



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

May 14, 2013 – 7:00 p.m.

Location: Assembly Chambers, City Hall

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member James Stough
- b. INVOCATION
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Certificates of Service, Guest Introductions*
 - i. Certificate of Service; John Taylor, Planning & Zoning Commission
 - ii. Proclamation; Take 25 - National Center for Missing & Exploited Children

2. ROLL CALL

3. AMENDMENTS TO THE AGENDA

4. CONFLICT OF INTEREST

5. CONSENT AGENDA:

- a. Items (*) 6a, 7a, 7b & 13b

6. APPROVAL OF MINUTES

- *a. Minutes of the Regular Assembly meeting held April 23, 2013

7. COMMUNICATIONS

- *a Dept. of the Army – Notification of a Permit Application Modification approval for Mr. Mike Lang – POA-2009-73-M1, Wrangell Narrows
- *b Travel Summary Report for the month of April, 2013

- *13b Final Plat approval of the Goodale Replat

8. BOROUGH MANAGER'S REPORT

9. BOROUGH CLERK'S FILE

10. MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS

- a. Reports by Assembly Members
- b. Appointment to fill the vacancies on the Planning & Zoning Commission
- c. Appointment to fill the vacancy on the Economic Development Committee
- d. Appointment of the Wrangell Medical Center Board Liaison Alternate Seat

11. PERSONS TO BE HEARD

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a. Discussion and possible action relating to an Industrial Lot Trade between the City and Borough of Wrangell & Brett Woodbury

- *b. Final Plat approval of the Goodale Replat

14. ATTORNEY'S FILE

15. EXECUTIVE SESSION

16. ADJOURNMENT

Agenda Items 1 - 6

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM May 14, 2013

ITEM NO. 1 CALL TO ORDER:

INFORMATION: *The Mayor, by code, is required to call the meeting to order at 7:00 p.m. in the Borough Assembly Chambers. Special meetings or continued meetings may be called for at differing times but at the same location. Notice of such will be required by the Borough Clerk. The Mayor will call the meeting to order according to such special or continued meeting notice. At all meetings of the assembly, four assembly members or three members and the mayor shall constitute a quorum for the transaction of business, but a smaller number less than a quorum may adjourn a meeting to a later date.*

RECOMMENDED ACTION:

The Mayor, as presiding officer, is to call the meeting of the Borough Assembly to order, with the following actions to follow:

- a. Pledge of Allegiance to be given by Assembly Member James Stough
- b. Invocation to be given
- c. Ceremonial Matters:
 - i. Certificate of Service; John Taylor, Planning & Zoning Commission
 - ii. Proclamation; Take 25 - National Center for Missing & Exploited Children

ITEM NO. 2 ROLL CALL – BOROUGH CLERK:

INFORMATION: *The Borough Clerk shall conduct a roll call of each elected and duly qualified Assembly Member. Such call shall result in an entry of those present or absent from the meeting. The roll call is primarily utilized in determining if sufficient member(s) are present to conduct a meeting. The Borough Clerk may randomly change the conduct of the roll to be fair to the members of the governing body unless the council determined an adopted procedure for roll call which is different than currently in use.*

RECOMMENDED ACTION:

Borough Clerk to conduct a roll call by voice vote. Each member to signify by saying here, present (or equal) to give evidence of attendance.

ITEM NO. 3 AMENDMENTS TO THE AGENDA:

INFORMATION: *The assembly may amend the agenda at the beginning of its meeting. The outline of the agenda shall be as from time to time prescribed and amended by resolution of the assembly. (WMC 3.04.100)*

RECOMMENDED ACTION:

The Mayor should request of the members if there are any amendments to the posted agenda. ***THE MAYOR MAY RULE ON ANY REQUEST OR THE ASSEMBLY MEMBERS MAY VOTE ON EACH AMENDMENT.***

ITEM NO. 4 CONFLICT OF INTEREST:

INFORMATION: *The purpose of this agenda item is to set reasonable standards of conduct for elected and appointed public officials and for city employees, so that the public may be assured that its trust in such persons is well placed and that the officials and employees themselves are aware of the high standards of conduct demanded of persons in like office and position.*

An elected city official may not participate in any official action in which he/she or a member of his/her household has a substantial financial interest.

ITEM NO. 5 CONSENT AGENDA:

INFORMATION: *Items listed on the Consent Agenda or marked with an asterisk (*) are considered part of the Consent Agenda and will be passed in one motion unless the item has been removed by an Assembly Member or the Mayor and placed on the regular agenda.*

RECOMMENDED ACTION:

Move to approve those Agenda items listed under the Consent Agenda and those marked with an asterisk (*) Items:

6a, 7a, 7b & 13b

ITEM NO. 6 APPROVAL OF MINUTES:

INFORMATION:

6a Minutes of the Regular Assembly meeting held April 23, 2013


CERTIFICATE OF SERVICE

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

John Taylor

for his service and dedication on the Planning & Zoning Commission
from:

January 1999 – April 2013


David L. Jack, Mayor

ATTEST:  Kim Ekores, Borough Clerk

Dated this 14th day of May, 2013





take
25

Make time to talk
about child safety.

Proclamation

National Center for Missing & Exploited Children® National Missing Children's Day

WHEREAS, according to the U.S. Department of Justice, an estimated 800,000 children are reported missing each year; and

WHEREAS, on average, approximately 2,000 children are reported missing to law-enforcement agencies daily; and

WHEREAS, approximately 58,200 of these children are victims of non-family abductions and more than 200,000 are the victims of family abductions; and

WHEREAS, the National Center for Missing & Exploited Children® (NCMEC) exists as a resource to help prevent child abduction and sexual exploitation, help find missing children, and assist victims of child abduction and sexual exploitation, their families, and the professionals who serve them, and

WHEREAS, this special day is a time to remember those children who are missing and give hope to their families.

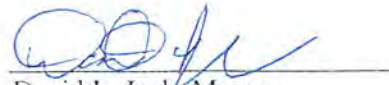
NOW THEREFORE BE IT RESOLVED that, in partnership with NCMEC and its supporters, the City and Borough of Wrangell proclaims May 25th, as

“National Missing Children's Day”

And urges the participation of local government, law enforcement, and communities in the protection of children and educating children about child abduction and sexual exploitation, and how to respond and seek help from law enforcement, social services, and NCMEC.

Attest:


Kim Flores, Borough Clerk


David L. Jack, Mayor



**Minutes of Regular Assembly Meeting
Held on April 23, 2013**

Mayor David L. Jack called the regular Assembly Meeting to order at 7:00 p.m., April 23, 2013, in the Borough Assembly Chambers. Assembly Members Stough, McCloskey, Wiederspohn, Christian and Stokes were present. Borough Manager Timothy Rooney and Borough Clerk Kim Flores were also in attendance.

Pledge of Allegiance was led by Assembly Member Pamella McCloskey.

Invocation given by Nettie Covalt from the Presbyterian Church.

CEREMONIAL MATTERS – *Community Presentations, Proclamations, Certificates of Service, Guest Introductions*

Certificate of Service – William B. Privett, Borough Assembly

There was a Certificate of Service to be presented to a member of the Planning & Zoning Commission. That member requested that his certificate be presented privately.

Proclamation – Municipal Clerks Week, May 5 – 11, 2013 presented to Borough Clerk Flores.

AMENDMENTS TO THE AGENDA

There were no amendments to the agenda.

CONFLICT OF INTEREST

There were no conflicts of interest.

CONSENT AGENDA

Moved by McCloskey, seconded by Christian, to approve Consent Agenda Items marked with an (*) asterisk; 6a, 7a & 7b.

Assembly Member Christian said that he had been contacted from Mr. Gross; he asked if the Borough Clerk would read the amended language to be added to the March 26, 2013 minutes.

Clerk Flores read the amended language.

Motion approved unanimously by polled vote.

APPROVAL OF MINUTES

*6a Minutes of the Public Hearing meeting held April 9, 2013; Minutes of the Regular Assembly meeting held April 9, 2013

COMMUNICATIONS

*a. Amendment to the March 26, 2013 Regular Assembly Minutes

*b. School Board Action from the Regular School Board meeting held April 15, 2013

BOROUGH MANAGER'S REPORT

Borough Manager Rooney's report was provided.

- Administrative – Capital Budget; Lemonade Day; Wrangell Cooperative Association request; Technology Committee; Alaska Marine Highway 50th Anniversary; Alaska Marine Highway Hotel Ship
- Public Works – Free Dump Days; Household Hazardous Waste
- Capital Projects – Evergreen Road Improvements and Pedestrian Access Project
- Finance - Budget
- Convention & Visitors Bureau – Stikine River Birding Festival
- Electric Department – Spur Road Line Extension; Annual Maintenance Outage; Heat Pumps

In addition to Manager Rooney's written report, he reported that he and Ms. Carol Rushmore had been in contact with DNR regarding the Borough Land Selection process; they had received some clarification regarding questions about the denial letter received by DNR; response letter must be filed by May 1st; he will forward to the Assembly for input.

Assembly Member Stough said there was a quarterly financial statement due as part of the duties; asked Borough Manager if he could get that report.

Manager Rooney said that he would get the report.

Assembly Member Stough said that as part of the duties, he was concerned about communications with the City Attorney; that any communications back and forth should be shared with the Assembly; as part of the duties, it spells out "no later than the next City Council Meeting following receipt"

Manager Rooney said that would be no problem.

Assembly Member Stough thanked Manager Rooney for his report.

BOROUGH CLERK'S FILE

Borough Clerk Flores's report was provided.

- Upcoming dates to remember

MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS

10a Reports by Assembly Members

Assembly Member Stough reported that he was out of town and did not attend the Wrangell Medical Center Board meeting that was held on April 17th.

Mayor Jack asked who the alternate was in the event Assembly Member Stough couldn't make the meeting.

Assembly Member Stough answered that there was not one; the alternate seat needs to be one of the Assembly Members.

Mayor Jack asked that the appointment to fill the alternate seat be placed on the Agenda for the next meeting.

Mayor Jack reported that he and Assembly Member McCloskey would be traveling to Ketchikan tomorrow to take a tour of the Swan Lake Project and would also be attending a SEAPA Board Meeting.

Assembly Member McCloskey said that it ought to be a good meeting.

Assembly Member Stough mentioned that when the assembly appointed Assembly Member McCloskey and appointed the committee, that normally the committee chooses who the chairperson is and who the vice-chairperson is; when charter was done, they did that; also elected the secretary; thought that was the way they were going to do it with this committee.

Assembly Member Stough also said that he was surprised to find that they were traveling; he thought that would be a discussion here at the Assembly meeting to see what this was about; he said that it hits him a little off guard to know that McCloskey and Jack were traveling; objected to them traveling without notifying the Assembly. Stough said that he felt that the Assembly should have been given the chance to say yea or nay; that was the way it had been done when serving on the Council before; wanted to make that clarification.

Mayor Jack clarified that this travel was at no expense to the City.

Assembly Member Stough said that he still felt that by representing the City, those things should be done properly; said it was a Point of Order; should stick with our Points of Order.

10b Appointment to fill the vacancy of Seat "E" on the Borough Assembly

Mayor Jack stated that there had been three letters of interest received for the vacancy of Assembly Seat "E" from:

- *Kipha Valvoda*
- *Stephen Prysunka*

- *Christie L. Jamieson*

Moved by Christian, seconded by Stough, to appoint Christie L. Jamieson to fill the vacancy of Assembly Member Seat "E" on the Borough Assembly up until the next Borough Election to be held October 1, 2013.

Assembly Member Stough thanked those who had submitted their letters of interest for the vacancy; Christie had served our community for a long time as the City Clerk; looked forward to working with her on the Assembly.

Motion approved unanimously by polled vote.

10c Nominate Vice-Mayor

Moved by Wiederspohn to nominate Pam McCloskey for Vice-Mayor. Motion failed for lack of a second.

Moved by Stough, seconded by Stokes, to nominate Ernie Christian for Vice-Mayor.

Assembly Member Stough said that he had nominated Ernie because he had been on the Council before and because he had been Vice-Chair before.

Motion approved unanimously by polled vote.

10d Appointment to fill the vacancy on the Planning & Zoning Committee

Mayor Jack said that there were no letters of interest received for the vacancy; he also said that since there was another recent resignation, we would continue to advertise for the two vacancies.

10e Appointment of the General Public Member to the Special Energy Committee

Mayor Jack said that there had been one letter of interest received from:

- *Butch Schmidt*

Moved by Stough, seconded by McCloskey, to appoint Butch Schmidt to fill the vacancy of the General Public Member on the Special Energy Committee.

Assembly Members Stough and McCloskey thanked Mr. Schmidt for putting his name in for the committee.

Motion approved unanimously by polled vote.

PERSONS TO BE HEARD

Wayne Kear, 218 Berger St., asked if the institute property was going to come up tonight.

Mayor Jack answered that there would be a discussion on the issue.

Mr. Kaer said that he hoped that the Assembly was smart enough not to give it away.

Mayor Jack responded that the letter from Wrangell Cooperative Association would be discussed.

Mr. Kaer said that no matter what, the Assembly makes the final decision; whoever buys it, he hoped that the City would put it on the tax role.

Mayor Jack thanked Mr. Kaer for his comments.

UNFINISHED BUSINESS

12a Discussion and Possible Action relating to the Wrangell Waste Transfer Station (Landfill) Hours

Moved by Stough, seconded by Stokes, that the Landfill hours of operation for the Wrangell Waste Transfer Station be Tuesday through Friday, 8:30 a.m. to noon and noon to 4:30 p.m., and Saturday to remain open as scheduled for the hours of operation.

Manager Rooney stated that he had submitted a memorandum based on the questions from the last meeting from Assembly Member Stough regarding the hours of operation at the Waste Transfer Station. The current hours of operation are: Tuesday through Friday, 8:30 to 9:30 a.m. and then noon to 4:00 p.m. and on Saturday from 9:00 a.m. to 11:30 a.m. and 12:30 to 4:30 p.m.

Manager Rooney further stated that the facility is closed on Monday so that it could be open on Saturday; allowing for two full time employees; one employee operates the garbage truck; the other employee operates the transfer station.

Manager Rooney said that the transfer station was closed two hours each morning Tuesday through Friday so that the transfer station operator can leave the office to perform a number of duties including: lighting, cleaning and consolidating the burn pile, consolidating the metal pile, loading garbage into the shipping container; placing and collecting cans and dumpsters as the customer needs change; greasing of equipment both at the station and the garage; performing required DEC sampling of water leaving the landfill; performing required DEC site inspections, and purchasing supplies.

Rooney also said that once the recycling equipment had been purchased, there would need to be time allowed to operate and maintain that equipment as well.

