



**City and Borough of Wrangell
Borough Assembly Meeting
Revised AGENDA (to add Item 13f)**

March 8, 2016 – 7:00 p.m.

Location: Assembly Chambers, City Hall

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member Becky Rooney
- b. INVOCATION to be given by Clay Hammer
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Certificates of Service, Guest Introductions*

2. ROLL CALL

3. AMENDMENTS TO THE AGENDA

4. CONFLICT OF INTEREST

5. CONSENT AGENDA

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

6. APPROVAL OF MINUTES

- *a. Minutes of the Regular Assembly meeting held February 23, 2016

7. COMMUNICATIONS

- a. Minutes of the Regular School Board meeting held January 18, 2016
- b. POA-2014-109, Zimovia Straight request from R&M Engineering-Ketchikan, Inc
- c. ASCE 2013 Honorary Outstanding Project of the Year (CBW for the WMSC Project)

8. BOROUGH MANAGER'S REPORT

9. BOROUGH CLERK'S FILE

10. MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS

- a. Reports by Assembly Members
- b. Appointment to fill the vacancies on various City Boards, Committees, and Commissions
- c. Appointment to fill the vacancy on the Wrangell Medical Center Hospital Board, Unexpired term ending October 2016

11. PERSONS TO BE HEARD

12. UNFINISHED BUSINESS

- a. Approval of a second amendment to the Facility Lease Agreement between the City of Wrangell and Charles Jenkins that extends the lease five years

13. NEW BUSINESS

- a. **PROPOSED ORDINANCE No. 915:** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.04.035, ABSENCE FROM MEETINGS, AND SECTION 3.05.050, TELECONFERENCING, OF THE WRANGELL MUNICIPAL CODE (*first reading*)
- b. Approval of a fourth amendment to the Facility Lease Agreement between the City of Wrangell and Steven Keller DBA Keller Marine Repair that extends the lease five years
- c. Approval of a fourth amendment to the Facility Lease Agreement between the City of Wrangell and Tyler Thompson that extends the lease five years
- d. Approval of the Electric Rate Increase Plan
- e. Approval of a Budget Amendment for the Light Department
- f. Approval of a Senior Tax Exemption that was received after the March 1st deadline, but before the late filing grace period

14. ATTORNEY'S FILE – None

15. EXECUTIVE SESSION – None

16. ADJOURNMENT

Agenda Items 1 - 6

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY

AGENDA ITEM

March 8, 2016

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 Steve Prysunka
- b. Invocation to be given by Clay Hammer
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Certificates of Service, Guest Introductions*

ITEM NO. 2 ROLL CALL – BOROUGH CLERK:

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

RECOMMENDED ACTION:

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

ITEM NO. 3 AMENDMENTS TO THE AGENDA:

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

RECOMMENDED ACTION:

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

ITEM NO. 4 CONFLICT OF INTEREST:

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

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

ITEM NO. 5 CONSENT AGENDA:

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

RECOMMENDED ACTION:

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

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

ITEM NO. 6 APPROVAL OF MINUTES:

INFORMATION:

6a Minutes Regular Assembly Meeting held on February 23, 2016

Minutes of Regular Assembly Meeting Held on February 23, 2016

Mayor David L. Jack called the Regular Assembly meeting to order at 7:00 p.m., February 23, 2016, in the Borough Assembly Chambers. Assembly Members Mitchell, Rooney, Powell, Prysunka and Blake were present. Assembly Member Decker was absent. Borough Manager Jeff Jabusch and Borough Clerk Kim Lane were also in attendance.

The Pledge of Allegiance was led by Assembly Member Daniel Blake.

The Invocation was given by Clay Hammer.

CEREMONIAL MATTERS

There were no ceremonial matters.

AMENDMENTS TO THE AGENDA

There were no amendments to the agenda.

CONFLICT OF INTEREST

There were no conflicts of interest declared.

CONSENT AGENDA

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

APPROVAL OF MINUTES

Minutes of the Regular Assembly meeting held February 9, 2016, was approved as presented.

COMMUNICATIONS

- a. Minutes of the Regular School Board meeting held December 17, 2015
- b. Quarterly Expenditure Report from SE Senior Services' for the period of October 1, 2015 through December 31, 2015
- c. Minutes of the Wrangell Medical Center's meeting held January 20, 2016

BOROUGH MANAGER'S REPORT

Manager Jabusch's report was provided.

BOROUGH CLERK'S FILE

Clerk Lane's report was provided.

MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS

10a Reports by Assembly Members

- Mitchell requested that the community thank Mr. Richard (Rowboat Richard) when they see him for picking up garbage out the road.
- Blake stated that the Forest Service was looking at increasing their rates on cabin usage and not restocking as much as in the past; the Forest Service is now taking public comments on a new float dock at Anan. Blake urged the public to visit the Forest Service

website and make their comments, urging the Forest Service to use those funds to maintain the facilities that we already have.

- Prysunka reported briefly on the SEAPA Board meeting that had occurred last week in Wrangell; Swan raise is on track.
- Rooney reported on the AML Legislative Session that she had attended last week in Juneau; a lot of doom and gloom however, there were a couple of sessions that focused on future solutions to our State financial crisis.

10b Appointment to fill the vacancies on various City Boards, Committees, and Commissions

As there were no letters of interest received for the remaining vacant seats, the Mayor directed the Clerk to continue advertising.

10c Appointment to fill the vacancy on the Wrangell Medical Center Hospital Board, Unexpired term ending October 2016

As there were no letters of interest received for the vacant seat, the Mayor directed the Clerk to continue advertising.

PERSONS TO BE HEARD

Cindy Sweat, KSTK General Manager, thanked the Assembly for their Resolution of support for Public Broadcasting; this had prompted a ripple effect around the state.

UNFINISHED BUSINESS

NEW BUSINESS

13a Approval of the Bid Received from Petro Marine Services to furnish petroleum products for the City & Borough of Wrangell, Wrangell Public Schools, and the Wrangell Medical Center

M/S: Rooney/Blake, to approve Petro Marine Services as the fuel provider for the City & Borough of Wrangell, Wrangell Public School, and the Wrangell Medical Center for the period of February 1, 2016 through January 31, 2018, based on their management fee of \$0.44 per gallon.

Prysunka raised the question of if the City was looking at deferring from hydro to heating oil.

Manager Jabusch responded.

After further discussion, Mayor Jack stating that they were talking about two different things; the item on the agenda was to approve a fuel rate.

Prysunka asked if he would voting on this item, based on the volume that was stated.

Jabusch stated that no, that was not the case; they would charge by the volume.

Jabusch stated that he would put something together and bring it back for the Assembly.

Motion approved unanimously by polled vote.

13b Approval of an amendment to the agreement for Corvus Design, Inc., to add electrical to the Mariner's Memorial design

M/S: Powell/Blake, to approve an amendment in the amount of \$4,250 to the agreement to Corvus Design, Inc., to add electrical to the Mariner's Memorial design with funding to come from remaining Heritage Harbor Construction Funds.

Blake questioned why the electrical was not in the original planning.

Motion approved unanimously by polled vote.

13c Amendment to DOWL's design and construction inspection contract for the Sewer Pump Stations' Replacement project

M/S: Prysunka/Mitchell, to approve Amendment #4 to the design and contract administration / inspection agreement with DOWL in the amount of \$28,817.75, to be paid from grant funds designated for the Sewer Pumps' Replacement project.

Amber Al-Haddad, Public Works director stated that because of some modifications to the documents and other items (which was a requirement to the USDA loan), and additional site visits, USDA agreed to cover this additional cost.

Motion approved unanimously by polled vote.

13d Amendment to PND Engineers' design contract for the Wood Street Improvements project

M/S: Powell/Blake, to authorize the Borough Manager to issue Amendment #8 to PND Engineers for professional services in the amount, not to exceed \$4,765, with funds to come from the State of Alaska DCCED project funds for the Wood Street project.

Jabusch stated that the Evergreen project had been postponed once again until 2017; he stated that we were waiting for the paving outfit to come to town for the Evergreen project so that we could complete the Wood Street paving project at the same time.

Amber Al-Haddad stated that DOT was working on the design and are planning on going to bid this year; focusing on doing the underground work and retaining wall this year; then paving next year since the internal deadline for paving is September 1.

Prysunka asked if the City had made a commitment with AICS to pave their parking lot.

Amber Al-Haddad stated that no, the plan was to pave from Zimovia Hwy., to just beyond the AICS access road; would also pave a small apron into the AICS entrance; possibly there may be an agreement between AICS and the Hospital for the grounds and maintenance to be maintained by the Hospital; she further stated that there had been a discussion within her

department on if they should be grading the road/parking lot. Al-Haddad stated that if they were going to do that, it would have to come from the Borough Manager, through the Assembly.

