



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

**February 23, 2016 – 7:00 p.m.**

**Location: Assembly Chambers, City Hall**

**1. CALL TO ORDER**

- a. PLEDGE OF ALLEGIANCE led by Assembly Member Daniel Blake
- 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 9, 2016

**7. 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

**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**

**13. NEW BUSINESS**

- a. 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
- b. Approval of an amendment to the agreement for Corvus Design, Inc., to add electrical to the Mariner's Memorial design
- c. Amendment to DOWL's design and construction inspection contract for the Sewer Pump Stations' Replacement project
- d. Amendment to PND Engineers' design contract for the Wood Street Improvements project
- e. Recommendation for CRW Engineering Group's water treatment pilot testing

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

**15. EXECUTIVE SESSION** – None

**16. ADJOURNMENT**

# Agenda Items 1 - 6

## CITY & BOROUGH OF WRANGELL

### BOROUGH ASSEMBLY

#### AGENDA ITEM

February 23, 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 Daniel Blake
- 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 9, 2016

## **Minutes of Regular Assembly Meeting Held on February 9, 2016**

Mayor David L. Jack called the Regular Assembly meeting to order at 7:00 p.m., February 9, 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 Becky Rooney.

The Invocation was given by Karen Morse with the Baha'i Faith.

### **CEREMONIAL MATTERS**

Neil Nesheim with the Alaska Court System gave a presentation for the upcoming renewal of the Courtroom Lease. He also brought to the attention of the Assembly, that the carpet had not been replaced in accordance with the agreement. He also stated that the windows and carpet had not been cleaned annually, which was also part of the existing agreement. He said that for those reasons, he would like to see the City pick up the cost difference for the design costs (\$15,000).

### **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: Blake/Prysunka, to approve Consent Agenda Items marked with an (\*) asterisk; Items 6a and 7a. Motion approved unanimously by polled vote.*

### **APPROVAL OF MINUTES**

Minutes of the Public Hearing and Regular Assembly meetings held January 26, 2016, were approved as presented.

### **COMMUNICATIONS**

- a. Written Correspondence from Lisa Torgramsen (regarding Item 12a)

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

Manager Jabusch's report was provided. In addition, Jabusch stated that he was confident that the City and the Court could come to an agreement on the renewal of the proposed agreement.

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

Clerk Lane's report was provided.

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

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

Assembly Member Prysunka stated that the SEAPA Board meeting would be held on Thursday of this week at the Nolan Center. He invited the public to come to the meeting.

Assembly Member Powell stated that he had attended an event for the SAR (Search and Rescue) dog organization in Wrangell and appreciated what they did for the community.

**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**

**David Griffin, Southeast Area Lands Manager**, introduced himself to the Assembly and provided some insight to the function of the Trust Land Office.

**UNFINISHED BUSINESS**

- a. *(Motion must be called up by an Assembly Member before action on this motion can be taken)*

**M/S: Prysunka/Blake, Moved to CALL UP THE MOTION FOR RECONSIDERATION FROM THE VOTE THAT WAS TAKEN BY THE ASSEMBLY AT THE REGULAR ASSEMBLY MEETING HELD JANUARY 26, 2016 ON THE FOLLOWING MOTION THAT WAS ADOPTED ON AGENDA ITEM 13A, CONTRACT ZONE REQUEST:**

**Approval of a Contract Zone for the Light Industrial use of a transportation office, storage and equipment maintenance area on a portion of Lot A-2, Torgramsen-Smith Subdivision with the following conditions to be added to the contract:**

- 1. Planning and Zoning review and approve the Site Plan, and**
- 2. 25' minimum green belt buffers on highway and adjacent properties, unless Planning & Zoning determines that a 50' minimum green belt buffer is required adjacent to Lot B, after Planning & Zoning has reviewed the Site Plan., and to have the final plan (after Planning & Zoning has approved), come back to the Assembly for final approval, and**
- 3. Lighting that will not affect adjacent neighbors.**

**Motion approved unanimously by polled vote.**

**M/S: Prysunka/Powell, to amend the motion to change condition number 2 to read: that a 25' minimum green belt buffer to be applied to all adjacent properties and to remove the Planning & Zoning review and approval of the Site Plan.**

**Bruce Smith**, stated to the Assembly that it was his understanding that it was in the Code that the Site Plan had to be reviewed and approved by Planning & Zoning.

Prysunka stated that he was not clear if the Site Plan condition had been in the original motion from Planning & Zoning.

Clerk Lane referenced Wrangell Municipal Code section 20.77.020 (D) that stated that yes, a detailed site plan had to be submitted and approved.

Clerk Lane further stated that the Site Plan condition had in fact, been in the original recommendation from Planning & Zoning.

In response to Assembly Member Powell, Bill Willard, WCA stated that what he was looking for was the 25' buffer and some sort of approval so that they could move forward.

Clerk Lane stated that if the Assembly approved the Contract Zone this evening, Wrangell Cooperative Association would then have to bring a detailed site plan to Planning & Zoning for consideration. She also stated that if Planning & Zoning did not approve the site plan, the requestor could appeal to the Board of Adjustment.

***Assembly Member Prysunka withdrew his condition that the Site Plan not be required. There were no objections from the Assembly.***

***The amendment to change condition number 2 to read: that a 25' minimum green belt buffer to be applied to all adjacent properties, was approved unanimously by polled vote.***

***Main Motion, as amended was approved unanimously by polled vote.***

#### **NEW BUSINESS**

- a. Approval of an amendment to the Professional Services Contract for Morris Engineering Group, LLC for the Wrangell City Dock Electrical Upgrades Design

***M/S: Blake/Rooney, to approve Amendment #1, to the Professional Services Contract between the City & Borough of Wrangell and Morris Engineering Group, LLC., in the amount of \$9,000 to be paid from the State of Alaska, DCCED grants for the Wrangell City Dock Rehabilitations project. Motion approved unanimously by polled vote. Motion approved unanimously by polled vote.***

**ATTORNEY'S FILE** – There was no Attorney's File.

**EXECUTIVE SESSION** – There was no Executive Session.

Regular Assembly Meeting adjourned at 7:45 p.m.

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David L. Jack, Mayor

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

# Agenda Item 7

## CITY & BOROUGH OF WRANGELL

### BOROUGH ASSEMBLY AGENDA ITEM February 23, 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 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



**PROCEEDINGS**

7a

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**MINUTES  
WRANGELL SCHOOL BOARD  
REGULAR MEETING****December 17, 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 6:33 pm on Monday, December 17, 2015.

**CALL TO ORDER**

A quorum was determined with the following school board members present: Susan Eagle, Tammy Groshong, Rinda Howell, Aleisha Mollen and Pam McCloskey. Also present was Superintendent Patrick Mayer and Recording Secretary Kimberly Powell.

**DETERMINE QUORUM**

The Pledge of Allegiance was recited, led by Susan Eagle.

**PLEDGE OF ALLEGIANCE**

Maleah Wenzel told the board members that the high school activities are in full swing. Student council executive officers have been elected. The DDF team has returned from their first meet. The music concert and shop auction were a resounding success. Both basketball teams are currently traveling. The Wolves are in Sitka and the Lady Wolves are in Petersburg. Both teams are traveling to Anchorage December 26. The Student Council is hosting an ugly sweater contest tomorrow for staff and students. Student Council is reviewing the handbook and will be giving input.

**STUDENT  
REPRESENTATIVE  
REPORT**

Diane O'Brien, Parent acknowledged the board and thanked them for listening to the community regarding communication. She appreciates that communication has been added to the Strategic Plan. She also appreciates the coffee socials with the school board and superintendent and the effort put into them.

**GUESTS TO BE HEARD**

Mrs. O'Brien told the board members that middle school students have the opportunity to take the high school algebra I course. This is the exact curriculum taken by high school students. Mrs. O'Brien would like to see the middle school students earn high school credit for taking the course. She requested that this be added to the February agenda. President Eagle referred the subject to Superintendent Mayer for research.

Anne Luetkemeyer, Teacher echoed Mrs. O'Brien's comments thanking the board for their efforts in improving communication. She attended the Coffee Social with the School Board last Saturday. There were five people present at the Social and there was much discussion regarding the legalities of holding such meeting. Ms. Luetkemeyer said she likes the opportunity to speak freely with the board but feels that it should be added to the agenda to make sure the public has a chance to speak in a setting that meets the requirements of the law.

The agenda was approved as presented by unanimous consent.

**APPROVAL OF THE  
AGENDA**

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

**APPROVED THE  
CONSENT AGENDA**

- Approved the minutes of the November 16, 2015 Regular School Board Meeting

Reviewed Correspondence as presented.

**REVIEWED  
CORRESPONDENCE**

Information & Reports were accepted by unanimous consent.