Manager Rooney said that many of the duties that he had listed cannot be performed when the public was on site due to safety reasons.

Mayor Jack asked Carl Johnson, Director of Public Works to speak to how changing the hours might affect running the garbage truck and the transfer station.

Carl Johnson, Director of Public Works, asked for clarification on the proposed days of operation.

Assembly Member Stough clarified that the days for the Landfill to be open wouldn't change.

Mr. Johnson said that it wouldn't affect the garbage truck schedule; it would affect the landfill; people walking around while operating the excavator was unsafe; that's why the hours were changed a while back.

Mr. Johnson further said that when the landfill hours had been changed, the hours had actually increased. He said that the landfill needs to be closed at some point.

Assembly Member McCloskey asked what the proposed change in the hours was.

Mr. Johnson answered that the landfill was closed from 9:30 p.m. to noon Tuesday through Friday. He said that it was proposed to stay open those two hours.

Assembly Member Stough stated that this was an ongoing issue with him; felt by standards, it was the Council that set the hours; reason he brought it forward was there were a lot of people who need the dump at that time; businesses hold their garbage for three days before they can get there; thinks that it was a convenience to the public; was a long period of time for some people to hold their garbage; have had discussions before about this; felt that it could be accommodated.

Manager Rooney responded that this issue had been advertised for two weeks and if there was an overwhelming need to change the landfill hours, people would have shown up in support of the change. Rooney also said that in the three and one-half years here as the Borough Manager, he had never had anyone come to visit with him about changing the landfill hours.

Assembly Member Stough said that he had a lot of people stop him and ask him about this; contractors and other people.

Mr. Johnson said that there weren't that many people who came to the dump during the day. He said that on occasionally, a contractor would contact him on a Monday and request to dispose of something at the landfill. If possible, the City would accommodate them and let them in.

Mr. Johnson also said that the landfill was only closed for two days, not for three.

Assembly Member Christian commented that according to Manager Rooney's memo, there were only a few paying customers to the facility each day. He said that if they increased the hours of operation to be open the two hours, if there were only a few people showing up, he didn't feel that it would impede the operations that went on during those two hours.

Mr. Johnson responded that the operation worker wouldn't know when someone would walk up to their excavator when swinging things around; also there were times when the operator needed to leave the landfill to perform some of the designated duties.

Assembly Member Stough said that the hours of the landfill had been changed before; that before, the landfill was open.

Mr. Johnson said that they had another attendant.

Assembly Member Stough said that the change was made so that the operation worker could clean up things around there.

Mr. Johnson said that prior to the current hours; the landfill had been open fewer hours.

Motion failed with Christian, Stough and Stokes voting yea; McCloskey, Wiederspohn and Mayor Jack voting nay.

12b Discussion and Possible Action relating to the Fill Permit for the Boat Haulout area

Mayor Jack stated that there was a memorandum attached; this item was placed on the Agenda at the request of Assembly Member Stough.

Assembly Member Stough said it sounds like we were moving forward (*garbled*) out in front; wanted to reaffirm the fact that we were going to fill that area; we have mitigated land to have that area and put it in permit; this has been going on since 1993; we have had plans set before.

Assembly Member Stough said that it was his contention that we need to use all available fill that's being used around the country to help fill that from our contracts by the City; flat usable land in this community has always been a priority that we need.

Assembly Member Stough further said that he was glad that the City was moving forward to fill this and utilize the permit.

Assembly Member Christian commented that it was good that the City was filling the land; would be used for boat storage and boat haulout. He said that with the new 300-ton lift, they would run out of space.

Assembly Member Stough said that he had many long conversations with Carl Johnson and appreciated the fact that they were moving forward.

12c Discussion relating to the possible purchase of a Peninsula Avenue Vacant Lot

Moved by Stough, seconded by Christian, to direct the Borough Manager to open negotiations with First Bank for a parcel of land whose address is 1413 Peninsula Street, earnest money to hold this land to come from the treasury of the City.

Assembly Member Stough said that this piece of property goes right alongside the existing City Dock; First Bank had taken it back from the owner and was holding it; the City has not had parking on that end of Peninsula Street in his lifetime; the City presently leases the property from First Bank for parking; perfect opportunity to purchase this property.

Assembly Member Stough also said that there had been an ongoing parking problem on Peninsula Street; First Bank had offered the property originally for \$325,000 and then went down to \$225,000; had discussions with First Bank today; think we can negotiate the price even lower than that. He said that his concern was to at least get earnest money down on it and see if we could negotiate a better price.

Assembly Member McCloskey said that if the City were to enter into negotiations, she would like to see this property come down a lot more in price since the property was appraised at \$165,000.

Assembly Member Stough said that's why he put the motion to have the City Manager negotiate.

Mayor Jack said that this property was being leased on a month-to-month basis by the City for \$347.92; in addition, the current property tax that the Borough collects was \$2115.23 annually; would be a loss of tax revenue.

Assembly Member Stough said that regarding the loss in tax revenue, we pay \$4176.00 a year for the property; have already paid \$12,518.00 to rent the lot; makes no sense to not take the opportunity, even if the City has to borrow the money to buy it; makes no sense when there was an absolute need for it. He also said that if First Bank sells the property there would be no parking over there again.

Assembly Member Christian highlighted that the City was paying \$4175.00 a year even though the City collects \$2100.00 worth of property taxes; the City was still losing money on it.

Mayor Jack stated that the only reason he mentioned that was because it had not been brought up before; he felt that the people should have all of the information on the matter.

Motion failed with Stough, Stokes and Christian voting yea; McCloskey, Wiederspohn and Mayor Jack voting nay.

NEW BUSINESS

13a PROPOSED RESOLUTION NO. 04-13-1273: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE PARITICPATION AGREEMENT WITH THE PUBLIC EMPLOYEES RETIREMENT SYSTEM (PERS) OF ALASKA BY UPDATING AND CORRECTING PREVIOUS AMENDMENT NUMBER SIX; AND PROVIDING FOR AN EFFECTIVE DATE

Moved by Stough, seconded by Christian, to adopt the resolution.

Manager Rooney stated that this resolution and the resolution to follow was a result of an audit done by the Alaska Department of Administration. He said that this was one of the minor changes that they had identified that needed to be amended.

Assembly Member Christian asked if this amendment was going to cost the City any additional money.

Manager Rooney answered that it would not.

Assembly Member Christian asked if the part time employee would receive the same amount of retirement as the full time employee.

Manager Rooney answered that they would not. He said that the amount of retirement paid was directly related to the amount of hours the employee worked.

Motion approved unanimously by polled vote.

13b PROPOSED RESOLUTION NO. 04-13-1274: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE PARITICPATION AGREEMENT WITH THE SUPPLEMENTAL BENEFITS SYSTEM (SBS) OF ALASKA; AND PROVIDING FOR AN EFFECTIVE DATE

Moved by McCloskey, seconded by Wiederspohn, to adopt the resolution. Motion approved unanimously by polled vote.

13c Discussion and Possible action relating to the contract for Oliver Construction

Reading from the memorandum provided to the Borough Assembly for this item, Manager Rooney said that:

At the April 9, 2013 Regular Assembly meeting, Mr. Randy Oliver asked that his contract be placed on the Agenda for discussion.

Manager Rooney said that City and Borough of Wrangell entered into a contract with Mr. Oliver in November of 2009 for the purpose of providing scrap metal disposal in advance of the closing of the Landfill. An amendment to that contract was agreed to by both parties in February of 2010 to also

include the removal of meal products from the Old Byford Junkyard. The term of the original contract was for 90 days from receipt of the notice to proceed.

Mr. Oliver was unhappy with the current contract arrangement, and the City's position was that there was no longer a contract because of the 90 day original contract. It became clear to me that our positions were not going to change. Giving the benefit of the doubt to Mr. Oliver that according to him the City and Borough of Wrangell still had a contract with him, the City and Borough of Wrangell exercised its contractual right to terminate the contract upon written notice to Mr. Oliver. That notice was provided to Mr. Oliver and there will no longer be a contract between the two parties effective April 22, 2013.

Manager Rooney said that based on the concerns from Mr. Oliver and the concerns from Staff as well as the concerns from others, it was Staff's intent to rebid the metal collection and make sure to address the City's concerns and Mr. Oliver's concerns. Rooney said that Mr. Oliver could rebid on the RFP as well as anyone else who wished to.

Randy Oliver, 3408 Zimovia Hwy., asked Manager Rooney that if he didn't believe the contract was still in effect, why that was.

Manager Rooney answered because the original contract had a termination date of 90 days after...

Mr. Oliver said, but sixteen days after that termination there was an amendment signed that added Byfords Junkyard; in fact, kept the Landfill Agreement active; because it was an amendment to the Landfill Agreement.

Manager Rooney said that he didn't believe that Byfords was really the issue. He said that at the landfill, there was a pile of metal that the City needed Mr. Oliver to move when the contract was awarded; contract wasn't supposed to last for three years.

Mr. Oliver said that was true but the Director of Public Works asked him to go back in there and continue to take steel out of there. Mr. Oliver said that they did what the City wanted them to do.

Mr. Oliver said that all along he thought that they were contractually obligated because there had been an amendment that was keeping it open.

Manager Rooney said that he had a different opinion. He further said that as a result of that different opinion, the City exercised the right to end the contract and put it out for bid.

Mr. Oliver asked if the contract was terminated because of the letter that he had given to the Council.

Manager Rooney answered that it was because of your concerns.

Mr. Oliver referenced the article in the paper with regards to the issue of theft. He said that there was theft of ferrous and non-ferrous material; had been going on; had been occurring continually.

Mr. Oliver said that Manager Rooney had denied that any theft was occurring. He asked Manager Rooney where he got that information.

Manager Rooney replied that he had visited with employees and investigated the issue; he said that was his job, to investigate. Rooney also stated that he had given that information to the police department.

Mr. Oliver asked that if there was no theft going on, the radiators that Royce Cowan took out to the landfill and asked the landfill employee to call him and let him know that they were there for him to come and pick up, where did they go; they were not there.

Mr. Oliver said that he had his guys watching people up at the landfill processing non-ferrous on-site; they called him; he called Carl Johnson; Mr. Johnson called up there and had them ran out of there. He said that they took the non-ferrous with them when they left. He said that there was definitely a theft problem whether the City realized it or not.

Mr. Oliver said that household metal is tinny; there was no weight in it; if there was a new contract for the site; unless the City was going to police that area, it's going to be hard to do without getting money from the City.

Mr. Oliver said that they just tried to clean the town up; had sent out millions and millions of pounds of scrap metal and non-ferrous material; spent three and a half years out at the Byford property cleaning it up for the City; said that the last slap that he got was that he never got a call from the City to see if the City wanted to hire him to tend to the fire at Byfords; the City hired another contractor to tend to the site.

Mr. Oliver said that he felt that they had been beat up pretty hard on this deal; had not asking anything from the City. He said that he had asked the City to acknowledge that he had a contract in order to get the Police department to put a stop to the theft. He had asked the City to put up No-Trespassing signs so that people who went in after-hours could be arrested for trespassing; couldn't even get those put up.

Mr. Oliver said that in the four years that he had been up there, he hadn't see Manager Rooney up there ever; had seen Carl up there a handful of times; has a pretty good idea about what comes and goes out of the landfill; spent four years in there keeping that place cleaned up.

Mr. Oliver said that there was theft going on, on-site; they were processing the same way he did; using saws, he could see that the pieces were cut right on-site in the landfill. He said that he never made any accusations; he made statements; had the proof to back every bit of it up.

Mr. Oliver said that for the last years, he had gone backwards on every load because the non-ferrous was not there; he said that was the only way you could make it out of there because it costs \$1200.00 per load to get it out; he said that you need the non-ferrous materials to make it if you were not getting supplemental money from the City.

Mayor Jack thanked Mr. Oliver for his comments.

Assembly Member McCloskey asked Carl Johnson, Director of Public Works if it was true that the City was having Mr. Oliver work back-n-forth from Byfords and the Landfill.

Mr. Johnson answered that yes, for a while that had happened; the original contract to remove the pile of metal had not been removed within 90 days and was in the way of the Landfill Closure project; had to push some of that pile of metal out of the way so that the Landfill Closure project could be completed.

Mr. Johnson said that the City did allow Mr. Oliver to operate out at the Landfill.

Mr. Oliver said that they had finished the original contract before they had ever started Byfords; the amendment had been made sixteen days before the 90 day contract expired; he said that the service material was gone before they went to Byfords.

Assembly Member Christian stated that in reading over the amendment, there was no expiration date on that amendment; amendment was to the original contract. Christian further stated that on any future amendments, the City needed to make clear if it applied to the existing contract in terms of the expiration date.

Mr. Johnson said that one of the main reasons why this contract needed to be re-written and put back out for RFP was because this contract had been written for a specific purpose; the contract was very basic and did state how the materials needed to be removed; did not protect the City's interest or the interest of the contractor.

Mayor Jack said that the best thing to do was to put this project back out to accept proposals; Mr. Oliver would have every opportunity to bid on this again; he didn't know if there was anyone else who would want to bid on this project.

Wayne Kaer, 218 Berger St., asked for clarification that the City did not charge Mr. Oliver to haul the material out and also that Mr. Oliver did not charge the City to haul the material out. Kaer asked if the new contract would charge whoever got the new contract to remove the materials. He said to let him have the junk; whoever gets the contract.

Mayor Jack said that he doubted very seriously that the City would charge to have the material removed.

Mr. Kaer said let them clean the town up; don't charge them for cleaning it up.

Mayor Jack said that they would have to see what the RFP would be.

13d Approval of a construction contract to Pool Engineering, Inc. for the Wrangell Marine Service Center Boat Haulout Pier Structural Upgrades project

Move by Stough, seconded by McCloskey, to approve, pending no contest during the protest period, the Assembly authorize the Borough Manager to enter into a contract with Pool Engineering, Inc. for the construction of the Boat Haulout Pier Structural Upgrades project, in a contract amount of Five hundred, seventy-nine thousand dollars (\$579,000), to be paid from the State of Alaska's DCCED grant for this project.

Manager Rooney reported that there were five bids received for this project; Pool Engineering, Inc. was the lowest bid received. Rooney said that Staff would recommend award to Pool Engineering, Inc.

Motion approved unanimously by polled vote.

13e Request by Wrangell Cooperative Association to be granted ownership of the City owned property formerly known as the Wrangell Institute Property

Assembly Member Christian said that Tim Gillen, President of the Wrangell Cooperative Association was out of town and couldn't be at the meeting to speak on this. He stated as a member on the WCA Board, the Board had authorized Tim Gillen to submit this letter of request concerning the Institute Property which used to be BIA Land; he said that in years past, the property had been offered to WCA; WCA wasn't able to take it at that point; Cook Inlet Native Corporation had it and ended up giving it to the City; the City got EPA money to clean it up.