After more discussion on the topic of grading the road and possibly the AICS parking lot, Rooney raised a ***Point of Order***, stating that the motion on the floor did not have anything to do with grading the road. Mayor Jack agreed.

Motion approved unanimously by polled vote.

13e Recommendation for CRW Engineering Group's water treatment pilot testing

M/S: Blake/Prysunka, to accept the recommendation of CBW Staff and CRW Engineers to implement water treatment testing based on the preferred Alternate 4 testing methods, using Dissolved Air Flotation (DAF) w/ Multimedia Filtration.

Jabusch explained that we had received a grant to do a pilot study for looking at a different type of water treatment; issue that we have now is that we cannot push enough water through it when the canneries were running.

Amber Al-Haddad answered several questions from the Assembly on how this system might work for our community and also stated how this might benefit the community; she stated that there are some unknowns as well; water quality would be better than it is now.

Motion approved unanimously by polled vote.

ATTORNEY'S FILE – Summary report was provided to the Assembly.

EXECUTIVE SESSION – There was no Executive Session.

Regular Assembly Meeting adjourned at 7:55 p.m.

ATTEST: _____
Kim Lane, MMC, Borough Clerk

David L. Jack, Mayor

Agenda Item 7

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 8, 2016

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. Minutes of the Regular School Board meeting held January 18, 2016
- b. POA-2014-109, Zimovia Straight request from R&M Engineering-Ketchikan, Inc
- c. ASCE 2013 Honorary Outstanding Project of the Year (CBW for the WMSC Project)

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

January 18, 2016, 6:30 PM

Evergreen Elementary School Room 101-Intermediate

President Susan Eagle called the regular meeting of the Wrangell Public School Board to order at 6:30 pm on Monday, January 18, 2016.

CALL TO ORDER

A quorum was determined with the following school board members present: Susan Eagle, Tammy Groshong, Rinda Howell and Aleisha Mollen. Pam McCloskey was absent, excused. Also present was Superintendent Patrick Mayer and Recording Secretary Leeann Wiggins-Martin.

DETERMINE QUORUM

The Pledge of Allegiance was recited, led by Tammy Groshong.

PLEDGE OF ALLEGIANCE

Superintendent Patrick Mayer presented School Board President Susan Eagle with the Basic Boardsmanship Award from the Association of Alaska School Boards.

**PRESENTED SUSAN
EAGLE THE AASB
BASIC
BOARDSMANSHIP
AWARD
ELEMENTARY
STUDENT
PRESENTATION**

5TH grade students from Evergreen Elementary were present to share information regarding their library project. The students made trailers of their favorite books. They created a code that can be scanned and will direct people to the trailer. Six books currently have codes.

Maleah Wenzel told the board members that the high school voted on a tee-shirt design on January 11. They plan to purchase plain tee shirts and have the fabrication team screen print them. Spirit week activities are planned prior to homecoming that will involve all students. Student Council will be reviewing the student handbook in order to collect student input. They'd like to use Google doc so that changes can be made as the students see fit. Student Council hopes to have the review completed by the first week in February.

**STUDENT
REPRESENTATIVE
REPORT**

Cynthia Crary, Former IT Coordinator, thanked the School Board for the opportunity to work in the district. She will miss working with students. Ms. Crary was happy to be a part of developing the new website and would also like to thank Mr. Gore for all of his assistance.

GUESTS TO BE HEARD

Anne Luetkemeyer, Secondary Art Teacher expressed concern over the loss of Michele Galla as a teacher due to her retirement. She understands that we are in a budget crisis and are not planning to replace Mrs. Galla's position. Ms. Luetkemeyer would like to see the district be creative in order to find a way to keep this position. She suggested a half time teacher/half time tech person. Ms. Luetkemeyer feels that it will be difficult to assign her classes to other teachers, in-house.

Ryan Howe, Elementary Special Education Teacher expressed concern that teachers that currently offer courses will be replaced online or by robots. He also questioned if a teacher has a college relationship established, can they continue to offer courses through that college or will they have to switch to UAS.

The agenda was approved as presented by unanimous consent.

**APPROVAL OF THE
AGENDA**

Reviewed Correspondence as presented.

**REVIEWED
CORRESPONDENCE**

Motion to approve the items on the consent agenda as presented by Aleisha Mollen, seconded by Tammy Groshong. Poll vote: Rinda Howell: Yes; Aleisha Mollen: Yes; Tammy Groshong: Yes; Susan Eagle: Yes. Motion approved.

**APPROVED THE
CONSENT AGENDA**

- Approved the minutes of the December 17, 2015 Regular School Board Meeting

Information & Reports were accepted by unanimous consent.

**ACCEPTED INFORMATION &
REPORTS**

Motion to accept the donation from Alaska Dream Cruises in the amount of \$1,000.00 and direct the administration to write a thank you letter on behalf of the School Board by Rinda Howell, seconded by Tammy Groshong. Poll vote: Aleisha Mollen: Yes; Tammy Groshong: Yes; Rinda Howell: Yes; Susan Eagle: Yes. Motion approved.

ACCEPTED THE
DONATION FROM
ALASKA DREAM
CRUISES

Motion to approve the launch of the School Board's survey regarding Communication by Tammy Groshong, seconded by Rinda Howell. Poll vote: Tammy Groshong: Yes; Rinda Howell: Yes; Aleisha Mollen: Yes; Susan Eagle: Yes. Motion approved.

APPROVED THE
LAUNCH OF THE
SCHOOL BOARD'S
SURVEY RE
COMMUNICATION

Motion to offer Drew Larrabee a contract addendum in the amount of \$2,400.00 to coordinate the Carl Perkins grant by Tammy Groshong, seconded by Aleisha Mollen. Poll vote: Rinda Howell: Yes; Aleisha Mollen: Yes; Tammy Groshong: Yes; Susan Eagle: Yes. Motion approved.

OFFERED DREW
LARRABEE A
CONTRACT ADDENDUM
TO COORDINATE CARL
PERKINS GRANT

Reviewed the resignation of Cynthia Crary, IT Coordinator as an item of information.

REVIEWED THE
RESIGNATION OF CYN
CRARY, IT
COORDINATOR
ENTERED INTO A
CONTRACT WITH APT
TO INSTALL A PHONE
SYSTEM

Motion to enter into a contract with APT to install a phone system district-wide at an estimated cost of \$65,000.00 by Rinda Howell, seconded by Aleisha Mollen. Poll vote: Aleisha Mollen: Yes; Tammy Groshong: Yes; Rinda Howell: Yes; Susan Eagle: Yes. Motion approved.

Reviewed the Upcoming Dates and Meeting Announcements

REVIEWED THE
UPCOMING DATES

Reviewed Future Agenda Items

REVIEWED FUTURE
AGENDA ITEMS

Board Member Mollen told the other members about the opportunity to donate to the Elementary EATS garden project. She's excited about the advancing technology and the You Tube streaming of the games over the weekend.

COMMENTS FROM
BOARD MEMBERS

Board Member Groshong thanked the school principals for the work with students and the website. She expressed appreciation for all they do.

Board Member Howell thanked the students, teachers and board for all the good work happening in the district.

Board President Eagle echoed Mrs. Howell's sentiments.

Motion to recess into executive session to discuss matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the district, more specifically negotiations with Wrangell Teachers Association by Rinda Howell, seconded by Tammy Groshong. Poll vote: Tammy Groshong: Yes; Rinda Howell: Yes; Aleisha Mollen: Yes; Susan Eagle: Yes. Motion approved.. The School Board invited Superintendent Mayer into the Executive Session.

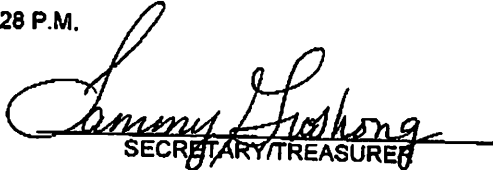
RECESSED INTO EXECUTIVE
SESSION AT 7:34 PM

Reconvened into Regular Session at 8:27 PM.

RECONVENED INTO REGULAR
SESSION AT 8:27 PM

Meeting Adjourned at 8:28 P.M.

ADJOURNED AT 8:28 P.M.


