



**City and Borough of Wrangell
Borough Assembly Meeting
Revised as of April 17, 2014
AGENDA**

April 22, 2014 – 7:00 p.m.

Location: Assembly Chambers, City Hall

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member Wilma Stokes
- b. INVOCATION to be given by Nettie Covalt from the Presbyterian Church
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Certificates of Service, Guest Introductions*
 - i. Proclamation – Municipal Clerk’s Week, May 4-10, 2014

2. ROLL CALL

3. AMENDMENTS TO THE AGENDA

4. CONFLICT OF INTEREST

5. CONSENT AGENDA

- a. Items (*) 6a, 7a, 7b, 7c, 7d, 7e & 13g

6. APPROVAL OF MINUTES

- *a. Minutes of the Regular Assembly meeting held April 8, 2014

7. COMMUNICATIONS

- *a. US Army Corps of Engineers Public Notice of an Application for Permit for Todd White (POA-2014-029)
- *b. Minutes of the Special and Regular Port Commission meetings held on March 10, 2014
- *c. Travel Summary for the month of March, 2014
- *d. School Board action from the Special Mtg. held April 14, 2014
- *e. Correspondence from the Petersburg Borough Assembly to the SEAPA Chairman, Robert Sivertsen regarding: Wholesale Power Rate

*13g. Approval of a Replat of Lots 1 and 2, Block 24A, Wrangell Tidelands Addition (A.T.S. #83) and a portion of Unsubdivided A.T.S. #83 Tidelands, Creating Lot 1A

8. BOROUGH MANAGER’S REPORT

9. BOROUGH CLERK’S FILE

10. MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS

- a. Reports by Assembly Members
- b. Appointment to fill the vacancy on the Wrangell Convention & Visitors Bureau

11. PERSONS TO BE HEARD

12. UNFINISHED BUSINESS

- a. Approval to purchase residential property from Shelly Massin for the purpose of a right of way (*postponed from the April 8, 2014 meeting*)

13. NEW BUSINESS

- a. Approval of a request by Steve Keller to extend the leased lot in the Marine Service Center
- b. Discussion and Possible action regarding the letter that was received by the Borough Assembly – sent to the SEAPA Board Chairman and the letter that was sent to the Wrangell Borough Attorney, both from the Thomas Bay Power Commission President/Wrangell Borough Assembly Member James Stough (*request to add the letter to the Assembly was made at the April 8th Regular Assembly meeting*)
- c. Discussion and possible action relating to Animal Control issues in the Community (*request from Assembly Member Blake to add this item to the Agenda from the 4-8-14 Regular Assembly Mtg.*)
- d. Approval of the Senior Tax Exemptions that were filed after the March 3rd deadline, but before the late filing grace period
- e. Approval to dispose of City Surplus Property
- f. PROPOSED RESOLUTION No. 04-14-1294: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE CONVEYANCE OF PUBLIC TIDELANDS, LOT 1A, BLOCK 24A WRANGELL TIDELANDS ADDITION (ATS#83), WHICH IS A REPLAT OF LOTS 1 AND 2, BLOCK 24A, WRANGELL TIDELANDS ADDITION (ATS #83) AND AN ADJACENT PORTION OF UNSUBDIVIDED ATS #83 TIDELANDS TO BE RECORDED IN THE WRANGELL RECORDING DISTRICT BY QUITCLAIM DEED TO DAVID SVENDSEN, DBA SVENDSEN MARINE WORKS
- *g Approval of a Replat of Lots 1 and 2, Block 24A, Wrangell Tidelands Addition (A.T.S. #83) and a portion of Unsubdivided A.T.S. #83 Tidelands, Creating Lot 1A
- h. Approval of an amendment to add a section in the Wrangell Medical Center Policy Manual
- i. Approval to award the bid received from Rock n' Road Construction, Inc. for the Cassiar Street Roadway and Utility Improvements Project
- j. Approval of a letter from the CBW on behalf of the WMC for re-application to Medicare/Medicaid

14. ATTORNEY'S FILE

15. EXECUTIVE SESSION

16. ADJOURNMENT

Agenda Items 1 - 6

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY

AGENDA ITEM

April 22, 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 Wilma Stokes
- b. Invocation to be given by Nettie Covalt from the Presbyterian Church
- c. Ceremonial Matters – *Community Presentations, Proclamations, Certificates of Service, Guest Introductions*
 - i. Proclamation – Municipal Clerk's Week, May 4-10, 2014

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, 7d, 7e & 13g***

ITEM NO. 6 APPROVAL OF MINUTES:

INFORMATION:

6a Minutes of the Regular Assembly meeting held April 8, 2014

Proclamation

Municipal Clerks Week

May 4 - 10, 2014

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all, and

Whereas, The Municipal Clerk serves as the information center on functions of local government and community, and

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations, and

Whereas, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

Now, Therefore, I, David L. Jack, Mayor of the City and Borough of Wrangell, do recognize the week of May 4 through May 10, 2014, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Kim Lane, CMC, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 22nd day of April, 2014

Mayor _____

Attest: _____



**Minutes of Public Hearing
Held April 8, 2014**

Mayor David L. Jack called the Public Hearing to order at 6:30 p.m., April 8, 2014, in the Borough Assembly Chambers. Assembly Members Stough, Decker, Blake, Wiederspohn, and Stokes were present. Assembly Member McCloskey was absent. Borough Manager Jeff Jabusch and Borough Clerk Kim Lane were also in attendance.

Public Hearing Items

- 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 (*second 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 (*second 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 (*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: 6:55 p.m.

WRITTEN TESTIMONY

There was no written testimony.

ORAL TESTIMONY

There was no oral testimony.

Public Hearing adjourned at: 6:55 p.m.

David L. Jack, Mayor

ATTEST:

Kim Lane, CMC, Borough Clerk

Unapproved

Minutes of Regular Assembly Meeting Held on April 8, 2014

Mayor David L. Jack called the Regular Assembly meeting to order at 7:00 p.m., April 8, 2014, in the Borough Assembly Chambers. Assembly Members Stough, Wiederspohn, Stokes, Blake, and Decker were present. Assembly Member McCloskey was absent. Borough Manager Jeff Jabusch and Borough Clerk Kim Lane were also in attendance.

Pledge of Allegiance was led by Assembly Member James Stough.

Invocation was given by Don McConachie, Sr.

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

A Proclamation for National Library Week, April 13-19, 2014 was presented to Wrangell Librarian, Kay Jabusch.

AMENDMENTS TO THE AGENDA

M/S: Decker/Blake, to amend the agenda to add a discussion item on the letter that was received from the Thomas Bay Power Commission President, James Stough.

Assembly Member Stough stated that this should be on the next agenda.

Assembly Member Decker replied that the letter would be discussed only and that no action would be taken.

Mayor Jack stated that he had asked that the letter be placed under Communications for the next meeting.

Motion approved with Blake, Decker, Wiederspohn, and Mayor Jack voting yea; Stokes and Stough voted nay.

After clarifying that this item would be placed under New Business on the Agenda for this meeting, Mayor Jack stated that he thought that the vote was to have the item placed on the next Regular Assembly meeting's Agenda under New Business. He requested that a revote be taken.

Motion failed with Blake and Decker voting yea; Mayor Jack, Wiederspohn, Stokes, and Stough voting nay.

CONFLICT OF INTEREST

There were no Conflicts of Interest declared.

CONSENT AGENDA

M/S: Stough/Wiederspohn, to approve Consent Agenda Items marked with an (*) asterisk; 6a., 7a, 7b, 7c, 7d, 7e, & 7f. Motion approved unanimously by polled vote.

APPROVAL OF MINUTES

The Minutes of the Regular Assembly meeting held March 25, 2014 were approved, as presented.

COMMUNICATIONS

- *a. School Board Action received for the March 22, 2014 Special meeting
- *b. Gaming Permit Application for Catholic Community Service, Inc.
- *c. Path to Prosperity Business Plan Competition information (added at the request of Assembly Member Decker)
- *d. Dept. of the Army Permit POA-2013-604 for Woodbury Enterprises
- *e. Letter from the United Fishermen of Alaska (UFA) to the AK Congressional Delegation (added at the request of Assembly Member Decker)
- *f. Letter from the Congressional Delegation U.S. Secretary, the Honorable John Kerry (added at the request of Assembly Member Decker)

BOROUGH MANAGER'S REPORT

Borough Manager Jabusch's reported on the following topics:

- Cemetery concerns
- Budget – draft should be distributed to the Assembly at the April 22nd meeting
- Cassiar Street bid opening to occur on April 9, 2014
- Legislature – PERS/Revenue Sharing

Manager Jabusch also requested that Item 12d be further postponed until the April 22, 2014 Regular Meeting in order to meet with Ms. Massin and review the information that he had gathered.

BOROUGH CLERK'S FILE

Borough Clerk Lane's Report was provided.

MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS

10a Reports by Assembly Members

Assembly Member Blake reported on the ongoing problem relating to Animal Control in the Community. He stated that he would be gathering information and would like this item to be on the next Agenda. There were no objections from the Assembly.

Assembly Member Decker commended SEAPA on their website.

10b Appointment to fill the vacancy on the Wrangell Convention & Visitors Bureau

As there were no letters of interest received for the vacancy, Mayor Jack directed the Borough Clerk to continue advertising for the vacancy.

PERSONS TO BE HEARD

Don McConachie, 622 Zimovia Hwy., commended the Wrangell Library on their service to the community. He also commended the Wrangell Police Department on their presentation that they provided to the Wrangell Fire Department on what the plan of action would be in the

event of an incident at the school. He urged the Assembly to investigate and find out what training the Police Department provided.

UNFINISHED BUSINESS

12a 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 (*second reading*)

M/S: Blake/Stough, to approve Ordinance No. 877. Motion approved unanimously by polled vote.

12b 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 (*second reading*)

M/S: Stough/Wiederspohn, to approve Ordinance No. 878. Motion approved unanimously by polled vote.

12c 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 (*second reading*)

M/S: Wiederspohn/Decker, to approve Ordinance No. 879. Motion approved unanimously by polled vote.

12d Approval to purchase residential property from Shelly Massin for the purpose of a right of way (postponed from the March 25, 2014 meeting)

M/S: Blake/Stough, to postpone this item until the April 22, 2014 meeting. Motion approved unanimously by polled vote.

NEW BUSINESS

13a Approval for Contract Administration and Inspection Services to R&M Engineering for the Cassiar Street Roadway and Utilities project

M/S: Stough/Decker, to approve the contract with R&M Engineering – Ketchikan based on Time and Expense and in the amount not to exceed \$91,760.00 for the Contract

Administration and Inspection Services which is scheduled to be paid with DCCED Grant Funds. Motion approved unanimously by polled vote.

13b Approval to schedule a Special Assembly meeting on Friday, April 11, 2014, at 12:15 p.m. to award the Cassiar Street Roadway and Utilities Improvements Project

M/S: Stough/Blake, to approve scheduling a Special Assembly meeting on Friday, April 11, 2014 to award the Cassiar Street Roadway and Utilities Improvements Project. Motion approved unanimously by polled vote.

ATTORNEY'S FILE – None.

EXECUTIVE SESSION – None.

Meeting adjourned at: 7:32 p.m.

David L. Jack, Mayor

ATTEST: _____
Kim Lane, CMC, Borough Clerk

Agenda Item 7

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 22, 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. US Army Corps of Engineers Public Notice of an Application for Permit for Todd White (POA-2014-029)
- *b. Minutes of the Special and Regular Port Commission meetings held on March 10, 2014
- *c. Travel Summary for the month of March, 2014
- *d. School Board action from the Special Mtg. held April 14, 2014
- *e. Correspondence from the Petersburg Borough Assembly to the SEAPA Chairman, Robert Sivertsen regarding: Wholesale Power Rate

- *13g. Approval of a Replat of Lots 1 and 2, Block 24A, Wrangell Tidelands Addition (A.T.S. #83) and a portion of Unsubdivided A.T.S. #83 Tidelands, Creating Lot 1A



US Army Corps
of Engineers
Alaska District

Public Notice of Application for Permit

Regulatory Division (1145)
CEPOA-RDt
Post Office Box 6898
JBER, Alaska 99506-0898

PUBLIC NOTICE DATE:	April 4, 2014
EXPIRATION DATE:	May 5, 2014
REFERENCE NUMBER:	POA-2014-029
WATERWAY:	Zimovia Strait

Interested parties are hereby notified that a Department of the Army permit application has been received for work in waters of the United States as described below and shown on the enclosed project drawings.

Comments on the described work, with the reference number, should reach this office no later than the expiration date of this Public Notice to become part of the record and be considered in the decision. Please contact Marcia L. Heer at (907) 753-5759, toll free from within Alaska at (800) 478-2712, by fax at (907) 753-5567, or by email at Marcia.L.Heer@usace.army.mil if further information is desired concerning this notice.

APPLICANT: Mr. Todd White, P.O. Box 523, Wrangell, Alaska 99929.

LOCATION: The project site is located within Section 24, T. 62 S., R. 83 E., Copper River Meridian; USGS Quad Map Petersburg B-2; Latitude 56.4769° N., Longitude -132.3915° W.; Block 3, Lot 1; USS 1593 in Wrangell, Alaska.

PURPOSE: The applicant's stated purpose is to construct a pad for single family residential housing.

PROPOSED WORK: Placement of 366 cubic yards (cy) of clean shot rock and 428 cy of rip rap material within 0.09-acre below the high tide line (HTL) of Zimovia Strait to construct a fill pad and associated rip rap retaining wall. The lot above the high tide line is steep and does not contain wetlands or other waters of the U.S. All work would be performed in accordance with the enclosed plan (sheets 1-7), dated March 24, 2014.

APPLICANT PROPOSED MITIGATION: The applicant proposes the following mitigation measures to avoid, minimize, and compensate for impacts to waters of the United States from activities involving discharges of dredged or fill material.

- a. Avoidance: This lot was surveyed and platted in 1925. Due to the steepness of the lot, development of a single family residential fill pad and retaining wall would partially encroach into the tidelands.
- b. Minimization: Initially the applicant proposed placement of fill within 0.15-acre below the HTL of Zimovia Strait. The intertidal fill amount has been reduced to 0.09-acre.

c. Compensatory Mitigation: The applicant stated that the intertidal areas where fill is proposed consist of solid bedrock and large boulders. As compensatory mitigation they are offering a payment of \$1,000 to the SE Alaska Land Trust in-lieu fee program.

WATER QUALITY CERTIFICATION: A permit for the described work will not be issued until a certification or waiver of certification, as required under Section 401 of the Clean Water Act (Public Law 95-217), has been received from the Alaska Department of Environmental Conservation.

CULTURAL RESOURCES: The latest published version of the Alaska Heritage Resources Survey (AHRs) has been consulted for the presence or absence of historic properties, including those listed in or eligible for inclusion in the National Register of Historic Places. There are no listed or eligible properties in the vicinity of the worksite. Consultation of the AHRs constitutes the extent of cultural resource investigations by the District Commander at this time, and he is otherwise unaware of the presence of such resources. This application is being coordinated with the State Historic Preservation Office (SHPO). Any comments SHPO may have concerning presently unknown archeological or historic data that may be lost or destroyed by work under the requested permit will be considered in our final assessment of the described work.

ENDANGERED SPECIES: The project area is within the known or historic range of the endangered Stellar sea lion Western DPS (*Eumetopias jubatus*) and the endangered Humpback whale (*Megaptera novaeangliae*).

We have determined the described activity would have no effect on any listed or proposed threatened or endangered species and would have no effect on any designated or proposed critical habitat, under the Endangered Species Act of 1973 (87 Stat. 844). Therefore, no consultation with the U.S. Fish and Wildlife Service or the National Marine Fisheries Service is required. However, any comments they may have concerning endangered or threatened wildlife or plants or their critical habitat will be considered in our final assessment of the described work.

ESSENTIAL FISH HABITAT: The Magnuson-Stevens Fishery Conservation and Management Act, as amended by the Sustainable Fisheries Act of 1996, requires all Federal agencies to consult with the NMFS on all actions, or proposed actions, permitted, funded, or undertaken by the agency, that may adversely affect Essential Fish Habitat (EFH).

The project area is within the known range of the juvenile and adult coho (*Oncorhynchus kisutch*), chum (*O. keta*), pink (*O. gorbuscha*), chinook (*O. tshawytscha*) and sockeye salmon (*O. nerka*)

We have determined the described activity would not adversely affect EFH in the project area. This Public Notice initiates EFH consultation with the NMFS. Any comments or recommendations they may have concerning EFH will be considered in our final assessment of the described work.

TRIBAL CONSULTATION: The Alaska District fully supports tribal self-governance and government-to-government relations between Federally recognized Tribes and the Federal government. Tribes with protected rights or resources that could be significantly affected by a proposed Federal action (e.g., a permit decision) have the right to consult with the Alaska District on a government-to-government basis. Views of each Tribe regarding protected rights and resources will be accorded due consideration in this process. This Public Notice serves as notification to the Tribes within the area potentially affected by the proposed work and invites their participation in the Federal decision-making process regarding the protected Tribal right or resource. Consultation may be initiated by the affected Tribe upon written request to the District Commander during the public comment period.

PUBLIC HEARING: Any person may request, in writing, within the comment period specified in this notice, that a public hearing be held to consider this application. Requests for public hearings shall state, with particularity, reasons for holding a public hearing.

EVALUATION: The decision whether to issue a permit will be based on an evaluation of the probable impacts, including cumulative impacts of the proposed activity and its intended use on the public interest. Evaluation of the probable impacts, which the proposed activity may have on the public interest, requires a careful weighing of all the factors that become relevant in each particular case. The benefits, which reasonably may be expected to accrue from the proposal, must be balanced against its reasonably foreseeable detriments. The outcome of the general balancing process would determine whether to authorize a proposal, and if so, the conditions under which it will be allowed to occur. The decision should reflect the national concern for both protection and utilization of important resources. All factors, which may be relevant to the proposal, must be considered including the cumulative effects thereof. Among those are conservation, economics, aesthetics, general environmental concerns, wetlands, cultural values, fish and wildlife values, flood hazards, floodplain values, land use, navigation, shore erosion and accretion, recreation, water supply and conservation, water quality, energy needs, safety, food and fiber production, mineral needs, considerations of property ownership, and, in general, the needs and welfare of the people. For activities involving 404 discharges, a permit will be denied if the discharge that would be authorized by such permit would not comply with the Environmental Protection Agency's 404(b)(1) guidelines. Subject to the preceding sentence and any other applicable guidelines or criteria (see Sections 320.2 and 320.3), a permit will be granted unless the District Commander determines that it would be contrary to the public interest.

The Corps of Engineers is soliciting comments from the public; Federal, State, and local agencies and officials; Indian Tribes; and other interested parties in order to consider and evaluate the impacts of this proposed activity. Any comments received will be considered by the Corps of Engineers to determine whether to issue, modify, condition or deny a permit for this proposal. To make this decision, comments are used to assess impacts on endangered species, historic properties, water quality, general environmental effects, and the other public interest factors listed above. Comments are used in the preparation of an Environmental Assessment and/or an Environmental Impact Statement pursuant to the National Environmental Policy Act. Comments are also used to determine the need for a public hearing and to determine the overall public interest of the proposed activity.

AUTHORITY: This permit will be issued or denied under the following authorities:

(X) Perform work in or affecting navigable waters of the United States – Section 10 Rivers and Harbors Act 1899 (33 U.S.C. 403).

(X) Discharge dredged or fill material into waters of the United States – Section 404 Clean Water Act (33 U.S.C. 1344). Therefore, our public interest review will consider the guidelines set forth under Section 404(b) of the Clean Water Act (40 CFR 230).