Assembly Member Christian said that WCA was working on a business plan; doesn't actually need all of the land that is out there; would be up to the Tim Gillen Sr., WCA President to come before the Assembly and explain it more clearly.

Assembly Member Christian requested that this item be added to the next Regular Assembly Agenda in May under Unfinished Business.

Mayor Jack said that there would be an RFP going out that requested proposals for this property; he said that he considered this one of those proposals; he said he was sure that there were others who had ideas of what to do with this property. Jack felt it was better to wait until all of the proposals were submitted so that they could all be considered.

Assembly Member Christian asked Manager Rooney when the RFP closed.

Manager Rooney answered that the Assembly had recently authorized the advertising of the property and that they were in the process of developing the RFP.

The decision was made to wait to place this on the next agenda until the RFP closed and all proposals could be considered.

13f Discussion and possible action concerning a Special Energy Committee Budget

Assembly Member Christian said that the last time there was an Energy Committee, the Assembly had set a budget of \$25,000; one source could be the SEAPA rebate from last year; it was \$160,000; KPU had already hired a consultant to look at their analysis; might have to spend some money.

Moved by Christian, seconded by Stough, to set a budget of \$25,000 for the Energy Committee to come out of the SEAPA Rebate of \$160,000 from last year.

Assembly Member Christian said that if the Energy Committee didn't need it, the money would go back into the SEAPA Rebate account.

Assembly Member Stough said that when it was discussed to form the committee, there had been discussion at that point that there would need to be a budget; would probably have to hire expertise to get a technical opinion; also realized that there would be a need for travel to Ketchikan and Petersburg; would need to interact with these other communities; going to need travel and a budget.

Assembly Member Stough further said that once the committee gets going, they would probably need to increase the budget requested; this Energy Committee would be in place for a long period of time until a decision was made; would need the expertise and travel to make good decisions.

Assembly Member McCloskey stated that a while back, the Assembly said that they would not make any set decisions of monetary value until the public had an opportunity to see the amount; there was no monetary value stated when this item was advertised; this was a discussion item.

Assembly Member McCloskey further stated that she felt it would be best to have a meeting first and figure out what the monetary value the committee would be asking for.

Assembly Member Stough said that he had no objection to having the committee discuss and decide on that.

Manager Rooney voiced his concern about the proposed source of funding coming from the SEAPA rebate; the rebate funds were pegged for the Spur Line Extension project; not sure how much of the rebate went to the project; project was just completed.

Assembly Member Christian said that he believed that the cost was originally supposed to be around \$118,000 for the extension project.

Mayor Jack said that he didn't feel that the request was appropriate at this time; later would be better so that the committee would have a chance to meet and discuss with all of the members what the budget should be.

Mayor Jack also mentioned that in the legislature, there was no supplemental revenue sharing; also with the proposal to lower the sales tax to five and one-half percent; will have to be very cautious at how the Assembly spends the tax payers' dollars.

Mayor Jack also said that the proposed amount may not be enough; would not be good to have to come back and say that the committee needed more money.

Assembly Member Stough said that this was the same concern that he had that you two were going to travel; you're representing the City; you're going down there to do that; and it should have come from the committee; wanted to bring that forward that nobody travels until the Special Energy Committee meets and selects their appointed office positions; keep track of everything being brought forward in a responsible manner.

Mayor Jack clarified that the trip to Ketchikan was not at the City's expense, it was an invitation from SEAPA; they were paying for it.

Assembly Member Stough said that was his total objection to the whole thing; traveling on them when you were supposed to be representing the City.

Mayor Jack responded by saying that he had the floor.

Mayor Jack said that he could see Assembly Member Stough's concerns; however, he did not agree with them; the invitation was for the Mayor and Vice-Mayor; since there was no Vice-Mayor, Jack received approval to have the Chairperson of the Energy Committee go in the Vice-Mayor's place.

Assembly Member Stough said that he wanted to make a motion then....

Mayor Jack stated that there was already a motion on the floor.

Assembly Member Christian said that if you were representing the City & Borough of Wrangell, the City & Borough of Wrangell should pay for it; could be influenced by SEAPA; SEAPA was rate payer money; tax payer money; indirectly, the trip could be viewed as a lobbying effort to convince you and Assembly Member McCloskey to not be for divestiture;

Assembly Member Christian also said that Swan Lake was good to look at, but if divestiture goes through, we are looking at Tyee and not Swan; Swan would be KPU; if they were paying your room, board and flight...

Assembly Member Stough said it doesn't matter, they were still representing the City; we should have discussion; we should have brought it forward as the Assembly, make the decision.

Mayor Jack stated that there were a number of items that should have been discussed beforehand with the rest of the assembly members before they were brought up; we are not going to go into that; we are going to stop discussion now and go on with the motion.

Assembly Member Christian called for the question.

Assembly Member McCloskey asked if the motion could be repeated.

Assembly Member Christian restated the motion.

Motion failed with Stough voting yea; McCloskey, Wiederspohn, Stokes, Christian and Mayor Jack voting nay.

ATTORNEY'S FILE

Summary provided to the Borough Assembly in their Assembly packet.

Assembly Member Christian said that he thought it would be good that if the billing was broken out to show if a department was seeking legal advice. He asked if that occurred, did that department pay for that expense.

Manager Rooney answered that the attorney fee retainer was budgeted in the Administration's budget; he said if a department used the attorney beyond the norm of the retainer, the billing was separated out and the City, not the attorney, charged that department for those legal fees.

Wayne Kaer asked if he could say something.

Mayor Jack said that it was out of order; but to go ahead and speak.

Mr. Kaer said that he had a boat stall out over by Peninsula Point and that there was no place to park. He asked if the parking was for supposed to be for harbor use.

Mayor Rooney answered that it was supposed to be for harbor use.

Mr. Kaer asked why that wasn't enforced; had been to Council meetings; talked to the Harbor Department; talked to the Police Chief; talked to past City Manager's; people were using that lot for junk cars; could probably get twenty cars in there total; five or six cars there right now that don't belong there; in the Summer time, there were a dozen or more; the City is responsible for any damage or if someone got hurt; could be ground contamination from oil leaking from cars.

Mr. Kaer said that he would like to have the City post a sign that stated that the lot was for harbor use only; said that the people at the Fish & Game float parked there because there was no parking down there.

EXECUTIVE SESSION

- a. Discussion of Wrangell v. Rea, et.al. 1WR-12-55

Moved by Christian, seconded by McCloskey, to go into executive session to discuss the pending litigation in Discussion of Wrangell v. Rea, et.al. 1WR-12-55 involving matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity. Motion approved unanimously by polled vote.

Recessed into Executive Session at 8:15 p.m.

Reconvened back into Regular Meeting at 8:55 p.m.

Mayor Jack reported that at the advice of the Borough Attorney, they were not going to discuss anything at this time. He also said that information would be made public at a later date.

ADJOURNMENT: 8:55 p.m.

ATTEST: _____
Kim Flores, Borough Clerk

David L. Jack, Mayor

Agenda Item 7

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM May 14, 2013

COMMUNICATIONS:

INFORMATION: The Assembly may receive items for Communications, reasons only which do not require action. This is an avenue to keep the Assembly informed, for the public to enter items on the record, if necessary. The Assembly also receives agenda communications directly by their constituents, Borough Manager, other agencies' Officers and Department Directors.

A MAIL BOX IS ALSO AVAILABLE IN THE BOROUGH CLERK'S OFFICE FOR EACH MEMBER OF THE ASSEMBLY AND SHOULD BE CHECKED ON A ROUTINE SCHEDULE.

All items appearing under Communications on the Agenda have been approved under the Consent Agenda unless removed.

- *a Dept. of the Army - Notification of a Permit Application Modification approval for Mr. Mike Lang - POA-2009-73-M1, Wrangell Narrows**
- *b Travel Summary Report for the month of April, 2013**
- *13b Final Plat approval of the Goodale Replat**



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
U.S. ARMY ENGINEER DISTRICT, ALASKA
REGULATORY DIVISION
P.O. BOX 6898
JBER, ALASKA 99506-0898

Regulatory Division
POA-2009-73-M1

Mr. Mike Lang
Post Office Box 192
Montesano, Washington 98563

Dear Mr. Lang:

Enclosed is the signed Department of the Army (DA) permit modification, file number POA-2009-73-M1, Wrangell Narrows. This is the first permit modification of the original permit. Also enclosed is a Notice of Authorization that should be posted in a prominent location near the authorized work.

If changes to the plans or location of the work are necessary for any reason, plans must be submitted to us immediately. Federal law requires approval of any changes before construction begins.

Nothing in this letter excuses you from compliance with other Federal, State, or local statutes, ordinances, or regulations.

Also enclosed is a Notification of Administrative Appeals Options and Process and Request for Appeal form regarding this DA Permit Modification (see section labeled "Initial Proffered Permit").

Please contact me via email at Heather.L.Boyer@usace.army.mil, by mail at the address above, by phone at (907) 753-2877, or toll free from within Alaska at (800) 478-2712, if you have questions.

Sincerely,

A handwritten signature in cursive script, reading "Heather Boyer", is positioned above the typed name.

Heather Boyer
Project Manager

Enclosures



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
U.S. ARMY ENGINEER DISTRICT, ALASKA
REGULATORY DIVISION
P.O. BOX 6898
JBER, ALASKA 99506-0898

Regulatory Division
POA-2009-73-M1

DEPARTMENT OF THE ARMY
PERMIT MODIFICATION

Department of the Army permit number POA-2009-73-M1, Wrangell Narrows, was issued to Mr. Mike Lang on June 16, 2009, for the placement of 12,500 cubic yards of clean shot rock fill that will be contained by a wall made of an additional 1,100 cubic yards of stacked rock. The total fill area will be 0.41-acre. Eight wood piles will be placed for a 14 foot by 50 foot permanent dock and 4 wood pilings will be placed for a 14 foot by 100 foot floating dock.

This is the first modification of the original permit.

The project site is located within Section 25, T. 62 S., R. 83 E., Copper River Meridian; USGS Quad Map Petersburg B-2; Latitude 56.46102° N., Longitude -132.3769° W.; Block 83A, Lots 14 and 15; in Wrangell, Alaska.

In accordance with your request, General Condition No. 1 of the permit is hereby amended to read as follows:

The time limit for completing the work authorized ends on May 31, 2019. If you find that you need more time to complete the authorized activity, please submit your request for a time extension to the Corps of Engineers for consideration at least one month before permit expiration.

All other conditions under which the subject authorization was made remain in full force and effect.

This authorization and the enclosed modified plans should be attached to the original permit. Also enclosed is a Notice of Authorization that should be posted in a prominent location near the authorized work.

BY AUTHORITY OF THE SECRETARY OF THE ARMY:

Heather Boyer
Project Manager



**This notice of authorization must be
conspicuously displayed at the site of work.**

United States Army Corps of Engineers
WRANGELL NARROWS

A permit to: PLACE 12,500 CY OF CLEAN SHOT ROCK FILL TO BE
CONTAINED BY 1,100 CY OF STACKED ROCK FOR A TOTAL FILL AREA
OF 0.41-ACRE. EIGHT WOOD PILES WILL BE PLACED FOR A 14 FOOT BY
50 FOOT PERMANENT DOCK AND 4 WOOD PILINGS WILL BE PLACED
FOR A 14 FOOT BY 100 FOOT FLOATING DOCK.

at: BLOCK 83A, LOTS 13 AND 15, 927 CASE AVENUE, WRANGELL,
ALASKA

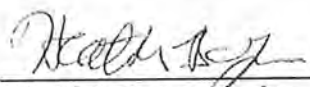
has been issued to: MR. MIKE LANG

on: APR 18, 2019 and expires on: MAY 31, 2019

Address of Permittee: POST OFFICE BOX 192, MONTESANO,
WASHINGTON 98563

Permit Number:

POA-2009-43-M1


FOR: *District Commander*
Heather Boyer
Project Manager
REGULATORY DIVISION

NOTIFICATION OF ADMINISTRATIVE APPEAL OPTIONS AND PROCESS AND REQUEST FOR APPEAL

Applicant: Mike Lang	File Number: POA-2009-73-M1	Date: April 18, 2013
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Attached is:	See Section below
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X	INITIAL PROFFERED PERMIT (Standard Permit or Letter of Permission)	A
	PROFFERED PERMIT (Standard Permit or Letter of Permission)	B
	PERMIT DENIAL	C
	APPROVED JURISDICTIONAL DETERMINATION	D
	PRELIMINARY JURISDICTIONAL DETERMINATION	E

THIS REQUEST FOR APPEAL FORM MUST BE RECEIVED BY: June 17, 2013

SECTION I - The following identifies your rights and options regarding an administrative appeal of the above decision. Additional information may be found at http://www.usace.army.mil/CECW/Pages/reg_materials.aspx or Corps regulations at 33 CFR Part 331.

A: INITIAL PROFFERED PERMIT: You may accept or object to the permit.

- **ACCEPT:** If you received a Standard Permit, you may sign the permit document and return it to the District Engineer for final authorization. If you received a Letter of Permission (LOP), you may accept the LOP and your work is authorized. Your signature on the Standard Permit or acceptance of the LOP means that you accept the permit in its entirety, and waive all rights to appeal the permit, including its terms and conditions, and approved jurisdictional determinations associated with the permit.
- **OBJECT:** If you object to the permit (Standard or LOP) because of certain terms and conditions therein, you may request that the permit be modified accordingly. You must complete Section II of this form and return the form to the District Engineer. Your objections must be received by the District Engineer within 60 days of the date of this notice, or you will forfeit your right to appeal the permit in the future. Upon receipt of your letter, the District Engineer will evaluate your objections and may: (a) modify the permit to address all of your concerns, (b) modify the permit to address some of your objections, or, (c) not modify the permit, having determined that the permit should be issued as previously written. After evaluating your objections, the District Engineer will send you a proffered permit for your reconsideration, as indicated in Section B below.

B: PROFFERED PERMIT: You may accept or appeal the permit

- **ACCEPT:** If you received a Standard Permit, you may sign the permit document and return it to the District Engineer for final authorization. If you received a Letter of Permission (LOP), you may accept the LOP and your work is authorized. Your signature on the Standard Permit or acceptance of the LOP means that you accept the permit in its entirety, and waive all rights to appeal the permit, including its terms and conditions, and approved jurisdictional determinations associated with the permit.
- **APPEAL:** If you choose to decline the proffered permit (Standard or LOP) because of certain terms and conditions therein, you may appeal the declined permit under the Corps of Engineers Administrative Appeal Process by completing Section II of this form and sending the form to the Division Engineer. This form must be received by the Division Engineer within 60 days of the date of this notice.