SECRETARY/TREASURER



DEPARTMENT OF THE ARMY
ALASKA DISTRICT, U.S. ARMY CORPS OF ENGINEERS
REGULATORY DIVISION
P.O. BOX 6898
JBER, ALASKA 99506-0898
FEB 24 2016

Regulatory Division
POA-2014-109

R&M Engineering—Ketchikan, Inc.
Attention: Mr. Trevor Sande
355 Carlanna Lake Road
Ketchikan, Alaska 99901

Dear Mr. Sande:

This is in response to your request for Department of the Army (DA) authorization, on behalf of Big Bites Fishing, to construct a 60' x 580' causeway, a 20' x 100' solid fill dock, a 20' x 120' bulkhead, to install a 10' x 50' and 10' x 70' concrete floats, a 5' x 70' aluminum gangway, and to dredge a 120' x 180' boat basin and 17' x 300' entrance channel. The project site is located within Section 20, T. 63 S., R. 84 E., Copper River Meridian, USGS Quad Map: Petersburg B-2, Latitude 56.3984° N., Longitude 132.3388° W., near Wrangell, Alaska. Please refer to file number POA-2014-109, Zimovia Strait in correspondence with us.

Based on our review of the information you provided we have preliminarily determined that your proposal would involve work in, as well as the discharge of dredged and fill material into, waters of the United States (U.S.) under our regulatory jurisdiction. Take a moment to review the attached Preliminary Jurisdictional Determination (PJD) Form, then please sign and return this form to our office. A PJD is not appealable, however you have the right to request and obtain an Approved Jurisdictional Determination which can be appealed.

If you would like us to begin evaluation of your proposal, more information is essential for the application to be considered complete. I have enclosed a checklist. The items listed under 1 and 2 are necessary before the Corps can issue a public notice, the information requested under 3 is needed before we can complete our evaluation of your proposal. Please provide this information promptly to help us expedite the review of your application. If no response is received within 30 days, we will assume you have no further interest in obtaining a DA permit and your file will be closed. Closure of the file does not preclude you from reopening it at a later date.

Also, please note a processing fee is required should a DA permit be issued. Since the planned purpose of your proposed project is commercial in nature, the fee will be \$100. You will be notified as to the time for submittal of the fee.

Thank you for your cooperation with the Corps of Engineer's Regulatory Program. If you have any questions, please contact me via email at jack.j.hewitt@usace.army.mil, in writing at the letterhead address, or by phone at (907) 753-2708. For additional information about our regulatory program, visit our web site at: www.poa.usace.army.mil/Missions/Regulatory.aspx

Sincerely,

A handwritten signature in cursive script, appearing to read "Jack Hewitt".

Jack Hewitt
Project Manager

Enclosures:

Information Request:

1.0. Figures and Exhibits:

1.1. The plans submitted with your application (sheets 2-8) are sufficient for issuing a public notice. However, the general map and vicinity map (sheets 1-2) must be formatted in black and white because color photos and dark images do not copy or scan well. Additional note: please add the file number (POA-2014-109) and waterway (Zimovia Strait) to the footer of each plan sheet.

2.0. Work Description and Narratives:

2.1. Submit a completed "Applicant Proposed Mitigation Statement".

2.2. Provide a list of all other government authorizations obtained or requested for the work, including but not limited to required certifications relative to water quality, and tidelands lease.

2.3. You stated on the DA Permit Application (Block 23) that the property has a long history of industrial use, and has been altered many times through the years. Please describe the industries and/or activities this site has been exposed to in the past.

2.4. Please provide the geotechnical report, or information relied on, to determine that the dredged material would be suitable fill in the core of the causeway. The report should include boring logs from the area to be dredged, down to the proposed elevation (depth) of -6' MLLW. The logs should provide information describing the horizons encountered, and the composition or structure (particle size) found at each horizon. Also, include the results of any contaminant testing that was conducted.

2.5. Your proposal includes a steel bulkhead incorporating 100 feet of sheet pile. Would the sheet pile be placed in an excavated trench and backfilled or driven into the substrate? If driven, would an impact hammer or vibratory hammer be used? How would the 12" diameter steel piles be installed?

3.0. We will issue a public notice for your proposal once we receive the information requested above. The information requested below is necessary before the Corps can complete our review of your proposed project. It often expedites the permitting process if this information is included with the information submitted in items 1 and 2 above.

3.1. Provide a proposed work or construction schedule for the proposed project.

3.2. Provide any information in reference to the presence or absence of submerged aquatic vegetation or resources, which could be adversely affected by this project. Please include the dates and times of any survey or site review work, and any maps that depict the locations of any submerged aquatic vegetation.

3.3. Please submit an alternatives analysis for your proposal that demonstrates that the proposed impacts comply with the 404(b)(1) Guidelines of the Clean Water Act. Our preliminary review for compliance with the Guidelines indicates that your proposed discharge of dredged and fill material may not contain all appropriate and practicable steps to minimize potential impacts to the aquatic ecosystem. In other words, the project does not appear to represent the least environmentally damaging practicable

alternative. An alternative is practicable if it is available and capable of being done after taking into consideration cost, existing technology, and logistics in light of overall project purposes. You must provide us the information on the alternatives you considered for your proposed project. This information should include the availability of other sites, alternative project designs which would avoid or minimize project impacts on the aquatic ecosystem, and other constructions methods that could eliminate any discharge into marine habitat (i.e. pile supported structure). This information must be provided by the public notice expiration date.

Preliminary Jurisdictional Determination Form

Page 1 of 2

This preliminary JD find that there "may be" waters of the United States on the subject project site that could be affected by the proposed activity based on the following information:

District Office	Alaska District Office	File/ORM #	POA-2014-109	PJD Date	17 February 2016			
State	AK	City/County						
Nearest Waterbody	Zimovia Strait		Name and Address of Person Requesting PJD Big Bites Fishing Attention: Mark Mitchell Post Office Box 80 Wrangell, Alaska 99929					
Project Location	Section(s)	20				Township	63	S
Meridian	Copper River	Range				84	W	
USGS Quad Map	Petersburg B-2	Latitude				56.3984°	N	Longitude
Subdivision Name, Block, Lot, Directions to Project Site								

Identify (Estimate) Amount of Waters in the Review Area <u>Non-Wetland Waters:</u> <div style="display: flex; justify-content: space-between;"> <div> <div style="border: 1px solid black; width: 50px; height: 20px; display: inline-block;"></div> Linear ft </div> <div> <div style="border: 1px solid black; width: 50px; height: 20px; display: inline-block;"></div> Width </div> <div> <div style="border: 1px solid black; width: 50px; height: 20px; display: inline-block;"></div> Acres </div> </div> <div style="border: 1px solid black; width: 100px; height: 20px; display: inline-block;"></div> Stream Flow	Name of Any Water Bodies on the Site Identified as Section 10 Waters: Tidal: Zimovia Strait Non-Tidal: <div style="border: 1px solid black; width: 150px; height: 20px; display: inline-block;"></div>
<u>Wetlands</u> <div style="display: flex; justify-content: space-between;"> <div> <div style="border: 1px solid black; width: 150px; height: 20px; display: inline-block;"></div> Acres </div> <div> Cowardin Class: <div style="border: 1px solid black; width: 150px; height: 20px; display: inline-block;"></div> </div> </div>	<input checked="" type="checkbox"/> Office (Desk) Determination Date of Site Visit: <div style="border: 1px solid black; width: 100px; height: 20px; display: inline-block;"></div> <input type="checkbox"/> Field Determination

SUPPORTING DATA: Data Review for Preliminary JD (check all that apply - checked items should be included in case file and, where checked and requested, appropriately reference sources below)

☒ Maps, plans, plots or plat submitted by or on behalf of the applicant/consultant:

☐ Data sheets prepared/submitted by or on behalf of the applicant/consultant.

☐ Office concurs with data sheets/delineation report.
☐ Office does not concur with data sheets/delineation report.

☐ Data Sheet prepared by the Corps

☐ Corps navigable waters' study:

☐ USGS NHD Data.
☐ USGS 8 and 12 digit HUC maps.

☐ U.S. Geological Survey map(s) Cite quad name:

☐ USDA Natural Resources Conservation Service Soil Survey. Citation:

☐ National Wetlands Inventory map(s):

☐ State/Local Wetland Inventory map(s):

☐ FEMA/FIRM map(s):

☐ 100-year Floodplain Elevation:

☒ Photographs:

☒ Aerial (Name & Date)

Google Earth

☐ Other (Name & Date)

☐ Previous determination(s). File # and date of response letter:

☐ Other Information:

IMPORTANT NOTE: The information recorded on this form has not necessarily been verified by the Corps and should not be relied upon for later jurisdictional determinations.

