



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

**April 8, 2014 – 7:00 p.m.**

**Location: Assembly Chambers, City Hall**

**1. CALL TO ORDER**

- a. PLEDGE OF ALLEGIANCE led by Assembly Member James Stough
- b. INVOCATION to be given by Don McConachie
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Certificates of Service, Guest Introductions*
  - i. Proclamation – National Library Week , April 13-19, 2014

**2. ROLL CALL**

**3. AMENDMENTS TO THE AGENDA**

**4. CONFLICT OF INTEREST**

**5. CONSENT AGENDA**

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

**6. APPROVAL OF MINUTES**

- \*a. Minutes of the Regular Assembly meeting held on March 25, 2014

**7. 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*)

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

## **11. PERSONS TO BE HEARD**

## **12. UNFINISHED BUSINESS**

- a. PROPOSED ORDINANCE No. 877: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING WRANGELL MUNICIPAL CODE TITLE 14 HARBOR AND PORT FACILITIES, CHAPTER 14.01 GENERAL PROVISIONS, SPECIFICALLY SECTION 14.01.030, CREATING SUBSECTION (JJ) ESTABLISHING A DEFINITION FOR MARINE SERVICE CENTER *(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)*
- d. Approval to purchase residential property from Shelly Massin for the purpose of a right of way *(postponed from the March 25, 2014 meeting)*

## **13. NEW BUSINESS**

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

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

## **15. EXECUTIVE SESSION**

## **16. ADJOURNMENT**

# Agenda Items 1 - 6

## CITY & BOROUGH OF WRANGELL

### BOROUGH ASSEMBLY

#### AGENDA ITEM

April 8, 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 James Stough
- b. Invocation to be given by Don McConachie
- c. Ceremonial Matters – *Community Presentations, Proclamations, Certificates of Service, Guest Introduction*
  - i. Proclamation – National Library Week , April 13-19, 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, & 7f***

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

**INFORMATION:**

***6a Minutes of the Regular Assembly meeting held March 25, 2014***



PROCLAMATION  
*"National Library Week"*  
April 13-19, 2014

**WHEREAS**, our nation's school, academic, public and special libraries make a difference in the lives of millions of Americans; and

**WHEREAS**, libraries are places of opportunity providing programs that teach all forms of literacy, promoting continuing education and encouraging lifelong learning; and

**WHEREAS**, in times of economic hardship, Americans turn to – and depend on – their libraries and librarians; and

**WHEREAS**, librarians are trained, tech-savvy professionals, providing technology training and access to downloadable content like eBooks; and

**WHEREAS**, libraries play a vital role in supporting the quality of life in their communities; and

**WHEREAS**, libraries continuously grow and evolve in how they provide for the needs of every member of their communities; and

**WHEREAS**, libraries help people of all ages discover a world of knowledge, both in person and online, as well as provide personal service and assistance in finding needed information; and

**WHEREAS**, libraries are narrowing the "digit divide", by providing no-fee public computer and internet access to accommodate the growing need for access to digital and online information; and

**WHEREAS**, libraries, librarians, library workers, and supporters across America are celebrating National Library Week.

**NOW, THEREFORE**, be it resolved that I, David Jack, Mayor of the City & Borough of Wrangell, Alaska, do hereby proclaim April 13-19<sup>th</sup>, 2014:

**National Library Week**

and encourage all residents to visit the library that week to take advantage of the wonderful library resources available at your library. Lives change at your library.

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

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



## **Minutes of Regular Assembly Meeting Held on March 25, 2014**

Mayor David L. Jack called the Regular Assembly meeting to order at 7:00 p.m., March 25, 2014, in the Borough Assembly Chambers. Assembly Members Stough, Wiederspohn, McCloskey, Blake, and Decker were present. Assembly Member Stokes was absent. Borough Manager Jeff Jabusch and Borough Clerk Kim Lane were also in attendance.

Pledge of Allegiance was led by Assembly Member Julie Decker.

Invocation was given by a member of the Baha'i Faith.

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

- i. Proclamation – Health Fair Week; March 30 –April 5, 2014
- ii. Proclamation – 2014 Choose Respect; March 27, 2014

Certificates of Service were presented to Beth Comstock and Kay Larson for their service on the Cemetery Committee.

### **AMENDMENTS TO THE AGENDA**

There were no amendments to the agenda.

### **CONFLICT OF INTEREST**

Mayor Jack and Assembly Member McCloskey declared that they had a conflict of interest to the Executive Session item. There was no objection from the Assembly.

### **CONSENT AGENDA**

***M/S: McCloskey/Blake, to approve Consent Agenda Items marked with an (\*) asterisk; 6a., 7a, 7b, & 7c. Motion approved unanimously by polled vote.***

### **APPROVAL OF MINUTES**

The Minutes of the Public Hearing and Regular Assembly meetings held March 11, 2014 were approved, as presented.

### **COMMUNICATIONS**

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

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

Borough Manager Jabusch's Report was provided.

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

Borough Clerk Lane's Report was provided.

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

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

Assembly Member Decker reported that she had attended Southeast Conference earlier this month. Some of the topics at SE Conference were:

- Solid Waste
- Energy
- Economic Development
- Maritime Issues
- SE Conference to spearhead a SE Marine Council to identify and help businesses

### **PERSONS TO BE HEARD**

**Patrick McManus, 914 Evergreen Ave.,** spoke in opposition of SB182 and urged the Assembly to write to Senator Stedman and Representative Wilson, opposing SB182.

**Michelle Massin, 201 1<sup>st</sup> Avenue,** spoke in opposition of Staff's recommendations for the right of way resolution on her property.

**Wayne Kear, Brueger Street,** commented on the disarray of the cemetery.

### **UNFINISHED BUSINESS**

There was no Unfinished Business.

### **NEW BUSINESS**

**13a** PROPOSED ORDINANCE No. 877: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING WRANGELL MUNICIPAL CODE TITLE 14 HARBOR AND PORT FACILITIES, CHAPTER 14.01 GENERAL PROVISIONS, SPECIFICALLY SECTION 14.01.030, CREATING SUBSECTION (JJ) ESTABLISHING A DEFINITION FOR MARINE SERVICE CENTER (*first reading*)

***M/S: McCloskey/Decker, to approve first reading and move to a second with a Public Hearing to be held on April 8, 2014.***

In response to Mayor Jack's question on a possible typo in the Proposed Ordinance, Harbormaster Greg Meissner stated that in the proposed new section JJ, the verbiage should read "upland storage", not "upload storage".

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

**13b** PROPOSED ORDINANCE No. 878: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING WRANGELL MUNICIPAL CODE TITLE 14 HARBOR AND PORT FACILITIES, CHAPTER 14.11, FEES AND PENALTIES, SPECIFICALLY SECTION 14.11.005(AA) CHANGING THE FEES FOR THE MARINE SERVICE CENTER AND ESTABLISHING AN EFFECTIVE DATE (*first reading*)

***M/S: Stough/Decker, to approve first reading and move to a second with a Public Hearing to be held on April 8, 2014.***

In response to Assembly Member Decker's question, Harbormaster Greg Meissner clarified that the new rates were in line with what other communities were charging.