**ACCEPTED INFORMATION &  
REPORTS**

Mrs. Eagle told the board that she has been in touch with AASB regarding the development of a survey about communication. AASB staff requested more information from the board regarding the direction they'd like to take regarding the survey. Board Member Groshong asked how much it would cost to administer the survey. She was concerned that this is going to cost the district money, which will add a burden to our budget. Mrs. Groshong questioned the purpose of the survey. Board Member Howell asked why the board is doing this and what is the expected outcome. President Eagle said that the purpose would be to determine where the perceived gap in communication is. Mrs. Howell felt that a work session would be a better method for discussing communication. Board Member Mollen said that a work session has been held and wasn't well attended. Board Member McCloskey apologized to the rest of the board members because she isn't clear about the purpose of the survey. Mrs. Groshong said that she feels that it is similar to the evaluation input for the board. Mrs. Howell feels that if we have a survey, it should be hosted locally and the Board should not be paying an organization to do it for us. Mrs. Groshong does not want to see the burden put on the staff. Mrs. McCloskey feels that the information from the board should be advertised on our website. It's nice to accommodate the public by using Facebook, etc. but the public should know that all information is located on the website if they are looking for something. Mrs. Groshong said that community members are welcome to come talk to her or could come speak at a board meeting. She does not feel that this survey is a good use of district funds or staff time. Board Member Mollen offered to draft a survey for review by the district attorney. Input is due to her by January 4. Ryan Howe asked if the teachers could give input. Mrs. McCloskey would prefer that individuals just give input on the survey, not write the questions. Mrs. Eagle wasn't opposed to taking input on the questions, knowing that they may or may not be included.

**DISCUSSED THE  
COMMUNICATION  
SURVEY**

Motion to accept the FY'2015 audit as presented by Tammy Groshong, seconded by Aleisha Mollen. Poll vote: Rinda Howell: Yes; Aleisha Mollen: Yes; Pam McCloskey: Yes; Tammy Groshong: Yes; Susan Eagle: Yes. Motion approved unanimously.

**ACCEPTED THE FY'2015  
AUDIT AS PRESENTED**

President Eagle invited Superintendent Mayer to start the conversation regarding the FY'2017 budget. Mr. Mayer said that in order to build a budget, you have to make assumptions. The first assumption is that the Legislature will likely be reduced this year at some point during the legislative session. Governor Walker, however, has expressed a willingness to fully fund the BSA for FY 17 excluding the one time funding that was also not in the budget for FY16. Health care costs for our district are likely to increase somewhere between 11%-15%. Student count is likely to remain flat thereby allowing us to build a budget based on the FY16 count. The "hold harmless" monies (based on decreasing enrollment) we have been able to utilize in the WPSD budget for the past several years are timing out. The monies will no longer be available. The future of "Secure Rural Schools" monies is questionable. We are currently in year two of a two-year extension. Mrs. Howell requested permission to address Mrs. Roope. Mrs. Howell asked what the 11-15% of health care would represent. Mrs. Roope replied that on the low side we could estimate a \$75,000.00 increase. Mrs. McCloskey asked what the loss of the hold harmless clause means to us. Mrs. Roope replied that it means a loss of \$43,000.00 the district. Ms. Mollen asked if it's possible to find healthcare that would provide equal coverage at a lower cost. Mrs. Roope replied that the other option is Blue Cross at a significantly higher cost than we currently pay. Mrs. Eagle spoke regarding the BSA. The one-time funding promise by the legislature has gone away. The governor is talking about a \$50 increase in his proposed budget. Mrs. Eagle asked if we have been able to determine numbers of incoming kindergarten students. Administrators replied that those numbers are not available yet.

**DISCUSSED THE FY'2017  
BUDGET ASSUMPTIONS  
AND PROCESS**

Motion to approve the hire of Jason Beaty as Custodian with appropriate placement on the salary schedule, pending the receipt of a satisfactory criminal background check Aleisha Mollen, seconded by Tammy Groshong. Poll vote: Pam McCloskey: Yes; Tammy Groshong: Yes; Rinda Howell: Yes; Aleisha Mollen: Yes; Susan Eagle: Yes. Motion approved unanimously.

**APPROVED THE HIRE  
OF JASON BEATY,  
CUSTODIAN**

Reviewed the resignation of Scott Seddon, Paraprofessional as an item of information.

**REVIEWED THE  
RESIGNATION OF  
SCOTT SEDDON,  
PARAPROFESSIOAL**

Motion to accept the proposal of Etolin Bus Company as presented to provide transportation for students, July 1, 2016 – June 30, 2019 by Tammy Groshong, seconded by Pam McCloskey.

ACCEPTED THE  
STUDENT  
TRANSPORTATION  
PROPOSAL

Board Member Mollen declared a perceived conflict of interest due to professional gain through her employer related to the contract. Motion to recuse Aleisha Mollen from voting on this contract by Rinda Howell. Motion dies for lack of a second.

Poll vote on original motion: Tammy Groshong: Yes; Rinda Howell: Yes; Pam McCloskey: Yes; Aleisha Mollen: Yes; Susan Eagle: Yes. Motion approved unanimously.

Reviewed the Upcoming Dates and Meeting Announcements

REVIEWED THE  
UPCOMING DATES

Reviewed Future Agenda Items

REVIEWED FUTURE  
AGENDA ITEMS

Aleisha Mollen told the other board members that she likes the letters written by the students regarding interest in the legislative fly-in.

COMMENTS FROM  
BOARD MEMBERS

Pam McCloskey said her head is just swimming thinking about all of the budget cuts and the job the legislature has in front of them. The Christmas Caroling by the students was phenomenal.

Susan Eagle thanked the audience for attending the meeting.

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 Aleisha Mollen, seconded by Pam McCloskey. Poll vote: Rinda Howell: Yes; Pam McCloskey: Yes; Aleisha Mollen: Yes; Tammy Groshong: Yes; Susan Eagle: Yes. Motion approved unanimously. The School Board invited Superintendent Mayer into the Executive Session.

RECESSED INTO EXECUTIVE  
SESSION AT 7:51 PM

Reconvened into Regular Session at 8:58 PM.

RECONVENED INTO REGULAR  
SESSION AT 8:58 PM

Meeting Adjourned at 8:59 P.M.

ADJOURNED AT 8:59 P.M.

  
SECRETARY/TREASURER



Dignity • Care • Compassion

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Juneau, AK 99801

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January 28, 2016

Mr. Jeff Jabusch, Borough Manager  
City and Borough of Wrangell  
P O Box 531  
Wrangell, AK 99929

CITY CLERK  
FEB 08 2016  
RECEIVED

Dear Mr. Jabusch:

A copy of the Quarterly Expenditure Reports for Southeast Senior Services' Wrangell program is enclosed. These reports cover the second quarter period from October 1, 2015 through December 31, 2015.

The following services were provided during the second quarter of Fiscal Year (FY) 2016:

- \* 37 individuals received 1,095 home-delivered meals.
- \* 54 individuals received 852 congregate meals.
- \* 25 individuals received 648 assisted rides.
- \* 1 disabled individual, under the age of 60, received 16 assisted rides.

\*\* Services for the disabled individuals, under the age of 60, were funded by other funding sources.

Figures this quarter reflect 5 days of service all months of this quarter.

On behalf of Wrangell seniors, I would like to thank you for your continued support of the Wrangell Senior Program.

