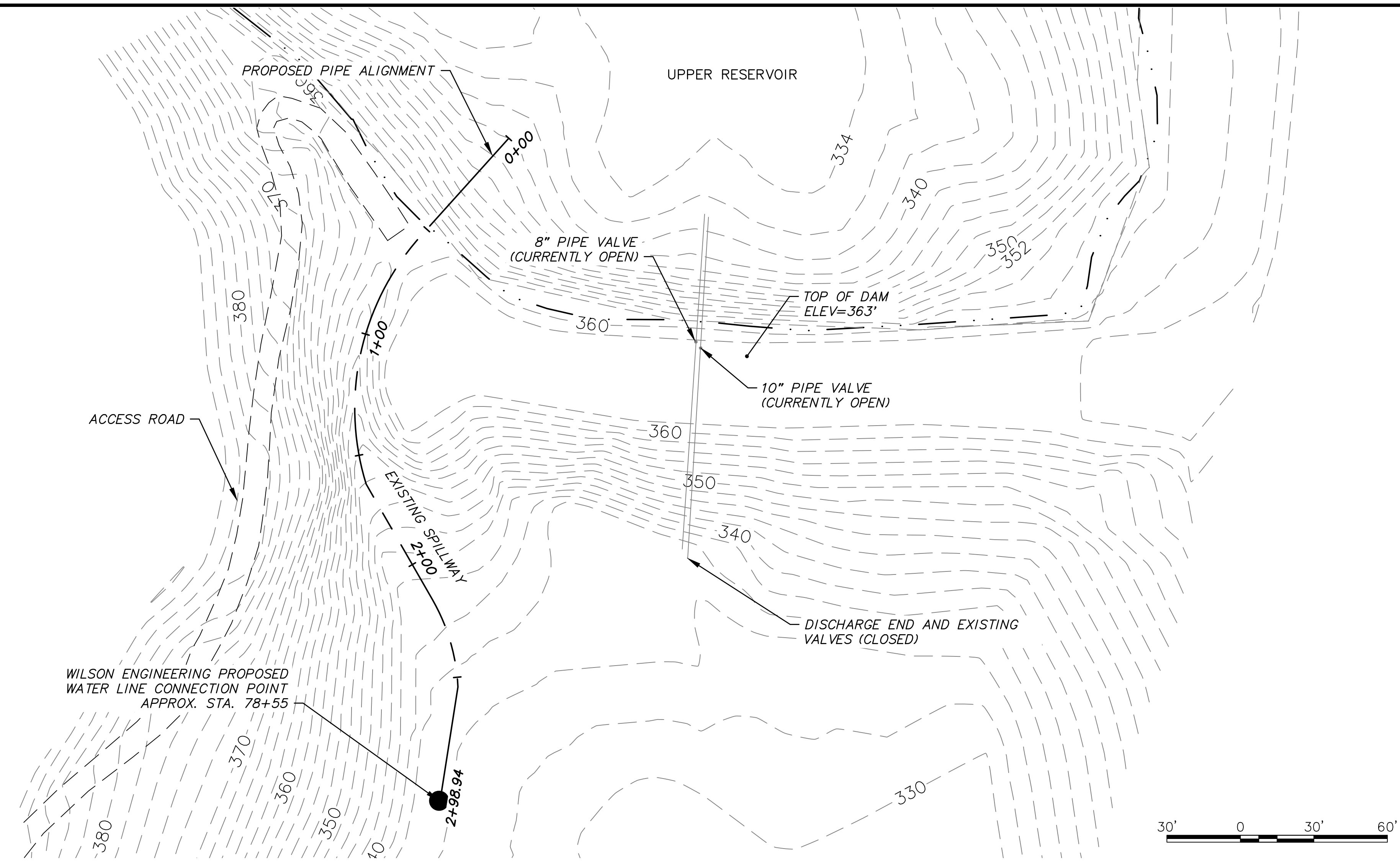


Kyle Brennan, P.E.
Vice President

Encl: Figure 1 – Spillway Trench (Alternative 1)
Figure 2 – HDD (Alternative 2)
Figure 3 – Sliplining and CIPP Lining (Alternatives 3 and 4)
Figure 4 – Pump Around (Alternative 5)
Cost Estimate Details
Important Information About Your Geotechnical/environmental Report

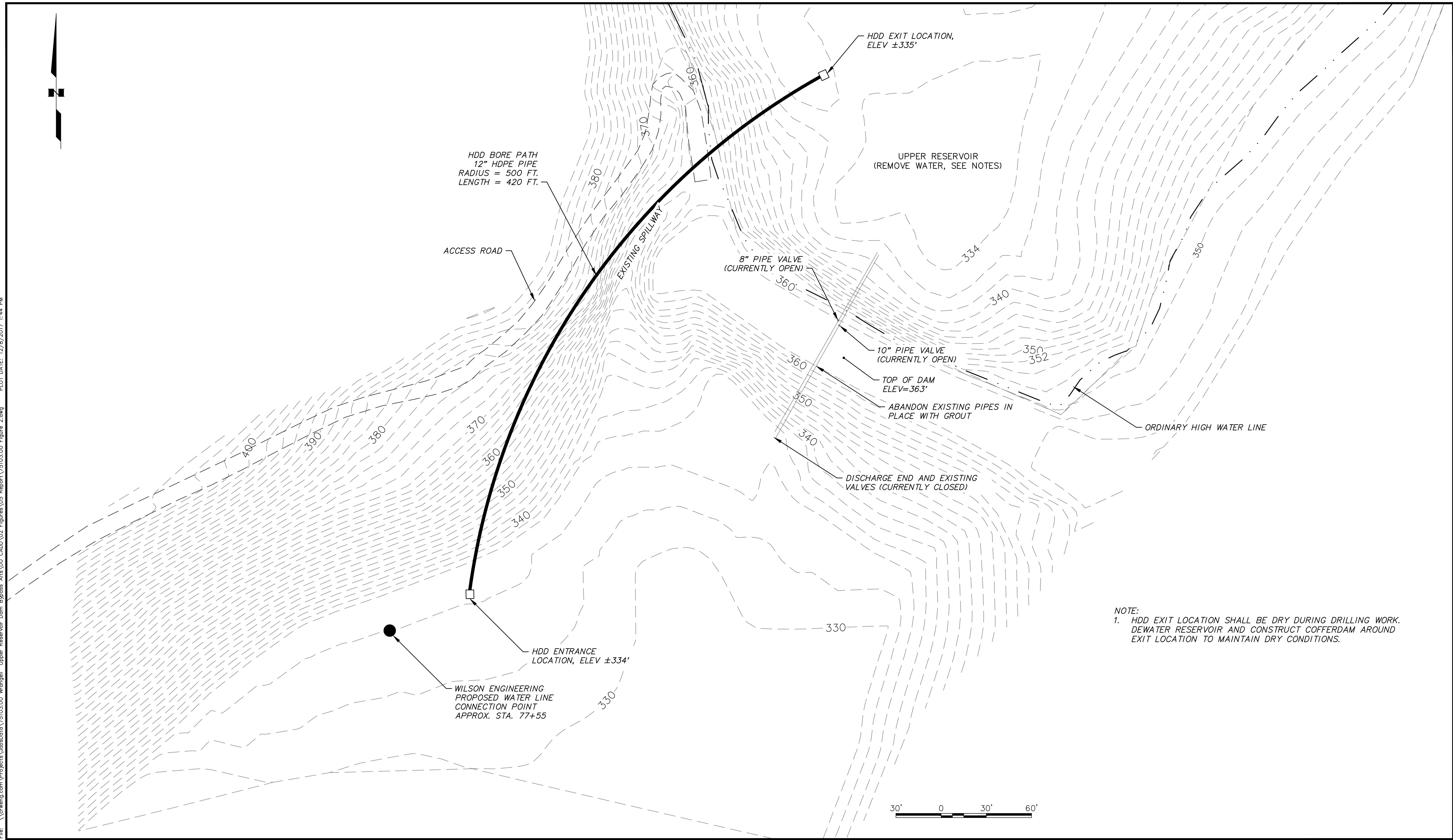
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NOTES:
 1. BASE DRAWING "UPPER DAM PLAN AND DETAILS"
 DATED MAY 17, 1968 BY HUBBELL & WALTER
 ENGINEERING CORP. SEATTLE, WASHINGTON FOR THE
 CITY OF WRANGELL PROJECT P-ALASKA-3121.



A **TYPICAL TRENCH SPILLWAY**
 SCALE: 1"=15'

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NOTE:
1. HDD EXIT LOCATION SHALL BE DRY DURING DRILLING WORK. DEWATER RESERVOIR AND CONSTRUCT COFFERDAM AROUND EXIT LOCATION TO MAINTAIN DRY CONDITIONS.



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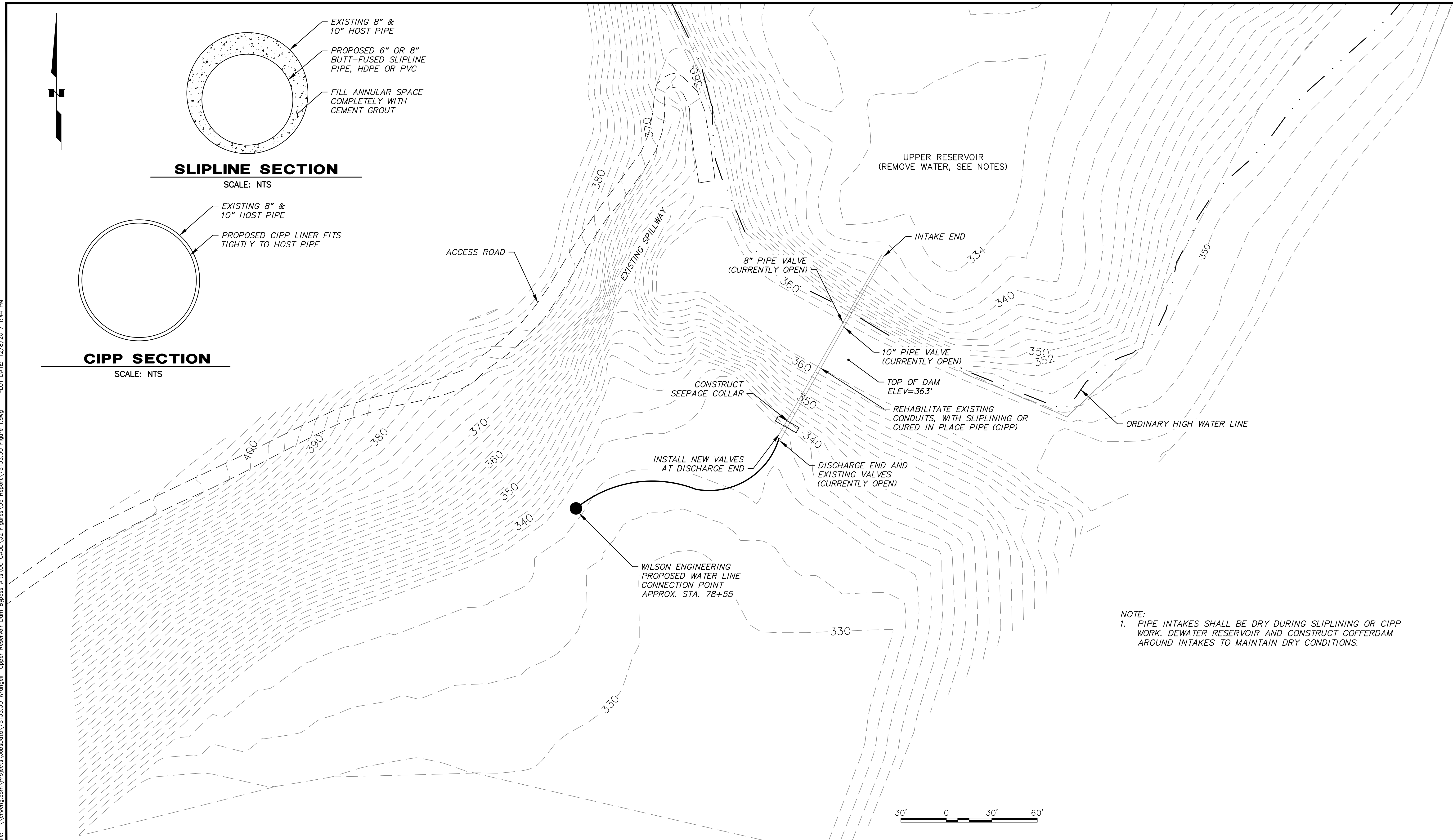
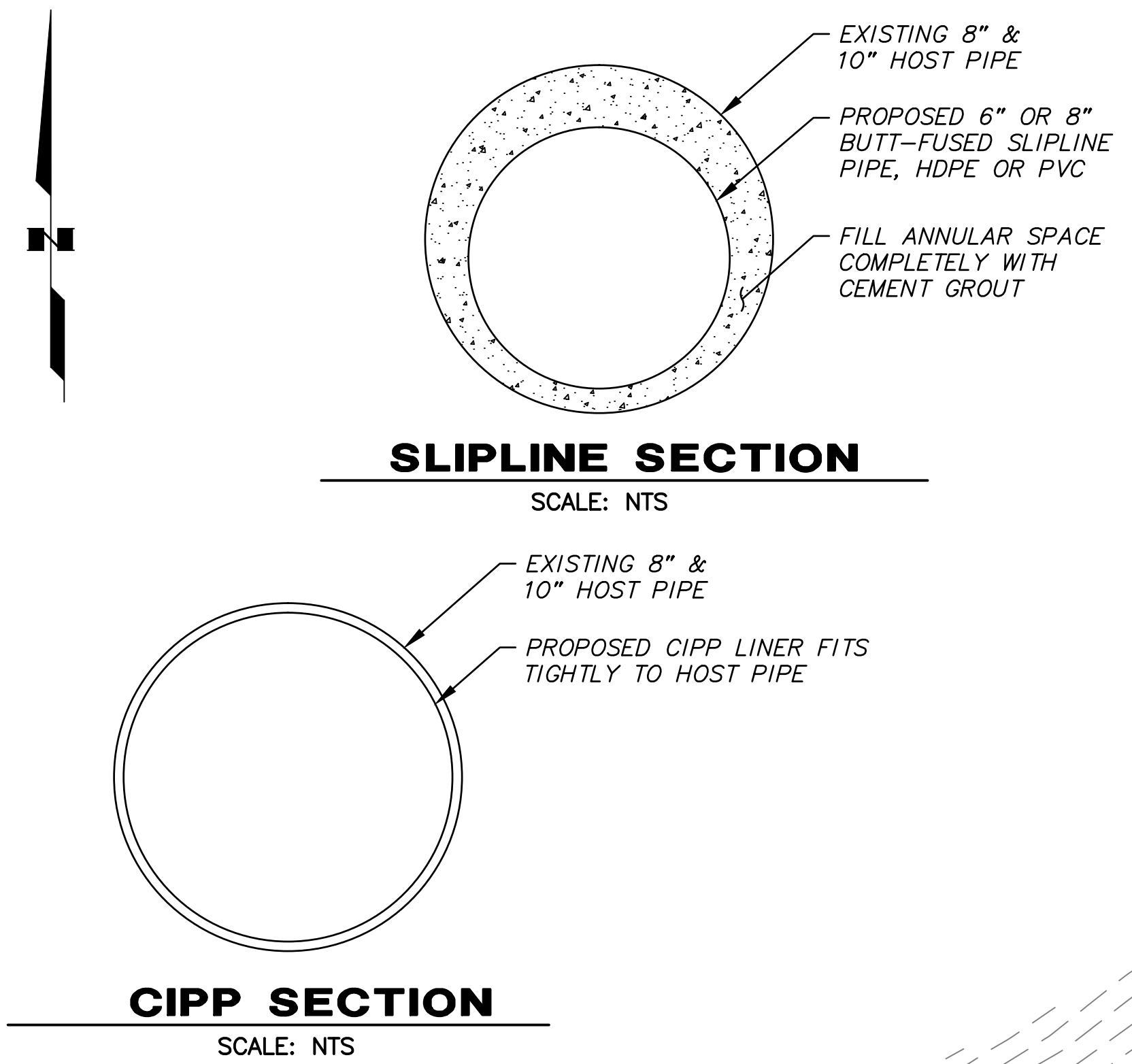
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STATUS: DRAFT

WRANGELL UPPER RESERVOIR BYPASS CONNECTION,
DAM TAP ASSESSMENT

**FIGURE 2 – HDD
(ALTERNATIVE 2)**

DATE: DECEMBER 2017

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NOTE:
1. PIPE INTAKES SHALL BE DRY DURING SLIPLINING OR CIPP WORK. DEWATER RESERVOIR AND CONSTRUCT COFFERDAM AROUND INTAKES TO MAINTAIN DRY CONDITIONS.

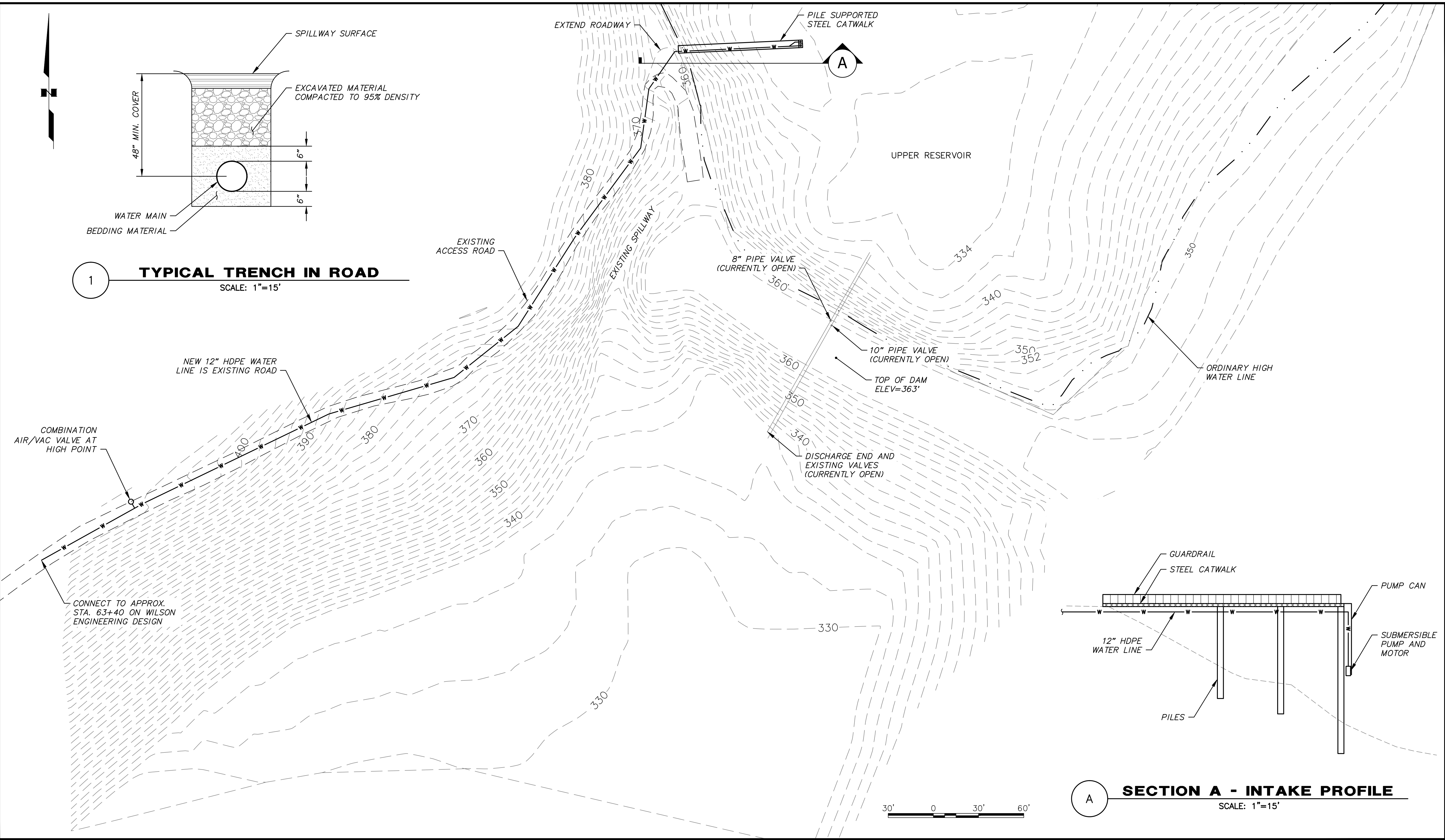


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WRANGELL UPPER RESERVOIR BYPASS CONNECTION,
DAM TAP ASSESSMENT
**FIGURE 3- SLIPLINING AND CIPP LINING
(ALTERNATIVES 3 AND 4)**

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1 **TYPICAL TRENCH IN ROAD**
SCALE: 1"=15'

A **SECTION A - INTAKE PROFILE**
SCALE: 1"=15'

Wrangell Upper Reservoir Cost Estimate - Alternative 1 (Spillway Trench)					
<i>Rebecca Venot</i>					
<i>11/21/2017</i>					
					Conceptual Estimate
ITEM NO.	WORK DESCRIPTION	UNIT	TOTAL QUANT.	UNIT PRICE	TOTAL COST
1	Mobilization and Demobilization	LS	1	\$202,300	\$202,300
2	Trench Construction	LF	280	\$700	\$196,000
3	Grout Existing Pipe	LS	1	\$48,600	\$48,600
Construction Cost					\$446,900
				Construction Contingency 25%	\$112,000
Total Construction Cost:					\$559,000
				Design and Permitting 15%	\$84,000
				Construction Management 15%	\$84,000
Subtotal Project Cost:					\$727,000
				CBW Project Management 10%	\$73,000
TOTAL PROJECT COST:					\$800,000

Wrangell Upper Reservoir Cost Estimate - Alternative 2 (HDD)					
<i>Matt Steph</i>					
<i>11/21/2017</i>					
					Conceptual Estimate
ITEM NO.	WORK DESCRIPTION	UNIT	TOTAL QUANT.	UNIT PRICE	TOTAL COST
1	Mobilization and Demobilization	LS	1	\$60,000	\$60,000
2	Dewater Reservoir and Build Cofferdam	LF	1	\$40,000	\$40,000
3	Site Preparation and HDD Drill Pad	LS	1	\$10,000	\$10,000
4	Survey Control	LS	1	\$6,000	\$6,000
5	HDD Drilling 12-inch HDPE	LF	420	\$900	\$378,000
6	Grout Annular Space at Each End	EA	2	\$10,000	\$20,000
7	Abandon Existing Conduits	LS	1	\$10,000	\$10,000
Construction Cost					\$524,000
				Construction Contingency 25%	\$131,000
Total Construction Cost:					\$655,000
				Design and Permitting 15%	\$99,000
				Construction Management 15%	\$99,000
Subtotal Project Cost:					\$853,000
				CBW Project Management 10%	\$86,000
TOTAL PROJECT COST:					\$939,000

Wrangell Upper Reservoir Cost Estimate - Alternative 3 (Sliplining)					
<i>Matt Steph</i>					
<i>11/21/2017</i>					
					Conceptual Estimate
ITEM NO.	WORK DESCRIPTION	UNIT	TOTAL QUANT.	UNIT PRICE	TOTAL COST
1	Mobilization and Demobilization	LS	1	\$45,000	\$45,000
2	Dewater Reservoir and Build Cofferdam	LF	1	\$40,000	\$40,000
3	CCTV Inspection and Host Pipe Prep.	LS	1	\$30,000	\$30,000
4	Slipline with 7-inch and 6 or 4-inch pipe	LF	260	\$450	\$117,000
5	Grout Annular Space	LS	1	\$25,000	\$25,000
6	Constructe Seepage Collars	LS	1	\$20,000	\$20,000
Construction Cost					\$277,000
				Construction Contingency 25%	\$70,000
Total Construction Cost:					\$347,000
				Design and Permitting 15%	\$53,000
				Construction Management 15%	\$53,000
Subtotal Project Cost:					\$453,000
				CBW Project Management 10%	\$46,000
TOTAL PROJECT COST:					\$499,000

Wrangell Upper Reservoir Cost Estimate - Alternative 5 (Pump Around)					
<i>Rebecca Venot</i>					
<i>11/21/2017</i>					
					Conceptual Estimate
ITEM NO.	WORK DESCRIPTION	UNIT	TOTAL QUANT.	UNIT PRICE	TOTAL COST
1	Mobilization/Demobilization	EA	1	\$175,000	\$175,000
2	Intake Pump	EA	2	\$35,000	\$70,000
3	Intake Pump Structure	SF	800	\$250	\$200,000
4	Intake Structure Piles	EA	10	\$15,000	\$150,000
5	Power/Controls to Upper Reservoir	LF	4000	\$100	\$400,000
6	Control Panel/Programming	EA	1	\$30,000	\$30,000
7	LCP Shelter	LS	1	\$10,000	\$10,000
8	Local Control Panel	LS	1	\$10,000	\$10,000
9	Davit Crane	LS	1	\$5,000	\$5,000
Construction Cost					\$1,050,000
				Construction Contingency 25%	\$263,000
Total Construction Cost:					\$1,313,000
				Design and Permitting 15%	\$197,000
				Construction Management 15%	\$197,000
Subtotal Project Cost:					\$1,707,000
				CBW Project Management 10%	\$171,000
TOTAL PROJECT COST:					\$1,878,000



Date: December 2017
To: City and Borough of Wrangell
Upper Wrangell Reservoir Dam Bypass
Alternatives Analysis, Wrangell, Alaska

IMPORTANT INFORMATION ABOUT YOUR GEOTECHNICAL/ENVIRONMENTAL REPORT

CONSULTING SERVICES ARE PERFORMED FOR SPECIFIC PURPOSES AND FOR SPECIFIC CLIENTS.

Consultants prepare reports to meet the specific needs of specific individuals. A report prepared for a civil engineer may not be adequate for a construction contractor or even another civil engineer. Unless indicated otherwise, your consultant prepared your report expressly for you and expressly for the purposes you indicated. No one other than you should apply this report for its intended purpose without first conferring with the consultant. No party should apply this report for any purpose other than that originally contemplated without first conferring with the consultant.

THE CONSULTANT'S REPORT IS BASED ON PROJECT-SPECIFIC FACTORS.

A geotechnical/environmental report is based on a subsurface exploration plan designed to consider a unique set of project-specific factors. Depending on the project, these may include: the general nature of the structure and property involved; its size and configuration; its historical use and practice; the location of the structure on the site and its orientation; other improvements such as access roads, parking lots, and underground utilities; and the additional risk created by scope-of-service limitations imposed by the client. To help avoid costly problems, ask the consultant to evaluate how any factors that change subsequent to the date of the report may affect the recommendations. Unless your consultant indicates otherwise, your report should not be used: (1) when the nature of the proposed project is changed (for example, if an office building will be erected instead of a parking garage, or if a refrigerated warehouse will be built instead of an unrefrigerated one, or chemicals are discovered on or near the site); (2) when the size, elevation, or configuration of the proposed project is altered; (3) when the location or orientation of the proposed project is modified; (4) when there is a change of ownership; or (5) for application to an adjacent site. Consultants cannot accept responsibility for problems that may occur if they are not consulted after factors which were considered in the development of the report have changed.

SUBSURFACE CONDITIONS CAN CHANGE.

Subsurface conditions may be affected as a result of natural processes or human activity. Because a geotechnical/environmental report is based on conditions that existed at the time of subsurface exploration, construction decisions should not be based on a report whose adequacy may have been affected by time. Ask the consultant to advise if additional tests are desirable before construction starts; for example, groundwater conditions commonly vary seasonally.

Construction operations at or adjacent to the site and natural events such as floods, earthquakes, or groundwater fluctuations may also affect subsurface conditions and, thus, the continuing adequacy of a geotechnical/environmental report. The consultant should be kept apprised of any such events, and should be consulted to determine if additional tests are necessary.

MOST RECOMMENDATIONS ARE PROFESSIONAL JUDGMENTS.

Site exploration and testing identifies actual surface and subsurface conditions only at those points where samples are taken. The data were extrapolated by your consultant, who then applied judgment to render an opinion about overall subsurface conditions. The actual interface between materials may be far more gradual or abrupt than your report indicates. Actual conditions in areas not sampled may differ from those predicted in your report. While nothing can be done to prevent such situations, you and your consultant can work together to help reduce their impacts. Retaining your consultant to observe subsurface construction operations can be particularly beneficial in this respect.

A REPORT'S CONCLUSIONS ARE PRELIMINARY.

The conclusions contained in your consultant's report are preliminary because they must be based on the assumption that conditions revealed through selective exploratory sampling are indicative of actual conditions throughout a site. Actual subsurface conditions can be discerned only during earthwork; therefore, you should retain your consultant to observe actual conditions and to provide conclusions. Only the consultant who prepared the report is fully familiar with the background information needed to determine whether or not the report's recommendations based on those conclusions are valid and whether or not the contractor is abiding by applicable recommendations. The consultant who developed your report cannot assume responsibility or liability for the adequacy of the report's recommendations if another party is retained to observe construction.

THE CONSULTANT'S REPORT IS SUBJECT TO MISINTERPRETATION.

Costly problems can occur when other design professionals develop their plans based on misinterpretation of a geotechnical/environmental report. To help avoid these problems, the consultant should be retained to work with other project design professionals to explain relevant geotechnical, geological, hydrogeological, and environmental findings, and to review the adequacy of their plans and specifications relative to these issues.