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

**13c** PROPOSED ORDINANCE No. 879: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING WRANGELL MUNICIPAL CODE TITLE 14 HARBOR AND PORT FACILITIES, SPECIFICALLY CHAPTER 14.07 PORT OPERATIONS AND OTHER SERVICES CREATING SECTION 14.07.095 MARINE SERVICE CENTER ESTABLISHING AVAILABILITY AND LEASE PROVISIONS OF THE MARINE SERVICE CENTER (*first reading*)

***M/S: Blake/Stough, to approve first reading and move to a second with a Public Hearing to be held on April 8, 2014.***

In response to Assembly Member Decker, Harbormaster Greg Meissner stated that this Ordinance was to clarify the space limit for businesses that held leases with the City; he stated that if there was a business that had more than one space, that business would be grandfathered in and be allowed to continue carrying the multiple leases. He further clarified that if that business were to relinquish one of their leases, that business would then only be allowed to carry one lease.

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

**13d** PROPOSED RESOLUTION No. 03-14-1293: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE CONVEYANCE OF PUBLIC LAND, LOT 3A, BLOCK 65, AMENDED WRANGELL INDUSTRIAL PARK SUBDIVISION III REPLAT LOT, BY QUITCLAIM DEED, TO TODD AND CATHERINE WHITE

***M/S: Stough/Wiederspohn, to adopt Resolution No. 03-14-1293. Motion approved unanimously by polled vote.***

**13e** Approval of a contract agreement for the annual Household Hazardous Waste Collection services

***M/S: Blake/Decker, to approve proposed contract with Carson Dorn, Inc., without competitive bids as provided in Wrangell Municipal Code 5.10.050 (E), to provide services to collect and remove Household Hazardous Waste from Wrangell in an amount not to exceed \$14,000 with funding to come from budgeted funds in the Sanitation Department. Motion approved unanimously by polled vote.***



**13f** Approval to award the proposal received from DOWL HKM for the Professional Engineering Services for the Sewer Pumps Replacement Project Design

***M/S: Decker/Blake, to approve entering into an agreement with DOWL HKM for the Sewer Pump Replacement Project Design, on a time and expense basis not to exceed \$98,173.00 which is scheduled to be paid from the City and Borough of Wrangell's grant funds, provided by State of Alaska Department of Commerce, Community, and Economic Development. Motion approved unanimously by polled vote.***

**13g** Approval to purchase residential property from Shelly Massin for the purpose of a right of way

***M/S: Decker/Blake, 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.***

Borough Manager Jabusch stated that the Staff believes that Ms. Massin should be paid for the easement since this was the practice in the past; this started when Ms. Massin wanted to subdivide; our Assessor has a calculation on how easements are paid to property owners; it is not the practice to purchase the land; Staff's recommendation is to purchase the property as stated, for the right-of-way; an easement should be done for the ditch (which holds a waterline) and the power line on her property.

In response to Assembly Member McCloskey, Carol Rushmore, EDC Director stated that Ms. Massin had submitted the first exhibit to staff; there was a request for additional information by Staff; Greg Scheff then did a preliminary survey on the roadway and the ditch as per Ms. Massin's request. Mr. Scheff then calculated the area in the roadway and the ditch; that is how Staff came to the right-of-way determination.

In response to Assembly Member McCloskey, EDC Director Rushmore stated that this had not gone to Planning & Zoning yet because the plat that P&Z would consider depended on what the Assembly decided to do.

Ms. Massin stated that she would not be able to build 12 feet out from the power line.

***M/S: Decker/Stough, to postpone this item until the next meeting on April 8th. Motion approved unanimously by polled vote.***

The Assembly directed Manager Jabusch to find out the value of assessed value of the ditch, the value of the ditch area if the City were to purchase it, the property taxes for the easements, and the value of the electrical easement.

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

Summary Report was provided to the Assembly.

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

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

\*\*Mayor Jack and Assembly Member McCloskey did not participate in the Executive Session as they had declared a conflict of interest on this item.

**RECESSED INTO EXECUTIVE SESSION @ 8:08 p.m.**

Assembly Member McCloskey left the meeting at 8:08 p.m.

**RECONVIENED THE REGULAR ASSEMBLY MEETING @ 8:53 p.m.**

There was no action taken after the Executive Session, the Meeting Adjourned at 8:53 p.m.

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David L. Jack, Mayor

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

# Agenda Item 7

## CITY & BOROUGH OF WRANGELL

### BOROUGH ASSEMBLY AGENDA ITEM April 8, 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. 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)*

Item \*7a

CITY CLERK

MAR 24 2014

RECEIVED

**BOARD ACTION**

**WRANGELL PUBLIC SCHOOL BOARD  
SPECIAL MEETING (PAGE 1)  
MARCH 22, 2014**

FOR RELEASE: 8:30 AM  
MARCH 24, 2014  
SUPERINTENDENT  
JAY THOMAS  
PHONE: 907-874-2217

- Recessed into Executive Session
- Reconvened into Regular Session
- Offered Jay Thomas a contract for the position of superintendent as presented
- Adjourned

**WRANGELL PUBLIC SCHOOLS**

**FOR RELEASE: 8:30 AM  
MARCH 24, 2014**

## Catholic Community Service



Dignity • Care • Compassion

419 6th Street

Juneau, AK 99801

Telephone: 907.463.6100

Fax: 907.586.9018

www.ccsjuneau.org

March 24, 2014

CITY CLERK  
MAR 26 2014  
RECEIVED

TO: City of Wrangell

FROM: Rick Silaj  
Staff Accountant

RE: 2014 Gaming Permit for Catholic Community Services

As part of the application process for obtaining a gaming permit with the State of Alaska, we are required to notify each city/borough in which we may choose to use this permit. Since some of our senior centers or programs do fundraising raffles by using our permit, please consider this as our notification. The permit will be for raffles only and may be used in all communities listed on the attached paperwork. All revenue generated by these fundraising efforts will be dedicated to that particular senior center or program.

If you have any questions, please call me at 463-6164.

Sincerely,

Rick Silaj  
Staff Accountant  
Catholic Community Service  
419 6th Street  
Juneau, AK 99801  
907-463-6164







Department of Revenue - Tax Division

# Online Permitting and Licensing

State of Alaska > DOR > Online Tax Information System > Online Permitting and Licensing

Application Receipt

Current Status: Finalized

Type:	Permittee
Year:	2014
TAX Permit #:	808
Permittee Name:	Catholic Community Service Inc
EIN:	920042651
Application Number:	14218
TOPS Receipt:	14083000030.

Organization Information	
Year Permit requested for	2014
Federal EIN or Alaska Tax Identification Number	920042651
Name of Organization or Municipality	Catholic Community Service Inc
Mailing Address One	419 Sixth St
City, State Zip + 4	Juneau, AK 99801 + 1072
Telephone Number (All numbers include area code)	(907) 463-6100
Fax Number (All numbers include area code)	(907) 586-9018
Organization Website Address (If available)	www.ccsjuneau.org
Type of Organization	Charitable
Organized As	Corporation
How will activities be conducted?	Self-Directed by the Organization
Does the organization have 25 or more members who are Alaska residents as defined in your articles of incorporation or bylaws?	Yes
Have the organization's articles of incorporation changed?	No
Have the organization's bylaws changed?	No
Estimated gross receipts for year prior to application year:	\$0 - \$20,000

Game Types	
Area Based - Unrestricted	Raffles

Self-Directed Facility or Location-specific	
Area-based Information	
Area	Yakutat, City and Borough of
Game Type(s)	Raffles
Area	Klawock
Game Type(s)	Raffles
Area	Craig
Game Type(s)	Raffles