 19 Feb 2016
Signature and Date of Regulatory Project Manager
(REQUIRED)

Signature and Date of Person Requesting Preliminary JD
(REQUIRED, unless obtaining the signature is impracticable)

EXPLANATION OF PRELIMINARY AND APPROVED JURISDICTIONAL DETERMINATIONS: 1. The Corps of Engineers believes that there may be jurisdictional waters of the United States on the subject site, and the permit applicant or other affected party who requested this preliminary JD is hereby advised of his or her option to request and obtain an approved jurisdictional determination (JD) for that site. Nevertheless, the permit applicant or other person who requested this preliminary JD has declined to exercise the option to obtain an approved JD in this instance and at this time. 2. In any circumstance where a permit applicant obtains an individual permit, or a Nationwide General Permit (NWP) or other general permit verification requiring "preconstruction notification" (PCN), or requests verification for a non-reporting NWP or other general permit, and the permit applicant has not requested an approved JD for the activity, the permit applicant is hereby made aware of the following: (1) the permit applicant has elected to seek a permit authorization based on a preliminary JD, which does not make an official determination of jurisdictional waters; (2) that the applicant has the option to request an approved JD before accepting the terms and conditions of the permit authorization, and that basing a permit authorization on an approved JD could possibly result in less compensatory mitigation being required or different special conditions; (3) that the applicant has the right to request an individual permit rather than accepting the terms and conditions of the NWP or other general permit authorization; (4) that the applicant can accept a permit authorization and thereby agree to comply with all the terms and conditions of that permit, including whatever mitigation requirements the Corps has determined to be necessary; (5) that undertaking any activity in reliance upon the subject permit authorization without requesting an approved JD constitutes the applicant's acceptance of the use of the preliminary JD, but that either form of JD will be processed as soon as is practicable; (6) accepting a permit authorization (e.g., signing a proffered individual permit) or undertaking any activity in reliance on any form of Corps permit authorization based on a preliminary JD constitutes agreement that all wetlands and other water bodies on the site affected in any way by that activity are jurisdictional waters of the United States, and precludes any challenge to such jurisdiction in any administrative or judicial compliance or enforcement action, or in any administrative appeal or in any Federal court; and (7) whether the applicant elects to use either an approved JD or a preliminary JD, that JD will be processed as soon as is practicable. Further, an approved JD, a proffered individual permit (and all terms and conditions contained therein), or individual permit denial can be administratively appealed pursuant to 33 C.F.R. Part 331, and that in any administrative appeal, jurisdictional issues can be raised (see 33 C.F.R. 331.5(a)(2)). If, during that administrative appeal, it becomes necessary to make an official determination whether CWA jurisdiction exists over a site, or to provide an official delineation of jurisdictional waters on the site, the Corps will provide an approved JD to accomplish that result, as soon as is practicable.

Applicant Proposed Mitigation Statements

Background:

The U.S. Army Corps of Engineers (Corps) and the Environmental Protection Agency issued regulations that govern national compensatory mitigation policy for activities in waters of the U.S., including wetlands, authorized by Corps permits. The final mitigation rule was published in the federal register on April 10, 2008, and became effective on June 9, 2008. The final rule establishes standards and criteria for the use of appropriate and practicable compensatory mitigation for unavoidable functional losses of aquatic resources authorized by Corps permits (33 CFR Part 332). Additionally, the rule requires new information to be included in Corps permit applications and public notices to enable meaningful comments on applicant proposed mitigation. In accordance with 33 CFR Part 325.1(d)(7), "For activities involving discharges of dredged or fill material into waters of the U.S., the application must include a statement describing how impacts to waters of the United States are to be avoided and minimized. The application must also include either a statement describing how impacts to waters of the United States are to be compensated for or a statement explaining why compensatory mitigation should not be required for the proposed impacts." For additional information, the final mitigation rule can be viewed at: http://www.usace.army.mil/cw/cecwo/reg/news/final_mitig_rule.pdf

Mitigation is a sequential process of avoidance, minimization, and compensation. Compensatory mitigation is not considered until after all appropriate and practicable steps have been taken to first avoid and then minimize adverse impacts to the aquatic ecosystem. Please provide your proposed avoidance, minimization, and compensatory mitigation below:

Applicant's Proposed Mitigation (attach additional sheets as necessary):

1. Avoidance of impacts to waters of the U.S., including wetlands:

Please describe how, in your project planning process, you avoided impacts to waters of the U.S., including wetlands, to the maximum extent practicable. Examples of avoidance measures include site selection, routes, design configurations, etc...

Applicant Proposed Mitigation Statements

2. Minimization of unavoidable impacts to waters of the U.S., including wetlands:

Please describe how your project design incorporates measures that minimize the unavoidable impacts to waters of the U.S., including wetlands, by limiting fill discharges to the minimum amount/size necessary to achieve the project purpose.

3. Compensation for unavoidable impacts to waters of the U.S., including wetlands:

Please describe your proposed compensatory mitigation to offset unavoidable impacts to waters of the U.S., or, alternatively, why compensatory mitigation is not appropriate or practicable for your project. Compensatory mitigation involves actions taken to offset unavoidable adverse impacts to waters of the U.S., including wetlands, streams and other aquatic resources (aquatic sites) authorized by Corps permits. Compensatory mitigation may involve the restoration, enhancement, establishment (creation), and/or the preservation of aquatic sites. The three mechanisms for providing compensatory mitigation are mitigation banks, in-lieu fee of mitigation, and permittee-responsible mitigation. Please see the attached definitions for additional information.

Applicant Proposed Mitigation Statements

Definitions:

Enhancement: the manipulation of the physical, chemical, or biological characteristics of an aquatic resource to heighten, intensify, or improve a specific aquatic resource function(s). Enhancement results in the gain of selected aquatic resource function(s), but may also lead to a decline in other aquatic resource function(s). Enhancement does not result in a gain in aquatic resource area.

Establishment (creation): the manipulation of the physical, chemical, or biological characteristics present to develop an aquatic resource that did not previously exist at an upland site. Establishment results in a gain in aquatic resource area and functions.

In-lieu fee program: a program involving the restoration, establishment, enhancement, and/or preservation of aquatic resources through funds paid to a governmental or non-profit natural resources management entity to satisfy compensatory mitigation requirements for DA permits. Similar to a mitigation bank, an in-lieu fee program sells compensatory mitigation credits to permittees whose obligation to provide compensatory mitigation is then transferred to the in-lieu program sponsor. However, the rules governing the operation and use of in-lieu fee programs are somewhat different from the rules governing operation and use of mitigation banks. The operation and use of an in-lieu fee program are governed by an in-lieu fee program instrument.

Mitigation bank: a site, or suite of sites, where resources (e.g., wetlands, streams, riparian areas) are restored, established, enhanced, and/or preserved for the purpose of providing compensatory mitigation for impacts authorized by DA permits. In general, a mitigation bank sells compensatory mitigation credits to permittees whose obligation to provide compensatory mitigation is then transferred to the mitigation bank sponsor. The operation and use of a mitigation bank are governed by a mitigation banking instrument.

Permittee-responsible mitigation: an aquatic resource restoration, establishment, enhancement, and/or preservation activity undertaken by the permittee (or an authorized agent or contractor) to provide compensatory mitigation for which the permittee retains full responsibility.

Practicable: available and capable of being done after taking into consideration cost, existing technology, and logistics in light of overall project purposes.

Preservation: the removal of a threat to, or preventing the decline of, aquatic resources by an action in or near those aquatic resources. This term includes activities commonly associated with the protection and maintenance of aquatic resources through the implementation of appropriate legal and physical mechanisms. Preservation does not result in a gain of aquatic resource area or functions.

Restoration: the manipulation of the physical, chemical, or biological characteristics of a site with the goal of returning natural/historic functions to a former or degraded aquatic resource. For the purpose of tracking net gains in aquatic resource area, restoration is divided into two categories: re-establishment and rehabilitation.

Juneau Branch



2013 Honorary Outstanding Project of the Year

*In recognition of outstanding engineering achievement
this award is presented to*

City and Borough of Wrangell

for the

Wrangell Marine Service Center Project

A handwritten signature in black ink, appearing to read "R. Stephens", is positioned above a horizontal line.

Ryan Stephens, President

MEMORANDUM

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

**FROM: JEFF JABUSCH
BOROUGH MANAGER**

SUBJECT: MANAGER'S REPORT

DATE: MARCH 8, 2016

State Budget / City Budget

As the state works through the budget process with the many challenges they face, we are paralleling that process with our own budget. Although we don't have near the problems the state is facing, we do have our own issues as we receive less and less money from the state in revenue sharing, community jail and especially capital funding. We plan on bringing a draft budget to the assembly in mid to late April. At that time, we will know more about what happened at the state level and then we will only have to go through the process once. We will have about 45 days after that to have public hearings and workshops as needed to arrive at a balanced budget.

We provided testimony to support the governor's revenue sharing amount after the house finance cut it. We also supported public radio. We also testified that we did not support a state sales tax as a revenue source for the state. The last time this came up, the plan was to limit communities to a 5% sales tax and then the state would add 2%. This would be equivalent to over \$700,000 dollars. Our sales tax money supports directly education and streets and indirectly supports all general fund activities such as police, fire, library, pool, parks and other activities.