C: PERMIT DENIAL: You may appeal the denial of a permit under the Corps of Engineers Administrative Appeal Process by completing Section II of this form and sending the form to the Division Engineer. This form must be received by the Division Engineer within 60 days of the date of this notice.

D: APPROVED JURISDICTIONAL DETERMINATION (JD): You may accept or appeal the approved JD or provide new information.

- **ACCEPT:** You do not need to notify the Corps to accept an approved JD. Failure to notify the Corps within 60 days of the date of this notice means that you accept the approved JD in its entirety, and waive all rights to appeal the approved JD.
- **APPEAL:** If you disagree with the approved JD, you may appeal the approved JD under the Corps of Engineers Administrative Appeal Process by completing Section II of this form and sending the form to the Division Engineer. This form must be received by the Division Engineer within 60 days of the date of this notice.

E: PRELIMINARY JURISDICTIONAL DETERMINATION: You do not need to respond to the Corps regarding the Preliminary JD. The Preliminary JD is not appealable. If you wish, you may request an approved JD (which may be appealed), by contacting the Corps district for further instruction. Also, you may provide new information for further consideration by the Corps to reevaluate the JD.

SECTION II - REQUEST FOR APPEAL or OBJECTIONS TO AN INITIAL PROFFERED PERMIT

REASONS FOR APPEAL OR OBJECTIONS: (Describe your reasons for appealing the decision or your objections to an initial proffered permit in clear concise statements. You may attach additional information to this form to clarify where your reasons or objections are addressed in the administrative record.)

ADDITIONAL INFORMATION: The appeal is limited to a review of the administrative record, the Corps memorandum for the record of the appeal conference or meeting, and any supplemental information that the review officer has determined is needed to clarify the administrative record. Neither the appellant nor the Corps may add new information or analyses to the record. However, you may provide additional information to clarify the location of information that is already in the administrative record.

In order for a Request For Appeal to be accepted by the Corps, the Corps must determine that it is complete, that it meets the criteria for appeal under 33 CFR Part 331.5, and that it has been received by the Division Office within 60 days of the date of the Notice of Appeal Process. It is not necessary to submit a Request For Appeal form to the Division office if you do not object to the decision.

POINT OF CONTACT FOR QUESTIONS OR INFORMATION:

If you have questions regarding this decision and/or the appeal process please contact:

Heather Boyer, Project Manager
Alaska District Corps of Engineers
CEPOA-RD-S
P.O. Box 6898
JBER, AK 99506-0898
(907) 753-2877
(800) 478-2712 (toll free in AK)

If you only have questions regarding the appeal process you may also contact:

Commander
USAED, Pacific Ocean Division
ATTN: CEPOD-PDC/Cindy Barger
Building 525
Fort Shafter, HI 96858-5440

To submit this form, mail to the address above

RIGHT OF ENTRY: Your signature below grants the right of entry to Corps of Engineers personnel, and any government consultants, to conduct investigations of the project site during the course of the appeal process. You will be provided a 15-day notice of any site investigation, and will have the opportunity to participate in all site investigations.

Signature of appellant or agent.

Date:

Telephone number:

CITY OF WRANGELL
TRAVEL SUMMARY FOR MONTH OF April 2013

Item *7b

[illegible]

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

**FROM: TIMOTHY D. ROONEY
BOROUGH MANAGER**

RE: BOROUGH MANAGER'S REPORT

DATE: May 10, 2013

DID YOU KNOW...

The Public Hearing for the FY 2013-14 Budget is Tuesday, May 14, 2013 at 6:00 PM.

MANAGERIAL:

LEMONADE DAY – In 2007, founder Michael Holthouse had a vision to empower today's youth to become tomorrow's entrepreneurs through helping them start, own and operate their very own business...a lemonade stand. Lemonade Day is a strategic 14-step process that walks youth from a dream to a business plan, while teaching them the same principles required to start any big company. Inspiring kids to work hard and make a profit, they are also taught to spend some, save some and share some by giving back to their community. Launched in Houston, Texas in 2007, Lemonade Day has grown from 2,700 kids in one city to 150,000 kids in 36 cities across America and Canada. With the help of partners like Google, Lemonade Day will bring this entrepreneurial experience to 1 million kids in 100 cities across America, sparking entrepreneurship and empowering youth in a way that's never been done.

Lemonade Day in Wrangell is scheduled for tomorrow, Saturday, May 11, 2013. A total of 18 local entrepreneurs have signed up to participate in Wrangell's Lemonade Day. A map with the names of the entrepreneurs, their lemonade stand locations and hours of operation are attached for your information and review. Please make an effort to visit some, if not all, of the booths on Saturday.

FY 2013-14 BUDGET – A work session regarding the FY 2013-14 Budget was conducted on Tuesday evening, May 7, 2013 at 6:00 PM. A Public Hearing regarding the FY 2013-14 Budget is scheduled for Tuesday, May 14, 2013 at 6:00 PM in the Assembly Chambers at City Hall. Copies of the proposed budget are available on the City and Borough of Wrangell website (www.wrangell.com), the Irene Ingle Public Library, and at City Hall. Alternatively, a copy of the proposed budget may also be emailed upon request. The public is encouraged to attend the Public Hearing and provide input, comments, and concerns to the Borough Assembly regarding the proposed budget.

Borough Manager's Report
May 10, 2013
Page 2 of 6

ASSEMBLY REQUEST – At the April 23, 2013 regular meeting of the Borough Assembly, Assemblyman Stough asked that I provide an operating budget and financial report regarding budget standings to the Borough Assembly. Attached, for your information and review, is the first of those requested reports.

The attached report provides a summary of the revenues and expenditures through the month of April 2013. This report should be used only as a general indicator and not as an exact hard number of the financial status as of April 30, 2013. There is a very long detailed process that Mr. Jabusch completes at the end of the fiscal year to do all of the necessary year end accruals, adjustments, grant requirements and other work so the year end numbers reflect an exact balance. This process takes about three to four weeks to accomplish each year for our auditors, so it would be difficult to do this type of report monthly.

If you have any questions regarding the report, please let me know. Many of the accruals, adjustments and grant work items are not completed until the end of the fiscal year which can substantially change some of the information. It is my intent to provide this report quarterly as an attachment to the Borough Manager's Report.

BOROUGH LAND ENTITLEMENT - As communicated in the April 5, 2013 Borough Manager's Report, the City and Borough of Wrangell was notified in early April by Ms. Sandra Swanger-Jensen, Municipal Entitlement Manager for the Department of Natural Resources (DNR) that several land parcels identified by the City and Borough of Wrangell for land selection had been rejected.

Ms. Rushmore and I will be reviewed the comments and responded to Ms. Swanger-Jensen on April 30, 2013, prior to the May 1, 2013 deadline established by DNR. A copy of this response is attached for your information and review. The process now requires DNR to review the response and the Final Finding and Decision (FFD) will be issued. Please note that the FFD can also be appealed by the City and Borough of Wrangell.

WMC REPLACEMENT PROJECT – Ms. Marla Sanger and I visited with Mr. Keith Perkins with USDA on Friday, May 10, 2013 in Sitka in order to review the reapplication process to obtain the USDA loan commitment. In addition to that process, discussions were also held regarding the needed activities for the Wrangell Medical Center and the City and Borough of Wrangell to take in “lock step” moving forward in support of the loan application.

The entire project team (American Health Facilities Development, Layton Construction, David E. Johnson Architects, and Sanderling Construction), along with the City and Borough of Wrangell and the Wrangell Medical Center, are currently in the process of scheduling a visit to Wrangell along with Mr. Keith Perkins. The purpose of the meeting would be for the current WMC Board and Borough Assembly to be brought up-to-date regarding everyone's

Borough Manager's Report
May 10, 2013
Page 3 of 6

responsibility in the process and the schedule for moving forward. This meeting will likely occur in June. The most recent report project status report from Mr. Steve Rutland with AHFD is also attached for your information and review.

TECHNOLOGY COMMITTEE – The Technology Committee conducted its third meeting on Wednesday, May 1, 2013. A draft policy was developed and reviewed by the committee at the meeting and will be reviewed an additional time at their next meeting on Wednesday, May 15, 2013 at 4:00 PM.

TIMESHEET – My timesheet for the month of April is attached for your information and review. My office hours continue to be from 7:00 AM to 4:00 PM, Monday through Friday.

ECONOMIC DEVELOPMENT:

WORKFORCE DEVELOPMENT - The Economic Development Committee is reviewing Workforce Development opportunities for marine services and for the timber industry. As part of that effort, Ms. Julie Decker - Chairwoman of the Economic Development Committee, Brennan Eagle – Chairman of the Port Commission, and Ms. Rushmore met with Mr. Drew Larrabee – Shop Teacher and Mr. Monty Bunes - Principal to discuss options for high school students such as on the job training, interns, certifications, and college credit classes. The group also met with students and one of the items they requested was learning about more opportunities in the marine services industries and what options are available.

To that end, Ms. Rushmore worked with the Alaska Marine Highway System to arrange a tour of the engine room and bridge for the students and to talk with the First Office of the Malaspina, who is from Hoonah. He was very helpful in visiting with the students about training and education requirements and opportunities for various different marine positions.

BRASS TAX BUSINESS BASICS - The library will be offering a videoconference about the process of starting a small business. The *Brass Tacks Business Basics* will introduce participants to the fundamentals of entrepreneurship, business planning, and managing a business. This videoconference is scheduled for Thursday, June 27, 2013 at 5:00 PM. Registration is required as materials need to be printed for all attendees and they can register by calling the library.

FINANCE:

PERSONNEL CHANGES - With the retirement of Ms. Carol Bean on June 28, 2013, Ms. Lavonne Klinke has been transferred to Ms. Bean's position. Ms. Sherri Cowen has been hired to fill the position previously held by Ms. Klinke as Utility Clerk. This will be a challenging transition as it is coming at the busiest time of the year for the department. Ms. Bean provided plenty of notice which has allowed the opportunity for training with payroll, taxes and many of the other things required of the position.

Borough Manager's Report

May 10, 2013

Page 4 of 6

Mr. Jabusch writes that "Ms. Bean has been one of the most remarkable employees I have ever had work in the Finance Department. She does all phases of her job effortlessly, yet I know that much of what she does is not easy and involves working with our attorney, assessor, auditors, computer consultant, GIS consultant and others. She has saved the city thousands of dollars over the years by diving into many of the computer applications that we used to have our consultants do. As the saying goes, you never know how much someone does until they are gone and that will be the case with Carol. We will miss her, but wish her the best in her relocation to Oregon and retirement."

PROPERTY TAX ASSESSMENTS - The Assessor has been in town this week to meet with everyone that has filed an appeal. Once the assessor completes his work and the Board of Equalization finalizes the tax assessment process, staff can enter all the revised information and calculate a more accurate amount for property tax revenue for the 2014 budget.

PERMANENT FUND - The balance in the permanent fund account with Morgan Stanley as of the end of April was \$6,580,125. That is an increase in the current fiscal year of \$558,650 (through 10 months). This will end the year a little less because of the annual transfer of \$250,000 to come from this account. Nevertheless, this is a good year for this fund.

Historically, this fund has accomplished everything that it was originally planned to do. Starting at \$5,000,000 some 14 years ago, it has continued to grow despite the annual \$250,000 transfers to the general fund. Additionally, there were two occasions when large cash amounts were taken from this fund to match grants for the travel lift and belt freezer.

LIBRARY:

SUMMER READING PROGRAM - Staff has been working on all aspects of the Summer Reading Program. As of the date of this report, 123 prizes have been donated by individuals, businesses, and organizations for the children to enter over the (8) week program. The donations include a Kindle Fire HD, Legos, a digital camera, sleeping bags, tents, floaters, a cupcake maker, salmon pole, and various other prizes which are on display at the library. School classes will be visiting the library over the next couple of weeks to learn about the program and the benefits of reading over the summer.

LITERACY COMPUTER - The library has recently installed an early literacy computer which is loaded with 55+ educational software for kids ages 2 through 8. This is standalone computer and is not connected to the internet. All software is age-appropriate and academically relevant for children. Funders for this statewide project are the U.S. Department of Commerce, the Bill and Melinda Gates Foundation, the Rasmuson Foundation, and the Alaska State Library.

TRAINING – Ms. Jabusch attended a two day training session in Anchorage sponsored by the Alaska State Library. The training focused on the process of sponsoring local videoconferences and the procedures that need to be followed. Along with these guidelines, coordination steps that involve the University of Alaska and the Alaska State Library were also presented. Travel, hotel, and per diem were covered through a grant from the Alaska State Library.

PARKS AND RECREATION:

AQUATICS – The following are a list of informational items relating to aquatic activities within the department:

- The last of the School District's Swimming Lessons will end on May 14, 2013. This has been a great addition to the Parks and Recreation sponsored Learn-To-Swim program, which takes place during the summer. The School's swimming lessons gives some children, who may not otherwise have the opportunity, a chance to learn a basic survival skill.
- The first of two, two-week sessions of Learn-To-Swim classes is scheduled for the first two weeks in June, in the mornings. The second two-week session will take place during the third and fourth weeks of July, in the early afternoons. There will be three periods of classes each day, covering Swimming Levels 1 – 6. Based on the past year's class attendance, it is expected that all classes will be full. There is an excellent level of qualified staff, for both instructors and lifeguards, for these swimming lessons.
- All lap swim sessions, as well as the general swim and family swim sessions are consistently well attended throughout the week.
- Both the Water Arthritis and Water Aerobics classes are well attended in the mornings. Staff anticipates offering an evening Water Aerobics class soon.
- The Tot Swim sessions for the 2012-2013 season will end of May 9, 2013. The public has been noticed both at the pool and recreation facility and on KSTK's Community Calendar.
- There were two pool party reservations during the month of April.
- During staff conversations with the Alaska Department of Environmental Conservation's Sanitation and Safety Officer, he praised Wrangell for our history of maintaining a consistently healthy water level in the pool.

COMMUNITY CENTER – The following are a list of informational items as they relate to the Community Center:

- The renovations to the Classroom have been completed (drywall, painting, carpeting, and electrical), just in time for last weekend's Shakes Rededication weekend where it was used by out-of-town guests throughout the event. Staff is looking forward to again making this space available to the community. It is available for rent for a variety of classes, meetings, conferences, and activities requiring an adjacent kitchen.
- The Community Gym Kitchen is a DEC permitted kitchen and is available for rent for food preparation, cooking classes, etc.

Borough Manager's Report
May 10, 2013
Page 6 of 6

- Following completion of the Classroom renovations, as well as closeout of the Roof Replacement Project, staff will be finalizing a solicitation for construction of the heating system's pipe and insulation removal. This work will require shut down of portions of the building while construction occurring. Staff is hopeful to begin this project soon.
- The Community Gym has experienced a full reservation schedule throughout this past winter and spring, and with the end of school approaching, the schedule has become more open.

