



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

**March 25, 2014 – 7:00 p.m.**

**Location: Assembly Chambers, City Hall**

**1. CALL TO ORDER**

- a. PLEDGE OF ALLEGIANCE led by Assembly Member Julie Decker
- b. INVOCATION to be given by a member from the Baha'i Faith
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Certificates of Service, Guest Introductions*
  - i. Proclamation – Health Fair Week; March 30 –April 5, 2014
  - ii. Proclamation – 2014 Choose Respect; March 27, 2014
  - iii. Certificate of Service for Beth Comstock and Kay Larson; Cemetery Committee

**2. ROLL CALL**

**3. AMENDMENTS TO THE AGENDA**

**4. CONFLICT OF INTEREST**

**5. CONSENT AGENDA**

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

**6. APPROVAL OF MINUTES**

- \*a. Minutes of the Public Hearing and Regular Assembly meetings held on March 11, 2014

**7. COMMUNICATIONS**

- \*a. Port Commission Meeting Minutes: Regular - September 5, 2013; Special – October 17, 2013; Regular – October 17, 2013; Regular – November 7, 2013; Regular – December 5, 2013; Regular – January 7, 2014; Regular – February 6, 2014
- \*b. Travel Summary for the months of January & February, 2014
- \*c. School Board Minutes: Regular - January 20, 2014; Regular - February 17, 2014; Regular - March 16, 2014

**8. BOROUGH MANAGER'S REPORT**

**9. BOROUGH CLERK'S FILE**

**10. MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS**

- a. Reports by Assembly Members

**11. PERSONS TO BE HEARD**

**12. UNFINISHED BUSINESS**

## **12. UNFINISHED BUSINESS**

## **13. NEW BUSINESS**

- a. PROPOSED ORDINANCE No. 877: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING WRANGELL MUNICIPAL CODE TITLE 14 HARBOR AND PORT FACILITIES, CHAPTER 14.01 GENERAL PROVISIONS, SPECIFICALLY SECTION 14.01.030, CREATING SUBSECTION (JJ) ESTABLISHING A DEFINITION FOR MARINE SERVICE CENTER *(first reading)*
- b. PROPOSED ORDINANCE No. 878: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING WRANGELL MUNICIPAL CODE TITLE 14 HARBOR AND PORT FACILITIES, CHAPTER 14.11, FEES AND PENALTIES, SPECIFICALLY SECTION 14.11.005(AA) CHANGING THE FEES FOR THE MARINE SERVICE CENTER AND ESTABLISHING AN EFFECTIVE DATE *(first reading)*
- c. PROPOSED ORDINANCE No. 879: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING WRANGELL MUNICIPAL CODE TITLE 14 HARBOR AND PORT FACILITIES, SPECIFICALLY CHAPTER 14.07 PORT OPERATIONS AND OTHER SERVICES CREATING SECTION 14.07.095 MARINE SERVICE CENTER ESTABLISHING AVAILABILITY AND LEASE PROVISIONS OF THE MARINE SERVICE CENTER *(first reading)*
- d. PROPOSED RESOLUTION No. 03-14-1293: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE CONVEYANCE OF PUBLIC LAND, LOT 3A, BLOCK 65, AMENDED WRANGELL INDUSTRIAL PARK SUBDIVISION III REPLAT LOT, BY QUITCLAIM DEED, TO TODD AND CATHERINE WHITE
- e. Approval of a contract agreement for the annual Household Hazardous Waste Collection services
- f. Approval to award the proposal received from DOWL HKM for the Professional Engineering Services for the Sewer Pumps Replacement Project Design
- g. Approval to purchase residential property from Shelly Massin for the purpose of a right of way

## **14. ATTORNEY'S FILE**

## **15. EXECUTIVE SESSION**

Discussion with Borough Attorney regarding litigation in McHolland vs. Wrangell

## **16. ADJOURNMENT**

# Agenda Items 1 - 6

## CITY & BOROUGH OF WRANGELL

### BOROUGH ASSEMBLY

#### AGENDA ITEM

March 25, 2014

#### **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 Julie Decker
- b. Invocation to be given by a member from the Baha'i Faith
- c. Ceremonial Matters – *Community Presentations, Proclamations, Certificates of Service, Guest Introductions*
  - i. Proclamation – Health Fair Week; March 30 –April 5, 2014
  - ii. Proclamation – 2014 Choose Respect; March 27, 2014
  - iii. Certificate of Service for Beth Comstock and Kay Larson; Cemetery Committee

#### **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 under Unfinished Business.*

### **RECOMMENDED ACTION:**

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

***\*6a, 7a, 7b, & 7c***

### **ITEM NO. 6 APPROVAL OF MINUTES:**

**INFORMATION:**

***6a*** *Minutes of the Public Hearing and Regular Assembly meetings held March 11, 2014*



## PROCLAMATION

### "Health Fair Week"

Whereas, the Wrangell Health Fair promotes health awareness throughout the community by educating people about wellness and motivating them to translate health and knowledge into action; and

Whereas, the Wrangell Health Fair has served Wrangellites for twenty years by offering health screenings, health education and promotion; and

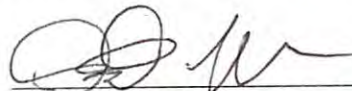
Whereas, the Wrangell Health Fair with support from many local merchants and over 300 volunteers annually who contribute to Wrangell's well being; and

Whereas, through their combined efforts to provide the Health Fair to all, individual Wrangell residents have the opportunity to improve their health practices and learn about existing health services;

NOW, THEREFORE, I MAYOR DAVID L. JACK, do hereby proclaim the week of March 30 - April 5, 2014 as

#### Health Fair Week

in Wrangell and urge all our citizens to take advantage of this worthwhile program.



David L. Jack, Mayor

Attest:

  
Kim Lane, CMC Borough Clerk



## PROCLAMATION

### "Choose Respect"

WHEREAS, every Alaskan is precious and has the right to freedom, safety, and dignity;  
and

WHEREAS, the epidemic of sexual assault, domestic violence, and child sexual abuse has afflicted Alaska for too long, tearing apart families and weakening communities. The Choose Respect initiative is a call to action – to break the silence and stand up against these horrific crimes; and

WHEREAS, the rates of sexual assault, domestic violence, and child sexual abuse in our state are staggering and unacceptable; nearly 60 percent of women in Alaska have experienced intimate partner or sexual violence in their lifetime; and

WHEREAS, domestic violence not only devastates the primary victim, it harms children exposed to these crimes as well. Children who have witnessed violence in their homes can endure lasting physical, psychological, and emotional scars. They often suffer from depression, anxiety, aggression, and substance abuse, and may perpetuate the circle of violence by becoming abusive in their own future relationships; and

WHEREAS, the Choose Respect initiative promotes respect for ourselves and others, and encourages Alaskans to speak out when witnessing acts or the results of domestic and sexual violence. By openly expressing regard for others, supporting preventative and protective efforts in our communities, and standing up for victims and survivors, we will stop this epidemic; and

WHEREAS, through focused education and prevention efforts, increased law enforcement and criminal penalties, and enhanced service provider networks, we will better protect victims and hold offenders accountable for their actions; and


WHEREAS, together, we can send a strong message of hope and healing to victims and survivors and prevent future suffering. Over 150 Alaskan communities have already joined the effort to end domestic violence, sexual assault, and child sexual abuse, and create a safer, stronger Alaska.


NOW, THEREFORE, I, David L. Jack, Mayor of the City & Borough of Wrangell, do hereby proclaim on March 27, 2014 that Alaskans, individually and collectively:

### Choose Respect

and call upon all Alaskans to join with me in standing up against these crimes, and create a movement across our country that will restore a culture of respect and action for future generations.

Attest:

  
Kim Lane, CMC, Borough Clerk

  
David L. Jack, Mayor





# CERTIFICATE OF SERVICE

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

**Beth Comstock**

for her service and dedication on the Cemetery Committee  
from:

*January 2012 – March 2014*

David L. Jack, Mayor

ATTEST: Kim Lane, CMC, Borough Clerk

Dated this 25th day of March, 2014





# CERTIFICATE OF SERVICE

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

**Kay Larson**

for her service and dedication on the Cemetery Committee  
from:

*October 2006 – March 2014*

David L. Jack, Mayor

ATTEST: Kim Lane, CMC, Borough Clerk

Dated this 25th day of March, 2014





**Minutes of Public Hearing  
Held March 11, 2014**

Mayor David L. Jack called the Public Hearing to order at 6:30 p.m., March 11, 2014, in the Borough Assembly Chambers. Assembly Members Stough, Wiederspohn, and Stokes were present. Assembly Member McCloskey arrived at 6:33 p.m. Assembly Members Decker and Blake were absent. Borough Clerk Kim Lane was in attendance and was also acting as Borough Manager.

**Public Hearing Items**

- a. PROPOSED ORDINANCE No. 875: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3, ADMINISTRATION AND PERSONNEL, OF THE WRANGELL MUNICIPAL CODE BY REPEALING CHAPTER 3.50, CEMETERY ADVISORY COMMITTEE, IN ITS ENTIRETY (*second reading*)
- b. PROPOSED ORDINANCE No. 876: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 5.08.005 AND 5.08.050 OF THE WRANGELL MUNICIPAL CODE RELATING TO SALES TAX TO ESTABLISH A DEFINITION OF "SINGLE-PURCHASE SALE" AND AMEND THE EXEMPTION FOR A SINGLE PURCHASE OF GOODS OR SERVICES (*second reading*)

**WRITTEN TESTIMONY**

There was no written testimony.

**ORAL TESTIMONY**

There was no oral testimony.

Public Hearing recessed at: 6:33 p.m.

Public Hearing reconvened at: 6:50 p.m.

**WRITTEN TESTIMONY**

There was no written testimony.

**ORAL TESTIMONY**

There was no oral testimony.

Public Hearing adjourned at: 6:51 p.m.

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David L. Jack, Mayor

ATTEST: \_\_\_\_\_  
Kim Lane, CMC, Borough Clerk

## **Minutes of Regular Assembly Meeting Held on March 11, 2014**

Mayor David L. Jack called the Regular Assembly meeting to order at 7:00 p.m., March 11, 2014, in the Borough Assembly Chambers. Assembly Members Stough, Wiederspohn, McCloskey, and Stokes were present. Assembly Members Decker and Blake were absent. Borough Clerk Kim Lane was in attendance and was also acting as Borough Manager.

Pledge of Allegiance was led by Assembly Member Wilma Stokes.

Invocation was given by Nettie Covalt from the Presbyterian Church.

**CEREMONIAL MATTERS** – *Community Presentations, Proclamations, Certificates of Service, Guest Introductions*  
Julie Falle, Strategic Prevention Framework State Incentive Grant Coordinator gave a presentation on the Green Dot Campaign.

Certificate of Service was presented to Charleen Williams for her service on the Parks & Recreation Board.

### **AMENDMENTS TO THE AGENDA**

There were no amendments to the agenda.

### **CONFLICT OF INTEREST**

There were no Conflicts of Interest declared.

### **CONSENT AGENDA**

*M/S: Stough/McCloskey, to approve Consent Agenda Items marked with an (\*) asterisk; 6a. Motion approved unanimously by polled vote.*

### **APPROVAL OF MINUTES**

The Minutes of the Public Hearing and Regular Assembly meetings held February 25, 2014 were approved, as presented.

### **COMMUNICATIONS**

There was no communication received.

### **BOROUGH MANAGER'S REPORT**

Borough Manager Jabusch's Report was provided.

### **BOROUGH CLERK'S FILE**

Borough Clerk Lane's Report was provided.

### **MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS**

#### **10a Reports by Assembly Members**

There were no reports by the Mayor or Assembly Members.



**10b** Appointment to fill the vacancy on the Parks & Recreation Board

With the consensus of the Assembly, Michael Brown was appointed to fill the vacancy on the Parks & Recreation Board until October, 2015.

**PERSONS TO BE HEARD**

**Brian Ashton, 730 Case Ave.,** provided his report on the SEAPA Board Meeting that was held on March 3-4, 2014.

**UNFINISHED BUSINESS**

**12a** PROPOSED ORDINANCE No. 875: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3, ADMINISTRATION AND PERSONNEL, OF THE WRANGELL MUNICIPAL CODE BY REPEALING CHAPTER 3.50, CEMETERY ADVISORY COMMITTEE, IN ITS ENTIRETY (*second reading*)

***M/S: McCloskey/Wiederspohn, to approve Ordinance No. 875. Motion approved unanimously by polled vote.***

**12b** PROPOSED ORDINANCE No. 876: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 5.08.005 AND 5.08.050 OF THE WRANGELL MUNICIPAL CODE RELATING TO SALES TAX TO ESTABLISH A DEFINITION OF "SINGLE-PURCHASE SALE" AND AMEND THE EXEMPTION FOR A SINGLE PURCHASE OF GOODS OR SERVICES (*second reading*)

***M/S: Stough/Stokes, to approve Ordinance No. 876.***

Mayor Jack stated that Manager Jabusch had suggested that if this Ordinance passed, it be effective as of April 1, 2014. The Assembly did not object to the recommendation.

***Motion approved unanimously by polled vote.***

**NEW BUSINESS**

**13a** PROPOSED RESOLUTION NO. 03-14-1292: A RESOLUTION OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, RECOMMENDING THAT THE OPERATIONS AND MANAGEMENT OF THE TYEE HYDROELECTRIC PROJECT BE TRANSFERRED FROM THOMAS BAY POWER AUTHORITY TO SOUTHEAST ALASKA POWER AUTHORITY AND COMMITTING TO WORK COOPERATIVELY WITH THE PETERSBURG BOROUGH AND SEAPA TO FORMULATE A COMPREHENSIVE CONVERSION PLAN TO MEET THIS GOAL; AND REPEALING RESOLUTION NO. 12-13-1290

***M/S: McCloskey/Wiederspohn, to adopt Resolution No. 03-14-1292 that repeals previously adopted Resolution No. 12-13-1290.***

Assembly Member Stough stated the following concerns:

Thomas Bay was formed and is part of our Charter; we have ordinances that have been formed to form Thomas Bay; by making resolutions, you are going over the top of Thomas

Bay; the contracts are held by Thomas Bay; the Wrangell Municipal Code gave Thomas Bay the authority; SEAPA can give notice of termination effective July of the next contract year; we need to get back to where we are following our own rules; the process needs to be directed toward Thomas Bay; Borough Manager has asked for clarification from the Borough Attorney on the Charter question; Petersburg representatives wanted to keep Thomas Bay Power Commission; the four questions that were given to the Borough Attorney still have not been answered. He further stated that this all started with Petersburg not wanting to pay their non-net billable; puts a burden on our community; now Petersburg has stepped up to the plate which they are obligated to do by contract.

In response to Assembly Member McCloskey, Clerk Lane stated that Manager Jabusch had replied to three of the four questions that Assembly Member Stough had asked.

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

**13b** Approval to award the bid received from Pacific Alaska Lumber Company, LLC for the City Dock Fender Replacement Materials project

***M/S: Stough/McCloskey, to approve the bid for the purchase of materials for Wrangell City Dock Fender Pile Replacement project from Pacific Alaska Lumber Company for the bid price of \$188,056.75 to be purchased with City Dock Rehabilitation Grant funds. Motion approved unanimously by polled vote.***

#### **ATTORNEY'S FILE**

Summary Report was provided to the Assembly.

#### **EXECUTIVE SESSION**

There was no Executive Session.

**ADJOURNMENT: 7:48 p.m.**

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David L. Jack, Mayor

ATTEST: \_\_\_\_\_  
Kim Lane, CMC, Borough Clerk



# Agenda Item 7

## CITY & BOROUGH OF WRANGELL

### BOROUGH ASSEMBLY AGENDA ITEM March 25, 2014

#### **COMMUNICATIONS:**

INFORMATION: The Assembly may receive items for Communications, reasons only which do not require separate 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 by an Assembly Member or the Mayor and placed on the regular agenda under Unfinished Business.

- \*a. Port Commission Meeting Minutes: Regular - September 5, 2013; Special – October 17, 2013; Regular – October 17, 2013; Regular – November 7, 2013; Regular – December 5, 2013; Regular – January 7, 2014; Regular – February 6, 2014
- \*b. Travel Summary for the months of January & February, 2014
- \*c. School Board Minutes: Regular - January 20, 2014; Regular - February 17, 2014; Regular - March 16, 2014

**WRANGELL PORT COMMISSION  
REGULAR MEETING MINUTES  
Thursday, September 5, 2013**

**CALL TO ORDER** – The Regular Meeting was called to order by Chairman Brennon Eagle at 7:04 p.m. Commissioners attending were John Yeager, Bill Knecht and Clay Hammer. Also attending were Harbormaster Greg Meissner, and Recording Secretary Sherri Cowan.

**Roll Call** - Commissioner Eric Yancey was absent.

**AMENDMENTS TO THE AGENDA**

**Approve of Minutes dated June 6<sup>th</sup>, 2013 to be approved next month.**

**Motion to amend the agenda to move New Business item 9b – Don and Betsy McConachie up between 6 & 7 of the agenda.**

***Motion carried unanimously by consensus.***

**CORRESPONDENCE**

Letter from Christie Jameson regarding Lease Agreement located at Shoemaker Bay.  
Letter from Don and Betsy McConachie regarding purchasing Nore Estate Tidelands.

**PERSONS TO BE HEARD**

None

That brings us to 9B-Letter from Don and Betsy McConachie regarding purchase of Nore Estate Tidelands.

**Clay-** He stated he has a conflict of interest with Don and Betsy McConachie and was going to up stain for obvious reasons.

**Don-** He clarified Lot 7 is the town side of AICS building. Use to be town side of the AIC Warehouse. Use to be the old Campbell Warehouse down on the harbor. Right beside McCay's building many years ago. He lives at 622 Zimovia Hwy. He is here to talk about property. This has been an ongoing thing for a lot of years when Marie passed away many years ago. He gave a little bit of history; properties were bought in 1929 for \$700 that included the from tidelands right up to the existing Zimovia Hwy. At any rate after she passed away there were some things that didn't get done. All of the tideland that was on the upland properties was sold to the existing upland owners and for some reason or other we don't know why hers didn't get done. He is assuming that she didn't understand or she thought it was done, whatever the case maybe he doesn't know. Betsy has kind of inherited this problem; the house is a derelict piece of junk and could cause damage. They would like to get it cleaned up. The house where it is built more on the tidelands than it is on the uplands. The taxes have been paid all of these years. They have been paying them all along but really never owed the property. It is now in the Cities jurisdiction. What they would like to do is get it deeded to the Nore Estate so they can do something with the property. It is a thirty five foot wide section of land between two other pieces of tideland owned by perspective upland owners. They would like for us to write a letter to the assembly stating that the Port has no problem or plans with this particular piece of property being turned over to the Nore Estate.



**WRANGELL PORT COMMISSION  
SPECIAL MEETING MINUTES  
Thursday, October 17, 2013**

**CALL TO ORDER** – The Regular Meeting was called to order by Co-Chairman Clay Hammer at 6:30 p.m. Commissioners attending were John Yeager, David Silva, John Martin, and Clay Hammer. Also attending were Harbormaster Greg Meissner, and Recording Secretary Sherri Cowan.

**Roll Call** – Yeager, Silva, Martin and Hammer. Brennon Eagle was absent.

**Clay Hammer**-stated why we were holding the Special Meeting-Draft Ordinance related to Derelict and Abandoned Vessels and Idle Vessels Removal.

**Greg Meissner**-stated to the new Port Commissioners what the Ordinance Changes were. He also state that the attorney went over and made a new draft of time limits to where they could take care of the derelict vehicles and brought it up to date. Now we have the tools to take care of these problems.

**Clay** - stated it gives us a tool to take care of the derelict vehicles. It was to help the harbor master to take care of the problem. It gives the support for the harbor master to take action.

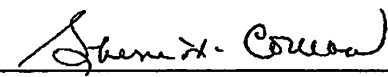
**Yeager**- stated there is some verb age that gives the harbor master he can use in this ordinance. I would like the harbor master to give them enough time to act accordingly if he doesn't feel comfortable in taking on the responsibility.