Byford's Junk Yard:

If anyone has driven by the old Byford's junk yard, they will see the cleanup in full swing. They seem to be on track and have worked closely with the city when needed. They may need to burn some stumps and other woods and may do that at the institute site with our permission. They have a plan if that site is used to contain the area where burning is going on and then do a cleanup of the ground after the burn. We have been told that the process will take a couple of months.

Prior to the clean up being completed, staff will bring to the assembly ideas on what to do with the land.

Economic Development:

Institute Property:

The first public meetings have taken place and although a small turnout, the process has started to decide how to divide up the institute site for development. After an initial meeting with the public on February 29th, they came back with 7 site plans and ask the public to comment on each site. They encouraged the public to make comments about things they liked and disliked on each plan so that they can come back with few plans taking the positive ideas from each.

Light Department:

The main topic of discussion in the light department has been the system study and all of the deficiency's that came out of that report. The light department has two items on the agenda to start moving in a positive direction to fix the problem. The first item of business is redoing the substation lines and the H pole that is at best still standing. We have ask SEAPA for some help and they have agreed to fund 50% of this project up to \$93,000. We have a budget amendment on the agenda to authorize the money for our half and will move forward with bids for the material if the amendment is approved. Also on the agenda is a funding plan to resolve the balance of things on the deficiency list. At this time we are not anticipating a rate increase as long as the estimates in the plan stay on track. If we see the funding is not doing as anticipated, we come back to the assembly for direction.

Library:

The library continues to do the weekly story time on Thursday mornings. It has been very successful. The kids enjoy the craft and the snack. We had a genealogist come on Feb 13th to do a free workshop for anyone that wanted to learn more about finding their ancestry. She was able to work one on one with community members. She did not charge us for this service. This Tuesday, March 8th we will be doing a videoconference with author Ernestine Hayes. She wrote the book the Blonde Indian which is the featured book for the Alaska Reads program. This is the first statewide reading event. She will be discussing her book and answering questions.

City Projects:

City Dock Work- most of the final items have been bid and contracts signed. These include additional railings along the dock approach, additional summer float on the south side of the approach and a gangway to get to the new summer float. The only remaining item is the electrical upgrades on the dock. The design for this work is expected to be completed by the end of March and then we will advertise for 30 days. There is not quite the rush since we received a one year extension.

Street Projects- We hope to have the money to do a couple of major repairs to streets with a paving company in town. This will be reflected in our upcoming budget. We also would like to seal coat a couple of streets using our seal coat machine. Wood Street is another priority this year. The grant runs out in June of 2017 and we do not feel there would be time to do the entire project next spring before the deadline.

Evergreen- As we all know, Evergreen paving will not happen this year. It sounds like the bids will go out and most all of the work but the paving could happen this year. We have no control over this and it is most disappointing for the city and especially for all those that live on the road.

Water Plant Pilot Study- We have selected the pilot plant to test. The company will bring in the plant to test it during the month of August. At the end of the process, we will have the results and hopefully we can choose this as our system. This is an expensive project and it will be on our wish list.

Agenda Item 9

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM

CLERK'S REPORT March 8, 2016

Mark Your Calendar:

- 3/10 EDC & P&Z Workshop @ 6pm in the Assembly Chambers
 - 3/10 P&Z Meeting @ 7pm in the Assembly Chambers
 - 3/16 Hospital Board mtg. @ 5:30 pm in the Nolan Center Classroom
 - 3/22 Borough Assembly/School Board Workshop @ 5:30 pm in the Assembly Chambers
 - 3/22 PH on an ordinance @ 6:30 pm in the Assembly Chambers
 - 3/22 Regular Assembly mtg. @ 7pm in the Assembly Chambers
-
- 4/28 SEAPA Board Mtg. to be held in Ketchikan, with times TBD

Thank you to everyone who came out to hear the Presentation from Cynthia Franklin, Director of the Alcohol & Marijuana Control Office on March 1st. It was a great success and we received some very good information on what's happening and what's in store for this industry.

Agenda Items 10 a - c

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY

AGENDA ITEM

March 8, 2016

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** City Boards and Committee Appointments

Letters for City Boards & Committee Appointments received from:

- Planning & Zoning Commission (unexp until 10-2017)
- Economic Development Committee (unexp. until 10-2018)
- Nolan Museum/Civic Center Board (unexp. until 10-2018)
- Nolan Museum/Civic Center Board (unexp. until 10-2018)

Recommended Action:

Appointments are to be filled by the Mayor with the consent of the assembly for the various seats.

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

Motion: Move to appoint _____ to fill the vacancy on the _____ for the term up until October _____.

- **Item 10c** Appointment to fill the vacancy on the Wrangell Medical Center, Hospital Board, unexpired term, ending October 2016.

Recommended Action:

Appointment is to be filled by the Mayor with the consent of the assembly for the vacant seat.

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

Motion: Move to appoint _____ to fill the vacancy on the Hospital Board for the unexpired term ending October 2016.

Agenda Item 12a

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 8, 2016

INFORMATION:

Approval of a second amendment to the Facility Lease Agreement between the City of Wrangell and Charles Jenkins that extends the lease five years

1. Memo from the Port Commission's meeting held **February 18, 2016**
2. Proposed Second Amendment to the Facility Lease Agreement
3. Request from Charles Jenkins
4. Current summary of lease

Additional Information: This item was postponed from the January 13, 2016 Regular Assembly meeting. The Assembly chose to send this back to the Port Commission until they had made modifications to the rate schedule, and to allow this lease to continue as is, on a month to month basis, until the Assembly received the request to modify the term and possibly the rate of the lease from the Port Commission.

RECOMMENDED ACTION:

Move to approve the second amendment to the Facility Lease Agreement for Yard Lot 2 between the City and Borough of Wrangell and Charles Jenkins that extends the term an additional five years, to expire on December 21, 2020.

Wrangell Port Commission

Memo

To: City and Borough of Wrangell Assembly

From: Sherri Cowan, Recording Secretary

Date: 02-18-2016

Re: **Chuck Jenkins Lease Renewal**

At the Port Meeting held February 18, 2016, the Port Commission approved the following motion:

“To request the Borough Assembly approve the lease for a five year term at the current rate of .08”, Lot 2 of the Marine Service Center.

Second Amendment to Wrangell Marine Service Center (WMSC)
Facility Lease Agreement

This second amendment made and entered into as of February____, 2016 by and among:

Charles Jenkins, P.O. Box 1483, Wrangell, Alaska 99929, and the City & Borough of Wrangell, P.O. Box 531, Wrangell, Alaska 99929.

Now therefore, both parties agree as follows:

- A. Charles Jenkins entered into an original WMSC Facility Lease Agreement for Yard Lot 2, at the Wrangell Marine Service Center, dated January 21, 2010 with the City & Borough of Wrangell;
- B. The Borough Assembly granted modificaitons on February 23, 2010, to boat yard lease as follows:
 - a. Yard Lot 2 – originally 60X60 = 3,600 square feet, revised to 70X80 = 5,600 square feet
- C. **Charles Jenkins chose to renew the lease for an additional five (5) years, as allowed in the original Lease Agreement;**
- D. **The new lease expiration is December 21, 2020.**

Charles Jenkins, Lessee

Jeff Jabusch, Borough Manager

Signature

Signature

Date

Date

Charles Jenkins

PO Box 1483

Wrangell, AK 99929

30 November 2015

Wrangell Port Commission

PO Box 531

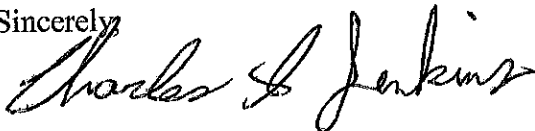
Wrangell, AK 99929

Dear Port Commissioners,

I am writing to request a renewal of my current lease in the Wrangell Ship Yard, with the same terms, for another five years.

Jenkins Welding has been providing welding and fabrication services to fishing vessel and pleasure craft owners in Southeast Alaska for nearly thirty years. For the past five years I have been leasing a 70' X 80' piece of port property in the Wrangell Ship Yard for fishing vessel retrofitting and repair. I have established a strong customer base with returning business to this facility every year. I appreciate your attention to this matter and look forward to continuing work in the Wrangell Ship Yard.

Sincerely,

A handwritten signature in cursive script that reads "Charles S. Jenkins". The signature is written in dark ink and is positioned below the word "Sincerely,".

Charles S. Jenkins

First Amendment to Wrangell Marine Service Center (WMSC)
Facility Lease Agreement

3/1/10 gj

This first amendment made and entered into as of February 25, 2010 by and among:

Charles Jenkins, P.O. Box 1483, Wrangell, Alaska 99929, and the City and Borough of Wrangell, Alaska, P.O. Box 531, Wrangell, Alaska 99929.

