

MEMORANDUM

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

**FROM: LISA VON BARGEN
BOROUGH MANAGER**

SUBJECT: MANAGER'S REPORT

DATE: November 3, 2017

INFORMATION:

Goal Setting:

The Goals are on the agenda for approval by the Assembly at this meeting.

Healthcare Continuum:

The joint work session with the Assembly and the Hospital Board is scheduled for November 6th at 5:30pm in the Assembly Chambers. BDO will be giving a presentation regarding the financial feasibility of a new hospital facility. Prior to the close of the work session a subsequent joint work session should be scheduled to begin the discussion about the process for a third-party operating partnership for the Hospital (existing facility and/or new facility) and how the process will unfold. This past week Robert Rang and I began the first of regular meetings with each other to ensure more communication between CBW and WMC. Additionally, Robert will begin attending the regularly scheduled Department Head staff meetings on the Wednesdays following each Assembly meeting. Robert and I participated in a teleconference on Wednesday with BDO to go over the presentation prior to the joint work session.

Wrangell Junkyard Cleanup:

The Assembly and WCA held a work session on this matter prior to the last Assembly meeting. The staff of CBW and WCA will be working together to identify potential alternative on-island locations, correspondence to ADEC and outreach to the Federal delegation. WCA has taken the lead working with ADEC to obtain information about what other on-island locations were previously considered and an actual cost breakdown of the off-island shipping costs. WCA and CBW staff are meeting on this issue on Friday, November 3rd. An update from that meeting will be provided to the Assembly at the November 7th meeting.

Wrangell Island Project Draft Record of Decision:

The USFS held its official "objection" meeting regarding the Draft Record of Decision on Monday, October 30th. Carol Rushmore and I participated via video conference from the USFS office here in Wrangell (the meeting was held in Juneau). The Draft Record of Decision recommends Alternative 2 with a total harvest of 56 mmbf. Given the alternative is not economical, the Forest Service has developed an additional alternative called the Resolution Alternative on a much smaller scale with a harvest of 6-7 mmbf over 10 years. A copy of the comparison sheet distributed at the meeting is attached to this report for reference. The Borough objected to the Resolution Alternative for a handful of reasons, but mostly due to the harvest quantity being so small it does not provide an opportunity to revitalize a sustainable small-medium sized timber industry on Wrangell Island as part of a more diversified economy.

Parks & Recreation Community Meeting:

Kate Thomas and the P&R Advisory Committee held a community meeting on Wednesday, November 1st to educate the public on the challenges the department is having meeting program demands, especially at the pool, with very limited staff. As the Assembly is aware the department is staffed by only 2.25 FTEs and hiring qualified lifeguards has been a daunting task despite some changes, including waiving the fee

for lifeguard training and developing a salary schedule incentive program. The meeting was also designed to hear recommendations and solutions from the public. About 25 people attended from a good cross-section of the community. There was good discussion at the meeting, and follow-up discussions among small groups of attendees after the meeting. Hopefully the off-line brainstorming will continue. At the regular P&R Advisory Committee meeting that followed the Committee recommended exploring joint solutions, if possible, with the school district. Initial outreach with the Superintendent has taken place. In the next several weeks staff would like to have a work session with the Assembly to go over P&R challenges and potential solutions. This will help set the stage as the staff begins to move into FY19 budget prep after the beginning of the New Year.

Transportation Services:

On Wednesday, October 25th I attended a Transportation meeting at the Senior Center with a representative of Catholic Community Services (CCS) and other members of the community including WCA. CCS has a lease with CBW for the Senior Center building and manages the program at the Senior Center including meals and transportation for seniors and eligible persons with disabilities. CCS is in the process of applying for a Federal Transit Authority grant through ADOT&PF for a new wheelchair accessible van. One of the requirements associated with the grant is that Wrangell have an updated Coordinated Transportation Plan. CCS is in the process of updating the 10-year old plan as well. The grant application is due on December 1st. As November 7th is the only meeting scheduled prior to that staff is pressing to get this on the agenda as a resolution of support is required from the Borough as part of the grant application. The staff person at CCS covering Wrangell is new to her position and is in the process of learning all the aspects of the job and grant requirements. As she has been in the field this week, information necessary for the Borough to take action on this item has been unavailable or late in coming to us. This agenda statement may require revisions/additions as late as Monday. We appreciate your patience as we are working with an outside entity.