District Commander
U.S. Army, Corps of Engineers

Enclosures

STATE OF ALASKA

DEPT. OF ENVIRONMENTAL CONSERVATION
DIVISION OF WATER
401 Certification Program
Non-Point Source Water Pollution Control Program

DEPARTMENT OF ENVIRONMENTAL CONSERVATION
WQM/401 CERTIFICATION
410 WILLOUGHBY AVENUE
JUNEAU, ALASKA 99801-1795
PHONE: (907) 465-5321/FAX: (907) 465-5274

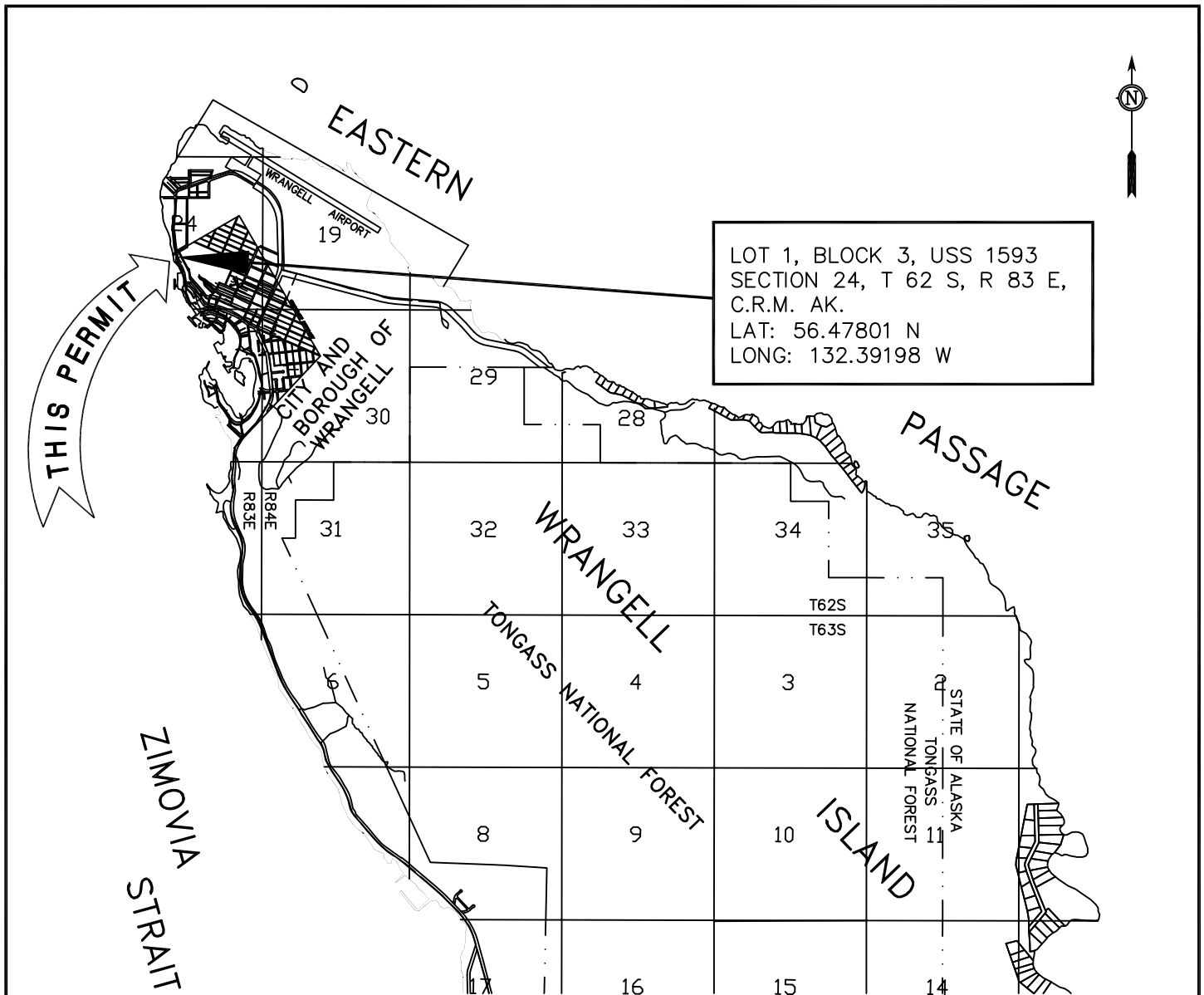
NOTICE OF APPLICATION FOR STATE WATER QUALITY CERTIFICATION

Any applicant for a federal license or permit to conduct an activity that might result in a discharge into navigable waters, in accordance with Section 401 of the Clean Water Act of 1977 (PL95-217), also must apply for and obtain certification from the Alaska Department of Environmental Conservation that the discharge will comply with the Clean Water Act, the Alaska Water Quality Standards, and other applicable State laws. By agreement between the U.S. Army Corps of Engineers and the Department of Environmental Conservation, application for a Department of the Army permit to discharge dredged or fill material into navigable waters under Section 404 of the Clean Water Act also may serve as application for State Water Quality Certification.

Notice is hereby given that the application for a Department of the Army Permit described in the Corps of Engineers' Public Notice No. **2014-029, Zimovia Strait** serves as application for State Water Quality Certification from the Department of Environmental Conservation.

After reviewing the application, the Department may certify there is reasonable assurance the activity, and any discharge that might result, will comply with the Clean Water Act, the Alaska Water Quality Standards, and other applicable State laws. The Department also may deny or waive certification.

Any person desiring to comment on the project, with respect to Water Quality Certification, may submit written comments to the address above by the expiration date of the Corps of Engineer's Public Notice.



ZONING

SINGLE FAMILY RESIDENTIAL (SFR)

PURPOSE

TO CONSTRUCT A SINGLE FAMILY HOMESITE BUILDING PAD

SURFACE AREA AFFECTED

BUILDING PAD – TOTAL AREA AFFECTED – 8,083 S.F.

BUILDING PAD – JURISDICTIONAL TIDELANDS – M.H.W. (14.7') TO E.H.W. (20.0')– 3,922 S.F.

BUILDING PAD – NON-WETLANDS – E.H.W. (20.0') TO TOP OF FINISH GRADE

AT 31.5' (FG) – 4,161 S.F.

TOTAL RIP-RAP AND SHOT ROCK FILL TO BE PLACED – 1,741 C.Y.S

TOTAL RIP-RAP – 476 C.Y.S (319 L.F.)

RIP-RAP PLACED UPON JURISDICTIONAL TIDELANDS – 428 C.Y.S

(PLACED BELOW THE HIGH TIDE LINE (H.T.L.))

TOTAL CLEAN SHOT ROCK – 1,265 C.Y.S

CLEAN SHOT ROCK PLACED UPON JURISDICTIONAL TIDELANDS – 366 C.Y.S

(PLACED BELOW THE HIGH TIDE LINE (H.T.L.))

VICINITY MAP

SCALE: 1"=1 MILE

TIDAL DATA

H.T.L. = 20.0'

M.H.H.W. = 15.7'

M.H.W. = 14.8'

M.W. = 8.2'

M.L.L.W. = 0.0'

E.L.W. = -4.5'

SOURCE: NOAA NAUTICAL
CHART #17382 1981 REVISION

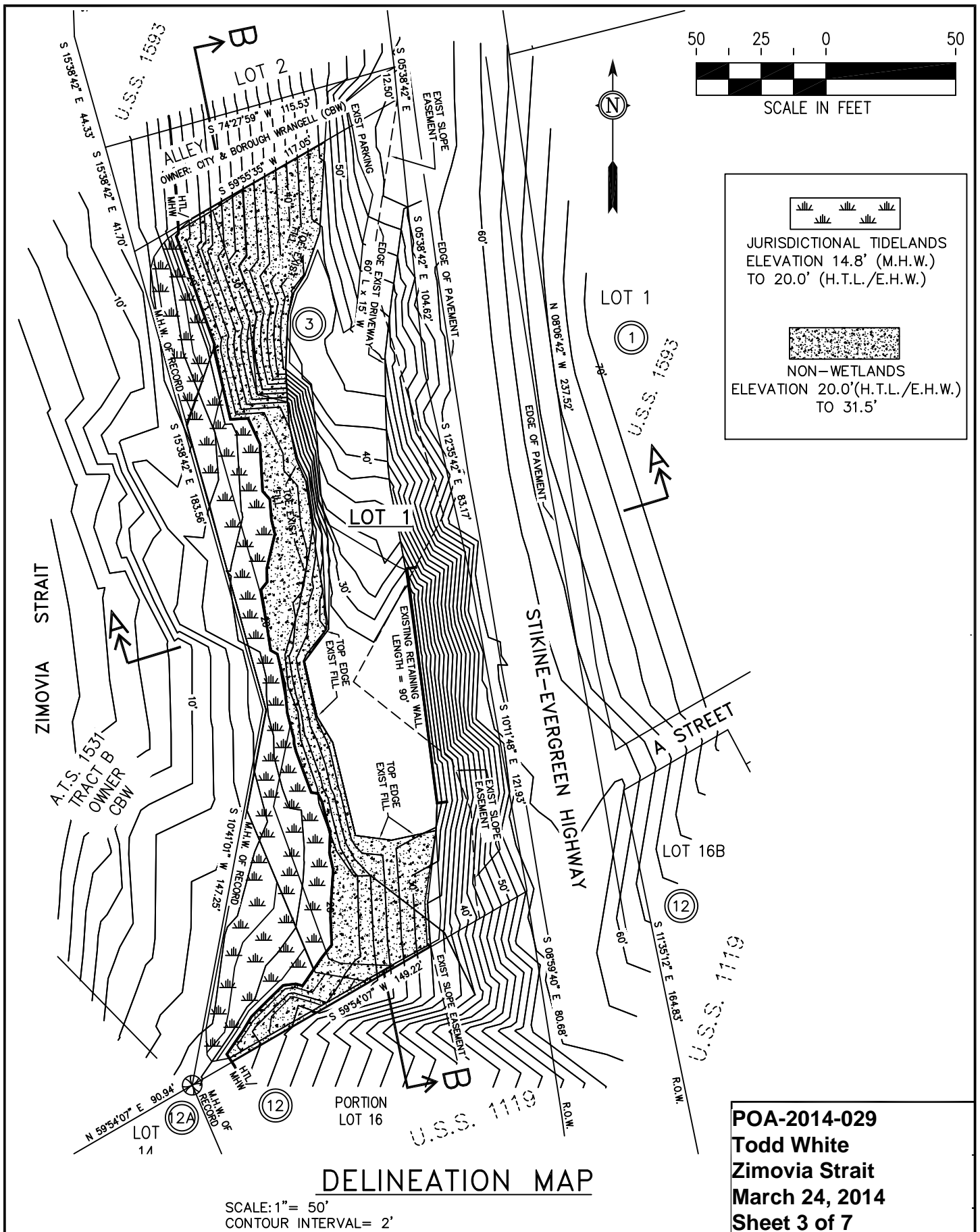
POA-2014-029

Todd White

Zimovia Strait

March 24, 2014

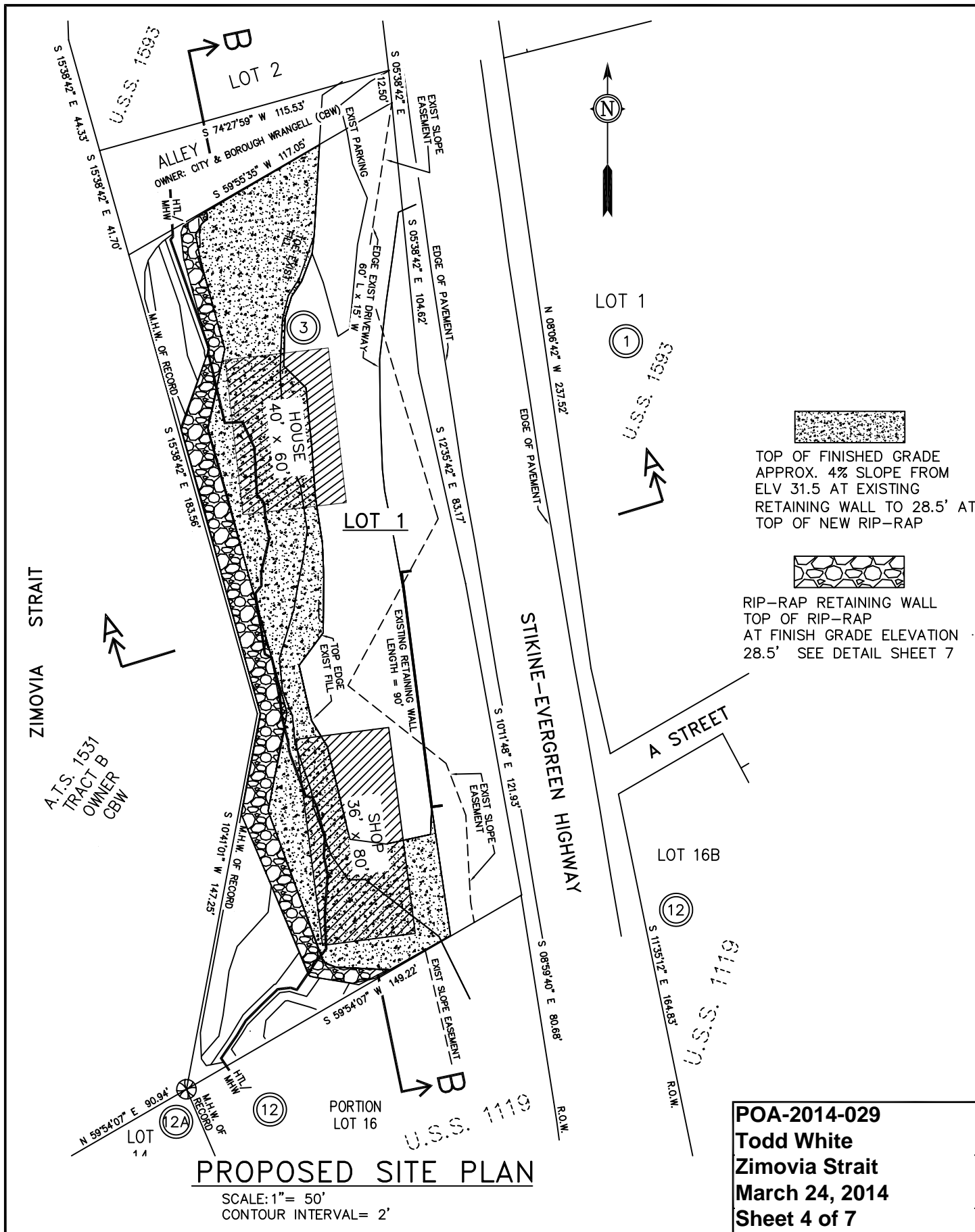
Sheet 1 of 7



DELINEATION MAP

SCALE: 1" = 50'
CONTOUR INTERVAL = 2'

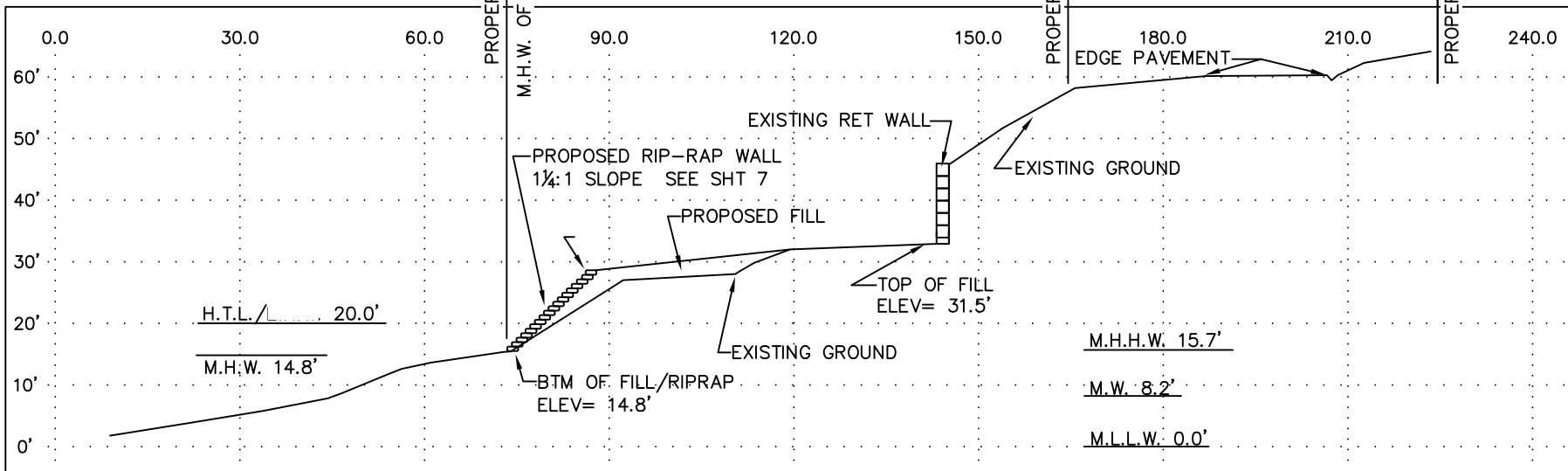
POA-2014-029
Todd White
Zimovia Strait
March 24, 2014
Sheet 3 of 7



A.T.S. 1592????
UNSUBDIVIDED TIDELANDS
OWNER: CITY AND BOROUGH OF WRANGELL

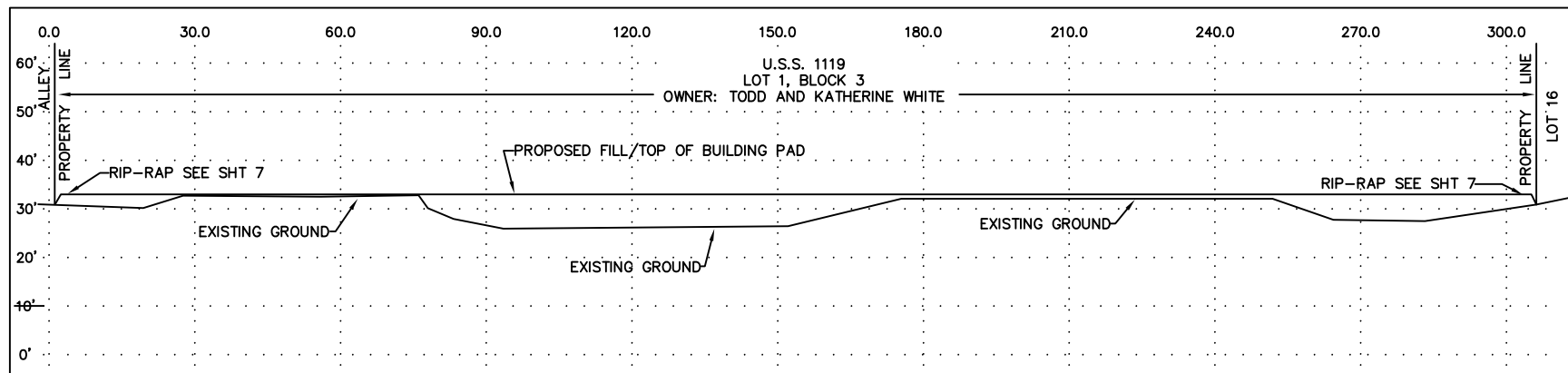
U.S.S. 1119
LOT 1, BLOCK 3
OWNER: TODD AND KATHERINE WHITE

R.O.W.