Sincerely,

Erin Walker-Tolles  
Executive Director

EWT/hai

Enclosures



Description	1st Quarter Actual	2nd Quarter Actual	3rd Quarter Actual	4th Quarter Actual	Year to date Actual
4001 T3 NSIP	\$ 743.40	\$ 823.20			\$ 1,566.60
4033 T3 Nutrition & Transportation	\$ 19,916.48	\$ 13,677.63			\$ 33,594.11
4106 City of Wrangell	\$ 2,750.01	\$ 2,750.01			\$ 5,500.02
4364 Title VI-Care Giver Support	\$ 6,638.68	\$ 4,419.50			\$ 11,058.18
4365 Title VI-NTS	\$ 21,484.23	\$ 17,749.19			\$ 39,233.42
4369 Title VI-NSIP	\$ 300.00	\$ -			\$ 300.00
4410 Congregate Meal Contr-Over 60	\$ 1,939.00	\$ 1,329.00			\$ 3,268.00
4411 Congregate Meal Contr-Under 60	\$ 100.00	\$ 10.00			\$ 110.00
4412 Home Deliv Meal Contr-Over 60	\$ 312.00	\$ 507.00			\$ 819.00
4414 Transportation Contr-Over 60	\$ 658.00	\$ 294.00			\$ 952.00
4415 Transportation Contr-Under 60	\$ 23.00	\$ -			\$ 23.00
4553 Medicaid	\$ 2,246.69	\$ 819.73			\$ 3,066.42
4600 In-Kind Revenue	\$ 3,592.50	\$ 2,837.50			\$ 6,430.00
4920 Fund Raising	\$ 20.00	\$ -			\$ 20.00
4950 Individual Donations	\$ 20.00	\$ 220.00			\$ 240.00
4990 Miscellaneous Revenue	\$ -	\$ -			\$ -
<b>Total Revenue</b>	<b>\$ 60,743.99</b>	<b>\$ 45,436.76</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 106,180.75</b>
6110 Salaries & Wages Expense	\$ 32,068.86	\$ 24,663.45			\$ 56,732.31
6115 Substitute Wages Expense	\$ 4,595.62	\$ 2,755.06			\$ 7,350.68
6120 Payroll Taxes & Benefits	\$ 9,771.98	\$ 8,770.71			\$ 18,542.69
6220 Staff Travel & Training	\$ 1,175.13	\$ 467.96			\$ 1,643.09
6310 Facility Rent	\$ 202.84	\$ 291.09			\$ 493.93
6311 In-Kind Rent	\$ 2,460.00	\$ 2,460.00			\$ 4,920.00
6320 Phone Service Charges	\$ 504.38	\$ 487.89			\$ 992.27
6330 Facility Utilities	\$ 1,273.26	\$ 1,580.34			\$ 2,853.60
6410 Office Supplies	\$ 11.08	\$ 107.87			\$ 118.95
6420 Postage	\$ 110.05	\$ 11.76			\$ 121.81
6440 Vehicle Supplies	\$ 39.45	\$ 10.34			\$ 49.79
6450 Program Supplies	\$ 306.92	\$ 292.59			\$ 599.51
6470 Household Supplies	\$ 61.80	\$ 143.89			\$ 205.69
6475 Home Delivery Containers	\$ 860.40	\$ -			\$ 860.40
6480 Raw Food	\$ 5,017.46	\$ 5,050.13			\$ 10,067.59
6491 In-Kind Gas & Oil	\$ 316.26	\$ 105.42			\$ 421.68
6510 Vehicle Repair	\$ 410.50	\$ 84.50			\$ 495.00
6511 In-Kind Vehicle Repair	\$ 816.24	\$ 272.08			\$ 1,088.32
6520 Non-Vehicle Repair	\$ -	\$ -			\$ -
6540 Equip Purch (under \$5,000)	\$ -	\$ -			\$ -
6550 Service Contracts	\$ 496.48	\$ 524.15			\$ 1,020.63
6610 Professional Services	\$ 163.25	\$ 185.62			\$ 348.87
6620 Vehicle Insurance	\$ -	\$ -			\$ -
6630 Property & Liability Insurance	\$ -	\$ -			\$ -
6640 Dues & Subscriptions	\$ 1,252.60	\$ 1,185.13			\$ 2,437.73
6650 Printing					\$ -
6685 Bad Debt Expense					\$ -
6700 Administrative Expenses					\$ -
<b>Total Expenditure</b>	<b>\$ 61,914.56</b>	<b>\$ 49,449.98</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 111,364.54</b>
<b>Excess Revenues over (under) Expenses</b>	<b>\$ (1,170.57)</b>	<b>\$ (4,013.22)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (5,183.79)</b>





Dignity • Care • Compassion

419 6th Street

Juneau, AK 99801

Telephone: 907.463.6100

Fax: 907.586.9018

[www.ccsjuneau.org](http://www.ccsjuneau.org)

October 28, 2015

Mr. Jeff Jabusch, Borough Manager  
City and Borough of Wrangell  
P O Box 531  
Wrangell, AK 99929

Dear Mr. Jabusch:

A copy of the Quarterly Expenditure Reports for Southeast Senior Services' Wrangell program is enclosed. These reports cover the first quarter period from July 1, 2015 through September 30, 2015.

The following services were provided during the first quarter of Fiscal Year (FY) 2016:

- \* 43 individuals received 1,077 home-delivered meals.
- \* 61 individuals received 816 congregate meals.
- \* 29 individuals received 656 assisted rides.

Figures this quarter reflect 5 days of service all months of this quarter.

On behalf of Wrangell seniors, I would like to thank you for your continued support of the Wrangell Senior Program.

Sincerely,

Erin Walker-Tolles  
Executive Director

EWT/hai

Enclosures



029 20-15 Wrangell

Fiscal Year 2016

Description	1st Quarter Actual	2nd Quarter Actual	3rd Quarter Actual	4th Quarter Actual	Year to date Actual
4001 T3 NSIP	\$ 743.40				\$ 743.40
4033 T3 Nutrition & Transportation	\$ 19,916.48				\$ 19,916.48
4106 City of Wrangell	\$ 2,750.01				\$ 2,750.01
4364 Title VI-Care Giver Support	\$ 6,638.68				\$ 6,638.68
4365 Title VI-NTS	\$ 21,484.23				\$ 21,484.23
4369 Title VI-NSIP	\$ 300.00				\$ 300.00
4410 Congregate Meal Contr-Over 60	\$ 1,939.00				\$ 1,939.00
4411 Congregate Meal Contr-Under 60	\$ 100.00				\$ 100.00
4412 Home Deliv Meal Contr-Over 60	\$ 312.00				\$ 312.00
4414 Transportation Contr-Over 60	\$ 658.00				\$ 658.00
4415 Transportation Contr-Under 60	\$ 23.00				\$ 23.00
4553 Medicaid	\$ 2,246.69				\$ 2,246.69
4600 In-Kind Revenue	\$ 3,592.50				\$ 3,592.50
4920 Fund Raising	\$ 20.00				\$ 20.00
4950 Individual Donations	\$ 20.00				\$ 20.00
4990 Miscellaneous Revenue	\$ -				\$ -
<b>Total Revenue</b>	<b>\$ 60,743.99</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,743.99</b>
6110 Salaries & Wages Expense	\$ 32,068.86				\$ 32,068.86
6115 Substitute Wages Expense	\$ 4,595.62				\$ 4,595.62
6120 Payroll Taxes & Benefits	\$ 9,771.98				\$ 9,771.98
6220 Staff Travel & Training	\$ 1,175.13				\$ 1,175.13
6310 Facility Rent	\$ 202.84				\$ 202.84
6311 In-Kind Rent	\$ 2,460.00				\$ 2,460.00
6320 Phone Service Charges	\$ 504.38				\$ 504.38
6330 Facility Utilities	\$ 1,273.26				\$ 1,273.26
6410 Office Supplies	\$ 11.08				\$ 11.08
6420 Postage	\$ 110.05				\$ 110.05
6440 Vehicle Supplies	\$ 39.45				\$ 39.45
6450 Program Supplies	\$ 306.92				\$ 306.92
6470 Household Supplies	\$ 61.80				\$ 61.80
6475 Home Delivery Containers	\$ 860.40				\$ 860.40
6480 Raw Food	\$ 5,017.46				\$ 5,017.46
6491 In-Kind Gas & Oil	\$ 316.26				\$ 316.26
6510 Vehicle Repair	\$ 410.50				\$ 410.50
6511 In-Kind Vehicle Repair	\$ 816.24				\$ 816.24
6520 Non-Vehicle Repair	\$ -				\$ -
6540 Equip Purch (under \$5,000)	\$ -				\$ -
6550 Service Contracts	\$ 496.48				\$ 496.48
6610 Professional Services	\$ 163.25				\$ 163.25
6620 Vehicle Insurance	\$ -				\$ -
6630 Property & Liability Insurance	\$ -				\$ -
6640 Dues & Subscriptions	\$ 1,252.60				\$ 1,252.60
6650 Printing	\$ -				\$ -
6685 Bad Debt Expense	\$ -				\$ -
6700 Administrative Expenses	\$ -				\$ -
<b>Total Expenditure</b>	<b>\$ 61,914.56</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 61,914.56</b>
<b>Excess Revenues over (under) Expenses</b>	<b>\$ (1,170.57)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (1,170.57)</b>



**WRANGELL MEDICAL CENTER  
BOARD OF DIRECTORS MEETING MINUTES  
January 20, 2016 - 5:30 p.m.  
Location: Nolan Center**

**CALL TO ORDER:** Meeting was called to order at 5:30 by Vice President, Bernie Massin

**ROLL CALL:**

Present: Bernie Massin, Barb Conine, Judy Allen, Olinda White and Maxi Wiederspohn  
Absent: Terri Henson, Woody Wilson & Marlene Messmer  
(one open seat)  
Quorum established  
Assembly representative Becky Rooney was present

**AMENDMENTS TO THE AGENDA:** None

**CONFLICT OF INTEREST:** None

**CONSENT ITEMS:**

Motion made by Barb Conine to approve consent item 5.a minutes of the regular meeting held December 16, 2015; and item 5.b statistics: December 2015, Maxi Wiederspohn seconded, passed unanimously.