BORING LOGS AND/OR MONITORING WELL DATA SHOULD NOT BE SEPARATED FROM THE REPORT.

Final boring logs developed by the consultant are based upon interpretation of field logs (assembled by site personnel), field test results, and laboratory and/or office evaluation of field samples and data. Only final boring logs and data are customarily included in geotechnical/environmental reports. These final logs should not, under any circumstances, be redrawn for inclusion in architectural or other design drawings, because drafters may commit errors or omissions in the transfer process.

To reduce the likelihood of boring log or monitoring well misinterpretation, contractors should be given ready access to the complete geotechnical engineering/environmental report prepared or authorized for their use. If access is provided only to the report prepared for you, you should advise contractors of the report's limitations, assuming that a contractor was not one of the specific persons for whom the report was prepared, and that developing construction cost estimates was not one of the specific purposes for which it was prepared. While a contractor may gain important knowledge from a report prepared for another party, the contractor should discuss the report with your consultant and perform the additional or alternative work believed necessary to obtain the data specifically appropriate for construction cost estimating purposes. Some clients hold the mistaken impression that simply disclaiming responsibility for the accuracy of subsurface information always insulates them from attendant liability. Providing the best available information to contractors helps prevent costly construction problems and the adversarial attitudes that aggravate them to a disproportionate scale.

READ RESPONSIBILITY CLAUSES CLOSELY.

Because geotechnical/environmental engineering is based extensively on judgment and opinion, it is far less exact than other design disciplines. This situation has resulted in wholly unwarranted claims being lodged against consultants. To help prevent this problem, consultants have developed a number of clauses for use in their contracts, reports, and other documents. These responsibility clauses are not exculpatory clauses designed to transfer the consultant's liabilities to other parties; rather, they are definitive clauses that identify where the consultant's responsibilities begin and end. Their use helps all parties involved recognize their individual responsibilities and take appropriate action. Some of these definitive clauses are likely to appear in your report, and you are encouraged to read them closely. Your consultant will be pleased to give full and frank answers to your questions.

The preceding paragraphs are based on information provided by the
ASFE/Association of Engineering Firms Practicing in the Geosciences, Silver Spring, Maryland

Summary of Receivables

City and Borough of Wrangell

Prepared 2/20/2019

Property Taxes Receivable

As of 2/20/2019

Original Bill Amount	52,928.10
Penalty Amount	5,161.30
Interest Amount	1,926.65
Paid Amount	(6,220.33)
Balance	53,795.72
Unpaid Penalty/Interest	6,242.97
Unpaid Tax	47,552.75

Note: Unpaid property tax balance has been regularly decreasing with foreclosure proceedings as numerous customers have been taking care of their tax balances, penalties and interest

Miscellaneous Accounts Receivable

As of 2/20/2019

	<u>Billed</u>	<u>Paid</u>	<u>Balance</u>
2016 and older	24,203	11,129	13,074
2017	3,208	795	2,413
2018	42,738	4,834	37,903
2019	8,670	0	8,670
Totals	78,819	16,759	62,060

Note: Older balances include local improvement district costs and foreclosure costs being recovered through foreclosure proceedings and/or recovery via sale of previously foreclosed properties. Some of the balances from 2018 forward are invoices that are paid monthly by vendors and are not considered delinquent.

Wrangell Port & Harbors Receivable

As of 12/31/2018

Ports/Harbors Current	82,930
Ports/Harbors 30-60	16,588
Ports/Harbors 60-90	11,244
Ports/Harbors Over 90	175,565
Total	286,328

Note: At the time of preparation, a utilities receivable summary was not available due to employee illness. This will be included in future reports.

MEMORANDUM

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

FROM: LISA VON BARGEN, BOROUGH MANAGER

SUBJECT: JANUARY EMPLOYEE EVALUATION STATUS REPORT

DATE: FEBRUARY 26, 2019

BACKGROUND:

The Assembly has asked the manager to ensure all annual employee performance evaluations are being done on or before the anniversary date of each employee. There will be a report each month on the status of the evaluations. Administration is starting fresh on this reporting beginning with evaluations due in January 2019.

Seven employees were due evaluations in January. Three are complete, but were received late. Four are incomplete. The incomplete evaluations are of department directors and are the responsibility of the Borough Manager. Obviously I need to improve the timeliness of my evaluations.

MEMORANDUM

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

**FROM: ALEISHA MOLLEN
ACCOUNTING GENERALIST**

**CC: LEE BURGESS
FINANCE DIRECTOR**

SUBJECT: UPDATE ON THE 2013-2017 PROPERTY TAX FORECLOSURE

DATE: FEBRUARY 26, 2019

BACKGROUND:

In the spring of 2018, I was tasked with starting the foreclosure process for property taxes owed 2013-2017. Both the Wrangell Municipal Code and the State Statutes AS 29.45.290-29.45.480 allow for annual tax foreclosures for delinquent property taxes.

Generally, we try and do a foreclosure every other year. A foreclosure takes at a very minimum 15 months and usually longer to complete. The guidelines are governed by the State of Alaska and have many legal filings and some long waiting periods in between. The last foreclosure had been done for tax year 2012. This tax foreclosure will bring us current and allow us to get back to a process of doing a foreclosure every other year, which seems to be the most efficient for us.

At the beginning of the process, we had 168 parcels on the foreclosure list, with taxes and P&I due in excess of \$140,000. We went through the process including filings, publications, and waiting periods, noticing the owners at every step. On September 27, 2018, we were awarded a Default Judgement and Decree of Lien by the Superior Court for the First District. At this point we entered the one-year redemption period. During the one-year redemption period interest continues to accrue monthly and owners can pay their balance, including court costs, publications costs, and recording fees and have their name and property taken off of the list. Since receiving this judgement, we have had 3 properties redeemed.

We currently have 17 parcels on the foreclosure list with taxes and P&I due of just over \$30,000. Once the one-year redemption period ends, the process is as follows:

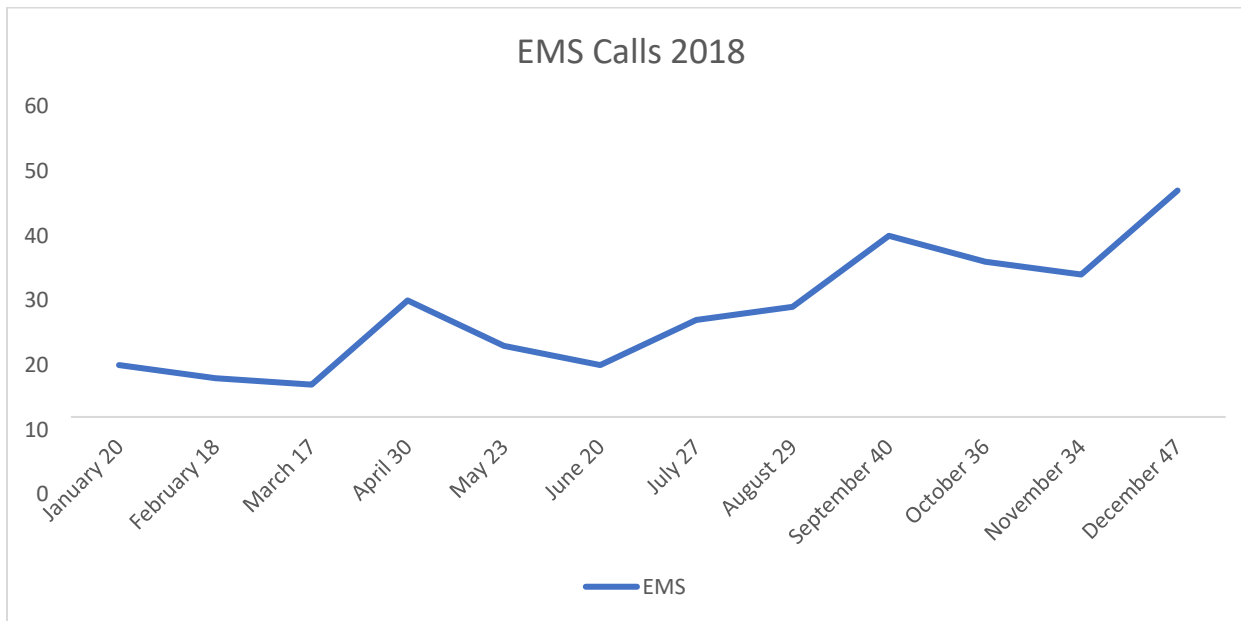
1. The City & Borough files a Notice of Expiration of the Redemption Period and applies for the deeds to the Court for those properties remaining on the list who have not redeemed. The Clerk of Court may grant deeds to the properties.
2. For each foreclosed property, the assembly must hold a hearing to determine whether to use the property for a public purpose or sell it. (There is no time limit for when this has to occur). Before the sale of the property, the municipality shall determine that there is not a public need for the property. Unless more than 10 years have passed since the close of redemption period, a notice of the hearing on an ordinance to consider the determination for the property shall be sent certified mail to the former record owner within 5 days of the notification of hearing publication. If less than 10 years have passed from the end of the redemption period before the property is in contract to sell or before an ordinance has passed for the retention for public purpose, the prior record owner can repurchase the property for the judgment amount plus interest and the deed will be reconveyed.
3. If the City & Borough decides to sell a property, we would go through a normal process to sell it and would recover all of our taxes, penalties, interest, and foreclosure costs. If less than 10 years has passed from the end of the redemption period until the date of the sale, the former record owner is entitled to proceeds of the sale that exceeds the amount of unpaid taxes, penalty, interest, and

foreclosure and sale costs. The City must provide written notice to the former record owner advising of the amount of excess and the manner in which the claim for the balance may be submitted. If the property owner does not file a claim within 6 months of the sale, the property owner is barred from collecting.

4. If the property is inhabited at the time the City decides to sell or use it for public purpose, the City will need to institute eviction proceedings, which also has several steps.

During 2018 the Wrangell Volunteer Fire Department responded to 20 Fire calls. There was no reported dollar loss due to fires, nor were there any injuries or fatalities to responding members.

The Department responded to 341 EMS calls during 2018, one of our higher years for EMS responses. For comparison, 2017 saw 213 EMS calls and 23 fire calls with over \$450,000 loss of property.



Regarding Search and Rescue calls, we responded to and located a missing toddler, missing elderly female, an adolescent who left school unattended, approximately 10 overdue boaters, 5 vessels taking on water and an overturned vessel which resulted in the discovery of a deceased individual. The K-9 search teams were used during many of these calls, in addition they were called to provide assistance with a search in Kake Alaska.

In January we were able to certify 6 new EMT-2's with the assistance from the State of Alaska and Airlift Northwest. Those new EMT-2 's are; Dustin Johnson, Zach Taylor, Tim Cook, Mikey Ottesen, Sam Prysunka, and Loni Bunes.

In partnership with the Wrangell High School and University of Southeast Alaska Tech Program, 6 high school students received EMT-1 certification; Riley Blatchley, Kellan Eagle, Katelyn Early, Jacob Hammer, Ashtyn Hayes and Luke Kowalske.

9 Stikine Middle School students in Mr. Davies' Alaska Skills class were taught First Aid/ CPR.

On April 7th, the department was present at the Annual Health Fair, giving out fire prevention information, smoke detectors to those in need as well as checking blood pressures for the public. 24 smoke detectors were given out this day and 60 total in 2018.

In December, the entire faculty of Wrangell Public Schools took part in a "Stop the Bleed" hands on training. Those present were instructed on the use of tourniquets and chest seals (for penetrating chest injuries) and the importance of recognizing and treatment of a life-threatening bleed.

Table top exercises and large-scale drills were held throughout the year testing capabilities of the Fire Department and EMS. Some worth mentioning were the Wrangell Medical Center evacuation drill, AICS-SEARHC Alaska Crossings Wilderness First Responders medical related drill, and the hostile intruder drill with AICS-SEARHC Clinic.

In May we held our annual Awards Banquet where we honor the membership for their outstanding work they performed in the prior year.

We recognize an EMT and Firefighter of the year by call volume attendance. During our annual dinner, held May 25th, 2018 Terry Bunes was recognized with both of these honors. He was also recognized as Citizen of the Year by the Chamber of Commerce. Terry has been with the department from its inception in 1903...just kidding! He has been on the department since 1971, and currently fills the position of Assistant Chief a role he has held since January of 1995.

Also recognized for their tremendous contributions to the department were;

EMT: Jordan Bunes, Scott McAuliffe, Dustin Johnson, Bernie Massin and Adam Sprehe

Fire: Bernie Massin, Zach Taylor, Jordan Bunes, John Taylor, Dustin Johnson and Lorne Cook.



City and Borough of Wrangell, Alaska

Date: November 7, 2018

To: Lisa Von Bargaen

Cc: Amber Al-Haddad, Rolland Howell

Re: Land availability

Lisa,

Attached is the summary of available land in the “City of Wrangell” that could be developed with infrastructure expansion. There may be some other areas, so please advise if you think of additional areas and I can add to this list. It is just a summary with key issues that came to my mind, not a detail analysis of each area. If anyone has any other thoughts regarding issues or land area, please let me know.

“LAND” ISSUES UPDATE SUMMARY

POTENTIAL LAND FOR DEVELOPMENT AND SALE AERIAL MAPS ARE ATTACHED

1. Etolin Avenue lots near the new hospital site are in the process of being surveyed and recombined to increase lot size. This will create 3 larger buildable lots. Expect prelim plat in November.
2. Foreclosure lots on corner of Pine and Etolin Avenue. The original sale was comprised of two large lots in one Block, sold together. Foreclosed around 2008 and a IRS tax lien was placed on the property until this year. A Title Report was done on the parcel last Spring. Lot 1 (61000sqft) has frontage on Etolin Avenue could be subdivided, sold in full, or both lots could be sold as a unit together again. Lot 2 (36,000sq ft) if sold separately would need access as it is not located on Etolin Ave. Zoned Multi Family. Utilities near by. In 2017, WMC was working on a grant to build a quadplex on half of Lot 1 located on Etolin Avenue. Moving forward with the application was denied by the Assembly but some initial survey work has been done to subdivide Lot 1 into two lots.
3. Byfords reclaimed junkyard – with the clean up complete, the land will be available to sell or develop soon. Potential options were discussed previously and that information is also attached. It is currently zoned Light Industrial but surrounding uses are Residential. Summarized, it could be sold as one unit or subdivided in various formats with the City providing utilities estimated to be approximately \$250,000 for a full subdivision build-out. Bill Byford wants the property to remain as light industrial because when he sells his lot he is hoping that his shop in the back would be beneficial to a business. I believe the other landowners would like to keep it for residential. Molinek is still interested in purchasing land behind his property and maybe even behind Bill Byfords.
4. Industrial Park: Brett Woodbury is still interested in acquiring the land behind his property in the Industrial Park in exchange for constructing the road. There are others who have also voiced an interest in purchasing industrial lots. The COE permit for the lot development and roadwork was applied for as an extension in Dec 2017. I don't think they completed the renewal. The road Brett envisions constructing is likely not to the standard that the City would want. Additional City land to the north of the new street (6th Ave) could potentially be subdivided and sold. (See also #5 in Developable Land discussion below). The FLAP Mt. Dewey Trail Extension location in or adjacent to a new 6th Avenue must be determined.
5. There are a number of locations where residents have requested that the City put in utilities and roads to their lots so that they can develop them. Areas include between Evergreen and Cassiar; between Evergreen/Airport Loop road and Graves Street near the airport; between Evergreen/Airport Loop and the dump; off Ash Street – where Zimovia Avenue dead ends into

new hospital lot. At this time, we have stated to individuals that the City does not have certain roads high enough on the priority list to be able to put in the access or utilities. In some areas, things have been done piece meal. Assembly might have approved that they put in their own “driveway” access but expenditures for utilities and access were to the landowner. Utilities might also have been scabbed together to access back lots.

6. Spring Street and Meridian Street – this area is directly behind the Evergreen Trailer park but may provide an alternative way to create new lots and access some of the private lots on Cassiar (mentioned in #6 above). We did some preliminary survey work back in 2000 exploring access options to reach inaccessible lots on Cassiar.
7. Institute Property - I hope to put together a bid for Survey services that will include the Institute and the mill yard. The Institute Master Plan alternative 1 option provides the least amount of utility costs and would create ___ lots closest to the Rainbow Falls Trail/Institute Creek. Zoning needs to be developed for the parcel.
8. Are there any other foreclosed lots that could be sold? Aleisha can search MARS/ or she knows?
9. Remote entitlement lands: Only Zarembo property at this time has been transferred in full with a patent to the Borough. I have a request in to DNR to determine if other remote parcels have been surveyed. Zoning uses for each area have been discussed but actual zoning for each parcel still needs to be developed.

DEVELOPABLE LAND

1. Mill property acquisition – negotiations underway. Discussions with prospective users need to happen. Surveys, plan development, infrastructure costs required.
2. Institute property – see discussion #7 above. Surveys, infrastructure costs required. Rezoning needs to be completed.
3. Spring Street/Meridian Street – See discussion #6 above. Surveys, plan development, infrastructure costs required. Rezoning would be required.
4. Byford’s former Junkyard – See discussion #3 above and the attached information.
5. Corner of Pine/Etolin Avenue – See discussion # 2 above. There is also some additional residential lands and a block of Light Industrial just behind this area that might be accessible at the intersection depending on how utilities get to Lot 1 and 2 Foreclosure and if we want to extend further.
6. Industrial Park –If the City constructs the platted 50’ wide 6th Avenue on the north side of the Industrial Park, the road would also provide access to an unsubdivided parcel along the roadway that is currently zoned Holding. Additional lots could be subdivided for sale. Some of that area is VERY wet with drainage channels that would need to be addressed. A COE permit would need

to be obtained with mitigation required. Also, as part of the FLAP program the Borough received a grant to extend Mt. Dewey Trail down the backside and to the USFS office. The trail is currently planned to be adjacent to 6th Ave, but if the City looks at creating additional lots, then we might want to consider moving the trail north to the property boundary line with the State DOT Airport property.

7. Hospital site – SEARHC will be constructing new hospital. It may be that after the construction additional land could be accessible north of the hospital.
8. Wrangell Medical Center - never too early to discuss future use or how to deal with the property once the new one is actually occupied.

ZONING ISSUES

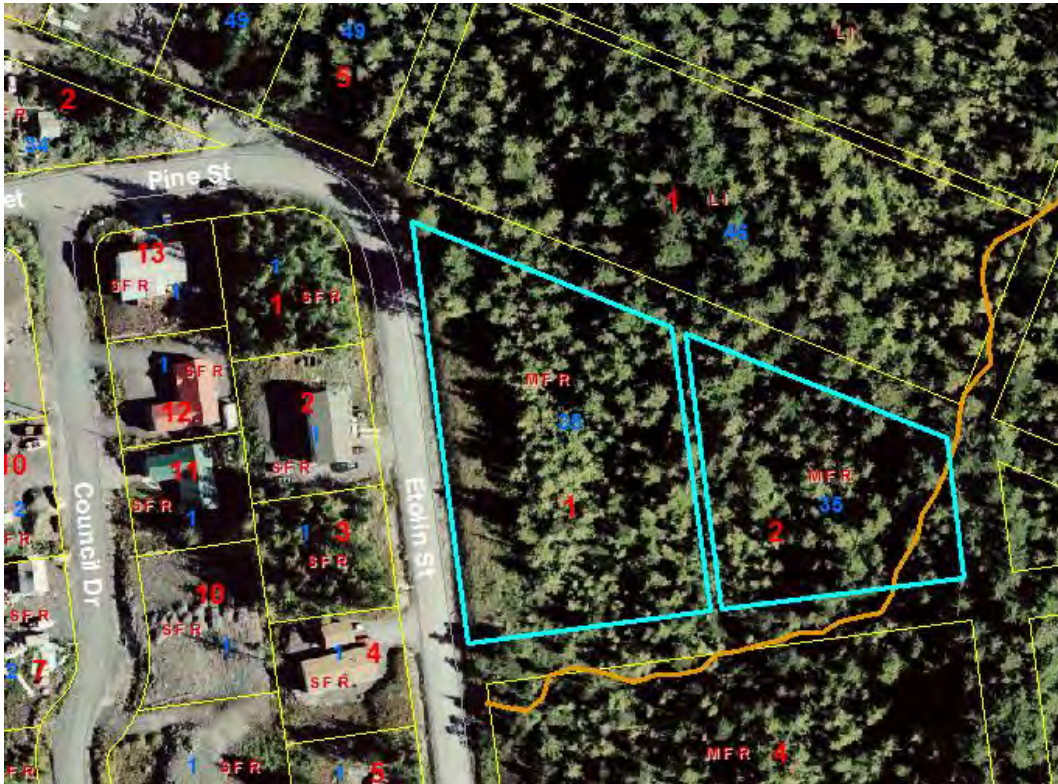
1. Institute Property needs to be zoned appropriate for multiple uses and planned unit development
2. Remote entitlement parcels need to have zoning developed with allowable and conditionally permitted uses.
3. Byford's clean lot needs to have zoning discussed. Keep as Light Industrial or rezone to Rural Residential.
4. Light Industrial lots at corner of Pine and Etohin Ave... could be rezoned to residential. A buffer should be retained between existing LI development and residential.
5. Land by Spring Street and Meridian could be rezoned from Holding to residential.

POTENTIAL LAND DEVELOPMENT AND SALE

1. Etolin Avenue Recombination of lots

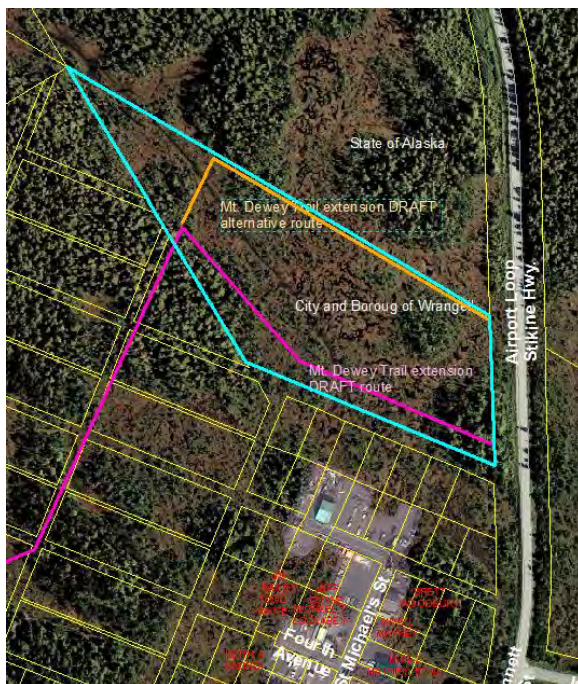


2. Foreclosure Lots

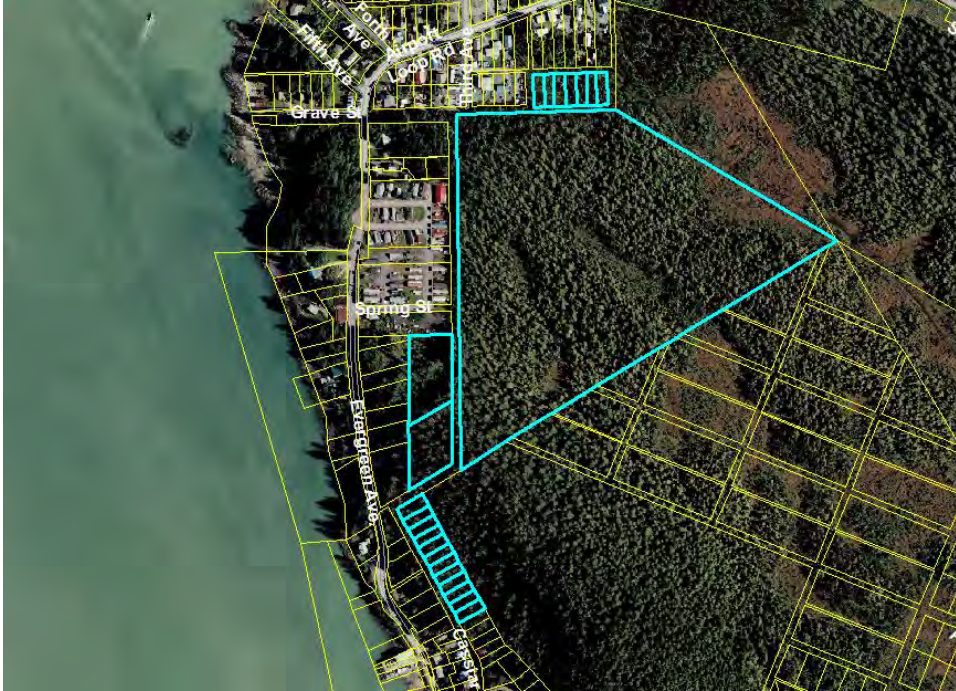


3. Byford's reclaimed junkyard – see attached from previous report

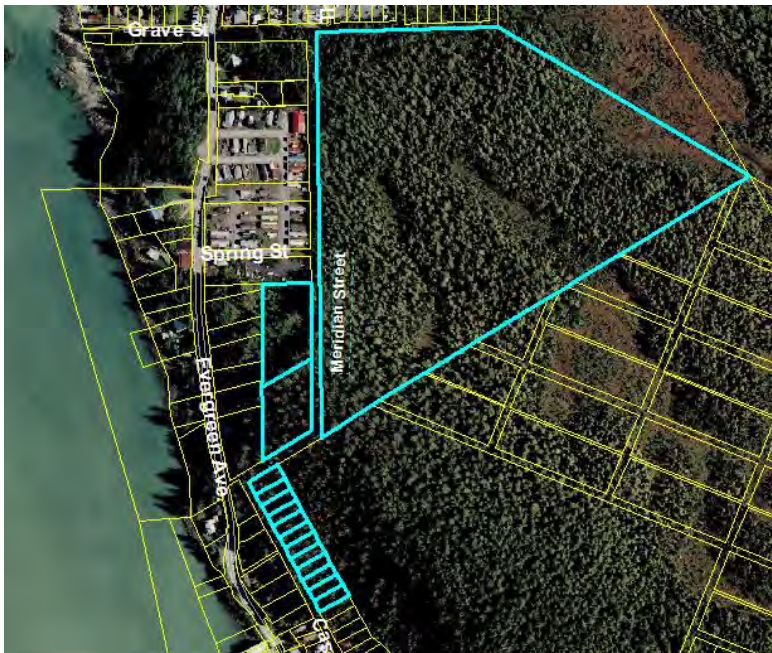
4. Industrial Park



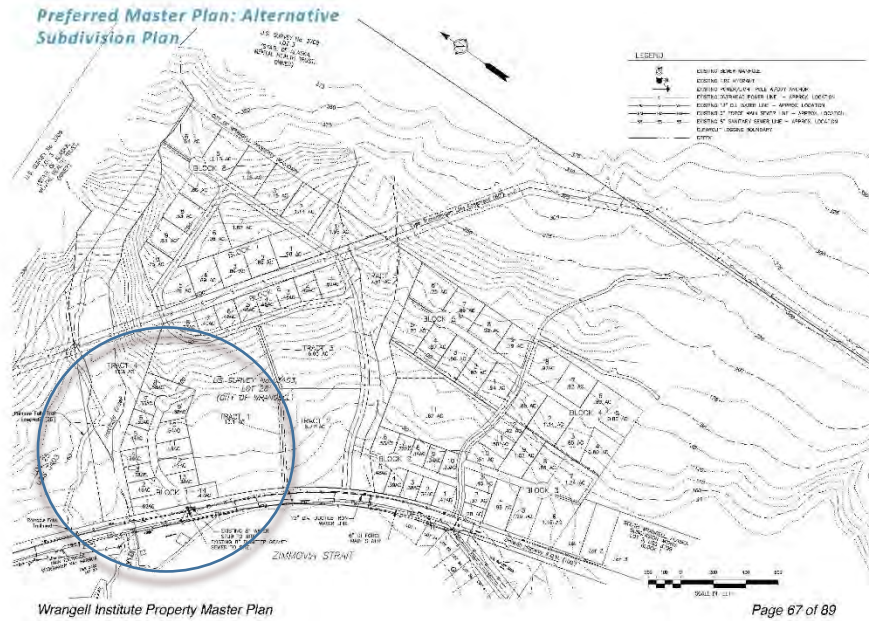
5. Privately owned with no access



6. Spring/Meridian Street



7. Institute Property



City and Borough of Wrangell, Alaska

Date: August 13, 2018

To: Lisa Von Barga, Borough Manager

From: Carol Rushmore, Economic Development Director

Re: Former Junk Yard Site

DEC needs any preference of reasonable site work to be requested by the Borough ASAP in order to get that information to NRC prior to their close-out of the site expected in October. NRC contractual requirements are essentially to leave no hole, no safety issues and no berms. They will be submitting a closing plan to DEC soon, so Sally Schlichting indicated we should present any request to her so they can review and determine if within the scope of work and can modify NRC plan as necessary. They could leave the flat areas if we want where they are loading the bags/trucks, they might be able to beef up an access corridor, but major reconfiguration of the site is not within the scope. Requests should be reasonable.