SUMMER RECREATION PROGRAM - Four staff have been hired for this year's Summer Recreation Program. Registration for the program will begin on Monday, May 13, 2013 and the program is scheduled to run between June 3, 2013 and August 9, 2013.

ADULT RECREATION PROGRAM – Several people have come forward and offered to work with the Parks and Recreation Department to make sure Co-ed Softball happens in Wrangell this year. We will be looking for volunteers to help organize and sponsor teams, and we encourage those who have an interest in participating to contact the Parks and Recreation Department.

If you have any questions regarding the Parks and Recreation Department, please contact Ms. Al-Haddad.

PUBLIC WORKS:

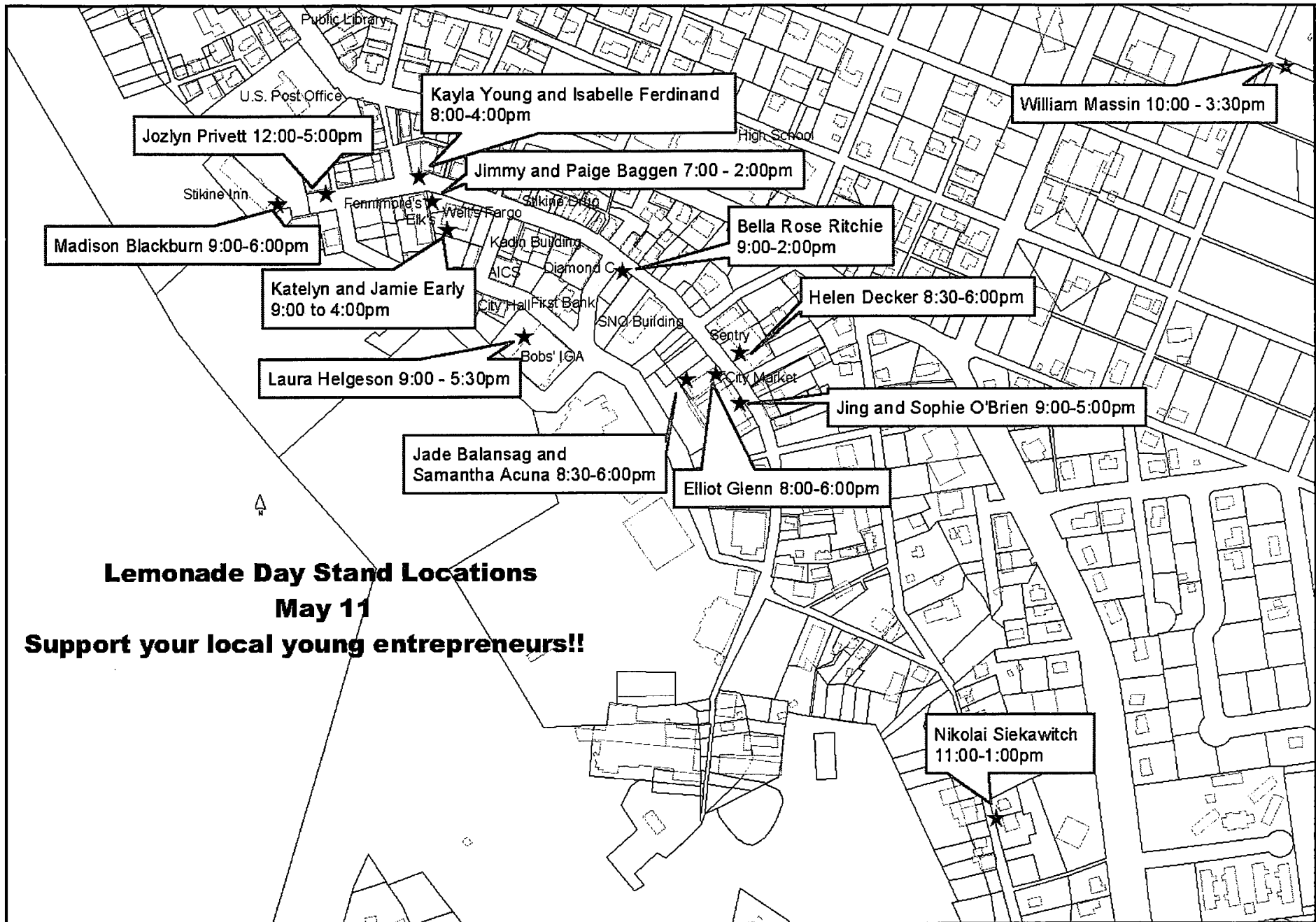
HOUSEHOLD HAZARDOUS WASTE – The dates of the Household Hazardous Waste collection at the Transfer Station is Saturday and Sunday, June 8-9, 2013.

CONVENTION AND VISITORS BUREAU:

STIKINE RIVER BIRDING FESTIVAL - The Stikine River Birding Festival was successful, even though the weather was not very cooperative. While the events were well attended, the actual visitors to the events were low. While there were a few participants that did come to town for the event, most attendees were from Wrangell and it seems to be mostly a community event. The SRBF Committee is exploring other ways to promote the birding opportunities.

ATTACHMENTS:

1. Lemonade Day Information
2. Operating Budget and Financial Report
3. Letter of Appeal regarding Borough Land Entitlement to DNR
4. AHFD Status Report
5. Timesheet for April 2013



1 inch = 385.426198 feet

DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY.
PROPERTY LINES ARE APPROXIMATE. UPDATED MARCH 2011

**City of Wrangell
Budget Summary
As of April 30, 2013**

	Year to Date	Original Budget Amount	Approved Amendment	Revised Budget	% of Annual Budget
<u>General Fund:</u>					
Revenues:	5,182,494	5,795,977		5,795,977	89%
Expenditures:					
Finance	309,759	434,330		434,330	71%
Administration	406,159	444,300		444,300	91%
Clerk/Council	115,655	177,530		177,530	65%
Fire	256,974	328,410		328,410	78%
Police	838,444	1,154,580		1,154,580	73%
Corrections	456,935	569,060		569,060	80%
Public Safety Building	192,525	219,140		219,140	88%
Gargage	37,854	2,810		2,810	0%
Public Works	184,656	295,630		295,630	62%
Streets	356,828	473,550		473,550	75%
Library	223,263	280,340		280,340	80%
Community Promotion	109,998	133,300		133,300	83%
Planning and Zoning	18,293	31,550		31,550	58%
Parks	48,144	81,900		81,900	59%
Cemetery	8,213	13,000		13,000	63%
Transfers To other departments/entities	634,016	893,608		893,608	71%
Total Expenditures:	4,197,716	5,533,038	-	5,533,038	76%

City of Wrangell
Budget Summary
As of April 30, 2013

Special Revenue Funds:

	Year to Date	Annual Budget Amount	Approved Amendment	Revised Budget	% of Annual Budget
<u>Nolan Center:</u>					
Revenues:	320,538	420,090		420,090	76%
Expenditures:					
Museum	175,149	236,764	-	236,764	74%
Civic Center	125,672	180,894		180,894	69%
Total Expenditures	300,821	417,658		417,658	72%

Permanent Fund:

Revenues:	42,065	311,440		311,440	14%
Expenditures:	187,499	250,000		250,000	75%

*Does not reflect any gains or losses on Permanent Fund.
Only at June 30th of each year.

Capital Expenditure Fund:

Revenues:	956,014	1,319,500		1,319,500	72%
Expenditures:	1,011,647	1,319,500		1,319,500	77%

*note: almost all of the revenue for this fund is simply transferred from the General Fund (no actual revenue)

Pool/Recreation Fund:

Revenues:					
Pool	243,822	339,660		339,660	72%
Recreation	118,270	162,620		162,620	73%
Total Revenues	362,092	502,280		502,280	72%
Expenditures:					
Pool (see note)	278,161	339,660	5,196	344,856	81%
Recreation	115,332	162,620	1,823	164,443	70%
	393,493	502,280	7,019	509,299	77%

*Note: Pool Interest Earned on Reserve
is not calculated until June 30th of each
year.

City of Wrangell
Budget Summary
As of March 31, 2010

Special Revenue Funds:

	Year to Date	Annual Budget Amount		% of Annual Budget
<u>Transient Tax Fund:</u>				
Revenues:	56,476	42,500	42,500	133%
Expenditures:	54,751	123,065	123,065	44%

National Forest Receipts:

Revenues:	1,304,978	1,239,000	1,239,000	105%
Expenditures:	926,786	921,488	921,488	101%

Sales Tax Fund

Revenues:	2,377,112	2,350,000	2,350,000	101%
Expenditures:	611,750	2,729,000	2,729,000	22%

*note: There is a final adjustment for
quarter ending June 30th of each year once the final
quarterly returns are filed through early August.

Borough Organizational Fund

Revenues:	-	2,000		2,000	0%
Expenditures:	2,038	14,500	5,500	20,000	10%

Theater Fund

Revenues:	64,239	80,200	80,200	80%
Expenditures:	60,389	87,552	87,552	69%

**City of Wrangell
Budget Summary
As of April 30, 2013**

Debt Service Fund:

	Year to Date	Annual Budget Amount	% of Annual Budget
Revenues:	372,050	371,000	100%
Expenditures:	372,050	371,000	100%

Note:

Payments for school bonds are paid and then reimbursement is requested.

**City of Wrangell
Budget Summary
As of April 30, 2013
Enterprise Funds:**

	Year to Date	Annual Budget Amount	Approved Amendment	Revised Budget	% of Annual Budget
Sewer:					
Revenues:	387,232	476,210		476,210	81%
Expenditures:					
Collection and Treatment	262,251	347,350		347,350	76%
Administration	24,102	37,080		37,080	65%
Total Expenditures	286,353	384,430	-	384,430	74%

Sanitation:

Revenues:	420,624	524,340		524,340	80%
Expenditures:					
Collection	104,390	144,605		144,605	72%
Landfill	297,079	384,155		384,155	77%
Total Expenditures	401,469	528,760	-	528,760	76%

Light Fund:

Revenues:	3,662,865	4,868,480		4,868,480	75%
Expenditures:					
Generation	2,136,425	3,598,570		3,598,570	59%
Distribution	870,759	827,310		827,310	105%
Administration	79,437	167,480		167,480	47%
Total Expenditures	3,086,621	4,593,360	-	4,593,360	67%

Water Fund:

Revenues:	450,508	657,887		657,887	68%
Expenditures:					
Distribution	288,328	477,550		477,550	60%
Administration	115,839	131,187		131,187	88%
Total Expenditures	404,167	608,737	-	608,737	66%

Note: The water fund has a redemption fund and shows in the budget as revenue, but does not show in the budget until June 30th annually.

Port Fund:

Revenues:					
Harbor	909,251	962,560	-	962,560	94%
Port	1,359,143	228,590		228,590	595%
Travel Lift	2,397,476	285,515		285,515	840%
Total Revenues	4,665,870	1,476,665	-	1,476,665	316%
Expenditures:					
Harbor	356,163	931,963		931,963	38%
Port	1,415,598	226,950		226,950	624%
Travel Lift	3,149,822	273,038		273,038	1154%
Administration	76,265	-		-	#DIV/0!
Total Expenditures	4,921,583	1,431,951	-	1,431,951	344%

Note: Both the port and boat haul out budgets have grants that have made the budgets look out of sorts. Both of these look to be on track for all of the actual budgeted amounts. You can look at the 2014 FY Draft Budget to see what we are estimating for the current year totals.



Attachment # 3

CITY AND BOROUGH OF WRANGELL

INCORPORATED MAY 30, 2008

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

April 30, 2013

Ms. Sandra Swanger-Jensen, Municipal Entitlement Manager
State of Alaska, Department of Natural Resources
Division of Mining, Land, and Water
550 West 7th Avenue, Suite 1050
Anchorage, AK 99501-3579

RE: Proposed City and Borough of Wrangell Municipal Land Entitlement Notification Dated April 1, 2013

Dear Ms. Swanger-Jensen,

The City and Borough of Wrangell has reviewed the State of Alaska Department of Natural Resources Division of Mining, Land, and Water's Municipal Entitlement Preliminary Decision regarding the Conveyance of Land Under AS 29.65.20 and offers the following comments:

3 Thoms Place	T. 65 S., R. 85 E. T. 65 S., R. 86 E.	W-18	Resource Management Settlement
3 Thoms Place South	T. 66 S., R. 86 E.	W-28	Public Recreation

Thoms Place South, W-28, Map 3:

The City and Borough of Wrangell objects to the complete rejection of the proposed 22.65 acres in Thoms Place South, W-28, Section 8, as shown on Map 3. The State has indicated the rejection was based on needing that area to remain as a greenbelt and buffer between Thoms Place development and Thoms Place State Marine Park. The Borough has requested selection in this area as a result of and at the request of Thoms Place residents. Discussions with landowners during our Comprehensive Plan process in 2010 identified a potential need for a community moorage and a possible community center for Thoms Place communication equipment, emergency cache, and other community economic needs. This area was determined to be a fairly protected and easily accessible moorage area for a community dock. It is the Borough's position that consolidating community resources in one area would provide more effective and efficient service and therefore sought to select adjacent uplands to provide on shore community services. The Borough would be comfortable with one or two acres in order to be able to provide for the Thoms Place community needs. No large scale development is proposed that would impact the Marine Park, but rather necessary service area to meet the needs of the area landowners in an easily accessible area with necessary protected moorage.

Thoms Place, W-18, Map 3:

The City and Borough of Wrangell objects to the rejection of the 199.59 acres in Section 27 of W-18, Map 3 for the State of Alaska to retain for support of their own land disposal program. DNR acknowledges that there is little land in southeast Alaska for this purpose so is retaining a total of approximately 900 acres in the Wrangell area (Thoms, Pat Creek/Eastern Passage and St. Johns), of prime developable land.

Why is the State's interest in providing land disposal opportunities a better public interest than that of the Borough's? The Borough would argue that our ability to have quality land available for development purposes based on the needs and requirements of the public and Borough residents outweighs that of the State.

The Borough of Wrangell (or previously the City of Wrangell) was unaware that the State was ever considering land disposal in the Thoms Place area in addition to the previously completed land sales at that location. If the City (and Borough) of Wrangell was previously notified of this intent by the State of Alaska, please provide a copy of that notification.