**Greg**- says they send out letters. We would let them know way in advance.

**Clay**-They are given the tools and rules beforehand.

**Clay**- Special Meeting is adjourned at 6:45PM

  
Brennon Eagle – Chairman

  
Sherri Cowan - Recording Secretary

**Eagle-** When these tidelands were transferred were they paid for by the uplands people?

**Don-** Yes they have researched all of it. It was somewhere around \$200 that is what they paid back in the day. He believes it was 1960's. He can't really give the exact date other than September 14, 1929.

**Eagle-** He states that he is extremely comfortable writing a letter stating that the Port has no interest in using this property and I don't want to put a value on it.

**John - Motion to have the Port to write a letter stating they have no interest in this land or develop the land.**

**Bill – Second's Motion**

***Motion carried unanimously by consensus.***

## **7. REPORTS**

### **a. Harbormaster**

**Greg Meissner** – He has been back 4 days on vacation. It has been pretty quite. The boat yard is tore up as we can all see. It has been going very well. They plan to be out and done pouring and turned over to us by mid October and that will include the area that they are in. They still have a little bit to do in area three. That includes the Totem Shed. Ritchie yard is mostly done they pulled some of the fencing down so they had access and had Todd White did some clean up. They don't have access to all of the energized sights yet.

At the Inner Harbor they have done three or four fingers- disassembled them, put floatation in, re-decked and replaced the cleats.

Dock job is done, improvements to the pier itself. The concrete piece they want to do will probably wait till April or spring.

Harley Johnson is interest in getting involved in the Memorial sight and the structure. Maybe he can do something similar with the design. Give him a call when we pick it back up and see what he has to offer.

He had a conversation this morning with Brennon in regards to the derelict vehicles. That is something we need to talk to the PD and see why he can't make his existing sight work. The fencing they got even with the existing pieces they should be able to make it work.

Travel Lift – It is about a five month build. Back in Early August Council signed off on it. It may be here in February by his guess. Put it up in March. That is his hope. We are early into this.

**Clay** – Do they have a website to see it being built? It would be cool to see it being built.

**Greg** – Greg will find out and he will get photos sent to him and put them on the Wrangell's Sight.

### **b. Commission Report**

**Bill** – He didn't sign up to run for another term. He has been doing it for 26 years and has been an honor and a pleasure to see our group develop. He wishes everyone the best of luck.

**Greg** – He thank him for his time and service and he can come see us October 1<sup>st</sup>.

**Brennon** - He would like to thank him for his time and service also. He tells him what a great job Bill has done and what a great historian he is. He tells him what a great honor it has been to work with him. Everyone will probably be asking him questions in the future.

**Clay** – He has nothing more to say and we are just getting back into things and we will have to get back into the Mariner's Memorial project.

**John** –It is nice to see things happening with the Ritchie yard. Hopefully that can continue and take some pressure off the marine service center.

**Bennon** – He has traveled around Southeast and we have a real nice facility. We are fortunate to have the funding to get a lot of new things. We have a better one and have brought in more business. We need to do our best to keep it that way. It reflects on the town.

**c. Safety Concerns**

**John** – Are any of our temps gone yet? Do we have any temps still?

**Greg** – We have one temp still.

**John** – We have lost a few eyes around the summer and everyone has to pick it up a bit. Pick up the trash and things on the doc as the season is winding down.

**Bennon** – Parking 72 hour signs need to be put in place. There are some derelict cars still there.

**Greg**- 72 hours signs are up and 10 day signs are for the back.

**Brennon** - Plastic containers need to be assigned to say there are life jackets in them. People know about them hopefully they will use them and see them walking down the dock.

**Greg** - We will see if we can have Denise Svenson make the signs.

**8. UNFINISHED BUSINESS**

**a. Mariner's Memorial**

**Clay** – He says where they left off with that they were to drum up more local support for it. When we started to move forward we could petition Rasmussen for funding .We would have more to give to them. Don't know where they have gotten with that. Everyone has been busy and can't say that he has held up his end of the bargain. That is something we need to get back into again. We just have to get back to work on this thing.

**John** – To the best of my recollection we were going to come back in the fall and compile a narrative of the history so we could take it back to Rasmussen for the consultation part of the development so we could kind of go that way or take another direction or get grant funding. He volunteered to start drafting a history and build this thing to take to Rasmussen. This is something the community wanted and is very much behind this.

**Brennon** – He will probably not have time in November but will be glad to help. He wants John to put together a proposal to take to Rasmussen asking if we are to go with the Tier one, the predevelopment or we go with some other type of thing. He wants John to task a list to the commissioners to help him with this task and develop some support. Places we can



ask Stikine Sportsman, Native Organization etc. that might work well. We need to get these letters back in order to build this thing.

**John** – He says he will do that but let him have a grace period between now and end of October to work on it and not have a dead line. It works better for him.

**Brennon** – He states he will not be here in November meeting unless moved.

**Clay** – We need to round up a number of letters of support. We are not seeking financial support but letters of support.

**Greg** – Finances are important. Eventually, we will need them. When would be a good time to entertain that?

**Clay** – In regards to the Rasmussen foundation we were to go over the site selection. The rock and asphalt, we have already invested in. We need to be able to demonstrate how much money we have already invested in this in addition to the letters of support then maybe they can help with the financing of it. Then once they have helped us final this design then we can go back and start soliciting financial donations so we can get this thing done.

**Brennon** – We need to see what the City has put into this project so far.

**Greg** – He will get the numbers and figures of what we have spent on this project so far.

**John** – Parallel what Clay was saying-The concept is tangible to take to the community as far as one conventional drawing. We need to get engineering locked in and then ask for direction. I think we are the support point but not at the point asking for donations. We need to get some press out of it.

**Brennon** – Maybe we can get from Sportsman, Elks, or Trident to commit. He doesn't want to ask for money until we get further along in the project.

## **9. NEW BUSINESS**

### **a. Discussion of Possible Action regarding Lease Agreement at Shoemaker Bay**

**Brennon** – Christie is asking for the Port commission to discuss and take some kind of action on the Lease Agreement s located at Shoemaker Bay.

**Greg** – He has talked to Bernie Massin and voiced many times that he was not in compliance and not doing anything with the land. It always starts with the Port and Planning and Zoning and they have to get your input first regardless what the input is and then go onto the assembly. The lease states that the Lessee will construct and maintain the improvements on the leased lands described here in...to provide an area specifically for water-related uses and activities that will enhance and compliment the marina, etc. and maintain the land. Article 20 actually in the City Codes Shoemaker water front land is specific. Storage out there was a big mess so basically it states indoor storage only. We have talked about changing that and recommended that Bernie change that and we knew that we would be out of the Ritchie yard. He has failed miserably. Christie is asking him to come into compliance with the lease agreement. According to the lease we recommend that he comes into compliance or he loose the lease. Planning and Zoning is going to make a comment stating something similar. But because it is tidelands it has to come before the port, first. She is stating that he is failing and she wants the port to weigh in on it.

**Brennon** – He feels comfortable going that way on it. He doesn't want to change any of the terms on the lease right now. We weren't involved in it. We don't get any of the money from

the lease, we don't administer the lease. I guess from the stand point it is tidelands we have to weigh in on tidelands just like we did with the Nore Estate. He is comfortable stating that there is a lease in place and you should live up to the terms of the lease agreement.

**Clay** – That is a very good point. If the terms of the lease are to be changed it's on them to undertake that.

**Brennon** – He wants to ask the assembly to enforce the lease. He would like to move to submit Letter to the Assembly that we request Lease to come into compliance with the current signed lease agreement.

**Motioned by John - Seconded by Bill**

***Motion Passed - carried unanimously by consensus.***

- b. **Taken care of**
- c. **Discussion and possible action of derelict and vessel ordinance**

**Brennon** – This is relating to having a twenty four month time period put on vessels within the marine service center.

**Greg** – We got a hold of the attorney and told him what were looking for. They were asking for the ability to limit the time in the boat yard to twenty four months and the muscle to do something if they run past that. The State Legislature passed a bill regarding abandoned vessels in ports. The attorney took state law and took our request, our ordinance and cleaned up the language and made changes. He made it easier for us to do impoundment of vessels following federal guidelines and state laws. Take the ordinance and read it and see if something jumps out at you.

**Brennon** – This is something that we need to run it through a public hearing and another vote.

**Greg** – We need to have a public meeting, Second reading. Even though the assembly does the same thing we still have too. Even though it seems like we are double dipping. At our next meeting we can have a public hearing, we can explain what it is, take any comments and then vote on it and then it goes onto the assembly. This is a draft and we can change anything between now and the second reading.

**John** – Originally one of the things that initially began if someone is doing work in the yard, they would come to you and they would say they would be in for four weeks and then if they needed more time they would come back in and say they needed another couple more weeks. Is that still taken place?

**Greg** – It is in theory. I mean we have come to realize that if someone needs more time we don't expect it. Some guys leave a little early, some a little late. The average is little higher, more than what they planned. The days when we had guys vanishing and you don't see them forever. There a few boats out there that it is still happening. Prime example is the Brite Ray. It is a big rusty fifty footer. It's paid up now but it has been there for two and half years. We have moved it three times out of the yard and had been in the way of the construction project. After a while it's like a saving a three

dollar board. It's worth one hundred bucks. We are slowly getting rid of them. Now we have the ordinance to take the steps to do our job.

**Clay** – It is very important to know that this is vessels that are projects on port ground. The projects that are taking place on the private leases are a different story and that is there problem.

**Greg** – What we will do we are going to clean up the old form streamline it and make it better. They will have a description of what you get for what you pay for. They will be well aware of what they are getting.

**Brennon** – Any questions or comments? He motions to accept the new ordinance draft and have on the next agenda.

**Clay** – He moves that we accept the new draft ordinance related to derelict and abandoned vessels and idle vessel removal.

**John** – Seconded the motion

*Motion Passed - carried unanimously by consensus.*

**Brennon** – He will not be here for next meeting and Clay will be filling in as Vice Chair.  
Next meeting 10/03/13.

#### 10. CLOSING

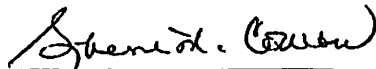
##### a. Next Agenda Items

Draft Ordinance related to Derelict and Abandoned Vessels and Idle Vessel Removal- Public Hearing.

##### b. Adjourn meeting 7:58 p.m.



Brennon Eagle – Chairman



Sherri Cowan - Recording Secretary



**WRANGELL PORT COMMISSION  
REGULAR MEETING MINUTES  
Thursday, October 17, 2013 at 7:00 p.m.  
Wrangell Borough Assembly Chambers**

**CALL TO ORDER** -The Regular Meeting was called to order by Co-Chairman Clay Hammer at 6:30 p.m. Commissioners attending were John Yeager, David Silva, John Martin, and Clay Hammer. Also attending were Harbormaster Greg Meissner, and Recording Secretary Sherri Cowan.

**ROLL CALL** -Silva, Martin, Yeager and Hammer. Eagle absent.

**APPROVAL OF MINUTES**

a) June 6, 2013 Regular Meeting Minutes

**Motion to accept minutes** - John Martin

**Motion Seconded**- John Yeager

**Approved** – Unanimous

b) September 5, 2013 Regular Meeting Minutes

**Motion to accept minutes** – John Yeager

**Seconded by** – John Martin

**Approved** - Unanimous

**AMENDMENTS TO THE AGENDA**

**No Changes**

**CORRESPONDENCE**

a) Letter from Wilma Leslie to consider adding a series of kiosks depicting the history of maritime culture associated with Wrangell to the Heritage Harbor Mariners Memorial Site.

**Commissioners** - States this is ahead of where they are not and when they will invite her and whoever else wants to come we will invite them to attend the workshops and the meetings when they are ready. At this point we are not ready to move forward. They will file this with other active pieces and wait till they are ready.

**PERSONS TO BE HEARD**

During this section of the agenda, the Port Commission will invite and listen to topics not on the agenda. The Commission will note the topics and will not take any official action on any of the topics presented, but will refer items to the administration to be researched. Members of the public will be given the opportunity to speak on agenda items at the time the item is introduced for action and/or discussion.

**Person-** None

## **REPORTS**

### **a) Harbormaster**

**Greg-** Last pour is done on Tuesday and Saturday. They should be off that entirely next Thursday then they will do Seal. Then they will finish with the clean up. Contractor was good to work with and they were on schedule. Questions were asked about stability of concrete if it needs to be replaced if doesn't meet standards. Engineers and Contractors will decide what the value is and then they go from there.

**Martin -** asked how much is paved?

**Greg-** stated about 75% is paved.

**Greg –** He will be gone to his Harbor Conference Monday till Friday in Valdez. He will be taking Jimmy. It's good for moral to take these guys.

**Greg –** He will look for the website for resources for Shoe Maker Bay. He is also going to look into grant money and try save our funds that we already have to what needs to be fixed at SMB.

**Greg –** Madden Equipment was unhappy when they lost the bid. We got another letter from them and everyone else did to. We are not going to respond to it. Brian from the newspaper may respond to that later on. I know assembly will be responding to it.

**Greg-** Two quick projects - City Dock final repair we will be putting the new fenders in there, new lights and a lot of other stuff. Same thing at City Dock Two years ago they put fifty grand in reserves and marked it for fender repair and pilings. They didn't have time to do it so it went back into the fund so now he will be asking to pull it back out and re-doing the piling and finishing up the fenders that need done.

Last but not least the Salty Dog Rally will be taking place next year. There about thirty boats. They are out of Puget Sound. [Boatingpugetsound.com](http://Boatingpugetsound.com); There is a lady working with Carol Rushmore. It is scheduled for June 17<sup>th</sup> through the 21<sup>st</sup>. They are working through all of the details now but will keep everyone informed.

**Greg-** Travel lift. He will call and try to get some pictures of the progress of it and get them for everyone.

### **b) Commissioners**

**Clay-** He explains that this is where he asks the commissioners if they have anything they want to discuss they can bring it up here at this point.

**Silva-** He would like someone to take him around and show him projects and what is going on to bring him up to speed.

**Greg-** He tells him to get with him and he will be glad to take him around. He also has charts of what's done and what to be done they can look at.

**Clay –** He states he wants to pick a time to go over and review the master plan.

**Greg –** He states he will get all the copies together and set a time to review and go over with everyone.

**John –** He asks any interaction with AML-Northland Linden Merger?

**Greg –** He spoke with Greg today and he says no changes in how we do business now. There will be a different sign hanging is all. November 8<sup>th</sup>. maybe the first time here, he thinks. Still have the same faces.

**John –** Logging ships wants to put some big mooring balls out there. Do they still want to do that?

**Greg –** He hasn't heard anything. He thinks they still want to get the logging going.

**John –** The work float at reliance-it still needs to be repaired and how long can someone stay there?

**Greg –** House rotten and needs to come off and they need to repair floats and put a new shed on it.

c) Port and harbor safety concerns

**Clay-** He says him and Greg are going to get together and check electrical junction boxes and transformers that are there. They need to maintain a 10 foot clearance around it.

**Yeager-** This is another time for us to walk the docks report something that needs to be taken care of. (Life, Limb or Property). Greg doesn't always have the time and see everything that needs to be taken care of.

**Clay-** They recently formed a Safety Committee with Public Works made up of department heads and shop stewards. The idea is that they will start to implement safety programs to raise the bar on safety. This is something that just started. He will keep everyone posted.

## **UNFINISHED BUSINESS**

a) Mariner's Memorial

**Greg-** John was going to spearhead the writing campaign.

**John-** His direction here on out will be drafting in chronological order from when the Mariner's Memorial was brought up as an idea in a letter type format till now. Rasmussen's will want to know the growth of public support for this project. Why do the people of Wrangell want to see this happen? It will be the commission's project for help with this project. We want to present something back to Rasmussen's to help fund this project. They like to see their own Engineer's figures. He hopes to have a fairly good document before the next meeting.

**Clay-** We have gone from an idea, to location, to a concept lighthouse and now the next step is the design of the lighthouse. That is where this homework that John is doing is going to come in and show that we have some skin in the game and hopefully they will help with the funding.



**Martin** – When we got the initial design and concept for the carving shed, now we had a visual and people had something to look at. There must be maritime architects that do this sort of thing. It would be fun to go to a university or architectural school and say here is the contest, come up with something. These are the parameters and concept and you're going to win \$5000. Have them come up with a design. There are some interesting possibilities.

**Greg** - There was a concept and the Port Commission took this on about 4 years ago. There were about six areas that they looked at and finally choose a spot. We have a sizable contribution in this already.

**Yeager** – This is not a guaranteed funding from Rasmussen's. They were fortunate to speak to the Rasmussen's and they took her out to the sight and this was her recommendations for the Commissioners.

**Greg** – This is information for any funding agency. They want to see a timeline, what you have invested in it and what you have done. They want to see resolutions no matter where you go for funding. We will look all over the place for funding. Not just Rasmussen's.

**Clay** – This represents a good seven years of progress. We are confident that we will get here. We have one shot of getting this right and honor to get to do this. Doesn't think funding will be all that difficult. On another note, I think that some of you have heard the story of Chinese workers from Wrangell that were lost off of Cornination. The best of his knowledge I don't think there has been a public or formal monument made to these folks. He believes that one of anchors has been found and it would be cool to recover it. It would be nice do something for these folks.

#### **NEW BUSINESS**

- a. Draft Ordinance related to Derelict and Abandoned Vessels and Idle Vessel Removal- Public Hearing.

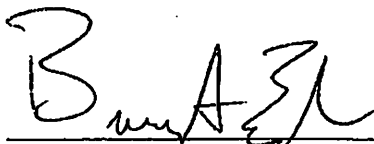
**Moved to Accept New Draft Ordinance and forward on to the Assembly - Yeager**

**Seconded by- Silva**

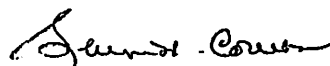
**Poll Vote Roll Call - Unanimous (Martin, Yeager, Silva and Hammer)**

#### **CLOSING**

- a. Next Agenda Items - None  
Next meeting November 7<sup>th</sup>, 2013 at 7:00 PM
- b. Adjourn meeting at 8:05 PM



Brennon Eagle – Chairman



Sherri Cowan - Recording Secretary

**WRANGELL PORT COMMISSION  
REGULAR MEETING MINUTES  
Thursday, November 7, 2013**

**CALL TO ORDER** – The Regular Meeting was called to order 7:04 PM by Commissioner Yeager attending were David Silva and John Martin. Also attending were Harbormaster Greg Meissner, and Recording Secretary Sherri Cowan.

**Roll Call** – Yeager, Silva, Martin. Hammer and Eagle was absent.

**Approval of Minutes**

**Yeager-** called for approval of the minutes.

**John Martin-** motioned for approval of October 17, 2013 minutes.

**Silva-** seconded the motion.

**Approval-** Unanimous

**Amendments to Agenda-** None

**Correspondence-** None

**Persons to be heard-** None

**Reports**

**a) Harbor master**

**Greg-** said City Staff met with Senator Don Young. He gave them a tour of the boat yard and the mill sight, institute property and the hospital sight. They talked about city projects and some concerns that they are dealing with. He also included that he will be going to the fish expo November 17 and will be back on the 22<sup>nd</sup>.

**Yeager-** Anything to highlight our new travel lift?

**Greg-** It's being built and should be leaving 1<sup>st</sup> week of February and arriving around the 2<sup>nd</sup> or 3<sup>rd</sup> week of March. They figured 5 months to build it and this is the schedule they give us.

**Yeager-** The boat expo will be the perfect venue to showcase it.

**Greg-** He states what he takes to the expo (photo's and business cards). He basically promotes the community.

**Martin-** He states that he hears George Howell is leaving and has heard complements on his performance and hates to see him go. He's moving to eastern Washington.

**Greg-** They are advertising in house for his replacement. They are advertising it now.

#### **b) Commissioners Report**

**Silva-** He got a tour of the ports and harbors and was very impressed.

**Yeager-** states that he got to do that and it tied a lot of things all together.

**Martin-** It was brought to his attention about the mud puddles in the parking areas at Shoemaker Bay.

**Greg-** states that Carl went out with a grader the other day and touched up the bumps. He showed Carl the biggest mud puddle by the phone booth. They need to get all the cars and logs off and it needs to be cut all the way down and get it done properly. Parking lots are provided by the City and Public Works Department takes care of it. They need to schedule things in.

**Martin-** states trees are growing up between yard and by the highway. It is a security thing and they can't see the boats.