- The property was cleaned to the highest standard so Residential development is permitted.
- Zoning is Light Industrial
- Lot size is 2.51 acres or 109,355 square feet
- Bob Molinek recently came in to my office to reiterate that they were still interested in purchasing the land directly behind their property, and presented a letter. This would equate to just over 15,000 square feet.
- Bill Byford has voiced an interest in resolving an encroachment issue. A corner of his greenhouse attached to his house encroaches into the property a few feet. He is interested in buying a sliver of land, or getting an encroachment easement where the corner of his greenhouse encroaches onto the subject lot. An easement would be good as long as the greenhouse structure remains as is, but would not be able to be expanded on and if removed, the encroachment easement would no longer be valid. He would also like to be able to continue to use any easement that might be created to access the back portion of his lot.

Some options with maps as to how the Borough could dispose of the property:

Option 1) Subdivide the property There would be 3 rear flag lots in the back (maximum allowed) and one lot in the front with the easement adjacent to Byford lot. The City should put in the sewer and water for each of the lots, and a utility/access agreement that would be recorded with subdivision will spell out how landowners will maintain in the future. See Option 1 map as an example. The lots could be configured in numerous ways. An easement would be required for access and utilities.

Option 2) Subdivide the property into a flag lot subdivision, creating the maximum of 4 lots and sell for residential. This Option differs from Option 1 only in the configuration of the lots. One of the rear lots would be configured in such away as to allow Molinek to purchase the area behind him directly or as part of a bid process. Option 2A just shows a different configuration and there are other lot configuration options as well.

Option 3) Sell the entire parcel as a single sale for residential development and let someone else subdivide or not. A requirement to the sale would be that any further subdivision must provide city sewer and water since the area was cleaned down to clay and filled with rock.

Option 4) Create a 60' wide ROW through the parcel to connect with Mental Health Trust lands to provide an additional access point for future development on their lots. This could create a few different type of subdivided lot configuration, although a variance to the 100' highway frontage for the front lot would be required. The City would be required to construct the road and install utilities.

Option 5) Change the zone for an entirely different use.

Byford Junkyard: Option 1

OPTION 1



esri

100ft

Byford Junkyard: Option 2

OPTION 2

Property lines are for planning purposes only.

approx. 15,000sqft

approx 40,000 sqft

approx 31,000 sqft

approx 27,00 sq ft

30' easement

esri

100ft



Byford Junkyard: Option 2A

OPTION 2A

Property lines are for planning purposes only.

approx. 15,000sqft

approx 31,000 sqft

approx 31,000 sqft

approx 27,00 sq ft

30' easement

esri

100ft



Byford Junkyard: Option 4

OPTION 4



Property lines are for planning purposes only.

approx. 15,000sqft each lot

approx 20,000 sqft

approx 20,000 sq ft

approx 16,000 sqft

60' ROW

esri

100ft

Byford Junkyard: Option 4A



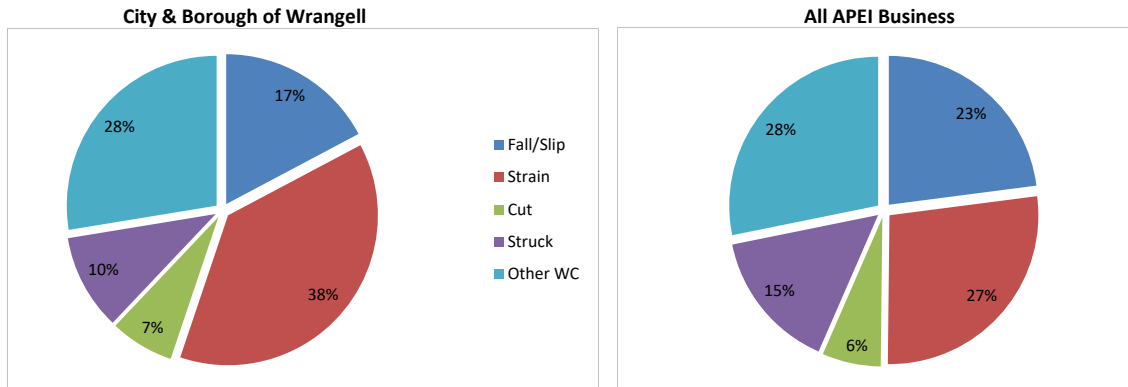
100ft

Summary of Workers' Compensation Experience

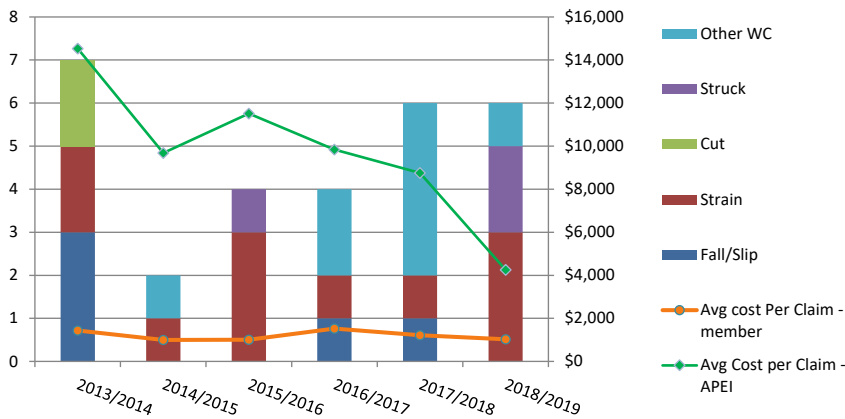
City & Borough of Wrangell

7/1/13 - 12/31/18

Claim Count by Injury Type



Number, Type, and Average Size of Claims by Year



Timeliness

Proportion of claims reported to APEI within 14 days of the date of injury

72% City & Borough of Wrangell
83% Overall APEI



Frequency

Number of Injuries per \$1 Mil of Payroll

1.40 City & Borough of Wrangell
1.34 Overall APEI non-School Districts



Severity

Average medical and indemnity cost per claim (claims capped at \$750,000 each)

1,231 City & Borough of Wrangell
9,703 Overall APEI non-School Districts

	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
Fall/Slip	3	0	0	1	1	0
Strain	2	1	3	1	1	3
Cut	2	0	0	0	0	0
Struck	0	0	1	0	0	2
Other WC	0	1	0	2	4	1
Total WC Claims	7	2	4	4	6	6
Average Cost Per Claim for Member	1,438	997	1,009	1,525	1,221	1,030
Overall Avg Cost Per Claim for APEI	14,535	9,686	11,515	9,839	8,751	4,254

City & Borough of Wrangell represents

1.2% of the 2018/19 Workers' Compensation Payroll written by APEI

Note on Injury Types

"Fall/Slip" includes falls or slips from a ladder, from a different level, on ice/snow, due to liquids or grease, or on stairs

"Strain" includes strains due to reaching, twisting, lifting, pulling, noise, or from using a tool or machinery

"Cut" includes cuts from broken glass, tools, objects being handled, or other sources

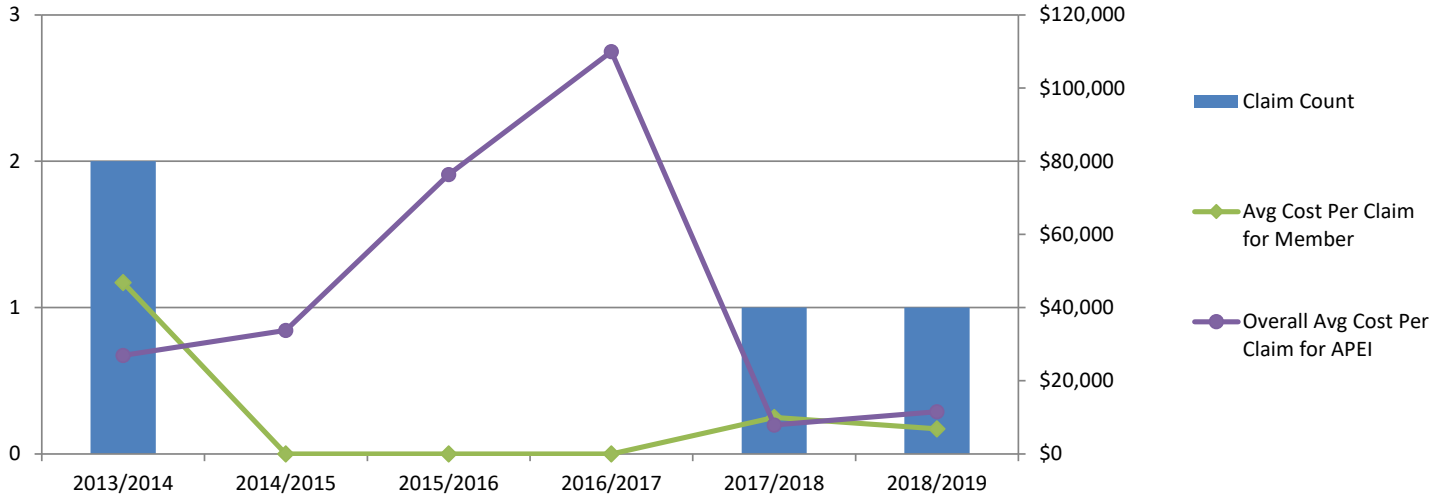
Data is as of 12/31/2018

Summary of Liability and Auto Experience

City & Borough of Wrangell

7/1/13 - 12/31/2018

Number and Size of Liability & Auto Claims by Year

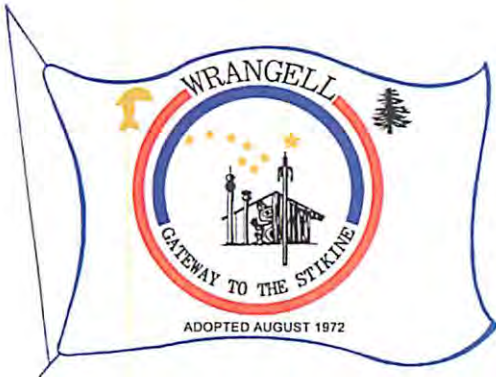


	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
Claim Count	2	0	0	0	1	1
Avg Cost Per Claim for Member	46,865	0	0	0	9,967	6,873
Overall Avg Cost Per Claim for APEI	26,970	33,763	76,414	109,997	7,939	11,572

City & Borough of Wrangell represents

1.3% of the 2018/19 Liability & Auto Payroll written by APEI

Data is as of 12/31/2018



CITY AND BOROUGH OF WRANGELL

INCORPORATED MAY 30, 2008

P.O. BOX 531 (907)-874-2381
Wrangell, AK 99929 FAX (907)-874-3952

February 4, 2019

Bruce Sexauer, Chief
Civil Works Branch
Alaska District, USACE
Box 6898
JBER, Alaska 99506-0898

Dear Mr. Sexauer:

I am writing to request your assistance in determining the status and final disposition of implementation of Section 1035 of the Water Resources Development Act (WRDA) of 2007 concerning Heritage Harbor located in the City and Borough of Wrangell, AK. For your reference, the language from the Act is as follows.

“SEC. 5035. WRANGELL HARBOR, ALASKA.

(a) GENERAL NAVIGATION FEATURES.—In carrying out the project for navigation, Wrangell Harbor, Alaska, authorized by section 101(b)(1) of the Water Resources Development Act of 1999 (113 Stat. 279), the Secretary shall consider the dredging of the mooring basin and construction of the inner harbor facilities to be general navigation features for purposes of estimating the non-Federal share of project costs.

(b) REVISION OF PARTNERSHIP AGREEMENT.—The Secretary shall revise the partnership agreement for the project to reflect the change required by subsection (a).”

During the bid process for construction of Heritage Harbor, the estimates for the mooring basin dredging were determined to be roughly \$3,000,000 more than originally expected. The City and Borough sought to have these dredging expenses identified as part of the Federal portion of the project, with the corresponding local cost share. Congress included the above provision in the next WRDA roughly two years after the costs had been estimated and construction of the project had begun. The language also included eligibility for inner harbor facilities as part of the general navigation features of the project.

The Corps requested and the Borough provided cost information on the construction of the project. The final communication I am aware of was a November 2, 2011 letter from the Borough that provided cost information and a total request for reimbursement of \$13.7 million. It is at the point that the paper trail goes cold, so to speak, and I am unsure of what the final disposition became of our request.

In closing, I want to affirm that Heritage Harbor has been a major economic success for our community and contributor to the expansion of our fishing- and maritime-based economy over the last decade. It is a full, busy and productive harbor. We very much appreciate the strong partnership with the Corps on this project and the Corps' contribution to its success.

February 4, 2019

Thank you for considering this request and we stand ready to provide any other information we may have to help the Corps in its research.

Sincerely,



Lisa Von Bargen
Borough Manager

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	8	<u>Date</u>	February 26, 2019
Clerk's File				
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				

CALENDAR:

- 3-6 Parks & Recreation Board mtg. @ 5:30pm in the Assembly Chambers
- 3-6 **TOWN MEETING @ 6:00pm at the Nolan Center (Proposed State Budget Cuts and Potential Local Impacts**
- 3-7 WORK SESSION Borough Assembly & the Port Commission @ 6pm in the Assembly Chambers**
- 3-7 Port Commission mtg. @ 7pm in the Assembly Chambers
- 3-12 Work Session (Assembly) @ 6:00pm – Hazard Mitigation Plan
- 3-12 Regular Assembly mtg. @ 7pm in the Assembly Chambers
- 3-14 Planning & Zoning Commission mtg. @ 6pm in the Assembly Chambers
- 3-23 Electronic Waste Disposal at the WCA Cultural Center from 10am to 5pm (sponsored by the WCA IGAP program)
- 3-25 City Hall Closed – Seward's Day

SEAPA Board Meeting is scheduled for June 19-20, 2019 in WRANGELL

A HUGE thank you to Cyni for filling in for the January 22nd Assembly meeting!

Agenda Management platform update

I met telephonically with my contact at Municode and we are on-track. We have a training session with select City Staff who create agenda items for meetings. We will be moving forward with Agenda's/Packets for the Assembly, Port Commission, Parks & Recreation, and Planning & Zoning.

More to come!

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	9	<u>Date</u>	February 26, 2019
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.

- a. SEAPA/Power Update
- b. Southeast Conference Update
- c. AML/State Budget Update

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	10a	<u>Date</u>	February 26, 2019
Mayor and Assembly Appointments				
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				

MAYOR/ASSEMBLY APPOINTMENTS:

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

Letters for Planning & Zoning Commission Appointment received from:

There were no letters received for this vacancy.

- Planning & Zoning Commission (until 10/2021)

Recommended Action:

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

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 _____.

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH ASSEMBLY PUBLIC HEARING AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	11a	<u>DATE:</u>	February 26, 2019
<p>PROPOSED ORDINANCE No. 952 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE ZONING MAP TO EFFECT A CHANGE TO A PORTION OF PRESBYTERIAN MISSION RESERVE, BLOCK 16, WITHIN USS 1119, FROM OPEN SPACE/PUBLIC TO SINGLE FAMILY RESIDENTIAL THAT IS PROPOSED TO BE ADDED TO LOT 1B, BLOCK 16, OGDEN/RATHKE RESUBDIVISION AS PART OF THE PROPOSED PRESBYTERIAN RESERVE REPLAT, CREATING LOTS A AND B</p> <p align="right"><i>SECOND READING/PUBLIC HEARING</i></p>				
<u>SUBMITTED BY:</u>		<u>FISCAL NOTE:</u>		
		Expenditure Required:		
Carol Rushmore, Economic Development Director		Amount Budgeted:		
		Account Number(s):		
		Account Name(s):		
<u>Reviews/Approvals/Recommendations</u>				
<u>xx</u>	Planning & Zoning Commission		Unencumbered Balance(s) (prior to expenditure):	
Name(s)				
	Attorney			
	Insurance			
ATTACHMENTS:				
1. Ordinance No. 952 2. Preliminary Plat Presbyterian Reserve Replat (2 pages)				

Procedure: Mayor Prysunka shall declare the Public Hearing open. The Mayor shall ask if there is any administrative report on the Public Hearing Item. Clerk 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, Mayor shall say "I will now entertain a motion"

RECOMMENDED MOTION AFTER PUBLIC HEARING IS CLOSED:

Move to approve Ordinance No. 952.

SUMMARY STATEMENT:

At the regular meeting of January 10, 2019 the Planning & Zoning Commission recommended to the Assembly to rezone a portion of land from Open Space/Public to Single Family Residential for the portion of land from the Presbyterian Mission Reserve, Block 16, being added to Lot 1B, Block 16, Ogden/Rathke Re-subdivision. The new proposed Lot B, Presbyterian Reserve Replat would be zoned Single Family Residential.

The land owner of existing Lot 1B (currently zoned Single Family Residential) is purchasing a portion of the Presbyterian Church property on which his fill and parking area is located (zoned Open Space/Public). The land area being purchased will be combined into the existing lot containing the residential structure.

The residential land owner Teniya Morelli is requesting that the new area being purchased be rezoned to Single Family Residential so the entire new Lot B, Presbyterian Reserve Replat, is zoned Single Family Residential.

The Planning and Zoning Commission approved the preliminary plat as proposed at their January 10, 2019 meeting.

Wrangell Municipal Code requires the following information be provided to the Assembly for consideration of a zoning amendment. Those are:

1. Findings as to need and justification for the proposed change including findings as to the effect which the proposed change would have on the objectives of the comprehensive plan;
2. Findings as to the effect which the proposed change would have on property owners in the area of proposed boundary changes, including changes in traffic flow, population, density, off-street parking, sewer and water services; and
3. Recommendation as to the approval or disapproval of the change.

Below are the findings:

1. Findings as to the need and justification for the proposed change including findings as to the effect which the proposed change would have on the comprehensive plan. *The applicant for the rezone has been using this property for a driveway and parking for quite some time. This area of land is now being sold to the applicant and combined with her existing parcel for this continued use. It is important to have the zoning of the new parcel be the same – Single Family Residential – its current use. This change will have no impact on the objectives of the Comprehensive Plan.*
2. Findings as to the effect which the proposed change would have on property owners in the area of proposed boundary changes, including changes in traffic flow, population, density, off-

street parking, sewer and water services. *There will be no impacts to adjacent property owners, traffic, or municipal services given the “official” zoning change to this small area of land. The area of land is already being used as a residential parking by the applicant.*

3. Recommendation as to the approval or disapproval of the change. *The Commission approved a recommendation to the Assembly on January 10, 2019 in favor of the rezone.*

It is the Manager’s understanding that past practice has been to approve rezone requests with just a simple action item. The WMC requires they be approved by ordinance. The WMC also requires the Assembly to hold a public hearing on the rezone. In Wrangell, the procedure with ordinances, is that second reading (rather than first) is considered the public hearing. The notice on the public hearing for the rezone had already been distributed by the time the Manager realized this item was intended to be placed on the agenda without an ordinance. This is why there will be two Public Hearings before the Assembly on this rezone. It is likely Administration will be bringing a recommended code amendment to the Assembly in the future to clean up the process used for approval of rezones.

This is non-code ordinance. This ordinance will not amend the Wrangell Municipal Code. It amends the “official” Wrangell Zoning Map.

A copy of the preliminary plat that amends the parcel boundaries between these two lots is attached for review by the Assembly.

Return to: City & Borough of Wrangell
P.O. Box 531
Wrangell, Alaska 99929

Wrangell Recording District

Page 1 of 2

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 952

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE ZONING MAP TO EFFECT A CHANGE TO A PORTION OF PRESBYTERIAN MISSION RESERVE, BLOCK 16, WITHIN USS 1119, FROM OPEN SPACE/PUBLIC TO SINGLE FAMILY RESIDENTIAL THAT IS PROPOSED TO BE ADDED TO LOT 1B, BLOCK 16, OGDEN/RATHKE RESUBDIVISION AS PART OF THE PROPOSED PRESBYTERIAN RESERVE REPLAT, CREATING LOTS A AND B

SEC. 1. Action. The effect of this ordinance is to finalize a zone change for a portion of Presbyterian Mission Reserve, Block 16, Within USS 1119, from Open Space/Public to Single Family Residential that is proposed to be added to Lot 1B, Block 16, Ogden/Rathke Resubdivision as part of the proposed Presbyterian Reserve Replat, creating Lots A and B.

SEC. 2. Classification. This is a non-code ordinance.

SEC. 3. Severability. If any portion of this ordinance or any application thereof to any person or circumstances is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

SEC. 4. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: January 22, 2019.

PASSED IN SECOND READING: _____, 2019.

Stephen Prysunka, Borough Mayor

ATTEST:

Kim Lane, Borough Clerk

Yes: _____
No: _____
Absent: _____
Abstaining: _____

CERTIFICATE OF OWNERSHIP AND DEDICATION
 WE HEREBY CERTIFY THAT WE ARE THE LEASEES OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH OUR FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE _____ PRESBYTERIAN CHURCH OF WRANGELL REPRESENTATIVE PORTION OF PRESBYTERIAN MISSION RESERVE

NOTARY'S ACKNOWLEDGMENT
 U.S. OF AMERICA
 STATE OF ALASKA
 CITY AND BOROUGH OF WRANGELL

THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT _____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA
 MY COMMISSION EXPIRES _____

CERTIFICATE OF OWNERSHIP AND DEDICATION
 WE HEREBY CERTIFY THAT WE ARE THE LEASEES OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH OUR FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE _____ TENIYA MORELLI LOTS 1B, BLOCK 16

NOTARY'S ACKNOWLEDGMENT
 U.S. OF AMERICA
 STATE OF ALASKA
 CITY AND BOROUGH OF WRANGELL

THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT _____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA
 MY COMMISSION EXPIRES _____

CERTIFICATE OF APPROVAL BY THE ASSEMBLY
 I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL ASSEMBLY AS RECORDED IN MINUTE BOOK _____ PAGE _____ DATED _____ 20____ AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, WRANGELL, ALASKA.

DATE _____ MAYOR, CITY AND BOROUGH OF WRANGELL
 ATTEST: _____
 CITY CLERK _____

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION
 I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL PLANNING COMMISSION, AND THAT SAID PLAT HAS BEEN APPROVED BY THE COMMISSION BY PLAT RESOLUTION NO. _____ DATED _____ 20____, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

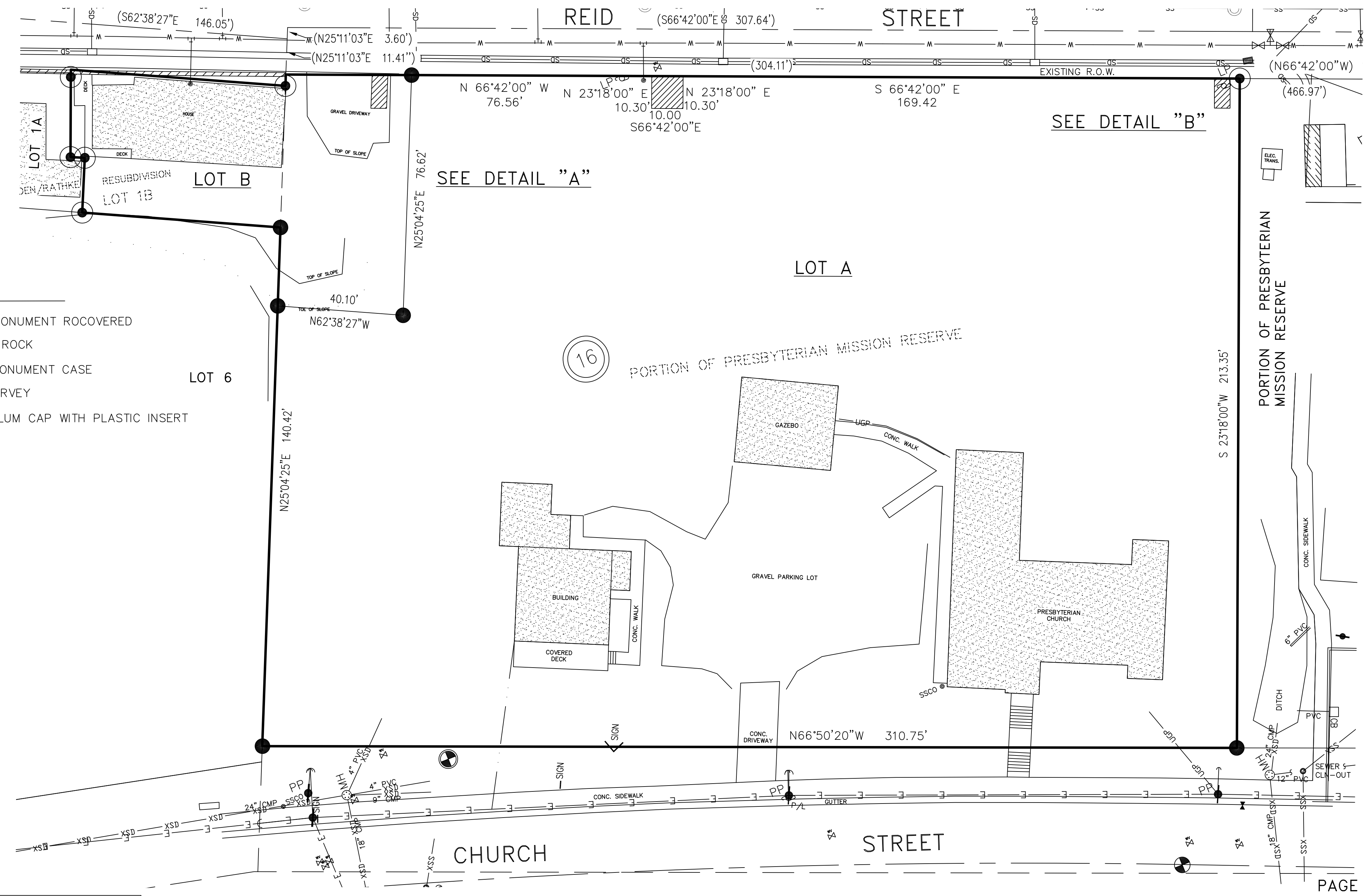
DATE _____ CHAIRMAN, PLANNING COMMISSION
 SECRETARY _____

CERTIFICATE STATE OF ALASKA
 (FIRST JUDICIAL DISTRICT)ss
 I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND AN ACTING ASSESSOR FOR THE CITY AND BOROUGH OF WRANGELL, HEREBY CERTIFY THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY AND BOROUGH OF WRANGELL, IN THE NAME OF _____ AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR 20____ WILL BE DUE ON OR BEFORE OCTOBER 15, 20____ DATED THIS _____ DAY OF _____

ASSESSOR CITY AND BOROUGH OF WRANGELL

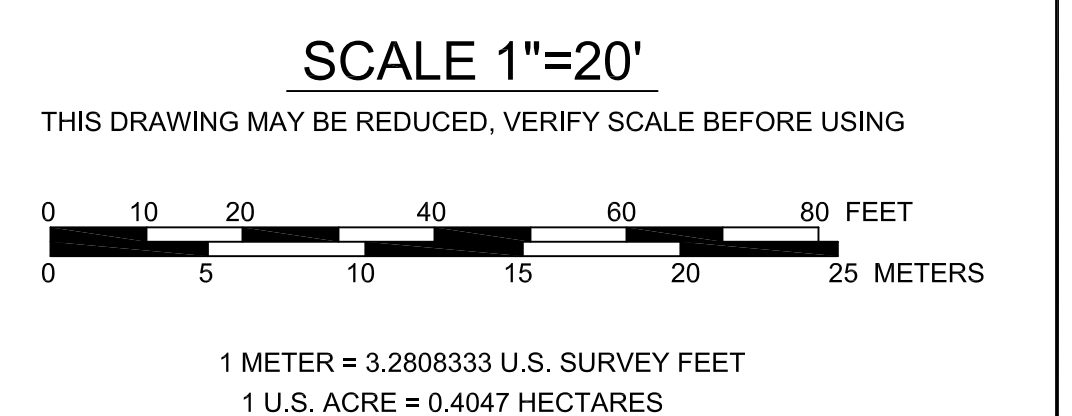


VICINITY MAP:
 SCALE: NOT TO SCALE

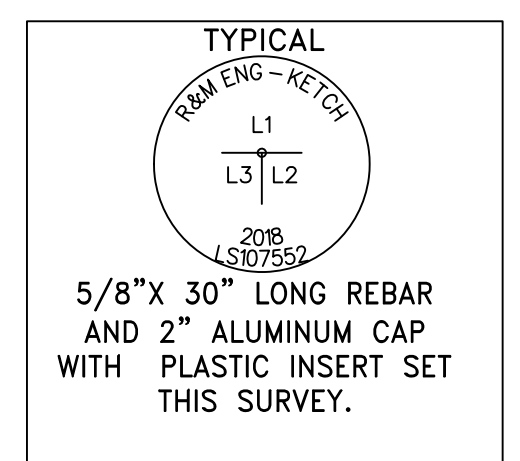


- LEGEND**
- ALUMINUM CAP ON 5/8 REBAR MONUMENT RECOVERED
 - ⊙ BRASS CAP GROUTED IN TOP OF ROCK
 - ⊙ DOT CENTERLINE MONUMENT IN MONUMENT CASE
 - ⊗ "X" IN ROCK RECOVERED THIS SURVEY
 - 5/8 REBAR 30" LONG WITH 2" ALUM CAP WITH PLASTIC INSERT SET THIS SURVEY
 - (88.09) DATA OF RECORD
 - 88.09 DATA MEASURED OR COMPUTED
 - - - - - PREVIOUS PROPERTY LINE
 - - - - - ROAD CENTERLINE
 - ▨ UTILITY EASEMENT
 - - - - - UNDERGROUND WATER LINE
 - xss- UNDERGROUND SEWER LINE
 - xsd- UNDERGROUND STORMDRAIN LINE
 - e- OVERHEAD ELECTRICAL LINE
 - ugp- UNDERGROUND ELECTRICAL LINE
 - wv WATER VALVE
 - POWER POLE
 - ⊙ MH MANHOLE
 - ⊙ SSCO SANITARY SEWER CLEANOUT

- PLAT NOTES**
- THE PURPOSE OF THIS SURVEY IS TO COMBINE LOT 1B AND A PORTION OF PRESBYTERIAN MISSION RESERVE, CREATING LOT B. THE REMAINING PORTION OF PRESBYTERIAN MISSION RESERVE WILL BECOME LOT A.
 - REFERENCE THE FOLLOWING WITHIN THE WRANGELL RECORDING DISTRICT:
 - USS 859 (PRESBYTERIAN MISSION RESERVE)
 - MISSION HILL ADDITION (APPROVED NOV. 1, 1945)
 - USS 1119 (WRANGELL TOWNSITE PLAT)
 - DEED 1979-000246-0
 - PLAT 82-3 (PRESBYTERIAN RESERVE RESUBD)
 - PLAT 92-6 (REPLAT OF PRESBYTERIAN MISSION RESERVE)
 - PLAT 97-5 (OGDEN/RATHKE RESUBDIVISION)
 - PLAT 99-6 (REID STREET ROW)
 - DEED 2012-000225-0
 - DEED 2013-000172-0
 - REFERENCE AK. ESCROW AND TITLE INSURANCE AGENCY CERTIFICATE TO PLAT FILE NO. 55639.
 - ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL GROUND DISTANCES.
 - THE ERROR OF CLOSURE DOES NOT EXCEED 1:5000.