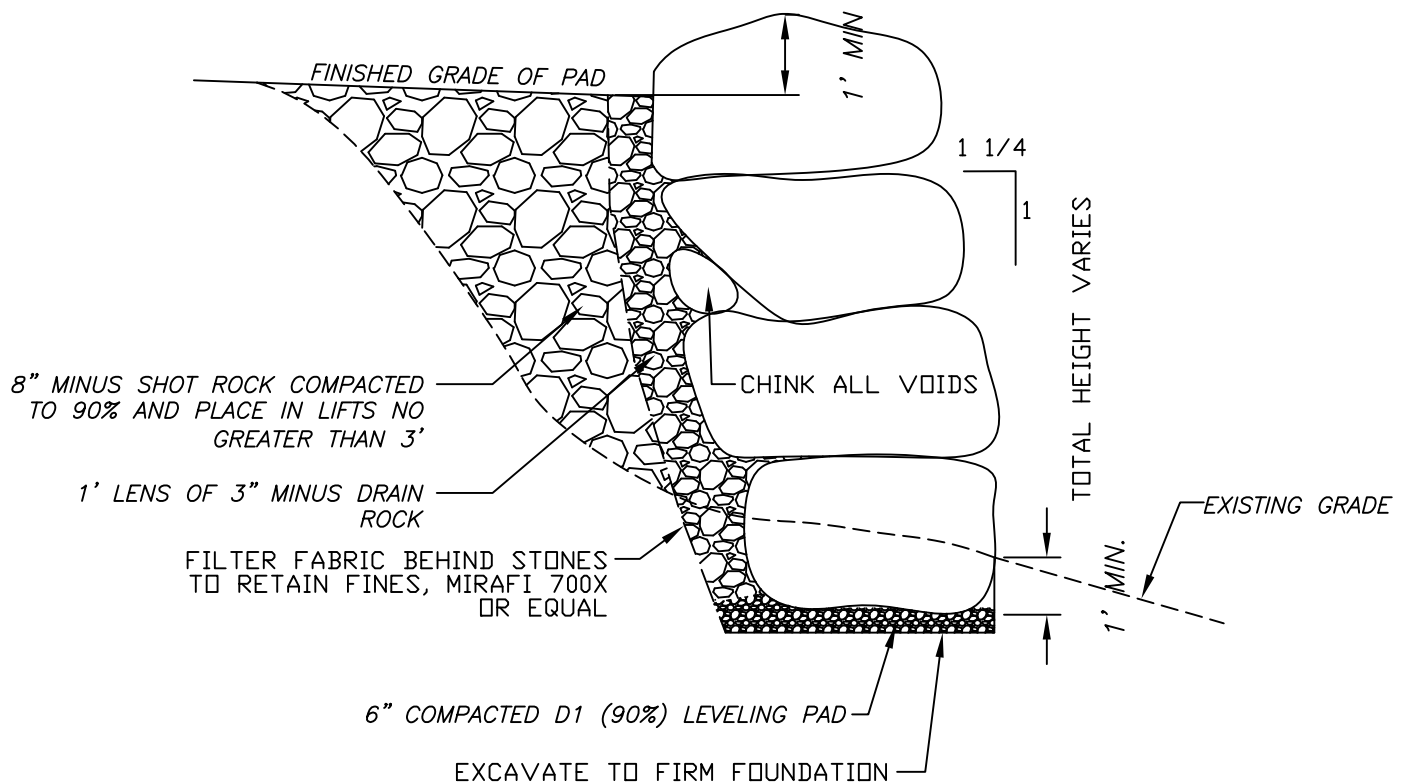
SECTION A-A
BUILDING PAD PROFILE
NOT TO SCALE

POA-2014-029
Todd White
Zimovia Strait
March 24, 2014
Sheet 5 of 7



SECTION B-B
BUILDING PAD PROFILE
 NOT TO SCALE

POA-2014-029
 Todd White
 Zimovia Strait
 March 24, 2014
 Sheet 6 of 7



ROCKERY RETAINING WALL DETAIL NOTES:

- 1) THE LONG DIMENSION OF THE ROCKS SHALL EXTEND INTO THE EMBANKMENT TO PROVIDE MAXIMUM STABILITY.
- 2) THE ROCK SHALL BE PLACED SO AS TO LOCK INTO TWO ROCKS
- 3) CONSTRUCT ROCKERY OF 5 MAN TO 2 MAN ROCKS WITH DECREASING SIZE FROM BOTTOM TO TOP.
 - 2 MAN ROCKS 300 LBS MIN, 800 LBS MAX, SIZE 13" TO 18"
2 MAN ROCK LOCATION - TOP 3 FEET
 - 3 MAN ROCKS 800 LBS MIN, 1500 LBS MAX, SIZE 18" TO 24"
3 MAN ROCK LOCATION - 2 TO 6 FEET FROM TOP
 - 4 MAN ROCKS 1500 LBS MIN, 2100 LBS MAX, SIZE 24" TO 32"
4 MAN ROCK LOCATION - 4 TO 8 FEET FROM TOP
 - 5 MAN ROCKS 2100 LBS MIN, 3000 LBS MAX, SIZE 30" TO 38"
5 MAN ROCK LOCATION - BOTTOM TO 8 FEET BELOW TOP

TYPICAL STACKED RIP-RAP RETAINING WALL DETAIL

NOT TO SCALE

POA-2014-029
 Todd White
 Zimovia Strait
 March 24, 2014
 Sheet 7 of 7

**WRANGELL PORT COMMISSION
PUBLIC MEETING MINUTES
Monday, March 10, 2014 at 6:30 p.m.
Wrangell Borough Assembly Chambers**

CALL TO ORDER The Special Meeting of the Wrangell Port Commission was called to order at 6:30 p.m. by Chairman Brennon Eagle. Commissioners Silva and Martin were in attendance. Also present were Harbormaster Greg Meissner and Recording Secretary Sherri Cowan

Commissioners Hammer and Yeager were absent.

1. ROLL CALL –Silva, Martin, Eagle, Hammer and Yeager Absent

- a. Ordinance Change -MSC Number of Leases in the Boat Yard-2nd Reading
- b. Ordinance approved Rate Schedule for Ports and Harbor-MSC-2nd Reading
- c. Ordinance definition of Marine Service Center- 2nd Reading

Comments from the Commissioners-None-No Changes

2. COMMISSION ACTION- Unanimous to approve all of the Ordinance Changes and forward on to the assembly.

Special Meeting is adjourned at 6:38 PM


Brennon Eagle – Chairman


~~Sherri Cowan - Recording Secretary~~
Kim Lane, Borough Clerk

**WRANGELL PORT COMMISSION
REGULAR MEETING MINUTES
Monday, March 10, 2014 at 5:30 p.m.
Wrangell Borough Assembly Chambers**

1. **CALL TO ORDER 7:00 PM**
2. **ROLL CALL Martin, Silva, Eagle, Hammer and Yeager Absent**
3. **APPROVAL OF MINUTES**
 - a) February 6, 2014 Regular Meeting Minutes
Moved by- Martin
Seconded by-Silva
Approved-Unanimous Consensus
4. **AMENDMENTS TO THE AGENDA**
None
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- Otto Florschultz - 11.2 Mile Zimovia Highway
Otto-When we started the MSC yard someone came to them and wanted to have an area 80x50 for a belt freezer and it was passed. When I went to the City Council, one particular council man asked that person if the building was big enough and he said he didn't want to get locked into that and it just grew from there. He is saying all of this because you are an Enterprise Fund; our ordinance states that when something is taken away from you it is suppose to be replaced. When McConachie's Folly was built they gave you the piece of property across the street. In his mind when the belt freezer was built nothing was ever compensated from that. At one time we talked about building, for the same square footage, as the belt freezer. He would like to have a North end boat ramp and boat launch out on Ishiyama Road and would like the port to consider it. Between the Golf course and the City property is or any where passed high field, next to Critters. Anywhere along the pavement would be fine. In his mind you have not received adequate compensation for that belt freezer.

7. REPORTS

a. Harbormaster

Greg-In general boat yard is starting to increase. The new machine is supposed to show up end of the March. In Mid April he hopes to have it up and running. He is having boat stands built and they are being built locally. We are getting forklift out of that grant. Summer float will be going up as soon as weather is good again. Comment on the boat that sunk, it was being pumped. Insurance question came up again. The potential is there for expenditures that just aren't fair. Do we want to entertain people having proof of insurance on their vessels in the harbor? It is a controversial issue.

Brennon-He wants to see where this goes when Greg goes to the Ports and Harbors Conference in October.

b. Commissioners

David-No

Martin-What are divers doing out in the harbor?

Greg-They are dragging sand, cleaning out the end of the pipes and they are putting in new steel discharge lines for Trident.

Brennon-Derelict vehicles in Heritage Lot and he wants them taken care of.

c. Port and harbor safety concerns

Dave-Concrete is cracked around the Clara and is really wide.

Greg-Engineers are going to get him the compound to fill it and get it fixed.

8. UNFINISHED BUSINESS

- a. Mariner's Memorial-keep under unfinished business and also have a workshop at next meeting-schedule an hour before regular meeting.**

- b. Ordinance Change-MSD Number of Leases in the Boat Yard-2nd Reading.
Motion to Approve-Martin
Motion 2nd-Silva
Approved to forward to Council for approval-Silva, Martin, and Eagle Approved**

- c. Ordinance approved Rate Schedule for Ports and Harbor MSD-2nd Reading.
Motion to Pass-Eagle**

Approved to forward to Council for approval - Eagle, Silva and Martin Approved

- d. Ordinance definition of Marine Service Center-2nd Reading
Motion to amend previous motion to delete located at 523 Front Street and change area to areas-Martin
Motion 2nd- Silva
Approved to forward to Council for approval-Silva, Martin and Eagle Approved

9. NEW BUSINESS

- a. Bid for Fender Systems-materials

Greg-We had funds left over out of the City Docks Project and we are putting some things back in. We put bid out to purchase the materials. We will have it here by mid May, then we will put the construction part of that project out to bid then this summer we will replace the fenders out on the cruise ship dock.

10. CLOSING

- a. Next Agenda Items

Proof of Insurance on vessels in the Harbor Budget

- b. Adjourn meeting

7:53 PM


Brennon Eagle – Chairman


~~Sherri Cowan - Recording Secretary~~
Kim Kane, Borough Clerk

CITY CLERK
APR 09 2014
RECEIVED

[illegible]

Item *7d

BOARD ACTION

**WRANGELL PUBLIC SCHOOL BOARD
SPECIAL MEETING (PAGE 1)
APRIL 14, 2014**

FOR DETAILS, CONTACT:
FRAN HARRIS, BOARD
SUPERINTENDENT
DIRECT PHONE: 507/157/2207

- Recessed into Executive Session
- Reconvened into Regular Session
- Released Mr. Jay Thomas from his Superintendent Contract for the 2014-2015 school year for personal reasons upon reimbursement of his training and travel expenses in full
- Adjourned

CITY CLERK
APR 15 2014
RECEIVED

WRANGELL PUBLIC SCHOOLS

**FOR RELEASE: 9:30 AM
APRIL 15, 2014**



April 8, 2014

Mr. Robert Sivertsen, Chairman
SEAPA Board of Directors
1900 First Ave., Suite 318
Ketchikan, AK 99901

Re: Wholesale Power Rate

Dear Mr. Sivertsen:

While we appreciate the annual wholesale power rebates from SEAPA, it is increasingly difficult to factor them into the budgeting process. Our SEAPA delegates have, for several years, requested that the wholesale power rate be lowered as appropriate in lieu of annual rebates. However, no action has been taken in this regard. With the rebates, the effective, average wholesale power rate for the past three years is 6.13 cents, as opposed to 6.8.

We are, therefore, asking that this be given serious consideration. Knowing the actual cost of power in advance of the FY budgeting process would take away a lot of guesswork. In addition, SEAPA would be living up to its promise made during the Four Dam Pool to SEAPA transition that the wholesale power rate would be lowered after all contingency "pots" were filled. Filling the "pots" was expected to take five years, but in fact has taken less than three. The Agency now has enough history to accurately predict its financial performance, so that a modest lowering of the rate would not adversely impact the on-going operations, and would be sustainable. There would be no need to "yo-yo" rates.

Thank you for your time and attention to this matter. We will be asking our delegates to again bring this subject up during the year-end review of SEAPA's financial performance.

Sincerely,

Cindi Lagoudakis
Vice Mayor

Cc Wrangell & Ketchikan

Sheet intentionally blank

There will not be a written
Borough Manager's Report for this
Agenda. There will be a verbal
report given by Manager Jabusch
at the Assembly meeting.

Agenda Item 9

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM

CLERK'S REPORT April 22, 2014

Mark Your Calendar:

- 4/24-26 Stikine River Birding Festival
- 4/26-27 Annual Household Hazardous Waste Collection Event
- 5/1 Code Review Committee mtg. scheduled @ 4 pm in the Manager's office, the CRC will be reviewing Title 7 - Animals
- 5/1 Port Commission Mtg. scheduled @7 pm in the Assembly Chambers
- 5/3 Sales Tax Free Day!
- 5/5 Board of Equalization Mtg. @ 7 pm in the Assembly Chambers
- 5/7 Parks & Recreation Board Mtg. @ 7 pm in the Assembly Chambers
- 5/8 Planning & Zoning Commission Mtg. @ 7 pm in the Assembly Chambers.
- 5/10 King Salmon Fishing Derby kicks off!
- TBD TBP Commission Mtg.
- 4/24 SEAPA Board Mtg. to be held in Ketchikan, with times TBD

Agenda Items 10 a & b

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 22, 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

➤ **Item 10b** Appointment to fill the vacancy on the following
Committee:

- Wrangell Convention & Visitors Bureau
One vacancy (*unexpired term until **October 2016***)

As of Friday, April 18th, there were no letters received for this vacancy.

RECOMMENDED ACTION, IF NOT APPROVED WITH THE CONSENT OF THE ASSEMBLY:

Move to appoint _____ to fill the vacancy on the _____ for the unexpired term ending _____.

Agenda Item 12a

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 22, 2014

INFORMATION:

Approval to purchase residential property from Shelley Massin for the purpose of a right of way (*this item was postponed from the April 8, 2014 meeting*)

Attachments

1. Letter from Manager Jabusch to Ms. Massin and Mr. Edgley, dated April 16, 2014 (2 pages)
2. Massin Property Information (2 pages)
3. Replat Map Exhibit of area (1 page in color)
4. Electrical diagram from Electrical Superintendent, Clay Hammer (1 page)
5. Information provided by Wrangell Assessor, Mike Renfro (1 page)

MAIN MOTION ON THE FLOOR - PENDING: This motion must be addressed first! **This motion MUST be addressed first. This motion can be either amended or passed/failed and then a separate motion can be brought forward.**

Pending Motion: Move to pay Shelley Massin for the ditch and power line easements based on the appraised value of the easements to be determined by our assessor and to also pay her for the purchase of 155 sq. ft of road way on her property in the amount of \$387.50.

NEW – RECOMMENDED MOTION FROM THE BOROUGH MANAGER:

Move to:

1. Pay Shelly Massin \$387.50 for the roadway purchase; and
2. Pay Shelly Massin \$211.50 for the ditch line easement; and
3. Pay \$500 towards the surveyor costs which would help offset any costs associated with the city and would be split 50/50 between Ms. Massin and Mr. Edgley unless the two parties direct us to divide this money differently; and
4. Pay Warren Edgley for the ditch line easement at the same rate per square foot as the Massin Property easement; and
5. City would obtain during the subdivision process an easement for the utilities for Mr. Edgley and Ms. Massin. The electric utility easement for Mr. Edgley would include both the line and the uphill guy on the pole. Based on the information received from Mr. Scheff, the \$500 should be in the ballpark on any easements that needed to be snapped in on the AutoCAD drawings.



CITY AND BOROUGH OF WRANGELL
INCORPORATED MAY 30, 2008

Office of the Borough Manager

April 17, 2014

Shelly Massin
Box 465
Wrangell, Alaska 99929

Warren Edgley
Box 251
Wrangell, Alaska 99929

Re: Massin/Edgley Subdivision

Dear Shelly and Warren,

I discussed with our assessor, the surveyor and Carol Rushmore the issues we talked about last week.

Assessor: I believe everything that we talked about at our meeting on April 11th concerning the assessor's views stay the same as no new information is available. Our previous discussion focused on how the dollar value paid for land is obtained as well as the dollar value paid for easements and why. A copy of the assessor's e-mail was provided.

Surveyor: Carol Rushmore and I talked over the phone briefly with Mr. Scheff. Although Mr. Scheff disagreed with the city's position not to purchase the land to the top of the ditch, we did come to understand other things. Easements are not actually surveyed and staked. Property corners are formally marked, but easements are lines drawn in on the AutoCAD drawings and the cost is minimal. Greg did not feel comfortable putting a particular value on this cost.

I also talked to Greg about the corner stake on Third Street between the Massin property and the Sims property that you indicated to me had been removed. Greg said that the marker was still in place and I drove up and confirmed that it is there. Look at the road at the bottom of the Sims driveway right next to his concrete and you should see the marker.

Carol Rushmore: Carol's position is that as the platting authority, we can require things for existing or future public services, including easements, on a plat during the approval process. As property owners try to straighten up errors or encroachments, similar to your situation, the City needs to make sure to resolve all issues as best possible so the new

subdivision is clear of any issues for the property owner and the City. Usually, easements are along property lines or roadways, as in your case, and do not affect construction of structures since they are within required building setbacks.

The following is going to be my recommendation to the assembly on April 22nd (Tuesday night) at 7:00 PM.:

1. Pay Shelly Massin \$387.50 for the roadway purchase.
2. Pay Shelly Massin \$211.50 for the ditch line easement.
3. Pay \$500 towards the surveyor costs which would help offset any costs associated with the city and would be split 50/50 between Ms. Massin and Mr. Edgley unless the two parties direct us to divide this money differently.
4. Pay Warren Edgley for the ditch line easement at the same rate per square foot as the Massin Property easement.
5. City would obtain during the subdivision process an easement for the utilities for Mr. Edgley and Ms. Massin. The utility easement for Mr. Edgley would include both the line and the uphill guy on the pole. Based on the information received from Mr. Scheff, the \$500 should be in the ballpark on any easements that needed to be snapped in on the AutoCAD drawings.

If you agree with the letter, please let me know and we can provide this information to Mr. Scheff so he can finalize the plat for the Planning and Zoning process. If you do not agree, you can provide your arguments to the assembly at the meeting of April 22nd at 7:00 PM.

If you have any questions, please give me a call or drop by.

Sincerely,

Jeff Jabusch
Borough Manager

Cc: Borough Assembly
Carol Rushmore
Kim Lane, Borough Clerk

Shelly Massin Property:

Information on this subdivision:

- Road Value: According to our Assessor, the value for the road should be based on the square footage times the per square foot amount of the entire lot. In this case, the assessor is assessing the entire lot at \$2.50 per square foot. This is what we have used for the value of the road take (155 square feet times \$2.50 = \$387.50).
- On all of the construction of recent roads (Cassiar, Reid and Front Street) all the land that was needed was done by easements. According to the Assessor in this case, the ditch easement value is calculated by multiplying the square footage of the ditch (423 square feet) times the land value (\$2.50 per square foot) times the easement factor (20%) and this would equal the amount that should be paid for the easement (\$211.50).
- The easement for the overhead power lines. According to the assessor, these are not normally paid for unless they go through the middle of the property. In this case they go through the edge of the property near the road. And most of the land affected by the power line (including clearances) is already included in the zoning setback of 20 feet.
- Lastly, and we were mistaken on this, an easement does not reduce the property value. The reason is that the property owner still has the use of this property to do things such as driveways, gardens and about anything short of a structure. And since a structure can't be built within the zoning set back, a structure couldn't be built on this portion of the property anyway.

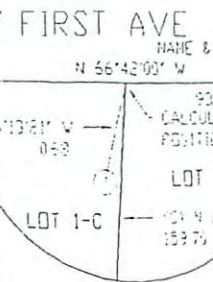
Attached are the following to support the above:

- Assessor Mike Renfro's e-mail which discusses the various values for the land takes vs easements and he also discusses the affect of an easement on a person's land assessment.
- Copy of the plat being proposed. Have it noted that the lines I drew are not surveyed and were estimated using dimensions on the plat and then scaled to use for the distances for setbacks etc. I have color coded this to show a couple of things as follows:
 1. The dark blue with the lines through it is the amount of land being taken for the road which the Borough will pay \$387.50 as described above.
 2. The dark yellow with the lines through is the ditch which the Borough is requesting an easement and will pay \$211.50 as described above.
 3. The line on the plat with the E's is the electrical line and the Borough will request a ten foot easement or the width of the line. According to Mr. Renfro, utility easements are generally not paid for unless it hinders the property or if there is a pad mount transformer on the property which this has neither.
 4. The amount in yellow is the approximate required 20 foot setback required by zoning regulations just to show that all of the easements are within the set back so they do not change what can be done on the property. There is possibly one small exception for a portion of the power line setback that would not be within the 20 foot setback. This only goes a portion of the way across the property and is a couple of feet wide by my rough estimates.
 5. Lastly, the power line easement where it is shown would have a 12.5 foot distance from the center of the pole which a person could not build. This is shown as the red line.
 6. Attached is a picture of a pole and the NESC (Coding that the setbacks come from).