**PERSONS TO BE HEARD:** None

**CORRESPONDENCE:** None

**REPORTS AND COMMUNICATIONS FROM WMC STAFF:**

- a. Quality Report:
  - AK Nursing Home compare graph and the National Nursing Home Quality Care Collaborative Facility Composite Scores for January were shared with the board,
  - It was reported that Pam Prescott, Quality Improvement Director, was in Homer for a mentoring visit to learn more about how their program operates (they are on the same EMR system).
- b. CFO Report (via teleconference):
  - Doran re-capped the printed report highlighting that December was an excellent month (income statement) and that the year-to-date loss was just \$128,000 – less than half the \$300,000 budgeted for.
  - Q: Our Directors' & Officers' insurance took a hit a few years back – do we know when those rates might go down again? A: A call to the insurance company clarified that our directors insurance has gone from \$8,000 in 2013 to \$30,000 in 2015 and that it is dependent on the insurance companies to determine when they feel the rate should be reduced again – so no real solid answer about when the rate might come down.
  - Medicaid 'edits' are affecting about 19 claims resulting in slower payments in December (an issue system-wide, not just in Wrangell) and it's expected to be a problem into mid February.
  - After a review of the bank accounts it has been decided to remove Aaron McPherson as a signer on the First Bank account 648610 and Wells Fargo accounts 4282, 9614 and 0076, to be replaced by Sherri Austin, CNO, on each of these accounts.

***OUR MISSION: To Enhance The Quality of Life For All We Serve!***



WRANGELL MEDICAL CENTER  
BOARD OF DIRECTORS MEETING:  
January 20, 2015 - 5:30 p.m.

REPORTS AND COMMUNICATIONS FROM WMC STAFF (continued):

- c. CEO Report: In addition to the written report:
  - It was noted that there will be a card-swipe system for access to the building (part of the added security measures) during off hours.

MEDICAL STAFF REPORT: None

ACTION ITEMS:

- a. Barb Conine moved to approve the lease of the Chemistry Analyzer and the Coagulation Analyzer (as noted in the proposal) for the laboratory, Judy Allen seconded, passed unanimously in a poll vote.

DISCUSSION ITEMS: None

INFORMATION ITEMS:

- b. New Hospital Project Update: The contact for the Foraker Group was unavailable to speak with, but a message has been left and will continue to check on the status of our application there. Also, Trevor Sande (R&M Engineering) will be in town at the end of the week and has agreed to help with filing a permit extension with the Corps of Engineers for the existing permit on the new building property.

BOARD COMMENTS:

Judy Allen – Is there any news about our open seat, any replacement for the Board yet?

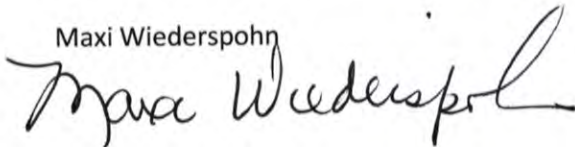
A: The city has not yet received any letters of interest for the open seat, though folks have until 5 pm on Tuesday, January 26 to submit letters.

Bernie Massin – How is the hiring coming along?

A: Jenn Wiederspohn has been hired as the infection control nurse, Sheila Mathews will be starting next week as our full-time social worker and we may have some local nurses who are interested in returning to work.

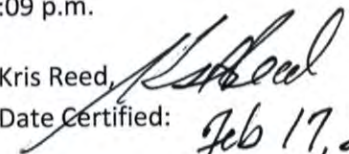
ADJOURN: With no further business, the meeting adjourned at 6:09 p.m.

Maxi Wiederspohn



Kris Reed

Date Certified:

  
Feb 17, 2016

## **BOROUGH MANAGER'S REPORT**

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

**FROM: JEFF JABUSCH  
BOROUGH MANAGER**

**SUBJECT: MANAGER'S REPORT**

**DATE: February 22, 2016**

### **Royal Canadian Mounted Police Ceremony:**

Kim and I have been working with Doug Spencer of the RCMP to assist them in honoring one of their fallen in a headstone dedication on May 10<sup>th</sup>. Constable Heathcote died in 1902 on the Stikine River after being in Wrangell on Holiday, and had never been officially honored. Based on some historical records, although it appears that he was buried in Wrangell, record of the grave cannot be located. They will be honoring him on May 10<sup>th</sup>. He was the only member of the RCMP on their rolls who had never been honored. Although we are helping with some logistic assistance, the ceremony is completely theirs and we are respectful of the importance to them and their law enforcement community of honoring Constable Heathcote. The RCMP will arrive and leave on the 10<sup>th</sup> of May. They do plan on delivering the headstone on April 10<sup>th</sup> and will firm up the agenda at that time. I will know more about the agenda after our April meeting. I would like to thank the staff at the library, Museum and Police department in their effort to research the event and to add assistance to Mr. Spencer. I would also like to thank Kim who has been working on the different things we can provide here in Wrangell so that they don't have to haul them on the small plane they are arriving in.

### **State Court Lease:**

At the last assembly meeting, Neil Nesheim or the Alaska Court, spoke on the lease concerning the court. We plan to do a walkthrough of the court with both our involved staff and theirs to go over any areas of concern. After that we will review the proposed lease with both their areas of concern and ours and work with them to resolve any differences. This currently is also in our attorney's hands for his review. We hope to have a resolution of any differences and a proposed lease back to the assembly in March.

### **Byford's Junk Yard:**

We have been told that the company doing the cleanup for the Alaska Department of Environmental Conservation (DEC) will arrive in town the weekend of February 20<sup>th</sup> and 21<sup>st</sup>. They are expected to begin immediately. We have been in touch with the manager of the project at DEC and will work closely with them and the contractor. The contractor anticipates the work will take a couple of months.

### **Economic Development:**

#### **6 mile site study:**

Representatives with Alongi Maul Foster and Alongi met with some of our staff to discuss their role and approach to the project. They also held a public meeting to get a feel of the community and any ideas people had about the project and what could be done at that site. After the meeting

Carol Rushmore and I met again with them and had a long discussion about the direction they were heading. They plan on bringing an engineer to the site in March to get a feel and cost of the infrastructure improvements needed to use the property. We feel positive after meeting them that whatever decision we make in the end will be based on a thorough investigation of all facets of the property, both good and bad.

### **Institute Property:**

Economic analysis is underway and Corvus Design and team will be in Wrangell in early March for a series of public meetings and conversations with the community regarding development of the Institute.

### **Seattle Boat Show:**

Representatives of the Port Commission and Convention and Visitor Bureau had a booth at the Seattle Boat Show end of Jan. It is a great show and we always here great responses by boaters that have been to Wrangell before and attract new ones each year. We also get some great insights as to improvements, key things they like, what we could do better and what we are doing right.

### **Entitlement Lands:**

EDC and PZ have had initial discussions about potential uses for the new land areas. They will be working on priority areas for the surveying and land transfer as well as actual zoning. The conversation with the public is just beginning. There is planned a joint workshop between EDC and PZ in March.

### **Budget:**

Our staff is having our first budget meeting this week to discuss the upcoming budget process. I am asking our staff to submit a budget for those things needed. I will also be asking them to prioritize in case the money is not there. We have some immediate needs with some of our building and other infrastructure and it needs to be addressed. I am also going to be asking our department heads to look at doing things more efficiently and look for cost saving methods for not only next year, but for many years to come. I also know that it is easier said than actually doing it.

### **Capital Projects Update**

#### **Cassiar Street Project**

This project is completed except for planting grass in the spring time.

#### **Community Center Renovations**

The City and Borough of Wrangell received a HUD community facility grant for the Wrangell Community Center, under which improvements to date have included replacing the roof, renovating the multi-purpose classroom and removing the asbestos pipe insulation. Following completion of these renovations grant funds remain.

Staff have identified life and safety issues as those next critical improvements to the facility that qualify under the scope of work of the HUD project grant. Utilizing the information from the recent Community Center's Condition Survey work, which was performed by Jensen Yorba Lott's team of design professionals, staff are working with that team's electrical engineer,

Begenyi Engineering, for the design of a portion of the recommended electrical upgrades, primarily the design of the fire alarm system, as required for upgrades by the State Fire Marshall. Unfortunately, we will only be able to afford the design but the actual bid and work will need to come at a later time when funds are available.

### **Connection to Upper Reservoir**

Through preliminary research, to assist in the development of a design RFP for the Bypass of the Upper Reservoir to the Water Treatment Plant, staff is currently reviewing the earlier design plans for this project which had some level of geotechnical and design work performed but was not completed. Staff's next steps will be to complete the RFP for selection of a professional design firm for the project's engineering work.

### **Sewer Pump Stations' Replacement**

CBC Construction, Inc. has all of the pumps and other materials on order and construction is scheduled to start in March or early April. Construction to be completed by the end of May. The concern of this project was originally the main grant expired the end of December 2015. We received an extension to June 30, 2016 which we expect to achieve. The contractor is well aware of the deadline and is on schedule at this point.