Area	Juneau, City and Borough of
Game Type(s)	Raffles
Area	Wrangell
Game Type(s)	Raffles
Area	Sitka, City and Borough of
Game Type(s)	Raffles
Area	Angoon
Game Type(s)	Raffles
Area	Ketchikan, City of
Game Type(s)	Raffles
Area	Skagway
Game Type(s)	Raffles
Area	Hydaburg
Game Type(s)	Raffles
Area	Kake
Game Type(s)	Raffles
Area	Hoonah
Game Type(s)	Raffles
Area	Haines Borough
Game Type(s)	Raffles

Vendor Information

Operator Information

Multiple-beneficiary Permittee (MBP)

Members in Charge / Manager of Games

What position does this person serve?	Alternate Member in Charge
First name	Marianne
Middle Initial	
Last Name	Mills
Address	2529 David St
City, State, Zip	Juneau, AK 99801
Daytime Telephone	(907) 463-6154
Mobile Number	
Email Address	marianne.mills@ccsjuneau.org
Has this person taken the test?	Yes
Permit number under which the test was taken	808
What position does this person serve?	Primary Member in Charge
First name	Jennifer
Middle Initial	
Last Name	Carson
Address	4486 Chelsea Court
City, State, Zip	Juneau, AK 99801
Daytime Telephone	(904) 463-6162
Mobile Number	
Email Address	jennifer.carson@ccsjuneau.org
Has this person taken the test?	Yes
Permit number under which the test was taken	808


Legal Information

Persons convicted of a felony, extortion, or a violation of a law  
None

Persons with a prohibited conflict of interest  
None

**Net Proceeds Dedication, Details**

FOR THE OPERATING COSTS AND SUPPORT OF OUR THREE  
DIVISIONS:  
-SOUTHEAST SENIOR SERVICES  
-HOSPICE AND HOME CARE OF JUNEAU  
-CHILDCARE AND FAMILY RESOURCES

Attachments	Title (Type), Description
 <a href="#">J-CARSON ANSWER SHEET.pdf</a>	PDF (Test Answer Sheet) TEST ANSWER SHEET FOR JENNIFER CARSON





Item \*7c



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## PATH TO PROSPERITY KICKS OFF YEAR TWO

March 20, 2014



### Applications are solicited from southeast

**JUNEAU, Alaska** – Do you or someone you know have an idea or dream to run a business? The Path to Prosperity Competition (P2P) identifies and supports innovative business ideas in Southeast Alaska. Year two of the P2P business development competition is now open. In round one, applicants must submit an "Apply to Compete" registration form and a description of the business concept by May 30, 2014.

Path To Prosperity is a collaboration between the Nature Conservancy (Alaska), and Haa Aani, LLC. Sealaska established Haa Aani, LLC in 2009 to reflect a commitment to sustaining rural economies. Thriving communities allow shareholders to live and work in their home regions. "Whether from Kake or Prince of Wales Island, outmigration from Southeast rural communities threatens the health and well-being," said Haa Aani, LLC president and CEO Russell Dick.

One requirement of the application process is that the business concept must be for a business located in Southeast Alaska. "P2P applicants can be existing businesses or start-ups, but do not need to submit a business plan in the first round of the application process," said Alana Peterson, Haa Aani, LLC economic development coordinator. "We want the application to be simple and accessible to all."

Participants can expect some changes from the 2013 competition. First, the UAS School of Management will provide each of the twelve finalists a scholarship to attend one (3 credit) course of their choice at the School of Management. Additionally, because of the overwhelming response and success in year one, funding is being committed to provide for a third award. This third award will be a People's Choice; to be determined by an online popular vote.

P2P recently announced two finalists for the 2013 competition. Raven Guitars (Steve Helgeson and Kevin Skeek) and Icy Straits Lumber and Milling (Wes and Sue Tyler).

"P2P is the perfect gateway for me to finally accomplish my dream of having a career I would fall in love with," said Kevin Skeek. "During the process I was able to find Steve who had the same dream as I did. With winning the competition, Steve and I will be able to get the proper training needed for us to make sure we provide jobs to our rural communities and top quality guitars for our customers."

"Wes and I express our deepest thank you to Haa Aani, LLC, The Nature Conservancy and all of the generous sponsors who had a part in the Path to Prosperity technical grant," said Sue Tyler. "The inter-action with the sponsors and other participants throughout the process was such a wonderful experience. We appreciate being a recipient from the depths of our heart."

### Timeline of year two for Path To Prosperity:

- Monday March 17, 2014 – Open Application Period (round 1)
- Tuesday April 8, 2014 – Webinar
- Friday May 30, 2014 – Applications Due (round 1)
- Monday July 7, 2014 – Announce top 12 semifinalists
- August 31 – September 3, 2014 – Boot Camp Weekend
- Monday December 1, 2014 – Business Plan Submissions Due
- Thursday January 29, 2015 – Two Winners Announced
- February 2015 – People's Choice Competition

The competition is open to all Southeast Alaska residents. This includes individuals, for profit businesses and tribal entities.

To apply or learn more please visit [www.p2pweb.org](http://www.p2pweb.org)

Path to Prosperity Questions

Please contact Alana Peterson at [P2P@Sealaska.com](mailto:P2P@Sealaska.com) or call 907.209.7352.

## NEWS & ANNOUNCEMENTS

### PATH TO PROSPERITY KICKS OFF YEAR TWO

March 20, 2014 Applications are solicited from southeast JUNEAU, Alaska – Do you or someone you know have an idea or dream to run a business? ... [READ MORE](#)

### 2013 WINNERS ANNOUNCED!

Two winners receive \$40,000 for consulting and technical assistance services JUNEAU, Alaska – A group of spirited entrepreneurs from around Southeast... [READ MORE](#)

### FEATURE ENTREPRENEURS

The 12 entrepreneurs selected to move onto Round 2 have been working diligently on their business plans which will be due December 16th. Click on the following... [READ MORE](#)

### BOOT CAMP WRAP UP

The 2013 Path to Prosperity Boot Camp got underway the afternoon of Friday, October 11 at The Prospector Hotel. The twelve companies that made it to... [READ MORE](#)

### TOP 12 ANNOUNCED!

The top 12 semi-finalists have been selected! Click [HERE](#) to find out who they are. [READ MORE](#)

### 59 APPLICATIONS RECEIVED FOR ROUND 1

Click here to read the full press release [READ MORE](#)

### WATCH THE RECORDED P2P WEBINAR

An informational webinar was held on August 12, 2013 at 5:30 p.m. The purpose of the webinar was to allow residents from around Southeast Alaska an opportunity... [READ MORE](#)

**PATH TO PROSPERITY NEW  
BUSINESS COMPETITION  
ANNOUNCED**

*Haa Aani Community  
Development Fund and The Nature  
Conservancy have created the Path to  
Prosperity (P2P) business  
development competition. P2P  
is [READ MORE](#)*

**WEBINAR OPEN TO ALL  
INTERESTED**

*An informational webinar will be held  
on August 12, 2013 to answer  
questions and provide more  
information about the competition.  
Webinar information... [READ MORE](#)*

**Important Dates**

**APRIL 8, 2014 5:30 P.M. AKDT**  
*Informational Webinar*

[READ MORE](#)

**MAY 30, 2014 | 5 P.M. AKDT**  
*Apply to Compete Submission  
Deadline*

[READ MORE](#)

**JULY 7, 2014**  
*12 Finalists Announced*

[READ MORE](#)