Summary:

Borough should do the following based on past practice and the information from the assessor:

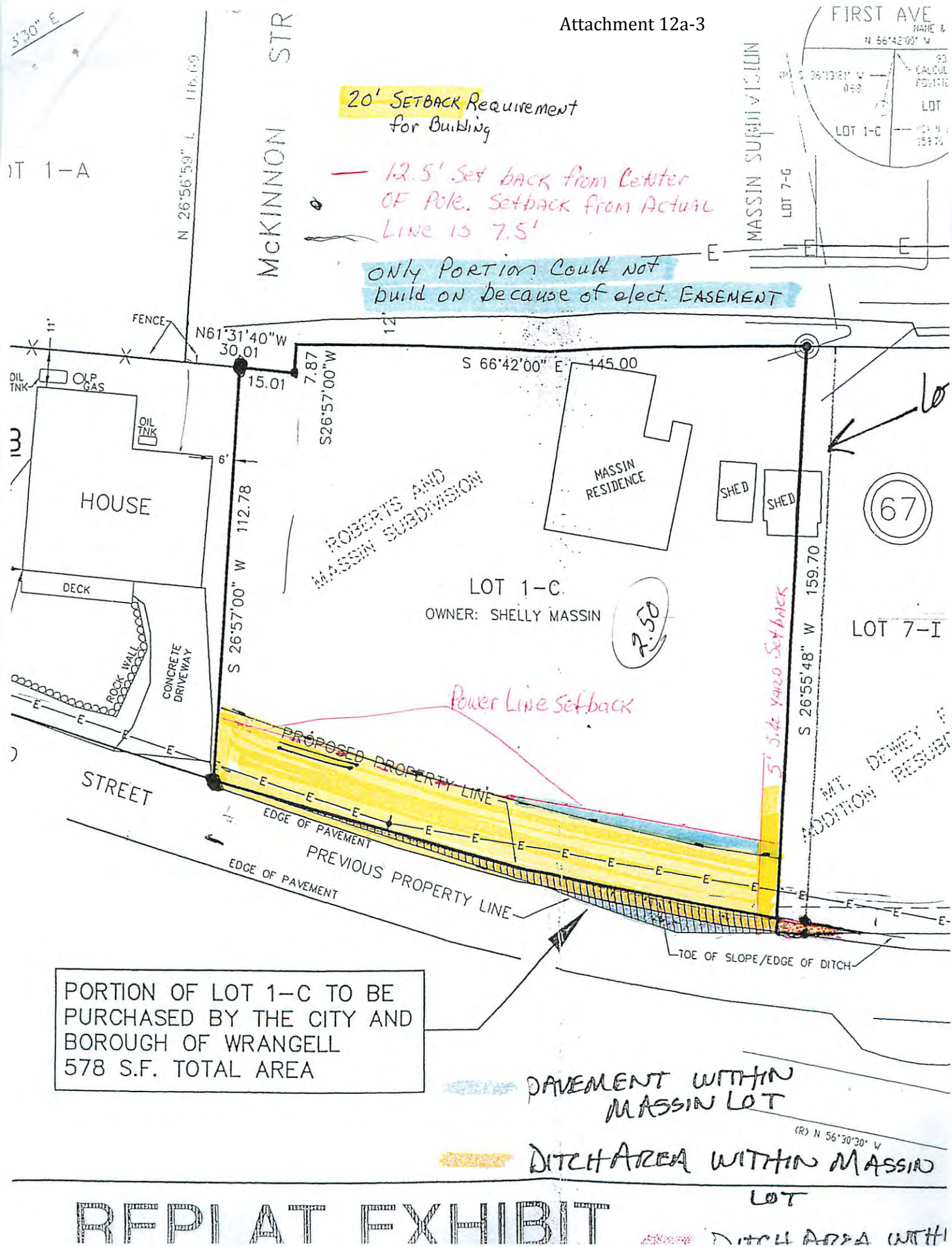
1. Pay Ms. Massin 387.50 for the road and \$211.50 for the ditch easement and have both of these included on the subdivision plat.
2. Pay Mr. Edgley for the ditch easement which is the small triangle that is also the ditch on his existing property. I am not sure of the amount because I do not know the square footage. This would use the same formula that was used to pay Ms. Massin.
3. Pay Mr. Edgley for the cost of reestablishing his utility line easement because he paid for this to start with and then we changed it afterwards. We could pay R&M directly for the cost of this incremental cost. Normally, we would pay for the surveying on a utility easement when we are doing a project but not when someone is doing their own subdivision.
4. Obtain an electric utility easement from Ms. Massin as part of her subdivision as is normally done during the subdivision process and not paid for according to the assessor as it does not impact the use of her property.



20' SETBACK Requirement for Building

12.5' Set back from Center OF Pole. Setback from Actual Line is 7.5'

ONLY PORTION COULD NOT build on because of elect. EASEMENT



PORTION OF LOT 1-C TO BE PURCHASED BY THE CITY AND BOROUGH OF WRANGELL 578 S.F. TOTAL AREA

PAVEMENT WITHIN MASSIN LOT

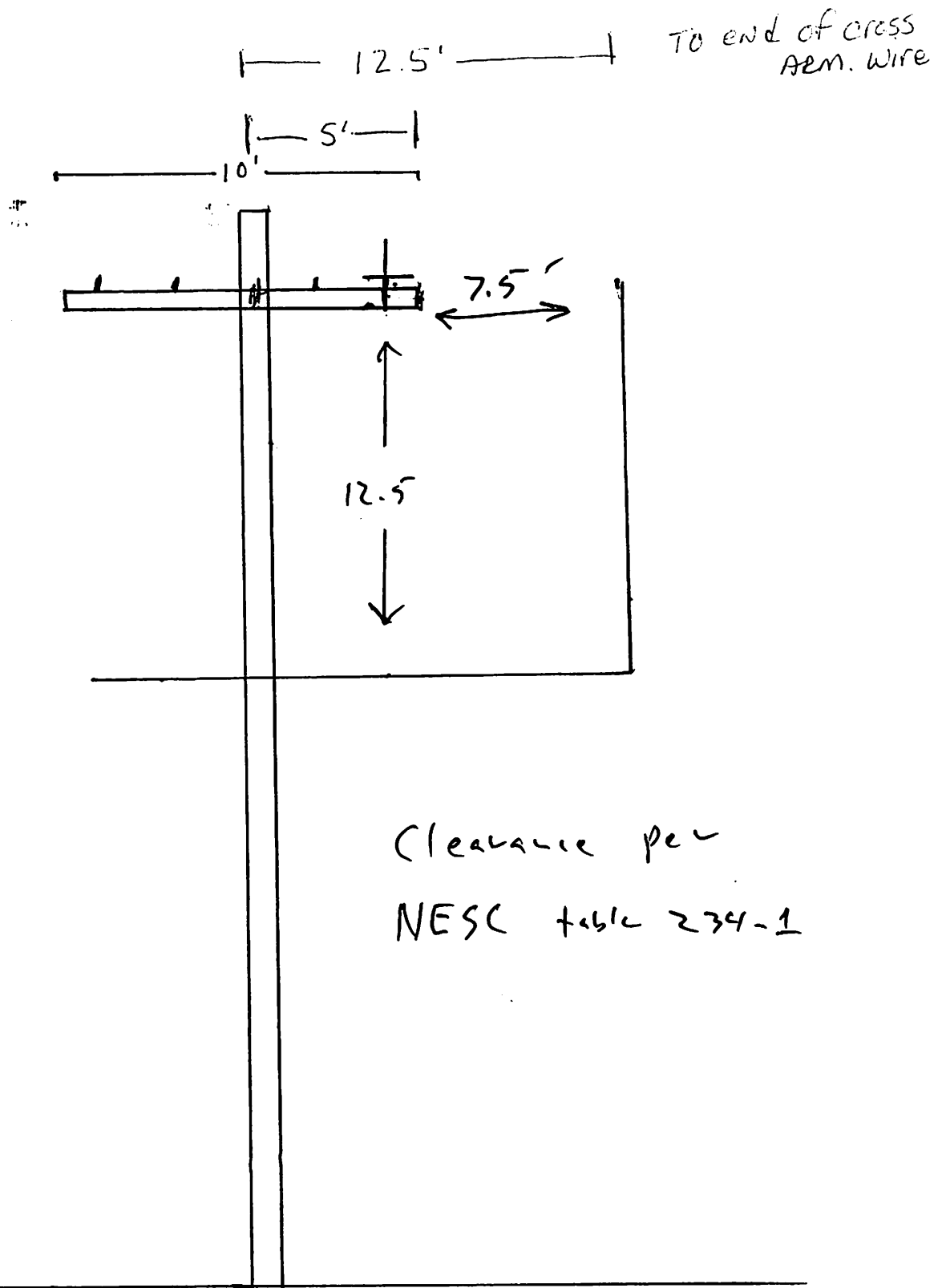
DITCH AREA WITHIN MASSIN LOT

REFPI AT EXHIBIT

LOT

DITCH AREA WITHIN

10 foot cross ARMS



Jeff Jabusch, Borough Manager

From: "Michael Renfro" <mrenfro@appraisalalaska.com>
To: "Jeff Jabusch" <findir@wrangell.com>
Sent: Saturday, March 29, 2014 11:08 AM
Subject: Massin
Jeff,

\$2.50 is the right amount for the taking for the road. \$.50 is the amount for the ditch since it is not a full taking but an easement within the set back.

To answer the rest of your questions.

- 1, Taking are valued as a part of the whole parcel. You value the larger parcel first, then apply that unit value to the part being taken. The \$2.50 is correct.
2. Since the ditch is in the set back and is an easement and not a full taking the value is less, typically 20% of the full value.
3. You are correct we do not have to pay her for the electrical line. General the only time you have to pay for an electrical easement is if it hinders development such as going through the center of the lot or if you put an electrical pedestal on the site.
4. \$.50 the same as for the Massin easement. It is an easement not a full taking.
5. Easements due not reduce the property value. The property owner still has some use of the property and the overall site size is not decreased.

Hope this helps, if you need anything else call or email.

Mike

Agenda Item 13a

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 22, 2014

INFORMATION:

Approval of a request by Steve Keller to extend the leased lot in the Marine Service Center

Attachments:

1. Memorandum from Clerk Lane, dated April 4, 2014
2. Request from Mr. Keller

RECOMMENDED ACTION:

Move to approve extending existing leased lot 4 in the Wrangell Marine Service Center from 2650 sq. ft. to 3332 sq. ft. and to raise the monthly fee to \$266.56.

MEMORANDUM

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

**FROM: KIM LANE
BOROUGH CLERK (serving as Port Secretary)**

SUBJECT: Request from Steve Keller to extend existing lease

DATE: April 4, 2014

At their regular Port Commission meeting held Thursday, April 3, 2014, the Port Commission approved the request from Mr. Steve Keller to extend his existing lease at the Wrangell Marine Service Center from 50' x 53' (2650 sq. ft.) to 50' x 68' (3332 sq. ft.).

Mr. Keller would like to build a shed on the proposed extended section to store materials and tools.

Wrangell Port Commission,

I am requesting to extend my lease 15' to the west off the back of my shop. This area is not of any use except for storage. This area would permit me to build a lean to shed which will allow area for storage of wood and also an area to put my table saw, making my shop user friendly and also allowing me to clean up some clutter making a cleaner lease.


Thank you for you time.

Cordially,

Steve Keller

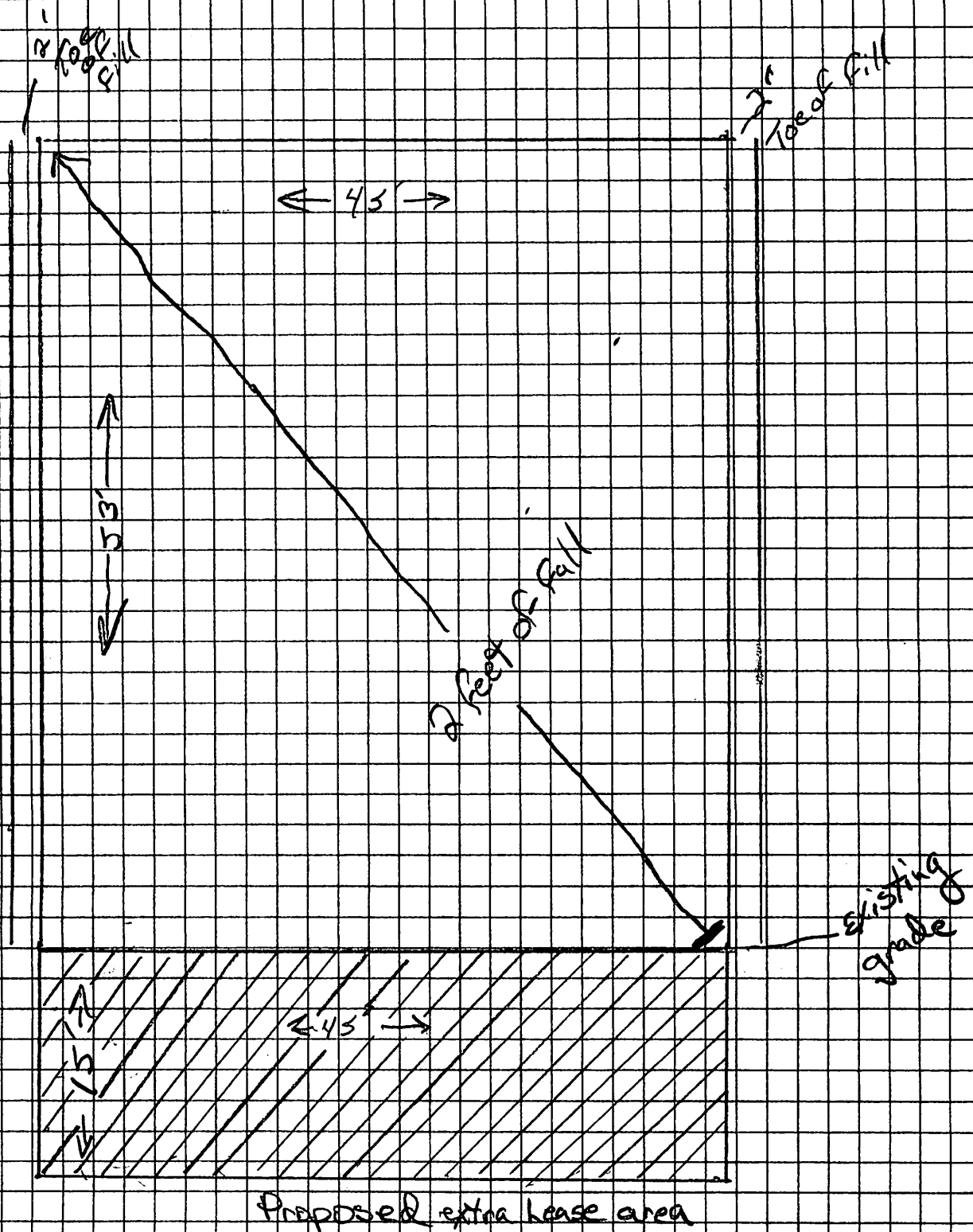


P.S. TOTAL SQUARE FOOTAGE WILL INCREASE FROM 2,385 TO 3,332 SF. WHICH WILL INCLUDE T.O.E. OF FILL.

GM 

** NOTE - Back in February, 2012, Mr. Keller received that approval from the Port Commission to increase his lot size from 2385 sq. ft. to 2650 sq. ft. On July 28, 2012, the Facility Lease Agreement for Mr. Keller was executed to reflect the increase. Therefore, what the Port Commission is now considering is to increase the lot size Yard Lot 4 in the Wrangell Marine Service Center from 2650 to 3332 sq. ft. This would make the monthly payment \$266.56 effective upon approval by the Borough Assembly.

Keller Marine Lease



Agenda Item 13b

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 22, 2014

INFORMATION:

Discussion and Possible action regarding the letter that was received by the Borough Assembly – sent to the SEAPA Board Chairman and the letter that was sent to the Wrangell Borough Attorney, both from the Thomas Bay Power Commission President/Wrangell Borough Assembly Member James Stough (*request to add the letter to the Assembly was made at the April 8th Regular Assembly meeting*)

Attachments:

1. Letter from TBPC President, James Stough, Sr. dated April 4, 2014
2. Correspondence from TBPC President, James Stough, Sr. to Borough Attorney dated April 4, 2014

RECOMMENDED ACTION:

Assembly Discussion & Possible Action.



— TYEE LAKE HYDROELECTRIC PROJECT —

P. O. BOX 1318 WRANGELL, ALASKA 99929 (907) 874-3834 FAX (907) 874-2581

James Stough, Sr.,
President
Thomas Bay Power Commission
Wrangell, AK 99929
April 4, 2014

Robert Sivertsen
Chairman
Southeast Alaska Power Agency
900 First Avenue, Suite 318
Ketchikan, Alaska 99901

RECEIVED
APR 07 2014
WRANGELL CITY HALL

Dear Robert Sivertsen:

I am writing in regard to the ongoing negotiations between SEAPA and the Wrangell City Manager regarding Thomas Bay Power Commission (TBPC) and Thomas Bay Power Authority (TBPA). Per City and Borough of Wrangell Charter and Wrangell Ordinance (Chapter 3.40) and a substantially identical ordinance of Petersburg, Thomas Bay Power Commission was created. The Wrangell ordinance provides under section 3.40.050 of the Wrangell code the commission to have full and complete supervision, management and control of the study, design, construction, maintenance, operation and improvement of the hydroelectric project known as the "Lake Tyee Hydroelectric Project".

At your earliest opportunity, please provide a time to discuss the aforementioned negotiations and disposition of the Operations and Maintenance agreement between Thomas Bay and SEAPA. Under ordinance of both communities, the only entity authorized to discuss the dissolution of and subsequent disposition of TBPA is the Thomas Bay Power Commission. Therefore, cease and desist all negotiations between SEAPA and the Wrangell City Manager regarding Thomas Bay Power Commission and Thomas Bay Power Authority. Henceforth, any and all communications regarding these matters are to be directed to me, the Thomas Bay Power Commission President, for Thomas Bay Power Commission review and possible action.

Regards

A handwritten signature in cursive script that reads "James H. Stough, Sr." is written over the typed name.

James Stough, Sr.

Cc: City and Borough of Wrangell Assembly
City and Borough of Petersburg Assembly
SEAPA Board Commissioners



— TYEE LAKE HYDROELECTRIC PROJECT —

P. O. BOX 1318 WRANGELL, ALASKA 99929 (907) 874-3834 FAX (907) 874-2581

James Stough, Sr.,
President
Thomas Bay Power Commission
Wrangell, AK 99929
April 4, 2014

Robert P. Blasco
City and Borough of Wrangell Attorney
Hoffman & Blasco, LLC
9360 Glacier Highway, Suite 202
Juneau, Alaska 99801

RECEIVED
APR 08 2014
Hoffman & Blasco LLC
Juneau, Alaska

Dear Mr. Blasco:

I am writing in regard to the ongoing negotiations between SEAPA and the Wrangell City Manager regarding Thomas Bay Power Commission (TBPC) and Thomas Bay Power Authority (TBPA). Per City and Borough of Wrangell Charter, voted on by the good citizens of Wrangell, and Wrangell Ordinance (Chapter 3.40) and a substantially identical ordinance of Petersburg, Thomas Bay Power Commission was created. Said ordinances provide for the Thomas Bay Power Commission to have full and complete supervision, management and control of the study, design, construction, maintenance, operation and improvement of the hydroelectric project known as the "Lake Tyee Hydroelectric Project". As such, neither city has authority to discuss or negotiate the demise of Thomas Bay Power Commission or Thomas Bay Power Authority. Under ordinance of both communities, the only entity authorized to discuss the dissolution of and subsequent disposition of TBPA is the Thomas Bay Power Commission.

Please find enclosed:

- A letter addressed to the President of SEAPA Board; and,
- A list of questions regarding the legality or rather lack thereof regarding the City Manager negotiating the demise of Thomas Bay Power Authority and the Thomas Bay Power Commission.