### **Shoemaker Harbor Float Design**

The Shoemaker Bay Float Project ranked well! Out of nine projects and four of them being Tier I, we ranked second behind Kodiak. Their project is only asking for \$1,365,792 and Shoemaker is the first large request of \$5 mil. There was a total of \$20,648,514 requested from the nine harbors. I believe the Governor will want to fund some of the program since he does favor it. For Wrangell to receive funding there would need to be \$6,365,792 for the project since we have to be funded 100% or not at all. The Governor's budget is introduced in December and if the funds are proposed we would have to wait until May when the budget process is complete to see if the funds stayed in the budget. At that point the city would move forward with the sale of bonds to make up the shortfall and I would hope we are in a contract by winter.

### **Marine Center Water**

Amber Al-Haddad, our Public Works Director, presented to the Port Commission on February 18<sup>th</sup> her plan to complete the water project in the Marine Center Yard. She presented a time line for the work to be completed by and explained to the Port Commission that this is a priority.

### **City Dock-**

The bids are all in for the float, gangway and hand railing. The Borough Assembly approved at the last assembly meeting an amendment to the electrical engineer's contract to do the design and provide as an alternate in the bid the design to increase the electrical on the dock. This was done because it appeared we had more grant money available and because it would provide the opportunity to provide power to larger ships.

### **Water Treatment Plant Pilot Study**

Project engineers, CRW Engineering Group, are working with our water treatment plant operator and our project manager to complete the current phase in the study. This phase had them analyze our water source through a variety of computer models to see if they can come up with the best solution. Once that is done, a decision will be made to bring in a portable water plant that will actually test the water with the plant selected. After the pilot plant runs and processes water under the assumed best process, the data that comes out of that will verify the best process to use

in treating our water. Anyway we look at this it is going to be a large chunk of money and likely will be something we have to work towards over a long period of time.

You might want to know that the quality of the water being treated now is fine, it is the quantity during the summer months when the fish processors are running that is the problem.

### **Wood Street**

The Wood Street Improvements project was previously anticipated to be bid in early 2016, following the State of Alaska's Evergreen Roadway Improvements project bidding phase, since it was staff's hope that the Wood Street project could benefit from the fact that there would be an asphalt plant in Wrangell during the 2016 construction season for the Evergreen Street Improvements project. Based on a potential delay in construction bidding for the Evergreen project (anticipated by DOT to be as early as late May) we may proceed with bidding the Wood Street project soon in order to ensure we do not lose the opportunity for a 2016 construction period and thus a loss of State grant funds for the project. Several deductive alternates will likely be developed in an effort to assist in the success of an awardable project.

### **Light Department:**

Clay Hammer and I have been reviewing information to bring forward to the assembly about a financial solution to resolve the many infrastructure concerns there are with the Light Department. In the discussions, we are considering both the concerns of the rate payer and the concerns of the department and our ability to provide power to them. We understand the situation in the state and the additional burden everyone in Alaska will have through likely a state income tax and a reduction in the permanent fund. On the other end of things, we understand that we are not keeping up with a funding level required to keep our electrical system healthy. Once we get a final proposal completed, we will bring it to the assembly.

# Agenda Item 9

## CITY & BOROUGH OF WRANGELL

### BOROUGH ASSEMBLY AGENDA ITEM

### CLERK'S REPORT February 23, 2016

#### Mark Your Calendar:

- 2/29 & 3/3 Open House on the potential Development options for the former Institute Property @ the Nolan Center at 6:00 pm
- 3/1 Update on Commercial Marijuana Regulations - Cynthia Franklin at the Nolan Center, beginning at 5:30 pm
- 3/2 P&R Board mtg. to be held at 7pm in the Assembly Chambers
- 3/8 Regular Assembly mtg. to be held at 7pm in the Assembly Chambers
  
- 4/28 SEAPA Board Mtg. to be held in Ketchikan, with times TBD

### Update on Commercial Marijuana Regulations

Presenter: Cynthia Franklin, Director

Alcoholic Beverage & Marijuana Control Boards

Tuesday, March 1, 2016, beginning at 5:30 p.m.

Nolan Civic Center, Wrangell

The presentation is an update on the Marijuana Control Board and its regulations project to begin licensing commercial marijuana establishments in Alaska. There will be information on rules regarding each license type as well as an updated timeline for licensing activities.

Everyone is **encouraged** to attend.

Kim Lane, Borough Clerk

# Agenda Items 10 a - c

## CITY & BOROUGH OF WRANGELL

### BOROUGH ASSEMBLY AGENDA ITEM February 23, 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 13a**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY AGENDA ITEM February 23, 2016**

#### **INFORMATION:**

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

#### **INFORMATION:**

1. Memo from Manager Jabusch
2. Bid received from Petro Marine Services

#### **Recommended Motion:**

Move 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.

## **MEMORANDUM**

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

**FROM: JEFF JABUSCH  
BOROUGH MANAGER**

**SUBJECT: FUEL BIDS**

**DATE: FEBRUARY 19, 2016**

### **BACKGROUND:**

In the past, we have had two vendors in town that offered petroleum products. We now only have one, but are still required to bid. Two years ago we started a new bidding procedure that we will continue to use which is called an OPIS (Oil Price Information Service) base bid.

There are two components of the price we will be charged for fuel. One is the OPIS price which is the price in Seattle at a certain point in time. The other is what the bidder bids to pick up the fuel in Seattle, move it to Wrangell and deliver it into our tank. That amount is the only portion that is being bid and that component is called the management fee.

### **Management Fee Bid Per Gallon:**

Petro Marine: \$0.44

We feel the bid is competitive and fair even though Petro is the only fuel provider. Two years ago Delta Westerns bid was \$0.9347 per gallon and Petro Marine's bid was \$.0354. The current bid of \$0.44 is certainly well under the high bid two years ago and only 8.6 cents higher than their previous bid.

### **Recommended Action by Staff:**

**Move 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.**

### **Attachments:**

**Bid from Petro Marine**

## CITY AND BOROUGH OF WRANGELL

## BID SUBMITTAL FORM

## FUEL BIDS- BID SUBMITTAL FORM

BID OPENING: FEBRUARY 17TH, 2016 , 2:00 P.M.

CITY HALL, 205 BRUEGER STREET, WRANGELL, ALASKA

(SEE DEFINITION IN  
BID DOCUMENT)

(EST USAGE X MGT)

		ESTIMATED ANNUAL USAGE	FUEL TYPE	MANAGEMENT FEE BID (MGT)	BID AMOUNT
1	HIGH SCHOOL	40,000	#2 HEATING FUEL	.44	17,600.00
2	MIDDLE SCHOOL	8,500	#2 HEATING FUEL OR WINTER BLEND	.44	3,740.00
3	ELEMENTARY SCHOOL	12,500	#2 HEATING FUEL	.44	5,500.00
4	WRANGELL MEDICAL CENTER	20,000	#2 HEATING FUEL OR WINTER BLEND	.44	8,800.00
5	NOLAN CENTER	1,500	#2 HEATING FUEL OR WINTER BLEND	.44	660.00
6	PUBLIC SAFETY BUILDING	2,800	#2 HEATING FUEL	.44	1,232.00
7	ELECTRICAL GENERATION PLANT	66,000	ULSD Diesel Fuel #2	.44	29,040.00
8	ELECTRIC PLANT HEAT	6,500	#2 HEATING FUEL	.44	2,860.00
9	PUBLIC WORKS HEAT	1,900	#2 HEATING FUEL OR WINTER BLEND	.44	836.00
10	HARBOR OFFICE	500	#1 HEATING FUEL	.44	220.00
11	TRAVEL LIFT MACHINE	1,300	ULSD Diesel Fuel #2	.44	572.00
12	PUBLIC WORKS VEHICLE-DIESEL	8,600	ULSD Diesel Fuel #2	.44	3,784.00
13	PUBLIC WORKS UNLEAD GAS	19,000	UNLEADED GAS	.44	8,360.00

TOTAL BID

\$ 83,204.00

\*NOTE: FOR PURPOSES OF THIS BID, THE OPIS PRICE WILL BE THE SAME FOR EACH BIDDER SO  
THE MANAGEMENT FEE (MGT) IS THE ONLY FACTOR THAT IS IMPORTANT IN DETERMINING  
THE LOW BIDDER AND IS ALL THAT WILL BE USED IN THE BID SHEET.

## THE FOLLOWING ARE REQUIRED AS PART OF THE BID SUBMITTAL

PROOF OF INSURANCE ATTACHED:	Yes
PROOF OF ALASKA BUSINESS LICENSE OR LICENSE NUMBER:	101 2434
ACKNOWLEDGE ADDENDUM #1:	Roger #2: Roger
NAME AND ADDRESS OF THE BIDDER:	Petro Marine Services 3201 C. St. Ste. 302 Anchorage, AK 99503
FEDERAL TAX ID NUMBER OF BIDDER:	920037645
NAME OF AUTHORIZED REPRESENTATIVE:	Roger Baker
SIGNATURE OF AUTHORIZED REPRESENTATIVE:	Roger Baker
DATE:	2/10/2016

# **Agenda Item 13b**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY AGENDA ITEM February 23, 2016**

#### **INFORMATION:**

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

#### **INFORMATION:**

1. Memo from Port Commission
2. Proposal from Corvus Design

#### **REVISED Recommended Motion:**

Move 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.