CLIENT: 1ST PRESBYTERIAN CHURCH
 P.O. BOX 439
 WRANGELL, ALASKA 99929



DRAWN BY: MCH
 CHECKED BY: CGP
 DATE PLATTED: 2018
 DATE SURVEYED: JUNE, 2018
 SCALE: 1"=20'
 SURVEYED BY: MCH
 PROJ NO.: 182702

SURVEYOR'S CERTIFICATE
 I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN 2018 A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.

DATE _____ CHRISTOPHER G. PIBURN LS 107552



WRANGELL RECORDING DISTRICT

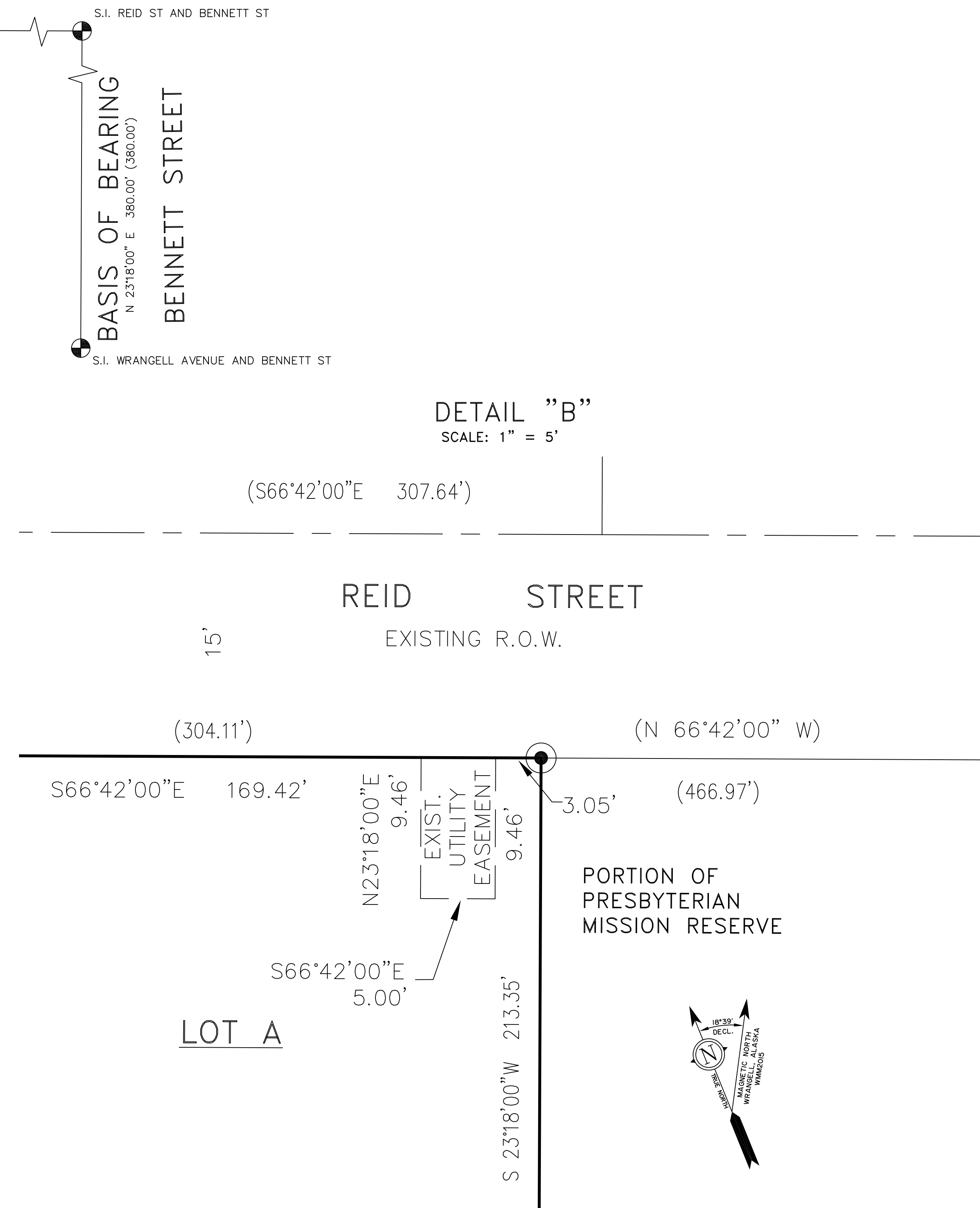
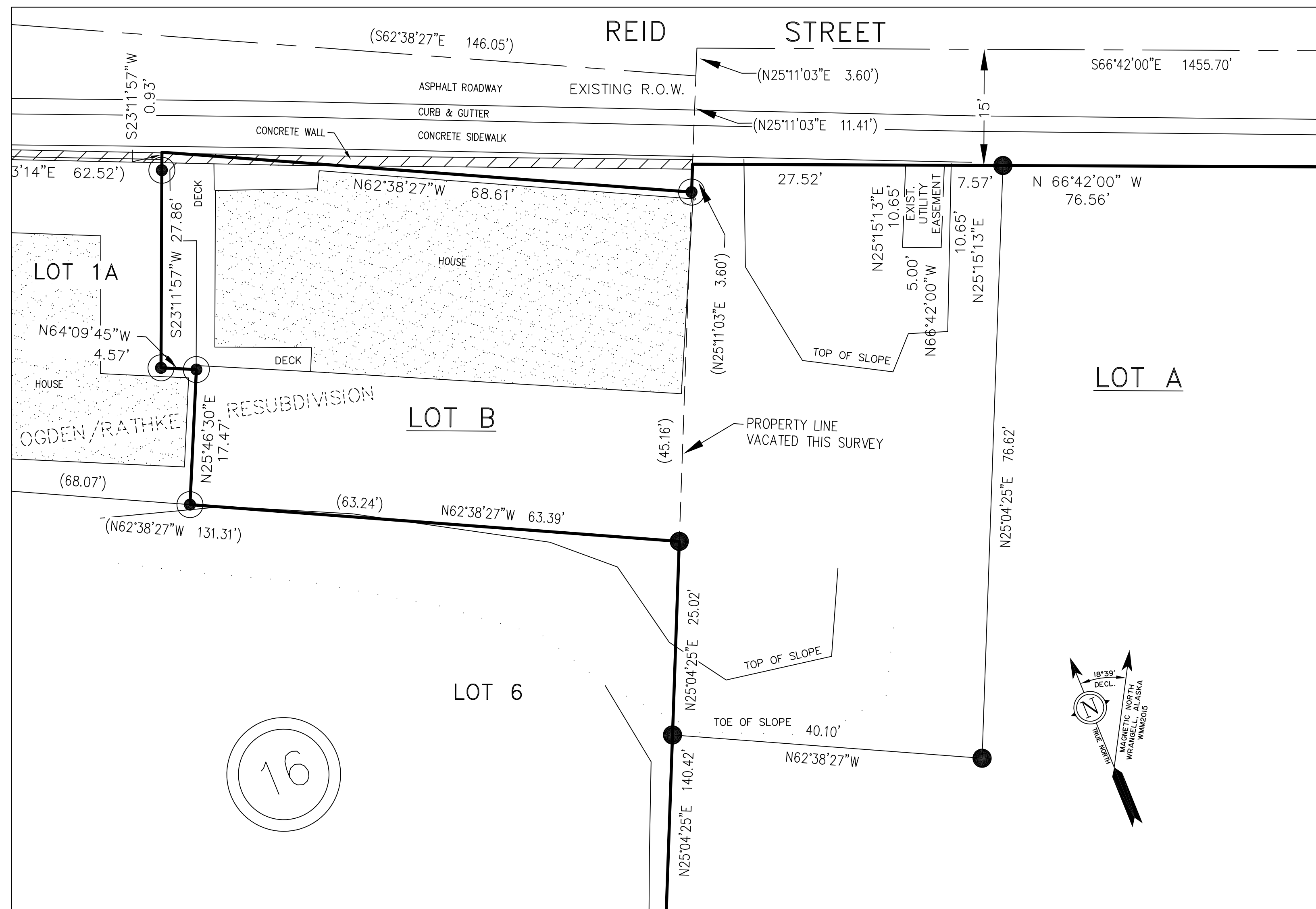
No.	Description	Revisions
1	PRELIMINARY	

R&M ENGINEERS
 7180 Revilla Road
 Ketchikan, AK 99901
 WRANGELL OFFICE
 P.O. BOX 701
 WRANGELL, AK 99929

CERTIFICATE OF AUTHORIZATION #: C576

PROJECT:
PRESBYTERIAN RESERVE REPLAT
 A REPLAT OF LOT 1B, BLK 16, OGDEN/RATHKE RESUBDIVISION AND PORTION OF PRESBYTERIAN MISSION RESERVE, BLK 16, WITHIN USS 1119, CREATING LOTS A & B, PRESBYTERIAN RESERVE REPLAT, WITHIN THE CITY AND BOROUGH OF WRANGELL.

DETAIL "A"
SCALE: 1" = 10'



OWNERSHIP STATUS

1. PORTION OF PRESBYTERIAN MISSION RESERVE (PRESBYTERIAN CHURCH OF WRANGELL)
2. LOT 1B (TENIYA MORELLI)

PROPOSED OWNERSHIP

1. LOT A (PRESBYTERIAN CHURCH OF WRANGELL)
2. LOT B (TENIYA MORELLI)

PREVIOUS LOT AREAS

1. PORTION OF PRESBYTERIAN MISSION RESERVE (65,705)
2. LOT 1B (2,987 SQ. FT)

NEW LOT AREAS

1. LOT A (61,691 SQ. FT)
2. LOT B (6,005 SQ. FT)

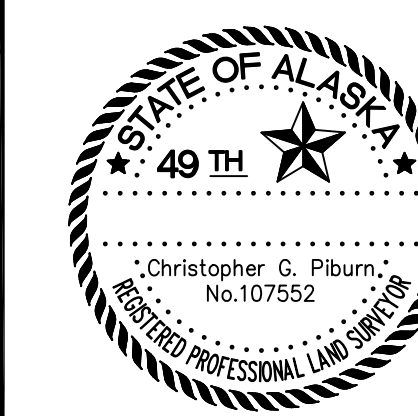
CLIENT: 1ST PRESBYTERIAN CHURCH
P.O. BOX 439
WRANGELL, ALASKA 99929

DRAWN BY: MCH
CHECKED BY: CGP
DATE PLATTED: 2018
DATE SURVEYED: JUNE, 2018
SCALE: 1"=20'
SURVEYED BY: MCH
PROJ NO.: 182702

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN 2018 A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.

DATE _____ CHRISTOPHER G. PIBURN LS 107552



PAGE 2 OF 2

WRANGELL RECORDING DISTRICT

Revisions	
No.	Description

PRELIMINARY

R&M ENGINEERS
7180 Revilla Road
Ketchikan, AK 99901

WRANGELL OFFICE
P.O. BOX 701
WRANGELL, AK 99929

CERTIFICATE OF AUTHORIZATION #: C576

PROJECT:

PRESBYTERIAN RESERVE REPLAT

A REPLAT OF LOT 1B, BLK 16, OGDEN/RATHKE RESUBDIVISION AND PORTION OF PRESBYTERIAN MISSION RESERVE, BLK 16, WITHIN USS 1119, CREATING LOTS A & B, PRESBYTERIAN RESERVE REPLAT, WITHIN THE CITY AND BOROUGH OF WRANGELL.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY PUBLIC HEARING AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	11b	<u>DATE:</u>	February 26, 2019
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PROPOSED ORDINANCE No. 953 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE ZONING MAP TO EFFECT A CHANGE TO MODIFY THE BOUNDARIES OF THE EXISTING MULTI-FAMILY RESIDENTIAL AND COMMERCIAL BOUNDARIES BASED ON THE PROPOSED CURLEYVILLE REPLAT, A REPLAT OF LOTS 6, 7, 8, 9, 10, 32, 33, 37, 3A, BLOCK 21 AND LOT B, BRIG REPLAT, ZONED MULTIFAMILY AND COMMERCIAL, REQUESTED BY ROBERT ARMSTRONG, FOR CREDIT SHELTER TRUST, SPECIFICALLY PROPOSED NEW LOT 6A WILL BE ZONED COMMERCIAL, AND THE REMAINING NEW LOTS MULTI FAMILY

SECOND READING/PUBLIC HEARING

<u>SUBMITTED BY:</u>	<u>FISCAL NOTE:</u>	
	Expenditure Required:	
	Amount Budgeted:	
	Account Number(s):	
	Account Name(s):	
<u>Reviews/Approvals/Recommendations</u>		
xx	Planning & Zoning Commission	Unencumbered Balance(s) (prior to expenditure):
Name(s)		
	Attorney	
	Insurance	

ATTACHMENTS:

1. Ordinance No. 953 2. Plat Curleyville Replat 3. Final Curleyville Replat (explained). 3. Letter from Robert Armstrong 4. Current zoning Curleyville

Procedure: Mayor Prysunka shall declare the Public Hearing open. The Mayor shall ask if there is any administrative report on the Public Hearing Item. Clerk 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, Mayor shall say “I will now entertain a motion”

RECOMMENDED MOTION AFTER PUBLIC HEARING IS CLOSED:

Move to approve Ordinance No. 953.

SUMMARY STATEMENT:

At the regular meeting of January 10, 2019 the Planning & Zoning Commission recommended to the Assembly to rezone Commercial and Multi Family residential boundaries within the proposed Curleyville development based on new proposed property lines and proposed development uses.

The developed land area known as Curleyville is currently comprised of 10 separate lots. There is currently a mixture of commercial and multi-family zoning based on the historic uses of the properties using the existing property lines as boundaries. The owner of the land area has been working on a replat for the last couple of years to clean up the area, demolish old buildings and construct new, create new property boundaries with appropriate access, parking and utilities, and create new uses. By replatting and providing necessary access, utilities, easements, and parking, the owner, Rob Armstrong, is cleaning up a land platting mess in the Curleyville development area.

In 2017, one of the original apartment buildings was remodeled and a Conditional Use permit granted for five room short term rental. Much of their business is providing accommodations for boat owners who are using the Marine Service Center, but they also cater to visitors in the summer. Buildings are currently straddling one to three property lines. The proposed plat will clean up boundary lines, create easements for utilities and actual access. Several of the existing buildings will eventually be demolished.

The applicant is proposing to reconfigure the lots so that each existing or proposed building will be on its own lot and the zoning be appropriate for the intended use. The Commission approved two setback variances for the two existing structures and a variance to reduce parking requirements from 33 spaces to 31, with some sharing of parking throughout the development, and approved the attached preliminary plat as well as recommended approval of the zoning changes. Proposed lot 6A along Front Street is recommended to be Commercial and the remaining lots Multi-Family.

Utility easements for electric, sewer and water are placed along road frontages, and in the utility/access easement to the two flag lots, Lots 8A and 7A.

The property is currently zoned commercial and multifamily but based on the existing boundaries of the ten different lots. This will consolidate lots and define boundaries on the new proposed lot lines and their uses. Proposed Lot 6A along Front Street is recommended to be Commercial and the remaining lots Multi-Family.

Wrangell Municipal Code requires the following information be provided to the Assembly for consideration of a zoning amendment. Those are:

1. Findings as to need and justification for the proposed change including findings as to the effect which the proposed change would have on the objectives of the comprehensive plan;

2. Findings as to the effect which the proposed change would have on property owners in the area of proposed boundary changes, including changes in traffic flow, population, density, off-street parking, sewer and water services; and
3. Recommendation as to the approval or disapproval of the change.

Below are the findings:

1. Findings as to the need and justification for the proposed change including findings as to the effect which the proposed change would have on the comprehensive plan. *As stated earlier in the agenda statement, this area is a zoning and platting mess. Buildings cross property lines and uses are not necessarily consistent with existing zoning. Combined with the proposed replat of the parcels, this rezone will be more in line with the Comprehensive Plan. The new Lot 6A which will front, Front Street, will be zoned Commercial as it should be. The remaining new lots will be zoned Multi-Family Residential, consistent with how they are being used. No new zoning is being introduced to the area – just a reconfiguration of the existing zones.*
2. Findings as to the effect which the proposed change would have on property owners in the area of proposed boundary changes, including changes in traffic flow, population, density, off-street parking, sewer and water services. *Combined with the proposed replat of the parcels the effect to parking, traffic, access and utilities will be greatly improved with the platted introduction of new access and utility easements.*
3. Recommendation as to the approval or disapproval of the change. *The Commission approved a recommendation to the Assembly on January 10, 2019 in favor of the rezone.*

It is the Manager's understanding that past practice has been to approve rezone requests with just a simple action item. The WMC requires they be approved by ordinance. The WMC also requires the Assembly to hold a public hearing on the rezone. In Wrangell, the procedure with ordinances, is that second reading (rather than first) is considered the public hearing. The notice on the public hearing for the rezone had already been distributed by the time the Manager realized this item was intended to be placed on the agenda without an ordinance. This is why there will be two Public Hearings before the Assembly on this rezone. It is likely Administration will be bringing a recommended code amendment to the Assembly in the future to clean up the process used for approval of rezones.

This is non-code ordinance. This ordinance will not amend the Wrangell Municipal Code. It amends the "official" Wrangell Zoning Map.

A copy of the preliminary plat that amends the parcel boundaries between is attached for review by the Assembly.

Return to: City & Borough of Wrangell
P.O. Box 531
Wrangell, Alaska 99929

Wrangell Recording District

Page 1 of 2

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 953

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE ZONING MAP TO EFFECT A CHANGE TO MODIFY THE BOUNDARIES OF THE EXISTING MULTI FAMILY RESIDENTIAL AND COMMERCIAL BOUNDARIES BASED ON THE PROPOSED CURLEYVILLE REPLAT, A REPLAT OF LOTS 6, 7, 8, 9, 10, 32, 33, 34, 37, 3A, BLOCK 21 AND LOT B, BRIG REPLAT, ZONED MULTI FAMILY RESIDENTIAL AND COMMERCIAL, SPECIFICALLY PROPOSED NEW LOT 6A WILL BE ZONED COMMERCIAL, AND THE REMAINING NEW LOTS MULTI FAMILY RESIDENTIAL

SEC. 1. Action. The effect of this ordinance is to finalize a zone change to modify the boundaries of the existing Multi Family Residential and Commercial boundaries based on the proposed Curleyville Replat, a replat of Lots 6, 7, 8, 9, 10, 32, 33, 37, 3A, Block 21 and Lot B, Brig Replat, zoned Multi Family and Commercial, specifically proposed new Lot 6A will be zoned Commercial and the remaining new lots zoned Multi Family Residential.

SEC. 2. Classification. This is a non-code ordinance.

SEC. 3. Severability. If any portion of this ordinance or any application thereof to any person or circumstances is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

SEC. 4. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: January 22, 2019.

PASSED IN SECOND READING: _____, 2019.

Stephen Prysunka, Borough Mayor

ATTEST:

Kim Lane, Borough Clerk

Yes: _____
No: _____
Absent: _____
Abstaining: _____

CERTIFICATE OF OWNERSHIP AND DEDICATION

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I HEREBY ADOPT THIS REPLAT WITH MY FREE CONSENT, AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE _____
OWNER _____

NOTARY'S ACKNOWLEDGEMENT

UNITED STATES OF AMERICA
STATE OF ALASKA
CITY OF WRANGELL

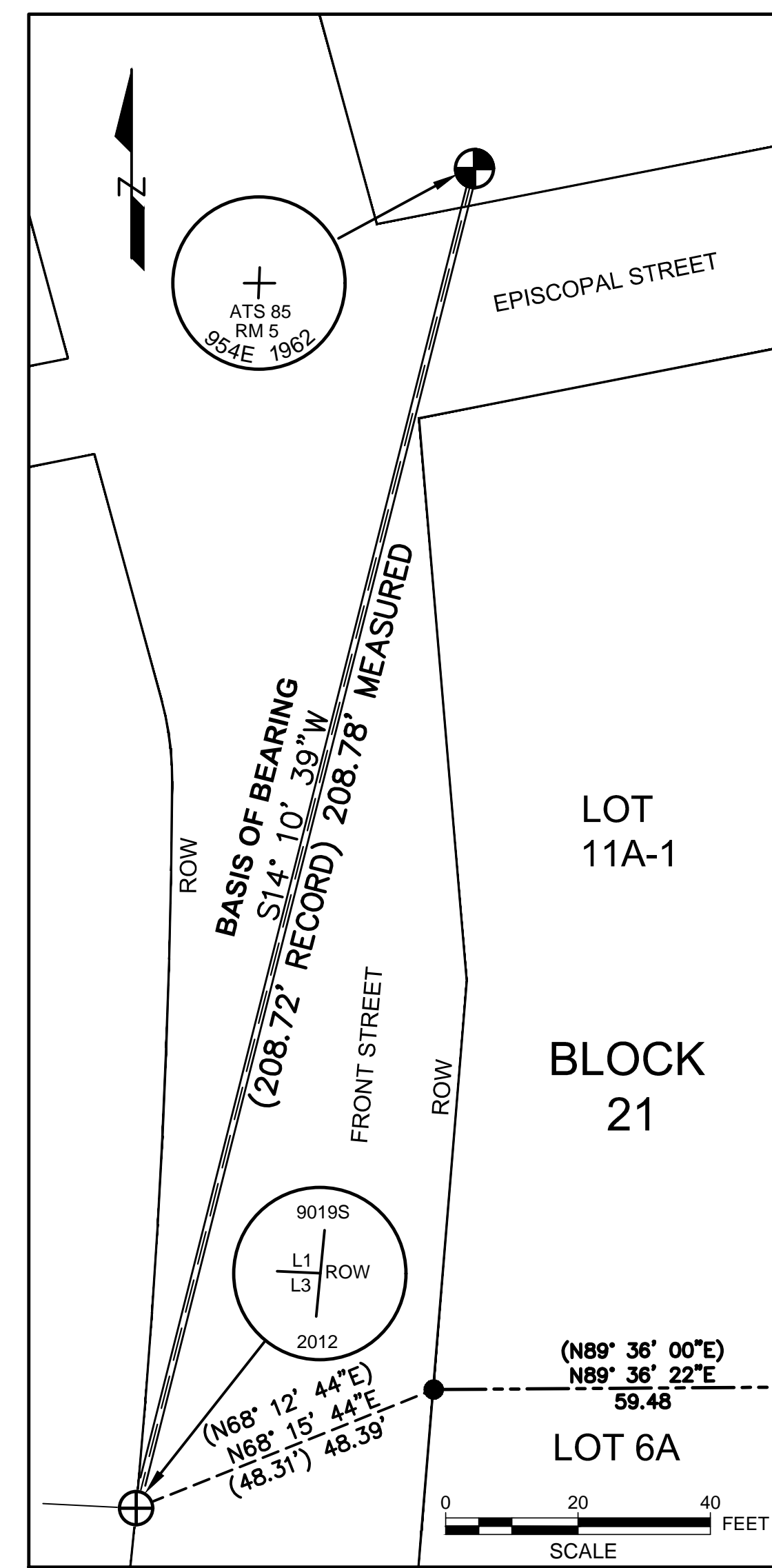
THIS IS TO CERTIFY THAT ON THE _____ DAY OF _____ BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND HE ACKNOWLEDGED TO ME THAT HE SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

MY COMMISSION EXPIRES _____



BASIS OF BEARING SKETCH

ASSESSOR'S CERTIFICATE

STATE OF ALASKA, FIRST JUDICIAL DISTRICT ss
THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND AN ACTING ASSESSOR FOR THE CITY OF WRANGELL, ALASKA, HEREBY CERTIFY, THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY OF WRANGELL, IN THE NAME OF _____ AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR _____ WILL BE DUE ON OR BEFORE AUGUST 15, _____ DATED THIS _____ DAY OF _____
ASSESSOR, CITY OF WRANGELL

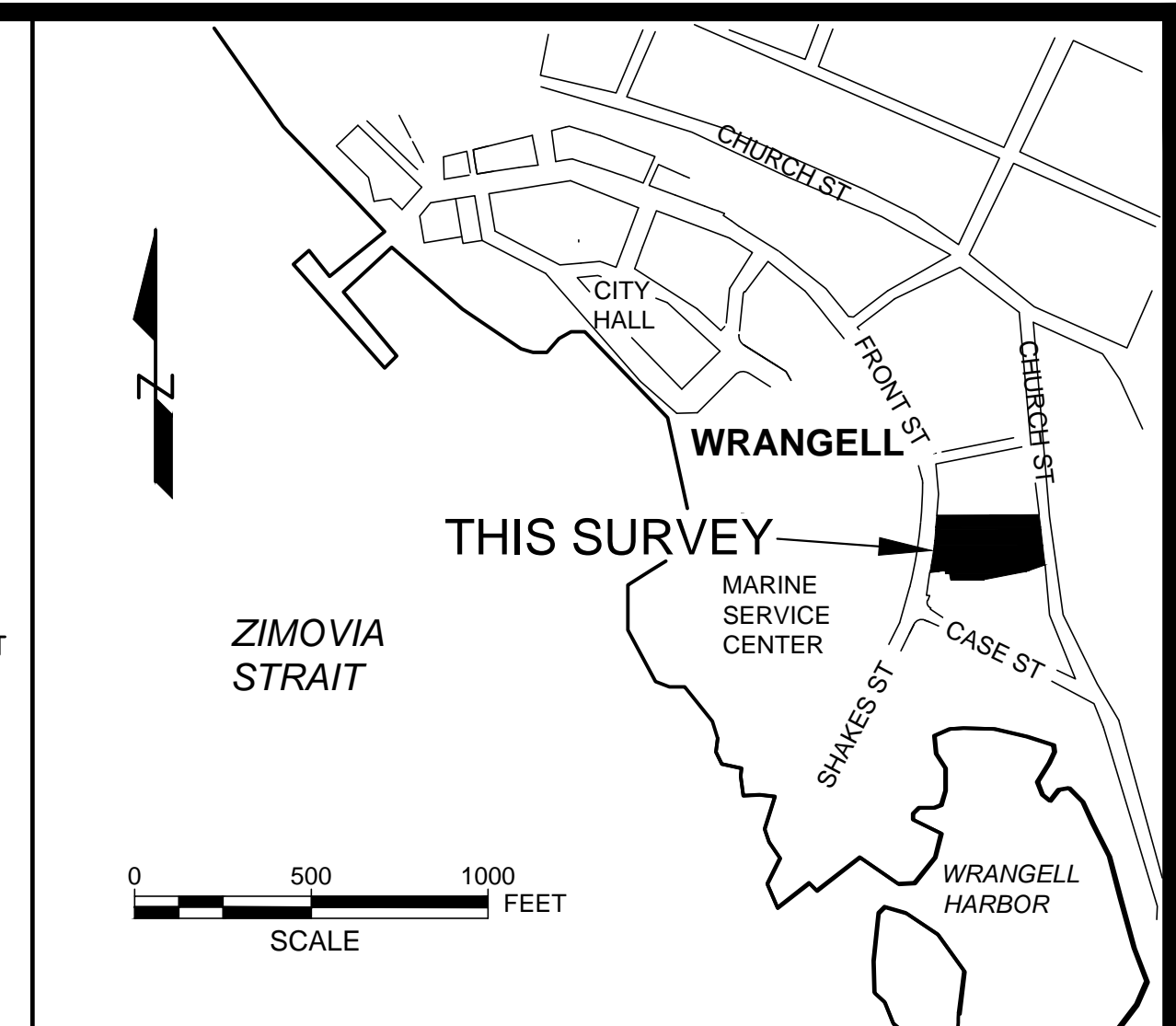
SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN NOVEMBER, 2018, A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.
DATE: _____
BY: **GARRITH McLEAN**
PO BOX 210068
AIKE BAY, AK
99821



GENERAL NOTES:

1. THE BASIS OF BEARING FOR THIS SURVEY WAS DETERMINED BY THE DIRECT MEASUREMENT BETWEEN MONUMENTS RECOVERED DURING THE SURVEY AS SHOWN HEREIN.
2. THE BASIS OF COORDINATES FOR THIS SURVEY WAS THE RECOVERED PRIMARY MONUMENT LOCATED IN TOTEM PARK ON FRONT STREET AT EPISCOPAL STREET.
3. THE SURVEY WAS PERFORMED IN NOVEMBER, 2018.
4. MONUMENTS SET ARE TWO INCH ALUMINUM CAPS SET ON 30" #5 REBAR, SET FLUSH WITH THE GROUND
5. REFERENCE PLATS: 2007-1 BRIG REPLAT, LOT A AND LOT 29, 97-14 ARROWHEAD RESUB II, LOT 11A-1 AND 34A, 75-2 WRANGELL TOWNSITE, LOT 3A AND LOT 10, 39-23 WRANGELL TOWNSITE, LOT 27 AND 28, 2013-2 RECORD OF SURVEY
6. RECORD BEARING AND DISTANCES ARE SHOWN IN PARENTHESIS WHEN DIFFERENT THAN MEASURED VALUES
7. LOTS SHOWN IN SQUARE BRACKETS ARE VACATED BY THIS PLAT
8. THE TOTAL AREA OF THIS REPLAT IS 52,463 SF (1.204 ac.)