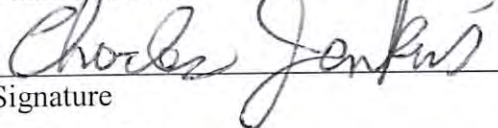
Now therefore, both parties agree as follows:

- A. Charles Jenkins entered into an original WMSC Facility Lease Agreement dated January 21, 2010 with the City and Borough of Wrangell;
- B. The Borough Assembly granted modifications on February 23, 2010, to boat yard lease as follows:

Yard Lot 2 – originally 60X60=3,600 square feet **revised to** 70X80=5,600 square feet

- C. Original agreement is revised to reflect change in square footage as listed in item #B.

Charles Jenkins


Signature

2-25-10
Date

Greg Meissner, Harbormaster
City and Borough of Wrangell


Signature

2/25/10
Date

**WRANGELL MARINE SERVICE CENTER (WMSC)
FACILITY LEASE AGREEMENT**

This Lease is entered into on the 21st day of January, 2010, by and between the City and Borough of Wrangell (hereinafter "Lessor"), a municipal corporation, and Charles Jenkins (hereinafter "Lessee"), a business person, doing business in the State of Alaska, for purpose of leasing borough-owned land in Wrangell. The parties hereby agree to the following conditions:

1. DURATION

This Lease shall be in effect for a five year term, more specifically, from the date above until the 21st day of December, 2015.

2. LEASED PROPERTY

The property subject to this Lease is described as: Yard Lot 2 - 3,600 square feet

3. PERMISSIBLE USES

A. Lessee shall utilize the property only for the purpose of conducting a boat building and/or boat repair business. Assessory uses of the property are allowed if pre-approved in advance in writing by the Borough Assembly and/or Port Commission.

B. Lessee agrees to abide by all federal, State, and local laws in the operation and maintenance of the permitted commercial activity.

C. The Lessor does not warrant that the property is suitable for the purposes sought. Lessee assumes all risks associated with the location of the leased premises.

4. CONDITIONS OF LEASING

A. Lease payments shall be in the amount of \$ 288.00, payable in advance on the 1st day of each month.

B. Lessee shall comply with all rules and yard Best Management Practices as set forth by the Harbor Department or Port Commission.

C. Lessee must sign and agree to fully comply with the WRANGELL MARINE SERVICE CENTER (WMSC) FACILITY USE AGREEMENT.

5. RENEWAL

A. The Lease may be renewed at the option of the Lessor upon written request by the Lessee within at least sixty (60) days of the expiration of the current term, provided that the Lessee is current in the payment of all fees, and that the Lessee has been compliant with all yard rules and all provisions of this agreement as determined by the Port Commission.

B. The terms and conditions of this Lease for each renewal term shall be identical with the original term except for the lease payment.

6. OPERATION AND MAINTENANCE

A. Lessee shall at all times provide sufficient personnel to operate and maintain the leased premises. Lessee shall keep and maintain the leased premises in good, clean, safe, and sanitary condition.

B. Items stored on the leased premises must be directly related to the commercial business operating on the property.

C. Lessee shall be responsible for any and all special assessments for public improvements which may be made against the leased premises during the term of this Lease or any option to renew by the Lessee.

Agenda Item 13a

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 8, 2016

INFORMATION:

PROPOSED ORDINANCE No. 915: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.04.035, ABSENCE FROM MEETINGS, AND SECTION 3.05.050, TELECONFERENCING, OF THE WRANGELL MUNICIPAL CODE *(first reading)*

1. PROPOSED ORDINANCE No. 915

Information: The Assembly held a Work Session on February 23, 2016 to discuss changing the Wrangell Municipal Code to allow for full participation (including voting) for all Assembly meetings. The Assembly was in favor of moving forward with an ordinance based in part, on Sitka's code section. The proposed ordinance is a combination on Sitka's code section and Wrangell's code section on teleconferencing.

RECOMMENDED ACTION:

Move to approve the first reading of Ordinance No. 915 and move to a second with a Public Hearing on March 22, 2016.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 915

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.04.035, ABSENCE FROM MEETINGS, AND SECTION 3.05.050, TELECONFERENCING, OF THE WRANGELL MUNICIPAL CODE

[The changes to the existing code are shown as follows: the words that are underlined are to be added and the words that are **[bolded and in brackets are to be deleted]**.]

SEC. 1. Action. The purpose of this ordinance is to amend Section 3.04.035, Absence from meetings, and section 3.05.050, Teleconferencing, of the Wrangell Municipal Code.

SEC. 2. Amendment. Section 3.04.035 of the Wrangell Municipal Code is amended to read:

3.04.035 Absence from meetings.

A. If an elected or appointed assembly member or the mayor is absent and not excused from more than one-half of all regular meetings of the assembly held within any period of four consecutive calendar months, the member shall cease to hold office and the assembly shall declare the office vacant.

B. An elected or appointed assembly member or the mayor participating in a regular meeting of the assembly by teleconference in accordance with Section 3.05.050 is deemed present at that meeting and such participation not an unexcused absence.

[B]C. If an elected or appointed assembly member or the mayor is absent from a regular meeting of the assembly on borough business, the absence shall be deemed to be excused.

SEC. 3. Amendment. Section 3.05.050 of the Wrangell Municipal Code is amended to read:

3.05.050 Teleconferencing.

A. **[An]**The mayor or an assembly member who will be absent from a meeting, including public hearings and work sessions of the assembly, may participate in the meeting by

telephone or other electronic means **[under the following]**as provided in this section and provided the following circumstances are met:

1. The meeting is held with a quorum of members physically present;
2. Reasonable technical capabilities are available at the meeting location to allow the member to participate by teleconference, including being able to hear and engage in discussion, and being audible to all persons participating in the meeting;
3. Prior to the meeting reasonable efforts will be made to ensure that the member participating by teleconference is provided with the meeting agenda and other pertinent documents to be discussed and acted upon; access to the agenda and documents from the borough's website will be considered sufficient access.

B. Participation of Mayor and Assembly Members by Teleconference.

1. An assembly member may request to participate in any meeting of the assembly by notifying the clerk to arrange for teleconference participation by four p.m. on the Friday before the Tuesday regular assembly meeting, and at least twelve hours before any special assembly meeting.
2. The mayor, or the presiding officer in the absence of the mayor, may request to participate in any meeting of the assembly by notifying the clerk to arrange for teleconference participation by four p.m. on the Friday before the Tuesday regular assembly meeting, and at least twelve hours before any special assembly meeting.
3. The mayor and any assembly member participating by teleconference shall be deemed to be present at the assembly meeting for all purposes, including for quorum and voting, provided that:
 - a. The mayor, or the presiding officer in the absence of the mayor, shall not preside over the assembly meeting when participating by teleconference;
 - b. Participation by teleconference shall not be allowed for any executive session by the mayor or any assembly member.
4. The mayor and any assembly member participating by teleconference shall have the same right to participate in any matter, other than an executive session, as if physically present at the assembly meeting, including debate under Section 3.05.060, adjudicatory matters, and presentations. Reasonable efforts shall be made to make available to the mayor and any assembly member participating by teleconference any pertinent documents that are to be discussed and/or acted upon, including the assembly packet.
5. The mayor and any assembly member participating by teleconference shall have the same right to vote on any matter as if physically present at the assembly

meeting. All voting at the meeting shall be by roll call vote. The assembly member who is participating by teleconference, or the mayor when participating by teleconference, determines whether the member or the mayor has had the opportunity to evaluate all pertinent information, including any testimony and/or evidence, and is prepared to vote.

6. Teleconference participation at any assembly meeting by each assembly member or by the mayor is limited to four times during the twelve month period commencing January 1 each year. However, teleconference participation by a member or the mayor will not be allowed consecutively for more than two regular meetings. Participation in a meeting by teleconference while out of town on municipal business does not count toward the four times for which teleconference participation is permitted or toward the two consecutive regular meetings limit on participation by teleconference.
- B. [Assembly members may not use teleconferencing as a regular form of participating in meetings of the assembly. Participation in a regular assembly meeting by teleconference will be considered an unexcused absence for purposes of WMC 3.04.035 unless the member is absent from the meeting as a result of attending to official business on behalf of the borough.]**
- C. All votes taken at the meeting are by roll call of the members physically present at the meeting and the members participating by teleconference [at the meeting; members participating in the meeting by teleconference may not vote].**
- D. [Assembly members shall provide the clerk's office with at least twenty-four (24) hours' notice of their intent to participate in a meeting by teleconference and provide sufficient contact information for purposes of setting up the teleconference.]**
- E. [Assembly members are responsible for any telephone long distance charges incurred due to their participation in a meeting by teleconference unless they are absent from the meeting on borough business. An assembly member is not considered to be on official borough business merely by attendance at an assembly meeting by teleconference.]**
- F. [The mayor may participate in assembly meetings as set forth in subsections (A) through (E) of this section, and may participate in debate, but may not act as presiding officer of the meeting.]**

SEC. 4. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 5. 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. 6. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: _____, 2016.

PASSED IN SECOND READING: _____, 2016.

David L. Jack, Mayor

ATTEST:

Kim Lane, Borough Clerk

Agenda Item 13b

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 8, 2016

INFORMATION:

Approval of a fourth amendment to the Facility Lease Agreement between the City of Wrangell and Steven Keller DBA Keller Marine Repair that extends the lease five years

1. Memo from the Port Commission's meeting held **February 18, 2016**
2. Proposed Fourth Amendment to the Facility Lease Agreement
3. Request from Steven Keller

RECOMMENDED ACTION:

Move to approve the second amendment to the Facility Lease Agreement for Yard Lot 4 between the City and Borough of Wrangell and Steven Keller, DBA Keller Marine Repair that extends the term an additional five years, to expire on January 31, 2021.

Wrangell Port Commission

Memo

To: City and Borough of Wrangell Assembly

From: Sherri Cowan, Recording Secretary

Date: 02-18-2016

Re: **Steve Keller DBA Keller Marine Repair LLC Lease Renewal**

At the Port Meeting held February 18, 2016, the Port Commission approved the following motion:

“Moved to request the Borough Assembly approve the lease for a five year term at the current rate”, Lot 4 of the Marine Service Center.

Fourth Amendment to Wrangell Marine Service Center (WMSC)
Facility Lease Agreement

This fourth amendment made and entered into as of March _____, 2016 by and among:

Steve Keller, dba Keller Marine Repair, P.O. Box 133, Wrangell, Alaska 99929, and the City and Borough of Wrangell, Alaska, P.O. Box 531, Wrangell, Alaska 99929.

Now therefore, both parties agree as follows:

A. Steve Keller entered into an original WMSC Facility Lease Agreement dated February 8, 2011 with the City and Borough of Wrangell as follows: Yard Lot 4 – originally 45X53=2,385 square feet;

B. The Borough Assembly granted a modification on February 28, 2012, to boat yard lease as follows:

Yard Lot 4 – revised 2/28/2012 to 50X53=2,650 square feet.

C. This amendment is reflected in the original agreement as follows:

Yard Lot 4 – revised 4/23/2014 to 50' X68' = 3,332 square feet.

D. Steven Keller, DBA Keller Marine Repair chose to renew the lease for an additional five (5) years, as allowed in the original Lease Agreement

E. The new lease expiration is January 31, 2021

Steve Keller, Lessee

Jeff Jabusch, Borough Manager

Signature

Signature

Date

Date

(Fourth Amendment approved at the March 8, 2016 regular assembly meeting)

W. N. & Ass'y

Keller Marine Repair LLC
Box 133
Wrangell, Alaska 99929
February 9, 2016

CITY CLERK
FEB 09 2016
RECEIVED

City of Wrangell
Box 531
Wrangell, Alaska 99929

To Whom It May Concern:

I am writing this letter in regards to our lease renewal at the Marine Service Center. We would like to extend our lease for the next time period contingent on leasehold specifications.

Please note we are now Keller Marine Repair LLC.

Thank you for your time.

Cordially,


Steve and Helen Keller
Keller Marine Repair LLC



Agenda Item 13c

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 8, 2016

INFORMATION:

Approval of a fifth amendment to the Facility Lease Agreement between the City of Wrangell and Tyler Thompson that extends the lease five years

1. Memo from the Port Commission's meeting held **February 18, 2016**
2. Proposed Fifth Amendment to the Facility Lease Agreement
3. Request from Tyler Thompson

RECOMMENDED ACTION:

Move to approve the second amendment to the Facility Lease Agreement for Yard Lot 3 between the City and Borough of Wrangell and Tyler Thompson that extends the term an additional five years, to expire on December 21, 2020.

Wrangell Port Commission

Memo

To: City and Borough of Wrangell Assembly

From: Sherri Cowan, Recording Secretary

Date: 02-18-2016

Re: **Tyler Thompson Lease Renewal**

At the Port Meeting held February 18, 2016, the Port Commission approved the following motion:

“Moved to request the Borough Assembly approve the lease for a five year term at the current rate”, Lot 3 of the Marine Service Center.

Fifth Amendment to Wrangell Marine Service Center (WMSC)
Facility Lease Agreement

This Fifth Amendment made and entered into as of March _____, 2016 by and among:

Tyler Thompson, P.O. Box 2004, Wrangell, Alaska 99929, and the City and Borough of Wrangell, Alaska, P.O. Box 531, Wrangell, Alaska 99929.

Now therefore, both parties agree as follows:

- A. Tyler Thompson entered into an original WMSC Facility Lease Agreement, dated January 21, 2010 with the City & Borough of Wrangell;
- B. The Borough Assembly granted modifications on March 1, 2010, May 26, 2010, and April 24, 2012, to boat yard lease as follows, and further granted modifications as of February 11, 2014 as follows:

Yard Lot 3 – originally 60 x 60 = 3,600 square feet; Revision No. 1 on: 3/1/2010 to 30 x 50 = 1,500 square feet; Revision No. 2 on: 5/25/2010 to 36 x 50 = 1,800; Revision No. 3 on: 4/24/2012 to 47 x 50 = 2,350 square feet; **this revision No. 4 on: February 11, 2014 to 50 x 72 = 3,600 square feet.**

- C. Original agreement is revised to reflect change in square footage as listed in item #B.
- D. Tyler Thompson chose to renew the lease for an additional five (5) years, as allowed in the original Lease Agreement**
- E. The new lease expiration is December 21, 2020**

Tyler Thompson, Lessee

Jeff Jabusch, Borough Manager

Signature

Signature


Date

Date

(Fifth Amendment approved at the March 8, 2016 regular assembly meeting)

Thompson Shipwright
PO Box 2004
Wrangell, AK 99929
(360) 774-2980

I am requesting the renewal of my Lot 3 Marine Service Center lease.



Tyler Thompson

Agenda Item 13d

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 8, 2016

INFORMATION:

Approval of the Electric Rate Increase plan

INFORMATION:

1. Memo from Manager Jabusch
2. Cash Flow worksheet

Recommended Motion:

Move to adopt the Light Departments plan to update the distribution and power plant per the system study and the attached plan over a six years, without a current rate increase, but to annually review the plan and goals to verify the department is on schedule and report back to the Borough Assembly if the plan is not meeting the goals, to discuss if a rate increase is needed for work to be completed on time.

MEMORANDUM

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

**FROM: JEFF JABUSCH
BOROUGH MANAGER**

SUBJECT: DISCUSSION ABOUT AN ELECTRIC RATE INCREASE

DATE: MARCH 2, 2016

History:

In 2010, the City and Borough of Wrangell had an electrical rate study done and it was determined at that time, that a rate increase was not necessary. There were several things that was lacking as we now know. There was very little capital identified by the borough for the distribution system or additional generation. The recent system study identified both deficiencies in the distribution system and the need for additional generation.

Staff recommended an electric increase that was approved, effective July 1, 2014. The first year after that rate increase showed a significant increase in the cash reserve from June 30th, 2014 to June 30th, 2015, approximately a half a million dollars.

We have attached a rough financial plan and work schedule to accomplish within the current rates the tasks that were identified in the system study. This comes with plenty of assumptions, including SEAPA rebates and some calculated risks. It also lists the assumptions we used in the calculations.

If at the end of each year or sooner if we are not meeting the goals of this plan as far as the assumptions that were used and the cash balances, then we would bring back the discussion of a rate increase at that time. We believe if we monitor these things annually or more often when needed, we will be able to see the under achievement of the goals and be able to respond with a rate increase to get back on track.

Risks:

Currently with the low cost of heating fuel, it is unlikely that many people will be converting to an all-electric furnace type of heat and so the winter peaking issues may at least not get worse for a few years if the low oil price predictions hold true. At the present time, we have the issue with the distribution system and the substation fix. These areas will be the first order of business on the plan and in fact we are receiving some financial help from SEAPA on the substation fix. The additional generator is planned in year six and without a bond if everything goes as planned. This is the biggest area of risk. In the event of Tyee going down in the winter time when the temperature is in single digits, we may not have enough capacity to keep the whole town in power at the same time. Currently, winters have been mild and Tyee has been reliable with few outages. But it is possible and is important that the assembly and community is aware of this possibility. To reduce the risk of some or most of this work, including the additional generation, would could do the work faster by having most of it done by contract and start on the additional

generation now. That would require a current rate increase and the work would be done at a much larger cost than if we do it over time with mostly our current crew.