## Wrangell Port Commission

# Memo

To: City of Wrangell Borough Assembly

From: Sherri Cowan, Recording Secretary

Date: 02-18-2016

Re: **Amendment to the Professional Services Agreement from Corvus Design**

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The Port Meeting held February 18, 2016 recommended to approve the amendment to the Professional Services Agreement, to include the cost estimate of \$4,250 to include new electrical design work from Corvus Design, Inc., and to move this item to the Borough Assembly for final approval at their next Regular meeting.

**From:** Chris Mertl  
**Sent:** Monday, December 14, 2015 10:40 AM  
**To:** Greg Meissner ([harborgreg@aptalaska.net](mailto:harborgreg@aptalaska.net))  
**Subject:** Mariner's Memorial-Electrical

Greg

Based on input at the last meeting, I reached out to Morris Engineering for electrical assistance for the project and explained the scope of work. I received a fee over the weekend to develop electrical drawings and specifications for the memorial. Electrical would include stamped drawings for:

- Control panel
- Lighting of pavilion cupola
- Lighting of interior pavilion
- Lighting of memorial wall
- Site lighting
- Providing electrical service in pavilion for plugging in PA and other temp electrical

The fee is \$4,250 and will include some modifications to the architectural and site 100% drawings to get work coordinated to include new electrical work. Work assumes no new transformers are needed. Do you know what voltage of service is currently powering the lights near the pavilion site?

If this is the direction you want us to move forward let me know and I will get you a formal fee for approval. The electrical will require us to update the 100% set as it will impact our drawings. I would prefer to limit the number of submittals so we can be efficient with our efforts and provide you with a complete 100% that includes electrical. Electrical could have 95% drawings for review at the beginning of the new year.

Cheers  
Chris

# **Agenda Item 13c**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY AGENDA ITEM February 23, 2016**

#### **INFORMATION:**

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

#### **INFORMATION:**

1. Memo from Amber Al-Haddad
2. Funding request

#### **Recommended Motion:**

Move 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.

## **MEMORANDUM**

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

**FROM: AMBER AL-HADDAD, PUBLIC WORKS DIRECTOR**

**SUBJECT: APPROVAL OF AMENDMENT #4 FOR DOWL'S CONTRACT  
ADMINISTRATION SERVICES FOR THE SEWER PUMPS  
REPLACEMENT PROJECT**

**DATE: February 17, 2016**

### **BACKGROUND**

The City and Borough of Wrangell received two grants for the Sewer Pumps Replacement Project. The grant agreement with the USDA required specific tasks be performed by the engineer, which were not encompassed in DOWL's contract prior to obtaining the USDA funding. Included in these additional tasks were:

- Modifications to the contract's general conditions and contract forms.
- Modifications to the Engineer/Owner Agreement, (Form E-500) which required numerous modifications to the previously executed contract.
- Greater involvement in the bidding phase.
- Additional post construction site visits.

DOWL engineers provided the City and Borough of Wrangell with a cost estimate for this additional work, with a total amount of \$28,817.75. These added engineering costs were approved and provided by USDA through additional grant funds itemized in their Grant Agreement Amendment #1 covering both construction and engineering overrun costs.

### **RECOMMENDATION**

Move 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.

### **ATTACHMENTS:**

1. DOWL's November 12, 2015 cost estimate additional funds related to RUS Funding Assistance and RUS Construction Period Services.
2. City & Borough of Wrangell's November 12, 2015 Supporting Documentation for Cost Overrun.



**From:** [Lockhart, Tobias](#)  
**To:** [Amber Al-Haddad \(aal-haddad@wrangell.com\)](#)  
**Cc:** [Ruby McMurren \(wrgpm@wrangell.com\)](#)  
**Subject:** WRG Pumps Additional Funding Request  
**Date:** Thursday, November 12, 2015 12:02:54 PM

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Hi Amber, Ruby

Thank you for the opportunity to request additional funds. Here is a summary of where we stand to date:

- RUS Funding Assistance
  - Estimated budget from amendment 3 = \$7,480.00
  - Actual costs incurred to date = \$25,091.25
  - Primary reasons for the over-run:
    - The supplementary conditions were done twice. Initially they were included within the general conditions (as has been done with RD in Montana), and then they were pulled and included in a separate section 800.
    - Several of the required contract document forms that we thought were complete had to be updated to newer versions of the EJCDC documents.
    - The engineer/owner agreement (E-500) required numerous iterations to account for the existing contract already in place.
  - DOWL acknowledges a learning curve for some of these tasks and offers to write off \$2,000.
  - Total request = \$25,091.25 – \$7480.00 -2,000.00 = **\$15,611.25**
- Construction period services
  - Actual costs incurred to date = \$10,102.50
  - Estimated budget from amendment 1 thru bid period services = \$2,358.00
  - Primary reasons for the over-run:
    - Modifications to bid documents to reflect owner-supplied materials, and then reverting to contractor supplied materials.
    - Greater involvement in pre-bid and bid opening than anticipated
  - Post construction site visits included in the E-500 agreement = \$5,462.00
  - Total request = \$10,102.50 - \$2,358.00 + \$5,462.00 = **\$13,206.50**

As we discussed after the bid-opening we still have room in the construction period services budget, so we could potentially look for ways to reduce our scope moving forward. But if you'd like us to remain actively involved as you indicated, overruns are to be anticipated and we should probably request additional funds at this time.

Please let me know if you have any questions, and I will plan to send a formal amendment request in the near future.

Thanks again,

**Tobias A. Lockhart , P.E.**  
Senior Civil Engineer

Preparation Date: 11/12/2015

**City & Borough of Wrangell**  
**Wrangell Sewer Pump Stations Replacement Project**  
**Application for Federal Assistance, Form SF-424**  
**Item 18. Estimated Funding - Supporting Documentation for Cost Overrun**

<u>Item</u>	<u>Description</u>	<u>Detail Costs</u>	<u>Total Costs</u>
1	CBC Construction's Low Bid for Construction Cost	\$ 821,112.00	
2	Engineer's Construction Estimate + 10% Contingency	\$ (773,054.70)	
	Added Construction Cost Difference Between Engineer's Construction		
3	Estimate and Construction Cost	\$ 48,057.30	
4	10% Contingency on the Added Construction Cost	\$ 4,805.73	
	Total Added Construction and Contingency Costs	\$ 52,863.03	\$ 52,863.03
5	DOWL's Initial Engineering Fees for Bidding/Construction Period Services	\$ 5,462.00	
6	Additional Engineering Fees for Bidding /Construction Services required by F	\$ 7,744.50	
	Total Additional Construction Assistance Fees for DOWL	\$ 13,206.50	\$ 13,206.50
7	Engineer Fees for RUS Assistance - Spent to Date	\$ 23,091.25	
8	Engineer Fees for RUS Assistance - Original Estimate	\$ (7,480.00)	
	Total Additional RUS Assistance Fees for DOWL	\$ 15,611.25	\$ 15,611.25
9	Project Manager's Time	\$ 14,000.00	\$ 14,000.00
10	Resident Inspector's Time	\$ 11,520.00	\$ 11,520.00
	Total Estimated Funding for Cost Overrun		\$ 107,200.78

# **Agenda Item 13d**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY AGENDA ITEM February 23, 2016**

#### **INFORMATION:**

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

#### **INFORMATION:**

1. Memo from Amber Al-Haddad
2. PND's Fee Proposal

#### **Recommended Motion:**

Move to approve 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.

## **MEMORANDUM**

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

**FROM: AMBER AL-HADDAD  
PUBLIC WORKS DIRECTOR**

**SUBJECT: WOOD STREET ROAD & UTILITY IMPROVEMENTS, AMENDMENT  
#8 TO PND ENGINEER'S DESIGN CONTRACT**

**DATE: February 17, 2016**

### **BACKGROUND:**

Between the years of 2011 and 2013, the City and Borough of Wrangell was under contract with PND Engineers for professional engineering services related to the Wood Street Road & Utility Improvements project. PND completed the design of the Wood Street project, with bid-ready documents, in April 2013. The project was placed on hold at that time with the intention of bidding the project after a contractor was selected for the Evergreen Roadway project, with the hopes of gaining an advantage of having an asphalt paving plant scheduled to be in Wrangell.

The Wood Street project's State grant funds are set to expire on June 30, 2017. It is necessary to move forward with the Wood Street Improvements project during the 2016 construction season; otherwise, lose the project funding.