**DEPARTMENT OF THE ARMY**  
ALASKA DISTRICT, U.S. ARMY CORPS OF ENGINEERS  
ANCHORAGE FIELD OFFICE CEPOA-RD-SS  
1600 A STREET SUITE 110  
ANCHORAGE, ALASKA 99501-5146

Regulatory Division  
POA-2013-604

APR 3 2014

Mr. George Woodbury  
Woodbury Enterprise  
Post Office Box 1934  
Wrangell, Alaska 99929

Dear Mr. Woodbury:

Enclosed is the signed Department of the Army permit, file number POA-2013-604, Zimovia Strait, which authorizes the discharge of 8933 cubic yards (cy) of clean shot rock and 244 cy of stacked rock for the outside wall into 0.5-acre of intertidal waters of the U.S. The project will be constructed from above the High Tide Line outward to the area where the outer stacked rock wall will be constructed. The dimensions of the pad will be 104 linear feet on the outer edge of the pad and would be approximately 223 feet long. The project site is located within Section 24, T. 62 S., R. 83 E., Copper River Meridian; USGS Quad Map AK-PETERSBURG B-2; Latitude 56.4754° N., Longitude 132.390° W.; Lots 6, 7, 19, and 20; approximately 400 feet north of the Alaska Marine Highway Ferry Terminal, in Wrangell, Alaska. Also enclosed is a Notice of Authorization which should be posted in a prominent location near the authorized work.

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

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

Please contact me via email at [shane.m.mccoy@usace.army.mil](mailto:shane.m.mccoy@usace.army.mil), by mail at the address above, by phone at (907) 753-2715, or toll free from within Alaska at (800) 478-2712, if you have questions or to request paper copies of the regional and/or general conditions. For more information about the Regulatory Program, please visit our website at [www.poa.usace.army.mil/Missions/Regulatory](http://www.poa.usace.army.mil/Missions/Regulatory).

Sincerely,

A handwritten signature in black ink, reading "Shane McCoy", is positioned above the typed name.

Shane McCoy  
Project Manager

Enclosures

# DEPARTMENT OF THE ARMY PERMIT

**Permittee:** BW Enterprise

**Permit No.:** POA-2013-604

**Issuing Office:** U.S. Army Engineer District, Alaska

**NOTE:** The term "you" and its derivatives, as used in this permit, means the permittee or any future transferee. The term "this office" refers to the appropriate district or division office of the Corps of Engineers having jurisdiction over the permitted activity or the appropriate official of that office acting under the authority of the commanding officer.

You are authorized to perform work in accordance with the terms and conditions specified below.

**Project Description:**

The permittee will discharge 8933 cubic yards (cy) of clean shot rock and 244 cy of stacked rock for the outside wall into 0.5-acre of intertidal waters of the U.S. The dimensions of the pad will be 104 linear feet on the outer edge of the pad and will be 224 feet long.

All work will be performed in accordance with the attached plan, sheets [1-2], dated [November 2, 2013].

**Project Location:**

The project site is located within Section 24, T. 62 S., R. 83 E., Copper River Meridian; USGS Quad Map AK-PETERSBURG B-2; Latitude 56.4754° N., Longitude 132.390° W.; Lots 6, 7, 19, and 20; approximately 400 feet north of the Alaska Marine Highway Ferry Terminal, in Wrangell, Alaska.

**Permit Conditions:**

**General Conditions:**

1. The time limit for completing the work authorized ends on **March 31, 2019**.

If you find that you need more time to complete the authorized activity, submit your request for a time extension to this office for consideration at least one month before the above date is reached.

2. You must maintain the activity authorized by this permit in conformance with the terms and conditions of this permit. You are not relieved of this requirement if you abandon the permitted activity, although you may make a good faith transfer to a third party in compliance with General Condition 4 below. Should you wish to cease to maintain the authorized activity or should you desire to abandon it without a good faith transfer, you must obtain a modification of this permit from this office, which may require restoration of the area.

3. If you discover any previously unknown historic or archeological remains while accomplishing the activity authorized by this permit, you must immediately notify this office of what you have found. We will initiate the Federal and State coordination required to determine if the remains warrant a recovery effort or if the site is eligible for listing in the National Register of Historic Places.

4. If you sell the property associated with this permit, you must obtain the signature of the new owner in the space provided and forward a copy of the permit to this office to validate the transfer of this authorization.

5. If a conditioned water quality certification has been issued for your project, you must comply with the conditions specified in the certification as special conditions to this permit. For your convenience, a copy of the certification is attached if it contains such conditions.

6. You must allow representatives from this office to inspect the authorized activity at any time deemed necessary to ensure that it is being or has been accomplished in accordance with the terms and conditions of your permit.

**Special Conditions:**

1. All fill, at or below the High Tide Line, shall be placed when the site is dewatered to the greatest extent practicable or at the low portion of the tide cycle. The low portion of the tide cycle is the period two hours before, during, and after the lowest tide of the cycle.
2. Your use of the permitted activity must not interfere with the public's right to free navigation on all navigable waters of the U.S.
3. You must install and maintain, at your expense, any safety lights and signals prescribed by the U.S. Coast Guard (USCG), through regulations or otherwise, on your authorized facilities. The USCG may be reached at the following address and telephone number: Commander (oan), 17th Coast Guard District, P.O. Box 25517, Juneau, Alaska 99802, (907) 463-2272.
4. The permittee understands and agrees that, if future operations by the U.S. require the removal, relocation, or other alteration, of the structure or work herein authorized, or if, in the opinion of the Secretary of the Army or his authorized representative, said structure or work shall cause unreasonable obstruction to the free navigation of the navigable waters, the permittee will be required, upon due notice from the Corps of Engineers, to remove, relocate, or alter the structural work or obstructions caused thereby, without expense to the U.S. No claim shall be made against the U.S. on account of any such removal or alteration.
5. You must take the actions required to record this permit with the Registrar of Deeds or other appropriate official charged with the responsibility for maintaining records of title to or interest in real property.
6. There shall be a spill response kit on site at any time machinery is being stored on the pad.

**Further Information:**

1. Congressional Authorities: You have been authorized to undertake the activity described above pursuant to:
  - (x) Section 10 of the Rivers and Harbors Act of 1899 (33 U.S.C. 403).
  - (x) Section 404 of the Clean Water Act (33 U.S.C. 1344).
  - ( ) Section 103 of the Marine Protection, Research, and Sanctuaries Act of 1972 (33 U.S.C. 1413).
2. Limits of this authorization.
  - a. This permit does not obviate the need to obtain other Federal, State, or local authorization required by law.
  - b. This permit does not grant any property rights or exclusive privileges.
  - c. This permit does not authorize any injury to the property or rights of others.
  - d. This permit does not authorize interference with any existing or proposed Federal project.
3. Limits of Federal Liability. In issuing this permit, the Federal Government does not assume any liability for the following:
  - a. Damages to the permitted project or uses thereof as a result of other permitted or unpermitted activities or from natural causes.

b. Damages to the permitted project or uses thereof as a result of current or future activities undertaken by or on behalf of the United States in the public interest.

c. Damages to persons, property, or to other permitted or unpermitted activities or structures caused by the activity authorized by this permit.

d. Design or construction deficiencies associated with the permitted work.

e. Damage claims associated with any future modification, suspension, or revocation of this permit.

4. Reliance on Applicant's Data: The determination of this office that issuance of this permit is not contrary to the public interest was made in reliance on the information you provided.

5. Reevaluation of Permit Decision. This office may reevaluate its decision on this permit at any time the circumstances warrant. Circumstances that could require a reevaluation include, but are not limited to, the following:

a. You fail to comply with the terms and conditions of this permit.