9 St. Johns Harbor	T. 62 S., R. 80 E. T. 63 S., R. 80 E.	W-02	Resource Management Settlement
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St. Johns Harbor, W-2 , Map 9:

The City and Borough of Wrangell objects to the rejection of 240.63 acres in St. John Harbor as depicted on Map 9. Again, why is the State's interest in providing land disposal opportunities a better public interest than that of the local Borough's? St. John's Harbor is a very important safe harbor. Commercial and recreational boaters use the harbor frequently for a variety of economic and recreational uses. The harbor provides safe moorage during bad weather, offers great access to the Zarembo Island road system for hunting and other recreational or subsistence uses by not only residents of the Wrangell Borough, but also the residents of the newly formed Petersburg Borough. Additionally, this area provides access for timber harvesting, shipping, and nearby mining interests. The Borough believes that the land that DNR is rejecting could provide beneficial economic uses to the Wrangell Borough. DNR has rejected all of the land that is within the Harbor area and some of the most protected and desirable land available in that unit. Potential uses ranging from residential, recreational, or industry support areas are now no longer an option for the Borough.

DNR noticed the City and Borough of Wrangell in 2009 of a proposed subdivision development and the Borough responded at that time that the area was of interest for selection by a newly formed Wrangell Borough (see attached letter). The area notified for subdivision development in 2009 included Sections 32, 33, and 34 whereas the State's proposed land development in 2013 is now Section 5...different from what was notified previously. If the State is having difficulty zeroing in on an area it deems it wants to keep for subdivision development, we begin to question why the State's interest outweighs that of the City and Borough of Wrangell.

6 Wrangell Island East	T.62S.,R.84E. T. 63 S., R. 84 E.	W-10	Resource Management
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Pats Creek Parcel on Eastern Passage/Wrangell Island East:

The City and Borough of Wrangell objects to the rejection of 461.30 acres on Pats Creek drainage on the Eastern Passage, W-10, as depicted on Map 6. This land area is some of the most desirable land on the Eastern Passage because of the topography and amount of sun that the northern and eastern shoreline receives. The parcel also was the only land area on the Eastern passage considered for potential commercial economic development use in the Borough's 2010 Comprehensive Plan. In January of 2013, this parcel was zoned Industrial in keeping with the Comprehensive Plan's proposed future growth maps and economic development opportunities. Most of the land on the Wrangell Island East/ Eastern Passage area is timber land of which the state has already harvested the vast majority of the resource. This parcel is still considered valuable for economic growth by the Borough. The Borough would certainly support any harvesting activities already under contract and supports continued access and use by the State on the state forestry road.

8 Bradfield Canal Bradfield South Shore Bradfield North Shore	T. 65 S., R. 90 E.	W-20 &21 W-20 W- 19	Resource Management
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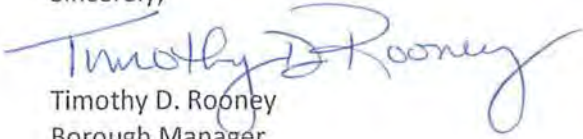
Bradfield Canal, North and South Shores:

The City and Borough objects to the complete rejection of the proposed 1,165 acres in the Bradfield Canal area on Map 8. The City and Borough of Wrangell has selected land with the primary purpose of providing future economic development opportunities to Borough residents should the Bradfield Road and/or electrical connection ever be constructed. The terrain can be very steep and difficult or flat through floodplain areas. The Borough is seeking some developable land along the shoreline or adjacent to the rights-of-ways reserved by Department of Transportation in order to provide commercial support services for the transportation corridor. DNR should be able to grant to the Borough for potential future development opportunities small chunks of developable land in the range of 20 to 40 acres on both the north shore and south shore. Any right-of-way easements are supported, but adjacent land could still be useful for commercial support activities.

Additionally, member communities of the Southeast Alaska Power Agency (SEAPA) are currently in the process of reviewing the management agreement for the Tyee Hydro facility. It is possible - in the future – the member communities will vote to modify the existing agreement and ownership of the facility could change. If these changes result in the City and Borough of Wrangell owning the Tyee Hydro facility, it would make sense that the land on which it is located also be owned by the City and Borough of Wrangell, as well as land adjacent to it.

The City and Borough of Wrangell looks forward to working with State of Alaska Department of Natural Resources Division of Mining, Land, and Water in order to address concerns regarding the Municipal Entitlement Preliminary Decision. If you have any questions, please do not hesitate to contact me at tdrooney@wrangell.com or Ms. Carol Rushmore, Economic Development Planner at ecodev@wrangell.com.

Sincerely,

A handwritten signature in blue ink that reads "Timothy D. Rooney". The signature is fluid and cursive, with the first name "Timothy" and last name "Rooney" clearly legible.

Timothy D. Rooney
Borough Manager

Cc: Honorable Mayor and Members of the Borough Assembly, City and Borough of Wrangell
Ms. Carol Rushmore, Economic Development Director, City and Borough of Wrangell

Attachments:

Memorandum for Agency Review from DNR regarding St. John Harbor Subdivision, Zarembo Island
Letter from City of Wrangell responding to DNR Memorandum

MEMORANDUM

State of Alaska
Department of Natural Resources
Division of Mining, Land and Water
Land Disposal Project

Agency Review
St. John Harbor Subdivision
Period of Review: March 20 through April 20, 2009

AGENCY REVIEW ONLY, NOT PUBLIC NOTICE

Project Name	St. John Harbor Subdivision.
Location	On Zarembo Island in Southeast Alaska near Wrangell.
MTRS	T 62 S, R 80 E, CRM Secs 32, 33, and 34; T 63 S, R 80 E, CRM Secs 4 and 5.
Acres (Project Area)	The total amount of State land in the St. John Harbor selection is 1,680 acres. The total number of acres proposed for sale is undetermined.
Proposed Number of Parcels / Acres per Parcel	DMLW has not yet determined the number, configuration, or minimum size of lots.
Access	The only access to Zarembo Island is by floatplane or boat. DMLW intends to locate the lots along the waterfront and the exiting logging roads within the project area.
Municipal Authority	City and Borough of Wrangell.
Classification/MCO	The upland parcel, Unit W-02, is designated as both S (Settlement) and Gu (General Use). The management intent is for multiple uses, including settlement, recreation, and current and future forest values. The tidclands parcel, Unit WT-03, is designated Hv (Harvest) with areas of Sd (Shoreline Use) and Ha (Habitat).
Area Plan	Central / Southern Southeast Area Plan (November, 2000).
Coastal Zone	None.
Title	The State received Patent to this parcel, NFCG 214, on August 19, 2004.
Topo Map	The USGS Quad is Petersburg B-3.
Comments, Questions, or Concerns	DMLW intends to sell the proposed subdivision in 2011 or later. There is a pending timber sale by the Division of Forestry within the next 5 years. The Area Plan requires that both the timber sale and the land disposal have similar planning considerations. These considerations are potential impacts on dispersed recreation activities, the anadromous streams, probable wildlife corridors, remaining high-value deer winter range, and the scenic viewshed as seen from the Wrangell Narrows. Both the timber sale and the land disposal must use appropriate protection and/or mitigation techniques. In addition, a coastal protection area (forestry) applies that prohibits timber harvest within the first 500 feet and allows selective harvest within the 500-1,000 foot area.

CITY AND BOROUGH OF WRANGELL

INCORPORATED MAY 30, 2008

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

Ted Deats
Department of Natural Resources
P.O Box 111000
Juneau, AK 99811

Re: Agency Review Proposed Land Sale near Wrangell at St. John Harbor

Dear Ted,

The proposed land sale near Wrangell at St. John Harbor is now located within the City and Borough of Wrangell. We offer the following comments regarding the proposed sale.

The City and Borough of Wrangell supports the efforts by the State to offer land sales in this area. We would like to point out however, that these lands in the proposed sale are classified in the Central Southern Southeast Area Plan as lands that the new Borough could select as part of the borough's entitlement selection. We are beginning the process to review the lands within the proposed borough area to determine our land selection preferences. We cannot say at this time if any of these particular lands would be selected, but at this time we want these lands to be part of the selection option. At what point in your subdivision process would these lands no longer be available to the Borough for selection? The answer to this question might determine our full support for this proposed subdivision or our request that the subdivision is postponed. In addition, if you do move forward with a subdivision prior to our final selection, these lands are part of the land base acreage for calculating the amount of lands the Borough may select. We do not want these lands removed from that calculation formula.

Upon Borough incorporation, all new lands were zoned Transition in order to allow the Borough time to develop zoning and a comprehensive plan.

20.12.060 "T" transition district.

All property located within the City and Borough of Wrangell, but outside of the boundaries of Borough Service Area 1, shall be unrestricted until it is otherwise zoned; provided, that no use commenced subsequent to the effective date of the ordinance codified in this section and during such time as the property in question shall be unrestricted shall create any grandfather right or other right to continue such use if inconsistent with any subsequently enacted zoning regulation. Such property shall be known as the "T" transition district. [Ord. 822 § 5, 2008.]

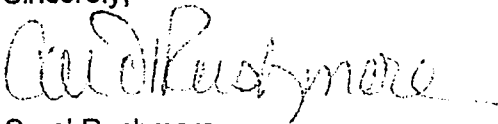
Transition Zone allows existing residents in the remote areas to continue as is until such time as we can put new zoning regulations in place. We have begun that process working with our contractor Sheinberg Associates. We should have a completed comprehensive plan and zoning in 2010. We currently do not have lot size requirements for the remote areas, but would request that any lots the State will subdivide will be from 2-5 acres in size. We would also ask that any lands the State might subdivide and sell prior to our land selection or establishing zoning requirements would not be able to be resubdivided into smaller parcels until zoning is in place to guide our platting authority.

These lands proposed for a subdivision are also very near mining exploration on federal lands conducted by Zarembo Minerals. The Borough fully supports their mineral exploration efforts. We do not want any subdivision created in a location or with a use that could potentially conflict with or be negatively impacted by a potential future mining development nearby.

The City and Borough of Wrangell has also been investigating area sites for a regional solid waste facility. Lands in this area of the proposed land sale have been identified as a potential site for such a facility. No detail analysis has been conducted to determine land use feasibility, water access or other site requirements, nor have we requested a Plan amendment, but the lands are on a preliminary potential site list.

We request an answer to the question above and that the Borough be kept informed as to the status of the subdivision process. We look forward to working with DNR during this subdivision process and our entitlement land selection process. Please do not hesitate to call if you have any questions.

Sincerely,

A handwritten signature in cursive script, appearing to read "Carol Rushmore".

Carol Rushmore
Economic Development Director.

**Wrangell Medical Center
Wrangell, Alaska**

**Project Status Report
April 30, 2013**

INDEX

I	PROJECT ACTIVITY SUMMARY
II	WORKING BUDGET
III	ACTION ITEM AGENDA
IV	PROJECT DEVELOPMENT SCHEDULE

SECTION I

PROJECT ACTIVITY SUMMARY

PROJECT ACTIVITY SUMMARY

The project team has resumed discussions with USDA regarding financing for the project. The financing timeline will drive the schedule between now and the construction start. A new construction/fabrication start date is projected for early 2014. If a negotiated escalation is unsuccessful, Layton will re-bid the Site Development scope this fall. Contract negotiations with Sanderling-Whiting-Turner (SWT) are wrapping up and a final draft has been circulated for review by both parties. A notification letter regarding the CON will be prepared soon by the Borough.

Schedule

The Project Development Schedule has been updated to reflect securing a fall 2013 USDA Commitment with a construction/fabrication to start early 2014. The actual commitment could possibly take longer to reach depending on the timing of the financial forecasts. Production of fabrication drawings would then begin once a financing commitment is received and is projected to run concurrently with the CON update and loan closing preparations. This schedule reflects a eighteen-month construction start delay versus the May 2012 bid schedule. (See project Schedule)

Budget

The project budget has been updated with two new columns indicating additional funding needed on account of cost escalations, extended durations, and previously unfunded scope.

The first new column incorporates costs escalations incurred between May 2012 and May 2013 according to Engineering News Record and the Bureau of Labor Statistics Consumer Price index and Producer Price Index. This column also reflects additional funding needed to address medical equipment, electronic medical records, furniture, and telecommunications equipment over-runs. The project team is ready to resume discussions with WMC regarding scope and budget when appropriate.

The second new column shows additional cost escalations projected to occur between May 2013 and a January 2014 construction start.

Risks

Until a start date can be firmly established, price increases remain a risk to holding the line on the construction costs. According to the April 2013 Bureau of Labor Statistics PPI Report, an increase in the 2.7% range has been experienced since last May. Engineering News Record indicates a 3% increase for the same period. The project remains exposed to additional increases until the project is bought out and contracts are released.

Financing

Discussions with USDA regarding financing resumed this month. Financial forecasts will need to be revised based upon the revised cost projections and questions regarding the hospital's 2012 financial performance will need to be satisfactorily resolved.

Project Scope

The scope of the Replacement Hospital Project remains 53,982 gsf including 8 Acute Care Beds (4 Swing), 20 Long-Term Care Beds, 2 Emergency Room positions, and a Surgical Suite. Specialty Clinic space has been identified as a possible scope reduction to mitigate increased costs. Significant net savings are not expected after redesign costs are factored.

Next Steps

AHFD is prepared to come to Wrangell when appropriate to meet the new members of the hospital board, the new hospital interim CEO, and the Wrangell Assembly to discuss the above issues as the project moves forward.

AHFD remains committed to this important project for the people of Wrangell, Alaska.

AMERICAN HEALTH FACILITIES DEVELOPMENT

A handwritten signature in black ink, reading "Steven L. Rutland". The signature is fluid and cursive, with the first name "Steven" and last name "Rutland" clearly distinguishable.