VICINITY MAP
SOURCE: WRANGELL ARCGIS WEB MAPPING

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY OF WRANGELL PLANNING COMMISSION, AND THAT SAID PLAT HAS BEEN APPROVED BY THE COMMISSION BY PLAT RESOLUTION NO. _____ DATED _____ AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

DATE _____
CHAIRMAN, PLANNING COMMISSION _____
SECRETARY _____

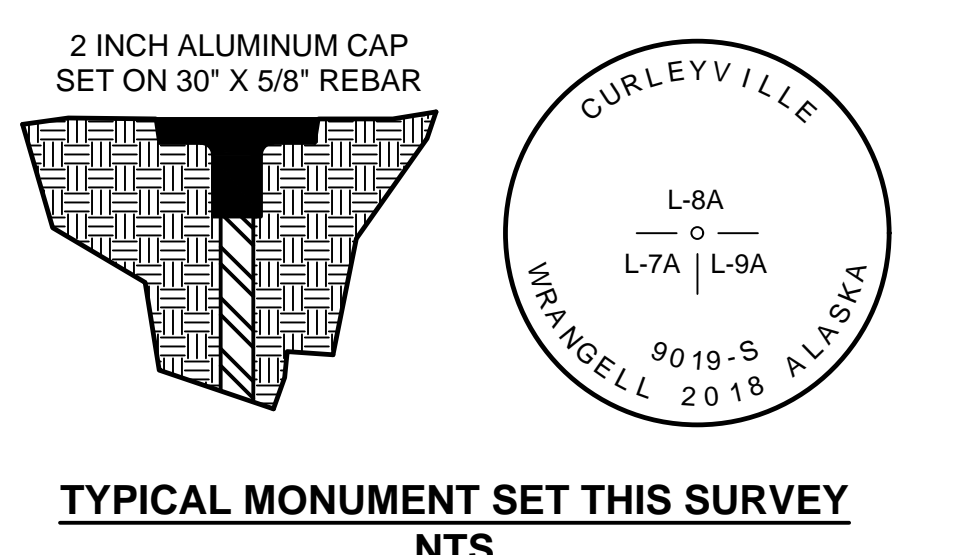
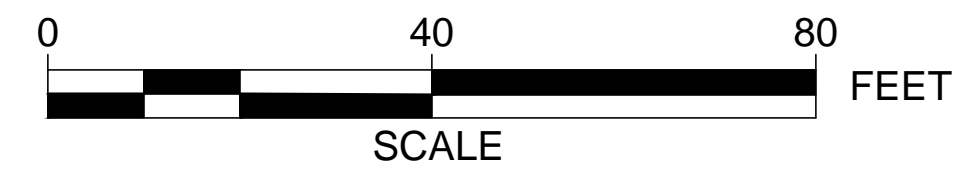
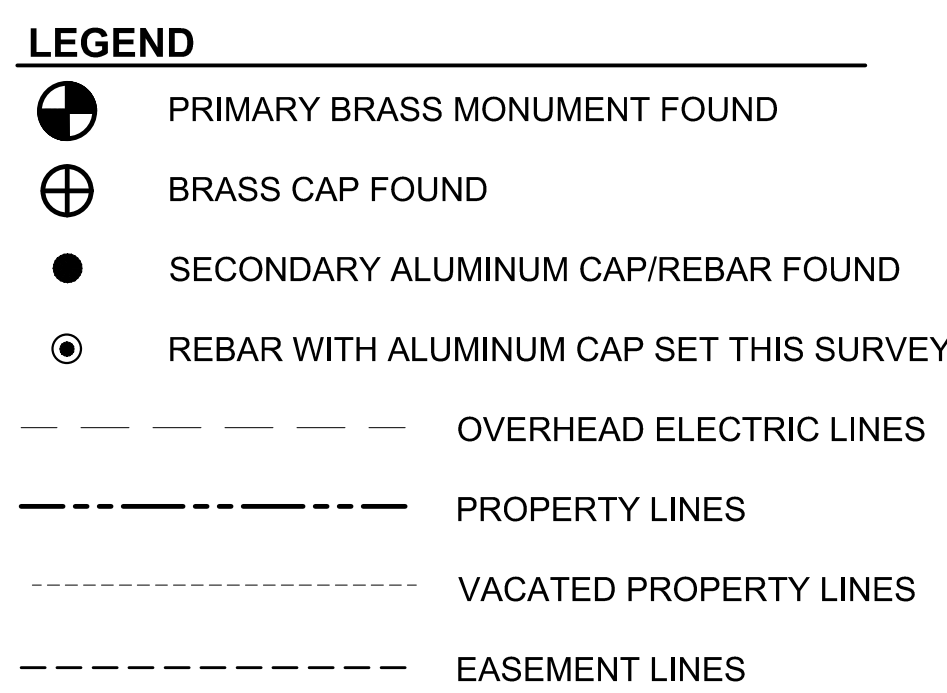
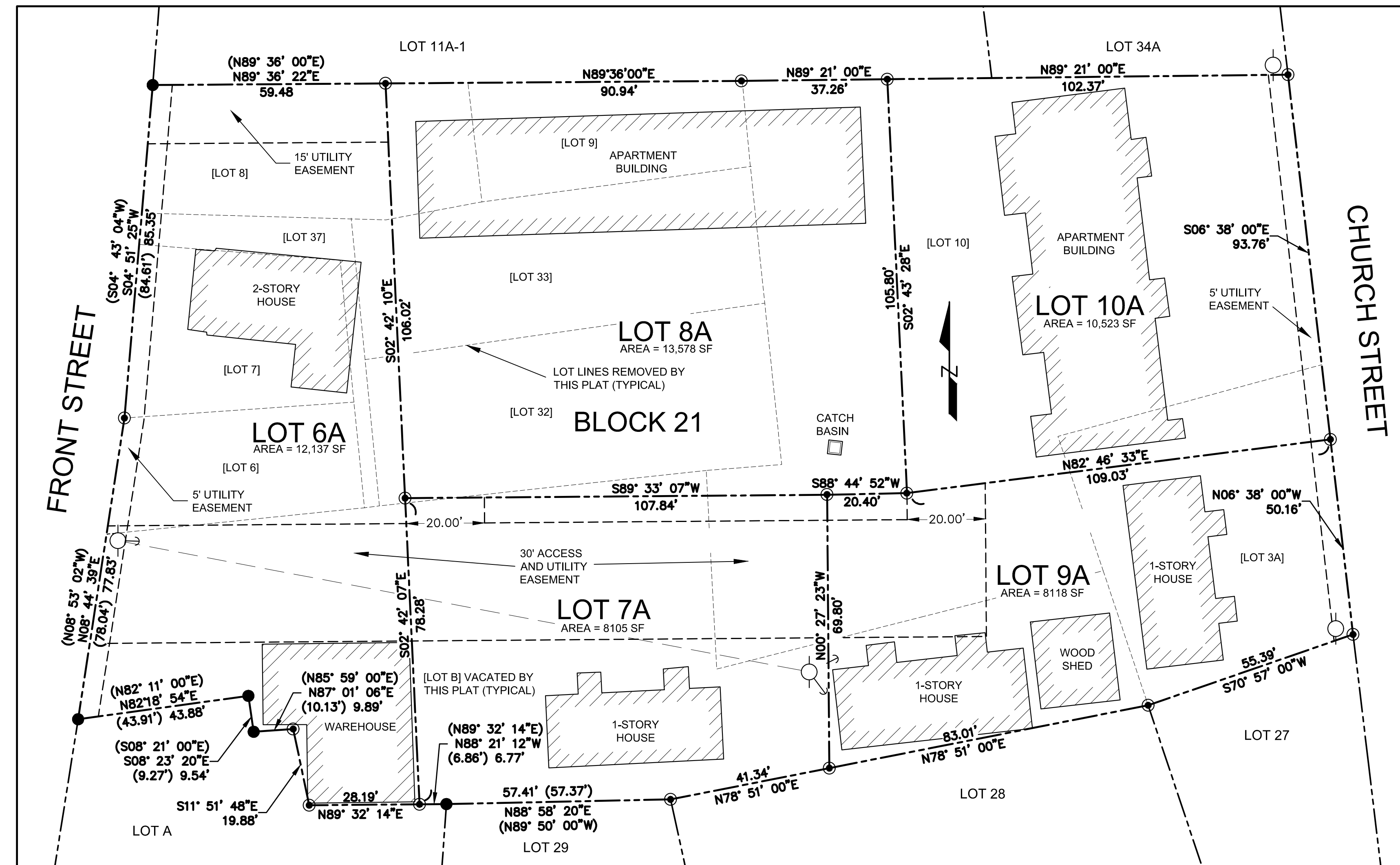
CERTIFICATE OF APPROVAL BY THE COUNCIL

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY OF WRANGELL COUNCIL AS RECORDED IN MINUTE BOOK PAGE _____ DATED _____ AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

DATE _____
MAYOR, CITY OF WRANGELL _____
ATTEST: CITY CLERK _____

GRANTOR/GRANTEE

GRANTOR : R. H. ARMSTRONG
GRANTEE : CREDIT SHELTER TRUST



ACCESS AND UTILITY EASEMENT DESCRIPTION

A 30' ACCESS AND UTILITY EASEMENT AS SHOWN HEREIN AND DESCRIBED THUS: BEGINNING AT THE SOUTHWEST CORNER OF LOT 6A, BLOCK 21, THE SAME POINT AS THE NORTHWEST CORNER OF LOT A, BLOCK 21; THENCE N8° 44' 39"E, 19.57' ALONG THE BOUNDARY BETWEEN LOT 6A AND THE FRONT STREET RIGHT OF WAY, TO THE TRUE POINT OF BEGINNING; THENCE N8° 44' 39"E, 30.39', TO A POINT ON THE BOUNDARY BETWEEN LOT 6A AND THE FRONT STREET RIGHT OF WAY; THENCE N89° 33' 07"E, 76.25' TO A POINT AT THE BOUNDARY BETWEEN LOT 6A AND LOT 8A, THENCE N2° 42' 07"W, 6.51' TO A POINT AT THE BOUNDARY BETWEEN LOT 6A, LOT 7A AND LOT 8A; THENCE N89° 33' 07"E, 20.26' TO A POINT ON THE BOUNDARY BETWEEN LOT 7A AND LOT 8A; THENCE S0° 26' 53"E, 6.50' TO A POINT; THENCE N89° 33' 07"E, 87.58' TO A POINT ON THE BOUNDARY BETWEEN LOT 7A AND LOT 9A; THENCE N89° 33' 07"E, 20.40', TO A POINT; THENCE N0° 26' 53"W, 6.79', TO A POINT ON THE BOUNDARY BETWEEN LOT 8A, LOT 9A AND LOT 10A; THENCE N82° 46' 33"E, 20.14' TO A POINT ON THE BOUNDARY BETWEEN LOT 9A AND LOT 10A; THENCE S0° 26' 53"E, 39.16' TO A POINT; THENCE S89° 33' 07"W, 39.89' TO A POINT ON THE BOUNDARY BETWEEN LOT 7A AND LOT 9A; THENCE S89° 33' 07"W, 106.91', TO A POINT ON THE BOUNDARY BETWEEN LOT 6A AND LOT 7A; THENCE S89° 33' 07"W, 82.28', TO THE TRUE POINT OF BEGINNING. SAID EASEMENT HAVING A TOTAL AREA OF 7090 SQUARE FEET.

CURLEYVILLE REPLAT

COMBINING TEN LOTS; BLOCK 21, LOTS 6, 7, 8, 9, 10, 32, 33, 37, 3A AND B, (RESPECTIVE PARCEL NUMBERS: 02-023-357, 359, 361, 363, 365, 396, 398, 358, 307 AND 394) INTO FIVE LOTS:
LOTS 6A, 7A, 8A, 9A AND 10A.

CLIENT: ARMSTRONG FAMILY TRUST			
WITHIN BLOCK 21 WRANGELL TOWNSITE STATE OF ALASKA, FIRST JUDICIAL DISTRICT			
WRANGELL RECORDING DISTRICT			
SECTION 25, TOWNSHIP 62S, RANGE 83E	YEAR	SHEET NO.	TOTAL SHEETS
COPPER RIVER MERIDIAN	2018	1	1



Armstrong Rents
522 Front St
PO Box 4
Wrangell AK 99929
Office: 907-874-2667
armstrongrents@gmail.com

December 21, 2018

City and Borough of Wrangell
Attention Planning and Zoning

We are requesting a replat of Curlyville from 10 lots to 5 lots. Creating lots 6, 7, 8, 9 and 10 block 21. Totalling approximately 1.23 acres.

We would like to rezone Curlyville with lot 6 becoming a commercial lot. Lots 7, 8, 9 and 10 becoming multifamily lots.

In the future we would like to develop lot 6 to build a two story building with the first floor including store fronts, storage units and a shop. The top floor will be efficiency apartments with storage. Existing two story house to be demolished.

Future plans include building two new triplexes on lots 7 and 9 with existing wood shop and three duplex structures to be demolished.

North side of lot 8 and lot 10 will require to be grandfathered, in reference to set backs. Request set back reduction to 7.5 feet on eastern line, back yard, of lot 6 with 14.5 feet between building foundations.

Utilities will be underground and 31 parking spots will be available in future plans. Existing road way and most of the trees will remain.

This replat will allow us to move forward in the future by simplifying lots and setbacks. Each existing and future buildings will be on its own lot. This plat will provide a more efficient use of the land and create more sales tax for the local economy. This will also provide an opportunity for future businesses.

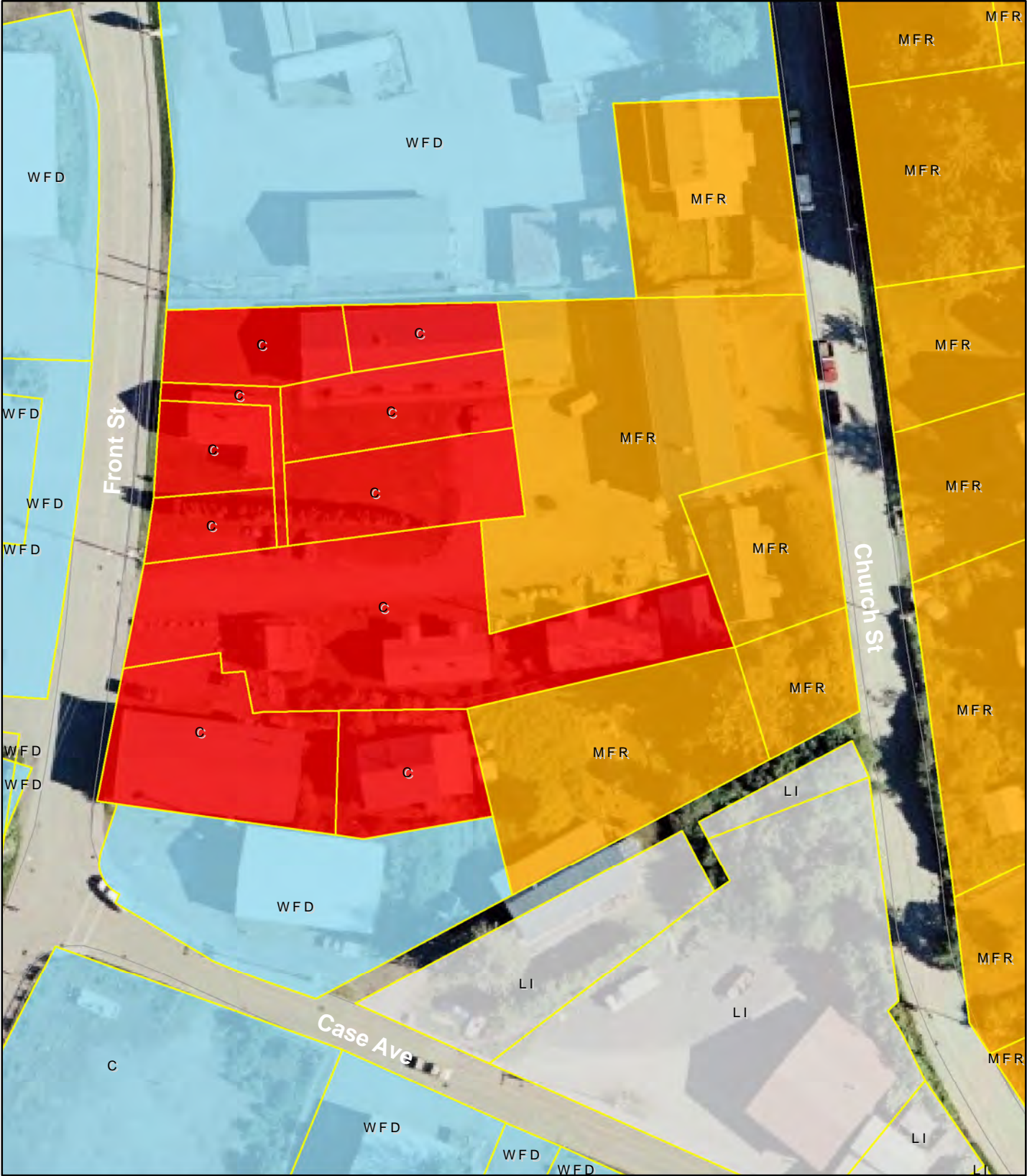
Enclosed is a Curlyville replat.

Feel free to contact me at 907-874-2667 or 907-305-1126 if you have any questions.

Sincerely,

Rob Armstrong

CITY AND BOROUGH OF WRANGELL, ALASKA



Public Map



1 inch = 62.5 feet
Date: 1/12/2019

**DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY.
PROPERTY LINES ARE APPROXIMATE.**

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY PUBLIC HEARING AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	11c	<u>DATE:</u>	February 26, 2019
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PROPOSED ORDINANCE NO. 954 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 17.72.010 (A) OF THE WRANGELL MUNICIPAL CODE, IMPOUNDMENT OF VEHICLES AND/OR TRAILERS FOR VIOLATIONS

SECOND READING/PUBLIC HEARING

<u>SUBMITTED BY:</u>	<u>FISCAL NOTE:</u>
Lisa Von Bargaen, Borough Manager	Expenditure Required:
	No
	Amount Budgeted:
	No
	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)	N/A
<input checked="" type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance
<u>ATTACHMENTS:</u>	
1. Ordinance No 954.	

Procedure: Mayor Prysunka shall declare the Public Hearing open. The Mayor shall ask if there is any administrative report on the Public Hearing Item. Clerk 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, Mayor shall say "I will now entertain a motion"

RECOMMENDED MOTION AFTER PUBLIC HEARING IS CLOSED:

Move to approve Ordinance No. 954.

SUMMARY STATEMENT:

At the January 22nd meeting the Assembly requested two changes to the draft amendment, neither considered to be significant in terms of content. In the first sentence of WMC Section 17.72.010(A) the word "his" is replace with "a" to read, "The chief of police, or [his] a designee..." In the last paragraph of WMC Section 17.72.010(A) the first sentence was amended to replace the word "may" with "shall." That sentence will now read: "The police [may] shall, pursuant to this section..." The ordinance has been amended to reflect these two requested changes. The remainder of this agenda statement remains unchanged from January 22nd.

In response to concerns regarding how the Borough handles the removal (impoundment) of abandoned vehicles, the Assembly asked Administration for a report on both State and local regulations; along with a recommendation about how to address the issue more proactively. Administration's recommendation was to amend the code to more clearly define what constitutes an unsafe condition with abandoned vehicles. This will allow the Borough to impound a vehicle under "emergency" provisions that eliminates the need for notification of the owner (and a possible hearing) prior to the impoundment. Ordinance No. 954 amends the Wrangell Municipal Code by defining what constitutes an unsafe condition. This ordinance was reviewed by the attorney.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 954

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 17.72.010 (A) OF THE WRANGELL MUNICIPAL CODE, IMPOUNDMENT OF VEHICLES AND/OR TRAILERS FOR VIOLATIONS

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 17.72.010 (A) of the Wrangell Municipal Code, Impoundment of Vehicles and/or Trailers for Violations.

SEC. 2. Amendment of Section. Section 17.72.010 (A) of the Wrangell Municipal Code is amended to read:

A. Impoundment of Vehicles and/or Trailers for Violations. The chief of police, or **[his]** a designee, is hereby authorized to impound any vehicle and/or trailer:

1. Considered abandoned, pursuant to AS 28.11.010, et seq.;
2. Parked in violation of any municipal ordinance, or state regulation or law;
- [3. Creating an unsafe condition;]**
34. Unlawfully blocking or obstructing the efficient movement of traffic;
4. Creating an unsafe condition, including, but not limited to:
 - a. A vehicle creating a visual distraction to drivers on the active roadway;
 - b. A vehicle creating an attractive nuisance for theft or vandalism of the vehicle or contents;
 - c. A vehicle that has been involved in a motor vehicle accident resulting in injury or death.

The police **[may]** shall, pursuant to this section, impound a vehicle and/or trailer by immobilizing it or removing or having it removed and placed in borough or commercial storage with all expenses and risks of towing and storage to be borne by the owner of such vehicle and/or

trailer. The impound procedure to be followed is governed by the emergency or nonemergency facts relating to the reason for the impound and set forth in subsections (C) and (D) of this section.

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: January 22, 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>	11d	<u>DATE:</u>	February 26, 2019
<p>PROPOSED ORDINANCE NO. 955 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING CHAPTER 3.32 OF THE WRANGELL MUNICIPAL CODE, MEDICAL CENTER AND LONG-TERM CARE FACILITY BOARD AND ADMINISTRATION</p> <p style="text-align: right;"><i>SECOND READING/PUBLIC HEARING</i></p>				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
Lisa Von Bargaen, Borough Manager			Expenditure Required:	
			No	
			Amount Budgeted:	
			No	
			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)			N/A	
<input checked="" type="checkbox"/>	Attorney			
<input type="checkbox"/>	Insurance			
<u>ATTACHMENTS:</u>				
1. Ordinance No 955.				

Procedure: Mayor Prysunka shall declare the Public Hearing open. The Mayor shall ask if there is any administrative report on the Public Hearing Item. Clerk 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, Mayor shall say “I will now entertain a motion”

RECOMMENDED MOTION AFTER PUBLIC HEARING IS CLOSED:

Move to approve Ordinance No. 955.

SUMMARY STATEMENT:

This agenda statement remains unchanged from the January 22nd meeting. The voters approved Ordinance No. 948 that allowed for the transfer of the Wrangell Medical Center to SEARHC. Therefore, there is no longer a need for the Wrangell Medical Center Board. Chapter 3.32 of the Wrangell Municipal Code established the Hospital Board and Hospital Administration. Administration is recommending the repeal of this section of the code. Essentially, this is a housekeeping item as part of the post-closing activities of the hospital transaction.

Section 3-9 of the Charter mandates a hospital board while Wrangell Medical Center is owned by the Borough. As that is no longer the case, Administration will bring action to the Assembly in the form of an Ordinance to repeal Charter Section 3-9 of the Charter. This will take place closer to the time of the regular election. Changes to the Charter require voter approval. The voters will have to act on that at the October 1st Regular Borough Election.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 955

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING CHAPTER 3.32 OF THE WRANGELL MUNICIPAL CODE, MEDICAL CENTER AND LONG-TERM CARE FACILITY BOARD AND ADMINISTRATION

WHEREAS, Chapter 3.32 of the Wrangell Municipal Code established Wrangell Medical Center and Long-Term Care Facility board, defined the physical property management and purchasing for the facility, and defined the hospital administrator; and

WHEREAS, the Borough Assembly approved Ordinance No. 948 on August 28, 2018, providing authority to the mayor to enter into an agreement (including a lease and deed amendment) with Southeast Alaska Regional Health Consortium (SEARHC) to lease the Wrangell Medical Center and operate it for approximately four years and for SEARHC to build a new hospital adjacent to the AICS Clinic, on the AICS Clinic property and adjacent property conveyed to SEARHC by the Borough, which new hospital will be operated by SEARHC; and

WHEREAS, Charter Section 5-14 and Section 5.10.035.A of the Wrangell Municipal Code requires that any ordinance which provides for “the sale or lease of any Borough property, real or personal, lease or interest is more than \$1 Million,” be ratified by a majority of voters who vote on the question; and

WHEREAS, at the Regular Borough Election held on October 2, 2018, the voters of Wrangell voted in the affirmative to ratify Ordinance No. 948; and

WHEREAS, with the voters having ratified Ordinance No. 948, Chapter 3.32 of the Wrangell Municipal Code is no longer necessary because the Wrangell Medical Center is now operated by SEARHC and the Wrangell Medical Center Board has been dissolved; and

WHEREAS, Section 3-9 of the Charter of the City and Borough of Wrangell provides that there is a borough-operated Wrangell Medical Center and that it shall be operated by a board established by ordinance and elected by the voters; and

WHEREAS, for the same reasons that WMC Chapter 3.32 is no longer necessary, Section 3-9 of the Charter is also no longer necessary; and

WHEREAS, with the question of ratification of Ordinance No. 948 on the ballot at the Borough Election held October 2, 2018, the question on whether to repeal Section 3-9 of the Wrangell Charter could not be on the ballot at that same election; and

WHEREAS, the question of whether to repeal Wrangell Charter 3-9 will be on the ballot at the next Regular Borough Election to be held on October 1, 2019.

NOW, THEREFORE, 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 repeal Chapter 3.32 of the Wrangell Municipal Code, Medical Center and Long-Term Care Facility Board and Administration.

SEC. 2. Repeal of Chapter. Chapter 3.32 of the Wrangell Municipal Code is repealed in its entirety as follows:

Chapter 3.32
**MEDICAL CENTER AND LONG-TERM CARE FACILITY BOARD AND
ADMINISTRATION**

Repealed by Ord. 955[Sections:

- 3.32.005 Established – Composition.**
- 3.32.007 Membership – Appointment – Terms.**
- 3.32.010 Oath of office.**
- 3.32.020 Physical property management – Purchasing.**
- 3.32.030 Hospital board – General powers and duties.**
- 3.32.040 Hospital administrator.**
- 3.32.050 Accounting procedures.**
- 3.32.060 Bylaws and organization.**
- 3.32.070 Noncompensation.**
- 3.32.080 Advisors to the board.**
- 3.32.090 Hospital board liaison.**
- 3.32.100 Annual reports to assembly – Annual audit and annual budget.**

3.32.005 Established – Composition.

There is established a board, subject to the ordinances set out and adopted in this chapter, to be known as the “Wrangell Medical Center and Long-Term Care Facility board,” designated in this chapter as “board” or “hospital board.” Board members shall be qualified electors of the borough.

3.32.007 Membership – Appointment – Terms.

The Wrangell Medical Center and Long-Term Care Facility board shall consist of seven members. No member of the board shall be an employee of the Wrangell Medical Center and Long-Term Care Facility, a tenant of that facility, a contractor that provides medical or health care services to that facility, or an employee of any such tenant or contractor. Members shall be elected by the voters to serve four-year terms. The term of each board member shall continue until his or her successor is elected and has qualified by taking the oath of office. The board shall be reduced from nine to seven members effective upon certification of the October 2016 regular election, this change to be implemented in accordance with the Transition Provision adopted in Section 4 of Ordinance No. 916.

3.32.010 Oath of office.

Before entering upon his or her duties, each member of the Wrangell Medical Center and Long-Term Care Facility board shall subscribe an oath in writing in substantially the following form:

UNITED STATES OF)
AMERICA)
: ss
STATE OF ALASKA)

The undersigned having been elected as a member of the Wrangell Medical Center and Long-Term Care Facility Board being first duly sworn, deposes and says:

I will honestly and faithfully perform the duties devolving upon me as a member of the Wrangell Medical Center and Long-Term Care Facility Board and will comply with the Ordinances of the City and Borough of Wrangell and the laws of the State of Alaska and the rules and bylaws of the Hospital Board with respect thereto, So Help Me, God.