After resuming discussions with PND about moving the project to the bidding phase, based on current market construction estimates, we anticipate a shortfall in funding of approximately \$100,000 for the project, as currently designed. Staff and PND have discussed several possible cost saving opportunities, which would result in a modification of the current design and thus the work placed. Proposed deductive alternates would include reduced work related to storm drain, sidewalk, curb & gutter, sewer, and underground electrical. With these reduced items, we anticipate the ability of reducing the cost by an estimated \$60,000, leaving us with still a shortfall, after project scope reductions, of approximately \$40,000. If, at the time of bid opening we do realize a project shortfall within our state funding, Staff would request a budget amendment to cover the shortfall either from the Sales Tax Road Fund or from the General Fund.

In order to modify the bidding documents and move forward with the design work, we are required to issue an amendment to PND for preparation of the revised documents, since they expended their original T&M contract for this project. The work under the proposed Amendment #8 to PND Engineer's for professional services will provide assistance in updating construction cost estimates to reflect current market pricing, develop bidding alternates, and revise plans, specifications and bidding schedules as necessary to reflect the alternate contracting structure.

**RECOMMENDATION:**

Staff recommends the Assembly authorize the Borough Manager to issue Amendment #8 to PND Engineers for professional services in an amount not to exceed \$4,765, with funds to be paid from the State of Alaska DCCED project funds for the Wood Street project.

**ATTACHMENTS:**

1. PND Engineer's Fee Proposal dated 2-10-2016 (portion itemized as "Final Bid Documents")

**WOOD STREET IMPROVEMENT**  
**Construction Assistance**  
**Fee Estimate**

	Senior Engineer VII	Senior Engineer VI	Senior Engineer III	Staff Engineer III	CAD Technician V	Technician V	Total Hours
	\$ 180	\$ 165	\$ 135	\$ 100	\$ 100	\$ 110	
<b>Final Bid Documents</b>							
2016 Cost Estimates and Final Bid Documents		6	25		4		
<b>SUBTOTAL</b>	<b>0</b>	<b>6</b>	<b>25</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>
<b>Construction Assistance</b>							
Administration, Project Management		12	20	10		20	62
Bid Support and Bid Addenda		8	20	10	16	4	58
Submittal Review, RFIs and Change Orders		12	20	50	4	19	105
Pay Request Reviews and Contractor Coordination		8	8	40		20	76
Weekly Teleconference Meetings and Agendas (24 Weeks)		12	24	24		24	84
Resident Inspection for 4 Weeks*				200			200
Senior Construction Inspection (four inspection trips, two days each)			80				80
Per Diem at \$230/day for 36 Days							0
Haight and Associates Quote +10%							0
Project Close-Out		2	8		4	4	18
<b>SUBTOTAL</b>	<b>0</b>	<b>66</b>	<b>230</b>	<b>334</b>	<b>32</b>	<b>91</b>	<b>683</b>
<b>TOTAL</b>	<b>0</b>	<b>72</b>	<b>255</b>	<b>334</b>	<b>36</b>	<b>91</b>	<b>6</b>

# **Agenda Item 13e**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY AGENDA ITEM February 23, 2016**

#### **INFORMATION:**

Recommendation for CRW Engineering Group's water treatment pilot testing

#### **INFORMATION:**

1. Memo from Amber Al-Haddad
2. CRW's Desktop Assessment

#### **Recommended Motion:**

Move 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.

# MEMORANDUM

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

**FROM: AMBER AL-HADDAD  
PUBLIC WORKS DIRECTOR**

**SUBJECT: WATER PLANT PILOT TESTING RECOMMENDATION**

**DATE:** February 18, 2016

## **BACKGROUND:**

The City and Borough of Wrangell (CBW) is evaluating methods for improving the treatment process used at its water treatment plant. CBW retained the services of CRW Engineering Group, LLC (CRW) to perform a pilot study with the following general objectives:

- Review the configuration and performance of the existing water treatment process to become familiar with its operational successes and challenges for use in the comparative analysis of this study.
- Evaluate the water treatment alternatives featured in this report and recommend the one offering the highest technical and economic merits in meeting current and foreseeable future State drinking water regulations and community water demands.
- Perform on-site pilot testing on the alternative selected from the alternatives evaluation to discern its suitability for future use by CBW.
- Provide planning guidance to CBW for the acquisition of future design and construction funding to implement the recommended water treatment improvements.

The following water treatment alternatives were evaluated for this report:

- Alternative 1 – Improvements Made to the Existing Water Treatment Process
- Alternative 2 – MIEX Process w/ Multimedia (Conventional) Filtration
- Alternative 3 – Ozonation with MIEX and Biological Filtration
- Alternative 4 – Dissolved Air Flotation (DAF) w/ Multimedia Filtration
- Alternative 5 – Nanofiltration w/ Multimedia (Two-Stage) Filtration

Each alternative was evaluated relative to various criteria including capital costs, operation and maintenance costs, life-cycle costs, treatment performance and capacity, complexity, reliability, sustainability, operator certification and operator safety. A selection matrix was then used to numerically rank all the major considerations made in the assessment and from this exercise determines a “preferred” alternate.



**Table 14 – Alternatives Selection Matrix**

Criteria	Weight Factor	Alt 1 – Improved Existing		Alt 2 – MIEX + CF		Alt 3 – MIEX + Ozone + BF		Alt 4 – DAF + Filtration		Alt 5 – Nano + AC Filtration	
		Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score
Treatment Performance	4	3	12	4	16	5	20	4	16	5	20
Treatment Efficiency	2	2	4	3	6	3	6	4	8	1	4
Complexity	3	3	9	2	6	1	3	2	6	1	3
Reliability	3	3	9	2	6	2	6	2	6	3	9
Safety	4	2	8	4	16	2	8	4	16	3	12
Sustainability	4	3	12	2	8	1	4	3	12	1	4
Operator Certification	2	4	8	4	8	2	4	2	4	2	4
Capital Costs	3	1	3	2	6	1	3	3	9	3	9
O&M Costs	4	3	12	2	8	1	4	3	12	1	4
Owner Preference	4	4	16	2	8	3	12	3	12	1	4
<b>Total Score</b>		<b>93</b>		<b>88</b>		<b>70</b>		<b>101</b>		<b>73</b>	

Based on the desktop analysis and its detailed Alternatives Selection Matrix's criteria evaluation, the top two candidates for future action are:

- Alternative 1 – Improve Existing Process.
- Alternative 4 – Dissolved Air Flotation (DAF) with Multimedia Filtration.

The pursuit of either alternative for future action would both be reasonable choices. In Alternative 1, CBW would be improving a system it is very familiar with, and one that would be the most economical to operate. The high capital costs would be more challenging to fund, but, in phased construction, this objective would be achievable.

In pursuing Alternative 4, CBW would be substantially stepping away from slow sand filtration for a treatment process that would provide better water quality, but would also be able to make considerable re-use of the existing facilities and possibly remodel the slow sand filter basins to cost-effectively provide extra water storage. However, CBW's water treatment challenges involve both water quality and hydraulic capacity concerns, and Alternative 4 would more effectively address both relative to Alternative 1, which is more limited in terms of treatment performance and future plant expansion. DAF with Multimedia Filtration is therefore affirmed as the "preferred" alternative for water treatment pilot testing.

Nevertheless, having Alternative 1 as a top candidate will facilitate a cost effective comparative testing regimen with Alternative 4, as each could be monitored simultaneously for treatment performance during pilot testing. Further, the possibility exists that ozone could be used beneficially with DAF, although no technical literature was found or reviewed to explore this variation. This variation would be explored during the on-site pilot testing phase.

While this Memo highlights only a portion of the full desktop assessment prepared by CRW, a copy of the full report has been made available for review at City Hall, and can be obtained through Kim Lane, Borough Clerk.

**RECOMMENDATION:**

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

**ATTACHMENTS:**

Excerpt from CRW's Desktop Assessment describing the preferred testing alternative: Alternate 4 Dissolved Air Flotation (DAF) w/ Multimedia Filtration.

## 5.5. Alternative 4 - Dissolved Air Flotation (DAF) w/ Multimedia Filtration

### 5.5.1. Description

Alternative 4 primarily features the following water treatment steps (Figure 6):

- pH adjustment using soda ash
- Dissolved Air Flotation
- Multimedia Filtration
- Disinfection

This alternative assumes that two parallel DAF plants would be installed downstream of the pH adjustment system in the roughing filter building, which would be modified to suit the DAF process. The two package plants would integrate both DAF and multimedia filtration on the same skid (Figure C below). Alum is assumed as the coagulant, and rapid-mixed with the raw water. The use of DAF is assumed to allow a lower dosage of alum due to the efficiencies of flotation. The existing disinfection system would be re-used and the existing slow sand filters would be converted to a serpentine clearwell for storing disinfected water after filtration.