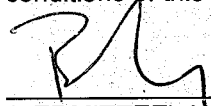
b. The information provided by you in support of your permit application proves to have been false, incomplete, or inaccurate (See 4 above).

c. Significant new information surfaces which this office did not consider in reaching the original public interest decision.

Such a reevaluation may result in a determination that it is appropriate to use the suspension, modification, and revocation procedures contained in 33 CFR 325.7 or enforcement procedures such as those contained in 33 CFR 326.4 and 326.5. The referenced enforcement procedures provide for the issuance of an administrative order requiring you to comply with the terms and conditions of your permit and for the initiation of legal action where appropriate. You will be required to pay for any corrective measures ordered by this office, and if you fail to comply with such directive, this office may in certain situations (such as those specified in 33 CFR 209.170) accomplish the corrective measures by contract or otherwise and bill you for the cost.

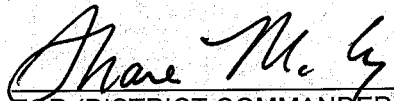
6. Extensions. General Condition 1 establishes a time limit for the completion of the activity authorized by this permit. Unless there are circumstances requiring either a prompt completion of the authorized activity or a reevaluation of the public interest decision, the Corps will normally give favorable consideration to a request for an extension of this time limit.

Your signature below, as permittee, indicates that you accept and agree to comply with the terms and conditions of this permit.

  
(PERMITTEE) AND TITLE *Owner*

*3/28/14*  
(DATE)

This permit becomes effective when the Federal official, designated to act for the Secretary of the Army, has signed below.

  
FOR (DISTRICT COMMANDER)  
Colonel Christopher D. Lestochi  
Shane McCoy  
Project Manager  
South Branch, Regulatory Division

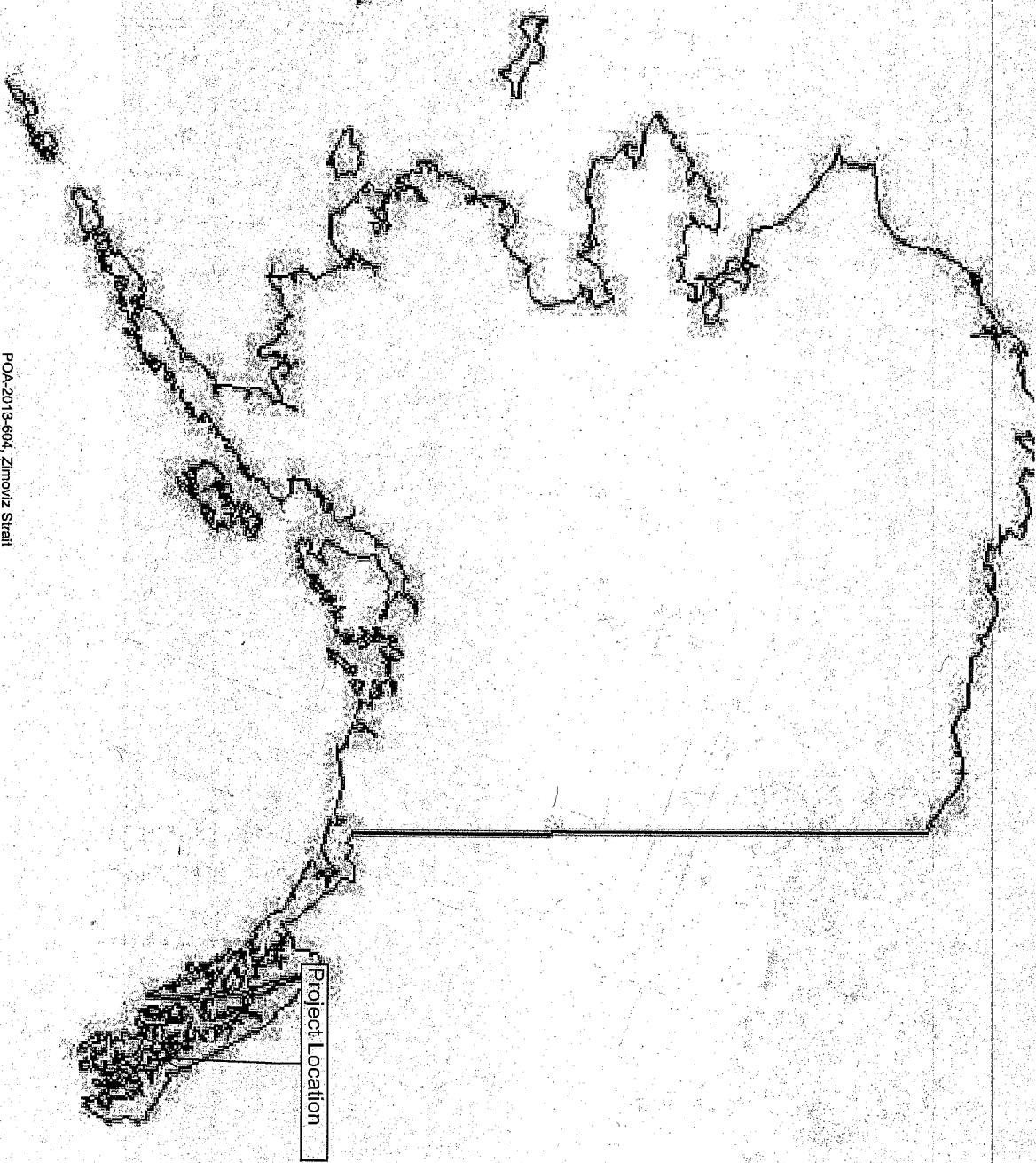
*4/2/14*  
(DATE)