**Greg-** They have logged it and forged it and they need to do it again.

#### **Ports and Harbors**

**Yeager-** states his went down to check his boat at night and there are several lights are out at Heritage Harbor. This is a big safety concern. The docks are slippery anyway.

**Greg-** states this is on his list to be taken care of.

#### **Unfinished Business**

##### **a) Draft Ordinance related to Derelict and Abandoned Vessels and Idle Vessel Removal.**

**Greg** – he explains why it is back on the agenda for Tuesday. Mr. Blake didn't like the word **Any** in section C. Greg explained to Mr. Blake the process before they can impound a boat. He explained that it is usually four and half months by the time they get through the process. He sounds like he understood that. He will find out when he attends the meeting on Tuesday and he is going to attend that.

**Yeager-** He doesn't want to cripple the harbor master by changing the wording.

**Silva-** states that by taking the word **Any** out it still states the same thing.

**Martin-** asks if this previewed by an attorney and does it come across the commissioners?

**Greg-** states that it this came from the attorney and no it doesn't go to the commissioners.

**Yeager-** states it is his opinion he recommends that we present it the way it is and if they would like to change it they can.

Unanimous consensus to leave it alone and present it as is - No action.

**b) Mariner's Memorial**

**Yeager-** His plan was to have a draft of what we have so far. He has it three quarters of it finished. He has writer's block of how detailed it should be. He felt it wasn't presentable yet. He wants to get Brennon's input and opinion. When it is time to go to Rasmussen's to get a grant we can present them with all of the documentation.

**Greg-** states that Rasmussen's wants to see what the public wants out of it.

**Martin-** states that they need to see involvement. Maybe we need two or three people to do this instead of one person.

**Yeager-** He doesn't want to have the work duplicated. He's open to any changes or suggestions. There needs to be more substance to it. He thinks we need to get a time line as to when we can get this done and present it. You need to see the whole thing in its entirety. You have to show them where we came from and where we are going.

**New Business – None**

**Closing**

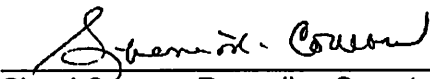
**a) Next Agenda Items**

**Greg-** Fee Schedules for new machines-Cost's annually-Picking Fee's  
Next meeting December 5, 2013.

**Silva-** not going to be present.

**b) Adjourn meeting at 8:01PM.**

  
Brennon Bagle – Chairman

  
Sherri Cowan - Recording Secretary



**WRANGELL PORT COMMISSION  
REGULAR MEETING MINUTES  
Thursday, December 5, 2013 at 7:00 p.m.  
Wrangell Borough Assembly Chambers**

1. **CALL TO ORDER-**
2. **ROLL CALL – Martin, Yeager, Hammer and Eagle, Silva Absent**
3. **APPROVAL OF MINUTES**
  - a) November 7, 2013 Regular Meeting Minutes
  - b) **Moved by- Yeager**
  - c) **Seconded by-Hammer**
  - d) **Approved or Changes-Unanimous Consent**
4. **AMENDMENTS TO THE AGENDA**

**Myers Chuck floats system to 9b.**  
**MSC Lease 9c**
5. **CORRESPONDENCE**

**Plaque Presentation for Mr. Knecht for 24 years of service for  
volunteering on Port Commission**

6. **PERSONS TO BE HEARD**

During this section of the agenda, the Port Commission will invite and listen to topics not on the agenda. The Commission will note the topics and will not take any official action on any of the topics presented, but will refer items to the administration to be researched. Members of the public will be given the opportunity to speak on agenda items at the time the item is introduced for action and/or discussion.

**Bill Knecht-** Ordinance on Lease Agreements. If you are already a lease owner he wants you to put on a waiting list before you are a loud to bid on a current one. He wants to add diversity by giving other people a chance. One of the current owners picked up a couple of new parcels and has control over a large part now.

**Greg-** He sent an email to the attorney.

**Brennon-**Asks if we want to stick it on the agenda now or wait and stick it on the agenda in January Meeting.

**J Yeager-** Wants to start the ball rolling.

**Brennon-** Put it under 9c.

## 7. REPORTS

### a. Harbormaster

**Greg-** He went to the Fish Expo. There were a lot of questions and a lot of interest there. Fender system they are getting it ready for the new city dock. Myer's Chuck we are going to talk about.

### b. Commissioners

**J Yeager-** How are we coming on the lights?

### c. **Greg-**There is something going on electrical. They need to call an electrician. They are ½ working and they have SMB left. They have been looking for cords on the docks. They found an oil stove going but got it shut down and everything is fine.

**Clay-SMB** parking is the cleanest that it has ever been. No derelict cars. He suggests converting to LED lights with the harbor. He wants to try to come up with Grant money. Maybe we can do this in phases.

**J Yeager-**He would like to work the transportation into the harbor department into this, they might have access to a grant that we don't. He asked why we are considered a premier boat yard in the report.

**Greg-**We are considered a premier boat yard due to the services we have.

**Brennon-**He is seeing a lot of things on the docks, a lot of fishing gear in Heritage. The docks are not designed to carry a lot of weight. He appreciates the vehicles out of SMB. There are a lot of vehicles that are in Heritage parking lot that need to be tagged or put in impound. We need 10 day signs posted. We need some enforcement.

**Greg-**He is going to get a hold of the PD regarding the vehicles. He is going to get the harbor back into writing tickets. It's a lot time to do it parking effectively.

### d. Port and harbor safety concerns

**J Martin-** He noticed at SMB the collapsible safety ladders were covered with marine growth. They are all the way in the water.

**Greg-** We can go clean them.

**Brennon-** There is water and growth running on the docks. The hoses need to be fixed and not leaking.

## 8. UNFINISHED BUSINESS

### a. Mariner's Memorial

**Brennon-** John sent out a narrative he had started and it got lost. Clay received it.

**J Yeager-** He will send it out again to everyone.

**Brennon-** He suggests delaying the meeting until January 9<sup>th</sup>. He would like to set up a conference call tomorrow with Yeager to go over ideas with the lady they spoke with before regarding the memorial and the funding.

**Clay-**He would like to see the Chinese commemorated due to the loss of life. Gig Decker knows where this anchor is from that wreck and wants to have it salvaged and set at the memorial. He would like for Gig in here to speak about that.

**9. NEW BUSINESS**

**a. -Costs Annually and Picking Fee's**

**Greg-**He brought in paper work to look at the fees from several areas. He wants to come up with a rate schedule. It is going to cost more to run this machine. He wants everyone to look and go over the fees. Between now and the next meeting look it over so he can get numbers and get the attorney to start putting together.

**Brennon-** He wants to know the expense difference-Maintenance.

**Greg-** He will make up a sheet.

**Yeager-** He would like to know if this machine requires a tech to come in and work on it.

**Greg-** There is a guy in the states that goes around working on this machine. Greg is going to find out what the costs are. They recommend going through the machine and checking it once a year.

**b. Meyers Chuck floats system to 9b.**

**Greg-**It is our Borough. State still wants Wrangell to take over the ownership of the Meyers Chuck Float system. Wrangell needs to come to a solution with the residents of Meyers Chuck to figure out how we will bill the users of that float or what needs to be done. The burrow does not provide any services there, but if they needed Police or Fire sure they would go down there. DOT is scheduled to come and visit and talk about Meyers Chuck. Greg will let everyone know.

**Brennon-** He wants to see some kind of written proposal from DOT. And suggests we take it off of the agenda until they know more. We have to come up with a plan that is pliable.

**Greg-** He is to let everyone know when DOT is here so everyone can have the discussion with them.

c. **MSC Lease**

**Brennon-** It is a valid discussion to have a diversification of services. There are only a few left. He would go with an ordinance change instead of doing a workshop.

**Greg and Yeager-** Doesn't want a monopoly the leases down there.

**Clay-** How do we keep one vender from providing the majority of the job? The biggest thing was how to word it when they were working on the lease agreement.

**Greg-** You can restrict what they can have. We have in the ordinance now. Control your property, that was one of the first things that they were told. I would still want to have the ability to hold onto it than giving it up.

**Martin-** Suggest a limited lease.

**Brennon-** I believe it is a 5 year lease renewable and a 90 day clause. He wants to direct the lawyer to drafting the language and once we have the language we can start on it.

**Motion to-Clay-**He motions to authorize the Harbor Master to get with the attorney to adopt the language that will protect us in the form of long term leases and limits lease holders to one lease from the affective day of the ordinance.

**Seconded-Yeager**


**Poll Vote- Yeager, Hammer, Martin and Eagle**

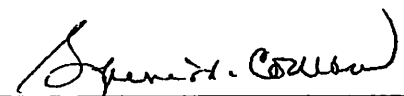
10. **CLOSING**

a. **Next Agenda Items**

MSC Lease-move up under unfinished business and Fee Schedule for the New Machine under unfinished business.

b. **Adjourn meeting 8:17 PM**

  
Brennan Eagle – Chairman

  
Sherri Cowan - Recording Secretary

**WRANGELL PORT COMMISSION  
REGULAR MEETING MINUTES  
Tuesday-January 7, 2014 at 7:00 p.m.  
Wrangell Borough Assembly Chambers**

**1. CALL TO ORDER**

**2. ROLL CALL-Martin, Yeager, Hammer and Eagle; Silva Absent**

**3. APPROVAL OF MINUTES**

- a) December 5, 2013 Regular Meeting Minutes
- b) Moved by-Hammer
- c) Seconded by-Yeager
- d) Approved or Changes- Approved Unanimous Consent

**4. AMENDMENTS TO THE AGENDA**

Moved items from 8b and 9a up to 8a and 8b

**5. CORRESPONDENCE**

Svenson Tideland purchase (pictures, plats and layouts)  
Proposal from Christ Mertl-Corvus Designs

**6. PERSONS TO BE HEARD**

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Persons-None

**7. REPORTS**

a. Harbormaster

Greg-Big Machine is on schedule and shipping from Italy 5<sup>th</sup> or 6<sup>th</sup> of February; 5 to 6 weeks to get it to Seattle then to Wrangell. Hopefully it will be up and running first week of April.

Yeager and Robbins are going to Yacht show in Seattle-January 28, 29<sup>th</sup> and 30<sup>th</sup>.

Getting summer floats out and up.

We have new Nav Lights and need to be put up about Eight feet and are reported to Nav Aides Office.



- b. Commissioners  
None
- c. Port and harbor safety concerns

**Yeager-** Lights out in Inner Harbor and Shoemaker Bay. We need to keep plugging along and getting them in.

**Greg-** On the list to get done.

## 8. UNFINISHED BUSINESS

- a. MSC (Marine Service Center) Lease's possible time extension.

**Greg-**We identified lots and had bids for these leases back in April, Approved in May. At the same time we told folks, the winners of the auction they needed to make plans and arrangements, do what they need to do-get buildings etc. between the time construction was going on and November 20<sup>th</sup> when contractor was scheduled to leave yard. They were told they could have them then, we got close to that date and contractors were not finished so extended it to December 1<sup>st</sup> and let folks have them. He had Mr. Pritchett and Mr. Young wanted and extension till January 1<sup>st</sup>. Since then Mr. Pritchett made another request to extend to spring. He told him he was not in favor of it due to budget.

**Pritchett-**Speaks and requests extension until March due to building and has concrete foundation. Concrete plant doesn't open until middle of March. He wants to post pone occupant of property due to not using it and post pone payment.

**Motion Port Commission to consider Post Pone Lease till April 1<sup>st</sup>.  
for Discussion**

**Motion-** Yeager

**Seconded by-** Martin

**Motion to Delay Implementation of Lease till April 1<sup>st</sup>  
Poll Vote-Hammer-No; Yeager-No; Martin-No and Eagle-No**

- b. Discussion and possible action relating to the request from David Svendsen to purchase Tidelands.

**Denise Svenson-**Tidelands have already been approved. He wants to purchase Unsubdivided Wrangell Tidelands Addition  
A.T.S. # 83

**Motion by Martin-** To recommended the City Council approve David Svenson to purchase Unsubdivided Wrangell Tidelands Addition A.T.S.  
# 83

**Seconded-**Hammer

**Poll Vote-Yeager-Yes, Martin-Yes, Hammer-Yes and Eagle-Yes**

c. Mariner's Memorial

**Eagle-**You should have and email from Chris Merti and a proposal of a landscape design, not an architectural bid document. This would be formal landscape and structural design of what would fit where, on our Memorial sight. We would have Chris come here twice to work with us in a workshop and see the sight and develop the sight.

**Motion by Martin-** Port Commission requested motion to enter into a contract with Corvis Design Inc. for design of the Mariner's Memorial and not to exceed the amount of \$11,372.00. Purposes are to expedite this project on the Mariner's Memorial. Funds are to come from Heritage Harbor Funds-Assembly approval.

**Seconded by-Yeager**

**Poll Vote – Yeager-Yes; Hammer-Yes; Eagle-Yes and Martin-Yes**

d. Fee Schedule for the New Machine-Costs Annually and Picking Fee's

**Unanimous consensus approval of rates from Greg to send to the attorney**

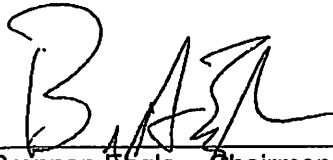
9. NEW BUSINESS

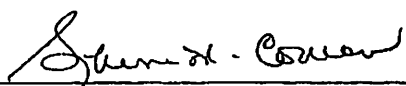
10. CLOSING

a. Next Agenda Items

**Greg-** will try to get New Machine-Costs in an Ordinance Form to bring back to meeting.

b. Adjourn meeting 8:10 PM

  
Brennon Eagle – Chairman

  
Sherri Cowan - Recording Secretary

**WRANGELL PORT COMMISSION  
REGULAR MEETING AGENDA  
Thursday, February 6, 2014 at 7:00 p.m.  
Wrangell Borough Assembly Chambers**

- 1. CALL TO ORDER**
- 2. ROLL CALL** Yeager, Hammer and Silva; Eagle & Martin Absent
- 3. APPROVAL OF MINUTES**
  - a) January 7, 2014 Regular Meeting Minutes
  - b) Moved by-Yeager
  - c) Seconded by-Silva
  - d) Approved-Unanimous Consensus
- 4. AMENDMENTS TO THE AGENDA**

Moved to Item 9 New Business

**Tyler Thompson Request to Increase his size in MSC Boat Yard  
Ordinance Change-MSC Number of Leases in the Boat Yard**
- 5. CORRESPONDENCE**

None
- 6. PERSONS TO BE HEARD**

During this section of the agenda, the Port Commission will invite and listen to topics not on the agenda. The Commission will note the topics and will not take any official action on any of the topics presented, but will refer items to the administration to be researched. Members of the public will be given the opportunity to speak on agenda items at the time the item is introduced for action and/or discussion.

**Person- None**
- 7. REPORTS**
  - a. Harbormaster  
**Greg- They started work on summer float.  
The new machine will leave any day-5 week venture. Here end of March or early April. It says City of Wrangell Wolves and is color red and white.  
We are getting ladders up in Heritage Harbor, having to modify a few.**
  - b. Commissioners - None
  - c. Port and harbor safety concerns  
**Greg- Inner Harbor Lights are working. SMB they are working on now and getting those done.**

## **8. UNFINISHED BUSINESS**

### **a. Mariner's Memorial**

**Greg-** We had workshop. Chris Mertl went back to Juneau to put together some stuff. Got a hold of Chris Cawthorne's daughter and she found his file with some stuff and wants to make sure his stuff is submitted to Chris Mertl. She is going to send it out today.

### **b. Fee Schedule for the New Machine-Costs Annually and Picking Fee's Ordinance approved Rate Schedule for Ports and Harbor-MS-1<sup>st</sup> Reading.**

**Greg-** We try to estimate our annual fees per year. Straps are at 150 every two to three years and we change out the wire. We go through a dozen straps a year now, pulling a 150 to 300 mark. I presented a Rate structure last time. He is going to have changed the 79-90 feet to 76-90 feet and change "After first 2 hours of hoist time to lift time" and wants to change to hourly rate time. 150 is \$75 every 15 minutes and 300 is \$125 every 15 minutes. He will also state it is equipment rate.

**Motioned to approve 1<sup>st</sup> reading - Yeager**

**Seconded- Silva**

**Poll Vote- Silva, Yeager and Hammer-Approved Unanimous Consensus**

## **9. NEW BUSINESS**

**Tyler Thompson's Request for lot extension in MSC**

**Motion to approve-Yeager**

**Seconded by-Silva**

**Poll Vote - Hammer, Yeager and Silva-Approved Unanimous consensus**

**Ordinance Change-MS- Number of Leases in the Boat Yard**

**Greg-** He received paperwork back from the Attorney and it is in front of you. Under Chapter 14.01- General Provisions – Definitions- "JJ", they are going to add Marine Service Center. He is going to add MSC address - 523 Front Street and changing "a mobile boat lift" to two mobile lifts and getting rid of the names. He recommends first version not the convoluted one.

**Greg-** If you look at the 2<sup>nd</sup> Ordinance under Chapter 14.07 Port Operations and Other Services-Under C2 he would like to change "A person or business who holds more than one lease at the date of enactment of this ordinance may maintain the additional lease(s) during the duration of such lease, until such time as the lease is transferred or expired. He wants to stop at the wording leases(s) and delete "during the duration of such lease, until such time as the lease is transferred or expired." I don't think the

attorney realized we had a short 5 year lease and she thought they were long term leases.

They way it is written now example Don Sorric has two leases and he would not be able to keep his lease after 5 years.

Silva -They should be grandfathered in.

Don Sorric Superior Marine-Built company for the 150 ton lift, new lift will not fit in his building. He asked for additional lot and three lots were going to come up for bid. He asked at the meeting if he would still be able to bid and he was told there was nothing anywhere that he could not bid on as many leases as he wanted and still be eligible to bid, now that has all changed. This changed his whole business plan. It's preventing the growth of his business. He wants the right to bid and the highest bid gets it. That right is leaving him tonight, his right to bid.

If he tries to sell his business and now it won't be able to be sold in one piece because there is a one lease per person implemented here. He wants to know what we are going to do about this. He doesn't want to sell it in two pieces. If he gives them to Jimmy who already has a lease what is going to be done about that? We are going to have a problem when he goes to turn it over.

Greg- He will contact Attorney to see how this can be handled.

Motion to approve the first version of Ordinance General Provisions as outlined in section "JJ" on the single page and also under Chapter 14.07 Port Operations and Other Services changes Under C2-1<sup>st</sup> reading-Yeager

Seconded-Silva

Poll Vote-Yeager-Silva-Hammer-Approved Unanimous Consensus

## **10. CLOSING**

- a. Next Agenda Items  
Under Unfinished Business:  
Mariner's Memorial

Ordinance Change-MSC Number of Leases in the Boat Yard-2<sup>nd</sup> Reading


Ordinance approved Rate Schedule for Ports and Harbor-MSC-2<sup>nd</sup> Reading.

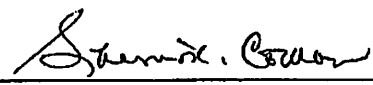
Under New Business:  
Bid for Fender Systems-materials



Next meeting- last week of February-check with Kim for the 27<sup>th</sup>.  
Public Hearing 6:30 for 2<sup>nd</sup> readings and public and workshop with  
Chris Merti all in same day starting at 5:00 or 5:30 PM.

- b. Adjourn meeting  
8:30 PM

  
Brennon Eagle - Chairman

  
Sherri Cowan - Recording Secretary

**CITY CLERK**  
**MAR 11 2014**

**CITY CLERK**  
**MAR 11 2014**

Item \*7c

**PROCEEDINGS****MINUTES  
WRANGELL SCHOOL BOARD  
REGULAR MEETING**

January 20, 2014; 6:30 PM

Evergreen Elementary School Room 101-Intermediate

**CITY CLERK  
MAR 18 2014  
RECEIVED**

President Susan Eagle called the regular meeting of the Wrangell Public School Board to order at 6:30 P.M. on January 20, 2014.

**CALL TO ORDER**

A quorum was determined with the following school board members present: Susan Eagle, Tammy Groshong, Rinda Howell, Krissy Smith and Cyni Waddington. Also present was Superintendent Rich Rhodes, High School Principal Monty Bunes and Recording Secretary Kimberly Powell.