Notary Public for Alaska

My commission expires: _____

3.32.020 Physical property management – Purchasing.

A. The physical management of the municipal hospital building, the land upon which the building is located, and the equipment and furnishings in the building is entrusted to the board by the assembly, and subject to the control and review by the borough assembly as deemed necessary by the assembly in the best interest of the borough. The board shall have

the authority to make repairs and improvements to the hospital building as necessary to maintain the building in good condition, provided the board has no authority to approve or make additions or replacements or enter any contracts or agreements to do so in excess of \$25,000, including contracts for professional services or consulting contracts, without approval of the borough assembly. The board shall review and make recommendations to the assembly for proper maintenance of the Wrangell Medical Center and Long-Term Care Facility or any future facility, and the real property, for all projects in excess of \$25,000;

B. The board shall have the power to purchase, sell, exchange, operate, maintain and repair all personal property necessary for the daily operation and maintenance of the hospital; provided, however, that no property or equipment other than supplies shall be purchased until and unless the board has funds derived from the operation of the hospital and appropriated for that purpose by the borough assembly. All personal property of any kind and any nature existing at the Wrangell Medical Center and Long-Term Care Facility or any future facility (both the existing facility and future facility may be referred to as “hospital”) or purchased in the future shall be the property of the borough and shall not be disposed of or sold in any manner inconsistent with the Wrangell Municipal Code provisions governing the disposal or sale of personal property.

3.32.030 Hospital board – General powers and duties.

A. The hospital board shall review and make recommendations through the borough manager to the assembly on all hospital construction, consulting, engineering, and architectural services contracts before submitting such contracts to the assembly for approval. No such contracts shall be executed without review by the borough manager and the borough attorney, and such contracts in excess of \$25,000 shall be executed only after approval by the assembly. All contracts shall be executed in the name of the city and borough;

B. The board shall review and make recommendations through the borough manager to the assembly for review and approval by the assembly of proposals or plans for development of any new hospital construction and improvements;

C. The board shall have the authority to solicit grants and funds from any sources for the furtherance of the provision of medical care at the hospital. Any solicitations from federal or state agencies shall be subject to prior approval of the borough manager. The board shall keep the borough manager advised of grants and funds being sought by a written report from the board or hospital administrator;

D. The board shall adopt personnel policies for hospital employees, subject to annual review by the assembly during May of each year. The personnel policies shall be subject to annual review by the assembly during May of each year. In addition, in the event the board adopts changes to the personnel policies at other times during the year, the board shall submit the personnel policy changes to the assembly for review. The personnel policies and any changes to the personnel policies shall be subject to modification by the assembly;

E. The board shall employ a hospital administrator by contract, which contract shall be subject to review and approval by the borough manager. No administrator may be

employed without a contract approved by the borough manager and the borough attorney. The administrator's contract may not be modified, amended or changed without approval of the borough manager and the borough attorney. The board shall only terminate or remove the administrator after consultation with the borough manager and the borough attorney and approval by the borough manager;

F. The board shall determine salaries and wages to be paid to each classification of labor employed at the hospital, except that the salary and any other wages or moneys or benefits to be paid or provided to the hospital administrator shall be only as provided in the administrator's contract;

G. The board shall determine, charge and collect fees and charges for the services rendered and furnished by the hospital. The rates as determined by the board shall be in full compliance with federal and state laws. The rates as determined by the board shall be subject to modification by the borough assembly, which may change the rates at any time;

H. The board shall have authority to take all lawful action to collect all accounts owing to the hospital and the borough for services rendered or furnished by the hospital. No legal action shall be instituted unless reviewed and approved by the borough manager and borough attorney;

I. The board shall require that all persons admitted to the hospital be under the supervision and care of a licensed physician;

J. Subject to review and approval by the assembly, the board shall have the authority to make rules and regulations for the efficient and safe operation of the hospital; provided, that any rules and regulations shall be consistent with federal and state law and the Wrangell Municipal Code and be in the best interests of the borough and in accordance with sound business practices. The board must submit the rules and regulations through the manager to the assembly for review and approval. The assembly may modify or amend any rules and regulations;

K. The board shall undertake the annual budget, annual audit, and annual reports for the hospital as required by WMC 3.32.100. The board shall make no expenditure of funds or obligation of funds unless the expenditure or obligation is in conformance with the annual budget, or a budget amendment, that has been approved and adopted by the assembly.

3.32.040 Hospital administrator.

A. General. The hospital administrator shall be responsible for the overall supervision of the hospital in a manner consistent with all federal and state laws, the City and Borough of Wrangell Charter, and Wrangell Municipal Code, and in a fiscally responsible manner in the best interests of the borough and in accordance with sound business practices. The borough manager shall have governing power over the administrator, except as related to the selection of the administrator pursuant to WMC 3.32.030(E), in the same manner as the borough manager has governing power over all other administrative department heads pursuant to WMC 3.06.020(A).

B. The authority and duties of the hospital administrator are as follows:

- 1. To be responsible for carrying out all applicable federal and state laws, the Wrangell Charter and Code, borough resolutions, and the hospital rules and regulations;**
- 2. To be responsible for carrying out policies established by the hospital board and the assembly;**
- 3. To prepare and submit to the hospital board for approval, a plan of organization and a job classification plan for the personnel at the hospital;**
- 4. To prepare an annual report and an annual budget as required by WMC 3.32.100;**
- 5. The administrator shall have the authority to hire and discharge subordinate employees at the hospital in a manner consistent with federal and state laws and in accordance with the personnel policies of the hospital, the borough code, and the borough personnel rules and regulations;**
- 6. To work with the professional staff and with those concerned with the rendering of professional services at the hospital to the end that the best possible care may be rendered to all patients;**
- 7. To prepare such reports as may be required on any phase of hospital activity by the board, the assembly, or the borough manager;**
- 8. To attend all meetings of the hospital board and of standing committees of the board except where otherwise specified by the board;**
- 9. To perform any other duty that may be in the best interests of the borough as assigned by the board, the assembly, or the borough manager.**

3.32.050 Accounting procedures.

The board shall establish a system of accounts and procedures for collecting revenues from the operation of the hospital, which revenues shall be deposited periodically as determined by the board in a bank in Wrangell, Alaska, and a system for paying of all expenses of operation and costs of services and equipment purchased. The City and Borough of Wrangell shall be named on all accounts. The borough manager shall be a signatory on all accounts.

3.32.060 Bylaws and organization.

A. The board shall adopt bylaws governing its own proceedings, which bylaws shall be submitted to the assembly for review and approval, and which may be amended by the assembly. A copy of the bylaws shall be filed with the borough clerk together with all rules and regulations made by the board.

B. The board shall elect annually from its membership a president, a secretary, and such other officers as it deems necessary.

3.32.070 Noncompensation.

No member of the board shall be paid for any services rendered or duties performed in connection with the administration and operation of the hospital.

3.32.080 Advisors to the board.

Subject to the limitations and provisions of WMC 3.06.020, the hospital board may appoint persons in an advisory capacity, other than consultants referenced in WMC 3.32.030(A), as it deems advisable, except that any consultant agreement or contract in excess of \$5,000, or which may potentially exceed \$5,000, must be reviewed by the borough manager and the borough attorney and approved by the borough assembly before the consultant may be retained. The board will consult with all physicians and surgeons practicing in the borough from time to time so as to determine, understand, and take such action upon the views and recommendations of such physicians and surgeons as the board considers advisable.

3.32.090 Hospital board liaison.

The borough assembly shall appoint from its membership a liaison to the Wrangell Medical Center and Long-Term Care Facility. The borough assembly liaison shall represent the assembly and attend and participate in all hospital board meetings and all executive sessions of the board with the exception of those involving physician credentialing and privileging. The board has no authority to exclude the assembly liaison from any executive session. The assembly liaison will not participate as a voting member of the board and the presence of the assembly liaison shall not be used to establish a quorum to convene a meeting of the board.

3.32.100 Annual reports to assembly – Annual audit and annual budget.

A. The board shall annually submit a detailed report to the borough manager and the assembly setting forth the principal facts regarding its policies, rules, regulations, procedures and statistics in connection with the operation of the hospital and submit the annual audit to the borough manager and the assembly.

B. The board shall annually, on or before the fifteenth day of May of each year, submit a detailed budget setting forth the anticipated income and expense of the hospital operations for the ensuing year starting July 1st. The hospital administrator shall prepare the budget in accordance with approved city and borough procedure and shall submit it to the hospital board for approval. The hospital board shall submit the budget to the borough manager with its recommendations in the same manner as the budgets are submitted by the other government departments of the borough, and the borough manager will submit the budget to the assembly. The purpose of the budget is to allow the assembly to appropriate necessary funds for operations; to insure that the proposed expenditures and financial obligations in the budget are in the best interests of the borough and the people of Wrangell; to insure that the budget reflects sound business practices; to insure that none of the proposed expenditures or obligations place the general fund of the borough at risk; and to use excess revenue of the hospital in the general fund of the borough. The board shall not obligate or expend by contract or otherwise any funds generated by hospital income or funds from the general fund of the borough unless such obligation or expenditure has been identified with specificity in the budget and the budget has been reviewed by the borough manager and approved and adopted by the assembly. The Wrangell Medical Center and Long-Term Care Facility budget as submitted to the borough manager and assembly is not final and may not be implemented until approved by the assembly.

C. The borough assembly at any time may request from the hospital additional reports or information the assembly deems necessary and the board shall direct the administrator to

prepare the requested reports and provide the reports to the borough manager within the time frame established by the assembly.]

SEC. 3. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 4. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: January 22 , 2019.

PASSED IN SECOND READING: , 2019.

Stephen Prysunka, Mayor

ATTEST:

Kim Lane, Borough Clerk

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>	<u>February 26, 2019</u>
APPROVAL OF PROPOSED ORDINANCE NO. 956 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 20.52.060, NOISE, IN CHAPTER 20.52, STANDARDS, OF THE WRANGELL MUNICIPAL CODE				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
Lisa Von Bargaen, Borough Manager and Carol Rushmore, Economic Development Director			Expenditure Required:	
			Amount Budgeted:	
			Account Number(s):	
			Account Name(s):	
<u>Reviews/Approvals/Recommendations</u>				
	Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure):	
XX	Planning and Zoning Commission			
	Attorney			
	Insurance			
<u>ATTACHMENTS:</u>				
1. Ordinance No. 956.				

RECOMMENDATION:

Move to approve first reading of Ordinance No. 956 and move to a second reading with a Public Hearing to be held on March 12, 2019.

SUMMARY STATEMENT:

The Assembly has provided direction that nuisance abatement is a priority. One aspect of that is noise. At the first or two work sessions on Goals the Assembly requested the noise portion of these code amendments be separated out and addressed as a stand-alone item. Attached is the new ordinance as recommended by the Planning & Zoning Commission.

The Planning and Zoning Commission at their regular meeting of February 14, 2019 held a public hearing on Ordinances 956, 957 and 958 pertaining to their recommended code changes for WMC 20.52.060 NOISE.

The Planning and Zoning Commission approved Ordinance 956 amends the Zoning Code in Title 20 to reference the new Noise Ordinance which being added to Chapter 9 (Nuisance) as a new section - 9.08.085.

The reason for locating the noise ordinance in the Nuisance section of the code is that it can be enforced by the Police through issuance of a citation. The Zoning code is currently enforced through a very lengthy process of notices. Noise infractions need to be addressed immediately, which is why police enforcement is a far better option.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 956

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 20.52.060, NOISE, IN CHAPTER 20.52, STANDARDS, TITLE 20, ZONING, 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 20.52.060, Noise, of Chapter 20.52, Standards, Title 20, Zoning, of the Wrangell Municipal Code.

SEC. 2. Amendment. Section 20.52.060, Noise, of Chapter 20.52, Standards, of the Wrangell Municipal Code is amended to read:

20.52.060 Noise.

[The noise emanating from a premises used for industrial activities shall be muffled so as not to become objectionable due to intermittent beat, frequency or shrillness. Where the use adjoins a residential district (SF, MF, RR-1, RR-2, and RMU), the noise loudness measured at the boundary line of the premises used for industrial activities shall not exceed 90 decibels between the hours of 7:00 a.m. and 8:00 p.m. weekdays and the hours of 10:00 a.m. and 8:00 p.m. weekends and holidays, and 40 decibels at other hours.]

For regulations relating to Noise, refer to WMC 9.08.085,

SEC. 3. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 4. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: _____, 2019.

PASSED IN SECOND READING: _____, 2019.

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>	<u>February 26, 2019</u>
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APPROVAL OF PROPOSED ORDINANCE NO. 957 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING A NEW SECTION 9.08.085, EXCESSIVE NOISE PROHIBITED, TO CHAPTER 9.08, NUISANCES, TITLE 9, HEALTH AND SAFETY, OF THE WRANGELL MUNICIPAL CODE

<u>SUBMITTED BY:</u>	<u>FISCAL NOTE:</u>
Lisa Von Bargaen, Borough Manager and Carol Rushmore, Economic Development Director	Expenditure Required:
	Amount Budgeted:
	Account Number(s):
	Account Name(s):
<u>Reviews/Approvals/Recommendations</u>	
_____	Commission, Board or Committee
XX	Planning and Zoning Commission
_____	Attorney
_____	Insurance

<u>ATTACHMENTS:</u>	
1. Ordinance No. 957; 2. Written testimony by Mr. Haig Demerjian & added email correspondence (2-22-19)	

RECOMMENDATION:

Move to approve first reading of Ordinance No. 957 and move to a second reading with a Public Hearing to be held on March 12, 2019.

SUMMARY STATEMENT:

The Planning and Zoning Commission at their regular meeting of February 14, 2019 held a public hearing on Ordinances 956, 957 and 958 pertaining to their recommended code changes for WMC 20.52.060 NOISE and penalty requirements for enforcement of this new section of the WMC. The Ordinance includes some additions in code language made by the Manager to the Commission's October recommendations. Those additions are shown in colored text.

Consideration of changes to the Noise code (WMC 20.52.060) was initiated by a complaint from a residential landowner against his neighbor. The Commission had felt that the existing code was very vague and subjective. The believed that some of the complaints did not violate the zoning code but felt there was a need to provide more clarity as to what should be allowed, but still providing for landowners throughout the community to utilize their property for personal and business activities. The Planning and Zoning Commission met several times to discuss proposed changes last summer and fall and provided their Noise code recommendations to the Borough Manager in October 2018.

Haig and Bonnie Demerjian provided written and oral testimony during the Planning and Zoning Commission's public hearing regarding the proposed Ordinances. The Commission discussed issues that he raised and tried to address them from the perspective of residents and businesses throughout the community. The Commission felt strongly that individuals and businesses should be able work with a variety of tools and equipment on their property within certain hours and meeting requirements.

The Commission recommends modifying Ordinance 957 as follows (PZ Commission additions shown in RED, deletions by strikethrough). The blue text was language added after the Commission's recommendation in October:

B. Exceptions

8. Vessels. The provisions of this section shall not apply to the normal operation or maintenance of any boat or vessel ~~within harbors; or the maintenance on any vessel in a district zoned to allow this type of activity between the hours of 7:00 a.m. and 8:00 p.m. weekdays; and 10:00 a.m. and 8:00 p.m. weekends and holidays-~~

C. Temporary Excessive Noise permit.

If the applicant demonstrates to the satisfaction of the Zoning Administrator, that immediate compliance with the requirements of this Article would be impractical or unreasonable, the Administrator may issue a Temporary Use Permit to allow exception from any or all of the provisions contained in this Article, with appropriate conditions to minimize the public detriment caused by such exceptions. Any such permit shall be for an initial term as specified by the Zoning Administrator not to exceed ~~fifteen~~ thirty days. Longer terms up to ~~ninety one hundred twenty~~ ninety days may be granted by the Planning and Zoning Commission.

The Borough Manager is comfortable going with the changes offered above by the Commission to Section B8.

Ordinance 957 creates a new section of the code titled Excessive Noise Prohibited. It will be located in the Nuisance section of the code (Title 9) and will be referenced in the Zoning Code (Title 20). Ordinance 956 was reviewed by the Assembly just prior to this. It is the ordinance which amends Title 20 to add the new reference to the Zoning Code. The next ordinance, 958, amends the fine schedule to include the new fines for noise infractions.

Please see the attached testimony on this ordinance by Mr. Haig Demerjian.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 957

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING A NEW SECTION 9.08.085, EXCESSIVE NOISE PROHIBITED, TO CHAPTER 9.08, NUISANCES, TITLE 9, HEALTH AND SAFETY, 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 add a new Section 9.08.085, Excessive Noise Prohibited, to Chapter 9.08, Nuisances, Title 9, Health and Safety of the Wrangell Municipal Code.

SEC. 2. New Chapter. A new Section 9.08.085, Excessive Noise Prohibited, is added to Chapter 9.08, Nuisances, Title 9, Health and Safety, of the Wrangell Municipal Code to read:

Chapter 9.08
NUISANCES

Sections:

- 9.08.010 Defined.
- 9.08.020 Prohibited – Abatement generally.
- 9.08.030 Burial.
- 9.08.040 Slaughterhouses and similar operations.
- 9.08.050 Water pollution.
- 9.08.060 Maintaining gutters free of obstructions.
- 9.08.070 Offensive drains.
- 9.08.080 Accumulations of rubbish and materials prohibited.
- 9.08.085 Excessive Noise Prohibited.
- 9.08.090 Certain conditions declared nuisances.
- 9.08.100 Remedies not exclusive.
- 9.08.110 Notification of offenders by police chief – Abatement.
- 9.08.120 Penalty for violation.

9.08.085 Excessive Noise Prohibited

A. No person shall make, assist in making, continue, or cause to be made any excessive loud, disturbing, or unnecessary noise. Excessive for purposes of this chapter is defined as exceeding the noise generated by uses allowed in this chapter or permitted in the district in their customary manner of operation, or injurious to the public health, safety, and welfare.

1. The noise loudness measured at the boundary line of the premises from which the noise originates in the Single Family, Multi Family, Rural Residential, Remote Mixed Use and Commercial districts, or noise loudness measured at the zoning boundary for activities in Light Industrial, Industrial, Waterfront Development and SMB-Waterfront Development, shall not exceed 90 decibels between the hours of 7:00 a.m. and 8:00 p.m. weekdays and the hours of 10:00 a.m. and 8:00 p.m. weekends and holidays, and 50 decibels at other hours.
2. Noises that could exceed allowed decibel levels ~~may~~ould be permitted if the noise is muffled or located within a structure and does not exceed decibel levels at the property line.

B. Exceptions.

1. Emergency and Public Work. Noise or sound created in the performance of public service by governmental agencies or their contractors while performing construction, repair, maintenance or snow removal services; or emergency work engaged in by persons for ~~the~~ public safety, health or welfare; or to restore property to a safe condition following a public emergency; or work to restore essential public services, including construction activities directly related to the abatement of any emergency, shall not be subject to the provisions of this section.

2. Noises from Authorized Activities. The prohibitions of this section shall not apply to air traffic, parades, cultural events, athletic games, fairs, or functions and activities approved by the borough.

3. Sirens, Horns and Whistles. The provisions of this section shall not apply to any siren, whistle, horn or bell used by emergency vehicles or civil defense or used by motor vehicles as warning devices to avoid collisions.

4. Bells or Chimes. The provisions of this section shall not apply to any bell or chimes, or any device for the production or reproduction of the sound thereof, which are associated with a clock or time-keeping device, church or school.

5. Burglar Alarms. The provisions of this section shall not apply to any burglar alarm or security device; provided, however, no burglar alarm or security device shall sound for more than fifteen minutes after being activated.

6. Construction Activity or Equipment. The provisions of this section shall not apply to any construction activity or equipment operated between the hours of ~~7:00~~seven a.m. and ~~8:00~~eight p.m. weekdays; and ~~10:00~~ten a.m. and ~~8:00~~eight p.m. weekends and holidays.

7. Power Tools. The provisions of this section shall not apply to any power tools, including chain saws, reasonably operated between the hours of ~~7:00seven~~ a.m. and ~~8:00eight~~ p.m. week days and ~~10:00ten~~ a.m. and ~~8:00eight~~ p.m. weekends and holidays.

8. Vessels. The provisions of this section shall not apply to the normal operation of any boat or vessel within harbors; or the maintenance on any vessel in a district zoned to allow this type of activity between the hours of 7:00 a.m. and 8:00 p.m. weekdays; and 10:00 a.m. and 8:00 p.m. weekends and holidays;

9. Motor Vehicles. The provisions of this section shall not apply to the normal and usual operation of motor vehicles.

10. Residential/Commercial Snow Removal Activity or Equipment. Noise or sound created in the performance of residential/commercial snow removal by property owners or their contractors.

C. Temporary Excessive Noise permit.

If the applicant demonstrates to the satisfaction of the Zoning Administrator, that immediate compliance with the requirements of this Article would be impractical or unreasonable, the Administrator may issue a Temporary Use Permit to allow exception from any or all of the provisions contained in this Article, with appropriate conditions to minimize the public detriment caused by such exceptions. Any such permit shall be for an initial term as specified by the Zoning Administrator not to exceed thirty days. Longer terms up to one hundred twenty days may be granted by the Planning and Zoning Commission.

In determining whether a temporary use permit should be issued and the nature and scope of any conditions to be imposed, the Administrator shall consider the following factors:

- (1) The level and intensity of the noise;
- (2) The level and intensity of the background noise, if any;
- (3) The proximity of the noise to residential areas;
- (4) The time of day when the noise occurs;
- (5) The duration of the noise, and whether it is recurrent, intermittent or constant;
- (6) The nature and zoning of the area within which the noise emanates or to which it is transmitted.

D. Violations

Any person violating any provision of this chapter is guilty of an infraction and shall be punished by the fine established in the WMC 1.20.050 fine schedule if the offense is listed in that fine schedule or by a fine of up to \$500.00 if the offense is not listed in the WMC 1.20.050 fine schedule.

SEC. 3. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 4. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: _____, 2019.

PASSED IN SECOND READING: _____, 2019.

Stephen Prysunka, Mayor

ATTEST:

Kim Lane, Borough Clerk

Carol Rushmore

From: Haig Demerjian <haig@aptalaska.net>
Sent: Thursday, February 14, 2019 7:30 AM
To: Carol Rushmore
Cc: Lisa Von Bargaen; Steve Prysunka
Subject: Comments for Noise Hearing

Hi Carol,

I wrote out some thoughts to be read at the hearing for the proposed Noise Ordinance. I called in to the Parks and Rec board meeting last night to participate as a member and the phone system was not working. So maybe this statement could be read if I can not do it myself. My cell phone number is 907-713-5162 if there are problems. I will try calling in to the number you gave me a little before 6.

Comments for the new noise ordinance hearing from Haig and Bonnie Demerjian residing at 577 Evergreen Ave., Wrangell.

We would like to voice our support for your proposed new Noise Ordinance. We believe that having and enforcing reasonable noise regulations will benefit all Wrangell residents by insuring a healthy quality of life in our town.

We do have comments and questions on proposed ordinance 957 specifically on exemptions #7 and # 8.

Exemption #7-Power Tool Use. We believe exempting the normal use of power tools around the house and yard should be included as a reasonable exemption. However, we feel that only zone appropriate activities and their tools should be allowed as exemptions. Examples of inappropriate activities might be the use of industrial power tools to fabricate aluminum boat repair (this might be covered in exemption #8) or the repair of heavy industrial equipment in residential zones. Would the tools used in these type of activities be allowed as exemptions in residential zones? Do we need to clarify the types of tool use allowed in residential zones? Examples might include not allowing items like welding equipment, metal fabrication equipment, heavy duty auto repair equipment, fork lifts etc.

Exemption #8-Marine maintenance activities. What does boat "maintenance allowed only in districts zoned for this type of activity" mean? Where are those districts defined? We believe they need to be defined.

Noise Ordinance Enforcement- What are the logistics of decibel measurement? Does the property owner measure the decibel levels himself and report to the police? If so how sophisticated a device is needed? Is a cell phone app adequate? Once the police get called in do they have the proper equipment to do a measurement? We need to make sure that our new noise ordinances have practical and defined ways to enforce them.

Thanks for considering these comments.

Haig and Bonnie Demerjian=

Emailed correspondence from Haig Demerjian – February 22, 2019

At the last P+Z meeting I gave my opinions on the proposal at that time. I voiced support for the ordinance in general with comments as to exemptions 7+8. I was not sure how #8, the boat exemption, would finally end up. So apparently the proposal reads this way; “Number eight: Vessels. Provisions of this section shall not apply to normal operation or maintenance of a personal boat or vessel.”

So here is the problem: #8 now eliminates the decibel rule restrictions for all boat maintenance in all zones. Furthermore, the words “normal operation or maintenance” render this exemption nothing more than an enforcement nightmare or unenforceable. Who decides what is normal boat maintenance? The cop who happens to answer the noise complaint? That is way too subjective to be a well written law in my opinion. Should this exemption be the same for all zones?

So I propose that we add a descriptor sentence that in general states what decibel exempt normal marine maintenance is in a residential or commercial zone (commercial zoning is for quiet retail type stores as described in our zoning ordinances). The exemption could remain for light industrial and industrial zoned properties. A descriptor sentence might read as follows: Normal marine maintenance or operation of a vessel when in residential or commercial zones might include activities such as; pressure washing your boat, changing oil or spark plugs, running your motor in a tank, etc. Activities such as marine metal fabrication using welding, metal cutting and grinding equipment etc. are reserved for light industrial or industrial zones.

What is wrong with those type of additions? A common theme among several P+Z in the last meeting went something like this: “This is America and we ought to be able to do what we want on our own property”. This ignores the fact that civilized towns have zoning laws for a good purpose. That purpose being the protection of the right of your neighbors to a quality of life that is consistent with the zone that you purchased for home in. If you wish to do industrial type activities, buy an industrial piece of property. It is therefore up to the city to protect these type of rights with proper laws and enforcement.

I also had comments at the last P+Z meeting on the exemption for #7 Power Tools. I believe the new proposed language is; “The provisions of this section shall not apply to any power tools, including chain saws, reasonably operated between the hours of 7am and 8pm weekdays; and 10am and 8pm weekends and holidays. Here again I see several logistical problems:

- i. Who decides what is a "reasonably operated" power tool? Once again is it the police officer who responds to the complaint?
2. Does the exemption apply to any type of tool? Can we use any noisy industrial tool on

Emailed correspondence from Haig Demerjian – February 22, 2019

our property in a residential area? Things like heavy equipment repair tools in a residential zone?

3. There is no mention of zone appropriate tools. Are all tools allowed to be used in all zones? Industrial type tools then can be used in residential zones as long as they are “reasonably operated”?

If I buy a house in a residential zone in Wrangell, I expect to be protected from industrial activities and noise. It is the city’s duty to provide these type of protections. If we are going to write new laws, we should make ones that are comprehensive and enforceable.

Haig

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13c	<u>DATE:</u>	<u>February 26, 2019</u>
APPROVAL OF PROPOSED ORDINANCE NO. 958 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE MINOR OFFENSE FINE SCHEDULE IN CHAPTER 1.20, GENERAL PENALTY, OF THE WRANGELL MUNICIPAL CODE				
<u>SUBMITTED BY:</u>		<u>FISCAL NOTE:</u>		
Lisa Von Bargaen, Borough Manager and Carol Rushmore, Economic Development Director		Expenditure Required:		
		Amount Budgeted:		
		Account Number(s):		
		Account Name(s):		
<u>Reviews/Approvals/Recommendations</u>				
	Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure):	
XX	Planning and Zoning Commission			
	Attorney			
	Insurance			
ATTACHMENTS:				
1. Ordinance No. 958.				

RECOMMENDATION:

Move to approve first reading of Ordinance No. 958 and move to a second reading with a Public Hearing to be held on March 12, 2019.

SUMMARY STATEMENT:

The Planning and Zoning Commission at their regular meeting of February 14, 2019 held a public hearing on Ordinances 956, 957 and 958 pertaining to their recommended code changes for WMC 20.52.060 NOISE and penalty requirements for enforcement of the WMC.

The Planning and Zoning Commission approved Ordinance 958 establishing fines for penalties for violation of the new noise code.

The previous two related ordinances establish the new noise code in the Nuisance code and reference the new noise code in Title 20 – Zoning.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE No. 958

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE MINOR OFFENSE FINE SCHEDULE IN CHAPTER 1.20, GENERAL PENALTY, 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 the Minor Offense Fine Schedule in Section 1.20.050 of Chapter 1.20, General Penalty, of the Wrangell Municipal Code to add to the fine schedule the code sections relating to violations **of Chapter 9.08, Excessive Noise Prohibited**.

SEC. 2. Amendment. Section 1.20.050 of the Wrangell Municipal Code is amended to read:

1.20.050 Minor Offense Fine Schedule.

In accordance with AS 29.25.070(a), citations for the following offenses may be disposed of as provided in AS 12.25.195-.230, without a court appearance, upon payment of the fine amounts listed below plus the state surcharge required by AS 12.55.039 and AS 29.25.074. Fines must be paid to the police department. If an offense is not listed on a fine schedule, the defendant must appear in court to answer the charges. The Alaska Court System's Rules of Minor Offense Procedure apply to all offenses listed below. Citations charging these offenses must meet the requirements of Minor Offense Rule 3. If a person charged with one of these offenses appears in court and is found guilty, the penalty imposed for the offense may not exceed the fine amount for that offense listed below.