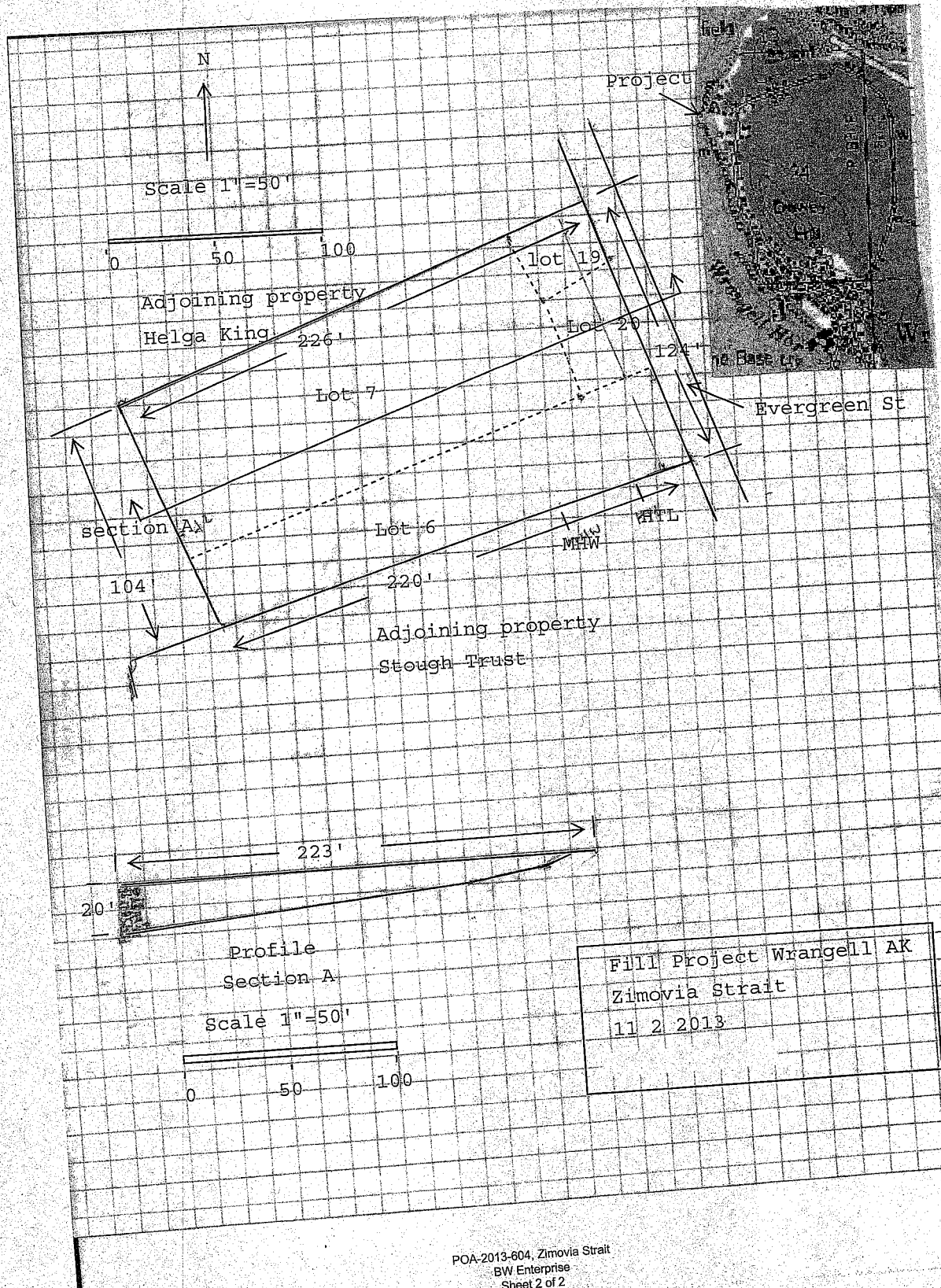
When the structures or work authorized by this permit are still in existence at the time the property is transferred the terms and conditions of this permit will continue to be binding on the new owner(s) of the property. To validate the transfer of this permit and the associated liabilities associated with compliance with its terms and conditions have the transferee sign and date below.

\_\_\_\_\_  
(TRANSFeree)

\_\_\_\_\_  
(DATE)









# UNITED FISHERMEN OF ALASKA

**Mailing Address:** PO Box 20229, Juneau AK 99802-0229

**Physical Address:** 410 Calhoun Ave Ste 101, Juneau AK 99801

**Phone:** (907)586-2820 **Fax:** (907) 463-2545

**Email:** [ufa@ufa-fish.org](mailto:ufa@ufa-fish.org) **Website:** [www.ufa-fish.org](http://www.ufa-fish.org)

March 12, 2014

Honorable Lisa Murkowski  
U.S. Senate  
709 Hart Senate Building  
Washington, DC 20510

Honorable Mark Begich  
U.S. Senate  
144 Russell Senate Office Building  
Washington, DC 20510

Honorable Don Young  
U.S. House of Representatives  
2111 Rayburn House Office Building  
Washington, DC 20515-0201

Via email

**RE: Canadian Mine Development in Transboundary Watersheds**

Dear Senator Murkowski, Senator Begich, and Representative Young:

United Fishermen of Alaska (UFA) is the statewide commercial fishing trade association, representing 36 commercial fishing organizations participating in fisheries throughout the state and its offshore federal waters. UFA has a strong interest in maintaining environmental values that provide for the sustainable harvest of Alaska's fishery resources. Development projects that have the potential to do irreparable harm to water quality and aquatic resources are widely opposed by our members. We write to make you aware of the risks posed by numerous existing and proposed mining projects in watersheds shared by British Columbia (B.C.) and Alaska.

Due to be completed in 2014, B.C.'s Northwest Transmission Line will facilitate large-scale mining in northwest B.C. At least a dozen industrial projects are planned in the headwaters of several transboundary rivers. Two primary concerns related to the massive B.C. mining boom are water quality impacts in Alaska and damage to salmon spawning habitat in B.C. The transboundary Taku, Stikine, and Unuk Rivers support significant fish and wildlife populations; all five species of salmon contribute heavily to sport, subsistence, personal use, and commercial fisheries.

The Unuk River is one of the top four king salmon producers in Southeast Alaska. The Taku River is Southeast Alaska's single largest producer of all species of salmon, and the largest producer of king and coho salmon. On average, 40% of the region's king salmon originate in

the Taku River. The Stikine River is also a heavy salmon producer and ranks second only to the Taku. The Taku and Stikine Rivers are the primary focus of the Transboundary Rivers annex of the Pacific Salmon Treaty, and provide for important fisheries in both Alaska and British Columbia.

There appears to be limited dialogue between Canada and the U.S. regarding mining development in B.C. No agreements are in place to ensure that Alaska's fishing and environmental interests will be protected in the face of B.C.'s fast expanding mining program. Canadian agencies have established joint working groups with Alaskan and U.S. agencies to review various mine proposals, but they are under no legal obligation to address U.S. or Alaskan concerns. Moreover, Alaskan and U.S. agencies lack the resources necessary to participate in these working groups in a meaningful way.

Given the enormous environmental and economic value of transboundary watersheds, the existence of bilateral conservation and harvest sharing agreements through the Pacific Salmon Treaty, and the absence of a functional plan to safeguard Alaska's downstream interests, we respectfully request you engage the U.S. State Department on this matter.

We urge you to ask the State Department to identify and employ mechanisms to ensure that Alaska water quality and fish and wildlife values will not be adversely affected by upstream industrial development in B.C.

Thank you for your consideration of our comments and requests, please feel free to contact us with any questions.

Sincerely,



Julianne Curry  
Executive Director

CC: Sean Parnell, Governor  
Cora Campbell, Commissioner, ADFG  
Joe Balash, Commissioner, DNR  
Larry Hartig, Commissioner, DEC

### **Enclosure: Alaska Commercial Fishing and Seafood Processing Fact Sheets**

#### MEMBER ORGANIZATIONS

Alaska Bering Sea Crabbers • Alaska Independent Fishermen's Marketing Association  
Alaska Independent Tendermen's Association • Alaska Longline Fishermen's Association • Alaska Scallop Association • Alaska Trollers Association  
Alaska Whitefish Trawlers Association • Aleutian Pribilof Islands Community Development Association • Armstrong Keta • At-sea Processors Association  
Bristol Bay Reserve • Cape Barnabas Inc. • Concerned Area "M" Fishermen • Cook Inlet Aquaculture Association • Cordova District Fishermen United  
Douglas Island Pink and Chum • Freezer Longline Coalition • Golden King Crab Coalition • Groundfish Forum • Kenai Peninsula Fishermen's Association  
Kodiak Regional Aquaculture Association • North Pacific Fisheries Association • Northern Southeast Regional Aquaculture Association  
Petersburg Vessel Owners Association • Prince William Sound Aquaculture Corporation • Purse Seine Vessel Owner Association  
Seafood Producers Cooperative • Southeast Alaska Herring Conservation Alliance • Southeast Alaska Fisherman's Alliance  
Southeast Alaska Regional Dive Fisheries Association • Southeast Alaska Seiners • Southern Southeast Regional Aquaculture Association  
United Catcher Boats • United Cook Inlet Drift Association • United Southeast Alaska Gillnetters • Valdez Fisheries Development Association



**Congress of the United States**  
Washington, DC 20510  
April 2, 2014

The Honorable John Kerry  
Secretary  
U.S. Department of State  
2201 C Street NW  
Washington, DC 20520

Dear Secretary Kerry:

The proposed development of several hardrock mines in British Columbia has raised serious concerns regarding water quality in transboundary rivers that flow from Canada into Southeast Alaska. To ensure the valuable marine resources that contribute so much to the economy and culture of Southeast Alaska are protected, we request that you and other officials from the Department of State raise this issue in appropriate bilateral meetings with your Canadian counterparts.