USFS M/V Chugach:

Staff is waiting for a response to questions posed back to the USFS regarding aspects of the proposed agreement. Once this information is obtained by staff an updated report will be given to the Assembly.

Proposed ANSEP Boarding School:

The supporting resolution was tabled at AFN. Right now things are in a holding pattern until action can next be taken through an AFN process. As information becomes available it will be reported to the Assembly.

Nuisance Abatement:

The scrap metal program continues throughout this month. Staff is working on additional outreach to the community. The Police Chief, Harbor Master and Public Works Foreman met to discuss the removal of junk cars from the harbor parking areas. The Harbor is going to provide the Police Department with a list of vehicles to be considered for removal. The Police Department will conduct a review of ownership. The team will get back together to determine which vehicles are candidates for scrap, and which will require being impounded. Of course, every opportunity will be provided for owners to retrieve their property prior to final removal. This work will take place over the next couple of weeks. Additionally, the Harbor will be working on some revised parking policies to help keep this type of vehicle abandonment from happening again.

Community Development Block Grant:

The second public hearing was held by the Assembly on October 10th. The Assembly took action and approved the Fire Department portion of the Public Safety Building as the preferred project. The formal resolution authorizing the CDBG application is on this agenda for approval. It includes a full funding package recommendation for the Assembly to review.

Water System:

Please see the attached water system report.

Public Works Report:

Please see the attached Public Works Report.

Public Works' Departments and Capital Projects Update

November 1, 2017

Winter Road Maintenance

With the onset of winter, the Public Works Street crew is geared up and ready for snow and icy road conditions. The Borough's goal is to do all we can to reduce impacts by making the roads passable so that residents can safely navigate the roadways. Attached is the department's Winter Road Maintenance outline.

Solid Waste Transfer Station - Scrap Metal Recycling

Channel Construction still plans to return to Wrangell, likely in December, and possibly again in January, to collect metal from the Solid Waste Station and from other local entities. They are maintaining, upon their return, to collect the metals that the Station accumulates.

With Channel Construction's continued agreement to haul the metals at no cost to the Borough, we plan to extend the free metal collection to residential customers. At this time, the free disposal will continue until the end of November and may be further extended upon further schedule information from Channel. For more information about commercial operations' scrap metal disposal, businesses should contact Wrangell Public Works at 874-3904.

With the recent mandate by the Assembly to begin strict enforcement of Wrangell's nuisance and junk vehicle laws, it is staff's hope that those citizens who need to dispose of such items will take advantage of this free scrap metal disposal.

Attached is a copy of the modified public notice regarding the extension of the free metal disposal period.

Public Safety Building – Assessment of Building Assessment

The Assembly held two public hearings to accept community-proposed projects for consideration of funding through the CDBG grant program. Due to the recent discovery of leaks, rot, carpenter ants and the urgency to correct the conditions of the Public Safety and Fire Hall building, the Assembly approved applying for funds to rehabilitate those issues associated with the Fire Station as identified in the recent building envelope analysis.

Following Jensen Yorba Lott's on-site condition assessment and recommendations for Public Safety Building repairs, as well, based on their existing 95% architectural design for the facility's exterior siding replacement, JYL developed construction cost estimates for the building's repairs.