Steven L. Rutland, NCARB, AIA, LEED AP
Vice President Project Management

SECTION II

PROJECT - WORKING BUDGET

Wrangell Medical Center Replacement Facility					DRAFT		DRAFT		AHFD	
8 acute care beds, 20 LTC beds; 55,496 gsf										
Program Budget									4/29/2013	
Budg. Code	Item	Assembly Appr'd Budget 5/29/2012	Unfunded Items	Budget (21) Escalation to May/2013	Budget (22) Escalation for Jan/2014 Start	Variance as %	Budget as a % of Build. Constr.	Costs Incurred to date		
100	Development Costs	859,974	0	877,673	895,903	100.00%	3.67%	254,469		
101	Land	0		0	0			0		
102	Survey, AICS Road Engineering, Env Mitigation Planning	250,000		250,000	250,000			248,308		
103	Off-site development / utilities (Etolin, water, sewer, power)	589,974		607,673	625,903			5,041		
104	Environmental Permitting Fees & Permit Prep	20,000		20,000	20,000			1,120		
200	Building & Site Work Construction	23,406,884	0	24,279,533	24,325,366	92.30%	100.00%	211,587		
201	Site & Foundations (Layton GMP)	5,950,560		5,950,560	5,950,560	-49,893				
202	Component Construction (Sanderling-Whiting-Turner)	17,197,931		17,197,931	17,197,931	-620,000	438			
203	Module Ground Transportation (factory to port/port to site)			in 202	in 202		5/sf			
204	Module Shipping- Port to Port	in 202		in 202	in 202					
205	Medical Equipment & Telecomm by Component Contractor	N/A		N/A	N/A					
206	Projected Layton escalations	0		178,517	183,872					
207	Projected Sanderling escalations	0		515,938	531,416					
208	Builders Risk Insur. (check on quote \$.08/\$100)	50,000		50,000	50,000					
209	Preconstruction Services (Add'l bid process)	208,393		211,587	211,587			211,587		
210	USDA Required Masonry Foundation Wall	in 201		in 201	in 201					
211	VE- Sitework Target	in 201		in 201	in 201					
212	VE- Component Target- Eliminate Specialty Clinic	0		-100,000	-100,000					
216	Scope Increase- Architectural Upgrades	0		275,000	300,000					
300	Professional Fees & Reimbursable Expenses	2,621,382	0	2,903,382	2,973,382	100.00%	12.22%	1,840,546		
301	Architectural / Engineering Design (Incl. Reimbursables)	1,137,360		1,137,360	1,137,360			889,236		
301B	Architectural Add Services	290,000		290,000	290,000			132,144		
302	Owner's Representative / Program Manager	985,000		985,000	985,000			732,646		
303	Professional Fees Adjust- (extended duration to 3/2015)	0		282,000	352,000			0		
304	Geotechnical Engineering	in 102		in 102	in 102					
305	Construction Material Testing Service	90,000	0	90,000	90,000					
306	Dietary Planning Consultant	0		0	0					
307	State Plan Review Fee	39,022		39,022	39,022			39,022		
308	Medical Equipment Planning & Procurement Consultant	80,000		80,000	80,000			47,498		
400	Administrative & Legal	462,615	0	462,615	462,615	100.00%	1.98%	252,523		
401	Legal Expense	280,000		280,000	280,000			166,310		
402	Administrative & Miscellaneous Expense	142,615		142,615	142,615			60,787		
403	Security	10,000		10,000	10,000			0		
404	CON Consultant	in 401		in 401	in 401			in 401		
405	CON Fees	30,000		30,000	30,000			25,427		
500	Medical Equipment (16)	1,405,000	790,000	1,663,000	2,042,748	100.00%	8.40%	545,132		
501	Fixed / Moveable Medical Equipment	875,000	540,000	1,133,000	1,512,748			45,132		
502	Electronic Medical Records	500,000	250,000	500,000	500,000			500,000		
503	Dietary Equipment	in 501	0	in 501	in 501					
504	Equipment Relocation Costs	30,000	0	30,000	30,000					
600	Furniture and Furnishings (FFE)	100,000	226,000	335,480	345,244	100.00%	1.42%	0		
601	Furniture and Furnishings	50,000	226,000	284,280	292,808					
602	Cubicle Curtains / Window Treatments / Shower liners	40,000	0	41,200	42,436					
603	Artwork	5,000	0	5,000	5,000					
604	Specialty Items	5,000	0	5,000	5,000					
700	Telecommunications Systems (19)	624,500	150,000	847,735	873,167	100.00%	3.59%	0		
701	Telephone System	490,500	150,000	659,715	679,506					
702	Nurse Call & Code Blue	in 701		in 701	in 701					
703	Public Address	in 701		in 701	in 701					
704	Structured Cable System -	98,000		100,940	103,968					
705	PC's and Printers	in 701		in 701	in 701					
706	Access Control / Security - Sanderling	36,000		37,080	38,192					
707	Network Electronics w/ wireless	in 701		in 701	in 701					
708	Dictation System	in 701		in 701	in 701					
709	Time and Attendance	in 701		in 701	in 701					
710	Telecomm Scope Upgrades	0		50,000	51,500					
800	Financing (17)	600,000	0	600,000	600,000	100.00%	2.47%	188,329		
801	Capitalized Interest during construction (18)	600,000		600,000	600,000					
802	Financial Advisor	0		0	0					
900	Project Contingency	1,089,470	0	1,200,407	1,151,399	4.65%	4.73%	7.7%		
901	Design & Contractor Coordination Issues- (2.4%)	544,735		600,204	575,699	2.33%				
902	Unforeseen Field Conditions, Equipment Coord, etc. (0.76%)	181,578		200,068	191,900	0.78%				
903	AHJ Comments/Contract Scope Gaps (0.76%)	181,578		200,068	191,900	0.78%				
904	Owner Requests/Misc- (0.76%)	181,578		200,068	191,900					
Total (20/21)		\$31,169,825	\$1,166,000	\$33,169,825	\$33,669,825			3,104,258		
Notes: 1) Financing expenses are estimated based on USDA Aug 11 letter & previous finance consultant estimate of Dec 10. 2) Relocation cost to move into new facility is excluded. 3) Picture Archiving Comm. Sys (PACS) hardware is excluded. Assumed to be leased system. 5) Furniture budget, code 601, is based on re-using existing furniture. 6) Architect fee based on 4.9% fee plus 20% reimbursable; previously fee fixed at \$872,000 in October 2010 during contract review; now pending negotiation. 7) Alaska Fire Safety Review fee is \$38,000 carried in 307. 10) 202 Construction changed to component fabrication and construction in Oct 10; includes telecomm & med eqpmnt 14) Assessment includes invoices reconciled with WMC CFO in Feb 2012. 18) Capitalized Interest per Innovative Capital 1-12-12 19) Includes low voltage systems 20) Budget increased by \$1.8M by 5/22/11 to reflect additional grant funds- Total \$31,169,825										
21) The Budget Escalation Column includes line items Increased by 3% to account for construction inflation experienced between May 2012 & May 2013 according to Engineering News Record, and the Bureau Labor Statistics CPI/PPI for Anchorage, AK & Seattle, WA. Previously unfunded items such as the additional furnishings and telecommunications scope have also been projected but require validation. A Total Budget need of \$33,169,825 is projected. (See Bold items with orange highlighting for particular escalation adjustments) 4/24/13										
22) Indicated Budget Categories have been further escalated by an additional 3% to account for anticipated inflation from May 2013 to Jan 2014. The rate per month is higher due to labor costs associated with implementation of the Affordable Care Act. A Total Budget need of \$33,669,825 is projected. (See Bold items with orange highlighting for particular escalation projections) 4/24/13										

SECTION III

PROJECT ACTION ITEM AGENDA

Wrangell Medical Center
Replacement Facility
PRECONSTRUCTION



ACTION ITEM AGENDA- Conf Call: 877-668-4493 Conference- 23160033#							21-Apr-13
Born on Date	No.	Item	Who	Original Need Date	Revised Need Date	Date Done	Comments
		A - ADMINISTRATIVE					
10/21/11	A13	Borough Award of Component Contract	City/Hospital	12/23/11	05/30/12	05/29/12	Need to begin Fabrication Drawings ASAP
10/21/11	A14	Borough Approval of CD's & Bid Packages	City/Hospital	01/13/12	05/30/12	05/29/12	USDA Concurrence Required
10/21/11	A15	Borough Acceptance of GMP	City/Hospital	05/04/12	05/30/12	05/29/12	USDA Concurrence Required
10/21/11	A16	Borough to Secure Project Financing	City/WMC	05/22/12	04/01/13		Re-application in progress. Keith Perkins new USDA contact
02/01/12	A17	Update CON- Rooney Letter pending	WMC	06/01/12	05/01/13		CON Budget \$30M?/Schedule update/Staff Approval? Blasco to review
02/01/12	A18	USDA Commitment Deadline	WMC	06/01/12	05/01/13		IC to determine project implications (see C7)
02/15/12	A19	Identify USDA Resident Inspector/Wage officer	City/WMC	05/01/12	07/01/13		City to prepare request letter & credentials
02/15/12	A20	AEC-Sync Training for WMC & Borough	Team	03/15/12	05/01/13		prior to construction start
03/21/12	A22	Attorney Review of Component Agreement	Blasco	04/10/12		04/10/12	In progress. Add payroll
03/21/12	A23	Cash Flow Projection	AHFD	03/30/12		03/30/12	Out for review
03/21/12	A24	Borough's Bid Website	Amber	03/29/12		03/29/12	Up and running
03/21/12	A25	Select Equipment Procurement Consultant	AHFD/WMC	04/15/12	04/25/12	05/08/12	Proposal under review by WMC/CBW
03/21/12	A26	Select Telecommunications Consultant	AHFD/WMC	04/15/12	04/25/12	05/08/12	Proposal under review by WMC/CBW
03/21/12	A27	Agreement to Perform ALTA Survey	AHFD/WMC	04/15/12		04/01/12	Trevor- proposal?
04/01/12	A28	FFE Procurement- vendor quotes/hosp selections	AHFD/WMC	07/01/12	07/01/13		USDA GPO issue- await new CEO input
04/04/12	A29	USDA Right of Way Forms. etc. for Conditions	CBW/IC	06/01/12		06/05/12	Blasco
04/16/12	A30	Builder's Risk quotes	WMC	06/01/12	07/01/13		Contractors provided quotes for comparison.
05/08/12	A31	Validate Equipment, Telecomm, & Furniture	AHFD/DEJA	06/21/12	07/01/13		USDA GPO issue- await new CEO input
05/08/12	A32	Prepare Component Contracts for execution	AHFD	06/01/12		07/01/12	Borough reviewing Component Contract terms this week
06/01/12	A33	Outcome of Board Recall	City/WMC	06/19/12	06/25/12	06/25/12	USDA Financing Contingent on outcome
06/05/12	A34	Develop action plan for FFE Over-run	City/WMC/GBA	07/01/12	03/01/13		Updated Equipment & Furnishings over budget. GBA updating scope narrative & to prepare bid package by 8-31-12.
08/01/12	A35	Execution of Sanderling Contract	City/AHFD/Sanderling	06/30/12	07/01/13		AHFD editing document to reflect final terms

Wrangell Medical Center
Replacement Facility
PRECONSTRUCTION



ACTION ITEM AGENDA- Conf Call: 877-668-4493 Conference- 23160033#							21-Apr-13
Born on Date	No.	Item	Who	Original Need Date	Revised Need Date	Date Done	Comments
08/01/12	A36	Notice to Proceed w/ Fabrication Drawings	City	09/15/12	09/15/13		
09/07/12	A37	WMC to execute contract with interim Management	City/WMC	09/15/12		10/15/12	Mr. Kendall Sawa, Interim CEO. Insurance provisions resolved & contract executed.
09/07/12	A38	WMC new Board seated	WMC			09/07/12	Mr. Woody Wilson new Board Chair
		B - DEVELOPMENT					
10/10/11	B4	USDA Environmental Reviews	AHFD	03/01/12			Wetlands complete- updates required?
10/10/11	B5	Fire Marshall Submittals	JJCA	03/28/12	06/01/12	06/05/12	Response to comments submitted
10/10/11	B6	City Planning	R&M/JJCA	04/01/12		04/10/12	Submitted under review
10/10/11	B7	Complete Survey/Plat according to Title Insurance Requirements	R&M	05/01/12	07/01/13		ALTA has been submitted for review. Recording of the easements is complete. Under USDA review.
10/10/11	B9	Establish Budget for City Utility Project- Lift Station and Etolin Extension	City	12/21/11	01/19/12	01/19/12	
05/02/12	B10	Resolution of USDA Parking stall width comment	R&M	05/22/12	07/01/13		Tabled pending financing outcome
		C - DESIGN					
10/10/11	C3	Provide Equipment, Telecommunications Deliverables	JJCA	01/15/12	03/23/12	03/23/12	WMC list sent to planner for budget update. 3/9
10/10/11	C4	Signage & Landscape Design	JJCA	12/01/11	07/01/13		Allowances for Landscape & signage included in Layton GMP
10/31/11	C11	Issue CD's Civil/Foundations for Bidding & Permitting	JJCA/ Layton/ Sanderling	03/21/12		03/21/12	
10/31/11	C12	Drawing Addendum	JJCA	04/10/12	04/22/12	04/24/12	
06/28/12	C13	Telecommunications Budget Reconciliation	JJCA/GBA	07/10/12	07/01/13		Scope/Budget validation
07/02/12	C14	Architectural Revision #001	JJCA/GBA	07/24/12	08/01/12	08/01/12	Address Equipment Coord. Code Comments & VE
		D - PRECONSTRUCTION					
10/10/11	D5	Submit Documents for USDA Review	Layton/AHFD	03/21/12		03/31/12	Civil, Structural, 80% CD's with VE
02/20/12	D6	Solicit Bids for Initial GMP & Component Selection	Layton/AHFD	04/12/12	03/29/12	03/29/12	Send Invitations via Certified Mail
02/20/12	D7	Pre-Bid Conference	Layton/AHFD	04/18/12	04/10/12	04/10/12	Civil, Structural, Component
02/20/12	D8	Public Bid Opening	Layton/AHFD	05/08/12	05/08/12	05/08/12	Scheduled w/ City Clerk- Christy Jameson & Carol Bean
02/20/12	D9	Present Bids to Building Committee	Layton/AHFD	05/15/12	05/10/12		Component & Layton Scope

ACTION ITEM AGENDA- Conf Call: 877-668-4493 Conference- 23160033#							21-Apr-13
Born on Date	No.	Item	Who	Original Need Date	Revised Need Date	Date Done	Comments
02/20/12	D10	Present Layton GMP & Bids for Review & Approval	Layton/AHFD	05/22/12	05/30/12	05/29/12	Notice to proceed to be issued later
05/16/11	D11	Federal & Alaska Wage Rate Determination	Layton	03/01/12	03/15/12	03/02/12	Alaska, Davis-Bacon & Recovery Act
05/15/12	D14	Price with new documents reflecting AHJ Comments, VE, equip coord.	Layton/Team	07/01/12	07/01/13		ID potential savings to preserve budget.
08/01/12	D15	Complete Fabrication Drawings	Sanderling	09/01/12	12/21/13		await contract execution and notice to proceed
	D16						
		E - SCHEDULE / MEETINGS					
	E1	NEXT weekly conference call-	Team	TBD			10:00 AM Alaska/1:00:00 PM CST (Weekly)
	E2	NEXT Bldg Comm meeting in Wrangell	Team	TBD			
	E3	NEXT Project Team Meeting in Nashville-	Team	TBD			
		F - FINANCING / USDA APPROVALS					
10/10/11	F2	Plat/Survey of Mortgaged Parcel	R&M	05/01/12	TBD		Record parcels & easements . Order Title Report. Prepare ALTA. Submitted for USDA review.
10/10/11	F3	Power. Water & Sewer service letters	JJCAVEE	04/01/12		03/16/12	Certification Letters Submitted for review 3/2/12
10/10/11	F4	USDA Commitment	InnoVative	06/01/12			good thru June 2012
10/10/11	F5	Loan interest rate determination	InnoVative	N/A			
10/10/11	F6	Wetlands Mitigation	AHFD	03/01/12		03/16/12	Provide Corp Letter/Plan/Permit to USDA. Mitigation work complete
10/10/11	F7	Environmental Clearances	InnoVative	04/01/12		03/16/12	Environmental Assessment Class II-originally submitted in 7/2010
02/15/12	F8	Secure Interim Financing	InnoVative	06/01/12	TBD		Await USDA
02/15/12	F9	USDA Concurrence- CM Agreement	AHFD	03/15/12	TBD		Submitted 2-14-2012/Comments Rec'd 2-24. Method of Contracting Letter submitted 3-5-12. Resubmitted 4-20-13
02/15/12	F10	USDA Concurrence- Architect Agreement	AHFD	03/15/12		03/15/12	Submitted 2-14-2012
02/15/12	F11	USDA Concurrence- Component Contr. Agreement	AHFD	03/15/12	TBD		Await USDA commitment
02/15/12	F12	Loan Resolution USDA 1942-47	Wrangell	06/01/12	TBD		
02/15/12	F13	Site Control- Clear Title	Wrangell	06/01/12		06/12/12	
02/15/12	F14	Recovery Act Certification Letter	Wrangell	06/01/12		06/12/12	
02/15/12	F15	Contractor Compliance Statement 400-6	Sanderling	06/01/12	TBD		Layton Complete/Sanderling with Contract
02/15/12	F16	Approval DD Package	USDA/Krug	03/15/12		03/23/12	Submitted 2-14-2012/Comments Rec'd from Krug. DEJA/AHFD Issued response 3/23
02/15/12	F17	Approval CD/Bid Packages	USDA/Krug	04/01/12	Pending	05/02/12	Approval Rec'd with Comments
05/02/12	F18	Respond to USDA Krug 5/2 Comments	AHFD/DEJA	05/22/12	06/01/12	06/01/12	Response issued 5-31-12. Await concurrence

Wrangell Medical Center
Replacement Facility
PRECONSTRUCTION

ACTION ITEM AGENDA- Conf Call: 877-668-4493 Conference- 23160033#							21-Apr-13
Born on Date	No.	Item	Who	Original Need Date	Revised Need Date	Date Done	Comments
07/13/12	F19	Background Statements	Sanderling/Layton	09/01/12	TBD		
	F20						
		G - CONSTRUCTION/PERMITTING					
10/10/11	G1	Stormwater Permit	JJCA/Layton	08/01/12	TBD		To be pulled by Layton upon notice to proceed
10/10/11	G2	Planning & Zoning	JJCA/R&M	04/01/12	05/01/12	04/12/12	City approval of site plan @ final CD's
10/10/11	G3	State Fire Review-	JJCA/Layton	04/01/12	06/01/12	06/05/12	Comments rec'd & response issued.
10/10/11	G4	Building Permit	JJCA/Layton	04/01/12	06/15/12	07/05/12	
10/10/11	G5	File Notice of Intent- NOI	Layton	01/01/13	TBD		To be filed by Layton upon notice to proceed
10/10/11	G6	Fish & Wildlife- Fish Habitat Permit	AHFD/WMC	03/01/12		03/16/12	Provide Documentation to USDA- sent 2/21/12
10/10/11	G7	Track Environmental and Soil Disturbance permitting to approval	JJCA/Layton		TBD		
02/15/12	G8	Construction Start Prior to USDA Fiscal Year End	Project	09/30/12		NA	Recovery Act Requirement
02/15/12	G9	Letter of Approval- Alaska Dept Environmental Conservation	Environmental Consultant	03/01/12		03/16/12	Provide Documentation to USDA- sent 2/21/12
04/04/12	G10	Storm Water Protection Plan (SWPP)	Layton	08/01/12	TBD		
04/04/12	G11	Spill Prevention/Control- (SPCC)	Layton/R&M	08/01/12	TBD		
06/05/12	G12	Submit Sprinkler Shop Drawings to Fire Marshall	Sanderling	10/01/12	TBD		
06/05/12	G13	Corps of Engrs Permit Update	R&M	08/01/12	TBD		disturbance of adjacent city parcel. Await USDA
06/28/12	G14	Pre-Construction Conference	USDA	08/31/12	TBD		
NOTE: Incomplete or Critical items are highlighted in yellow							Conf Call: 877-668-4493 Conference- 23160033#

SECTION IV

PROJECT DEVELOPMENT SCHEDULE





Experience PLANNING Leadership DESIGN Commitment CONSTRUCTION

City & Borough of Wrangell

Pay Period	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Hours
Regular	8	8	8	8	8			8	8	8	8	8			8	8	5	8	8			8	8	8	6	4			8	8		
Overtime																																
Sick Leave																																
Holiday WK																																
Vacation																	3								2	4						

Total Regular																															
Overtime																															

Approved By: _____
Supervisor

Approved By: Timothy D. Rooney
Borough Manager

I hereby certify that the hours stated hereon are
a true and accurate record of all hours I worked
within this pay period.

Name: _____
Timothy Rooney
Employee

Pay Period Ending April 30, 2013

Office Use Only			
AL _____	Sal _____ @ _____ =		
SL _____	HR _____ @ _____ =		
OTD _____	OT _____ @ _____ =		
_____	_____ @ _____ =		
_____	_____ @ _____ =		
_____	_____ @ _____ =		
	Total _____ =		

Agenda Item 9

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM May 14, 2013

BOROUGH CLERK'S FILE:

Mark Your Calendar:

- 5/11-6/9 Wrangell's 61st Annual Salmon Derby!
5/15 Hospital Board Mtg. w/ Executive Session @ 5:30 pm in the Nolan Center Classroom
5/16 WCVB Mtg. @ 6:30 pm in the Assembly Chambers
5/22 Economic Development Committee Mtg. @ 6:30 pm in the Assembly Chambers



- 5/27 — Memorial Day – City Hall Closed
5/28 Regular Borough Assembly Mtg. @ 7 pm in the Assembly Chambers

- Request Approval of Travel for:

Municipal Clerks Professional Development Institute Tacoma, Washington June 8th through June 22nd, 2013

Attachments:

1. Memorandum from Borough Clerk Flores, dated May 1, 2013.
2. Additional Information regarding the Northwest Certified Municipal Clerks Professional Development Institute.

This valuable training offers a strong curriculum for building management and leadership skills while offering high impact networking, and one-on-one mentoring with municipal leaders and instructors. This training is essential for me to move forward in obtaining my Certified Municipal Clerks Certification.

I truly appreciate your support!!

➤ **RECOMMENDED MOTION:**

Move to approve the travel and training in June for the Borough Clerk

**Alaska Municipal League
Summer Legislative Meeting**



To be held this year in Valdez, AK at the Convention & Civic Center ~ August 20 – 22, 2013

Mayor Jack & Assembly Members Jamieson & Christian are planning on attending. If there are any other members of the Assembly who are interested in attending, please let me know.

Thank you,

Kim Flores

Agenda Items 10 a & b

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM May 14, 2013

MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS:

INFORMATION: This agenda item is reserved for the Mayor and Assembly Member's special reports. Such information items as municipal league activities, reports from committees on which members sit, conference attendance, etc., are examples of items included here.

Item 10a

Reports by Assembly Members

Item 10b

Appointment to fill the vacancies on the Planning & Zoning Commission

*There were **no** letters of interest received for either vacancy*

Borough Clerk will continue to advertise for *letters of interest* to fill the vacancies.

Agenda Items 10 c & d

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM May 14, 2013

MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS:

INFORMATION: This agenda item is reserved for the Mayor and Assembly Member's special reports. Such information items as municipal league activities, reports from committees on which members sit, conference attendance, etc., are examples of items included here.

Item 10c

Appointment to fill the vacancy on the Economic Development Committee

*There were **no** letters of interest received to fill the vacancy*

Borough Clerk will continue to advertise for *letters of interest* to fill the vacancy.

Item 10d

Appointment of the Wrangell Medical Center Board Liaison Alternate Seat

RECOMMENDED ACTION

Appointment to be filled by the Mayor with the consent of the assembly.

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

Motion: Move to appoint _____ to fill the vacancy of the Wrangell Medical Center Board Liaison Alternate Seat

Agenda Item 13a

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM May 14, 2013

INFORMATION:

**Discussion and possible action relating to an Industrial Lot Trade
between the City and Borough of Wrangell & Brett Woodbury**

Attachments

1. Memorandum from Manager Timothy Rooney, dated May 9, 2013.
2. Map of the proposed area.

RECOMMENDED ACTION:

Move to approve the exchange of the lot owned by the City and Borough of Wrangell (Lot 7) with the lot owned by Mr. Brett Woodbury (Lot 3) as indicated on the attached map and to direct staff to advertise the sale of Lot 3 according to the requirements contained within the Wrangell Municipal Code.

MEMORANDUM

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

**FROM: TIMOTHY ROONEY
BOROUGH MANAGER**

**SUBJECT: INDUSTRIAL LOT LAND EXCHANGE
MR. BRETT WOODBURY AND THE CITY AND BOROUGH OF
WRANGELL**

DATE: May 9, 2013

BACKGROUND:

Staff has been contacted by Mr. Brett Woodbury regarding an interest on his behalf of trading one of the industrial lots recently purchased by him with an industrial lot owned by the City and Borough of Wrangell.

The lot that is owned by the City and Borough of Wrangell that he is interested in obtaining (Lot 7 - outlined in yellow on the attached map) does not have utilities to it, does not have existing street access, and is not currently advertised for sale. In order to sell the property for public bidding, the City would need to extend utilities and access to it and the cost of doing so (for the benefit of one or two lots only) is relatively costly. This lot is directly behind and adjacent to another lot that is owned and already developed by Mr. Woodbury (Lot 8 - completely shaded in yellow on the attached map), thus his interest in obtaining it. The City would not have to extend the utilities or access and Mr. Woodbury would have an adjacent lot to expand his industrial use.

The lot that Mr. Woodbury owns that he would like to trade (Lot 3 - also completely shaded in yellow located on a different block) has street and utility access currently and could be sold by the City and Borough of Wrangell immediately, the lot's value having been determined by the recent purchase price. Basically, if approved by the Borough Assembly, the transaction would allow for an additional industrial lot to be sold by the City and Borough of Wrangell without having to extend utilities and roadway access. The lots are comparable in size.

This is a confusing proposal to explain by memorandum. If you have any questions, please do not hesitate to stop by my office so that I can explain this to you in person, or alternatively, I will be happy to answer any questions you may have at the meeting on Tuesday evening. If approved by the Borough Assembly, it is also likely that Mr. Woodbury would be interested in purchasing Lot 6 in the future as well.

RECOMMENDATION:

Staff recommends Borough Assembly approval of exchanging the lot owned by the City and Borough of Wrangell (Lot 7) with the lot owned by Mr. Brett Woodbury (Lot 3) as indicated on the attached map. Upon completion of the exchange, staff also recommends the Borough Assembly direct staff to advertise the sale of Lot 3 according to the requirements contained within the Wrangell Municipal Code.

ATTACHMENTS:

1. Subject Map

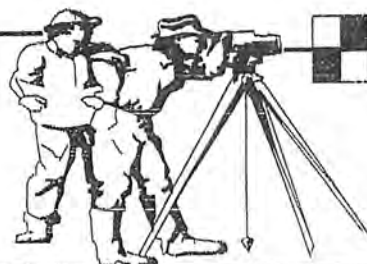
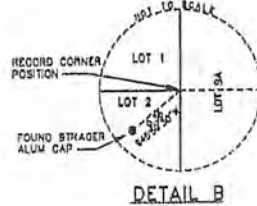
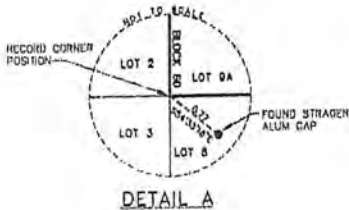
CURVE DATA

②	A = 0°35'20"	③	A = 0°19'40"
R = 1332.40'		R = 1332.40'	
L = 83.51'		L = 170.41'	
C = 83.50'		C = 70.29'	
CHD. BRG. = 51°26'04"W		CHD. BRG. = 08°00'47"W	



PLAT NOTE:

1. SET ASIDE PROPERTIES THE CORPS OF ENGINEERS THAT MIGHT RESULT FROM FILL PERMIT, PERMITTING LOTS WITHIN THIS DEVELOPMENT.
2. TOTAL PROJECT AREA
TOTAL MITIGATED SET-
TOTAL MITIGATED SET-
3. REFERENCE PLAT #92-
RECORDING DISTRICT,
REFERENCE PLAT #85-
RECORDING DISTRICT.



GREG SCHEFF & ASSOCIATES
LAND SURVEYORS

BOX 1331 WRANGELL, ALASKA 99929
PHONE (907) 874-2177
FAX (907) 874-2157

PROJECT: INI
THE REPLAT OF BLOC
WRANGELL INDUSTRIA
FOR THE DEVELOPMEN
AND INCLUDING THE R
CLIENT: CITY OF V
BOX 531
WRANGELL



CONSENTED IN THE
PRESENCE OF THE
LOCAL SUPERVISOR
(SIGNATURE OF THE
AND OTHER

LS 5700

Agenda Item *13b

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM May 14, 2013

INFORMATION:

Final Plat approval of the Goodale Replat

Attachments

1. Memorandum from Lavonne Klink, P & Z Secretary, dated 5/9/2013
2. Final Plat Map (available on display in Assembly Chambers)

RECOMMENDED ACTION:

~ Approved under the Consent Agenda ~

**Planning and Zoning
Commission**

Memo

To: Kim Flores, City Clerk
From: Lavonne Klinke, Planning & Zoning Secretary
CC: City of Wrangell Assembly Members
Date: 5/9/2013
Re: Final Plat of Goodale Replat, the resubdivision of Lot 5 and a portion of Lot 6, Block 11, USS 1119, Wrangell Townsite, zoned Single Family Residential, requested by William and Chery Goodale.

The Planning & Zoning Commission at their regular meeting on April 11, 2013 approved unanimously the Final Plat of Goodale Replat, the resubdivision of Lot 5 and a portion of Lot 6, Block 11, USS 1119, Wrangell Townsite, zoned Single Family Residential, requested by William and Chery Goodale and is forwarding the plat to the Assembly for final approval and recording.

Agenda Item 14

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
AGENDA ITEM
May 14, 2013**

ATTORNEY'S FILE

None.

Agenda Item 15

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
AGENDA ITEM
May 14, 2013**

EXECUTIVE SESSION

None.