As soon as practicable, please provide a legal opinion regarding the aforementioned questions.

Regards,

A handwritten signature in cursive script that reads "James A. Stough Sr.".

James Stough, Sr.
Thomas Bay Power Commission President
City and Borough of Wrangell Assemblyman



— TYEE LAKE HYDROELECTRIC PROJECT —

P. O. BOX 1318 WRANGELL, ALASKA 99929 (907) 874-3834 FAX (907) 874-2581

James Stough, Sr.,
President
Thomas Bay Power Commission
Wrangell, AK 99929
April 4, 2014

Robert Sivertsen
Chairman
Southeast Alaska Power Agency
900 First Avenue, Suite 318
Ketchikan, Alaska 99901

Dear Robert Sivertsen:

I am writing in regard to the ongoing negotiations between SEAPA and the Wrangell City Manager regarding Thomas Bay Power Commission (TBPC) and Thomas Bay Power Authority (TBPA). Per City and Borough of Wrangell Charter and Wrangell Ordinance (Chapter 3.40) and a substantially identical ordinance of Petersburg, Thomas Bay Power Commission was created. The Wrangell ordinance provides under section 3.40.050 of the Wrangell code the commission to have full and complete supervision, management and control of the study, design, construction, maintenance, operation and improvement of the hydroelectric project known as the "Lake Tyee Hydroelectric Project".

At your earliest opportunity, please provide a time to discuss the aforementioned negotiations and disposition of the Operations and Maintenance agreement between Thomas Bay and SEAPA. Under ordinance of both communities, the only entity authorized to discuss the dissolution of and subsequent disposition of TBPA is the Thomas Bay Power Commission. Therefore, cease and desist all negotiations between SEAPA and the Wrangell City Manager regarding Thomas Bay Power Commission and Thomas Bay Power Authority. Henceforth, any and all communications regarding these matters are to be directed to me, the Thomas Bay Power Commission President, for Thomas Bay Power Commission review and possible action.

Regards

A handwritten signature in cursive script that reads "James H. Stough Sr." is written over the typed name.

James Stough, Sr.

Cc: City and Borough of Wrangell Assembly
City and Borough of Petersburg Assembly
SEAPA Board Commissioners

Legal Questions regarding the ending of TBPA contracts

1. How can the TBPA Commission President negotiate for the Commission without explicit permission from the Commission i.e. a motion to do so? See TBPA Commission Policy No. 03 (Updated 1-2013) Paragraph II.e.
Excerpt:
Each Commissioner shall recognize that he has no authority outside of the Commissioner meeting, except and unless he is specifically authorized or assigned a project with authority to act or speak for the Commission. The Commission recognizes that should any Commissioner undertake in private conversation with others to make commitments for the Commission, that Commissioner becomes involved in a serious breach of policy.
2. Can an early opt out by mutual agreement end the Operations & Maintenance Contract (O&M Agreement) without such a provision being specifically spelled out in said agreement?
3. Can non-signatories to a contract negotiate to end any contract:
 - a) i.e. the City Manager and SEAPA CEO negotiate the end of the O&M Agreement – the only signers are the TBPA President and AEA Executive Director;
 - b) i.e. the City Manager and SEAPA CEO negotiate the end of the TBPA General Managers Contract – the only signers are the TBPA General Manager, the TBPA President, and the TBPA Secretary/Treasurer; or,
 - c) i.e. the City Manager and SEAPA CEO negotiate the end of the Collective Bargaining Agreement between TBPA and the IBEW Local 1547 – the only signers are the TBPA General Manager, 2 of the TBPA Commissioners, Local 1547 Business Manager, 1547 Assistant Business Manager, and 1547 Shop Steward?
4. Can the Cities of Wrangell or Petersburg negotiate the demise of TBPA? By ordinances of both communities the TBPA Commission was given the following under the Wrangell Municipal Code Chapter 3.40:
Excerpt:
The commission shall have the following powers and duties:
 - a) Generally, to have full and complete supervision, management and control of the study, design, construction, maintenance, operation and improvement of the hydroelectric project known as the "Lake Tyee Hydroelectric Project," together with any other hydroelectric project proposed by the commission within the area of Petersburg/Wrangell or such area which can reasonably and feasibly serve the hydroelectric power needs of the Petersburg and Wrangell communities;
 - b) To prepare and file with the city council copies of all budget estimates, including any budget amendment which may subsequently be proposed to be made upon final adoption by the commission; and upon request of the council to furnish such further details as may be necessary to a reasonable understanding of any such budget estimate or proposed budget amendment; the commission shall adopt the annual budget estimate no later than April 1st in each year and shall immediately forward the estimate to the city manager for inclusion in the annual budget estimate of the city

See attachment for full copy of Wrangell Municipal Code Chapter 3.40!!

NOW in light of the above mentioned Code chapter - how then can SEAPA take over operations and maintenance of Tyee when city code specifically gives that duty to Thomas Bay Power Authority; to wit, full and complete supervision, management and control of the study, design, construction, maintenance, operation and improvement of the hydroelectric project known as the "Lake Tyee Hydroelectric Project"?

How can this be done without changing city code?

Are the City and Boroughs of Wrangell and Petersburg breaking their own Municipal Codes?

Chapter 3.40 THOMAS BAY POWER COMMISSION

Sections:

- 3.40.010 Created – Membership – Officers.
- 3.40.020 Terms – Vacancies – Compensation.
- 3.40.030 Meetings.
- 3.40.040 Quorum – Recordkeeping.
- 3.40.050 Powers and duties.
- 3.40.060 Operation and maintenance of Lake Tyee hydroelectric project.

3.40.010 Created – Membership – Officers.

A. There is created by the ordinance codified in this chapter, substantially identical to an ordinance introduced by the council of the City of Petersburg, Alaska, a Thomas Bay power commission which shall consist of seven members.

B. Three of the members shall be appointed by the council of the City of Petersburg, three of the members shall be appointed by the assembly of the City and Borough of Wrangell, and one member shall be appointed by the six members, heretofore designated. One of the appointments from each of the municipalities shall be the superintendents of the Wrangell and Petersburg electric utilities.

C. A president, vice president, secretary and treasurer of the commission shall be selected from and by the members. [Ord. 551 § 4, 1989; Ord. 324 § 5, 1974; prior code § 03.90.010.]

3.40.020 Terms – Vacancies – Compensation.

A. The term of a commission member shall be for a period of three years; provided, however, that the terms of the first members shall be as follows: one member from each municipality for a term of two years, one member from each municipality for a term of three years, then one member selected by the other members for a term of one year.

B. Vacancies on the commission, by death, resignation, removal or other cause, shall be filled by the appointment by the respective city council or borough assembly or by the other commission members depending on the position that has been vacated. A member may be removed for cause upon a majority vote of the members present at a regularly scheduled meeting.

C. Members shall serve without compensation, except that travel and miscellaneous out-of-pocket expenses previously authorized or subsequently ratified shall be reimbursed. [Ord. 324 § 5, 1974; prior code § 03.90.020.]

3.40.030 Meetings.

A. The commission shall establish rules of procedure and, in the absence of any such rules, meetings shall be conducted pursuant to Robert's Rules of Order, Revised 1972. There shall be meetings held monthly at a place and time to be determined by the commission. All meetings shall be open to the public.

B. The president, in his discretion, is authorized to call special meetings, or a majority of the members may require a special meeting to be called. Notice of special meetings must be given 24 hours in advance by posting in three public places in each municipality. Notice of the time and place of regular meetings shall be posted in the same manner as special meetings. Notice shall be given at least five days prior to such meeting. [Ord. 568 §§ 4, 5, 1990; Ord. 346 § 5, 1976; prior code § 03.90.030(a).]

3.40.040 Quorum – Recordkeeping.

A. A majority of the commission shall constitute a quorum for the transaction of business, and a minimum majority of four affirmative votes shall be necessary to carry any question, including removal of a member from office for cause.

B. Permanent records, or minutes, shall record the vote of every member of each question. Every decision or finding shall be promptly filed in the offices of the commission and shall be open to inspection by any person. [Ord. 568 § 6, 1990; Ord. 346 § 5, 1976; prior code § 03.90.030(b), (c).]

3.40.050 Powers and duties.

The commission shall have the following powers and duties:

- A. Generally, to have full and complete supervision, management and control of the study, design, construction, maintenance, operation and improvement of the hydroelectric project known as the "Lake Tyee Hydroelectric Project," together with any other hydroelectric project proposed by the commission within the area of Petersburg/Wrangell or such area which can reasonably and feasibly serve the hydroelectric power needs of the Petersburg and Wrangell communities;
- B. To prepare and file with the borough assembly copies of all budget estimates, including any budget amendment which may subsequently be proposed to be made upon final adoption by the commission; and upon request of the assembly to furnish such further details as may be necessary to a reasonable understanding of any such budget estimate or proposed budget amendment; the commission shall adopt the annual budget estimate no later than April 1st in each year and shall immediately forward the estimate to the borough manager for inclusion in the annual budget estimate of the borough;
- C. To file with the borough assembly copies of all audits and all monthly financial and operating reports and such other reports as may come up from time to time and requested by the borough, the state, the federal government or such other agencies or institutions that may fund the commission;
- D. The annual budget for operation of the authority shall, if necessary, make provision for payments to become due on account of interest and principal for any bonds issued by the borough to pay the costs of economically sound hydroelectric generation, transmission and distribution improvements;
- E. To employ consulting engineers, auditors, environmental specialists, financial specialists, attorneys or other special, professional or skilled services;
- F. To employ a general manager in the discretion of the commission who shall serve at the pleasure of the commission at a salary to be fixed by the commission;
- G. To act in its own name or in the name of the borough in any revenue bond ordinance for the purpose of financing all, or in part, the construction, acquisition or improvement of the Lake Tyee Hydroelectric Project, or such other hydroelectric project, or transmission facility, as is feasible to be operated by the commission from the revenues derived from the consumers of electric power;

H. To account for all of the commission's accounts arising out of operations in the manner and form known as the Uniform System of Accounts prescribed by the Federal Energy Regulatory Commission together with the accounting for all disbursements or expenditures; the commission shall select a depository bank at which the accounts of the Thomas Bay Power Authority shall be maintained, and by resolution designate signatures authorized for disbursements; and

I. To review and fix from time to time all of the rates, and charges for use of services and facilities furnished, and policies for the generation, distribution, transmission and consumption of electric power and when deemed necessary and proper, to prepare new or adjusted rates, charges and policies such as are fair and nondiscriminatory and sufficient to meet the obligations of the commission. [Ord. 568 §§ 7 – 11, 1990; Ord. 324 § 5, 1974; prior code § 03.90.040.]

3.40.060 Operation and maintenance of Lake Tyee hydroelectric project.

On approval by resolution of the borough assembly, the commission may enter into an agreement as an agent of the borough to maintain and operate Lake Tyee hydroelectric project owned by the state. Under said agreement, the commission shall have the following powers and duties:

A. Prepare and approval an annual budget for the operation and maintenance of the project and any such other costs that the commission will have. Said budget shall be submitted to the borough assembly for approval in sufficient time to allow assembly action prior to submittal to the state and the project management committee, as established pursuant to Section 7 of that certain Long-Term Power Sales Agreement Four Dam Pool – Initial Project of the Alaska Power Authority effective October 28, 1985.

B. There shall be no costs incurred above the budget approved in subsection (A) of this section without prior approval of the borough assembly and, when appropriate, the project management committee. If, in the opinion of the general manager, an emergency exists that threatens or endangers life or property, costs in excess of the approved budget may be obligated only insofar as is necessary to halt the emergency that exists, provided he notifies the borough within six hours of commencement of the emergency.

C. To employ consulting engineers, environmental specialists, attorneys or other special, professional or skilled services, the cost of which have prior budget approval.

D. To employ a general manager who shall have the active management of the project, subject to the supervision and control of the commission; and to delegate to such manager authority to hire and discharge such subordinate employees as it may deem advisable.

E. To determine all salaries, wages and benefits to be paid to each classification of labor employed.

F. To submit an operating and financial report to the assembly for each quarter calendar year, which report will be submitted not later than 30 days after the close of each quarter calendar year.

G. To adopt procedures governing purchases of materials, supplies, equipment, improvements and contractual services, including procedures for competitive bidding. Said procedures shall set forth the employee authorized to contract for such purchases and establish an amount which shall require the prior approval of the commission. A copy of the procedures shall be filed with the borough. Purchases of supplies, materials, equipment, improvements, or contractual services whose cost does not exceed \$5,000, excluding freight or shipping costs, may be made without competitive bidding. "Contractual services" means services performed for the project by persons not in the employment of the commission, and may include the use of equipment or the furnishing of commodities in connection with the services under express or implied contract. Contractual services include travel; telephone, telegraph, utilities; rents; printing and binding; improvements, repairs, alterations, and maintenance of buildings, equipment, and other physical facilities of the project; and other services performed for the commission by persons not in the employment of the commission. Contractual services of a professional nature such as legal, engineering, architectural, and placement of insurance coverage are exempt from competitive bidding. The commission may exempt the following purchases from competitive bidding:

1. Supplies, materials, equipment, or contractual services which must be purchased from a specific source in order to prevent incompatibility with previously purchased supplies, materials, equipment, or contractual services. For purposes of this subsection, the term "incompatibility" is defined as the inability to (a) interconnect, combine, interchange, or join, or (b) that which causes or necessitates maintenance expertise or training where such acquisition would result in substantial duplication. The commission must approve by motion or resolution any purchase whose cost exceeds \$5,000 which is to be excluded from competitive bidding by the authority of this subsection.
2. Supplies, materials, equipment, contractual services, or improvements which the commission declares to be required on an emergency basis or which the commission declares is impractical or impossible.
3. When competitive bidding has been followed, but no bids or quotations are received or the bids or quotations are rejected. In such a case, after commission approval, the general manager may proceed to have the services performed or the supplies purchased without further competitive bidding or quotation.

H. To provide for an independent annual audit of the accounts of the commission in accordance with accepted standards and procedures determined by the project management committee.

I. To follow such procedures as required by the project management committee as they exercise their duties under that certain Long-Term Power Sales Agreement Four Dam Pool – Initial Project of the Alaska Power Authority effective October 28, 1985. [Ord. 521 § 4, 1987; Ord. 510 § 4, 1986.]

Agenda Item 13c

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 22, 2014

INFORMATION:

Discussion and possible action relating to Animal Control issues in the Community *(request from Assembly Member Blake to add this item to the Agenda from the 4-8-14 Regular Assembly Mtg.)*

Attachments:

1. Spreadsheet showing what other communities with similar population are doing

RECOMMENDED ACTION:

Assembly Discussion and Possible Action.

Animal Control

Municipality	Dog Catcher	Animal Shelter	Clean-up provision	Fines for non clean-up	At Large provision	Fines for at large	Impounding	Licensing	Fee for licensing	Fines for non-licensing	If so, how much
Wrangell (pop. 2456)	no	no	no	1st violation - 15.00; 2nd - 50.00; 3rd - 100.00; 4th - 125.00; 5th - 150.00	yes	1st violation - 15.00; 2nd - 50.00; 3rd - 100.00; 4th - 125.00; 5th - 150.00	\$25 fee + a \$15 kennel fee	yes	\$5	yes	1st violation - 15.00; 2nd - 50.00; 3rd - 100.00; 4th - 125.00; 5th - 150.00
Valdez (pop. 3392)	no	no	yes	no	yes	yes	yes	yes	??	no	na
Craig (pop. 1240)	no	no	yes	1st violation - 25.00; 2nd - 50.00; 3rd - 100.00; 4th - 300.00	yes	1st violation - 25.00; 2nd - 50.00; 3rd - 100.00; 4th - 300.00	1st violation - 25.00; 2nd - 50.00; 3rd - 100.00; 4th - 300.00	yes	\$10 for neutered/spayed; \$15 if not neutered/not spayed	no	1st violation - 25.00; 2nd - 50.00; 3rd - 100.00; 4th - 300.00
Cordova (pop. 2289)	yes (chief animal control officer & a deputy animal control officer(2))	yes	na	determined by resolution	yes	determined by resolution	??	yes	determined by resolution	determined by resolution	
Haines (pop. 2620)	police department	no	no	no	yes	??	\$10 per day	yes	\$10 for neutered/spayed; \$20 if not neutered/not spayed	yes	1st violation - 25.00; 2nd - 50.00; 3rd - 100.00
Petersburg (pop. 3030)	no		yes	no	yes	yes - see Impounding	1st violation - 45.00 for an unlicensed, un-neutered animal \$30.00 for an un-licensed animal, neutered animal; 20.00 for a properly licensed animal 2nd violation - 50.00; 3rd violation - 100.00	yes	Annual fee of \$10 for neutered/spayed; \$25 if not neutered/not spayed	??	

Agenda Item 13d

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 22, 2014

INFORMATION:

Approval of the Senior Tax Exemptions that were received after the March 3rd deadline, but before the late filing grace period

Attachments:

1. Memorandum from Borough Manager, Jeff Jabusch dated April 12, 2014
2. 2014 Senior Citizen-Disabled Veteran Property Tax Exemption Applications from:
 - a. Charlotte & Lloyd Brown
 - b. Donald R. & Dana K. Van Slyke
 - c. Lurine McGee
 - d. Ted & Nondas Haux
 - e. Joanne Roberts
 - f. Paul Matteoni
 - g. John C. & Donna Wellons
 - h. Roland & Donna Larsen

RECOMMENDED ACTION:

Move to approve the 2014 Senior Tax Exemption for: Charlotte & Lloyd Brown; Donald R. & Dana K. Van Slyke; Lurine McGee; Ted & Nondas Haux; Joanne Roberts; Paul Matteoni; John C. & Donna Wellons; Roland & Donna Larsen

MEMORANDUM

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

**FROM: JEFF JABUSCH
BOROUGH MANAGER**

SUBJECT: SENIOR PROPERTY TAX EXEMPTION LATE FILINGS

DATE: April 12, 2014

BACKGROUND:

The deadline for filing Senior Property Tax Exemption Forms is March 1st of each year. The assessment notices go out on March 21st. The assessment notice shows the assessed value of property and also shows the amount of the exemption for Senior Exemptions. The assembly adopted an ordinance that provided for a grace period for seniors to file by April 15th. The ordinance is under WMC 5.04.040 B (2). The reason is that if they had not filed by March 1st, they could receive their assessment notice and that could be used as a reminder to them that it was not filed.

Although we advertise the senior exemption requirements in the paper, we generally have a handful of seniors that do not get their filings in on time. Some of the reasons often are because of medical and then there are others reasons such as some did not remember that you had to do this each year. Each year we try and make an effort to help those that qualify for the exemption as paperwork is difficult for people generally and can be more challenging as we get older

We have reviewed the list before you and all of these qualify for the exemption.

Recommended Action by Staff

Move to approve the 2014 Senior Tax Exemption for: Charlotte & Lloyd Brown; Donald R. & Dana K. Van Slyke; Lurine McGee; Ted & Nondas Haux; Joanne Roberts; Paul Matteoni; John C. & Donna Wellons; Roland & Donna Larsen



CITY AND BOROUGH OF WRANGELL
P.O. Box 531 Wrangell, AK 99929
907-874-2381 ~ www.wrangell.com
03-009-135

2014 CITY AND BOROUGH OF WRANGELL SENIOR CITIZEN-DISABLED VETERAN PROPERTY TAX EXEMPTION APPLICATION

Wrangell Municipal Code 5.04.04

RECEIVED

MAR 18 2014

DUE BY MARCH 3, 2014 WRANGELL CITY HALL

CHARLOTTE BROWN	Birth date 2/14/1940	Soc Sec # 574-16-3961
LLOYD BROWN	Birth date 5/12/1956	Soc Sec # 574-54-5844
P.O. BOX 587 WRANGELL, AK 99929	Residential Address: 5.5 MILE SHOEMAKER LOOP	
Phone Number:		

Please check one of the following:

- ☒ I am applying as a senior citizen age 65 or older by January 1st of the current Tax Year
☐ I am a widow or widower, age 60-64, of a previously qualified applicant
☐ I am applying as a disabled veteran (50% or more service related disability)

Documentation (copy of either a passport or birth certificate):

- ☒ PREVIOUSLY SUBMITTED
☐ ENCLOSED

Type of dwelling:

- ☒ Single family
☐ Condominium
☐ Mobile home
☐ Duplex
☐ Other

Is your home on land you own?