The final scope of the Public Safety and Fire Station Exterior Envelope Rehabilitation project is dependent on the level of success at securing the CDBG funding for the Fire Station's portion of the rehabilitation. If CDBG grant funding is secured, we will move forward with soliciting competitive bids for construction of the entire building's exterior envelope rehabilitation. If

CDBG funding is not secured, or if CDBG funding is secured at a monetary level lower than the CBW's request, the CBW would move forward with a phased project, pursuing rehabilitation of life and safety-related issues and the most critical exterior siding systems replacement needs that available funding would allow. The CDBG program staff indicated that a funding decision would be made known to Wrangell by the end of February 2018.

With this sequence of funding planning, the project will be placed on hold until a response to the CBW's CDBG grant application is received. In the meantime, the CBW will move forward to restore the conditions of the Court's leased space to standard interior finished conditions. RFPs for the restoration work will be solicited through the local contractor list, with funding to come from the Public Safety Buildings FY18 Facilities and Maintenance fund.

Shoemaker Bay Harbor Float Design

Following Assembly approval of a PSA amendment to PND Engineers for the 100% engineering design for the Shoemaker Harbor Rehabilitation project, the PND design team is working toward completion of the bid ready contract documents by mid-January 2018, after which time the solicitation for competitive construction bids will be issued. Staff met with the PND principal engineer on November 1st to coordinate outstanding project matters.

Of greatest concern is identifying the location for a stockpile of approximately 7,500 cubic yards of harbor basin dredge spoils. While gradation testing has already been performed to determine the suitability of this material for a variety of possible civil uses, testing will also be performed to determine, if any, contamination levels of this material.

Staff and the design team will continue to work closely to complete the bid-ready design by the proposed completion date.

Groundwater Study

Shannon & Wilson have completed their draft Groundwater Desktop Study. Staff are currently following up with them for additional discussion regarding their finding and will submit the final report as soon as this review is complete with a final report. This study is for the purpose of providing a general understanding of whether a viable groundwater source exists to supplement Wrangell's drinking water surface water supply.

Reservoir Bypass Connection

Following Assembly approval of a PSA to Shannon & Wilson for the engineering design for the Reservoir Bypass Connection, Task 1 Dam Tap Alternatives Analysis, the consultant has begun their study of the existing reservoir and dam conditions, necessary to further develop full project design scope and costs.

The Task 1, Dam Tap Analysis is scheduled to address all tapping assessments from which they will generate a design study report that will outline recommendation for the best design and construction approach. Task 2 will consist of final engineering design for construction and bid-ready documents. Task 2, Engineering/Design, will require future Assembly approval.

Evergreen Avenue Reconstruction (CBW-owned, DOT-managed project)

DOT reports that there is now only one property owner left to finalize Right of Way documentation. As previously reported, the ROW work continues to currently be the driving phase for the project. Design is complete and a copy of the latest design documents can be reviewed at City Hall. Once all ROW work is complete and certified by the various divisions as required by Federal Highways, DOT will request authorization of the funds to move forward with construction. DOT routinely allows a minimum of three weeks for the bidding phase.

WRANGELL PUBLIC WORKS WINTER ROAD MAINTENANCE

The City of Wrangell maintains over 20 lane miles of streets and roads, as well from City parking lots and many sidewalks.

SNOW REMOVAL AND SANDING PRIORITIES

Snow plowing and sanding is performed on City Streets after heavy snow fall in the following order of priority:

1. Main arterial and business district streets.
2. Main feeder or collector streets which lead to arterial streets
3. Neighborhood residential streets
4. All other low density streets

Please be patient. We generally start removing snow around 2:00 am and generally have most streets plowed and sanded by 9:00 am.

SNOW BERMS ACROSS DRIVEWAYS

Our main objective is to keep our roads open for the safe passage of traffic. Whenever possible, operators try to minimize the size of berms across driveways; however, the City does not have the resources to remove snow berms.

MAINTENANCE OF UNPAVED STREETS

A portion of the City streets are unpaved. Keeping these roads smooth is difficult during winter's freeze-thaw-rain cycles. Traffic on wet, saturated roadways rapidly causes ruts, washboards and pot holes. Unfortunately, it is not possible to grade during extremely wet weather.

SIDEWALK SNOW

The Public Works Department removes snow and applies deicers to sidewalks as manpower allows. Even when the sidewalks are plowed and deicer has been applied, caution should be used because there may be patches of ice.

YOU CAN HELP

Winter street road maintenance is expensive, dangerous and time consuming. Wrangell has many steep narrow roads and even if they have been plowed and sanded they can still be slippery. There are many ways the public can help make our job more effective.

- Move any obstruction away from the roadway. This includes vehicles, garbage cans, movable planters, four wheelers and snow mobiles. The City uses graders for heavy snow

plowing and an extended area is required for the grader blade to perform proper snow clearing.

- Residents who remove snow from their driveways and/or sidewalks are reminded that Wrangell ordinances prohibit placing snow or ice on any public street, sidewalk or parking space in a manner that impedes vehicle or pedestrian traffic or makes it unsafe for others. This prohibition also applies to a street or sidewalk that has been recently cleaned. Snow *should not* be stacked over the end of culverts or drainage structures. Rapid warming cycles could result in overloaded ditches being unable to drain.
- Snow removal operations require the use of large, heavy, noisy equipment during periods of darkness and limited visibility caused by falling snow. Public Works employees use caution when operating this equipment and safety is stressed at all times.
- If you are either in a vehicle or walking and find yourself approaching snow removal equipment, stop and keep your distance. Please wait to proceed until the operator is well clear of your driving lane or the operator waves you by.
- Keep your distance from sand trucks. Although the sand has been screened for large rock, the sander may throw small rocks or frozen clumps that could cause personal injury or damage your vehicle.
- Children love to watch snow removal operations - the large equipment, noise, lights and activity can all be very exciting. Although we're glad to have people watch, everyone should be cautioned to stay a safe distance away. The concentration required for efficient snow fighting, combined with the noise and type of equipment used, means that operators may not always be able to see small children close by, and accidents can result. Parents are strongly encouraged to discuss safety measures when walking, biking or playing where heavy equipment is in operation. Please encourage children not to build tunnels or forts in snow berms or piles at any time.

FOR MORE INFORMATION

For more information or to report problems, please call:

Public Works 8:00am to 4:30pm	874-3904
After-hours emergencies, Wrangell Police	874-3304

WRANGELL SANITATION DEPARTMENT

FREE SCRAP METAL DISPOSAL

Through the Month of November 2017

The City and Borough of Wrangell's Sanitation Department has extended the period during which we will accept scrap metal disposal for free. At this time, the Borough will allow free metal disposal, from household sources only, through the month of November at the Solid Waste Transfer Station.

Any scrap metal brought to the transfer station for disposal during this free scrap metal session must be from a household source and free of all attached contaminants like wood, rubber, plastic, fabric, etc. To qualify as scrap metal, the item for recycling must contain a minimum of 85% metal.

Vehicles – All vehicles and small engines should be received with all fluids drained by the customer, including all fuel, engine oil, antifreeze, transmission fluid, etc. Batteries must be removed and will be accepted for free. Tires are also required to be removed and will be accepted at the regular disposal fee of \$3 each. The Transfer Station has drums available for customers to dispose of these vehicle fluids at regular disposal fees. All vehicles must be free and clear of all other items/garbage. Ownership Title for each vehicle must be presented for disposal.

Fuel and propane tanks must be empty of all materials and a hole must be cut in the bottom to ensure they are empty.

Large household appliances will be accepted, but must be cleaned out and free of garbage. Washers, Dryers, Stoves, Hot Water Tanks (gas or electric), Microwaves, and Dishwashers with metal housing only (if dishwasher's housing is plastic, it is accepted as garbage at the regular garbage rates).

For more information about the free scrap metal session, or to discuss options for commercial operations' scrap metal disposal, contact Wrangell Public Works at 874-3904.