The fine amounts listed below are doubled for motor vehicle or traffic offenses committed in a highway work zone or traffic safety corridor, as those terms are defined in AS 28.90.990 and 13 AAC 40.010(b).

An offense listed in this schedule may not be disposed of without court appearance if the offense is in connection with a motor vehicle accident that results in the death of a person.

Section	Offense	Penalty/Fine
6.05.005	Hours of operation – licensed marijuana facility	\$500.00 fine for each offense.
7.04.010	Cruelty – Abandonment	\$200
7.04.020	Animals at large prohibited	First offense - \$15, second offense - \$50, third offense - \$100. Fourth and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$200 and a maximum fine of \$500.00.
7.08.010	Licensing	\$25.00 fine for each offense.
7.08.020	Dog Vaccination required	\$50.00 fine for each offense.
7.08.030	At large – Prohibited – Nuisance declared	First offense - \$15, second offense - \$50, third offense - \$100. Fourth and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$200 and a maximum fine of \$500.00.
7.08.035	Objectionable animals	First offense - \$15, second offense - \$50, third offense - \$100. Fourth and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$200 and a maximum fine of \$500.00.
7.08.040	Restraint requirements	First offense - \$15, second offense - \$50, third offense - \$100. Fourth and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$200 and a maximum fine of \$500.00.
7.08.045 & 7.08.050	Off-leash areas & Off –leash area rules	First offense - \$15, second offense - \$50, third offense - \$100. Fourth and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$200 and a maximum fine of \$500.00.
7.08.115	Potentially dangerous and dangerous dogs: violation of restrictions, confinement requirements, and sign requirements	First offense - \$200. Second and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.
7.08.120	Biting dog – Confinement	First offense - \$200. Second and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.
7.08.140	Proclamation to confine all dogs during epidemic	First offense - \$200 Second and subsequent offenses are mandatory

		court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.
7.08.150	Interference with animal enforcement agents	First offense - \$200 Second and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.
9.08.080	Accumulations of rubbish & materials prohibited	\$100.00 fine for each offense.
<u>9.08.085</u>	<u>Excessive Noise Prohibited</u>	<u>First offense - \$50, second offense - \$75, third offense - \$150. Fourth and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.</u>
9.12.020, 9.12.030, & 9.12.040	Fireworks where prohibited; sale where prohibited; display violations	First offense - \$200. Second and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.
9.16.020	Deposit in public places	0-1 pound = \$50.00 fine, 1-5 pounds = \$150.00 fine, 6-10 pounds = \$250.00, 11-15 pounds = \$350.00 fine, 15 + pounds = \$500.00 fine.
9.16.030	Maintaining sidewalks free of litter.	\$75.00 fine for each offense.
9.16.040	Deposit from vehicles prohibited	\$75.00 fine for each offense.
9.16.050	Operating litter-generating vehicles prohibited	0-1 pound = \$50.00 fine, 1-5 pounds = \$150.00 fine, 6-10 pounds = \$250.00, 11-15 pounds = \$350.00 fine, 15 + pounds = \$500.00 fine.
9.16.060	Deposit on private property prohibited	0-1 pound = \$50.00 fine, 1-5 pounds = \$150.00 fine, 6-10 pounds = \$250.00, 11-15 pounds = \$350.00 fine, 15 + pounds = \$500.00 fine.
9.16.070	Property owner's responsibility to maintain premises	\$75.00 fine for each offense.
9.16.080	Handbills – Restrictions generally	\$75.00 fine for each offense.
9.16.090	Handbills – Distribution on private property	\$75.00 fine for each offense.
9.16.100	Posting notices prohibited	\$50.00 fine for each offense.
10.18.010	Abuse of 911 system	First offense - \$200. Second and subsequent offenses are mandatory court appearance offenses with a

		minimum fine of \$300 and a maximum fine of \$500.00.
10.36.010	Discharge of firearms and other weapons prohibited within certain areas	First offense - \$200. Second and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.
10.44.010	Possession, Control, or Consumption of Alcoholic Beverages by persons under 21 years of age	\$500.00 fine for each offense.
10.46.010(A)(1)	Consumption of marijuana in a public place prohibited	\$100.00 fine for each offense.
10.46.010(A)(2)	Consume marijuana outdoors adjacent public place without consent of property owner	\$100.00 fine for each offense.
10.48.010	Possession of tobacco by a minor under 19 years of age	\$75.00 fine for each offense.
11.28.020	Prohibited parking places	\$50.00 fine for each offense.
11.28.030	Red-painted curbs and signs – No parking	\$50.00 fine for each offense.
11.28.040	Time-limit parking	\$50.00 fine for each offense.
11.28.080	Blocking roadway prohibited	\$50.00 fine for each offense.
11.28.090	Bus stop and passenger zone – Parking prohibited	\$50.00 fine for each offense.
11.28.100	Loading and unloading materials	\$50.00 fine for each offense.
11.28.130	Method of parking – Loading permits	\$50.00 fine for each offense.
11.30.030	Parking in excess of posted time limit – Parking lots	\$50.00 fine for each offense.
11.30.040	Proper parking required – Parking lots	\$50.00 fine for each offense.
11.30.050	Vehicles and objects prohibited – Parking lots	\$75.00 fine for each offense.
11.36.060	Stop when traffic obstructed	\$75.00 fine for each offense.
11.36.070	Bicycle restrictions on sidewalks	\$50.00 fine for each offense.
11.36.080	U-turns prohibited	\$50.00 fine for each offense.
11.36.100	Dragging objects prohibited	\$50.00 fine for each offense.
11.36.110	Projecting loads on passenger vehicles	\$50.00 fine for each offense.
11.36.160	Use of coaster, rollerskates, skateboards, sleds and skis	\$50.00 fine for each offense.
11.36.170	Excessive acceleration	\$50.00 fine for each offense.
11.64.010	Sound trucks – permit required	\$100.00 fine for each offense.
11.68.020	Registration required	\$50.00 fine for each offense.
11.68.030	Required equipment	\$50.00 fine for each offense.

11.68.040	Snowmobile operation restricted	\$50.00 fine for each offense.
11.68.050	Designated right-of-way	\$50.00 fine for each offense.
11.70.015	Unlicensed operators	\$50.00 fine for each offense.
11.70.016	Registration required	\$50.00 fine for each offense.
11.70.020	Hours of operation	\$50.00 fine for each offense.
11.70.021	Prohibited areas of operation	\$50.00 fine for each offense.
11.70.025	Helmets required	\$50.00 fine for each offense.
11.70.030	Lights	\$50.00 fine for each offense.
11.70.035	Citation for defective equipment	\$150.00 fine for each offense.
11.70.040	Failure to stop at direction of peace officer	\$150.00 fine plus four points off of Driver's License for each offense.
11.70.050	Parental responsibility	\$50.00 fine for each offense.
11.70.055	Owner responsibility	\$50.00 fine for each offense.
11.76.020	Junk vehicles unlawful	\$50.00 fine for each offense. Each 10 days shall constitute a separate violation.
14.09.005	Speeding	\$150.00 fine for each offense.
14.09.015	Hazard to navigation	\$100.00 fine for each offense.
14.09.020	Failure to register	\$25.00 fine for each offense.
14.09.025	Improper mooring	\$25.00 fine for each offense.
14.09.030	Inadequate equipment	\$50.00 fine for each offense.
14.09.035	Improper use of facilities	\$50.00 fine for each offense.
14.09.040	Improper waste disposal	\$50.00 fine for each offense.
14.09.045	Improper petroleum product disposal	\$100.00 fine for each offense.
14.09.050	Improper care and control of animals	\$25.00 fine for each offense.
14.09.055	Water sports	\$25.00 fine for each offense.
14.09.065	Improper use of seaplane float	\$50.00 fine for each offense.
14.09.070	Improper use of a loading zone	\$25.00 fine for each offense.
14.09.075	Improper use of fire equipment	\$100.00 fine for each offense.
14.09.080	Improper use of utilities	\$50.00 fine for each offense.
14.09.085	Tampering and defacing signs	\$25.00 fine for each offense.
14.09.090	Nuisance	\$100.00 fine for each offense.
14.09.095	Failure to comply with rules, regulations or procedures.	\$100.00 fine for each offense.
14.09.100	Obstruct or impede use of any launch ramp	\$50.00 fine for each offense.
15.04.550	Unauthorized turning on or off of service	\$250.00 fine for each offense.
15.04.620	Fire hydrant restrictions	\$250.00 fine for each offense.
15.04.650	Water Shortage Management Plan – Violations and Charges – non-industrial/non-commercial water customers	Stage II water shortage: First offense - written warning. Second and subsequent offenses - \$250.00 fine for each offense.

15.04.650	Water Shortage Management Plan – Violations and Charges – non-industrial/non-commercial water customers	Stage III water shortage: First offense – written warning. Second and subsequent offenses - \$500.00 fine for each offense.
15.04.650	Water Shortage Management Plan – Violations and Charges – industrial or commercial water customers	Stage II water shortage: First offense - written warning. Second and subsequent offenses - \$750.00 fine for each offense.
15.04.650	Water Shortage Management Plan – Violations and Charges – industrial or commercial water customers	Stage III water shortage: First offense – written warning. Second and subsequent offenses - \$1,500.00 fine for each offense.
15.18.030	Refuse containers – Required	\$150.00 fine for each offense.
15.18.032	Refuse containers – Maintained	\$150.00 fine for each offense.
15.18.050	Disposal of offensive refuse prohibited	\$150.00 fine for each offense.
15.18.052	Burning of certain materials prohibited	\$150.00 fine for each offense.
15.18.075	Monofill disposal permit and fees	\$150.00 fine for each offense.
20.92.020	Building/Structure declared unlawful & a public nuisance	\$100.00 fine for each offense.

SEC. 3. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 4. Severability. If any portion of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

SEC. 5. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN SECOND READING: _____, 2019

PASSED IN SECOND READING: _____, 2019

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>	February 26, 2019
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PROPOSED ORDINANCE 959 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS IN CHAPTER 5.08, SALES TAX, OF THE WRANGELL MUNICIPAL CODE

<u>SUBMITTED BY:</u>	<u>FISCAL NOTE:</u>
Lee Burgess, Finance Director	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>	
1. Ordinance No. 959.	

RECOMMENDATION MOTION:

Move to approve First Reading of Ordinance No. 959 and move to a Second Reading with a Public Hearing to be held on March 12, 2019.

SUMMARY STATEMENT:

Background:

Historically, sales and use taxes have only legally applied to areas where the seller has a “nexus,” i.e. a physical facility location or employed sales agent located within the taxing jurisdiction’s geographic boundaries.

Last year, however, the Supreme Court made a landmark ruling in a case called *South Dakota v. Wayfair* that said online retailers could be subject to sales taxes of tax jurisdictions in which the buyer resides, irrespective of whether the seller also has a nexus there.

Beginning on January 1, 2019, major retailers such as Amazon.com, HomeDepot.com, and presumably others began charging the Borough's 7% sales tax to certain online orders placed by local residents. These companies have therefore erred on the side of collecting outside jurisdictions' sales tax, whether the laws and ordinances in place in those areas explicitly say they should or not.

Wrangell's sales tax code was written and has always been interpreted to limit sales tax collection and remittance to vendors that have an established nexus within the City/Borough. The code does not make any reference to online sales or whether such sales should or should not be subject to Wrangell's 7% sales tax.

Proposed Ordinance:

The ordinance before you adds language that would require online retailers to collect and remit the Borough's sales tax. If passed, it is proposed this ordinance go into effect on April 1st to coincide with the beginning of the 2nd quarter of calendar year 2019.

It is worth noting that this raises the question of whether online retailers that charged sales taxes after January 1st, 2019, but prior to the anticipated passage of this ordinance, were doing so unlawfully, given Wrangell Municipal Code does not explicitly authorize or require them to do so. I am not the Borough's attorney so I cannot say with certainty whether that is the case. Further, finance department staff have been unable to directly address this question with anyone in the corporate tax departments of these online retailers, despite numerous and ongoing attempts.

The City's new attorney has recommended we pass an ordinance immediately.

If legal review determines that online sales taxes collected between 1/1/2019 and the (presumed) passage of this ordinance were not lawful, the Borough Finance Department would plan to develop and administer a refund program by which residents may request a refund of online sales taxes that they have paid that were remitted to the Borough, assuming necessary supporting documentation in support of the refund request is provided to the Borough.

Finally, the proposed ordinance increases the single purchase sale exemption from \$1,500 to \$3,000, which was discussed and planned during FY 2019 budget development.

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 959

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND
BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN
SECTIONS IN CHAPTER 5.08, SALES TAX, 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 sections of Chapter 5.08, Sales Tax, of the Wrangell Municipal Code.

SEC. 2. Amendment of Section 5.08.005. Section 5.08.005 of Chapter 5.08, Sales Tax, of the Wrangell Municipal Code is amended to read:

5.08.005 Definitions

For the purposes of this chapter, the following words and phrases have the meanings hereinafter respectively ascribed to them:

A. “Buyer or consumer” means, without limitation, every individual, receiver, assignee, trustee in bankruptcy, trust estate, member, firm, partnership, joint venture, club, company, business, trust, corporation, association, society, or any group of individuals acting as a unit, whether mutual, cooperative, fraternal, nonprofit or otherwise.

B. “Common carrier” is a person or entity that holds itself out to the general public as providing transportation of goods for compensation and regularly issues bills of lading or other receipts for the carriage of goods.

C. “Finance director” means the borough finance director, or any other borough employee designated by the borough manager to perform the functions and duties of the finance director as described in the municipal code.

D. “Retail sale” means any sale of goods or services, including barter, credit, installment and conditional sales, for any purpose other than resale in the regular course of business. The delivery of property in the borough is considered subject to sales tax if the retailer maintains any office, distribution or sales house within the borough, conducts sales online for items deliverable to buyers or consumers within the Borough, or solicits business or accepts orders through any agent, salesman, member or representative within the borough.

E. "Sale of services" means the sale of services, which includes parts and labor, for a specific job or task. Sales tax shall be computed on the invoice for the total job or task, said invoice period not to exceed 30 days.

F. "Sales price" means and includes the consideration, whether money, credit, rights or other property expressed in terms of money paid or delivered by a buyer to a seller, all without any deduction on account of the cost of property sold, the cost of materials used, labor costs, discount, delivery costs, federal and state taxes, or any other expenses whatsoever paid or accrued, and without any deduction on account of losses.

G. "Sales tax" means and includes the tax levied in this chapter on gross revenues derived from all taxable commercial retail sales or services, said revenues being computed in dollars and cents and the tax payable by the seller or the person performing the services.

H. "Seller" means any person or entity making a retail sale to a buyer or consumer, whether as agent, broker or principal, any person or entity performing services for remuneration, or a purchasing cooperative. Notwithstanding any other provision of this chapter, arrangements made with another person or agent, including, but not limited to, a travel agent, cruise ship business, broker or other representative, regardless of the location of the travel agent, cruise ship business, broker or other representative, by a provider of services, rentals or goods, to market such services, rentals or goods (including travel and adventure services), to provide such services, rentals, or goods to another person, or the transfer to the buyer of the right or privilege to receive such services, rentals or goods, is a taxable sale by such provider, not a sale for resale, and such provider is a seller for the purposes of this chapter.

I. "Services" includes all services of every manner and description provided in whole or part within the borough, including travel and adventure services and delivery services, that are performed or furnished for consideration whether in conjunction with the sale of goods or not, but does not include services rendered by an employee to an employer.

J. "Single-purchase sale" means a sale by a single purchase or invoice, which may consist of one or more items but which are purchased at the same time and there is a single invoice representing that sale. A single-purchase sale includes a sale of items by contract, bid, quote or other lump sum amount only if the sale is based on and computed as a single bid, quote, sum, or package price rather than as an accumulated sum or aggregation for prices of separate identifiable items, separable prices, or items purchased at different times.

K. "Travel and adventure services" includes, but is not limited to, tours and charters on land and water, guide services, admissions, lectures, transportation services (excluding air transportation), and the rental of lodging, aircraft, vehicles, watercraft, and equipment, including fishing, boating, camping and other tour or adventure related goods. Travel and adventure services also include sales of goods incidental or related to such services. Regardless of the location of any marketing, brokering, packaging, resale, assignment, or other arrangement and regardless of the beginning or ending of any other related services the point of delivery of a travel and adventure service is within the borough if the ultimate consumer of the travel and adventure service receives any such service which begins or occurs within the corporate limits of the City and Borough of Wrangell.

L. Tax on Noncash Considerations. When sales, rentals of property, or services are made, paid, performed or furnished for other than cash, the price shall be computed in dollars and cents on the reasonable value of the items sold, paid, performed or delivered.

M. Rent and Services Defined. The term "rent" as used in this chapter, includes rent of both real and personal property and the term "services" includes furnishing of labor and materials for accomplishing a

specified result when the resulting object or product is not for resale by the purchaser in the ordinary course of business.

SEC. 3. Amendment of Section 5.08.010. Section 5.08.010 of Chapter 5.08, Sales Tax, of the Wrangell Municipal Code is amended to read:

5.08.010 Levy of Tax

A consumer sales tax is assessed and levied on all retail sales, on all rents, and on all services made, paid or performed within the borough in the regular course of business, **and on sales conducted online which are deliverable to buyers or consumers located within the Borough**, on and after the **first day of the first calendar quarter following the** effective date of the ordinance codified in this chapter, except such sales are exempted under this chapter, to be collected and used for the purposes stated in this chapter.

SEC. 4. Amendment of Section 5.08.050. Section 5.08.050 of Chapter 5.08, Sales Tax, of the Wrangell Municipal Code is amended to read:

5.08.050 Exemptions from Tax

The following transactions are exempt from the tax levied under this chapter:

- A. Salaries and wages received by an employee from an employer;
- B. Sales made and services performed which are not in the regular course of business;
- C. Sales, and the gross receipts derived therefrom, when the aggregate amount when computed under WMC [5.08.020](#) amounts to less than \$0.12;
- D. Sales, including such rentals and services, when the total sales and service prices derived by the seller or person furnishing such services does not aggregate \$200.00 in any calendar quarter year;
- E. Dues or fees to clubs, labor unions, or fraternal organizations;
- F. Gross receipts derived from funeral charges and services; medical, dental, optometric, veterinary and hospital services or from sales of prescription medicines; oxygen used for medical purposes; blood or plasma; artificial devices designed or altered for the use of a particular crippled person; artificial limbs; eyes and organs; hearing aids; prescription eyeglasses; artificial teeth sold by a dentist and materials used by a dentist in treatment; crutches; and wheelchairs are exempt; however, services rendered by nurses, unless performed in a hospital or at the direction of a physician, and services rendered by druggists, pharmacists, barbers, cosmeticians and masseurs shall not be exempt;
- G. All sales of commodities made to a manufacturer, broker, wholesaler or dealer and which are not consumed or destroyed by such purchaser, but which are resold in the same or an altered form, or which are used to package, crate or deliver the products of such purchaser;
- H. All sales to a bona fide retailer when the same are purchased by him for resale in the ordinary course of business; in this connection, a retailer is one who regularly stocks merchandise for resale, displays the same to the public and holds himself out as regularly engaged in the business of selling such products either during a regular season or throughout the year directed to the consumer;

- I. Gross receipts or proceeds derived from the transportation to and from grade or high schools in motor or other vehicles;
- J. Gross receipts or proceeds derived from servicing, freezing, storing, handling or wharfing of fish; or lumber or any other commodities awaiting shipment or in the process of being shipped;
- K. Gross receipts or proceeds derived from sales to the United States government, State of Alaska, City and Borough of Wrangell and any of its political subdivisions;
- L. All sales for consumption outside of the borough if delivered by a common carrier by air, land or water to the purchaser;
- M. That part of a sale of goods over **[\$1,500] \$3,000** when all items in a single-purchase sale are added together, and that part of a sale of services over **[\$1,500] \$3,000** for a single job or task. Invoices for sales of services shall be computed monthly or less for tax purposes;
- N. All sales of newspaper;
- O. Sales of services, or building and construction supplies, materials, or equipment, including rental of equipment or tools, to a licensed contractor for use in construction for resale;
- P. The value of new or used articles taken in trade as a credit or part payment on the sale of new articles shall be deductible from the total sales price of the new article;
- Q. Gross receipts derived from sales, services, rentals and transactions which the municipality is prohibited from taxing under the Constitution and laws of the United States or the State of Alaska;
- R. Gross receipts derived from services provided by day care centers and preschool facilities;
- S. Sales of services, or building and construction supplies, materials, or equipment, including rental of equipment or tools, to a licensed contractor for use in construction of projects under contract with the United States government, State of Alaska, City and Borough of Wrangell or any of its political subdivisions;
- T. Purchases made with food coupons, food stamps, or other type of certificate issued under [7](#) U.S.C. [2011](#)-2025 (Food Stamp Act);
- U. Gross receipts derived from the sales of lawful games of chance and skill conducted by qualified organizations which hold a valid permit from the State of Alaska pursuant to Title [5](#), Chapter 15 of the Alaska Statutes;
- V. Purchases made with food vouchers or other type of certificate issued under [42](#) U.S.C. [1786](#) (Child Nutrition Act, WIC);
- W. Gross receipts derived from services provided by any form of air service are exempt;
- X. That part of the sales price paid by the buyer for travel and adventure services purchased outside the borough or on a cruise ship which is not remitted, directly or indirectly, to the person providing or performing the service within the borough. For purposes of this exemption, "cruise ship" means:
1. A commercial passenger vessel that carries passengers for hire except that "cruise ship" does not include a vessel:

- a. Authorized to carry fewer than 20 passengers;
- b. That does not provide overnight accommodations and transportation for at least 20 passengers for hire; or
- c. Operated by the United States, State of Alaska, or a foreign government.

Y. Sales of goods where the entire transaction, both payment and delivery, takes place on board a cruise ship. For purposes of this exemption, a “cruise ship” has the same meaning as set forth in subsection (X) of this section.

SEC. 5. Effective Date. This ordinance shall become effective upon the first day of the first calendar quarter following the approval of final passage.

PASSED IN FIRST READING: _____, 2019

PASSED IN SECOND READING: _____, 2019

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>	February 26, 2019
Approval of Professional Services Agreement with Levesque Law Group for Municipal Legal Services				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
Lisa Von Bargaen, Borough Manager			Expenditure Required:	
			Base Rate \$2,625/mo	
			Amount Budgeted:	
			\$3,333/mo	
			Account Number(s):	
			To be amended at the meeting.	
			Account Name(s):	
			Legal Services	
<u>Reviews/Approvals/Recommendations</u>				
<input type="checkbox"/>	Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure):	
Name(s)		To be amended at the meeting.		
<input type="checkbox"/>	Attorney			
<input type="checkbox"/>	Insurance			
<u>ATTACHMENTS:</u>				
1. Professional Services Agreement				

RECOMMENDATION MOTION:

Move to Approve Professional Services Agreement with Levesque Law Group for Municipal Legal Services.

SUMMARY STATEMENT:

The Assembly recently went through the process to choose a new municipal attorney. Attached is the Professional Services Agreement with Levesque Law Group for Municipal Legal Services. The base contract is for 15 hours a month at a “retainer fee” of \$175/hr or \$2,625 per month. The CBW has been paying \$3,333 per month previously. Administration had to estimate the average number of hours per month the CBW uses an attorney for general legal advice as “retainer” work was not itemized for us by the previous attorney. Mr. Levesque is open to renegotiating if it is found the CBW regularly uses more than 15 hours per month.

Additional fees are attached to the PSA as the last page. Please see the attached PSA for the details of the agreement. Administration is pleased with the detail of this document as the previous one was just a simple letter of engagement.

CITY AND BOROUGH OF WRANGELL, ALASKA
Professional Services Agreement for Municipal Legal Services

In consideration of the mutual promises herein, the CITY AND BOROUGH OF WRANGELL (“Borough”) and the law offices of LEVESQUE LAW GROUP, LLC (“Firm” or “Borough Attorney”) agree as follows:

- A. Part I, consisting of 14 sections of Special Provisions;
- B. Part II, consisting of 11 sections of General Provisions.

Part I
Special Provisions

Section 1. Definitions.

In this Agreement:

- A. “Mayor” means the Mayor of the City and Borough of Wrangell.
- B. “Manager” means the Manager of the City and Borough of Wrangell.
- C. “Borough” means the City and Borough of Wrangell.
- D. “Assembly” means the City and Borough of Wrangell Assembly.

Section 2. Scope of Services.

- A. The Borough Attorney shall act as legal advisor to the Borough Assembly, administration, and other officials of the Borough to include without limitation the following:
 - (1) To duly advise the Assembly, administration, and other officials at meetings of the Assembly and at other functions as may be designated;
 - (2) To draft opinion letters regarding, among other subjects, the interpretation of the Borough codes, state and federal laws, and policies;
 - (3) To draft municipal ordinances involving all municipal matters;
 - (4) To review and provide opinions on codes, contracts, resolutions, and other written instructions which are submitted to the Firm by the Borough;
 - (5) To call attention of the Assembly and/or Manager, as may be appropriate, to changes or developments in legal matters that affect the Borough; and
 - (6) To perform other such duties as may be prescribed for the Borough Attorney by ordinance or by direction of the Assembly and/or Manager;
 - (7) To assist with negotiations on the Borough’s behalf and address other legal matters as they may arise.

- B. The Borough Attorney shall represent the Borough as attorney in civil and criminal proceedings affecting the Borough; however, the Borough Assembly may hire independent counsel when in its judgment independent counsel is needed. The attorney will represent the Borough in litigation involving prosecution of municipal code violations when needed. The Borough Attorney must at all times be qualified to represent the Borough in all State of Alaska Courts, U.S. District Court, and before the Ninth Circuit Court of Appeals.
- C. The Borough Attorney must work effectively with the Borough Assembly, administration, boards and commissions, and also with other public agencies with which the Borough has legal relations.
- D. The Borough Attorney must be experienced and proficient in legal matters affecting the Borough, to include without limitation, federal and state constitutional law, federal and state non-constitutional law, Alaska Statutes, specifically Title 29, and Borough Charter and Code.
- E. All representation of the Borough shall continue until the matters or cases assigned are either closed out by mutual consent or are recalled by the Borough Assembly.
- F. The Firm shall not engage any consultant, expert, or service without the prior approval of the Manager or Assembly.
- H. The Firm shall:
 - (1) Provide the Borough with copies of any significant pleading and/or correspondence prior to filing/sending them.
 - (2) Obtain the Borough Manager's approval of all expenses exceeding \$2,000.

Section 3. Access to Municipal Personnel.

The Manager shall secure the cooperation of the Borough personnel as necessary to assist the Firm's performance hereunder.

Section 4. Contract Manager.

The Borough shall:

- A. Receive all information and notices the Firm is required to communicate to the Borough pursuant to this Agreement.
- B. The Manager shall administer this Professional Services Agreement on behalf of the Borough.

Section 5. Term.

- A. For purposes of case assignments, this Agreement becomes effective when signed on behalf of the Borough, as of March 1, 2019, and shall continue for one (1) year from date executed. The Agreement may be extended for two (2) additional one-

year extensions at the Borough's option. This agreement may be terminated by the Borough at any time with or without cause.

- B. For purpose of assigned case completion this Agreement may be extended upon mutual consent.

Section 6. Compensation

- A. The Firm shall be compensated the flat monthly retainer rate for the first fifteen hours and then at the hourly rates enumerated in Attachment A. The Borough Attorney's fee schedule is to remain fixed for one (1) year from date executed. The Agreement may be extended for two (2) additional one-year extensions. If the Assembly opts to extend the Agreement, the fee schedule may be negotiated. The Firm will also be reimbursed for other appropriate costs incurred to perform under this Agreement.
- B. The Firm shall be entitled to no compensation under this Agreement beyond the scope of the Borough's express obligations under subsection A. The Borough understands that instances may arise that require additional services. During these times the Firm will give the Assembly an estimate of services requested and will return to the Assembly prior to exceeding the estimate.
- C. As a condition of payment, the Firm shall have paid all municipal taxes currently due and owing by the Firm.

Section 7. Payment and Reporting.

- A. The Firm shall submit itemized monthly billings to the Borough Manager for payment of all fees and costs for which the Firm seeks reimbursement under Section 6. Said monthly billings shall identify the subject of the work performed and the time, to the nearest one-tenth of an hour, spent on each subject. Costs shall be itemized and described separately on each monthly invoice.
- B. Upon approved billing, payment will be remitted to the Firm within 30 days.

Section 8. Termination of the Firm's Services

The Firm's services under Section 2 may be terminated:

- A. For convenience by the Borough Assembly.
- B. By mutual consent of the parties.
- C. For cause, by either party where the other party fails in any material way to perform its obligations under this Agreement. Termination under this subsection is subject to the condition that the terminating party notifies the other party of its intent to terminate, stating with reasonable specificity the grounds therefore, and the other party fails to cure the default within fifteen (15) days after receiving the notice.

Section 9. Duties Upon Termination.