As a delegation we are strongly supportive of responsible mining activities in Southeast Alaska such as the Greens Creek and Kensington mines. However, reports of proposed mining development in the Stikine, Taku, and Unuk River watersheds have raised concerns among commercial and recreational fishermen, tourism interests, and Alaska Native communities about maintaining the water quality of these transboundary rivers that flow by their homes and onto their fishing grounds.

Alaska has the world's most productive, sustainable commercial fisheries and Southeast Alaska is a major contributor. Southeast fishermen landed a record harvest of 95 million pink salmon in 2013. Combined with other species, the Southeast salmon catch was valued at nearly \$220 million for fishermen. Halibut, black cod, herring, and shellfish are also present in these waters. In total, the Southeast seafood industry produced \$641 million worth of fish in 2011, which created 17,500 jobs and \$468 million in wages.

Tourism brings almost two million visitors a year to Alaska, with about one million coming in via cruise ships through the waters of Southeast. Many are attracted by the recreational fishing opportunities for salmon and halibut. Visitors to Southeast Alaska spent \$1.1 billion in 2013, and created 10,900 jobs that generated \$407 million in income. The entire sector generated \$179 million in state and local revenues.



Secretary Kerry

April 2, 2014

Page 2

The commercial fishing and tourism industries are vital to Alaska's economy and proper steps must be taken on both sides of the border to safeguard them. In addition, Alaska Native communities throughout Southeast are dependent on these same fishery resources, marine mammals and waterfowl to meet their subsistence needs. Tlingit, Haida and Tsimshian traditions and culture are tied to the bounty from the waters of the archipelago. Their food security and very survival depend on keeping these waters healthy.

Water quality is an extremely important issue for Alaskans. Accordingly, we ask you and other officials from the Department of State raise these concerns with the governments of Canada and British Columbia. Doing so will help us gain a better understanding of the new development taking place across our border, ensure that appropriate environmental safeguards are in place for that development, and keep Alaska waters pristine and productive.

Thank you for your consideration of this request. Please contact our offices if you need additional information.

Sincerely,



Lisa Murkowski  
United States Senator

Mark Begich  
United States Senator

Don Young  
Congressman for All Alaska

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 8, 2014

#### Mark Your Calendar:

- 4/9 Cassiar Road Improvements Bid Opening @ 2 pm in the Assembly Chambers
- 4/9 Parks & Recreation Board mtg. scheduled @ 7 pm in the Assembly Chambers
- 4/10 Planning & Zoning Commission mtg. scheduled @ 7 pm in the Assembly Chambers
- 4/10 Code Review Committee mtg. scheduled @ 4 pm in the Manager's office
- 4/16 Wrangell Medical Center Board mtg. @ 5:30 pm at the Nolan Center
- 4/17 Open House @ the Library from 1 to 4 pm for National Library Week (*see back page for details*)
- 4/17 Wrangell CVB mtg. scheduled @ 6:30 pm in the Assembly Chambers
- 4/22 Regular Borough Assembly mtg. @ 7 pm in the Assembly Chambers
  
- TBD TBP Commission Mtg.
- 4/24 SEAPA Board Mtg. to be held in Ketchikan, with times TBD

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

*~There was no public correspondence received.*

*Kim Lane, Borough Clerk*

A decorative branch with pink orchids and buds, positioned in the top right corner of the poster.

Please join us for an  
**OPEN HOUSE**  
commemorating

**National Library Week**  
on  
Thursday, April 17, 2014  
from 1:00 – 4:00 p.m.

**IRENE INGLE PUBLIC LIBRARY**  
124 Second Street  
Ph. 874-3535

A decorative branch with pink orchids and buds, positioned in the bottom left corner of the poster.

Refreshments will be served.

# Agenda Items 10a & b

## CITY & BOROUGH OF WRANGELL

### BOROUGH ASSEMBLY AGENDA ITEM April 8, 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 4<sup>th</sup>, 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 8, 2014

#### INFORMATION:

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

#### Attachments:

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

#### RECOMMENDED ACTION:

Move to approve Ordinance No. 877.

# Wrangell Port Commission

## Memo

March 11, 2014

To: Honorable Mayor & Borough Assembly

From: Recording Secretary – Sherri Cowan

RE: Ordinances

---

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

**Ordinance No. 877**

**Ordinance No. 878**

**Ordinance No. 879**

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 877

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

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

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

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

Chapter 14.01  
GENERAL PROVISIONS

14.01.030 Definitions

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

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

PASSED IN FIRST READING: March 25, 2014.

PASSED IN SECOND READING:                                 , 2014.

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

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

# **Agenda Item 12b**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY AGENDA ITEM April 8, 2014**

#### **INFORMATION:**

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

#### **Attachments:**

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

#### **RECOMMENDED ACTION:**

Move to approve Ordinance No. 878.

# Wrangell Port Commission

## Memo

March 11, 2014

To: Honorable Mayor & Borough Assembly

From: Recording Secretary – Sherri Cowan

RE: Ordinances

---

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

**Ordinance No. 877**

**Ordinance No. 878**

**Ordinance No. 879**



## CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 878

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

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

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

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

Chapter 14.11  
FEES AND PENALTIES

14.11.005(AA) Marine Service Center Fees

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

0 – 40 feet	\$11.00/foot
41 – 58 feet	\$12.00/foot
59 [ <del>feet and up</del> ] <b><u>-75 feet</u></b>	\$13.00/foot
<b><u>76-90 feet</u></b>	<b><u>\$15.00/foot</u></b>
<b><u>91-120 feet</u></b>	<b><u>\$17.00/foot</u></b>
<b><u>121-140 feet</u></b>	<b><u>\$19.00/foot</u></b>
<b><u>141 feet and up</u></b>	<b><u>\$21.00/foot</u></b>
[ <del>Hoist (minimum fee)</del> ]	
<b><u>Boat lift minimum 150 ton</u></b>	<b><u>\$300.00/hour</u></b>
<b><u>300 ton</u></b>	<b><u>\$500.00/hour</u></b>
Work area storage	\$ 0.50/sq.ft./month
Long-term storage	\$0.30/sq.ft./month
	After 12 consecutive months, rate doubles
Cancellation	\$300.00
Inspection hoist [ <del>(150 ton)</del> ]	
Up to 2 hours of hoist time	60% of round trip
After first 2 hours of hoist time	<b><u>150 ton</u></b> \$75.00/15 minutes

	<b><u>300 ton \$125.00/15 minutes</u></b>
Pressure washer	\$1.00/foot
Electrical	Refer to subsection (D) of this section
Environmental fee	\$15.00 per haulout or per month
Hydraulic trailer fees	
Round trip	\$8.25 per foot
One-way	Half of round-trip
Minimum fee	\$225.00
Off-site transport fee	Round trip or one-way fee plus travel time at \$235.00 per hour with a one-hour minimum

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

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

PASSED IN FIRST READING: March 25, 2014.