**DETERMINE QUORUM**

The Pledge of Allegiance was recited, led by Rinda Howell.

**PLEDGE OF ALLEGIANCE**

4<sup>th</sup> Grade Teacher Brian Merritt spoke on behalf of the elementary staff. In the past, a lead teacher has not been an ideal situation. He said the idea of an interim principal was not even on their radar. He said that while the idea is a good one, the teachers don't feel that it would be beneficial to save \$40-\$50,000.000 and try to make it through until the end of the year. He endorses hiring a principal for next year but feels that we should just staff the learning center with paraprofessional.

**GUESTS TO BE HEARD**

Community Member Janell Privett asked what the protocol will be for the hearing this evening. She asked the board if they could send someone out every thirty to forty minutes

There was not a student representative present to report.

**STUDENT PRESENTATION**

The Board recessed into a Public Hearing to take comment on the Report Card to the Public at 6:35 P.M. Mrs. Eagle turned the floor over to Superintendent Rhodes. Mr. Rhodes told the audience that the schools did well. All of our schools scored 4 stars with the exception of the middle school that scored five stars. The report cards reflect the new state annual measurable objectives. The concern focuses around our attendance rate because it is now used to calculate progress. There were no comments from the public on the Report Card to the Public.

**RECESSED INTO A  
PUBLIC HEARING  
REGARDING REPORT  
CARD TO THE PUBLIC**

Reconvened into Regular Session at 6:39 P.M.

**RECONVENED INTO  
REGULAR SESSION**

The agenda was approved as presented.

**APPROVAL OF AGENDA**

Motion to approve the items on the consent agenda as presented by Rinda Howell, seconded by Tammy Groshong. Poll vote: Rinda Howell: Yes; Krissy Smith: Yes; Cyni Waddington: Yes; Tammy Groshong: Yes; Susan Eagle: Yes. Motion approved unanimously.

**APPROVAL OF CONSENT  
AGENDA**

- Accepted the minutes of the December 16, 2013 Regular Board Meeting as presented
- Accepted the minutes of the January 6, 2014 Special Meeting as presented

Information & Reports were accepted by unanimous consent.

**ACCEPTED INFORMATION &  
REPORTS**

Motion to accept the proposal from Nana Management Services to provide food service for Wrangell Public Schools for the 2014-2014 school year by Krissy Smith, seconded by Rinda Howell. Poll vote: Krissy Smith: Yes; Cyni Waddington: Yes; Tammy Groshong: Yes; Rinda Howell: Yes; Susan Eagle: Yes. Motion approved unanimously.

**ACCEPTED THE FOOD  
SERVICE PROPOSAL  
FROM NANA  
MANAGEMENT SERVICES**

The School Board discussed the FY'2015 Budget Draft I. Business Manager Pam Roope told the board that this is the roughest draft that she's ever submitted to the board as first draft. Mrs. Roope said that this budget includes \$125,000.00 for food service and transportation. She believes that we should leave this amount budgeted; transportation is estimated at about \$16,000.00. The board asked why there is an additional five hours per day for a classified position for activities director. Mrs. Roope said she was told to put this into the budget in December. Mr. Bunes said he doesn't currently put 25 hours per week into the AD position but the duties are currently divided out. He thinks that if they were all combined into one position, this could work.

**DISCUSSED FISCAL  
YEAR 2014 BUDGET  
DRAFT I**

Mrs. Waddington asked about the budget; she was under the impression that the budget was at 0. This budget shows a deficit of over \$219,000. Mrs. Roope explained that the budget that was balanced was the current budget; this budget is for FY' 2015.

Mrs. Howell asked if our consumption of heating oil has gone down. Mrs. Roope replied that the high school has been converted to electric heat.

Since the draft budget currently has a deficit, cuts will be made in order to balance the budget prior to submittal to the State.

Motion to offer Mrs. Deidre Jenson a contract for the position of interim elementary principal, pro-rated for the remainder of the 2013-2014 school year with appropriate placement on the salary schedule by Rinda Howell; seconded by Tammy Groshong. Poll vote: Cyni Waddington: No; Tammy Groshong: Yes; Rinda Howell: Yes; Krissy Smith: No; Susan Eagle: Yes. Motion approved.

**OFFERED DEIDRE  
JENSON A CONTRACT AS  
INTERIM ELEMENTARY  
PRINCIPAL**

Motion to offer Mrs. Heather Howe an extracurricular contract for the position of High School Girls' Assistant Basketball Coach, pro-rated for the remainder of the season by Tammy Groshong, seconded by Cyni Waddington. Poll vote: Tammy Groshong: Yes; Rinda Howell: Yes; Krissy Smith: Yes; Cyni Waddington: Yes; Susan Eagle: Yes. Motion approved unanimously.

**OFFERED HEATHER  
HOWE AN  
EXTRACURRICULAR  
CONTRACT FOR  
ASSISTANT  
BASKETBALL**

The resignation of Linda Gillen, Paraprofessional was presented as an item of information.

**PRESENTED  
RESIGNATION OF LINDA  
GILLEN**

Motion to accept the first reading of Board Policy #4030, Nondiscrimination in Employment by Tammy Groshong, seconded by Rinda Howell. Poll vote: Rinda Howell: Yes; Krissy Smith: Yes; Cyni Waddington: Yes; Tammy Groshong: Yes; Susan Eagle: Yes. Motion approved unanimously.

**ACCEPTED THE FIRST  
READING OF BOARD  
POLICY #4030,  
NONDISCRIMINATION IN  
EMPLOYMENT**

Motion to accept the first reading of Board Policy #4160, Absences clarifying that the district uses a forward calendar when tracking Family Medical Leave by Krissy Smith, seconded by Tammy Groshong. Poll vote: Krissy Smith: Yes; Cyni Waddington: Yes; Tammy Groshong: Yes; Rinda Howell: Yes; Susan Eagle: Yes. Motion approved unanimously.

**ACCEPTED THE FIRST  
READING OF BOARD  
POLICY #4160,  
ABSENCES**

Motion to approve the second reading of Board Policy #4119.27, Maintaining Professional Staff/Student Boundaries by Tammy Groshong; seconded by Rinda Howell. Poll vote: Cyni Waddington: Yes; Tammy Groshong: Yes; Rinda Howell: Yes; Krissy Smith: Yes; Susan Eagle: Yes.. Motion approved unanimously.

**APPROVED THE SECOND  
READING OF BOARD  
POLICY #4119.27,  
MAINTAINING  
PROFESSIONAL  
RELATIONSHIPS  
REVIEWED BOARD  
POLICY**

Reviewed Board Policy:

- #5126, Student Achievement Recognition
- #5127, Graduation Ceremonies and Activities
- #5131.43, Bullying
- #5131.44, Use of Force to Maintain Safety and Order

Reviewed the upcoming dates and meeting announcements.

**REVIEWED DATES & MTG  
ANNOUNCEMENTS**

Mrs. Smith thanked the audience for their attendance. She said that she would prefer to get more communication prior to the issues coming before the board. Mrs. Groshong and Mrs. Howell agreed.

**PRESIDENT'S REMARKS AND  
COMMENTS FROM BOARD  
MEMBERS**

Mrs. Waddington told the board and the audience that she fully supports our schools and staff. She knows that morale is low but she feels that the teachers are handling the situation with integrity.

Mrs. Groshong agreed with Mrs. Waddington and said that she has been amazed at the amount of work it takes to be on the school board. She has respect for the staff and the amount of work that they do.

Mrs. Eagle also said that she supports the staff. She said that sometimes the public gets over-involved in issues and they get blown out of portion. We do have a quality staff and she is very appreciative of them.

Motion to recess into executive session to conduct an employee grievance hearing that involves consideration of educational records that by law are not subject to public disclosure by Tammy Groshong; seconded by Krissy Smith. Poll vote: Tammy Groshong: Yes; Rinda Howell: Yes; Krissy Smith: Yes; Cyni Waddington: Yes; Susan Eagle: Yes. Motion approved unanimously.

**RECESSED INTO  
EXECUTIVE SESSION AT  
7:35 PM**

Reconvened into Regular Session at 8:51 PM

**RECONVENED INTO REGULAR  
SESSION AT 8:51 PM**

Motion to deny the grievance filed December 4, 2013 on behalf of Employee #14-01 by Rinda Howell; seconded by Krissy Smith. Poll vote: Rinda Howell: Yes; Krissy Smith: Yes; Cyni Waddington: No; Tammy Groshong: Yes; Susan Eagle: Yes. Motion approved.

**DENIED THE GRIEVANCE  
FILED BY EMPLOYEE #14-  
01**

Meeting Adjourned at 8:52 P.M.

**ADJOURNED AT 8:52 PM**

  
SECRETARY/TREASURER



**PROCEEDINGS****MINUTES****WRANGELL SCHOOL BOARD  
REGULAR MEETING**

February 17, 2014; 6:30 PM

Evergreen Elementary School Room 101-Intermediate

President Susan Eagle called the regular meeting of the Wrangell Public School Board to order at 6:30 P.M. on February 17, 2014.

**CALL TO ORDER**

A quorum was determined with the following school board members present: Susan Eagle, Rinda Howell, Krissy Smith and Cyni Waddington. Tammy Groshong was absent, excused. Also present was Superintendent Rich Rhodes, Elementary School Principal Deidre Jensen and Recording Secretary Kimberly Powell.

**DETERMINE QUORUM**

The Pledge of Allegiance was recited, led by Krissy Smith.

**PLEDGE OF ALLEGIANCE**

Beth Comstock, parent, gave the board a copy of a poster that hung in the high school for approximately a week. The poster specifically states that boy/girl couples receive a discount at the dance. She addressed it with Principal Bunes who immediately addressed her concerns. Mrs. Comstock found it disturbing that the poster was in the high school for a week without a single staff member questioning it. She read an excerpt to the board written by a Jesuit priest welcoming male/male couples at prom at his all-boy school. She would like to see staff receive sensitivity training before something like this turns into a lawsuit. She doesn't want to see Wrangell in the middle of this. She wants to know what the School Board intends to do about this. Mrs. Comstock finds it disturbing that not one member of the staff processed what the sign said or realize the impact this could have on our teens. President Eagle told Mrs. Comstock that the School Board would verify what the policy is and make sure that all postings go through the administration. Mrs. Waddington feels that Sensitivity Training is a good idea.

**GUESTS TO BE HEARD**

Penny Allen, parent, agreed with Mrs. Comstock about censoring the posters. A few weeks ago she noticed a Beatles poster in the school and one of the band members was holding a cigarette. Ms. Allen told the board that she is present this evening to discuss the Food Service Program and asked when the School Board plans to enter into the contract with the food service vendor. She wants to make sure that the board doesn't enter into a contract too quickly. She has talked to parents in Sitka and Juneau who have children with the same complaints about their food program that we have. Before we enter into a contract with Nana Management Services, she would like to explore more appealing, nutritious options.

Drama, Debate and Forensics Coach Steve Prysunka told the board that there were fifteen teens participating on the DDF team this year and named them for the board. Coach Prysunka mentioned that it's a long season and he was pleased with the turnout. He pointed out that Wrangell has the highest criteria in Alaska for qualifying for State competition. He introduced the five students who did go to state: Malachi Cole, Molly Prysunka, Ben Florschutz, Tyler Eagle and Matthew Covalt. Molly Prysunka performed three minutes of her Humorous Interpretation presentation. Ben Florschutz gave a portion of his Expository Speech. He explained that an expository speech is a six-minutes speech that you write yourself and memorize.

**STUDENT  
PRESENTATION**

Matthew Covalt, student, said that Student-Body President Robbie Marshall was not able to make it to the meeting due to basketball practice. Semester report cards were sent out and we're already five weeks into the third quarter. The Elk's Student of the Months for December are Kimberly Cooper and Mikey Ottesen. January Students of the Month are Charlie Colier and Sig Decker. Matthew told the board that the games last weekend were the last home games. Matthew shared the upcoming activity dates with the board.

**STUDENT PRESENTATION**

The agenda was approved as presented.

**APPROVAL OF AGENDA**

Motion to approve the items on the consent agenda as presented by Rinda Howell, seconded by Krissy Smith. Poll vote: Krissy Smith: Yes; Cyni Waddington: Yes; Rinda Howell: Yes; Susan Eagle: Yes. Motion approved.

**APPROVAL OF CONSENT  
AGENDA**

- Accepted the minutes of the January 20, 2014 Regular Board Meeting as presented

Information & Reports were accepted by unanimous consent.

#### ACCEPTED INFORMATION & REPORTS

Motion to allocate up to \$50,000.00 of the Special Revenue Grant Fund to paint the elementary school and landscape the front of the school by Krissy Smith, seconded by Cyni Waddington. Poll vote: Cyni Waddington: Yes; Rinda Howell: Yes; Krissy Smith: Yes; Susan Eagle: Yes. Motion approved.

ALLOCATED UP TO \$50,000.00 OF THE SPECIAL REVENUE FUND FOR ELEMENTARY FACILITIES

Motion to accept the fiscal year 2014 budget as revised by Rinda Howell; seconded by Krissy Smith. Poll vote: Rinda Howell: Yes; Krissy Smith: Yes; Cyni Waddington: Yes; Susan Eagle: Yes. Motion approved.

ACCEPTED THE FY'14 BUDGET AS REVISED

School Board President Eagle opened the discussion and deferred to Superintendent Rhodes to explain the changes in the budget draft. Mr. Rhodes asked Business Manager Pam Roope to talk about the revisions. Mrs. Roope said that the most disturbing thing she sees in this draft of the budget is the reduction in secretarial and custodial hours. Mrs. Roope also pointed out that regular instruction aide hours are being cut. Superintendent Rhodes told the board that he believes that we will be able to go to a school-wide Title I program because our free and reduced lunch status is over 50%; this could help pay for some of our paraprofessionals. Mrs. Eagle asked where staff travel cuts would be made. Mrs. Roope explained that the ASTE travel would be covered with grant funds. Superintendent Rhodes said the board would need to find another 27,000.00 worth of cuts to balance this budget. Mrs. Roope said that she hopes that insurance will only go up slightly. She will know more in April. Mrs. Roope does not feel that it is necessary to look at the budget again in March but should have draft III ready for the April school board meeting. Mrs. Waddington was shocked by the amount that we contract for Special Education consultant. Mrs. Waddington asked if there's still time to look at the food service program since we haven't yet entered into a contract with the vendor. She feels that we need to look at that. Mrs. Howell would like to know the difference in student behavior and test scores that can be linked to the food service. Superintendent Rhodes told the board that he believes we can find an activities director in house. Board Member Howell would rather not see an administrator serve as the activities director. Mrs. Waddington is concerned that most of the cuts say that they will be covered in-house. She feels like we're being asked to do more with less. Mrs. Roope said that we will be replacing two of the teachers at the elementary school. Mrs. Eagle pointed out that we should increase the bank service fees to reflect the increases we have been facing.

DISCUSSED FISCAL YEAR 2014 BUDGET DRAFT II

Motion to offer Britany Lindley an extracurricular contract for the position of Middle School Volleyball Head Coach and to offer Joseph School McAuliffe an extracurricular contract as High School Baseball Head Coach for the 2013-2014 school year by Krissy Smith; seconded by Cyni Waddington. Poll vote: Krissy Smith: Yes; Cyni Waddington: Yes; Rinda Howell: Yes; Susan Eagle: Yes. Motion approved.

OFFERED EXTRACURRICULAR CONTRACTS TO BRITANY LINDLEY AND SCOTT MCAULIFFE

Motion to accept the second reading of Board Policy #4030, Nondiscrimination in Employment for inclusion in the policy manual by Krissy Smith, seconded by Cyni Waddington. Poll vote: Cyni Waddington: Yes; Rinda Howell: Yes; Krissy Smith: Yes; Susan Eagle: Yes. Motion approved.

ACCEPTED THE SECOND READING OF BOARD POLICY #4030, NONDISCRIMINATION IN EMPLOYMENT

Reviewed Board Policy:

- #4155.1, Tax Sheltered Annuities

REVIEWED BOARD POLICY

Motion to accept the second reading of Board Policy #4160, Absences for inclusion in the policy manual by Krissy Smith, seconded by Cyni Waddington. Poll vote: Krissy Smith: Yes; Cyni Waddington: Yes; Rinda Howell: Yes; Susan Eagle: Yes. Motion approved.

ACCEPTED THE SECOND READING OF BOARD POLICY #4160, ABSENCES

Reviewed Board Policy:

- #5131.45, Student Arrest
- #5131.6, Alcohol and Other Drugs
- #5131.61, Student Extracurricular Activities Random Drug Testing

REVIEWED BOARD POLICY

President Eagle, with consensus of the School Board, directed the administration to review Board Policy #5131.62, Tobacco in relationship with the use of e-cigarettes.

DIRECTED THE ADMINISTRATION TO REVIEW BOARD POLICY, #5131.62, TOBACCO  
REVIEWED DATES & MTG ANNOUNCEMENTS

Reviewed the upcoming dates and meeting announcements.

Cyni Waddington told the other board members that she saw the elementary newsletter. She thanked Mrs. Jenson. Mrs. Waddington has wanted the elementary school to publish a newsletter for a long time. Board Member Waddington told the board that she was excited about the Read Coast to Coast and apologized for not being able to attend; she will be out of town. Mrs. Waddington would also like more information regarding the school lunch contract. Mrs. Waddington said that she had an opportunity to lobby on behalf of education. She hopes that in the future we can afford to send a student representative. Tonight was the first time we had a student representative at the board meeting since she's been sitting on the board and she really enjoyed hearing from the student.

**PRESIDENT'S REMARKS AND  
COMMENTS FROM BOARD  
MEMBERS**

Krissy Smith told the board members that she enjoyed the DDF presentations; its nice to have so many students involved. It was also nice to have a student representative in attendance to present. She will be gone March 2-3.

Mrs. Howell said that she lobbied on behalf of Best Beginnings. She said that the program seemed to have the full support of the legislators. She feels that we should send students to lobby and would help fund raise if necessary.

Mrs. Eagle thanked Mrs. Waddington for attending the AASB Fly-in.

Motion to recess into executive session to discuss a matter, which would have an adverse effect on the finances of the District. The matter to be discussed is the arbitration of employee grievance #14-01 and the contract with Alaska Virtual Academy by Cyni Waddington; seconded by Rinda Howell. Poll vote: Rinda Howell: Yes; Krissy Smith: Yes; Cyni Waddington: Yes; Susan Eagle: Yes. Motion approved.

**RECESSED INTO  
EXECUTIVE SESSION AT  
7:39 PM**

Reconvened into Regular Session at 8:17 PM

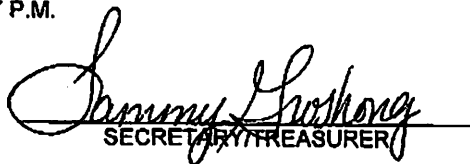
**RECONVENED INTO REGULAR  
SESSION AT 8:17 PM**

Motion to authorize the administration to resolve employee grievance #14-01 through a non-precedent setting agreement incorporating the personnel actions described in executive session by Rinda Howell; seconded by Krissy Smith. Poll vote: Krissy Smith: Yes; Cyni Waddington: Yes; Rinda Howell: Yes; Susan Eagle: Yes. Motion approved.

**AUTHORIZED THE  
ADMINISTRATION TO  
RESOLVE EMPLOYEE  
GRIEVANCE #14-01**

Meeting Adjourned at 8:17 P.M.

**ADJOURNED AT 8:17 P.M.**

  
SECRETARY/TREASURER

**PROCEEDINGS**

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**MINUTES  
WRANGELL SCHOOL BOARD  
REGULAR MEETING****March 16, 2014; 1:00 PM****Evergreen Elementary School Room 101-Intermediate**

President Susan Eagle called the Special meeting of the Wrangell Public School Board to order at 1:00 P.M. on March 16, 2014.

**CALL TO ORDER**

A quorum was determined with the following school board members present: Susan Eagle, Tammy Groshong, Rinda Howell, Krissy Smith and Cyni Waddington. Also present was Recording Secretary Kimberly Powell.

**DETERMINE QUORUM**

Motion to recess into executive session to discuss a matter that may prejudice the reputation and character of any person more specifically to review the applications for the position of superintendent by Rinda Howell; seconded by Tammy Groshong. Poll vote: Krissy Smith: Yes; Rinda Howell: Yes; Cyni Waddington: Yes; Tammy Groshong: Yes; Susan Eagle: Yes. Motion approved unanimously. The Board invited Norm Wooten, Association of Alaska School Boards into the Executive Session.