- ☒ Yes, percentage: _____ %
☐ No, owner's name _____

Is any portion of this property used for commercial or rental purposes?

- ☐ Yes, percentage: _____ %
☒ No

Please check all that apply:

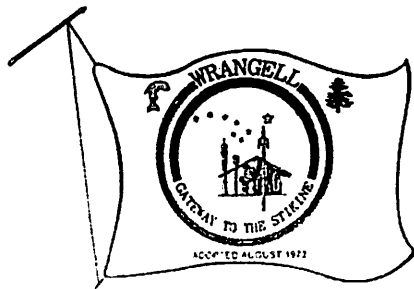
- ☒ This is my primary residence and permanent place of abode
☒ I received or was eligible for a 2013 permanent fund dividend.
☒ I am eligible to apply or have applied for a 2014 permanent fund dividend.

Certification: I hereby certify that the answers given on this application are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Date: 3-18-14 Signature of Applicant: Charlotte Brown

Following for Local Assessor/Clerk Use Only

Property Value: Land Value: _____ Improvement: _____ Total Value: _____	Adjustments: Ownership % _____ \$ _____ Commercial/Rental % _____ \$ _____ Total Adjustments _____	Total Value _____ Adjustments (_____) Subtotal _____ If subtotal exceeds \$150,000, then use \$150,000 as the exempt value.
Approved By: _____		Total Value Exempt _____



CITY AND BOROUGH OF WRANGELL
P.O. Box 531 Wrangell, AK 99929
907-874-2381 ~ www.wrangell.com
02-010-250

2014 CITY AND BOROUGH OF WRANGELL SENIOR CITIZEN-DISABLED VETERAN PROPERTY TAX EXEMPTION APPLICATION

Wrangell Municipal Code 5.04.040

RECEIVED**MAR 18 2014**

WRANGELL CITY HALL

DUE BY MARCH 3, 2014

DONALD R. VAN SLYKE	Birth date 8/28/1942	Soc Sec # 532-40-1679
DANA K. VAN SLYKE	Birth date 8/7/1946	Soc Sec # 574-30-4169 9169
P.O. BOX 394 WRANGELL, AK 99929	Residential Address: 127 2ND STREET	
Phone Number:		

Please check one of the following:

- ☒ I am applying as a senior citizen age 65 or older by January 1st of the current Tax Year
☐ I am a widow or widower, age 60-64, of a previously qualified applicant
☐ I am applying as a disabled veteran (50% or more service related disability)

Documentation (copy of either a passport or birth certificate):

- ☒ PREVIOUSLY SUBMITTED
☐ ENCLOSED

Type of dwelling:

- ☒ Single family
☐ Condominium
☐ Mobile home
☐ Duplex
☐ Other

Is your home on land you own?

- ☒ Yes, percentage: _____ %
☐ No, owner's name _____

Is any portion of this property used for commercial or rental purposes?

- ☐ Yes, percentage: _____ %
☒ No

Please check all that apply:

- ☒ This is my primary residence and permanent place of abode
☒ I received or was eligible for a 2013 permanent fund dividend.
☒ I am eligible to apply or have applied for a 2014 permanent fund dividend.

Certification: I hereby certify that the answers given on this application are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Date:

3/18/14

Signature of Applicant:

Donald R. Slyke

Following for Local Assessor/Clerk Use Only

Property Value:	Adjustments:	Total Value
Land Value: _____	Ownership % _____ \$ _____	Adjustments ()
Improvement: _____	Commercial/Rental % _____ \$ _____	Subtotal
Total Value: _____	Total Adjustments _____	If subtotal exceeds \$150,000, then use \$150,000 as the exempt value.
Approved By: _____		Total Value Exempt

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

To Whom It May Concern;

The copy of my Senior Property Tax Exemption letter is missing. I am resubmitting this late. I had my knee replaced this winter and have been assisting in caring for my father-in-law, Dan Baldwin.

I am submitting this for your approval,


Donald R. VanSlyke



CITY AND BOROUGH OF WRANGELL
P.O. Box 531 Wrangell, AK 99929
907-874-2381 ~ www.wrangell.com

02-004-315

2014 CITY AND BOROUGH OF WRANGELL SENIOR CITIZEN-DISABLED VETERAN PROPERTY TAX EXEMPTION APPLICATION

Wrangell Municipal Code 5.04.040

DUE BY MARCH 3, 2014

LURINE MCGEE	Birth date 8/8/1922	Soc Sec # 357-22-3451
	Birth date	Soc Sec #
P.O. BOX 988 WRANGELL, AK 99929	Residential Address: 345 CASSIAR ST,	
Phone Number:		

Please check one of the following:

- ☒ I am applying as a senior citizen age 65 or older by January 1st of the current Tax Year
☐ I am a widow or widower, age 60-64, of a previously qualified applicant
☐ I am applying as a disabled veteran (50% or more service related disability)

Documentation (copy of either a passport or birth certificate):

- ☒ PREVIOUSLY SUBMITTED
☐ ENCLOSED

Type of dwelling:

- ☒ Single family
☐ Condominium
☐ Mobile home
☐ Duplex
☐ Other

Is your home on land you own?

- ☒ Yes, percentage: 100 %
☐ No, owner's name _____

Is any portion of this property used for commercial or rental purposes?

- ☐ Yes, percentage: _____ %
☒ No

Please check all that apply:

- ☒ This is my primary residence and permanent place of abode
☒ I received or was eligible for a 2013 permanent fund dividend.
☒ I am eligible to apply or have applied for a 2014 permanent fund dividend.

Certification: I hereby certify that the answers given on this application are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Date: 3-17-2014 Signature of Applicant: Lurine McGee / R. P.O.A.

Following for Local Assessor/Clerk Use Only

Property Value: Land Value: _____ Improvement: _____ Total Value: _____	Adjustments: Ownership % _____ \$ _____ Commercial/Rental % _____ \$ _____ Total Adjustments _____	Total Value _____ Adjustments () _____ Subtotal _____ If subtotal exceeds \$150,000, then use \$150,000 as the exempt value.
Approved By: _____		Total Value Exempt _____

Lavonne

From: RUSSELL MCGEE <rjmcgee@gci.net>
Sent: Tuesday, March 18, 2014 11:59 AM
To: finance@wrangell.com
Subject: Senior Application

To whom it may concern,

Please forgive Lurine McGee for being late on her Senior Citizen Property Tax Exemption Application. She is 92 now with health problems so I have taken over all responsibilities regarding her paperwork, health, etc.

To be blunt it was and still is a mess but I am catching up. It was brought to my attention yesterday that it was late, I found the application, filled it out along with this note to explain that it was my fault, not Lurine's.

I hope this will help in letting her application go through.

Thanks,

Russ and Lurine McGee.



CITY AND BOROUGH OF WRANGELL
P.O. Box 531 Wrangell, AK 99929
907-874-2381 ~ www.wrangell.com
71-480-1048

2014 CITY AND BOROUGH OF WRANGELL SENIOR CITIZEN-DISABLED VETERAN PROPERTY TAX EXEMPTION

APPLICATION

RECEIVED

Wrangell Municipal Code 5.04.040

MAR 18 2014

WRANGELL CITY HALL

DUE BY MARCH 3, 2014

TED HAUX	Birth date 1/31/1918	Soc Sec # 517-14-4329
NONDAS HAUX	Birth date 4/28/1914	Soc Sec # 347-16-4116
P.O. BOX 1939 WRANGELL, AK 99929	Residential Address: SP 48 STOUGHS TRAILER PARK	
Phone Number:		

Please check one of the following:

- ☐ I am applying as a senior citizen age 65 or older by January 1st of the current Tax Year
☐ I am a widow or widower, age 60-64, of a previously qualified applicant
☒ I am applying as a disabled veteran (50% or more service related disability)

Documentation (copy of either a passport or birth certificate):

- ☐ PREVIOUSLY SUBMITTED
☐ ENCLOSED

Type of dwelling:

- ☒ Single family
☐ Condominium
☐ Mobile home
☐ Duplex
☐ Other

Is your home on land you own?

- ☐ Yes, percentage: _____ %
☒ No, owner's name _____

Is any portion of this property used for commercial or rental purposes?

- ☐ Yes, percentage: _____ %
☒ No

Please check all that apply:

- ☒ This is my primary residence and permanent place of abode
☒ I received or was eligible for a 2013 permanent fund dividend.
☒ I am eligible to apply or have applied for a 2014 permanent fund dividend.

Certification: I hereby certify that the answers given on this application are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Date:

3-18-14

Signature of Applicant:

Ted Haux

Following for Local Assessor/Clerk Use Only

Property Value: Land Value: _____	Adjustments: Ownership % _____ \$ _____	Total Value _____
Improvement: _____	Commercial/Rental % _____ \$ _____	Adjustments (_____)
Total Value: _____	Total Adjustments _____	Subtotal _____
		If subtotal exceeds \$150,000, then use \$150,000 as the exempt value.
Approved By: _____		Total Value Exempt _____



CITY AND BOROUGH OF WRANGELL
P.O. Box 531 Wrangell, AK 99929
907-874-2381 ~ www.wrangell.com

72-210-2021

2014 CITY AND BOROUGH OF WRANGELL SENIOR CITIZEN-DISABLED VETERAN PROPERTY TAX EXEMPTION

APPLICATION

Wrangell Municipal Code 5.04.040

RECEIVED

MAR 19 2014

WRANGELL CITY HALL

DUE BY MARCH 3, 2014

JOANNE ROBERTS	Birth date 08-09-1946	Soc Sec # 482-56-9377
	Birth date	Soc Sec #
P.O. BOX 483 WRANGELL, AK 99929	Residential Address: S21 PANHANDLE TP	
Phone Number:		

Please check one of the following:

- ☒ I am applying as a senior citizen age 65 or older by January 1st of the current Tax Year
☐ I am a widow or widower, age 60-64, of a previously qualified applicant
☐ I am applying as a disabled veteran (50% or more service related disability)

Documentation (copy of either a passport or birth certificate):

- ☒ PREVIOUSLY SUBMITTED
☐ ENCLOSED

I have been out of town during the past 2 months - off and on and this got misplaced while I was gone for medical treatments.

Type of dwelling:

- ☐ Single family
☐ Condominium
☒ Mobile home
☐ Duplex
☐ Other

Is your home on land you own?

- ☐ Yes, percentage: _____ %
☒ No, owner's name Panhandle Trailer Court Bloom's

Is any portion of this property used for commercial or rental purposes?

- ☐ Yes, percentage: _____ %
☒ No

Please check all that apply:

- ☒ This is my primary residence and permanent place of abode
☒ I received or was eligible for a 2013 permanent fund dividend.
☒ I am eligible to apply or have applied for a 2014 permanent fund dividend.

Certification: I hereby certify that the answers given on this application are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Date:

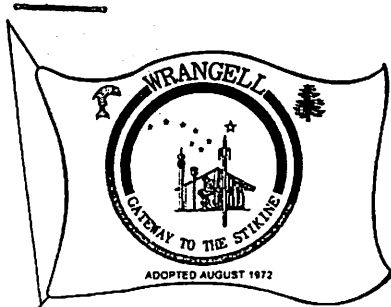
2-27-14

Signature of Applicant:

Joanne J. Roberts

Following for Local Assessor/Clerk Use Only

Property Value:	Adjustments:	Total Value
Land Value: _____	Ownership % _____ \$ _____	Adjustments () _____
Improvement: _____	Commercial/Rental % _____ \$ _____	Subtotal _____
Total Value: _____	Total Adjustments _____	If subtotal exceeds \$150,000, then use \$150,000 as the exempt value.
Approved By: _____		Total Value Exempt _____



CITY AND BOROUGH OF WRANGELL
P.O. Box 531, Wrangell, AK 99929
907-874-2381 ~ www.wrangell.com

2014 CITY AND BOROUGH
OF WRANGELL
SENIOR CITIZEN/DISABLED VETERAN
PROPERTY TAX EXEMPTION
RECEIVED APPLICATION
Wrangell Municipal Code 5.04.040
MAR 25 2014

WRANGELL CITY HALL

DUE BY MARCH 3, 2014

Name of Applicant: PAUL MATTEONI	Birth date 11-22-48	Social Security # 578488624
Name of Spouse	Birth date	Social Security #
Mailing Address: POB 265 WRANGELL AK	Residential Address: BLOCK 2 LOT 8 WRANGELL ISLE.	
Phone Number: 907 305 1134		
Please check one of the following: <input checked="" type="checkbox"/> I am applying as a senior citizen age 65 or older by January 1 st of the Tax Year applying for <input type="checkbox"/> I am a widow or widower, age 60-64, of a previously qualified applicant <input type="checkbox"/> I am applying as a disabled veteran (50% or more service related disability) Documentation (copy of either a passport or birth certificate): <input type="checkbox"/> PREVIOUSLY SUBMITTED <input type="checkbox"/> ENCLOSED		
Type of dwelling: <input checked="" type="checkbox"/> Single family <input type="checkbox"/> Condominium <input type="checkbox"/> Mobile home <input type="checkbox"/> Duplex <input type="checkbox"/> Other _____	Is your home on land you own? <input checked="" type="checkbox"/> Yes, percentage: 100% % <input type="checkbox"/> No, owner's name _____ Is any portion of this property used for commercial or rental purposes? <input type="checkbox"/> Yes, percentage: _____ % <input checked="" type="checkbox"/> No	
Please check all that apply: <input checked="" type="checkbox"/> This is my primary residence and permanent place of abode <input type="checkbox"/> I received or was eligible for a 2013 permanent fund dividend. <input type="checkbox"/> I am eligible to apply or have applied for a 2014 permanent fund dividend.		
Certification: I hereby certify that the answers given on this application are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.		
Date: 3-25-14	Signature of Applicant: <i>Paul Matteoni</i>	

Following for Local Assessor/Clerk Use Only

Property Value: Land Value: _____ Improvement: _____ Total Value: _____	Adjustments: Ownership % _____ \$ _____ Commercial/Rental % _____ \$ _____ Total Adjustments _____	Total Value _____ Adjustments () _____ Subtotal _____ If subtotal exceeds \$150,000, then use \$150,000 as the exempt value.
Approved By: _____		Total Value Exempt



CITY AND BOROUGH OF WRANGELL
P.O. Box 531 Wrangell, AK 99929
907-874-2381 ~ www.wrangell.com

03-003-250

**2014 CITY AND BOROUGH OF WRANGELL
SENIOR CITIZEN-DISABLED VETERAN
PROPERTY TAX EXEMPTION**

APPLICATION

Wrangell Municipal Code 5.04.040

RECEIVED**MAR 19 2014**

WRANGELL CITY HALL

DUE BY MARCH 3, 2014

JOHN C. WELLONS	Birth date 12/10/1944	Soc Sec # 574-14-8604
DONNA JEAN WELLONS	Birth date 9/7/1954	Soc Sec # 389-64-4739
P.O. BOX 213 WRANGELL, AK 99929	Residential Address: 2 MILE ZIMOVIA HWY	
Phone Number:		

Please check one of the following:

- ☐ I am applying as a senior citizen age 65 or older by January 1st of the current Tax Year
☒ I am a widow or widower, age 60-64, of a previously qualified applicant
☐ I am applying as a disabled veteran (50% or more service related disability)

Documentation (copy of either a passport or birth certificate):

- ☒ PREVIOUSLY SUBMITTED
☐ ENCLOSED

Type of dwelling:

- ☒ Single family
☐ Condominium
☐ Mobile home
☐ Duplex
☐ Other _____

Is your home on land you own?

- ☒ Yes, percentage: 100 %
☐ No, owner's name _____

Is any portion of this property used for commercial or rental purposes?

- ☐ Yes, percentage: _____ %
☒ No

Please check all that apply:

- ☒ This is my primary residence and permanent place of abode
☐ I received or was eligible for a 2013 permanent fund dividend.
☒ I am eligible to apply or have applied for a 2014 permanent fund dividend.

Certification: I hereby certify that the answers given on this application are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Date:

3/19/14

Signature of Applicant:

Donna J. Wellons

Following for Local Assessor/Clerk Use Only

Property Value: Land Value: _____	Adjustments: Ownership % _____ \$ _____	Total Value _____
Improvement: _____	Commercial/Rental % _____ \$ _____	Adjustments () _____
Total Value: _____	Total Adjustments _____	Subtotal _____
		If subtotal exceeds \$150,000, then use \$150,000 as the exempt value.
Approved By: _____		Total Value Exempt _____

3/19/14

To Whom It may Concern,

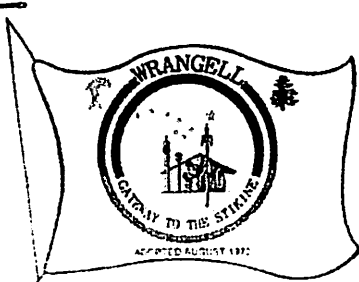
I don't remember getting a letter from the City about Property Taxes.

Since John Died in January, my ^{brain} ~~Brain~~ hasn't been working as well as it should,

I'm sure you did send a letter about it, I just can't remember it.

Thank-you

Donna J. Wellons



CITY AND BOROUGH OF WRANGELL
P.O. Box 531 Wrangell, AK 99929
907-874-2381 ~ www.wrangell.com
02-010-253

2014 CITY AND BOROUGH OF WRANGELL SENIOR CITIZEN-DISABLED VETERAN PROPERTY TAX EXEMPTION APPLICATION

Wrangell Municipal Code 5.04.040

DUE BY MARCH 3, 2014

ROLAND LARSEN	Birth date 7/20/1930	Soc Sec # 504-16-4541
DONNA LARSEN	Birth date 3/24/1946	Soc Sec # 572-68-9455
P.O. BOX 723 WRANGELL, AK 99929	Residential Address: 131 2ND ST	
Phone Number:		

Please check one of the following:

- ☒ I am applying as a senior citizen age 65 or older by January 1st of the current Tax Year
☐ I am a widow or widower, age 60-64, of a previously qualified applicant
☐ I am applying as a disabled veteran (50% or more service related disability)

Documentation (copy of either a passport or birth certificate):

- ☒ PREVIOUSLY SUBMITTED
☐ ENCLOSED

Type of dwelling:

- ☒ Single family
☐ Condominium
☐ Mobile home
☐ Duplex
☐ Other _____

Is your home on land you own?

- ☒ Yes, percentage: 100 %
☐ No, owner's name _____

Is any portion of this property used for commercial or rental purposes?

- ☐ Yes, percentage: _____ %
☒ No

Please check all that apply:

- ☒ This is my primary residence and permanent place of abode
☒ I received or was eligible for a 2013 permanent fund dividend.
☒ I am eligible to apply or have applied for a 2014 permanent fund dividend.

Certification: I hereby certify that the answers given on this application are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Date:

3-25-14

Signature of Applicant:

John L. Larsen
 Following for Local Assessor/Clerk Use Only

Property Value: Land Value: _____ Improvement: _____ Total Value: _____	Adjustments: Ownership % _____ \$ _____ Commercial/Rental % _____ \$ _____ Total Adjustments _____	Total Value _____ Adjustments () _____ Subtotal _____ If subtotal exceeds \$150,000, then use \$150,000 as the exempt value.
Approved By: _____		Total Value Exempt _____

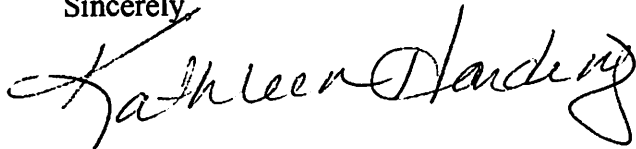
Kathleen Harding
Box 2167
Wrangell, Alaska 99929
March 25, 2014

City and Borough of Wrangell
Box 531
Wrangell, Alaska 99929

Dear City and Borough of Wrangell:

I am writing on behalf of my Mom and Step-father (Donna and Roland Larsen). I recently discovered that their property tax exemption form did not get filed in a timely manner. As most of you know Mom has had a stroke. Since that time, Roland has managed their affairs. In the last six months to a year, I have noticed him "forgetting" things, mostly little insignificant things that all of us forget from time to time. Lately, however, I've discovered he is forgetting other more important things, such as taking his medicine and his bills. History will show, that is NOT a normal thing for him. For as long as I can remember paying his bills on time is very important to him. I am asking that his application for the property tax exemption be considered and accepted. I am now paying more attention, and I am working on getting myself set up to handle their affairs so that this does not happen again. Thank you for your time.