- A. If the Firm's services are terminated for the convenience of the Borough or by mutual consent of the parties, the Firm will be paid as provided for under Section 6. Total compensation will not exceed the amount stated in Section 6. All finished and unfinished documents, work product, and materials prepared by the Firm remain the property of the Borough.
- B. If the Firm's services are terminated for cause, the Borough shall pay the Firm the reasonable value of the services satisfactorily rendered prior to termination, less any damages suffered by the Borough because of the Firm's failure to perform satisfactorily. The reasonable value of the services rendered shall not exceed the contract rate for such services. Any finished or unfinished documents, work product, or materials prepared by the Firm under this Agreement shall become the property of the Borough.
- C. The Firm shall not be entitled to any compensation under this Section until the Firm has delivered to the Borough Manager all documents, records, work product, and materials relating to this Agreement.
- D. If the Firm's services are terminated, for whatever reason, the Firm shall not claim any compensation under this Agreement, other than that allowed under this Section.
- E. Except as provided in this Section, termination of the Firm's services under Section 8 does not affect any other right or obligation of a party under this Agreement.

Section 10. Case Management.

- A. Execution of the Agreement by the Borough shall act as full authority for the Firm to proceed with the representation of the Borough as provided hereunder, beginning March 1, 2019.
- B. The Borough will have complete and total access to all material, information and files worked on by the Firm pursuant to this Agreement.
- C. Copies of all legal opinions shall be provided to the Borough Clerk's office.

Section 11. Assignments.

Unless otherwise allowed by the Manager or as directed by the Borough Assembly, any assignment by the Firm of its interest in any part of this Agreement or any delegation of duties under this Agreement shall be void, and any attempt by the Firm to assign any part of its interest or delegate duties under this Agreement shall give the Borough the right to immediately terminate this Agreement without any liability for work performed.

Section 12. Ownership; Publication, Reproduction and Use of Material.

- A. The Firm agrees to discuss matters and reveal documents relating to this Agreement only with the Borough Assembly, Manager, Borough Clerk, or any person authorized by the aforementioned, and as required by court order.
- B. Except as otherwise provided herein, all data, documents, work product, research, reports, and materials produced by the Firm under this Agreement shall be the property of the Borough, which shall retain exclusive right to publish, disclose, distribute, copy, and otherwise use, in whole or in part, any such data, documents, research, reports, or other materials.

Section 13. Notices.

Any notice required pertaining to the subject matter of this Agreement shall be either personally delivered or mailed by prepaid first class registered or certified mail, return receipt requested, and by electronic mail, to the following addresses:

Borough: City and Borough of Wrangell
 Attention: Borough Manager's Office
 P.O. Box 531
 Wrangell AK 99929
 Email: lvonbargen@wrangell.com

Firm: LEVESQUE LAW GROUP, LLC
 Attention: Joseph N. Levesque
 3380 C Street, Suite 202
 Anchorage, AK 99503
 Email: joe@levesquelawgroup.com

Section 14. Conflict of Interest.

The Firm may not represent or assist private or public clients in connection with other claims, litigation, or other legal matters where such representation would constitute or appear to constitute a conflict of interest. In particular, the Firm shall comply with all relevant provisions of the Alaska Bar Rules and the Alaska Rules of Professional Conduct concerning the prohibition of conflicts of interest among clients.

The Firm shall not accept any employment and shall not render any professional services to other parties if such action might be inconsistent with the above-referenced standards unless the prior approval of the Assembly has been first obtained.

Part II General Agreement Provisions

Section 1. Relationship of Parties.

The Firm shall perform its obligations hereunder as an independent Firm of the Borough. The Borough may administer the Agreement and monitor the Firm's compliance with its obligations hereunder.

Section 2. Nondiscrimination.

- A. The Firm will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, age, sex, or marital status, or mental or physical disability. The Firm will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, or mental or physical disability. Such action shall include, without limitation, employment, upgrading, demotion, or transfer, recruitment or recruiting advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship. The Firm agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
- B. The Firm shall state, in all solicitations or advertisements for employees to work on contract jobs, that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, age, sex, or marital status, or mental or physical disability.
- C. The Firm shall comply with any and all reporting requirements that may apply to it which the City and Borough of Wrangell may establish.
- D. The Firm shall include the provisions of subsections A through C of this Section in every subcontract or purchase order under this Agreement, so as to be binding upon every such independent counsel or firm of the firm under this Agreement.

Section 3. Permits, Laws and Taxes.

The Firm shall acquire and maintain in good standing all permits, licenses, and other entitlements necessary to its performance under this Agreement. All actions taken by the Firm under this Agreement shall comply with all applicable law to include without limitation, statutes, ordinances, rules, and regulations.

Section 4. Nonwaiver.

The failure of either party at any time to enforce a provision of this Agreement shall in no way constitute a waiver of the provision, nor in any way effect the validity of this Agreement or any part hereof, or the right of such party thereafter to enforce each and every provision hereof.

Section 5. Amendment.

- A. This Agreement may be amended, modified, or changed only in writing as approved by the Borough Assembly and executed by the Borough Manager and an authorized representative of the Firm.

- B. For the purpose of any amendment, modification, or change to the terms and conditions of this Agreement, the only authorized representatives of the parties are:
- (1) Lisa Von Barga City and Borough of Wrangell Manager
 - (2) Joseph N. Levesque, Levesque Law Group.
- C. Any attempt to amend, modify, or change this Agreement by either an unauthorized representative or unauthorized means shall be void.

Section 6. Jurisdiction; Choice of Law.

Any civil action arising from this Agreement shall be brought in the Superior Court for the First Judicial District of the State of Alaska, at Juneau. The laws of the State of Alaska shall govern the rights and obligations of the parties under this Agreement.

Section 7. Severability.

Any provision of this Agreement deemed invalid by a court of competent jurisdiction shall not invalidate the remaining provisions of the Agreement.

Section 8. Integration.

This instrument and Attachment A hereto embody the entire agreement of the parties. There are no promises, terms, conditions, or obligations other than those contained herein; and this Agreement shall supersede all previous communications, representations, or agreements, either oral or written, between the parties hereto.

Section 9. Insurance and Indemnification.

- A. The Firm shall maintain in good standing the insurance described in Subsection B of this Section. Before rendering any services under this Agreement, the Firm shall furnish the Borough Manager with proof of insurance in accordance with Subsection B of this Section.
- B. The Firm shall provide the following types of insurance. The City and Borough of Wrangell shall be insured as additional insured on all insurance policies except Professional Liability and Worker's Compensation policies. All policies shall have a thirty-day notice of cancellation clause.
- (1) *General Liability*
\$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability or other form with a general

aggregate is used, either the general aggregate limit shall apply separately to this location or the general aggregate limit shall be twice the required occurrence limit.

(2) *Workers' Compensation*

\$100,000 Employer's Liability and Workers' Compensation as required by Alaska State Workers' Compensation Statues.

(3) *Professional Liability*

Agree to provide lawyer's professional liability insurance for all periods under the Agreement and provide an extended reporting period endorsement after the end of the Agreement for three years. Without request by the Borough, the Firm shall provide proof of such insurance during the Agreement period and proof of such endorsement after the end of the Agreement. The Firms' carrier must agree to notify the Borough thirty days before cancellation of insurance or of the extended reporting period endorsement. The insurance shall provide coverage for claims up to a minimum amount of \$1,000,000 per claim.

- C. To the fullest extent permitted by law, the Firm agrees to defend, indemnify and hold harmless the City and Borough of Wrangell, its elected and appointed officials, employees, and volunteers against any and all liabilities, claims, demands, lawsuits, or losses including costs and attorney fees, and appellate attorney's fees, incurred in defense thereof arising out of or in any way connected or associated with this Agreement.

Section 10. Inspection and Retention of Records.

The Firm shall at any time during normal business hours and as often as the Manager or Assembly may deem necessary, make available to the Borough for examination all records with respect to all matters covered by this Agreement for a period ending three years after the date of the Firm is to complete performance in accordance with Section 2 of the Special Provisions. Upon request, and within a reasonable time, the Firm shall submit such other information and reports relating to its activities under this Agreement to the Borough in such a form and at such times as the Borough Assembly may reasonably require. The Firm shall permit the Borough Assembly or their designee to audit, examine, and make copies of such records, and to make audits of all research, materials, pleadings, records of personnel, and other data relating to all matters covered by this Agreement. The Borough may, at its option, permit the Firm to submit its records to the Borough in lieu of the retention requirements of this section.

Section 11. Availability of Funds.

This Agreement is subject to the availability of funds lawfully appropriated for its performance.

IN WITNESS WHEREOF, the parties have executed this Agreement:

CITY AND BOROUGH OF WRANGELL

LEVESQUE LAW GROUP, LLC

3380 C Street, Suite 202
Anchorage, Alaska 99503

Phone: (907) 261-8935
Fax: (206) 309-0667
Website: levesquelawgroup.com

Attachment A Professional Services Agreement for Municipal Legal Services

City and Borough of Wrangell

General Counsel services are retained for 15 hours a month flat services rate, monthly retainer, calculated to \$2,625 per month. The professional hourly fees apply after the retained monthly fee hour limit has been exceeded.

<i>Task Description</i>	<i>Hourly Fee</i>
<i>General Counsel services, 15 hours / month</i>	<i>\$175.00 / hr.</i>
<i>Lead Attorney Joseph Levesque</i>	<i>\$200.00/ hr.</i>
<i>Associate Attorney Shane Levesque</i>	<i>\$185.00 / hr.</i>
<i>Law Clerk Aaron Dobruck</i>	<i>\$125.00/ hr.</i>
<i>Senior Paralegal</i>	<i>\$110.00 / hr.</i>
<i>Expenses</i>	<i>Cost</i>
<i>Travel costs for two (2) on-site visits / attendance at Assembly meetings per year. (**Travel more than twice per year will be charged as stated below)</i>	<i>No Charge</i>
<i>Travel costs (airfare, hotel, ground transportation, meals) – no charge for travel time</i>	<i>Actual Cost</i>
<i>Copies and Faxes – In house (both color and black/white)</i>	<i>.20 / page</i>
<i>Scanning – In house</i>	<i>No charge</i>
<i>Delivery & Courier charges</i>	<i>Actual Cost</i>

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13f	<u>DATE:</u>	<u>February 26, 2019</u>
Approval of Power Generation Solution Project for Wrangell				
<u>SUBMITTED BY:</u>		<u>FISCAL NOTE:</u>		
Rod Rhoades, Electrical Superintendent		Expenditure Required: Estimate of \$280,000.00 to \$336,000		
		Amount Budgeted: None		
		Account Number(s): 7000-000-3000		
		Account Name(s): Electric Reserves		
<u>Reviews/Approvals/Recommendations</u>				
<input type="checkbox"/>	Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure):	
Name(s)			\$3,447,058	
<input type="checkbox"/>	Attorney			
<input type="checkbox"/>	Insurance			
<u>ATTACHMENTS:</u>				
None				

RECOMMENDATION MOTION:

Move to Approve Power Generation Solution Project (Option #1) for Wrangell.

PROBLEM STATEMENT:

At present, if called upon to do so, the City of Wrangell would be required to run 100% of their generating capability at a 100%, with a 100% reliability to meet the electrical power needs of the City of Wrangell. This puts the City of Wrangell in a very risky and untenable position.

Wrangell's exposure is between now and mid-April. And again (to a lesser degree) during the time when the Fish Processing Plants run.

SUMMARY STATEMENT:

Two EMD Generators are being removed from the City of Nome's inventory of generators. These two generators can be had for the cost of moving them out of Nome. Nome has scheduled to remove these generators to their dump in April.

One generator is a 12-cylinder generator, putting out 1.5 MWs of power.

One generator is a 20-cylinder generator, putting out 2.5 MWs of power.

Both generators have been examined for expected life-service by the City of Wrangell's Powerhouse Lead Mechanic and found to be in good, to excellent condition. The 1.5 MW generator underwent a major rebuild about 11,000 run-hours ago. This is nearly new. The 2.5 MW generator underwent a major rebuild about 50,000 run-hours ago. It does show signs of wear; however, all checks indicate that wear is fully within recommended tolerances. Both units match up well with the City of Wrangell's existing EMD generators.

Additionally, the City of Nome will 'give' the City of Wrangell their complete inventory of EMD spare parts and all their EMD specialty tools, most of which we do not have. This additional 'gift' is estimated to have a value of around \$120,000.

Solutions:

- 1) Recommended Option #1** - Fly the smaller unit to Anchorage from Nome. Once in Anchorage contract to have the 1.5 MW generator 'Containerized', making it immediately serviceable once it arrives in Wrangell. Options for transport to Wrangell are 1) Use of barge services out of Anchorage, or 2) Over-land Trucking to Haines, to be put on the Ferry to Wrangell.

The 2.5 MW generator would wait in Nome until June, when barge service to Nome resumes.

- 2) Recommended Option #2** - Wait until June to have both units shipped from Nome. There are two parts to this option, utilizing two different barge companies. One to ship the 2.5 MW Unit to Wrangell, and another to ship the 1.5 MW unit to Anchorage, where it would be 'Containerized' as noted in Option 1. Total costs would be lower due to 'barging' rather than flying the smaller unit; however, all other costs would generally remain.
- 3) Not Recommended** - Entering into an Agreement to Rent a 2MW Unit. Cost estimates for this option for two months of rent is approximately \$60,000, plus the cost of conductor connections of approximately \$4000, plus cost of Transportation. This option may not be viable, as 2 MW generators are hard to find.
- 4) Not Recommended** - Do Nothing. This winter has demonstrated how adversely the weather can be to SEAPA's lake levels. The ability of Wrangell Municipal Light and Power to sustain Wrangell's electrical power needs becomes ever riskier at demand levels above 6 megawatts (MW), and SEAPA, for whatever reason, is unable to meet our needs above 6 MWs.

Conclusion: The City of Wrangell's Electrical Utilities Superintendent is confident that the 2 generators in Nome will meet our long-term goals.

Securing Nome's surplus generators is Recommended.

+/- 20% COST ESTIMATE WORKSHEET:

Task

Preparation Work in Nome:

Crew of 2 to Nome for 10 days:

Flights	\$2,350
Hotel	\$4,000
Per Diem	\$1,000
Wages	<u>\$10,400</u>
	\$17,750

Misc. Hardware for Crating Effort	\$5,000
Heavy Equipment/Operator Rental	\$4,000

Containerize 12 Cylinder Unit in Anchorage	\$90,000
--	----------

Transport from Nome to Wrangell	\$80,000
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Installation of 20-Cylinder in Wrangell	<u>\$60,000</u>
Total w/o Contingency	\$256,750

Contingency at 10%	<u>\$25,675</u>
Total	\$282,425

Notes:

- WML&P wages are not included (except wages expended in Nome), as I am considering them as sunk cost.
- Use of Mileage to purchase the tickets to and from Nome have not been considered.
- Estimate on lumber to crate items is a WAG; but not considered excessive considering anticipated prices in Nome.
- Q-Trucking, in Nome, has offered an apartment and transportation to the City of Wrangell at no cost. This offering has not been accounted for in this estimate.

Administration is seeking project approval only at this time. The expenditures for the individual aspects of the project, like contracts for shipping and containerizing the 1.5 MW unit will come to the Assembly at subsequent meetings.

Task	Air/Grd
Crew of 2 to Nome for 10 days:	17750
Shipping Preparation	5000
Equipment/Operator Rental (Nome)	4000
Transport from Nome to Wrangell. Air from OME to ANC; Barge from ANC to WNG	37608
Containerize 12 Cylinder Unit	84000
	<u>148358</u>
Contingency at 10%	14836
	<u>163194</u>

Notes:

- This Estimate is exclusive to the movement and installation of the 12 Cylinder Unit only.
- This estimate reflects the use of air transport / barge delivery
- WML&P wages are not included (except wages expended in Nome), as I am considering them as sunk cost.
- Use of Mileage to purchase the tickets to and from Nome have not been considered.
- Estimate on lumber to crate items is a WAG; but not considered excessive considering anticipated prices in Nome.

Task	Air/Grd
Crew of 2 to Nome for 10 days:	17750
Shipping Preparation	5000
Equipment/Operator Rental (Nome)	4000
Transport from Nome to Wrangell. Air from OME to ANC; Barge from ANC to WNG	37608
Containerize 12 Cylinder Unit	84000
	<u>148358</u>
Contingency at 10%	14836
	<u>163194</u>

Notes:

- This Estimate is exclusive to the movement and installation of the 12 Cylinder Unit only.
- This estimate reflects the use of air transport / barge delivery
- WML&P wages are not included (except wages expended in Nome), as I am considering them as sunk cost.
- Use of Mileage to purchase the tickets to and from Nome have not been considered.
- Estimate on lumber to crate items is a WAG; but not considered excessive considering anticipated prices in Nome.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13g	<u>DATE:</u>	February 26, 2019
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PROPOSED RESOLUTION 02-19-1443 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR THE AMENDMENT OF THE JOB DESCRIPTION FOR THE ACCOUNTING CLERK

<u>SUBMITTED BY:</u>	<u>FISCAL NOTE:</u>
	Expenditure Required:
Lee Burgess, Finance Director	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>	
1. Resolution No. 02-19-1443. 2. Updated Job Description. 3. Non-Union Wage & Grade Table.	

RECOMMENDATION MOTION:
 Move to Approve Resolution No. 02-19-1443.

SUMMARY STATEMENT:

This job description is being modified in anticipation of the retirement of an Accounting Clerk (Accounts Payable) in April 2019. Minor changes/updates are included, but the primary change is the addition of Deputy Borough Clerk duties.

Since the mid-2000s, the role of Deputy Clerk has been assumed by the Accounting Generalist (formerly Accounting Technician) position. Because the current Accounting Generalist has served on an elected board since prior to her hire, there are certain duties at certain times that would create a conflict of interest. Adding Deputy Clerk duties to this job description will address this issue.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION No. 02-19-1443

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR THE AMENDMENT OF THE JOB DESCRIPTION FOR THE ACCOUNTING CLERK

WHEREAS, the amendment of this position description allows the City and Borough of Wrangell's Administration Department the ability to appropriately update the duties and responsibilities of the Accounting Clerk; and

WHEREAS, the Deputy Clerk duties will be added to this job description; and

WHEREAS, the current rate of pay for the Accounting Clerk/Deputy Clerk position is a grade 13 with the pay range from \$18.55 to \$23.32 and based on the proposed changes to the job description, will not change; and

WHEREAS, this position has been reviewed and job description updated to accurately reflect actual duties, responsibilities, and qualifications; and

WHEREAS, it is the desire of the City and Borough of Wrangell to bring all job descriptions into compliance with current standards; and

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

Section 1. The attached Exhibit "A" includes the job description which describe the duties, responsibilities and qualifications for the Accounting Clerk/Deputy Clerk.

Section 2. The new job description for the Accounting Clerk/Deputy Clerk position will be effective as of March 1, 2019.

Section 3. The attached Exhibit "B" is the Non-Union Wage and Grade Table reflecting the title change of the Accounting Clerk to Accounting Clerk/Deputy Clerk.

Section 4. The attached Exhibit "B" repeals all other previous Non-Union Pay Plans and becomes effective March 1, 2019.

ADOPTED: _____, 2019

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

City & Borough of Wrangell

Position Description

Position: Accounting Clerk	Position Number:
Department/Site: Finance	FLSA: Non-exempt
Evaluated by: Finance Director	Salary Grade: 13

Summary

Performs various accounting, recordkeeping, and receptionist duties in conjunction with the finance department.

Distinguishing Career Features

The Accounting Clerk is equal to the Utility Clerk in referring to the first in a two-level career ladder for clerical and technical accounting. The Accounting Clerk is the first level and focuses on assembly and processing of various accounts and handling of certain records. Advancement to Accounting ~~Technician-Generalist~~ is possible with demonstrated knowledge of the computer-aided accounting system and codes as well as the ability to process a full range of financial transactions for a complete account such as payroll, cash receipts and accounts receivable.

Essential Duties and Responsibilities

Communications

- Answers and screens telephone calls. Assists visitors and resolves problems as they arise, and refers callers and visitors to appropriate personnel.

Accounting

- Processes accounts for payment.
- Performs daily cashier duties.
- Processes vouchers, invoices, accounts, lease billings, and tax accounts.
- ~~Performs daily cashier duties. Maintains files~~ Maintains vendor and customer files.

Deputy Clerk

- **Serves as Deputy Clerk, providing assistance to the Borough Clerk in the execution of municipal clerk duties under Alaska Statutes 29.20.380**

Records

- Maintains various records and accounts and enters data into a computer. Processes forms regarding accounts, billings, and taxes. Maintains inventory control for office supplies.

Teamwork & Cooperation

- Performs other related duties as required or assigned. Works cooperatively with other employees, external agencies, and the public.
- ~~Parks & Recreation and Youth board meetings: Agenda, minutes, required public notices, and all related filing.~~

Qualifications

- **Knowledge and Skills**

Accounting Clerk

@Jacobson, Betts & Company

Rev. 9/28/2011

- Requires interpersonal skills to effectively communicate with the public, staff, and other persons. Requires courteous telephone skills.
- Requires general knowledge of accounting procedures, or ability to learn quickly. Requires ability to maintain accounts, perform banking and other transactions. Requires attention to detail and strong numerical ability.
- Requires ~~strong mathematical aptitude and~~ proficiency with Microsoft Outlook (e-mail), Excel, and Work and Adobe Acrobat. a ten-key calculator. Requires ability to keep records, process forms, and enter data into a computer. Requires excellent writing, grammar, spelling, and typing skills.
- Requires willingness to perform various job-related duties as situations arise, strong sense of teamwork, and the ability to work cooperatively with others.

- **Abilities**

Ability to keep records, process forms, and enter data into the computer.

Requires strong aptitude for learning new computer software functions and processes quickly.

- **Physical Abilities**

Incumbent must be able to work in an office setting engaged in work of a primarily sedentary nature. Requires sufficient hand-eye-arm coordination to use a keyboard and 10-key, arm/hand movements to retrieve work materials from storage files, and operate a variety of general office equipment. Requires visual acuity to read computer screens, printed material, and detailed accounting information. Requires auditory ability to carry on conversations over the phone and in person.

- **Education and Experience**

Requires equivalent to high school diploma.

- **Licenses and Certificates**

Requires a valid driver's license.

- **Working Conditions**

Work is performed in an office environment with minimal safety considerations.

This job/class description, describes the general nature of the work performed, representative duties as well as the typical qualifications needed for acceptable performance. It is not intended to be a complete list of all responsibilities, duties, work steps, and skills required of the job.

old step	6	7	8	9	10	11	12	13	14	15			
Grade	Step →												
↓	1	2	3	4	5	6	7	8	9	10	11	12	13
8	14.96	15.26	15.55	15.84	16.14	16.44	16.76	17.09	17.41	17.74	18.08	18.43	18.78
9	15.62	15.91	16.21	16.52	16.85	17.17	17.49	17.82	18.16	18.52	18.88	19.24	19.61
12	17.73	18.07	18.42	18.78	19.14	19.50	19.87	20.27	20.66	21.05	21.46	21.87	22.29
13	18.55	18.90	19.26	19.63	20.00	20.40	20.79	21.19	21.59	22.02	22.45	22.88	23.32
14	19.38	19.75	20.14	20.53	20.92	21.32	21.74	22.16	22.58	23.01	23.46	23.91	24.37
15	20.28	20.69	21.10	21.52	21.95	22.39	22.84	23.30	23.76	24.24	24.72	25.22	25.72
16	21.18	21.58	22.01	22.43	22.86	23.30	23.77	24.22	24.68	25.16	25.65	26.15	26.66
17	22.17	22.59	23.02	23.47	23.93	24.39	24.86	25.36	25.85	26.35	26.86	27.38	27.91
18	23.19	23.65	24.10	24.56	25.03	25.53	26.02	26.52	27.05	27.57	28.11	28.66	29.22
21	26.43	26.96	27.48	28.01	28.56	29.12	29.68	30.26	30.85	31.44	32.05	32.68	33.32
23	28.55	29.11	29.67	30.25	30.84	31.43	32.06	32.68	33.31	33.97	34.63	35.31	36.00
25	30.94	31.54	32.17	32.79	33.42	34.09	34.75	35.44	36.13	36.84	37.56	38.30	39.05
26	32.22	32.84	33.48	34.14	34.80	35.49	36.18	36.89	37.61	38.34	39.09	39.86	40.64

8	Custodian	14	Dispatch/Corrections Officer	21	Police Officer Probationary
9	Library Assistant 1	15	Public Works Administrative Assistant	23	Police Officer
12	DMV Assistant Recreation Coordinator Library Assistant 2	17	Police Officer Recruit	25	Police Sergeant
13	Accounting Clerk/Deputy Clerk Utility Accounts Clerk	18	Administrative Assistant - Police Corrections Sergeant Accounting Generalist Firemedic/Trainer Nolan Center Facility Manager	26	Police Lieutenant

Permanent, Salaried (Exempt) Employee Pay Plan, City and Borough of Wrangell, Monthly Compensation

old step	6	7	8	9	10	11	12	13	14	15			
Grade	Step →												
↓	1	2	3	4	5	6	7	8	9	10	11	12	13
19	4,209.00	4,290.00	4,375.00	4,458.00	4,543.00	4,630.00	4,722.00	4,812.00	4,904.00	5,001.00	5,098.00	5,197.00	5,297.00
24	5,150.00	5,252.00	5,353.00	5,457.00	5,566.00	5,673.00	5,782.00	5,897.00	6,011.00	6,131.00	6,250.00	6,373.00	6,498.00
25	5,363.00	5,467.00	5,576.00	5,684.00	5,793.00	5,909.00	6,023.00	6,143.00	6,263.00	6,386.00	6,510.00	6,639.00	6,769.00
27	5,821.00	5,935.00	6,049.00	6,171.00	6,290.00	6,413.00	6,540.00	6,666.00	6,800.00	6,932.00	7,067.00	7,205.00	7,348.00
28	6,070.00	6,191.00	6,311.00	6,436.00	6,561.00	6,689.00	6,821.00	6,952.00	7,091.00	7,228.00	7,370.00	7,516.00	7,663.00
30	6,607.00	6,739.00	6,869.00	7,006.00	7,141.00	7,282.00	7,426.00	7,571.00	7,720.00	7,873.00	8,027.00	8,185.00	8,346.00

19	Civic Center Manager	25	Harbormaster	28	Economic Development Director
24	Library Director Parks & Recreation Director Fire Chief Nolan Center Director	27	Borough Clerk	30	Finance Director Electrical Superintendent Police Chief Director of Public Works & Capital Projects

Temporary/Part-time/Seasonal Employees

Hourly Compensation

Note: Each step represents the amount above the prevailing State of Alaska Minimum Wage 9.89

Grade	Step →												
↓	1	2	3	4	5	6	7	8	9	10	11	12	13
1	State MW	0.30	0.60	0.90	1.20	1.50	1.80	2.10	2.40	2.70	3.00	3.30	3.60
3	0.70	1.00	1.30	1.60	1.90	2.20	2.50	2.80	3.10	3.40	3.70	4.00	4.30
4	1.70	2.00	2.30	2.60	2.90	3.20	3.50	3.80	4.10	4.40	4.70	5.00	5.30
5	2.70	3.00	3.30	3.60	3.90	4.20	4.50	4.80	5.10	5.40	5.70	6.00	6.30
6	3.20	3.50	3.80	4.10	4.40	4.70	5.00	5.30	5.60	5.90	6.20	6.50	6.80
7	3.70	4.00	4.30	4.60	4.90	5.20	5.50	5.80	6.10	6.40	6.70	7.00	7.30
8	4.20	4.50	4.80	5.10	5.40	5.70	6.00	6.30	6.60	6.90	7.20	7.50	7.80
9	4.70	5.00	5.30	5.60	5.90	6.20	6.50	6.80	7.10	7.40	7.70	8.00	8.30
11	6.20	6.50	6.80	7.10	7.40	7.70	8.00	8.30	8.60	8.90	9.20	9.50	9.80

Actual Temp Rates, Calendar Year 2017

	1	2	3	4	5	6	7	8	9	10	11	12	13
1	9.89	10.19	10.49	10.79	11.09	11.39	11.69	11.99	12.29	12.59	12.89	13.19	13.49
3	10.59	10.89	11.19	11.49	11.79	12.09	12.39	12.69	12.99	13.29	13.59	13.89	14.19
4	11.59	11.89	12.19	12.49	12.79	13.09	13.39	13.69	13.99	14.29	14.59	14.89	15.19
5	12.59	12.89	13.19	13.49	13.79	14.09	14.39	14.69	14.99	15.29	15.59	15.89	16.19
6	13.09	13.39	13.69	13.99	14.29	14.59	14.89	15.19	15.49	15.79	16.09	16.39	16.69
7	13.59	13.89	14.19	14.49	14.79	15.09	15.39	15.69	15.99	16.29	16.59	16.89	17.19
8	14.09	14.39	14.69	14.99	15.29	15.59	15.89	16.19	16.49	16.79	17.09	17.39	17.69
9	14.59	14.89	15.19	15.49	15.79	16.09	16.39	16.69	16.99	17.29	17.59	17.89	18.19
11	16.09	16.39	16.69	16.99	17.29	17.59	17.89	18.19	18.49	18.79	19.09	19.39	19.69

1	Lifeguard Recreation Assistant Theater Sales Associate	4	Sales Assistant Laborer Assistant Theater Manager	7	Clerical Assistant
3	Head Lifeguard	5	Park Maintenance I	8	Custodian
		6	Senior Sales Assistant Park Maintenance II	9	Maintenance Custodian
				11	Theater Manager

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	14	<u>Date</u>	February 26, 2019
<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>	February 26, 2019
None.				
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				