The pH adjustment and disinfection steps are described in Section 5.2.1. The multimedia filtration process is described in Section 5.3.1. Dissolved air flotation is described below.

#### 5.5.1.1. Dissolved Air Flotation with Multimedia Filtration

Dissolved air flotation (DAF) is a pre-filtration process that uses the introduction of minute air bubbles to suspend low-density solids like algae and organic compounds, which facilitate the removal of these contaminants from the water treatment stream. These compounds are typically difficult to remove by sedimentation processes as they settle very slowly, especially when water temperatures are colder. With sedimentation, coagulants are used to increase the mass of these compounds and increase their ability to settle out of the treatment flow and be disposed of. Further, the sedimentation process needs to operate with slower flow rates when water temperatures are relatively cold.

DAF is an effective alternative to sedimentation, as the targeted compounds are floated instead of settled, and are subsequently skimmed from the water surface. With the use of flotation, smaller coagulant dosages can be used to remove contaminants because it is generally easier to float suspended particles out of the process flow rather than sinking them. With DAF providing a more efficient removal process, the required treatment time can be made considerably shorter than for the sedimentation process. Consequently, DAF flow rates are typically higher, and the equipment can be made smaller relative to conventional filtration.

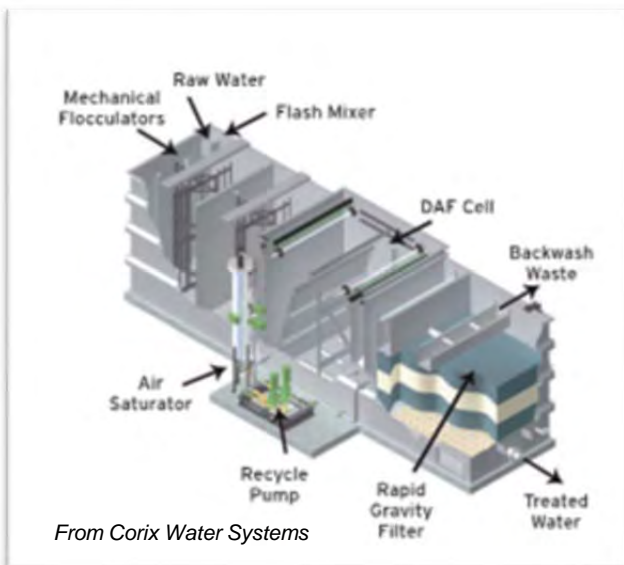


Figure C – DAF Package Plant

The upstream end of the DAF process (Figure D) resembles that of conventional filtration, with rapid mixing and coagulant injection, followed by flocculation basins. These steps are followed

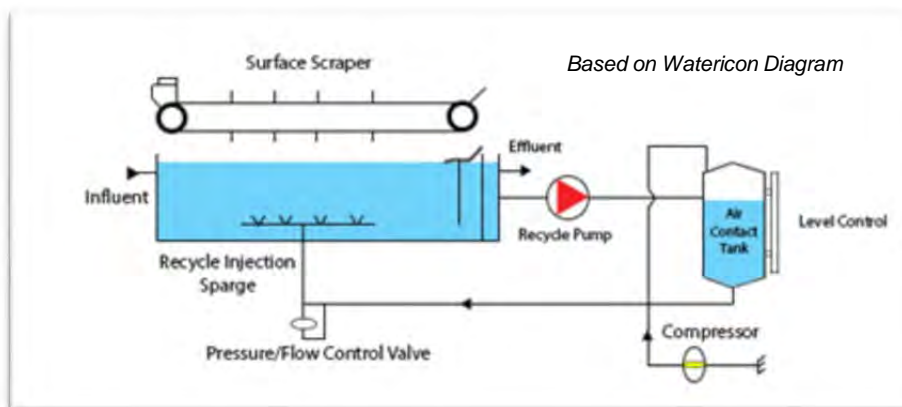


Figure D – DAF Process Diagram

by a flotation tank into which tiny air bubbles are released. The air bubbles collide and attach to flocculated particles, carrying them to the water surface where they accumulate and are mechanically skimmed into a collection channel and

then conveyed to a hopper or dewatering bin. Within the hopper or bin, the water content is reduced, thereby thickening the solids into smaller volumes of sludge to facilitate disposal. The DAF process is then followed by a multimedia filtration step to receive the filtration credits required for City's surface water source. Since DAF is a *pre-treatment* process, it is considered integrally with multimedia filtration for the purposes of evaluating this alternative.

### 5.5.2. Advantages/Disadvantages

Advantages and disadvantages for pH adjustment and multimedia filtration are provided in Sections 5.2.2 and 5.3.2, respectively. This section describes the advantages and disadvantages of using DAF in combination with multimedia filtration.

#### 5.5.2.1. Dissolved Air Flotation with Multimedia Filtration

Primary advantages of dissolved air flotation are:

- DAF provides better removals of low-density particles (i.e., flocculated solids) and algae that can otherwise cause short filter runs in conventional filtration. Consequently, lower dosages of coagulants and shorter flocculation times can be used to provide and equal or better treatment performance.
- DAF is a resilient process that can produce consistently good water quality, given considerable variability in TOC, turbidity and temperature.
- When integrated with multimedia design, higher filtration rates or longer filter runs can be obtained with DAF compared to those obtained after clarification by sedimentation.
- DAF typically requires a smaller equipment footprint relative to conventional filtration and generally has lower capital costs.

Primary disadvantages of dissolved air flotation are:

- Relatively higher power costs from pumping recycle water and discharging air into flotation tank.
- DAF produces a greater amount of sludge solids to dispose of relative to conventional filtration. However, this is a result of more effective solids removal.
- The use of additional subsystems, such as air injection and skimming sludge removal increases the complexity of DAF relative to conventional filtration.

### 5.5.3. Treatment Performance

#### 5.5.3.1. Dissolved Air Flotation with Multimedia Filtration

DAF is more efficient in removing low-density floc than sedimentation processes like conventional filtration. Effluent turbidities ranging between 0.2 and 0.5 NTU are commonly achieved with DAF prior to multimedia filtration<sup>25</sup>. This technology is particularly effective in removing algae and pathogens like *Giardia* and *Cryptosporidium*, and can also strip some taste and odor compounds from the water.

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<sup>25</sup> Edzwald and Haarhoff, *Dissolved Air Flotation for Water Clarification*, 2012, AWWA.

DAF works well for treating raw water having average turbidities between 0 and 10 NTU, with occasional spikes as high as 50 NTU, and TOC levels ranging between 0 and 14 mg/L <sup>26</sup>. Depending on the coagulation dosage used and flotation time, DAF can also remove high levels of color to below ADEC's secondary MCL of 15 units. In 2011, DAF was recommended as the primary treatment process for a water utility in Lake McNeil, British Columbia with surface water having the following parameters (similar to CBW's raw water): 7 to 10 mg/L as CaCO<sub>3</sub> of alkalinity; pH = 6.5 to 6.7; 11 to 38 units of true color; 1 to 8.5 NTU turbidity; and 55% to 68% of UV transmissivity (0.26 to 0.17 cm<sup>-1</sup> UVA). In this pilot testing, over 90% removals of true color and UVA were achieved <sup>27</sup>.

#### 5.5.4. Operational Complexity, Reliability, Safety and Sustainability

Assuming the unit processes of Alternative 4 as described in this section, the levels of operational considerations are anticipated as noted in Table 9 below:

**Table 9, Operational Considerations for Alternative 4**

Process	Complexity	Reliability	Safety	Sustainability
pH Adjustment <sup>1</sup>	Moderate	High	High	Low
DAF w/ Multimedia Filtration	High	Moderate	High	Moderate
On-Site Chlorination	High	High	Moderate	Moderate

1 – Assuming use of soda ash (sodium carbonate).

Descriptions of these considerations are provided in Section 5.2.4.

#### 5.5.5. Certification Requirements

Operator certification requirements for Alternative 4 are summarized in Table 13, Section 6.3. For Alternative 4, it is estimated that a Level III operator certification will be required without on-site treatment of backwash water. Much of the scoring that leads to this level rating is due to the DAF process alone, as ADEC evidently views this technology as being particularly complicated. If on-site wastewater treatment is pursued, then a Level IV operator certification would be needed.

<sup>26</sup> *Ibid.*

<sup>27</sup> HDR Engineering, Inc., *Selecting an Advanced Pretreatment Process for Removal of Color and TOC at Lake McNeil, British Columbia*, 2011 AWWA Conference Proceedings.

# **Agenda Item 14**

## **CITY & BOROUGH OF WRANGELL**

**BOROUGH ASSEMBLY  
AGENDA ITEM  
February 23, 2016**

### **INFORMATION:**

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

# **Agenda Item 15**

## **CITY & BOROUGH OF WRANGELL**

**BOROUGH ASSEMBLY  
AGENDA ITEM  
February 23, 2016**

Executive Session – None.