Attachments:

1. Cash Flow worksheet on the plan to pay for the system study items along with the assumptions used.

Recommended Motion:

Move to adopt Light Departments plan to update distribution and power plant per the system study and the attached plan over a six years without a current rate increase, but annually review plan and goals to verify the department is on schedule and report back to the borough assembly if the plan is not meeting the goals to discuss if a rate increase is needed for work to be completed on time.

Capital Improvement Schedule Scenarios
Wrangell Municipal Light & Power

Assumptions in calculations:

No rate increases for next 6 years

One project per year is completed

Addition to cash in FY 15 (after 7% rate increase) was \$540,000. This may vary considerably but will be used as the starting point going forward

Step increases & insurance estimated to increase personnel costs 3%/year (25,000 average), which will be subtracted from est. annual additions to reserves

All other departmental costs held relatively flat/constant

SEAPA rebate neither increases nor decreases significantly; 6-year average (2010 to 2015) was \$220,000

SCENARIO 1: USING LINE DEPT. STAFF ONLY

Reserves at beginning of fiscal year		1,520,000	1,885,000	2,300,000	2,600,000	2,716,000	3,006,000
Project							
Priority	Description	2017 FY	2018 FY	2019 FY	2020 FY	2021 FY	2022 FY
1	Substation Feeder Attachment Rebuild	(175,000)					
2	Church Street Rebuild		(100,000)				
3	Cow Alley Rebuild			(190,000)			
4	Case Ave. Rebuild				(349,000)		
5	Zimovia Hwy Substation to Bennett St.					(150,000)	
6	Additional back-up diesel generation						(2,700,000)
	Est. year-end surplus at current rates	540,000	515,000	490,000	465,000	440,000	415,000
	Reserves at end of year	1,885,000	2,300,000	2,600,000	2,716,000	3,006,000	721,000

SCENARIO 2: USE CONTRACTED WORK ONLY

Reserves at beginning of fiscal year		1,520,000	1,840,000	1,959,000	2,185,000	2,073,000	2,153,000
Project							
Priority	Description	2017 FY	2018 FY	2019 FY	2020 FY	2021 FY	2022 FY
1	Substation Feeder Attachment Rebuild	(220,000)					
2	Church Street Rebuild		(396,000)				
3	Cow Alley Rebuild			(264,000)			
4	Case Ave. Rebuild				(577,000)		
5	Zimovia Hwy Substation to Bennett St.					(360,000)	
6	Additional back-up diesel generation						(2,700,000)
	Estimated surplus at current rates	540,000	515,000	490,000	465,000	440,000	415,000
	Reserves at end of year	1,840,000	1,959,000	2,185,000	2,073,000	2,153,000	(132,000)

Agenda Item 13e

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 8, 2016

INFORMATION:

Approval of a Budget Amendment for the Light Department

INFORMATION:

1. Memo from Manager Jabusch
2. Feeder Distribution upgrade sheet

Recommended Motion:

Move to approve a budget amendment in the amount of \$ 100,000 for the Substation work needed with funding for the light department's share to come from Light Fund Reserves.

MEMORANDUM

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

**FROM: JEFF JABUSCH
BOROUGH MANAGER**

SUBJECT: BUDGET AMENDMENT FOR LIGHT DEPARTMENT

DATE: MARCH 2, 2016

History:

The Light Department completed a system study in 2015 which showed deficiencies in the distribution system. One of those deficiencies was at the substation behind the power plant. This we believe is the most urgent and is our top priority to fix. We have approached SEAPA about funding and they have agreed to assist to some extent with the project.

Because we did not have the information during last year's budget processing, the money to do this work was not included. We have attached a worksheet that shows the cost of this project and the portion that is being funded by SEAPA. This is the first phase of a six year upgrade plan that we are also bringing to the assembly. We are requesting the balance of funding to come from the light department reserves. The project is estimated the project to cost \$186,620. SEAPA has said it would pay 50%, not to exceed \$93,310. We would like to ask for a budget amendment of \$100,000 to cover any overages, but if it is not used would go back into the reserve.

Attachments:

1. Worksheet showing the cost of the substation project, including the portion to be funded by SEAPA and the amount needed in the budget amendment.

Recommended Motion:

Move to approve a budget amendment in the amount of \$ 100,000 for the Substation work needed with funding for the light department's share to come from Light Fund Reserves.

Estimate

WRANGELL MUNICIPAL LIGHT & POWER

DATE 1/21/2016

Estimate for: **WML&P Feeder Distribution Upgrade**

JOB DESCRIPTION: Upgrade Feeder Risers, SEAPA /WRGL Substation

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
2500	350 MCM CU	\$ 7.25	\$ 18,125.00
1000	4/0 URD CU	\$ 4.96	\$ 4,960.00
100	4" PVC Conduit 10' long	\$ 18.05	\$ 1,805.00
2	4" Metal Conduit 10' long	\$ 155.00	\$ 310.00
48	600 amp term kits	\$ 85.50	\$ 4,104.00
24	200 amp term kits	\$ 75.90	\$ 1,821.60
4	S&C PMH-13 600 amp class padmount switches	\$ 16,518.00	\$ 66,072.00
2	JB Boxes 200 amp class	\$ 1,800.00	\$ 3,600.00
2	55' class 3 utility poles	\$ 1,014.00	\$ 2,028.00
4	Nordic Pads for S&C Switches	\$ 1,800.00	\$ 7,200.00
2	55' class 3 utility poles	\$ 1,014.00	\$ 2,028.00
			\$ -
160	4 man line crew per hr	\$ 260.00	\$ 41,600.00
40	bucket truck per hr	\$ 85.00	\$ 3,400.00
40	digger/derrick truck per hr	\$ 65.00	\$ 2,600.00
			\$ -
	backhoe time and bedding material		\$ 10,000.00
			\$ -
	10% contingency		\$ 16,966.00
			\$ -
			\$ -
			\$ -
			\$ 186,619.60

SPECIAL INSTRUCTIONS:

this is the estimate for the materials required to replace and upgrade the existing SEAPA/WML&P substation underground conductors and pole risers

Thank You, Clay

Agenda Item 13f

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 8, 2016

INFORMATION:

Approval of the Senior Tax Exemptions that were received after the March 1st deadline, but before the late filing grace period

Attachments:

1. Memorandum from Manager Jabusch
2. 2016 Senior Citizen-Disabled Veteran Property Tax Exemption
Application from:
 - a. Susan G. Stevens/Ramsey

RECOMMENDED ACTION:

Move to approve the 2016 Senior Tax Exemption for: Susan G. Stevens/Ramsey that was received after the deadline of March 1, 2016, but before the allowed grace period.

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: March 8, 2016

BACKGROUND:

The deadline for filing Senior Property Tax Exemption Forms is March 1st of each year. The assessment notices go out on March 20th. 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 exemption and letter that you have before you and it qualifies for the exemption.

Recommended Action by Staff

Move to approve the 2016 Senior Tax Exemption for: Susan G. Stevens/Ramsey.



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

2016 CITY AND BOROUGH
OF WRANGELL
SENIOR CITIZEN/DISABLED VETERAN
PROPERTY TAX EXEMPTION
APPLICATION

Wrangell Municipal Code 5.04.040

RECEIVED
MAR 03 2016

WRANGELL CITY HALL

DUE BY MARCH 1, 2016

Name of Applicant: <u>Susan G. Stevens / Ramsey</u>	Birth date <u>2/26/1950</u>	Social Security #
Name of Spouse	Birth date	Social Security #
Mailing Address: <u>P.O. Box 247</u> <u>Wrangell, AK 99929</u>	Residential Address: <u>634 Shakes St.</u> <u>Wrangell, AK 99929</u>	
Phone Number: <u>(907) 660-7677</u>		
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 checked="" 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: <u>100</u> % <input type="checkbox"/> No, owner's name _____ Is any portion of this property used for commercial or rental purposes? <input checked="" type="checkbox"/> Yes, percentage: <u>25</u> % <u>Though I was</u> <input type="checkbox"/> No <u>unable to conduct business for over</u> <u>a year due to my significant other's brain cancer</u>	
Please check all that apply: <input checked="" type="checkbox"/> This is my primary residence and permanent place of abode <input checked="" type="checkbox"/> I received or was eligible for a 2015 permanent fund dividend. <input checked="" type="checkbox"/> I am eligible to apply or have applied for a 2016 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: <u>2/24/16</u>	Signature of Applicant: <u>Susan H. Stevens / Ramsey</u>	

Following for Local Assessor/Clerk Use Only

Property Value: \$ Land Value: <u>52,000</u> 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 _____

Agenda Item 14

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
AGENDA ITEM
March 8, 2016**

INFORMATION:

ATTORNEY'S FILE – None.

Agenda Item 15

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
AGENDA ITEM
March 8, 2016**

Executive Session – None.