Sincerely,

A handwritten signature in cursive script that reads "Kathleen Harding". The signature is fluid and connected, with a large initial 'K' and a stylized 'H'.

Kathleen Harding

Agenda Item 13e

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 22, 2014

INFORMATION:

Approval to dispose of City Surplus Property

Attachments:

1. Memo from Borough Manager, Jeff Jabusch, dated April 14, 2014
2. Memo from Harbormaster, Greg Meissner, dated April 14, 2014
3. List of items to surplus

RECOMMENDED ACTION:

Move to approve the items listed as surplus, that these items be advertised for bid as required under Wrangell Municipal Code 5.10.060, and authorize the Borough Manager to dispose of any items not bid on, in a manner that is in the best interest of the City.

MEMORANDUM

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

**FROM: JEFF JABUSCH
BOROUGH MANAGER**

SUBJECT: SURPLUS PROPERTY

DATE: April 14, 2014

INFORMATION:

The City has a list of property that is no longer used or needed for city use and it is recommended that these items be surplus. The following items are being recommended for surplus:

1. Harbor Department – **Float 1** – 10' x 108' wood log float with wood decking and bull rails – No longer needed and in good condition. Minimum bid recommended is \$200.00.
2. Harbor Department – **Float 2** – 10' x 120' wood log float with wood decking and bull rails – No longer needed and in good condition. Minimum bid recommended is \$200.00.
3. Harbor Department – **2000 16' Smoker Craft Runabout Skiff and two (2) Mercury Motors and a Calkins Galvanized Trailer** – 16' Skiff HIN SMK 06169D000; 2000 40 hp Mercury 4 stroke motor; 2000 6 hp Mercury SN 0T059770; Calkins Galvanized Trailer. Package is no longer needed. Package is in good condition. Minimum bid recommended is \$3,500.00.

Although these items are no longer needed by the city, they may be useful by others. The city plans, if approved by the assembly, to advertise these items for sealed bid. It is recommended that any items over \$25 that do not receive bids will go out as over the counter on a first come first service. All other items will be offered on a free basis for 30 days and then disposed.

Recommended Action:

Move to approve the items listed as surplus, that these items be advertised for bid as required under Wrangell Municipal Code 5.10.060, and authorize the Borough Manager to dispose of any items not bid on, in a manner that is in the best interest of the City.



Memorandum

To: Honorable Mayor & Borough Assembly
From: Greg Meissner, Harbormaster
Date: April 14, 2014
Subject: Harbor Surplus Items

As part of the City Dock Rehabilitation Project we have built new summer floats. I would like to sell off the two (2) remaining old sections of floats.

Float 1- 10 ' X 108 ' wood log float with wood decking and bullrails.

Float 2- 10 ' X 120 ' wood log float with wood decking and bullrails.

We also have a Harbor Department – 2000 **16' Smoker Craft Runabout Skiff and two (2) Mercury Motors and a Calkins Galvanized Trailer** – 16' Skiff HIN SMK 06169D000; 2000 40 hp Mercury 4 stroke motor; 2000 6 hp Mercury SN 0T059770; Calkins Galvanized Trailer. Package is no longer needed. Package is in good condition.

Minimum bid for each float is \$200.00

Minimum bid for the Skiff, Motors, and the trailer is \$3,500.00

City & Borough of Wrangell
City Surplus List
May 7, 2014 @ 2:00 p.m.

Item #	Department	Description	Serial Number - Other Information	Condition	Location for Public Inspection	Minimum Bid Amount
1	Harbor Dept	Float 1 - 10 ' X 108 ' wood log float with wood decking and bullrails.		good	Harbor Dept.	\$200
2	Harbor Dept	Float 1 - 10 ' X 120 ' wood log float with wood decking and bullrails.		good	Harbor Dept.	\$200
3	Harbor Dept	2000 16' Smoker Craft Runabout Skiff and two (2) Mercury Motors and a Calkins Galvanized Trailer	Skiff - SMK 06169D000 2000 Mercury 40 hp 4 stroke motor 2000 Mercury 6 hp motor SN 0T059770 Galvanized Trailer	good	Harbor Dept.	\$3,500

Agenda Item 13f

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 22, 2014

INFORMATION:

PROPOSED RESOLUTION No. 04-14-1294: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE CONVEYANCE OF PUBLIC TIDELANDS, LOT 1A, BLOCK 24A WRANGELL TIDELANDS ADDITION (ATS#83), WHICH IS A REPLAT OF LOTS 1 AND 2, BLOCK 24A, WRANGELL TIDELANDS ADDITION (ATS #83) AND AN ADJACENT PORTION OF UNSUBDIVIDED ATS #83 TIDELANDS TO BE RECORDED IN THE WRANGELL RECORDING DISTRICT BY QUITCLAIM DEED TO DAVID SVENDSEN, DBA SVENDSEN MARINE WORKS

Attachments:

1. Proposed Resolution No. 04-14-1294
2. Appraisal summaries
3. Map of the proposed area

RECOMMENDED ACTION:

Move to adopt Resolution No. 04-14-1294.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO: 04-14-1294

PROPOSED RESOLUTION No. 04-14-1294: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE CONVEYANCE OF PUBLIC TIDELANDS, LOT 1A, BLOCK 24A WRANGELL TIDELANDS ADDITION (ATS#83), WHICH IS A REPLAT OF LOTS 1 AND 2, BLOCK 24A, WRANGELL TIDELANDS ADDITION (ATS #83) AND AN ADJACENT PORTION OF UNSUBDIVIDED ATS #83 TIDELANDS TO BE RECORDED IN THE WRANGELL RECORDING DISTRICT BY QUITCLAIM DEED TO DAVID SVENDSEN, DBA SVENDSEN MARINE WORKS

WHEREAS, the Borough Assembly, at their meeting held October 8, 2008 approved the sale of City Leased Tidelands known as Lots 1 & 2, Block 24A, of the Wrangell Tidelands Addition (ATS #83); and

WHEREAS, on January 20, 2014, David Svendsen, dba Svendsen Marine Works requested to purchase an additional portion of the unsubdivided ATS #83, Wrangell Tidelands Addition, Adjacent to leased Lots 1 and 2 Block 24A of the Wrangell Tidelands Addition; and

WHEREAS, the Wrangell Borough Assembly, at their meeting held January 28, 2014, approved the sale of City Tidelands known as Lots 1 and 2 Block 24A, Wrangell Tidelands Addition (ATS #83) and an adjacent portion of unsubdivided tidelands of the Wrangell Tidelands Addition (ATS #83), to David Svendsen, dba Svendsen Marine Works ; and

WHEREAS, the Borough Assembly is approving the sale of the above described three tideland parcels to David Svendsen, dba Svendsen Marine Works, P.O. Box 1123, Wrangell, Alaska 99929, for the amount of \$13,955.00; and

WHEREAS, the conditions of the sale of tidelands are considered as stated in Wrangell Municipal Code Section 16.12.070 and that Section 16.12.040, Paragraph's A, B, and C were waived.

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

Section 1. The Mayor and Borough Clerk are authorized to execute a quit claim deed to David Svendsen, dba Svendsen Marine Works to convey the following public tidelands, when full price is paid for:

Lot 1A, Block 24A of the Wrangell Tidelands Addition, ATS #83, which is a new lot being created by the replat of Lots 1 & 2, Block 24A, Wrangell Tidelands Addition, ATS #83, and an adjacent unsubdivided portion of ATS #83 to be recorded in the Wrangell Recording District.

ADOPTED: _____, 2014

David L. Jack, Mayor

ATTEST: _____
Kim Lane, CMC, Borough Clerk

SUMMARY APPRAISAL OF
A PORTION of ATS 83
WRANGELL TIDELANDS ADDITION
ADJACENT to LOT 3A BLOCK 24A
WRANGELL TIDELANDS ADDITION
WRANGELL, ALASKA

FOR
KIM FLORES
BOROUGH CLERK
CITY AND BOROUGH OF WRANGELL
P. O. BOX 531
WRANGELL, ALASKA 99929

VALUATION DATE
JANUARY 14, 2014

FILE 14-3328

BY
MICHAEL C. RENFRO,
PARTNER

APPRAISAL COMPANY OF ALASKA, LLC
3940 ARCTIC BOULEVARD - SUITE 103
ANCHORAGE, ALASKA 99503

Fax
(907) 563-1368

Telephone
(907) 562-2424

Appraisal Company of Alaska

3940 ARCTIC BOULEVARD, SUITE 103
ANCHORAGE, ALASKA 99503
office@appraisalalaska.com

January 14, 2014

Kim Flores, Borough Clerk
City and Borough of Wrangell
P. O. Box 531
Wrangell, AK 99929

Re: A Portion of ATS 83
Wrangell Tidelands Additon
Adjacent to Lot 3A Block 24A
Wrangell Tidelands Addition
Wrangell, Alaska

Dear Ms. Flores:

As requested, I have prepared a summary appraisal report on the fair market value of the above referenced lots as if vacant. The appraisal date is January 14, 2014. The purpose of the report is to determine the fair market value for a possible sale. A description and valuation follows.

As a result of the investigation and analysis, subject to the assumptions and limiting conditions, and **extraordinary conditions, on the next page**, it is my opinion the market value of the property as of January 14, 2014 is:

ONE HUNDRED FIFTY FIVE DOLLARS

(\$155.00)

This is a summary report, intended to meet the current Uniform Standards of Professional Appraisal Practice as formulated by the Appraisal Foundation, and conform to the Appraisal Standards for Federally Related Transactions adopted by the Office of the Comptroller of the Currency (OCC).

A description of the sites and the analysis which lead to the fair market value conclusion follows. A complete description of the comparable data is included in a separate report which is retained in the appraiser's work file.

If you have any questions regarding this summary appraisal report please do not hesitate to call me.

Sincerely,

APPRAISAL COMPANY OF ALASKA



Michael C. Renfro
Partner

SUMMARY APPRAISAL OF
LOTS 1&2 BLOCK 24A WTS
WRANGELL, ALASKA

FOR
KIM FLORES
BOROUGH CLERK
CITY AND BOROUGH OF WRANGELL
P. O. BOX 531
WRANGELL, ALASKA 99929

VALUATION DATE
MARCH 15, 2013

FILE 13-3321

BY
MICHAEL C. RENFRO,
PARTNER

APPRAISAL COMPANY OF ALASKA, LLC
3940 ARCTIC BOULEVARD - SUITE 103
ANCHORAGE, ALASKA 99503

Fax
(907) 563-1368

Telephone
(907) 562-2424

Appraisal Company of Alaska

3940 ARCTIC BOULEVARD, SUITE 103
ANCHORAGE, ALASKA 99503
office@appraisalalaska.com

March 15, 2013

Kim Flores, Borough Clerk
City and Borough of Wrangell
P. O. Box 531
Wrangell, AK 99929

Re: Two Tideland Lots Currently
Leased to David Svendsen,
Wrangell, Alaska

Dear Ms. Flores:

As requested, I have prepared a summary appraisal report on the fair market value of the above referenced lots as if vacant. The appraisal date is March 15, 2013. The purpose of the report is to determine the fair market value for a possible sale. A description and valuation follows.

As a result of the investigation and analysis, subject to the assumptions and limiting conditions, and **extraordinary conditions, on the next page**, it is my opinion the market value of the property as of March 15, 2013 is:

THIRTEEN THOUSAND EIGHT HUNDRED DOLLARS

(\$13,800.00)

This is a summary report, intended to meet the current Uniform Standards of Professional Appraisal Practice as formulated by the Appraisal Foundation, and conform to the Appraisal Standards for Federally Related Transactions adopted by the Office of the Comptroller of the Currency (OCC).

A description of the sites and the analysis which lead to the fair market value conclusion follows. A complete description of the comparable data is included in a separate report which is retained in the appraiser's work file.

If you have any questions regarding this summary appraisal report please do not hesitate to call me.

Sincerely,

APPRAISAL COMPANY OF ALASKA



Michael C. Renfro
Partner

Agenda Item *13g

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 22, 2014

INFORMATION:

Approval of a Replat of Lots 1 and 2, Block 24A, Wrangell
Tidelands Addition (A.T.S. #83) and a portion of Unsubdivided
A.T.S. #83 Tidelands, Creating Lot 1A

Attachments:

1. Memo from Lavonne Klinke, P & Z Secretary, dated April 14, 2014
2. Final Plat Map

RECOMMENDED ACTION:

~ Approved under the Consent Agenda ~

**Planning and Zoning
Commission**

Memo

To: Kim Lane, Borough Clerk
From: Lavonne Klink, Planning & Zoning Secretary
CC: City of Wrangell Assembly Members
Date: 4/15/2014
RE: Final Plat a replat of Lots 1 and 2, Block 24A, Wrangell Tidelands Addition (ATS 83) and a portion of the unsubdivided ATS 83 tidelands, creating Lot 1A, requested by Dave Svendsen.

The Planning & Zoning Commission at their regular meeting on April 10 2014 approved unanimously the Final Plat a replat of Lots 1 and 2, Block 24A, Wrangell Tidelands Addition (ATS 83) and a portion of the unsubdivided ATS 83 tidelands, creating Lot 1A, requested by Dave Svendsen and is forwarding the plat to the Assembly for final approval and recording.

Agenda Item 13h

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 22, 2014

INFORMATION:

Approval of an amendment to add a section in the Wrangell Medical Center Policy Manual

Attachments:

1. Memo from Wrangell Medical Center CEO, Marla Sanger, dated April 17, 2014
2. Proposed amendment

RECOMMENDED ACTION:

Move to approve the addition in the Wrangell Medical Center Policy Manual under the Worker's Compensation section.

Attachment 13h-1

Mission:

To enhance the quality of
life for all we serve

Vision:

Honor our heritage and be
the pride of the community

Values:

Integrity
Compassion and Caring
Trust
Transparency
Loyalty
Honoring our Heritage
Quality
Fiscal Responsibility

April 17, 2014

Mayor Dave Jack,
City & Borough Assembly
PO Box 503
Wrangell, AK 99929

Dear Mayor Jack and Assembly Members of the City and Borough of
Wrangell,

I have worked with our Physical Therapy department and legal counsel
to draft the below language which we would like to have added to our
Personnel Policy manual in the section called "Worker's
Compensation":

"Employees who experience an on-the-job injury related to
body mechanics may be referred to the WMC Department of
Rehabilitation Services for consultation and education on
proper mechanics as needed."

I respectfully bring this addition to our policy manual to the Borough
Assembly for approval as required per Wrangell Municipal Code
3.32.030 (D)

Sincerely,



Marla Sanger, CEO
Wrangell Medical Center

*Caring for
Southeast*

SAFETY

Wrangell Medical Center makes every effort to maintain a safe working environment, and safety is the shared responsibility of every employee. Employees must always use their best judgment and avoid carelessness and risky situations. If an accident involving an employee, patient or visitor should occur, the employee must report it immediately to his/her supervisor, who will then make certain that all necessary steps are taken. All incidents and accidents must be reported in writing. In the absence of your supervisor or designee, advise the R.N. on duty.

Employees have a right to know about the chemicals and materials used in the workplace. Wrangell Medical Center has identified hazardous chemicals/materials, labeled containers and secured Material Safety Data Sheets. Employees have been oriented with regard to the safe utilization of all hazardous chemicals and materials in the workplace.

Employees may be required to receive immunizations. Employees are required to participate in infectious disease screening to include Tuberculosis, Rubella and Hepatitis B. Low risk employees may request Hepatitis B vaccinations. Their insurance will be billed and the hospital will write off any portion not covered by insurance.

WORKERS' COMPENSATION

All employees are protected while on the job by Workers' Compensation insurance. This insurance will provide coverage for work-related injuries, occupational illness and prolonged absences due to such injuries. In case of an accident or injury, no matter how slight, the employee must notify their supervisor and fill out an accident report immediately. **Employees who experience an on-the-job injury related to body mechanics may be referred to the WMC Department of Rehabilitation Services for consultation and education on proper mechanics as needed.** In the absence of your supervisor, advise the RN on duty. It is the supervisor's responsibility to forward the report to the Director of Quality. It is the employee's responsibility to keep his or her supervisor updated on their ongoing medical care for the injury or illness. Payments for medical expenses and lost time at work are determined by state law. Wrangell Medical Center pays the full cost of this protection. Failure to promptly report an injury may result in loss of benefits.

Agenda Item 13i

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 22, 2014

INFORMATION:

Approval to award the bid received from Rock - n - Road Construction, Inc. for the Cassiar Street Roadway and Utility Improvements Project

Attachments:

1. Memo from Ruby McMurren, Projects Manager, dated April 16, 2014
2. Bid received from Rock-n- Road Construction, Inc.
3. Award recommendation prepared by R&M Engineering
4. Letter from Sig Burrel (Rock-n-Road), to R&M Engineering
5. Bid Tab sheet prepared by R&M Engineering

RECOMMENDED ACTION:

Move to approve the bid received from Rock-n-Road Construction, Inc., and authorize the Borough Manager to enter into a contract with Rock-n-Road Construction, Inc. for the construction of the Cassiar Road Street Roadway and Utilities Improvements Project, for the amount of \$790,960.48 to be paid from DCCED and DEC Grant Funds.

MEMORANDUM

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

**FROM: RUBY MCMURREN
PROJECTS MANAGER**

**SUBJECT: APPROVAL OF A CONSTRUCTION CONTRACT AWARD FOR THE
CASSIAR STREET ROADWAY AND UTILITIES IMPROVEMENTS**

DATE: April 16, 2014

BACKGROUND

The City and Borough of Wrangell received a Grant from the Department of Commerce, Community and Economic Development (DCCED) and the Alaska Department of Environmental Conservation (ADEC) for the construction of Cassiar Street Roadway and Utilities Improvements.

The City and Borough of Wrangell issued an Invitation to Bid for the construction of the Cassiar Street Roadway and Utilities Improvement Project. Bids were due on April 9, 2014, and the City and Borough of Wrangell received four (4) qualified bids.

After a thorough review of the bids received, Staff and R&M Engineering recommends awarding the construction project to Rock-N-Road Construction, Inc., who was the lowest responsive bidder. The project's bid summary sheet and R&M's award recommendation is attached.

RECOMMENDATION

Staff recommends that the Assembly authorize the Borough Manager to enter into a contract with Rock-N-Road, Construction Inc., for the construction of the Cassiar Street Roadway and Utilities Improvements Project, for the amount of \$790,960.48 to be paid from grant funds designated for this project.

ATTACHMENTS:

1. Rock-N-Road's Bid Form for the Cassiar Street Roadway and Utilities Improvements
2. Award recommendation prepared by R&M Engineering
3. Copy of letter from Sig Burrell (Rock-N-Road), to R&M Engineering
4. Bid Tab Sheet for Cassiar Street Roadway and Utilities Improvements Project prepared by R&M Engineering

ROCK-N-RD CONSTRUCTION, INC.
P.O. Box 1188
PETERSBURG, ALASKA 99833-1188
(907) 772-3308
Fax (907) 772-2268

BID PROPOSAL

TO: The City and Borough of Wrangell, herein called the City:

Pursuant to and in compliance with your Notice to Contractors Inviting Bids, Information For Bidders, Agreement and the other Contract Documents relating thereto, the undersigned Bidder, being fully familiarized with all the terms of all the Contract Documents and with the project site and local conditions and costs affecting the performance as called for in the Contract Documents, hereby proposes and agrees to perform, within the time and in the manner stipulated, the Contract, including all of its component parts, and everything required to be performed, and to provide and furnish any and all of the work, labor, materials, tools, supplies, and all transportation and other services necessary to perform the Contract in a skillful and timely manner, all in strict conformity with the Contract Documents, including addenda(s) for the following project:

CASSIAR STREET ROADWAY AND UTILITIES IMPROVEMENTS

in accordance with attached schedule.