**RECESSED INTO  
EXECUTIVE SESSION AT  
1:01 PM**

Reconvened into Regular Session at 3:58 PM.

**RECONVENED INTO  
REGULAR SESSION AT  
3:58 PM**

Meeting Adjourned at 3:58 P.M.

**ADJOURNED AT 3:58 PM**

  
\_\_\_\_\_  
SECRETARY/TREASURER

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

**FROM: JEFF JABUSCH  
BOROUGH MANAGER**

**RE: BOROUGH MANAGER'S REPORT**

**DATED: MARCH 20, 2014**

**Wrangell Mill Property**

We have been contacted by owners of the Wrangell Mill Property as they are now in a position to sell the mill. Previously, we were waiting for them to clean up the mill site and get a clean bill of health from the State Department of Environmental Conservation (DEC) before we considered it. We expect to hear back from them by mid April on a price. As all of you know, this site has a great deal of potential. It also will take a great deal of money to make it usable. Improvements to the dock alone will run into the millions. Prior to accepting or making an offer to purchase this site, we need to have a well thought out plan of what we are going to do with it, costs of the minimum start up improvements needs and possible commitments from people that want to use the property including the city. If well thought out and a feasibility plan in place, this is the type of project that we could possibly get funding from the Federal Economic Development Administration (EDA) or the state. We have received EDA funds for several projects, one of which was the original phase one of the Marine Haul Out Facility.

Carol Rushmore has heard from people that would like to use portions of this property, but could not buy the entire piece. Silver Bay also has talked to people that would like to use parts of it as well. It sounded like they would share that information. We have talked about moving our freight companies out to that site or expanding our Marine Center out to that site. It could be a site for small wood processing such as Steve Helgeson's new business. The list is endless..... I will let you know when I get anymore information.

**Evergreen and other State DOT/PF Projects**

Carl Johnson and I met with Al Clough, DOT/PF Southeast Regional Director. Al brought us up to speed on the Evergreen Project and the expected timeline for bidding and completion. It seems one of the biggest hurdles at this time is getting the land for the walking path from the State Parks Service. The State Parks Service now owns the piece of property just before the Petroglyph Beach which is known as the Bangeman property. What is amazing is one of the reasons the walk path is necessary is that it accommodates the ferry foot traffic that walks to the Petroglyph beach site. I told them that we did not want that to hold up the project and would rather the walkway stop before the property and finish it sometime in the future when they get it worked out. At this time, the project is scheduled to be bid out this fall with construction to start in the spring.

Al gave us an update on changes being made at the federal level which could impact getting funding for many of the road projects they now do using federal funds. We also discussed

cooperation between the state and city maintenance crews to increase overall efficiency for both. We do a lot of this right now, but will work with them when it is something that benefits both of us.

### **Legislative Information:**

Both the House and the Senate have reduced the budget for Revenue Sharing by ten million dollars. Both AML and most communities, including Wrangell, testified to restore the revenue sharing to the original amount. In addition, the governor had proposed a three billion dollar infusion into the PERS unfunded liability account and after that the state would put into the account an annual \$500,000 instead of an amount that grows annually. At the same time, the employer rate would stay at 22%, but we would pay it a couple of years longer than originally scheduled. The idea is that in the future the state will have more money to do other things such as revenue sharing and capital expenditures. There are members of the legislature that believe this is the community's problem and are proposing to raise the employer rate to 24%. For Wrangell, this is about a \$96,000 increase each year. We went through this fight a few years ago with the state legislature reminding them it was the state's management of this fund that got us in debt to start with and that it was not right to jack up the rates to a point that no one could afford to have employees. We'll see what happens.

We have testified against both of these actions above.

### **Library Department:**

- Along with other public libraries around Alaska, our library has signed up for the *Edge Initiative* which is a management and leadership tool that will help the library assess their current technology services and make improvements that will better serve our community. The staff has already completed the online assessment that identifies steps to improve or change services. The library will be participating in (4) webinars that deal with building the public library's technology services, strengthening the library partnerships, fostering the library's leadership, and assessing your community's needs.
- The library has received a \$400 grant from the Wrangell Early Childhood Coalition to purchase items that will enhance early literacy. Beginning reading books are being purchased with these funds.
- The library has filed forms for erate for 2014-2015. The erate program is subsidized by the federal government to assist public libraries and schools with internet and telecommunication costs. The library applies under the Alaska State Library contract and also under the OWL (On-line with Libraries) Project. This is very advantageous to the library as the bid for the monthly cost is \$1,022, however, between erate and OWL it looks like we will be paying \$20.
- The library staff has submitted a grant to the Alaska State Library for \$6,600 to purchase additional books and the online program used for borrowing books from other libraries.



**Budget Progress:**

We have had a workshop with the department heads about the budget and the process we would like them to follow. Over the next several weeks we will start to put the pieces together so that we have a draft to the assembly by the end of April. That will give us most of the month of May to have hearings and fine tune it as we get the final pieces of information such as insurance rates and what comes out of the union negotiations. We will wait until the state legislation is completed before we turn in a draft because several things they are debating would greatly impact our budget.

**Snap Shot of Current Progress on Projects:**

- Cassiar Street paving, water, sewer and storm drains are out to bid and we have had our pre-bid meeting for contractors. Bids will be opened in April.
- Weber Street paving was bid and a contractor was selected by Wrangell Cooperative Association and is expected to start in April.
- The City Dock materials bid was opened and materials have been ordered. We will now advertise for a contractor to install the materials.
- 300 ton travel lift has been shipped from Italy and is on its way. It is expected to take about 3 weeks. Once it arrived, they will send a representative to put it together and do the training on both operations and maintenance.
- Evergreen, as discussed above is on track to be bid in the fall with construction in the spring of 2015.

**Assessment Notices:**

The borough is required to mail assessment notices out each year on or before March 20<sup>th</sup>. Those have been mailed out and a notice has been put in the paper as required to put people on notice that assessment notices have been sent. We do expect to bring to the Assembly, a few late senior filings for property exemptions.

**Following is the 2014 property tax schedule:**

- March 20<sup>th</sup>: Mailed Assessment Notices
- April 21<sup>st</sup>: Is the deadline to file appeals on your assessment. Forms available online and at city hall.
- April 22<sup>nd</sup> - May 5<sup>th</sup>: Assessor will meet with property owners who file an appeal and try and work out a solution.
- May 5<sup>th</sup>: Assembly sites as the board of equalization to hear appeals that could not be resolved with the assessor prior to the meeting.
- July 1<sup>st</sup>: Tax bills are mailed.
- August 15<sup>th</sup>: First half property tax payment is due
- December 15<sup>th</sup>: Second half tax payment is due

# Agenda Item 9

## CITY & BOROUGH OF WRANGELL

### BOROUGH ASSEMBLY AGENDA ITEM

### CLERK'S REPORT March 25, 2014

#### Mark Your Calendar:

- 4/2 Cassiar Road Improvements Bid Opening @ 2 pm in the Assembly Chambers
- 4/3 Port Commission Workshop on the Mariner's Memorial scheduled @ 6 pm in the Assembly Chambers
- 4/3 Port Commission mtg. scheduled @ 7 pm in the Assembly Chambers
- 4/8 Regular Borough Assembly mtg. @ 7 pm in the Assembly Chambers
- 4/9 Parks & Recreation Board mtg. scheduled @ 7 pm in the Assembly Chambers
- 4/10 Code Review Committee mtg. scheduled @ 4:00 p.m. in the Manager's office
- 4/10 Planning & Zoning Commission mtg. scheduled @ 7 pm in the Assembly Chambers
  
- TBD TBP Commission Mtg.
- 4/24 SEAPA Board Mtg. to be held in Ketchikan, with times TBD

#### The following Public Correspondence was received from:

*~There was no public correspondence received.*

# **Agenda Item 10a**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY**

#### **AGENDA ITEM**

**March 25, 2014**

#### **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**

# Agenda Item 13a

## CITY & BOROUGH OF WRANGELL

### BOROUGH ASSEMBLY AGENDA ITEM March 25, 2014

#### INFORMATION:

PROPOSED ORDINANCE No. 877: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING WRANGELL MUNICIPAL CODE TITLE 14 HARBOR AND PORT FACILITIES, CHAPTER 14.01 GENERAL PROVISIONS, SPECIFICALLY SECTION 14.01.030, CREATING SUBSECTION (JJ) ESTABLISHING A DEFINITION FOR MARINE SERVICE CENTER (*first reading*)

#### Attachments:

1. Memorandum from Port Commission Secretary Cowan, dated March 11, 2014
2. Proposed Ordinance No. 877

#### RECOMMENDED ACTION:

Move to approve first reading and move to a second with a public hearing to be held on April 8, 2014.

# Wrangell Port Commission

## Memo

March 11, 2014

To: Honorable Mayor & Borough Assembly

From: Recording Secretary – Sherri Cowan

RE: Ordinances

---

**At the Port Commission meeting held on March 10, 2014, the Port Commission approved the following Ordinances to be presented to the Borough Assembly for consideration:**

**Ordinance No. 877**

**Ordinance No. 878**

**Ordinance No. 879**

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 877

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING WRANGELL MUNICIPAL CODE TITLE 14 HARBOR AND PORT FACILITIES, CHAPTER 14.01 GENERAL PROVISIONS, SPECIFICALLY SECTION 14.01.030, CREATING SUBSECTION (JJ) ESTABLISHING A DEFINITION FOR MARINE SERVICE CENTER

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

SEC. 1. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 2. Amendments. WMC Section 14.01.030 entitled Definitions is hereby amended by the addition of subsection (JJ) bolded and underlined as follows:

Chapter 14.01  
GENERAL PROVISIONS

14.01.030 Definitions

**JJ. "Marine Service Center" means the repair services and upland storage areas owned by the City and Borough of Wrangell, including, but not limited to, a 150 ton and a 300 ton mobile boat lift, a hydraulic trailer, a wash down area, and upload storage.**

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

PASSED IN FIRST READING: \_\_\_\_\_, 2014.

PASSED IN SECOND READING: \_\_\_\_\_, 2014.

\_\_\_\_\_  
David L. Jack, Mayor

ATTEST: \_\_\_\_\_  
Kim Lane, CMC



# Agenda Item 13b

## CITY & BOROUGH OF WRANGELL

### BOROUGH ASSEMBLY AGENDA ITEM March 25, 2014

#### INFORMATION:

PROPOSED ORDINANCE No. 878: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING WRANGELL MUNICIPAL CODE TITLE 14 HARBOR AND PORT FACILITIES, CHAPTER 14.11, FEES AND PENALTIES, SPECIFICALLY SECTION 14.11.005(AA) CHANGING THE FEES FOR THE MARINE SERVICE CENTER AND ESTABLISHING AN EFFECTIVE DATE (*first reading*)

#### Attachments:

1. Memorandum from Port Commission Secretary Cowan, dated March 11, 2014
2. Proposed Ordinance No. 878

#### RECOMMENDED ACTION:

Move to approve first reading and move to a second with a public hearing to be held on April 8, 2014.

# Wrangell Port Commission

## Memo

March 11, 2014

To: Honorable Mayor & Borough Assembly

From: Recording Secretary – Sherri Cowan

RE: Ordinances

---

**At the Port Commission meeting held on March 10, 2014, the Port Commission approved the following Ordinances to be presented to the Borough Assembly for consideration:**

**Ordinance No. 877**

**Ordinance No. 878**

**Ordinance No. 879**

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 878

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING WRANGELL MUNICIPAL CODE TITLE 14 HARBOR AND PORT FACILITIES, CHAPTER 14.11, FEES AND PENALTIES, SPECIFICALLY SECTION 14.11.005(AA) CHANGING THE FEES FOR THE MARINE SERVICE CENTER AND ESTABLISHING AN EFFECTIVE DATE

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

SEC. 1. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 2. Amendments. WMC Section 14.11.005(AA) entitled Marine Service Center Fees is hereby amended by deleting the words in brackets and adding those words that are bolded and underlined as follows:

Chapter 14.11

FEES AND PENALTIES

14.11.005(AA) Marine Service Center Fees

**Round trip Lift Fees** [travel lift (150 ton)]

0 – 40 feet	\$11.0
	<u>0/foot</u>

41 – 58 feet	\$12.0
	<u>0/foot</u>

59 [feet and up] <b><u>-75 feet</u></b>	\$13.0
	<u>0/foot</u>

<b><u>76-90 feet</u></b>	<b><u>\$15.0</u></b>
	<b><u>0/foot</u></b>

<b><u>91-120 feet</u></b>	<b><u>\$17.0</u></b>
	<b><u>0/foot</u></b>

<b><u>121-140 feet</u></b>	<b><u>\$19.0</u></b>
	<b><u>0/foot</u></b>

<b><u>141 feet and up</u></b>	<b><u>\$21.0</u></b>
[Hoist (minimum fee)]	<b><u>0/foot</u></b>

**Boat lift minimum 150 ton**

		<u><b>\$300.</b></u>	
		<u><b>00/hour</b></u>	<u><b>300 ton</b></u>
<u><b>\$500.00/hour</b></u>			
Work area storage	\$ 0.50/sq.ft./month		
Long-term storage	\$0.30/sq.ft./month		
	After 12 consecutive months, rate doubles		
Cancellation	\$300.00		
Inspection hoist [(150 ton)]			
Up to 2 hours of hoist time	60% of round trip		
After first 2 hours of hoist time	<u><b>150 ton</b></u> \$75.00/15 minutes		
	<u><b>300 ton \$125.00/15 minutes</b></u>		
Pressure washer	\$1.00/foot		
Electrical	Refer to subsection (D) of this section		
Environmental fee	\$15.00 per haulout or per month		
Hydraulic trailer fees			
Round trip	\$8.25 per foot		
One-way	Half of round-trip		
Minimum fee	\$225.00		
Off-site transport fee	Round trip or one-way fee plus travel time at \$235.00 per hour with a one-hour minimum		

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

SEC. 4. Effective Date. This ordinance shall become effective 10 days after the approval of final passage.

PASSED IN FIRST READING: \_\_\_\_\_, 2014.

PASSED IN SECOND READING: \_\_\_\_\_, 2014.

\_\_\_\_\_  
David L. Jack, Mayor

ATTEST: \_\_\_\_\_  
Kim Lane, CMC

# **Agenda Item 13c**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY AGENDA ITEM March 25, 2014**

#### **INFORMATION:**

PROPOSED ORDINANCE No. 879: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING WRANGELL MUNICIPAL CODE TITLE 14 HARBOR AND PORT FACILITIES, SPECIFICALLY CHAPTER 14.07 PORT OPERATIONS AND OTHER SERVICES CREATING SECTION 14.07.095 MARINE SERVICE CENTER ESTABLISHING AVAILABILITY AND LEASE PROVISIONS OF THE MARINE SERVICE CENTER *(first reading)*

#### **Attachments:**

1. Memorandum from Port Commission Secretary Cowan, dated March 11, 2014
2. Proposed Ordinance No. 879

#### **RECOMMENDED ACTION:**

Move to approve first reading and move to a second with a public hearing to be held on April 8, 2014.

# Wrangell Port Commission

## Memo

March 11, 2014

To: Honorable Mayor & Borough Assembly

From: Recording Secretary – Sherri Cowan

RE: Ordinances

---

**At the Port Commission meeting held on March 10, 2014, the Port Commission approved the following Ordinances to be presented to the Borough Assembly for consideration:**

**Ordinance No. 877**

**Ordinance No. 878**

**Ordinance No. 879**

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 879

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING WRANGELL MUNICIPAL CODE TITLE 14 HARBOR AND PORT FACILITIES, SPECIFICALLY CHAPTER 14.07 PORT OPERATIONS AND OTHER SERVICES CREATING SECTION 14.07.095 MARINE SERVICE CENTER ESTABLISHING AVAILABILITY AND LEASE PROVISIONS OF THE MARINE SERVICE CENTER

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

SEC. 1. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 2. Amendments. WMC Chapter 14.07 is hereby amended by the addition of Section 14.07.095 bolded and underlined as follows:

Chapter 14.07

PORT OPERATIONS AND OTHER SERVICES

**14.07.095 Marine Service Center.**

**A. Facility Use Agreement required. Every user of the Wrangell Marine Service Center, both private vessel owners and business vendors/contractors, using the facility to work on vessels owned by third-parties must be approved and have a written Facility Use Agreement on file with the Harbormaster.**

**B. Availability. Lease space is available within the Wrangell Marine Service Center at locations designated or assigned by the Harbormaster.**

**C. One space limit.**

**1. No person or business who is currently a lease holder within the Wrangell Marine Service Center may be assigned an additional lease space within the Marine Service Center.**

**2. A person or business who holds more than one lease at the date of enactment of this ordinance may maintain the additional lease(s).**

**D. Payment. Persons using the Marine Service Center shall be charged according to fee listed in WMC 14.11.005(AA).**

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

PASSED IN FIRST READING: \_\_\_\_\_, 2014.

PASSED IN SECOND READING: \_\_\_\_\_, 2014.

\_\_\_\_\_  
David L. Jack, Mayor

ATTEST: \_\_\_\_\_  
Kim Lane, CMC



# **Agenda Item 13d**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY**

#### **AGENDA ITEM**

**March 25, 2014**

#### **INFORMATION:**

PROPOSED RESOLUTION No. 03-14-1293: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE CONVEYANCE OF PUBLIC LAND, LOT 3A, BLOCK 65, AMENDED WRANGELL INDUSTRIAL PARK SUBDIVISION III REPLAT LOT, BY QUITCLAIM DEED, TO TODD AND CATHERINE WHITE

#### **Attachments**

1. Proposed Resolution No. 03-14-1293
2. Map of the Proposed Area

#### **RECOMMENDED ACTION:**

Move to adopt Resolution No. 03-14-1293.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 03-14-1293

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE CONVEYANCE OF PUBLIC LAND, LOT 3A, BLOCK 65, AMENDED WRANGELL INDUSTRIAL PARK SUBDIVISION III REPLAT LOT, BY QUITCLAIM DEED, TO TODD AND CATHERINE WHITE

WHEREAS, the City of Wrangell authorized the sale of public property located within the Amended Wrangell Industrial Park Subdivision III Replat, Wrangell Recording District, for over-the-counter sale, at a minimum bid, on March 4, 2013; and

WHEREAS, the Borough Assembly has determined and accepted Todd and Catherine White, P.O. Box 2106, Wrangell, Alaska 99929, to be the highest bidder, in the total amount of \$22,300.00, for Lot 3A, Block 65, Wrangell Industrial Park Subdivision III Replat.

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

Section 1. The Mayor and Borough Clerk are authorized to execute a quit claim deed to Todd and Catherine White, to convey the following public land, when full price is paid:

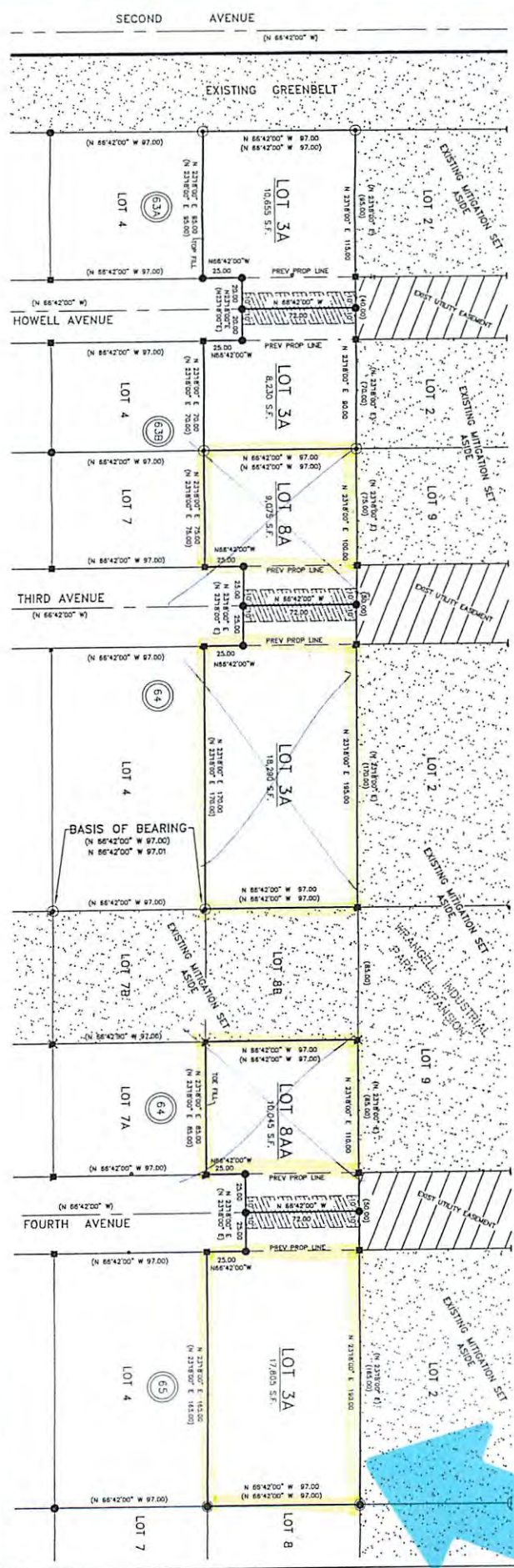
Lots 3A, Block 65, Wrangell Industrial Park Subdivision III Replat, Wrangell Recording District, Wrangell, Alaska.