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

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

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

# Agenda Item 12c

## CITY & BOROUGH OF WRANGELL

### **BOROUGH ASSEMBLY AGENDA ITEM April 8, 2014**

#### **INFORMATION:**

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

#### **Attachments:**

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

#### **RECOMMENDED ACTION:**

Move to approve Ordinance No. 879.

# Wrangell Port Commission

## Memo

March 11, 2014

To: Honorable Mayor & Borough Assembly

From: Recording Secretary – Sherri Cowan

RE: Ordinances

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

**Ordinance No. 877**

**Ordinance No. 878**

**Ordinance No. 879**

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 879

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

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

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

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

Chapter 14.07

PORT OPERATIONS AND OTHER SERVICES

**14.07.095 Marine Service Center.**

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

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

**C. One space limit.**

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

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

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

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



PASSED IN FIRST READING: March 25, 2014.

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

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

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

# Agenda Item 12d

## CITY & BOROUGH OF WRANGELL

### BOROUGH ASSEMBLY AGENDA ITEM April 8, 2014

#### INFORMATION:

**Approval to purchase residential property from Shelley Massin for the purpose of a right of way** *(this item was postponed from the March 25, 2014 meeting)*

#### Attachments

1. Memorandum from Jeff Jabusch, Borough Manager, dated April 4, 2014

#### MAIN MOTION *PENDING*:

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.

## **MEMORANDUM**

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

**FROM: JEFF JABUSCH  
BOROUGH MANAGER**

**SUBJECT: Shelley Massin Residential Property**

**DATE: April 4, 2014**

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I have gathered the information that the Assembly had asked for Ms. Massin's property from the Borough Assessor.

The final step before the Assembly considers this item would be for me to meet with Ms. Massin and go over the specifics of my findings.

Unfortunately, I have been ill this week and Ms. Massin and I did not have the chance to meet.

I would like to request that this item be further postponed to the next Regular Assembly meeting on April 22, 2014.

# **Agenda Item 13a**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY AGENDA ITEM April 8, 2014**

#### **INFORMATION:**

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

#### **Attachments:**

1. Memorandum from Ruby McMurren, Projects Mgr. dated March 25, 2014
2. Inspection & Contract Management Quote from R&M Engineering

#### **RECOMMENDED ACTION:**

Move 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.

## **MEMORANDUM**

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

**FROM: RUBY McMURREN  
PROJECT MANAGER**

**SUBJECT: Cassiar Street Roadway and Utilities Improvements – Approval of Contract  
Administration and Inspection Services Contract for R&M Engineering**

**DATE: March 25, 2014**

### **BACKGROUND:**

The City and Borough of Wrangell contracted with R&M Engineering – Ketchikan to provide professional design services for the Cassiar Street Roadway and Utilities Improvements Project. We generally exclude construction administration and inspection services from our engineering design contracts until the design is complete. Until that time, we cannot ensure the level of professional services needed.

With the project's design and bidding phases now complete and nearing construction commencement, the level of engineering services required for contract administration and inspection, beyond what staff can provide, have been identified.

R&M Engineering has reviewed the level of services requested of them and have provided a fee proposal to perform the contract administration and inspection work on a Time and Expense basis, not to exceed \$91,760.00. If approved, these services would be scheduled to be paid from grant funds provided by the State of Alaska Department of Commerce, Community and Economic Development (DCCED) and the State of Alaska ADEC.

### **RECOMMENDATION:**

Staff recommends the Borough Assembly to issue a 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 from the City and Borough of Wrangell's grant funds designated for this project.

### **ATTACHMENTS:**

1. R&M Engineering – Ketchikan, Inc., Fee Proposal dated March 3, 2014 (one page)

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

**Cassiar Street Roadway and Utilities Improvements QAQC  
R&M Engineering-Ketchikan**

**3-Mar-14**

	Principle Scheff	Civil Engr. Badgett	Inspector Level 2	Concrete/ Soils Field Tech	Inspector Level 2 OT	Travel expenses	Lab Fees
	\$ 130.00	\$ 120.00	\$ 90.00	\$ 110.00	\$ 105.00		
<b>Task 1 - Construction Inspections and Monitoring</b>							
1.1 Precon / Progress Meetings (Assume Weekly Progress Meetings)	8	40	30			\$ 600.00	\$ 9,140
1.2 Submittal Review		8					\$ 960
1.3 Periodic Inspections (30 hrs per week for 23 weeks)	8	20	600		90	\$ 1,200.00	\$ 68,090
1.4 Final Inspection		8	4			\$ 600	\$ 1,920
							\$ -
<b>Task2 -Materials Lab and Field Testing</b>							
2.1 Concrete Field Testing				20			\$ 2,200
2.2 Concrete Cylinder Breaks (40 @ \$50 each)						\$ 2,000	\$ 2,000
2.3 Compaction Testing (subbase, pipe bedding, ect.)				50			\$ 5,500
2.4 Materials Lab Testing (Washed Gradations 5 @ \$150 ea., Proctor 3 @ \$400 ea.)						\$ 1,950	\$ 1,950
							\$ -
							\$ -
							\$ -
Total Hours	16	76	634	70	90		\$ -
	\$ -	\$ 2,080	\$ 9,120	\$ 57,060	\$ 9,450	\$ 2,400	\$ 3,950
Total							\$ 91,760



# **Agenda Item 13b**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY AGENDA ITEM April 8, 2014**

#### **INFORMATION:**

**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**

#### **Attachments:**

1. Memorandum from Manager Jabusch dated March 28, 2014

#### **RECOMMENDED ACTION:**

Move to approve scheduling a Special Assembly meeting on Friday, April 11, 2014 to award the Cassiar Street Roadway and Utilities Improvements Project.

## **MEMORANDUM**

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

**FROM: JEFF JABUSCH  
BOROUGH MANAGER**

**SUBJECT: Request to schedule a Special Meeting for the Cassiar project reward**

**DATE: March 28, 2014**

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The bids on Cassiar were scheduled to be opened on April 2nd and go to the assembly on April 8th. We had several contractors request that they be allowed to bid concrete instead of Asphalt but would need a little more time. Concrete generally is a superior product so to get a chance to get a generally more expensive, longer lasting product for the same price is worth the effort to change the bid documents to allow companies to bid either. This wasn't in there to start with because normally concrete is a lot more expensive and we didn't think it would even be in the ballpark until we were approached with this request.

The problem is, to give those who wanted to submit a bid an additional week, the bid award would need to be made at a Special Meeting or we would have to submit it to be awarded at the April 27<sup>th</sup> meeting. Time is an issue on this project.

The solution is to have the bid opening on April 9th and then have a special meeting on April 11<sup>th</sup>. Time on this project is critical to be sure it gets completed this year so this seemed the most logical solution.

We were thinking 12:15 p.m. on Friday, April 11th. The meeting shouldn't last more than about 5 to 10 minutes.

# **Agenda Item 14**

## **CITY & BOROUGH OF WRANGELL**

**BOROUGH ASSEMBLY  
AGENDA ITEM  
April 8, 2014**

INFORMATION:

ATTORNEY'S FILE – None.

# **Agenda Item 15**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY AGENDA ITEM April 8, 2014**

#### **INFORMATION:**

**EXECUTIVE SESSION – None.**