1. **Award of Contract.** The City shall have the right to reject this bid proposal and such bid proposal shall remain open and may not be withdrawn for a period of ninety (90) days after the date prescribed for its opening.
2. **Execution of Contract and Performance Security.** It is understood and agreed that if written notice of the acceptance of this proposal and award of the Contract is mailed, emailed or delivered to the undersigned Bidder within sixty (90) days after the opening of the proposal, or at any time thereafter before it is withdrawn in writing, the undersigned Bidder will execute and deliver the Agreement in the form set forth in the Contract Documents to the City in accordance with the proposal as accepted, and will also furnish and deliver to the City the performance and payment bonds on the forms provided in the Contract Documents, the Certificate of Insurance and policies of insurance and any other documents or bonds called for in the Contract Documents, all within ten (10) days after notice of Intend to Award of the Contract is given.
3. **Notice of Intent to Award of the Contract** or requests or additional information may be addressed to the undersigned Bidder at the business address set forth at the end of this proposal.
4. **Wherever in this proposal** an amount is stated in both words and figures, in case of discrepancy between words and figures, the words shall prevail; if all or any portion of the proposal is required to be given in unit prices and totals and a discrepancy exists between any such unit prices and totals so given, the unit prices shall prevail.
5. **Bid Security.** Accompanying this bid is the required bid security in the form of

Bid Bond * in the amount of
5% (\$ 790,960.48)
BASE BID + ALTERNATE

(*NOTICE: Insert the words, "Cashier's Check," "Certified Check," or "Bid Bond," as the case may be; bid security is five percent (5%) of the total amount bid.)

6. Receipt of the following Addenda to the Contract Documents is hereby acknowledged.

ADDENDUM NO	DATE OF RECEIPT OF ADDENDUM	SIGNED ACKNOWLEDGMENT
1	<u>3-25-2014</u>	<u>Richel Beene</u>
2	<u>3-27-2014</u>	<u>Richel Beene</u>
3	_____	_____
4	_____	_____

(Note: Failure to acknowledge receipt of any addenda may be considered an irregularity in the proposal and grounds for rejection of the bid.)

BIDDER:

Rock-N-Road Construction, Inc.

By: Richel Beene President
(Title)

Alaska Contractor License No. 8402

Telephone 907-772-3308

Business Address 200 Hungerford Hill Rd.
PO Box 1188 Petersburg, AK 99833

Place of Residence Petersburg, AK

Date April 9, 20 14

NOTE: If Bidder is a corporation, the legal name of the corporation shall be set forth above together with the signatures of the officer or officers authorized to sign contracts on behalf of the corporation; if Bidder is a copartnership, the true name of the firm shall be set forth above together with the signature of the partner or partners authorized to sign contracts in behalf of the copartnership, and if Bidder is an individual, the appropriate signature shall be placed above.

BID FORM

The prices established in the Bid Proposal shall be full payment for all work described in the project manual, plans, and associated documents or directed by the City and Borough of Wrangell. The bidder has thoroughly and completely reviewed the Contract Documents, plans, and specifications. Based on the undersigned's own estimate of costs and investigations and research of the proposed work, the bidder agrees to accept as full payment, the amounts quoted in the Bid Proposal. Write below the total project cost (total of all bid items above.)

NOTE: Show unit price, extensions, and bid total in number form only.

BASE BID

Item	Description	Unit	#Units	Unit Price	Cost
1	Mobilization / Demobilization	LS	All required	23,100.00	23,100.00
2	Construction Surveying	LS	All required	20,000.00	20,000.00
3	Traffic Control and Signage	LS	All required	10,000.00	10,000.00
4	Removal / Disposal of Asbestos Concrete Pipe	LF	1,150	10.00	11,500.00
5	Removal / Disposal of DI Water Main	LF	50	5.00	250.00
6	Removal / Disposal of Existing Sanitary main	LF	700	2.00	1400.00
7	Removal / Disposal Of Existing Sanitary Manhole	EA	4	500.00	2000.00
8	8" HDPE Water Main	LF	1,300	53.84	69,992.00
9	Connect to Existing Water Main	EA	3	2500.00	7,500.00
10	Fire Hydrant	EA	4	2000.00	8000.00
11	Water Service Connections	EA	13	1538.46	19,999.98
12a	8" Gate Valves	EA	8	1150.00	9200.00
12b	6" Gate Valves	EA	2	700.00	1400.00
13	8" SDR 35 Sewer Pipe	LF	1,100	39.50	43,450.00
14	Sewer Laterals	EA	13	2000.00	26,000.00
15	48" Sanitary Manhole	EA	6	4337.00	26,022.00
16	Sanitary Main Cleanout	EA	2	2000.00	4000.00
17	Insulation Board	SF	1,450	2.97	4306.50
18	Common Excavation	CY	450	14.00	6300.00

19	Solid Rock Excavation (Including Utility Trenches)	CY	600	66.00	39,600.00
20	4" Minus Backfill	CY	250	24.00	6,000.00
21	D1 Surfacing	CY	320	50.00	16,000.00
22	Asphalt Concrete	SF	23,000	10.00	230,000.00
23	Curb and Gutter	LF	1,600	38.00	60,800.00
24a	Type IV Catch Basin	EA	13	1800.00	23,400.00
24b	Storm Manhole	EA	5	2500.00	12,500.00
25	18" CPP Storm Main	LF	1350	48.00	64,800.00
26	Storm Laterals	EA	12	650.00	7,800.00
27.	Reconstruct Wood Stairways	EA	5	2000.00	10,000.00
28.	Reconstruct Concrete Driveways	SF	300	13.00	3,900.00
29.	2" Water Blowoff Assembly	EA	1	4000.00	4,000.00
30.	Street Signs	EA	10	300.00	3,000.00

Total Base Bid Price

\$ 776,220.48

Total Base Bid Price in Words

bid

\$ Seven-hundred seventy-six thousand two-hundred twenty dollars and forty-eight cents.

Additive Alternate (Water Main Construction Extension In McCormack R/W)

Item	Description	Unit	#Units	Unit Price	Extended Price
9	Connect to Existing Water Main	EA	1	2500.00	2,500.00
8	8" HDPE Water Main	LF	180	68.00	12,240.00

Total Additive Alternate Price

\$ 14,740.00

Total Additive Alternate Price in Words

\$ Fourteen-thousand seven-hundred forty dollars and no cents.

By: Rufus D. Reed

Firm: Rock-N-Road Construction, Inc.

Address: PO Box 1188

Petersburg, AK 99833

Title: President

Firm: _____

Date: 4-9-14

Fax: 907-772-2268



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

April 17, 2014

Carl Johnson
Public Works Director
City & Borough of Wrangell
P.O. Box 531, Wrangell, AK 99929

**RE: City and Borough of Wrangell Cassiar Street Roadway and Utilities Improvements –
Award Recommendation**

Dear Mr. Johnson,

We have reviewed the bids submitted by the contractors for the Cassiar Street and Utility Improvement Project. After comparing Rock-N-Roads unit price bid amounts to those of the other bidders it was apparent that there was a large discrepancy between the units in their bid for on bid items 24b, 25, and 26. Shortly after bid time Sig Burrell of Rock and Road contacted our offices to inform us that he neglected to include the cost of the storm drain materials including pipe, manhole and catch basins in his unit prices in the bid tabs. He had inadvertently assumed all materials were to be supplied by the City and Borough of Wrangell (see the attached letter).

Section 23 Errors and Omissions of the Information to Bidders outlines the process for bidders to notify owners in the event of bid error. The contractor met the 24 hour notice requirement outlined in this section to allow the City and Borough to grant relief for contractor bid errors, however this section is specific to clerical errors in the bid tabulation. In our opinion this was not a clerical error on the part of Rock-N-Road, so this section does not apply.

Therefore, after reviewing the contract documents and consulting the Borough's attorney, it is our recommendation to award the Cassiar Street Roadway and Utilities Improvement contract to Rock-N-Road Construction for the sum of \$790,960.48 which includes both the base bid and additive alternate.

If you have any additional questions or comment please contact me at 225-7917 x104 or email rbadgett@rmketchikan.com.

Sincerely,
R&M Engineering-Ketchikan, Inc.

Robert Badgett, P.E.

Robert K. Badgett, PE
File To: 132303

Dear Sirs,

In reviewing the Cassiar bid I have realized that when I read the plans and specs, it was my understanding that all of the materials for the utility conduits including the storm drainage conduits, manholes, catch basins and all the other parts and peices were going to be supplied by the City. Because I did not realize these were not already provided as the other materials were, I did not factor in the additional \$75,000 cost to purchase and ship these to the site.

We are a small company and we do not factor a large profit margin into our bids. If we proceed at our current bid price we will begin the job \$15,000 in the negative due to the unanticipated material costs. It is my hope, that due to this misunderstanding, you will allow us to back out of our bid so I do not negatively impact my business.

Regards,

Sigmund Burrell

City and Borough of Wrangell Cassiar Street Roadway and Utilities Improvements Bid Tabulations											
BASE BID SCHEDULE				Rock N Road		S&S GENERAL		Southeast Roadbuilders		Sunland Development Co.	
BID ITEM		Estimated Quantity		Unit Bid Price	Total Bid Price	Unit Bid Price	Total Bid Price	Unit Bid Price	Total Bid Price	Unit Bid Price	Total Bid Price
1	Mobilization / Demobilization	1	LS	\$ 23,100.00	\$ 23,100.00	\$ 81,000.00	\$ 81,000.00	\$ 339,200.00	\$ 339,200.00	\$ 150,000.00	\$ 150,000.00
2	Construction Surveying	1	LS	\$ 20,000.00	\$ 20,000.00	\$ 23,000.00	\$ 23,000.00	\$ 29,000.00	\$ 29,000.00	\$ 50,000.00	\$ 50,000.00
3	Traffic control and Signage	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 44,000.00	\$ 44,000.00	\$ 14,100.00	\$ 14,100.00	\$ 5,000.00	\$ 5,000.00
4	Remove/Disposal of Asbestos concrete pipe	1150	LF	\$ 10.00	\$ 11,500.00	\$ 10.00	\$ 11,500.00	\$ 6.10	\$ 7,015.00	\$ 50.00	\$ 57,500.00
5	Remove/Disposal of DI Water Main	50	LF	\$ 5.00	\$ 250.00	\$ 5.00	\$ 250.00	\$ 13.00	\$ 650.00	\$ 500.00	\$ 25,000.00
6	Removal/Disposal of Sanitary Main	700	LF	\$ 2.00	\$ 1,400.00	\$ 5.00	\$ 3,500.00	\$ 4.50	\$ 3,150.00	\$ 100.00	\$ 70,000.00
7	Removal/Disposal of Sanitary Man hole	4	EA	\$ 500.00	\$ 2,000.00	\$ 500.00	\$ 2,000.00	\$ 540.00	\$ 2,160.00	\$ 2,000.00	\$ 8,000.00
8	8" HDPE water main	1300	LF	\$ 53.84	\$ 69,992.00	\$ 80.00	\$ 104,000.00	\$ 89.00	\$ 115,700.00	\$ 150.00	\$ 195,000.00
9	Connect to existing water main	3	EA	\$ 2,500.00	\$ 7,500.00	\$ 6,000.00	\$ 18,000.00	\$ 6,750.00	\$ 20,250.00	\$ 5,000.00	\$ 15,000.00
10	Fire Hydrant	4	EA	\$ 2,000.00	\$ 8,000.00	\$ 4,500.00	\$ 18,000.00	\$ 5,050.00	\$ 20,200.00	\$ 4,000.00	\$ 16,000.00
11	Water Service Connection	13	EA	\$ 1,538.46	\$ 19,999.98	\$ 1,900.00	\$ 24,700.00	\$ 2,500.00	\$ 32,500.00	\$ 3,000.00	\$ 39,000.00
12a	8" Gate Valves	8	EA	\$ 1,150.00	\$ 9,200.00	\$ 1,500.00	\$ 12,000.00	\$ 750.00	\$ 6,000.00	\$ 1,500.00	\$ 12,000.00
12b	6" Gate Valves	2	EA	\$ 700.00	\$ 1,400.00	\$ 1,300.00	\$ 2,600.00	\$ 860.00	\$ 1,720.00	\$ 3,000.00	\$ 6,000.00
13	8" SDR 35 Sewer Pipe	1100	LF	\$ 39.50	\$ 43,450.00	\$ 90.00	\$ 99,000.00	\$ 93.00	\$ 102,300.00	\$ 125.00	\$ 137,500.00
14	Sewer Laterals	13	EA	\$ 2,000.00	\$ 26,000.00	\$ 2,000.00	\$ 26,000.00	\$ 1,700.00	\$ 22,100.00	\$ 3,250.00	\$ 42,250.00
15	48" Sanitary Manhole	6	EA	\$ 4,337.00	\$ 26,022.00	\$ 5,000.00	\$ 30,000.00	\$ 6,650.00	\$ 39,900.00	\$ 12,000.00	\$ 72,000.00
16	Sanitary Main Cleanout	2	EA	\$ 2,000.00	\$ 4,000.00	\$ 1,200.00	\$ 2,400.00	\$ 2,200.00	\$ 4,400.00	\$ 5,000.00	\$ 10,000.00
17	Insulation Board	1450	SF	\$ 2.97	\$ 4,306.50	\$ 7.00	\$ 10,150.00	\$ 4.50	\$ 6,525.00	\$ 10.00	\$ 14,500.00
18	Common Excavation	450	CY	\$ 14.00	\$ 6,300.00	\$ 30.00	\$ 13,500.00	\$ 21.70	\$ 9,765.00	\$ 30.00	\$ 13,500.00
19	Solid Rock Excavation (including utility trench0	600	CY	\$ 66.00	\$ 39,600.00	\$ 30.00	\$ 18,000.00	\$ 78.00	\$ 46,800.00	\$ 150.00	\$ 90,000.00
20	4" minus backfill	250	CY	\$ 24.00	\$ 6,000.00	\$ 24.00	\$ 6,000.00	\$ 41.50	\$ 10,375.00	\$ 50.00	\$ 12,500.00
21	D1 Sufacing	320	SF	\$ 50.00	\$ 16,000.00	\$ 48.00	\$ 15,360.00	\$ 50.00	\$ 16,000.00	\$ 50.00	\$ 16,000.00
22	Asphalt Concrete	23000	LF	\$ 10.00	\$ 230,000.00	\$ 3.50	\$ 80,500.00	\$ 8.90	\$ 204,700.00	\$ 8.00	\$ 184,000.00
23	Curb and Gutter	1600	EA	\$ 38.00	\$ 60,800.00	\$ 43.00	\$ 68,800.00	\$ 60.00	\$ 96,000.00	\$ 50.00	\$ 80,000.00
24a	Type IV Catch Basin	13	EA	\$ 1,800.00	\$ 23,400.00	\$ 1,500.00	\$ 19,500.00	\$ 4,900.00	\$ 63,700.00	\$ 5,000.00	\$ 65,000.00
24b	Strom Manhole	5	EA	\$ 2,500.00	\$ 12,500.00	\$ 5,000.00	\$ 25,000.00	\$ 7,770.00	\$ 38,850.00	\$ 4,000.00	\$ 20,000.00
25	18" CPP Storm Main	1350	LF	\$ 48.00	\$ 64,800.00	\$ 88.00	\$ 118,800.00	\$ 78.00	\$ 105,300.00	\$ 50.00	\$ 67,500.00
26	Storm Laterals	12	EA	\$ 650.00	\$ 7,800.00	\$ 2,000.00	\$ 24,000.00	\$ 1,500.00	\$ 18,000.00	\$ 3,000.00	\$ 36,000.00
27	Reconstruct Wood Stairs	5	EA	\$ 2,000.00	\$ 10,000.00	\$ 1,500.00	\$ 7,500.00	\$ 1,070.00	\$ 5,350.00	\$ 2,000.00	\$ 10,000.00
28	Reconstruct Concrete Driveways	300	SF	\$ 13.00	\$ 3,900.00	\$ 10.00	\$ 3,000.00	\$ 28.00	\$ 8,400.00	\$ 50.00	\$ 15,000.00
29	2" Water Blowoff	1	EA	\$ 4,000.00	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00	\$ 4,400.00	\$ 4,400.00	\$ 5,000.00	\$ 5,000.00
30	Street Signs	10	EA	\$ 300.00	\$ 3,000.00	\$ 250.00	\$ 2,500.00	\$ 1,200.00	\$ 12,000.00	\$ 700.00	\$ 7,000.00
TOTAL BASE BID AMOUNT				\$ 776,220.48		\$ 916,560.00		\$ 1,406,510.00		\$ 1,546,250.00	
ADDATIVE ALTERNATE (WATER MAIN CONSTRUCTION IN McCORMACK R/W											
1	Connect to existin Water Main	1	EA	\$ 2,500.00	\$ 2,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,750.00	\$ 6,750.00	\$ 10,000.00	\$ 10,000.00
2	8" hdpe waer main	180	LF	\$ 68.00	\$ 12,240.00	\$ 95.00	\$ 17,100.00	\$ 107.00	\$ 19,260.00	\$ 175.00	\$ 31,500.00
TOTAL ADDATIVE ALTERNATE 1 AMOUNT				14,740.00		\$ 23,600.00		\$ 26,010.00		\$ 41,500.00	
TOTAL BID AMOUNT: \$ 790,960.48					\$ 940,160.00			\$ 1,432,520.00		\$ 1,587,750.00	

Agenda Item 13j

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 22, 2014

INFORMATION:

Approval of a letter from the CBW on behalf of the WMC for re-application to Medicare/Medicade

Attachments:

1. Memo from Borough Manager Jabusch, dated April 17, 2014
2. Letter for re-application for Medicare/Medicaid

RECOMMENDED ACTION:

Move to approve the letter written by our attorney for the benefit of Wrangell Medical Center in the application process with Medicare/Medicaid

MEMORANDUM

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

**FROM: JEFF JABUSCH
BOROUGH MANAGER**

**SUBJECT: WRANGELL MEDICAL CENTER LETTER REQUIRED FOR
MEDICARE/MEDICAID**

DATE: APRIL 18, 2014

BACKGROUND:

As part of the Affordable Care Act, the Wrangell Medical Center and all providers are required to recertify with Medicare/Medicaid. This is required to continue to receive payments for services supplied by the Medical Center to patients on Medicare/Medicaid. One of the many requirements that goes into their application is a letter required by the owner of the Wrangell Medical Center stating various things.

The Hospital administration, myself, and our attorney conferred as to exactly what needed to be said in the letter. Mr. Blasco's concern was that he did not want to offer more in the letter than the minimum required. The letter needs to say that the City and Borough of Wrangell owns the hospital and that we have a financial responsibility if the hospital is not able to pay back money to Medicare/Medicaid assuming such an event were to happen. That is not the case today. Again, every hospital in the United States, along with other providers is going through the same procedure.

Recommended Action by Staff:

Move to approve the letter written by our attorney for the benefit of Wrangell Medical Center in the application process with Medicare/Medicaid



CITY AND BOROUGH OF WRANGELL
INCORPORATED MAY 30, 2008

Office of the Borough Mayor

April 18, 2014

Noridian HealthCare Solutions, LLC

Cathy Alm

Re: Wrangell Medical Center and Long-Term Care Facility

Dear Ms. Alm:

You have requested a “letter of attestation” as to the ownership of the Wrangell Medical Center and Long-Term Care Facility (WMC). The WMC is owned by the City and Borough of Wrangell. The City and Borough of Wrangell is a municipal corporation under the laws of the State of Alaska.

The City and Borough of Wrangell may be legally responsible for any debt owed to CMS after the funds and assets of the WMC have been exhausted.

Sincerely,

David Jack, Borough Mayor
City & Borough of Wrangell
clerk@wrangell.com
907-874-2381

Agenda Item 14

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
AGENDA ITEM
April 22, 2014**

INFORMATION:

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

Agenda Item 15

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 22, 2014

INFORMATION:

EXECUTIVE SESSION – None.