ADOPTED: \_\_\_\_\_, 2014

\_\_\_\_\_  
David L. Jack, Mayor

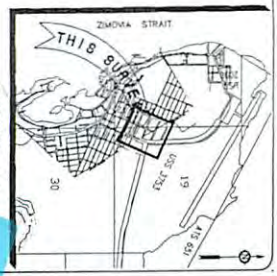
ATTEST: \_\_\_\_\_  
Kim Lane, CMC, Borough Clerk

- LEGEND**
- BRUSH & WOOD POST RECOVERED
  - BRUSH REBAR AND ALUMINUM CAP RECOVERED
  - STRONGER REBAR AND ALUMINUM CAP RECOVERED
  - DATA MEASURED OR COMPUTED
  - UTILITY EASEMENTS WITHIN THE UNDEVELOPED SET-ASIDE AREAS
  - UNDEVELOPED SET-ASIDE PROPERTIES (NO DEVELOPMENT ALLOWED)
  - UTILITY EASEMENT CREATED THIS PLAT



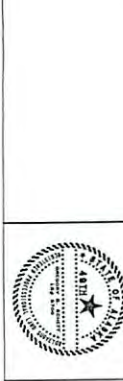
**PLAT NOTES**

- REFERENCE PLAT #2001-7, AMENDED INDUSTRIAL PARK SUBDIVISION II, WRANGELL RECORDING DISTRICT.
- REFERENCE PLAT #2000-9, INDUSTRIAL PARK SUBDIVISION II, WRANGELL RECORDING DISTRICT.
- REFERENCE PLAT #2001-9, WRANGELL INDUSTRIAL PARK SUBDIVISION II, WRANGELL RECORDING DISTRICT.
- REFERENCE PLAT #2001-8, AMENDED INDUSTRIAL SUBDIVISION PLAT, WRANGELL RECORDING DISTRICT.



DESIGN BY: JLS  
 DATE: 10/2/2021  
 PROJECT: AMENDED INDUSTRIAL PARK SUBDIVISION II, WRANGELL RECORDING DISTRICT  
 SCALE: 1"=40.00'  
 SURVEYOR: GREGORY S. SCOTT  
 PROJ. NO.: 12270

**SURVEYOR'S CERTIFICATE**  
 I, GREGORY S. SCOTT, A PROFESSIONAL SURVEYOR LICENSED IN THE STATE OF ALASKA, DO HEREBY CERTIFY THAT THE FOREGOING PLAT WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT THE PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE SURVEY DATA AND FIELD NOTES. OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.



**AMENDED INDUSTRIAL PARK SUBD. II REPLAT**  
 THE REPLAT OF LOT 3, BLK 63A, LOTS 3 & 4, BLK 63B, LOTS 3 & 4, BLK 64, AND LOT 3, BLOCK 66, AMENDED INDUSTRIAL PARK II, WRANGELL RECORDING DISTRICT, CREATING LOT 3A, BLK 63A, LOTS 3A & 4, BLK 63B, LOTS 3A & 4, BLK 64, AND LOT 3A, BLOCK 66, AMENDED INDUSTRIAL PARK II, WRANGELL RECORDING DISTRICT.

**WRANGELL RECORDING DISTRICT**  
 2010 CANAL BLVD  
 STE 200  
 WRANGELL, ALASKA 99292  
 PHONE: (907) 854-2177  
 FAX: (907) 854-2187  
 WWW.WRANGELLREC.DISTRICT.AK.GOV

# **Agenda Item 13e**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY AGENDA ITEM March 25, 2014**

#### **INFORMATION:**

Approval of a contract agreement for the annual Household Hazardous Waste Collection services

#### **Attachments:**

1. Memorandum from Manager Jabusch, dated March 17, 2014
2. Cover memo from Steve Haavig, Hazardous Waste Agreement
3. Spreadsheet of estimated budget based on prior years.
4. Memo from Carl Johnson
5. Wrangell Municipal Code 5.10.050 (E)

#### **RECOMMENDED ACTION:**

Move to approve proposed contract with Carson Dorn, Inc., without competitive bids as provided in Wrangell Municipal Code 5.10.050 (E), to provide services to collect and remove Household Hazardous Waste from Wrangell in an amount not to exceed \$14,000 with funding to come from budgeted funds in the Sanitation Department.

**MEMORANDUM**

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

**FROM: JEFF JABUSCH  
BOROUGH MANAGER**

**SUBJECT: ANNUAL HOUSEHOLD HAZARDOUS WASTE COLLECTION**

**Date: March 17, 2014**

The attached contract from Carson Dorn, Inc. is to provide services with a not to exceed amount of \$14,000. This is being brought before the assembly because this amount exceeds \$10,000 and is not being competitively bid. Carson Dorn, Inc. has provided this service to Wrangell and other Southeast communities for many years. We believe the contract falls under a professional services nature and can be entered into without competitive bidding with the approval from the assembly.

Carson Dorn, Inc. also does other communities north and south of us and it is doubtful that others could be as competitive. As Carl Johnson explains in his attached memo, the Southeast Alaska Solid Waste Authority (SASWA) is currently advertising to have this service for all the member communities. SASWA has already helped lower our rates with our shipping of garbage by 13 to 18% or a savings of about \$35,000 per year and it is hopeful that by advertising this service jointly with others, the rate will also drop.

Attachments:

Cover memo from Steve Haavig, Environmental Professional and agreement

Spreadsheet of estimated budget based on prior years.

Memo from Carl Johnson

Wrangell Municipal Code 5.10.050 (E)

**Recommended Motion:**

Move to approve proposed contract with Carson Dorn, Inc., without competitive bids as provided in Wrangell Municipal Code 5.10.050 (E), to provide services to collect and remove Household Hazardous Waste from Wrangell in an amount not to exceed \$14,000 with funding to come from budgeted funds in the Sanitation Department.

**Transmittal**

712 West 12<sup>th</sup> Street  
Juneau, Alaska 99801

Telephone: 907-586-4447  
Fax: 907-586-5917

**DATE: 3/6/14**

**TO: Carl Johnson, Public Works, City and Borough of Wrangell**

**FROM: Steve Haavig, Environmental Professional**

**RE: Household Hazardous Waste Agreement**

Attached are the following items:

ITEM	DESCRIPTION
1	HHW agreement for April 26 & 27, 2014 collection event at Transfer Station

This data is submitted:

☐

At your request

☐

For your information

☐

For your files

I received empty drum order from Deeds.

CDI can work with a signed fax of pdf copy. If you need original signature documents please let me know.

## **AGREEMENT**

This AGREEMENT, dated this 21<sup>st</sup> day of March, 2014, is between the City and Borough of Wrangell hereinafter called City and Carson Dorn, Inc., hereinafter called CDI.

It is mutually agreed as follows:

### **I. SERVICE BY CDI**

- A. CDI shall collect and dispose of household hazardous waste materials collected on April 26 and 27, 2014.
- B. CDI shall exercise authority on the management of the material collected.
- C. CDI shall provide drums and cartons to contain the material collected, labels, appropriate shipping papers, and shall provide for transportation, recycling, reclaiming, and/or disposal of materials. All drums and cartons shall be clearly marked as containing household waste only and labeled as Non Regulated.
- D. CDI shall provide up to two persons trained in the acceptance, sorting, packing, and shipping of collected materials.
- E. CDI shall make every reasonable effort to remove all collected material from the site by May 27, 2014.
- F. The EPA identification number for management of materials under conditions of this agreement is AKD983076019. CDI shall report actual drum volumes collected to the designated community contact at noon and the end of the event. The volumes will be compared to the projected number of drums budgeted for in the agreement. CDI shall submit a detailed report and invoice to DEC and the City including:
  - Copies of all manifests
  - Description and quantity of each type of material disposed of by drum and DOT classification
  - The mode of disposal
  - The mode of transportation.
- G. CDI shall invoice the City \$6,550 for mobilization, operations, and management for a 7 drum, 2 one cubic yard carton event. Shipping of the waste collected at the event will be approximately \$2,200 including the current fuel surcharge. Collection of any drums and cartons over this limit will require approval by the City's representative listed below. Disposal of the waste collected will be invoiced to the City at \$380 per drum and \$760 per cubic yard carton. If the amount of liable drums and cartons collected exceeds the above level, the City shall pay for the additional amount of services required to dispose of such additional waste. All invoices and reports should be directed to:

Carl Johnson, Public Works Director  
City of Wrangell  
P.O. Box 531 Wrangell, Alaska 99929

- H. CDI certifies that it uses:
1. Valid Environmental Protection Agency identification numbers for the transportation, treatment, storage, and disposal of hazardous waste.
  2. Liability insurance in effect for claims arising out of death or bodily injury and property damage from hazardous waste transport, treatment, storage, and disposal, including vehicle liability and legal defense costs in the amount of \$1,000,000 as evidenced by a certificate of insurance for General, Automobile, and Environmental Liability Coverage.
- I. CDI warrants that it understands the currently known hazards and suspected hazards that are presented to persons, property, and the environment by the transport, treatment, and disposal of hazardous waste. CDI warrants that it will perform all services under this contract in a safe, efficient, and lawful manner using industry-accepted practices and in full compliance with all applicable state and federal laws and regulations.
- J. CDI shall be liable for and indemnify from and against any injury or loss whatsoever resulting from the negligent act or omission of any employee or agent of CDI, or from failure or inadequacy of any equipment of CDI. CDI is not barred from pursuing any legal action against any employee or agent of CDI, or any owner, manufacturer, or designer of equipment, who causes such property or personal injury or loss as described in this subparagraph IJ
- K. CDI is and shall perform this agreement as an independent contractor, and as such, shall have and maintain complete control over all its employees and operations. Neither CDI, nor anyone employed by it, shall represent, act, purport to act, or to be deemed to be the agent, representative, or employee of the City or of any of the other participating municipalities or agencies.
- L. CDI shall comply with all applicable regulations of the United States Department of Transportation and the Resource Conservation and Recovery Act in transporting the waste collected at this event.
- M. In the event of a spill or other accidental discharge of hazardous material at the collection site, CDI will promptly notify the ADEC and the local fire department.

## **II. RESPONSIBILITIES OF THE CITY**

- A. City shall provide areas for the collection of household generated hazardous waste from 9:00 AM until 4:00 PM the day of the event.
- B. The City shall provide personnel to assist in sorting and packing collected material, and shall provide a secure site in the event that waste must be stored for later shipment.
- C. The City shall, within 30 days of receipt of the invoice and satisfactory documentation from CDI, pay the base contract amount. If additional amounts are invoiced, the City shall negotiate arrangements for payment of the remainder within 60 days of date of invoice.
- D. The City shall notify appropriate emergency services of the Collection Day event and shall provide traffic control.



- E. The City shall be liable and indemnify from and against any injury or loss whatsoever resulting from the negligent act or omission of any employee or agent of the City, or from failure or inadequacy of any equipment of the City. The City is not barred from pursuing any legal action against any employee or agent of the City, or any owner, manufacturer, or designer of equipment, who causes such property or personal injury or loss as described in this subparagraph IIE.
- F. The City shall coordinate publicity and activities for the Household Hazardous Waste Collection Day (hereinafter "Collection Day")
- G. The City shall coordinate the provision of personnel, equipment, and services requested, including equipment mobilized to the site as air freight, tables, protection against inclement weather, plastic sheeting, absorbent material, and protective clothing, and shall provide any requested assistance in operational planning.
- H. The City shall produce a flyer on behalf of the Collection Day which shall contain:
- A location at which the Collection Day shall operate and the time of operation.
  - A telephone number that residents may call for detailed information.
  - Instructions on what to bring to the Collection Day and on items that should not be brought.
  - The City shall arrange for the distribution of the flyers.
- I. The City shall provide Personnel on the Collection Day to assist in operations at the Collection Site. The City shall designate a person to sign the Non-hazardous Shipping Manifest or authorize CDI to sign on the City's behalf.

### III. COUNSEL

- A. Parties to this agreement have the right to seek independent counsel to review this agreement, and have exercised that right if so desired.

### IV. MODIFICATION

- A. No change, alterations, modifications, or addition to this contract will be effective unless it is in writing and properly signed by the parties hereto.

IN WITNESS WHEREOF, the parties have executed this agreement on the date first above written.

Carson Dorn, Inc.

City and Borough of Wrangell



By: \_\_\_\_\_  
Thomas G. Carson, Principal

By: \_\_\_\_\_

## Carson Dorn Household Hazardous Waste Contract Costs

2014

Description	Quantity	Unit	Unit Cost	Total
Mobilization and Labor	1	LS	\$6,550	\$6,550
Shipping	1	Approx	\$2,200	\$2,200
Drum Disposal	7	EA	\$380	\$2,660
Cubic Yard Carton Disposal	2	EA	\$760	\$1,520

**Not to Exceed Total: \$12,930**

## **MEMORANDUM**

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

**FROM: CARL JOHNSON  
PUBLIC WORKS DIRECTOR**

**SUBJECT: Annual Household Hazardous Waste Collection**

**DATE: March 7, 2014**

### **BACKGROUND:**

For about 20 years there has been an annual collection program in Southeast Alaska for household hazardous wastes. The program was created by Southeast Conference and contracts were in their name for many years. About 10 years ago the individual communities became responsible for the disposal contracts. From the beginning of the program, Carson Dorn has been the collection and disposal contractor. They have performed the job well and costs have been very stable.

The Southeast Alaska Solid Waste Authority is currently advertising a new request for proposals for this service as there has not been a solicitation for many years. Due to the long lead time to set up the program, it was decided that the contracts resulting from the new RFP would not go into effect until next year and it would be best if Carson Dorn would continue for this year.

This RFP process will be similar to the RFP and cost negotiations that were conducted by the Solid Waste Authority for garbage shipment and disposal that were negotiated as a group of communities. This process resulted in a significant reduction in Wrangell's garbage disposal costs. Once the RFP process is completed, the proposed new standard contract and costs will be presented to the member community Assemblies for their individual approval.

Again, this new RFP would not go into effect until next year so staff is seeking approval to contract with the currently established provider for this year. By the contract terms, the CBW pays a lump sum to perform the collection event plus disposal costs per drum or carton shipped and actual shipping costs. Based on previous years it is estimated that 7 drums and 2 cartons will be collected and processed for a total cost of \$12,930. Staff would prefer to approve a not-to-exceed cost of \$14,000 as budgeted in the Sanitation fund in case extra materials are brought in.

The event this year is tentatively scheduled for April 26<sup>th</sup> and 27<sup>th</sup>.

### **RECOMMENDATION:**

Staff recommends Borough Assembly approval of a Household Hazardous Waste agreement with Carson Dorn, Inc. not to exceed \$14,000 using funds budgeted in the Sanitation Fund.

**5.10.050 When competitive bidding or quotations are not required.**

The following may be purchased or contracted for without giving an opportunity for competitive bidding or soliciting quotations:

E. Contractual services of a professional nature, such as legal, engineering, architectural, and medical services;

# **Agenda Item 13f**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY AGENDA ITEM March 25, 2014**

#### **INFORMATION:**

Approval to award the proposal received from DOWN HKM for the Professional Engineering Services for the Sewer Pumps Replacement Design project

#### **Attachments:**

1. Memorandum from Public Works Project Manager, Ruby McMurren dated March 19, 2014
2. Proposal from DOWL HKM
3. Advertisement for RFP

#### **RECOMMENDED ACTION:**

Move to approve entering into an agreement with DOWL HKM for the Sewer Pump Replacement Project Design, on a time and expense basis not to exceed \$98,173.00 which is scheduled to be paid from the City and Borough of Wrangell's grant funds, provided by State of Alaska Department of Commerce, Community, and Economic Development (DCCED).

## **MEMORANDUM**

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

**FROM: RUBY McMURREN  
PROJECT MANAGER**

**SUBJECT: Sewer Pump Replacement Project Design**

**DATE: March 19, 2014**

### **BACKGROUND:**

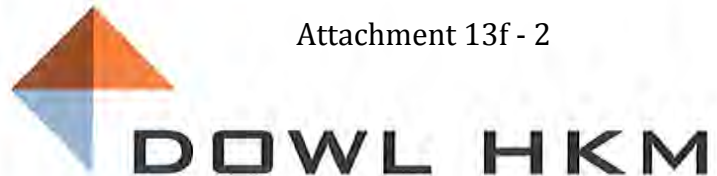
On February 28<sup>th</sup>, three proposals were opened for the Sewer Pump Replacement Project Design. Proposals were received by Bristol Engineering, DOWL HKM, and R&M Engineering. After a thorough evaluation of the proposals by a three-member committee, it was determined that DOWL HKM best suited the interests of the City and Borough of Wrangell project design objectives.

### **RECOMMENDATION:**

Staff recommends that the Borough Assembly approve entering into an agreement with DOWL HKM for the Sewer Pump Replacement Project Design, on a time and expense basis not to exceed \$98,173.00 which is scheduled to be paid from the City and Borough of Wrangell's grant funds, provided by State of Alaska Department of Commerce, Community, and Economic Development (DCCED).

### **ATTACHMENTS:**

1. DOWL HKM Proposal for Engineering Services



March 19, 2014  
W.O. J70661

Ruby McMurren, Project Manager  
City and Borough of Wrangell  
P.O. Box 531  
Wrangell, Alaska 99929

Subject: City and Borough of Wrangell, Sewer Pumps Replacement Project  
Proposal for Engineering Services

Dear Mrs. McMurren:

DOWL HKM is pleased to submit to the City and Borough of Wrangell (CBW) a proposed scope of work and budget for engineering services to complete a design for retrofitting/refurbishing the sanitary sewer lift stations at node 4 and 6. The CBW Public Works department has identified both lift stations to be in need of an upgrade to improve efficiency and lower maintenance costs.

#### **SCOPE OF WORK**

DOWL HKM will prepare bid ready plans, specifications and an engineer's cost estimate for the proposed upgrades for the lift stations at node 4 and 6. The improvements will include replacement of the existing pumps, and electrical wiring, with upgrades to the existing wet wells and the addition of above grade "huts" to house new control panels. Limited site improvements will also likely be included.

We plan to proceed with the work in accordance with the following sequence:

- **Preliminary Investigation and 35% Design Study Memorandum.** Based on an initial site visit, survey, and review of the existing conditions and all available information, we will complete a design memorandum (DSM). The DSM will summarize the existing conditions and present upgrade alternatives with associated cost estimates.
- **65% Design Submittal.** The 65% Design Submittal will include 11"x17" plans, specifications, and an engineer's construction cost estimate. In this submittal we envision a total sheet count as follows:

<u>Sheet count (11" x 17")</u>	<u>Estimated Number of Sheets</u>
Cover Sheet	1
Legend, Notes, Index & Abbreviations	1
Key Map	1
Demolition Sheets (10-Scale)	2
Site Layout Sheets (10-Scale)	2
Pump & Mechanical Sheets	2
Details Sheets	2
Electrical Design Sheets	20
<b>Total</b>	<b>31</b>

- **95% Design Submittal.** The 95% Design Submittal will include 11"x17" plans, special provisions based on the City and Borough of Juneau standard specifications, and an engineer's construction cost estimate.
- **Final Design Submittal.** After review of the 95% Design Submittal, the recommended changes will be incorporated into the plan set and we will prepare the final bid documents.

The final submittal will consist of a full-size hard copy of the plans, in addition to a half-size electronic copy. An engineer's construction estimate and specifications will also be included.

## **ASSUMPTIONS**

This proposal is based on the following assumptions and qualifications. If further investigation into the project discloses conditions other than those assumed, we will advise you and assist in making appropriate adjustments to the scope of work and budget.

- Limited topographic survey work will be performed for this project. A GPS-based survey will be performed to establish relative elevations and force main lengths for sizing pumps. DOWL HKM may request some assistance with invert verification from the Public Works Department (measure downs).
- No geotechnical investigation will be necessary.
- Sanitary sewer flows are anticipated to remain constant and no future capacity studies will be required.
- The pump controllers, instruments and sensors will be replaced with new. Programmable Logic Controller (PLC) programming will be specified for local well pump control and local operator interface. PLC and programming at the lift stations will be made compatible with existing Supervisory Control And Data Acquisition (SCADA) software at the master control room. Any programming or equipment necessary at the master control room will be performed by the City and Borough of Wrangell.
- Permitting will be limited to an Alaska Department of Environmental Conservation (ADEC) engineering plan review.
- All construction will be bid under a single contract, without alternatives, which require additional drawings.

## **DELIVERABLE PRODUCTS**

- 35% Design Study Memorandum
- 65% Design Submittal
- 95% Design Submittal
- Final design submittal (Includes bid ready documents and drawings).



We are available to begin design immediately after receipt of a Notice-to-Proceed. The Bid Documents can be expected by August 1, 2014. We assume that the construction will take place either in the fall of 2014 or spring of 2015.

## **FEE PROPOSAL**

We propose to furnish the above-described services on a Time & Materials basis not-to-exceed \$98,173. This total fee consists of the following components, which is covered in detail in the attached estimates:

### Phase Description (Basic Services)

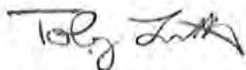
Node 4 & 6 Lift Stations – Survey & Mapping + Site Visit.....	\$13,501
Node 4 & 6 Lift Stations – 35% Design Study Memorandum .....	\$16,422
Node 4 & 6 Lift Stations – 65% Design Submittal .....	\$29,254
Node 4 & 6 Lift Stations – 95% Design Submittal .....	\$26,425
<u>Node 4 &amp; 6 Lift Stations – Final Design Documents .....</u>	<u>\$12,573</u>
<b>TOTAL.....</b>	<b>\$98,173</b>

A monthly statement will be provided showing the approximate percentage completion of each of these phases. Payment will be expected within 30 days.

Services performed by DOWL HKM under this agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, express or implied, and no warranty or guarantee is included or intended in this agreement, or in any report, opinion, document or otherwise.

I will be DOWL HKM's Project Manager and your primary point of contact for this project. If you have questions or concerns, please contact me at any time. We are looking forward to another successful project with the City and Borough of Wrangell.

Sincerely,  
DOWL HKM



Toby Lockhart, P.E.  
Project Manager

Attachments: As stated

**Request for Proposals (RFP)**  
**City and Borough of Wrangell, Alaska**  
**Professional Engineering Services**  
**for**  
**SEWER PUMPS REPLACEMENT PROJECT DESIGN**

**NOTICE IS HEREBY GIVEN THAT** the City and Borough of Wrangell, Alaska invites sealed proposals for Professional Engineering Services for the Wrangell SEWER PUMPS REPLACEMENT PROJECT DESIGN until February 28, 2014, at 2:00 p.m.

Proposals will be received in the Office of the Borough Clerk, City and Borough of Wrangell, PO Box 531, Wrangell, Alaska 99929, until 2:00 p.m. local time, on February 28, 2014 and then will be opened and publicly read aloud.

The Project will consist of an evaluation of improvements required for the two sewer pump stations but not limited to new pumps and piping, controls, SCADA, electrical supply and rehabilitation or replacement of concrete structures as well as the design and preparation of construction bid documents for any work indicated. The City and Borough of Wrangell's intent is to perform a complete rehabilitation of both pump stations so that they are essentially new.

A complete proposal packet for may be obtained by contacting the Wrangell Borough Clerk's office at (907-874-2381), or 205 Brueger Street, P.O. Box 531, Wrangell Alaska, or by email: [clerk@wrangell.com](mailto:clerk@wrangell.com) A postage fee will be charged for the proposal packet.

The Documents may also be downloaded free of charge on the City and Borough of Wrangell website ([www.wrangell.com](http://www.wrangell.com)) under the "Projects" section. Downloading Contract Documents from the City and Borough of Wrangell's website requires registration with the Borough Clerk in order to be placed on the Plan Holders list and to ensure receipt of subsequent Addenda. Failure to register may adversely affect your proposal. It is the Offeror's responsibility to insure that they have received all the Addenda affecting this solicitation. To be registered, contact the Borough Clerk at 907-874-2321 or at [clerk@wrangell.com](mailto:clerk@wrangell.com)

Proposals shall be submitted on or before February 28, 2014, at 2:00 p.m., prevailing time, to the Borough Clerk's office, at which time they will be publicly read aloud. Clearly mark on the outside of envelope: "Sewer Pump Replacement Project Design, Opening date February 28, 2014, 2:00 p.m.". Proposals may not be withdrawn for sixty days following the date of opening.

The City and Borough of Wrangell, Alaska reserves the right to accept or reject any or all proposals, to waive irregularities or informalities in the proposals, and to award the contract to the respondent that best meets the selection criteria.

City and Borough of Wrangell

By:/s/Jeff Jabusch, Borough Manager

Dated this 6th day of February, 2014

Pub: 2/16 & 23, 2014

# **Agenda Item 13g**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY AGENDA ITEM March 25, 2014**

#### **INFORMATION:**

**Approval to purchase residential property from Shelley Massin for the purpose of a right of way**

#### **Attachments**

1. Memorandum from Jeff Jabusch, Borough Manager, dated November 6, 2013 (1 page)
2. Memorandum from Carol Rushmore, Economic Director, dated March 20, 2014 (1 page)
3. Memorandum from Carol Rushmore, Economic Director, dated November 5, 2013 (2 pages)
4. Memorandum from Carl Johnson, Public Works Director, dated March 20, 2014 (1 page)
5. Memorandum from Clay Hammer, Electrical Superintendent (1 page)
6. Replat Exhibit Map Modification 3-20-2014 (1 page)
7. Memo from Greg Scheff, dated September 30, 2013 (1 page)
8. Replat maps from 2013 of the proposed area (3)

#### **RECOMMENDED ACTION:**

Move to approve staff recommendation to pay for a 155 square foot portion of Shelley Massin's property that a city street is currently located on, in the amount of \$387.50 for the purpose of a right-of-way.

**MEMORANDUM**

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

**FROM: JEFF JABUSCH  
BOROUGH MANAGER**

**SUBJECT: SHELLY MASSIN STREET RIGHT OF WAY RESOLUTION**

**DATE: November 6, 2013**

**BACKGROUND:**

See memo attached by Carol Rushmore about the history and other background information concerning this item. It also discusses what Ms. Massin is requesting.

Historically and to the best of my knowledge, the city has normally only paid for land that was needed for a city street or sidewalks. Because Wrangell is a very old community and many of the streets were not sufficiently wide enough to contain the road, ditches and utilities, many of these items are on private property throughout the community. As we have done road improvements involving engineered and surveyed plans, we include the various land takes for the roadways and do get the necessary utility easements from the property owners for utilities. In many cases, land owners have donated property because they wanted the improved roads, water, sewer and electric services.

Any properties with a recorded easement receive a small adjustment on their assessed value for property tax purposes so they do receive a benefit.

Although I understand Ms. Massin's argument, I think we need to be consistent with previous practices or get out the check book out because this happens all over town.

**Recommended Action by Staff:**

**To be consistent with past practices, we should pay Ms. Massin for the road encroachment only and once her subdivision is complete with easements for the utilities provide the assessor with all information so her assessment is reduced by the value of the easement.**

## *City and Borough of Wrangell, Alaska*

Date: March 20, 2014

To: Jeff Jabusch, Borough Manager

From: Carol Rushmore, Economic Development Director

Re: Request by Shelley Massin for City to purchase ROW

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Warren Edgley called earlier this month to request a meeting concerning Shelley Massin's land and ROW issues. Because the issues involved utilities, and because Ms. Massin had requested Mr. Jabusch's participation in meetings last fall, I informed Clay Hammer, Electrical Superintendent; Carl Johnson, Public Works Director; and Jeff Jabusch, Borough Manager of the meeting to be held at 9:00am on March 6, 2014. Mr. Jabusch was unable to attend but Mr. Hammer, Mr. Johnson and I attended, in addition to Mr. Warren Edgley and Shelley Massin.

Ms. Massin last fall came to the City and requested that the City purchase a portion of her land through which the current ROW of Third Street encroaches. Please see my memo date November 3, 2013 and maps and attachments for additional background material. Staff, as part of the earlier survey review process request from the applicant, requested a square footage calculation from Mr. Scheff for the land between the edge of pavement and to the back of ditch. Mr. Edgley is now involved indirectly, because he is selling Ms. Massin approximately 10 feet of his property from First Ave to Third Street to eliminate a structure encroachment on his property from Ms. Massin's property. The survey included in this packet will be modified to reflect this additional land exchange, however, this modification to the survey (see Map Modification 3-20-14 to reflect the proposed conceptual change) does not impact the earlier request of Ms. Massin.

One of Ms. Massin's concerns is that the City keeps taking land from her family. As mentioned before, it appears there was a land exchange previously between the City and Massin family when a ROW was vacated and given to the Massin's as land was given up for Third Street. Typically assessments will reflect easements as well as utility corridors without easements, according to the Assessor. Ms. Massin indicated that she had not filed any appeals to her assessment to discuss with the assessor the impact of utilities crossing her land and to make sure her assessment did indeed reflect the corridors. Staff advised her to do so this year.

The new subdivision of land will reflect the ROW decision of the Assembly and the land exchange between Massin/Edgley. The ROW issue extends into the 10 feet of land that Ms. Massin will be purchasing from the Edgleys, but Mr. Edgley and Ms. Massin both agreed in our meeting with them that payment for that ROW area was of no concern. The subdivision will modify the lower left corner of Edgley's property reflect the actual ROW in that land area.

Recommendation: Looking at the larger picture of ROW issues around town, my initial recommendation of purchasing the land for the pavement ROW remains the same. The City, as the platting authority, should during the subdivision process, require the necessary easements for the *existing* utilities, and submit that information to the Assessor to address Ms. Massin's tax concerns.

## *City and Borough of Wrangell*

Date: November 5, 2013

To: Jeff Jabusch, Borough Manager

From: Carol Rushmore, Economic Development Director

Re: Request from Shelly Massin to replat her property to exclude and sell to the City a segment of Third Street Right-of-Way that currently lies within her property boundaries

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### **Background:**

Ms. Massin and surveyor Greg Scheff discussed a proposed replat between Ms. Massin and neighbor Warren Edgely with staff that would involve moving the mutual line between properties to eliminate a building encroachment. During the surveyor's preliminary survey of Ms. Massin's property, it was discovered that approximately 155 square feet of the Third Street Right-of-Way (road surface) was actually within Ms. Massin's property. Staff indicated that the Assembly would need to approve the purchase of ROW prior to be included in a preliminary replat. Staff requested a drawing showing the amount of road surface within Ms. Massin's property. Ms. Massin presented a drawing of the area that she wants the Borough to purchase totaling 578 square feet .

### **Findings:**

The proposed area that Ms. Massin is requesting compensation for includes 155 square feet of Third Street road surface and 423 square feet of ditch and slope (attached Replat Exhibit). Replat Exhibit Rev. 1 was requested by staff during the preliminary meeting to show the exact amount of road surface within Ms. Massin's property.

Back in 1982, the properties currently owned by Ms. Massin and Tom Simms were modified via a subdivision plat (attached Roberts and Massin Subdivision #82-9) where each gave up property to be used for Third Street, but included within the new lots area of the vacated portion of McKinnon Street. This area of Third Street became very wide, but the lower portion of Third Street in this area has a very steep side slope, probably the reason for acquiring land for Third Street from Roberts and Massin in 1982.

In 2011, the residents (Gunderson, Robinson and Taylor) across from Ms. Massin requested vacation of Third Street to create uniform 30 foot width of ROW. At that time, Ms. Massin testified at the public hearing her concern and opposition to the street vacation because of her concern that in the future, if widening of Third Street were to happen, her property would be taken, rather than using the existing ROW that, at that time, still existed. Both the Planning and Zoning Commission and the Assembly approved the Third Street Vacation (attached #2011-10).

Ms. Massin is also concerned about potential easements and the lack of use of a portion of her property where the telephone lines are. As new subdivisions are created, the Borough, through its platting authority, attempts to ensure property access to municipal services by obtaining necessary utility easements. Easements across private property remain in private ownership and use, but the use is minimized by not allowing the construction of buildings within the

easement. Usually the Public Works Department or Electrical Department will request an easement for municipal services. Assessments of property are adjusted to reflect the easement.

Staff recommends that the Borough acquire that part of the Third Street road surface that lies within Ms. Massin's property totaling 155 square feet rather than the 578 square feet of additional ditch or slope being requested. Purchasing ditch and slope could require purchasing the same from landowners all over town.

Staff met with the Assessor on his most recent visit to Wrangell in October. The current land assessed value for Ms. Massin's property is \$56,800 based on 22,716 square feet. This is \$2.50 per square feet.

155 square feet would be \$387.50.  
578 square feet would be \$1,445.00

**City & Borough of Wrangell  
Public Works Dept.**

# Memo

**To:** Carol Rushmore  
**From:** Carl Johnson  
**CC:** Kim Lane  
**Date:** March 20, 2014  
**Re:** Utilities on Massin Property

---

Carol,

I believe it would benefit the City to either purchase property or create an easement on the Massin property to the back of the ditch. The reason for this is not so much to provide legal access to the ditch but because the water main is directly under the ditch in the section of road fronting the Massin property. It may be beneficial to secure an easement that would encompass the overhead power as well but the electric utility should probably provide that recommendation.

The road, ditch, and water main are in the locations specified in the construction drawings. I seems very odd to me that a project as recent as 1998 would have encroachments planned in the design without approvals from property owners. I have been looking for the project correspondence files from when the road and utilities were improved in 1998 to try to shed some light on this but have not yet been able to locate them.

Thank You,

Carl Johnson  
Public Works Director



**Memo**

**To: Carol Rushmore, Economic Development**

**Cc: planning and zoning**

**Re: Massin/Edgley property utility easement ( lot 1-C)(lot 7-I)**

**Carol,**

**Per our conversation with Massin and Edgley on 3/6/2014 it is evident that something needs to be done to formally insure access to the utility line along those properties and Third Street.**

**To retain proper access to that line the Electric Department needs to be able to get within (15) feet horizontally of the line with our service trucks.**

**A clearance of at least (10) feet on either side of the line free of trees and underbrush is also preferred.**

**Of consideration in respect to the property owners is a National Electrical Safety Code required building clearance of (7.5) feet horizontally and (12.5) feet vertically from any energized high voltage overhead lines.**

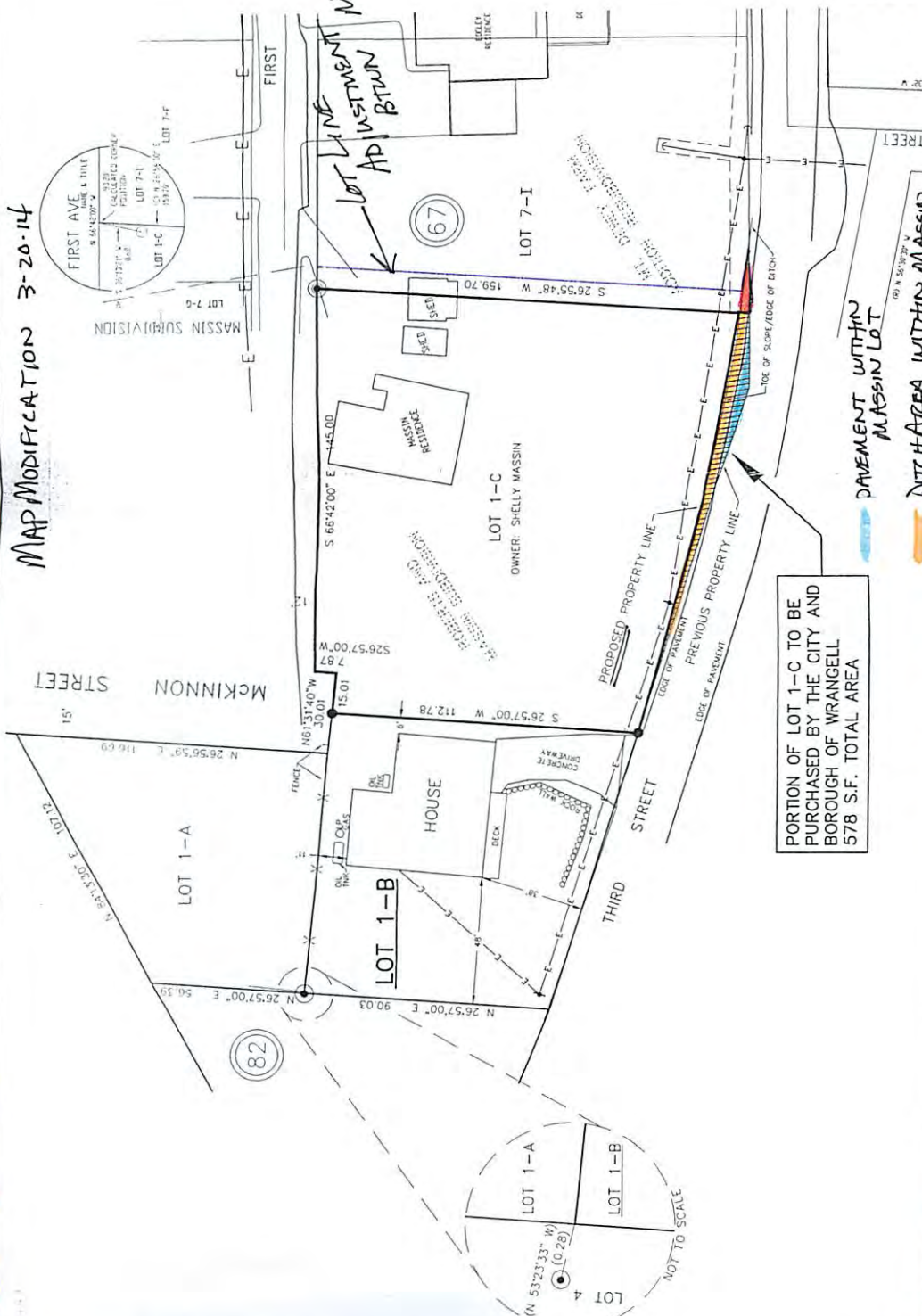
**Whatever changes are to be made in respect to access and easements should take these considerations into account.**

**Thank You,**

**Clay Hammer**

**Electrical Superintendent**

**Wrangell Municipal Light & Power**



## AREA CALCULATIONS

ORIGINAL LOT 1-C = 22,745 S.F. 22716

ORIGINAL LOT 1-C = 22,743 S.F.  
NEW LOT 1-C = 22,167 S.F.

CHANGE = -578 S.F.

# REPLAT EXHIBIT

LOT  
DITCH AREA WITHIN  
EDGELEY LOT

REPRESENTING THE PORTION OF LOT 1-C TO BE PURCHASED BY THE CITY AND BOROUGH OF WRANGELL TO RECONCILE THE R.O.W. ENCROACHMENT OF THIRD STREET ONTO LOT 1-C

DRAWN BY: TJS

CHECKED BY: GGS

DATE PLATTED: 05/24/10

DATE SURVEYED: APRIL/MAY 2011

SCALE: NOT TO SCALE

SURVEYOR: GREGORY G. SCHEFF

PROJ NO.: 102313.03

NAME \_\_\_\_\_

R&M ENGINEERING-KETCHIKAN, INC.

355 Carlanna Lake Road  
Ketchikan, AK 99901

WRANGELL OFFICE

P.O. BOX 1331  
Wrangell, AK 99929

Phone: (907) 225-7917

Fax: (907) 225-3441

Phone: (907) 874-2177

Fax: (907) 874-2187



**R&M ENGINEERING-KETCHIKAN, INC.**  
ENGINEERS      GEOLOGISTS      SURVEYORS

355 CARLANN LAKE ROAD, SUITE 200, KETCHIKAN, ALASKA 99901  
PHONE (907) 225-7917 FAX (907) 225-3441 EMAIL: RNM/Main@rmketchikan.com

September 30, 2013

City and Borough of Wrangell  
Box 531  
Wrangell, AK. 99929

ATTN: Carol Rushmore, Planning & Zoning Administrator

RE: Shelley Massin/Warren Edgley Replat

Dear Carol:

Please find attached a sketch of the above referenced Replat, showing the 3<sup>rd</sup> Street road encroachment onto the Massin property. Shelley respectfully asks that she be reimbursed for the road encroaching on her property, at appraised value. Please consider this at your earliest convenience.

Respectfully,

A handwritten signature in black ink, consisting of the letters 'GS' inside a circular loop.

Gregory G. Scheff PLS  
Principal

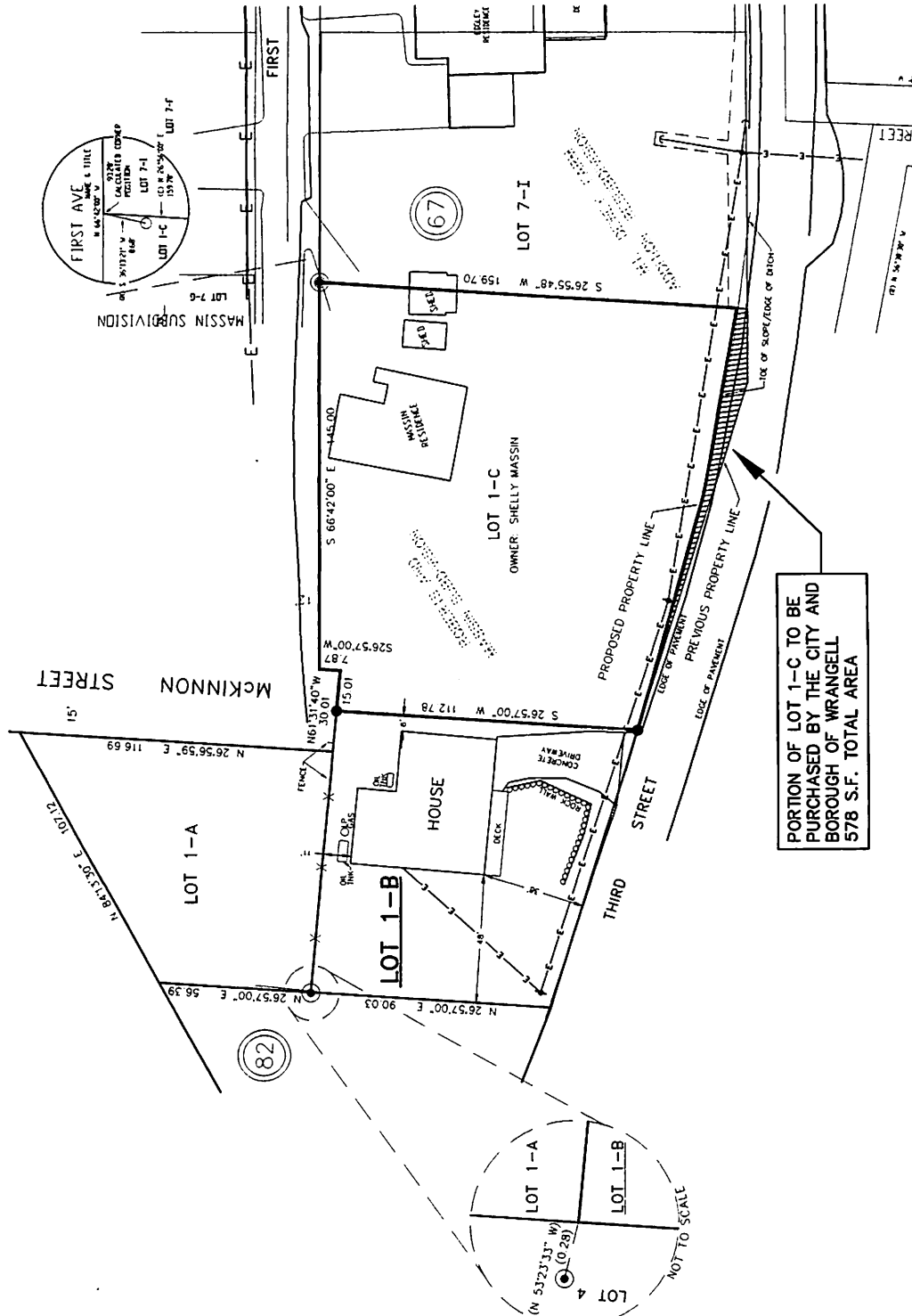
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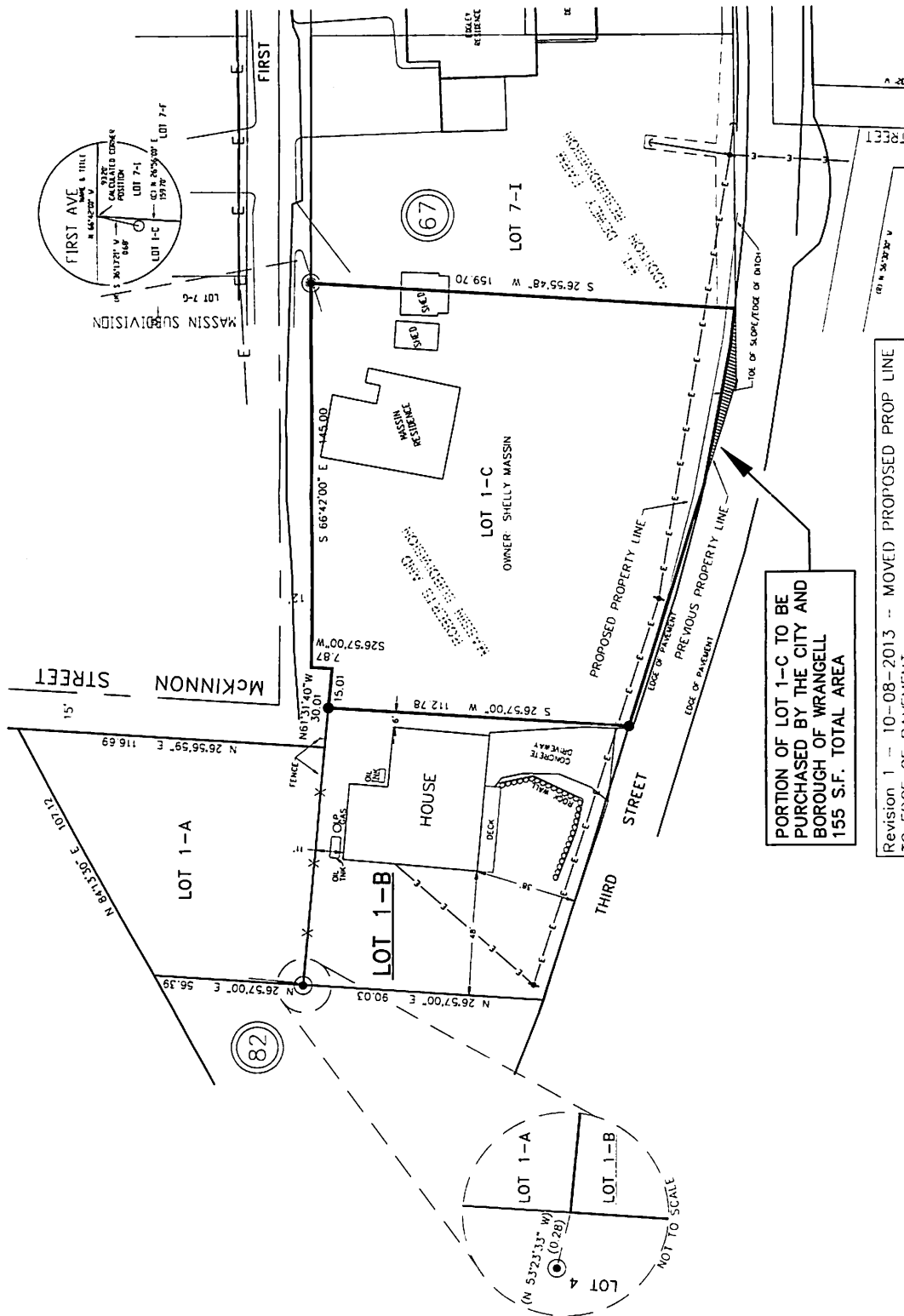
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REPRESENTING THE PORTION OF LOT 1-C TO BE PURCHASED BY THE CITY AND BOROUGH OF WRANGELL TO RECONCILE THE R.O.W. ENCROACHMENT OF THIRD STREET ONTO LOT 1-C

DRAWN BY: TJS  
CHECKED BY: GGS  
DATE PLATTED: 05/24/10  
DATE SURVEYED: APRIL/MAY 2010  
SCALE: 1:10 SCALE  
SURVEYOR: GREGORY G. SCHEFF  
PROJ NO.: 10231303





Revision 1 -- 10-08-2013 -- MOVED PROPOSED PROP LINE TO EDGE OF PAVEMENT.

## REPLAT EXHIBIT - REV. 1

REPRESENTING THE PORTION OF LOT 1-C TO BE PURCHASED BY THE CITY AND BOROUGH OF WRANGELL TO RECONCILE THE R.O.W. ENCROACHMENT OF THIRD STREET ONTO LOT 1-C

DRAWN BY: JLS  
CHECKED BY: GGS  
DATE PLATTED: 05/24/10  
DATE SURVEYED: APRIL/MAY 2011  
SCALE: NOT TO SCALE  
SURVEYOR: GREGORY G. SCHIFF  
PROJ NO.: 102313.03

**R&M**

R&M ENGINEERING-KETCHIKAN, INC.

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Fax: (907) 874-2187

I HEREBY CERTIFY THAT THE PLATTING BOARD  
VACATED THE PORTIONS OF MCKINNON STREET  
AS INDICATED HEREON AND THAT THE CITY COUNCIL  
CONSENTED TO THE VACATION

14-82 *James K. Thomsen*  
DAIN - CITY CLERK - CITY OF WRANGELL

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN  
HEREON HAS BEEN FOUND TO COMPLY WITH THE  
WRANGELL PLATTING BOARD, AND THAT SAID PLAT HAS  
BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION  
DATE 8-13-83, AND THAT  
THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR  
RECORDING IN THE OFFICE OF THE DISTRICT COURT,  
EX OFFICIO RECORDER, KETCHIKAN, ALASKA.

9-14-83 *James K. Thomsen*  
CHAMAN

Pen # 82-9  
82-131  
RECORDED 11-11-83  
WRANGELL  
10-19-82  
1:07  
CITY OF WRANGELL  
WRANGELL, AK 99929



VICINITY MAP  
1" = 1 MILE

I, THE UNDERSIGNED, BEING DULY APPOINTED AND  
QUALIFIED AND ACTING ASSESSOR FOR THE CITY  
OF WRANGELL, DO HEREBY CERTIFY THAT,  
ACCORDING TO THE RECORDS OF THE CITY OF  
WRANGELL, THE FOLLOWING DESCRIBED PROPERTY IS  
CARRIED ON THE TAX RECORDS IN THE NAME OF:  
David A. Roberts & Martha Massin  
AND THAT, ACCORDING TO THE RECORDS IN MY  
POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS  
IN FAVOR OF THE CITY OF WRANGELL ARE PAID  
IN FULL. THAT CURRENT TAXES FOR THE YEAR 1982 WILL  
BE DUE ON OR BEFORE September 15, 1982  
- PAYING THIS TO DATE OF SEP 1982 AT WRANGELL, ALASKA  
*James K. Thomsen*  
CITY CLERK - CITY OF WRANGELL

**CERTIFICATE OF OWNERSHIP AND DEDICATION**

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY  
SHOWN AND DESCRIBED HEREON AND THAT I HEREBY ADOPT THIS  
PLAT OF SUBDIVISION WITH MY FREE CONSENT AND DEDICATE ALL  
PUBLIC OR PRIVATE USE AS NOTED.

DATE: September 17, 1983 *James K. Thomsen*  
CITY CLERK - CITY OF WRANGELL

OWNER  
*David A. Roberts & Martha Massin*  
CITY OF WRANGELL

THE NOTARY'S ACKNOWLEDGEMENT:  
UNITED STATES OF AMERICA)

STATE OF ALASKA: \$5.

THIS IS TO CERTIFY THAT ON THIS 17 DAY OF September  
1983, BEFORE ME, A NOTARY PUBLIC FOR THE STATE OF ALASKA,  
DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED David A. Roberts & Martha Massin,  
INDIVIDUALLY KNOWN TO ME AND KNOWN TO BE THE OWNERS OF THE  
PROPERTY SHOWN AND DESCRIBED IN THE FOREGOING PLAT,  
AND HE ACKNOWLEDGED TO ME THAT HE SIGNED THE SAME FREELY  
AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.  
WITNESS MY HAND AND NOTARIAL SEAL THE DAY AND YEAR IN THIS  
CERTIFICATE FIRST HEREIN WRITTEN.

*James K. Thomsen*  
NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA  
MY COMMISSION EXPIRES 4-2-88

**CERTIFICATE OF APPROVAL  
BY THE COUNCIL**

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN  
HEREON HAS BEEN FOUND TO COMPLY WITH THE  
SUBDIVISION REGULATIONS OF THE CITY OF  
WRANGELL, AND THAT SAID PLAT HAS BEEN APPROVED BY  
THE COUNCIL AS RECORDED IN MINUTE  
BOOK 15 PAGE 3211  
DATE 8-27-83, AND THAT THE PLAT SHOWN  
HEREON HAS BEEN APPROVED FOR RECORDING IN THE  
OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER,  
KETCHIKAN, ALASKA.

DATE 9-20-83  
ATTEST:  
*James K. Thomsen*  
CLERK, TREASURER

REBAR W/SURF-KAP SET THIS SURVEY  
PREVIOUS LOT LINES

TYPICAL PROPERTY CORNER SET THIS SURVEY



**ROBERTS & MASSIN SUB'D**

A SUBDIVISION OF LOTS 1,2,3 BLOCK 82 LOT 7H  
BLOCK 87 AVACATION OF MCKINNON ST., R.O.W. U881119

Scale 1"=40'  
Drawn By *PA-S*  
Date  
Rev.

PREPARED FOR: MR. DAN ROBERTS  
BOX 111  
WRANGELL, AK. 99920

Prepared By:  
**Stratiger Engineering Services**  
Neil Strand Stratiger - P.E., R.L.S.  
(907) 747-5833

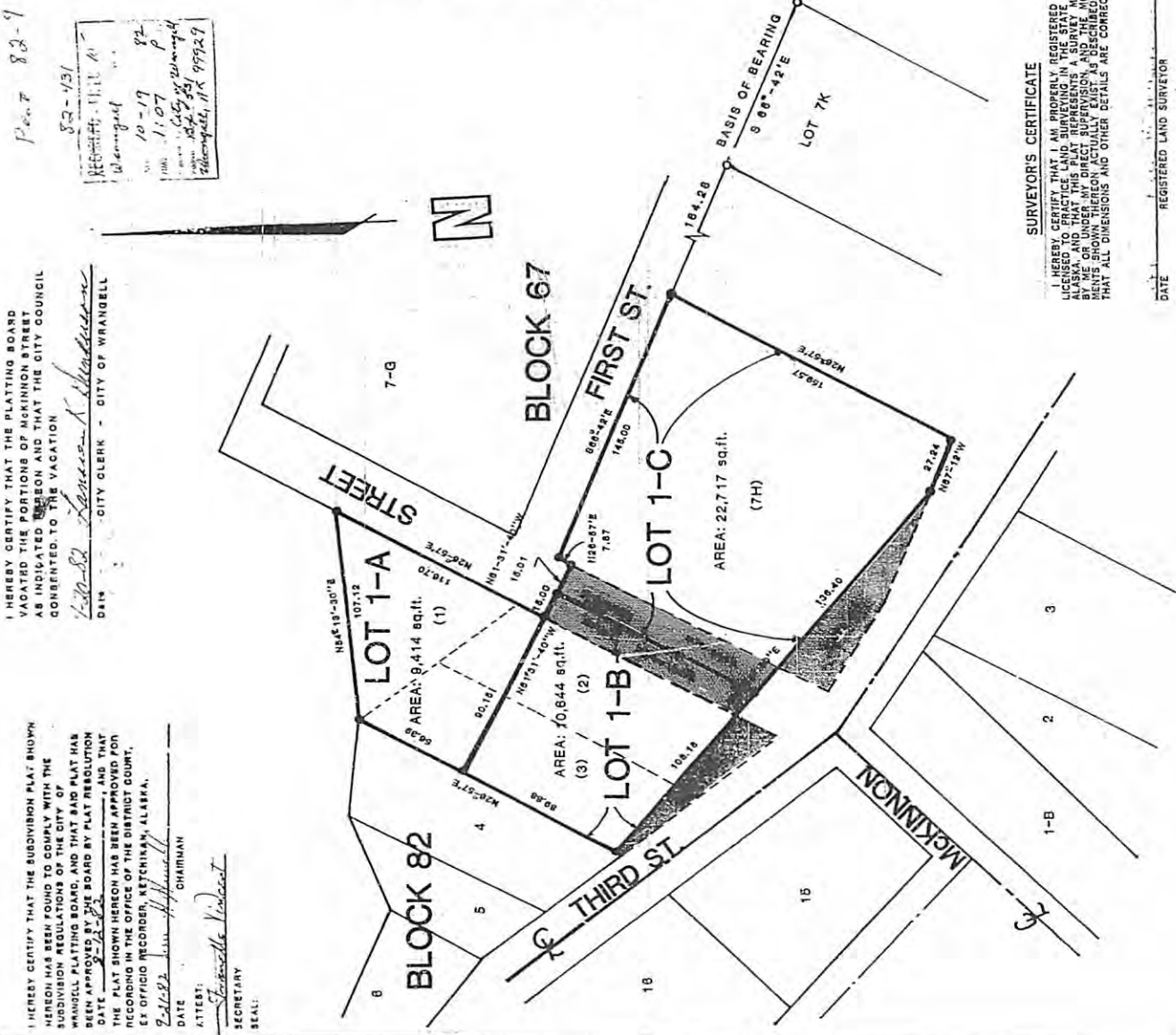
CIVIL ENGINEER  
LAND SURVEYOR

P.O. Box 4558

**SURVEYOR'S CERTIFICATE**

I HEREBY CERTIFY THAT I AM PROPERLY REGISTERED AND  
LICENSED TO PRACTICE LAND SURVEYING IN THE STATE OF  
ALASKA, AND THAT I HAVE PERSONALLY CONDUCTED THE  
SURVEY SHOWN HEREON, AND THAT THE MONUMENTS  
BY ME OR UNDER MY DIRECT SUPERVISION, AND THE MONU-  
MENTS SHOWN THEREON ACTUALLY EXIST AS DESCRIBED, AND  
THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT.

DATE  
REGISTERED LAND SURVEYOR



# **Agenda Item 14**

## **CITY & BOROUGH OF WRANGELL**

**BOROUGH ASSEMBLY  
AGENDA ITEM  
March 25, 2014**

### **INFORMATION:**

ATTORNEY'S FILE – Summary Report provided to the Assembly.

# **Agenda Item 15**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY AGENDA ITEM March 25, 2014**

#### **INFORMATION:**

EXECUTIVE SESSION – Discussion with Borough Attorney regarding litigation in McHolland vs. Wrangell

#### **RECOMMENDED MOTION:**

I move to go into executive session for discussion with Borough Attorney regarding Litigation Case No. 1WR-13-00036CI, McHolland vs. Wrangell involving matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity.