



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

March 22, 2016 – 7:00 p.m.

Location: Assembly Chambers, City Hall

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member Steve Prysunka
- b. INVOCATION to be given by Nettie Covalt with the Presbyterian Church
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Certificates of Service, Guest Introductions*
 - i. Proclamation – Health Fair Week (March 28th thru April 2nd)

2. ROLL CALL

3. AMENDMENTS TO THE AGENDA

4. CONFLICT OF INTEREST

5. CONSENT AGENDA

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

6. APPROVAL OF MINUTES

- *a. Minutes of the Regular Assembly meeting held March 8, 2016

7. COMMUNICATIONS

- a. Wrangell Medical Center program review report from CEO Robert Rang
- b. Minutes of the Wrangell Medical Center's Regular meeting held February 17, 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

- 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 (*second reading*)

13. NEW BUSINESS

- a. **PROPOSED RESOLUTION No. 03-16-1340:** A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, OPPOSING SENATE BILL 198 AND URGING THE ALASKA LEGISLATURE AND WALKER ADMINISTRATION TO ANALYZE CUMULATIVE IMPACTS PRIOR TO IMPOSING NEW TAXES ON THE SEAFOOD INDUSTRY (*Requested by Assembly Member Decker*)
- b. Approval of a Budget Amendment to the Clerk's Budget
- c. Approval of the Senior Tax Exemption that was received after the March 1st deadline, but before the late filing grace period
- d. Approval to cancel the May 10, 2016 Regular Assembly meeting
- e. Approval of a purchase of (4) switches for the Light Department without competitive bidding
- f. Consideration to reduce the number of members on the Wrangell Medical Center Board from nine (9) to seven (7), and to restructure the terms, based on the recommendation of the Wrangell Medical Center Board

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

March 22, 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 Nettie Covalt with the Presbyterian Church
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Certificates of Service, Guest Introductions*
 - i. Proclamation – Health Fair Week (March 28 – April 2, 2016)

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

ITEM NO. 6 APPROVAL OF MINUTES:

INFORMATION:

6a Minutes Regular Assembly Meeting held on March 8, 2016

PROCLAMATION

"Health Fair Week"

Whereas, the Wrangell Health Fair promotes health awareness throughout the community by educating people about wellness and motivating them to translate health and knowledge into action; and

Whereas, the Wrangell Health Fair has served Wrangellites for twenty years by offering health screenings, health education and promotion; and


Whereas, the Wrangell Health Fair with support from many local merchants and over 300 volunteers annually who contribute to Wrangell's well being; and


Whereas, through their combined efforts to provide the Health Fair to all, individual Wrangell residents have the opportunity to improve their health practices and learn about existing health services;

NOW, THEREFORE, I MAYOR DAVID L. JACK, do hereby proclaim the week of March 28 – April 2, 2016 as

Health Fair Week

in Wrangell and urge all our citizens to take advantage of this worthwhile program.


David L. Jack, Mayor

Attest: 
Kim Lane, Borough Clerk



Minutes of Regular Assembly Meeting Held on March 8, 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, and Blake were present. Assembly Members Prysunka and Decker were 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 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: Mitchell/Blake, 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 23, 2016, were approved as presented.

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)

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

Assembly Member Blake questioned the considerable blow down up on the Institute Property and if it could bring in revenue. Manager Jabusch stated that Mike Allen was interested and may be bringing in a proposal for the downed timber.

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

UNFINISHED BUSINESS

12a Approval of a second amendment to the Facility Lease Agreement between the City of Wrangell and Charles Jenkins that extends the lease five years

M/S: Blake/Mitchell, 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. Motion approved unanimously by polled vote.

NEW BUSINESS

13a 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)

M/S: Powell/Blake, to approve the first reading of Ordinance No. 915 and move to a second with a Public Hearing on March 22, 2016. Motion approved unanimously by polled vote.

13b 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

M/S: Mitchell/Rooney, to approve the fourth 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. Motion approved unanimously by polled vote.

13c Approval of a fifth amendment to the Facility Lease Agreement between the City of Wrangell and Tyler Thompson that extends the lease five years

M/S: Powell/Blake, 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.

Powell made a friendly amendment to change the word "second" to the word "fourth". There were no objections.

Motion approved unanimously by polled vote.

13d Approval of the Electric Rate Increase Plan

M/S: Blake/Rooney, 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.

Powell questioned if everyone goes to oil and doesn't use as much electricity are SEAPA's rates going to increase.

Clay Hammer, Electrical Superintendent stated that the SEAPA rates would not be at risk; if revenues went down, the load would decrease; need for extra generation would diminish.

Motion approved unanimously by polled vote.

13e Approval of a Budget Amendment for the Light Department

M/S: Powell/Rooney, 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.

Manager Jabusch explained the purpose for the amendment. Items at the substation were in need of replacement; SEAPA is paying a portion of this replacement.

In response to Assembly Member Mitchell, Jabusch stated that the work that needed to get done would be done locally, if possible.

Motion approved unanimously by polled vote.

13f Approval of a Senior Tax Exemption that was received after the March 1st deadline, but before the late filing grace period

M/S: Rooney/Blake, 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. 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 7:27 p.m.

David L. Jack, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

Agenda Item 7

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 22, 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. Wrangell Medical Center program review report from CEO Robert Rang
- b. Minutes of the Wrangell Medical Center Board meeting held February 17, 2016

Purpose of Review

This review fulfills the Federal requirement under CFR 485.641(a)(1)(iii) as outlined below:

Periodic Evaluation

The CAH carries out or arranges for a periodic evaluation of its total program. The evaluation is done once a year and includes review of:

- 1) the utilization of CAH services, including at least the number of patients served and the volume of services;
- 2) a representative sample of both active and closed clinical records
- 3) the CAH's health care policies.

FY 2015 Review Committee Members:

- Terry Hensen, Board Representative
- Robert Rang, RN, MSN, MHA, CEO
- Sherri Austin, MSN, RN, CNO
- Lynn Prysunka, MD, Chief of Staff
- Doran Hammett, CFO
- Laura Kim, RN, Assistant CNO
- Cathy Gross, RHIT, Director of HIM/CAH Review Liaison
- Donald McConachie, Community Representative.

Purpose of Review:

- To determine if utilization of services were appropriate to meet the community needs
- To determine compliance with established policies and procedures
- Identify changes, if needed, in the program services or policies

2015 STRATEGIC GOALS

MARLA SANGER, RN, MBA, WMC CEO

Successfully Recruit and Hire WMC's Next CFO

WMC had two CFOs in as many years and both left their positions right before the annual financial audit commenced. WMC developed a plan with Petersburg Medical Center to share their existing CFO who had proven to be a high performer. By May of 2015 we established a model where Doran Hammett would work for each medical center half-time allowing both organizations to secure an exceptionally talented executive within our means.

Improve Revenue Cycle and Cash Flow

With the new CFO on board we developed a strategic plan to improve revenue cycle and cash flow by decreasing non-payment accounts, working closely with Medicaid to facilitate payments due and improving billing processes to increase turn-around time. A key strategy was the engagement of consulting firm TruBridge, to manage certain billing functions with the goal of creating some capacity within our business office so the team could focus on other important tasks. Getting ready for the change included tightening up some internal processes, which increased cash on hand and cut our accounts payable by about half. We expect even better results once we are fully operational in partnership with TruBridge.

Successfully Recruit and Hire WMC's Next CEO

Succession planning for the next CEO has been a year-long endeavor of the WMC Governing Board with support coming from Kris Reed, Development Coordinator. In collaboration with PeaceHealth a communication plan was developed and shared with key stakeholders including WMC staff and strategic partners then rolled out to the general public. Board education included weighing the pros and cons of utilizing a professional search firm vs advertising on our own which was the option chosen due to the high cost of engaging a search consultant. The board advertised primarily through the American College of Healthcare Executives to reach the right target audience.

Grow WMC's Rehabilitation Service Line

WMC took its newly created physical therapy service and expanded it into a fully operational rehabilitation program by hiring an occupational therapist and a speech language pathologist to join our two physical therapists. The program provides care to our community, treating people of all ages for a large variety of conditions. In addition we are able to accept patients for treatment from other communities who need our wider range of services. Our speech language pathologist provides service to Petersburg Medical Center as well and we've had the opportunity share our occupational therapist with PeaceHealth Ketchikan Medical Center when they had a staffing need. Expanding service lines and networking with other medical centers can generate additional sources of revenue while helping to economize on cost.

Continue to Study and Plan Next Steps in the Quest for a New Facility

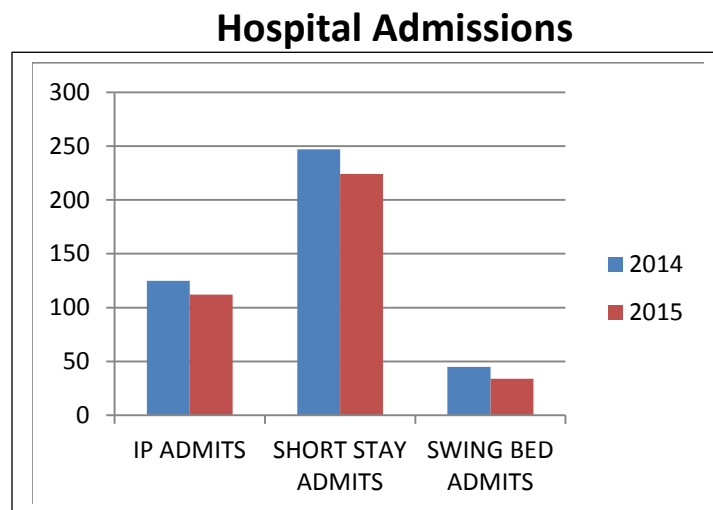
During this past year WMC has been able to put closure on some building-related contractual relationships and associated costs opening the door to a fresh start in the desire for a new medical center facility. Last spring WMC and Alaska Island Community Services invited all Wrangell residents to a session with Dennis McMillian, Foraker Group Founder and President. Dennis discussed the challenge of providing healthcare in rural Alaska. Sustainable healthcare delivery in Wrangell will require a broader strategy that includes the facility, ability to network with strategic partners and support from the community.

*Marla Sanger, RN, MBA, CEO
Wrangell Medical Center*

FY 2015 Utilization of Hospital Services

Utilization of Hospital Services for FYE-2015

- Annual average length of stay was 76.48 hours.
- Total patient acute days were 358, previous year 410.
- Total patient swing bed days 828, previous year was 855.
- Total Short Stay admissions 224, previous year 247.
- Stays greater than 96 hours for acute care patients were 28% of total patient admissions, which is an increase of 5% from FY2014. The annual average length of stay by hours continues to meet regulatory requirement for CAH status.



Comparison of data shows a decrease in inpatient, short stay and swing bed admissions from FY 2014. This follows the trend towards higher utilization of outpatient services driven by best practices.

Review of Services

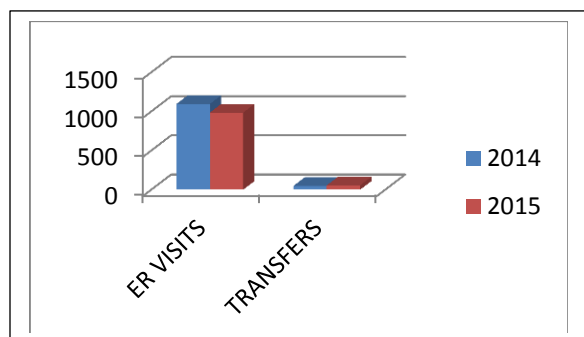
July 2014 – June 2015

Acute Care Services

- Registered Nurse on duty 24 hr a day
- Outpatient and Short Stay services available for short term patient care, IV Therapies/Chemotherapies, ambulatory surgery procedures, ancillary services such as EKG, fetal monitoring.
- Inpatient services available for all patients who need 24 hr a day care and observation.
- Diana Nore, RN, received training and is Wound Care Certified (WCC).
- PCA pump purchased.
- Arteriobrachial Index studies offered.
- Continue with recruitment of permanent RN staffing.

Emergency Department

- Registered Nurse on duty 24 hours a day.
- Physician on call 24 hours a day.
- Available for treatment of all minor illness and injuries, hospital admission or stabilization and medevac of serious/critical patients.
- Continued use of electronic form/CPSI for nursing documentation.



Long Term Care

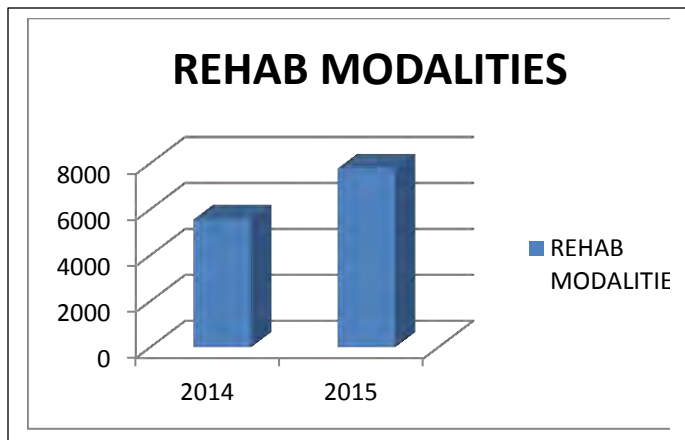
- 14-bed long term care unit
- 24-hour nursing care
- Daily activities including group exercise, bingo, community-based outings
- Miss Alaska visited LTC in May 2015.
- Wonderful, family focused holiday celebrations throughout the year.
- Family oriented birthday celebrations for all LTC residents.
- Annual Trick-or-Treating celebration with LTC residents and children in the community.
- Care coordination to assist in safe transition to home with rehab patients.
- Quarterly care planning meetings with multiple WMC disciplines and family of LTC and rehab residents.
- Long Term Care meetings held for review of policy and ongoing care.

Specialty Care Services

- Speciality Clinics continued. Cardiology, Ear/Nose/Throat, General Surgery, Internal Medicine, Obstetrics/Gynecology, Optometry, Orthopedics, Pediatric, Podiatry and Rheumatology services available locally throughout the year.
- Behavioral Health services are available on a contract basis
- ICU/CCU services are available.

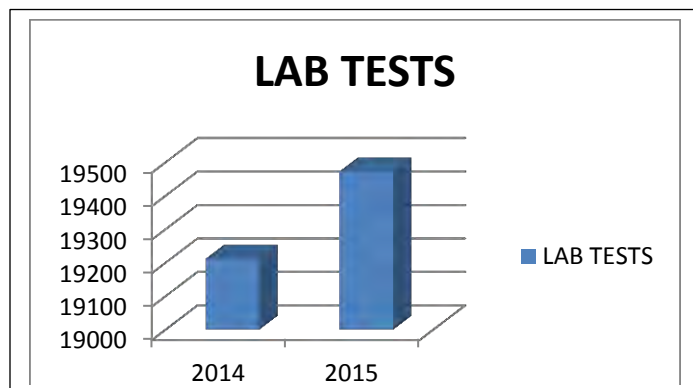
Rehabilitation Services

- Rehabilitation Services with continued growth.
- Rehab staff expanded in January 2015, with the addition of a full-time occupational therapist and a part-time, per-diem speech language pathologist.
- Swing bed/rehab services now offering the full spectrum of therapy services.



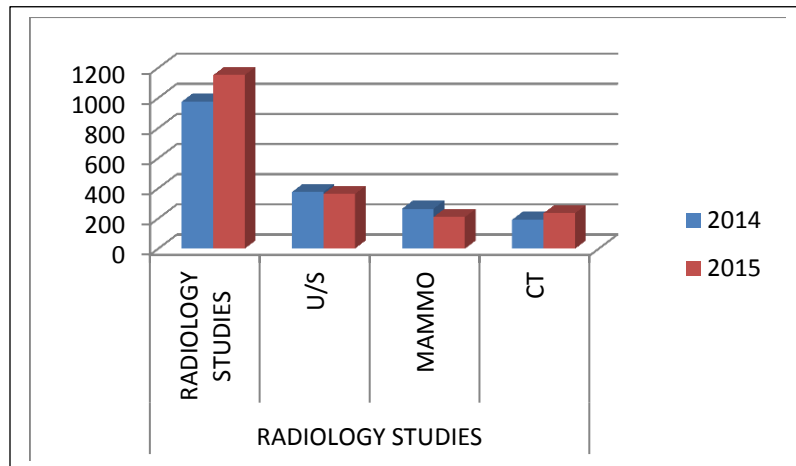
Laboratory Services

- Provides accurate and high quality assurance on lab testing in chemistry, hematology, coagulation, rapid serological tests and blood gas analysis. In our blood bank section, perform blood typing, antibody screening, and crossmatching of blood units which we can avail from the Blood Bank of Alaska.
- Provides home draw services for members of the community who find it difficult to come to hospital for draws.
- Certified CLIA Laboratory.
- New blood gas analyzer OPTIMedical CCA-TS acquired.
- New refrigerated centrifuge Thermo Scientific Sorvall ST16R purchased.
- Satellite laboratory at the AICS Tideline Clinic to facilitate continuous care for Out Patients. This is moderate complexity lab and gained excellent proficiency survey from API.
- Laboratory quality program revised for individualized CQ plan per CLIA protocol.
- Active participation among staff and continuously improving the QA program for lab department.
- Pre-draws for Annual Health Fair instituted. Time frame for draws expanded and done the month prior to the health fair with results handed out to participants the day of the Health Fair.
- Health Profile, Thyroid Screen, Prostate Screen, HA1C and Vitamin D 25-hydroxy tests offered to the community through the annual health fair.
- Special price lab testing for patients covered under the Federal grant: PBHCI
- Pathologist continues to visit on a quarterly basis.



Imaging Services

- Offer Full Field Digital Mammography, CR Imaging Exams, Computed Tomography (CT), and Ultrasound services
- Modern teleradiology services, giving our patients more timely, effective, quality radiology services for mammogram, x-rays, and ultrasounds.
- Discounted mammograms offered October 2014 as part of Breast Cancer Awareness Campaign.



Dietary Services

- Offer appetizing nutritious foods prepared and served under sanitary conditions and at appropriate temperatures. Patient/resident likes and dislikes are considered along with special dietary concerns.
- Patient/resident nutritional assessments are completed by nursing staff upon admission. A member of the dietary team follows up with the patient/resident after admission.
- The WMC Dietary Department offers the services of a consultant registered dietitian who is also a diabetic educator.
- The Registered Dietician makes quarterly visits to the facility

Pharmacy

- Janet Bunes, RN, WMC Pharmacy Nurse retired in May 2015.
- Katrina Ottesen, RN, is named Pharmacy Nurse.
- Continued validation of formulary.
- Ongoing training for WMC staff and providers.
- Well stocked Drug Room for ER and inpatient use.
- Continuing review by contract pharmacist of all long term care medication regimes on a monthly basis with written reports submitted for provider review.
- Monthly visits to WMC for

Quality Department

- Safety Committee Chair added to Quality Manager Position.
- Sandi Calvert resigned position May 2015.

Infection Prevention

- Manual for Respiratory Protection Program
- Biological Monitoring and Instrument Cleaning
- Updated Laundry Handling Process
- Creation of Antimicrobial Stewardship Committee

Social Services

- Shared employee with AICS Medical Clinic for LTC social work services.
- Care coordination for inpatient, outpatient, rehabilitation services and Long Term Care patients.

Health Information Management (HIM)

- Cathy Gross, RHIT, renewed AHIMA Approved ICD-10-CM Trainer status.
- Medical Staff Services Management and shared by Administrative Assistant and Director of HIM.
- Utilization Review: UR/Discharge Planning meetings held Monday through Friday with multidisciplinary team to enhance patient experience and allow for smooth transition to home.
- Chart assembly/analysis; Coding IP/Short Stay/Long Term Care records.
- Transcription Services
- Release of Information
- LTC Certifications/Recertifications
- Hospital Statistics
- Monthly Meetings: Long Term Care

Information Technology (IT) Services

- IT Manager and staff shared with AICS.
- Risk Assessment identifies need for relocation of server room/hardware.
- Ongoing troubleshooting for staff/providers for all aspects of IT services.

EMR Implementation

- Ongoing training for WMC clinical and support staff.
- Go Live with Physician Documentation module (phys doc) in October 2014.
- Attested for Stage 1 Year 2 Meaningful Use with subsequent denial, appeal filed by EMR Team was successful.

Maintenance Department

- Maintenance Director Brian Smith retired in June 30, 2015.
- Operate the maintenance program for the facility.
- Provide a safe and comfortable environment for visitors and staff.
- Removed Call Care System from hospital services. Provided information to community members for other vendors providing this service.

Disaster Preparedness

- Annual drill held.
- Ongoing planning with monthly committee meetings.
- Annual training for selected members of committee in Anchorage, Alaska

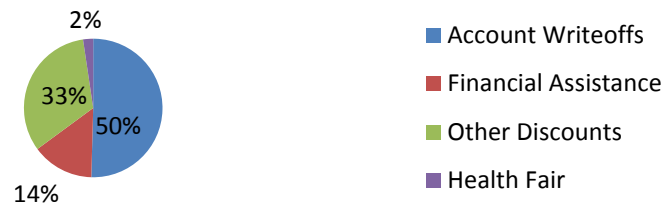
Employee Wellness

- Corporate membership to pool and rec facility continued.
- WMC family members to have free access to pool and rec facility.
- WMC sponsored employee testing at annual Health Fair.
- Member of the Healthy Wrangell Coalition, provide administrative support by managing meeting functions, including meeting reminders, agendas and recording of minutes.

Community Outreach

- Wrangell Health Fair – offered the Health Profile, TSH, PSA, HA1C and Vitamin D level as in previous years.
- Blood draws for health fair expanded to the month prior to the health fair. Participants received results at the health fair. Participants were able to schedule follow up appointments with AICS staff if needed.
- The Annual Brian Gilbert Memorial Golf Tournament/Dinner Fundraiser for WMC Foundation was held in May 2015.
- Rally for Cancer Care held in August 2014.
- Blue Tees for Men's Golf Tournament held in August 2014.
- Community wide Flu Clinic held. Flu shots also offered through Wrangell Public Schools and Fire Dept.
- WMC offered reduced rate for mammograms to coincide with Breast Cancer Awareness Month.
- Certified Nursing Assistant class offered through WMC Staff Development program.

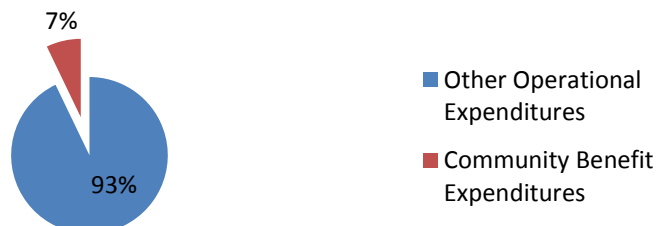
Community Benefits 2015



\$801,013

Total 2015 Community Benefits

Percent Expenditures Devoted to Community Benefits



Review of Closed/Active Records

July 2014 – June 2015

The following summarizes the number of FY 2015 records reviewed.

All charts that "fell out" according to pre-set criteria were reviewed by the Medical Director. Contract with Monida for second level peer review and for CRNA review services.

This data is for FY 2015

	JUL-SEPT 2014	OCT-DEC 2014	JAN-MAR 2015	APR-JUNE 2015
MD Random Reviews	2	0	4	3
MD Criteria Reviews	11	10	10	10
CRNA Random Reviews	N/A	2	N/A	3

Health Care Policies

July 2014 – June 2015

Administrative Policies

Reviewed: 5/1/2013

Acute Care Nursing

Reviewed: 12/15/2014

ER Policies

Reviewed: 12/15/14

OR Policies

Reviewed: 12/30/2013

Endoscopy Policies

Reviewed: 12/30/2013

Pharmacy Policies

Reviewed: 1/15/2015

Infection Control Policies

Reviewed: 2/2014

Long Term Care Policies

Reviewed: 8/14/2014

Policy and Procedure Manuals relevant to patient care/administration/medical staff available for annual CAH review team members on March 4, 2016.

CAH Annual Program Review Acknowledgement and Approval:

Robert Rang, RN, MBA
Chief Executive Officer

Date

Terri Henson, President
WMC Board of Directors

Date

Lynn Prysunka, MD
WMC Chief of Staff

Date

Cathy Gross, RHIT
Director of Health Information Management
CAH Annual Review Committee Liaison

Date

Donald McConachie
Community Member Liaison

Date



**WRANGELL MEDICAL CENTER
BOARD OF DIRECTORS MEETING MINUTES
February 17, 2016 - 5:30 p.m.
Location: Nolan Center**

CALL TO ORDER: Meeting was called to order at 5:33 by President, Terri Henson

ROLL CALL:

Present: Bernie Massin, Barb Conine, Judy Allen, Terri Henson, Marlene Messmer and Maxi Wiederspohn.

Attending by teleconference: Olinda White, Woody Wilson
(one open seat)

Quorum established

Assembly representative Becky Rooney was absent (attending meetings out of town)

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 January 20, 2016; and item 5.b statistics: January 2016, Maxi Wiederspohn seconded, passed unanimously.

PERSONS TO BE HEARD: None

CORRESPONDENCE: None

REPORTS AND COMMUNICATIONS FROM WMC STAFF:

a. Quality Report:

- It was noted that WMC is performing better than the state and national average in 5 quality areas, we have three areas which need particular attention – the easiest of which to address will be making sure that patient areas are quieter – especially at night. It was also mentioned that the survey results should always be taken with a grain of salt since our survey numbers are so low that they may not be entirely reflective of the collective patients' experiences.

b. CFO Report:

Doran Hammett, CFO, was unable to attend so a brief recap was given by Robert Rang, CEO.

- Additionally a number of questions were asked about the experience with TruBridge and whether it has been worthwhile, staff replied that TruBridge has been able to capture payments from secondary and tertiary payers which had been a struggle in the past, they are also doing so much faster than had previously been possible, so a resounding 'yes, they are worth it' from the staff.
- On a related topic, Rose Shymanski and Robert are working with TruBridge to make the statements a bit more informative to those receiving them.

c. CEO Report: In addition to the written report:

- Even though lab equipment will be purchased with the help of the line of credit through the Borough, it will still be a focus to pay that back as soon as possible in order that the line of credit be available for other things if needed – even with the 'zero' interest.

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

WRANGELL MEDICAL CENTER
BOARD OF DIRECTORS MEETING:
February 17, 2016 - 5:30 p.m.

MEDICAL STAFF REPORT: Verbal report by Robert Rang

- There will be a site visit by a possible full-time, permanent physician (Dr. Collin Elliott) in March. He was interviewed by the team of Sherri Austin, Robert Rang (WMC), and Terry Wagner and Mark Walker from AICS and it sounds like he understands the need to provide support to the ER and make the transition smoothly between the clinic and the hospital.

ACTION ITEMS: None

DISCUSSION ITEMS: None

INFORMATION ITEMS:

- a. New Hospital Project Update: The Foraker Group asked that WMC's application be re-submitted in July because they are at capacity now and they'd like the new management (WMC) to have time to settle in before moving forward with such a large project.

BOARD COMMENTS:

Bernie Massin – Just wanted to pass along that I keep getting comments from employees that they appreciate Robert's work and are impressed that he has continued his 'rounds' and is involved in the building.

ADJOURN: With no further business, the meeting adjourned at 5:56 p.m.

Maxi Wiederspohn

Kris Reed,
Date Certified:

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 22, 2016

State Budget / City Budget

We are continuing to monitor the actions in Juneau. From information being sent to us by the Alaska Municipal League, it appears that much of the budget is in place although that has not been shared much with the public. It sounds like they are now trying to come up with the revenue side of things to pay for it. As they make their final push over the next month we won't know much until the last few days when it gets hectic and usually goes to the final four on many of the big items.

Our department heads and Finance Director have been working on our budget and are on schedule to present a draft to the Assembly by the later part of April. By that time we will have a pretty good idea of property values for our property tax revenue values and also what the legislature has done which will probably not be good news.

Byford's Junk Yard:

As you can see if you have driven by the cleanup site, the project is moving along nicely and the contractor appears to have a well-organized plan and is working long hours to accomplish the cleanup. It was estimated to take a couple of months and they seem to be on schedule.

Once the cleanup is completed, the city needs to make some decisions on what we want to do with the property. I know some of the adjacent property owners have expressed interest in some of the property. Staff will likely bring the assembly a couple of options for the assembly to consider. Any costs incurred in a subdivision would be paid from the sale and then we would pay the foreclosure costs. We are meeting with the Alaska Department of Environmental Conservation (DEC) to discuss the project and the disposal of the land once the project is completed. We will learn what demands they may have with any proceeds from the sale at the meeting.

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. I believe Jenkins Welding is done with the railings and just needs to install on the dock. 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.

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. The design for Wood Street is almost complete. I believe we plan to bid this out as soon as the design and bid documents are completed.

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. In the mean time we still will have expensive upgrades to do. I think we are married to our current system for a long period of time because of the financial situation with the state. A 5 million dollar replacement plant will not happen without financial help. When the project is completed, we will look at all the options before us to see what financial assistance through either state or federal sources is available.

Shoemaker Bay Parking Lot:

About three weeks ago, I met with Amber Al-Haddad, Greg Meissner and other public works staff to come up with a long term solution to this long term problem. We had access to the drainage plan that had been done by PN&D Engineers when they did the harbor design. We used that to be sure what we were seeing was in fact the direction and sloping that needed to take place. One of the problems out there was in some areas, the base larger rock is just below the surface and when they would grade, the large rocks would be pulled up. The public works plan to put some time and money into the parking lot including adding material, sloping to get rid of the lakes that currently exist. We are hoping this one time effort will allow easier and more productive ongoing maintenance in the future. I think this is planned during the first extended period of good weather, unless other emergencies happen.

Assessment Notices:

Assessment notices for property taxes were sent out last week. The assessment tell the property tax owner the assessed value of their property and that assessment times the mill rate will be how their property taxes are calculated. Property owners should know that an assessment is not as detailed as someone might have for an appraisal when they buy or sell a piece their house. Because of that, there might be details about the assessment that is not known by the assessor. Property owners are allowed the right to appeal their assessments if they disagree with the assessor or have questions about their assessment. Property owners have until April 20th, 2016 to file their appeal at city hall.

Did You Know?

The state assessor's office publishes information about a variety of things including the amount of taxes that are paid per capita and also the amount of debt paid annually per capita. I have included just a portion of that list as it relates to Southeast Alaska:

2015 General Obligation Debt per capita:

Wrangell	\$ 644
Petersburg	\$ 3,904
Skagway	\$20,863
Haines	\$ 4,588
Juneau	\$ 3,511
Sitka	\$ 2,924
City plus Borough of Ketchikan	\$10,024
Craig	\$ 1,511

This is a reflection of us being very successful with grant funding where we have not had to bond to do projects. Low debt is a very good thing to have during trying times. In the last 15 years, our community has done over one hundred million in capital projects with very little debt. To be fair to places like Skagway, They receive a huge amount annually from tourist generated sales tax that goes to pay much of their debt. The same is true below with Skagway as most of the taxes collected are from travelers.

2015 Taxes per capita:

This takes into account property, sales, bed taxes, tobacco, alcohol and raw fish taxes.

Wrangell	\$ 1,800
Petersburg	\$ 1,962
Skagway	\$ 8,764
Haines	\$ 2,194
Juneau	\$ 2,839
Sitka	\$ 1,871
City plus Borough of Ketchikan	\$ 3,209
Craig	\$ 1,926

As you can see, although we have a high sales tax, we don't have a lot of the other taxes that some of the other communities have. We also have one of the lowest property values in the state which contribute to the lower taxes than other communities. I also know, although not considered a tax that other communities have a local fuel tax, tax personal property like boats, four wheelers and they have a local vehicle registration tax that gets paid when you do you registration with the state.

Agenda Item 9

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM

CLERK'S REPORT March 22, 2016

Mark Your Calendar:

- 3/28 Seward's Day - City offices closed
- 4/6 Parks & Recreation Board mtg., scheduled @ 7pm in the Assembly Chambers
- 4/12 Regular Assembly mtg., scheduled @ 7pm in the Assembly Chambers
- 4/14 Planning & Zoning Commission mtg., scheduled @ 7pm in the Assembly Chambers

- 4/28 SEAPA Board Mtg. to be held in Ketchikan, with times TBD

Upcoming Clerk travel:

May 3 - 13, 2016: *Traveling to Tenn. to attend my oldest daughters College graduation.*

May 19-20, 2016: *May take some on May 19th off to prepare for my youngest daughters High School graduation; High School graduation is on May 20th.*

Agenda Items 10 a - c

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY

AGENDA ITEM

March 22, 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 22, 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 *(second 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 adopt Ordinance No. 915.

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: March 8, 2016.

PASSED IN SECOND READING: _____, 2016.

David L. Jack, Mayor

ATTEST:

Kim Lane, Borough Clerk

Agenda Item 13a

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
AGENDA ITEM
March 22, 2016**

INFORMATION:

PROPOSED RESOLUTION No. 03-16-1340: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, OPPOSING SENATE BILL 198 AND URGING THE ALASKA LEGISLATURE AND WALKER ADMINISTRATION TO ANALYZE CUMULATIVE IMPACTS PRIOR TO IMPOSING NEW TAXES ON THE SEAFOOD INDUSTRYY
(Requested by Assembly Member Decker)

INFORMATION:

- 1. PROPOSED RESOLUTION No. 03-16-1340**

Recommended Motion:

Move to adopt Resolution No. 03-16-1340.

CITY AND BOROUGH OF WRANGELL

RESOLUTION No. 03-16-1340

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND
BOROUGH OF WRANGELL, ALASKA, OPPOSING SENATE
BILL 198 AND URGING THE ALASKA LEGISLATURE AND
WALKER ADMINISTRATION TO ANALYZE CUMULATIVE
IMPACTS PRIOR TO IMPOSING NEW TAXES ON THE
SEAFOOD INDUSTRY

WHEREAS the seafood industry is the largest private sector employer in Alaska and provides approximately 60,000 jobs each year and directly employed 26,700 Alaskans in 2013-2014; and

WHEREAS, the seafood industry averaged \$5.9 billion in economic activity statewide in those years, with an associated labor income of \$2.1 billion; and

WHEREAS, over 31,500 commercial fishermen operating 8,600 vessel delivered 5.7 billion pounds of seafood in 2014 with a first wholesale value of \$4.2 billion, and the processing sector employed more than 25,000 workers who were paid \$460 million; and

WHEREAS, the seafood industry paid \$138.6 million in fishing related taxes and fees that was distributed to Alaska's general fund (55%), local governments (38%), and federal agencies (7%), and over \$100 million in royalties to Community Development Quota (CDQ) groups in western Alaska, salmon hatchery cost recovery programs, and Regional Seafood Development Associations (RSDAs) assessments, in addition to various local taxes and fees; and

WHEREAS, 65 Alaskan cities, boroughs, and municipalities receive half of the fisheries business and landing taxes paid by the seafood industry each year, which greatly reduces reliance on the capitol budget and provides infrastructure they could not otherwise afford; and

WHEREAS, the seafood industry is managed under a Constitutional mandate to ensure sustainability and has provided a consistent source of jobs and revenue to the state of Alaska and Southeast region for over 100 years and will continue to contribute indefinitely ; and

WHEREAS, 291 million pounds of seafood, valued at \$260 million, was harvested in 2014 by fishermen in Southeast Alaska, where nine communities typically number among the nation's top ranked fishing ports for volume and/or value – three (Sitka, Ketchikan, Petersburg) consistently in the Top 20; and

WHEREAS, 54 shorebased operations in Southeast Alaska processed 235 million pounds of seafood in 2014, with a first wholesale value of \$520 million; and

WHEREAS, seafood is responsible for 20% of the average annual monthly employment in Southeast Alaska and provided nearly 10,000 full time equivalent jobs to the region in 2013 and 2014; and

WHEREAS, more than 12,000 people in were directly employed harvesting, processing, or working at hatchery facilities Southeast Alaska during 2013 and 2014; and

WHEREAS, the seafood industry has expressed concern about the cumulative effects of a wide range of proposed taxes and fees on small businesses that already carry a heavy tax burden, which could cause a decline in growth or recession within the industry; and

WHEREAS, the Alaska Legislature and Walker Administration are considering options to impose new and increased taxes and fees on such things as: seafood landings, motor fuel, permit and vessel licenses, and individual income tax; the combined effect of which could have far reaching ramifications to the health of the seafood industry in the State and Southeast Alaska; and

WHEREAS, the seafood industry is currently facing significant challenges, due to the worldwide economic downturn, fluctuating currency rates, and a Russian embargo.

NOW THEREFORE, BE IT RESOLVED THAT THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA specifically opposes the 12.5% royalty, proposed through Senate Bill 198, and views the measure as an unreasonable tax burden on an industry composed of small businesses that provide more jobs than any other and currently pays the second highest combined tax rate in the State; and

BE IT RESOLVED THAT THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA also urges the Alaska Legislature and Walker Administration to carefully analyze the cumulative impact of any additional taxes and fees levied on the seafood industry, so as not to create an unfair tax burden and disincentive for investment, or otherwise lead to destabilization and job loss in the seafood industry and our communities; and

BE IT RESOLVED THAT THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA also urges the Alaska Legislature and Walker Administration that any additional seafood industry taxes must be considered in the context of a comprehensive plan to generate revenue in order to close the fiscal gap.

ADOPTED: _____, 2016

David L. Jack, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

Agenda Item 13b

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 22, 2016

INFORMATION:

Approval of a Budget Amendment for the Clerk's Budget

At this meeting, the Borough Assembly will be considering approving an Ordinance that will allow certain provisions for Teleconferencing. If that Ordinance passes, it is important that the Assembly consider approving this budget amendment to purchase a new teleconferencing phone. The current teleconferencing phone is not sufficient for teleconferencing in a large room. The proposed new phone has external microphones and states that it will work in a large room. After searching for the best price, what you have in front of you is what I came up with.

INFORMATION:

1. Polycom VTX system information.

Recommended Motion:

Move to approve a budget amendment in the amount of \$950.00 to the Clerk's budget for the purchase of a Polycom Teleconference phone, with the funds to come from the General Fund Reserves.


[Home](#) > [Conference Phones](#) > [Soundstation VTX 1000](#) > Polycom 2200 07142 001[Like](#) [Tweet](#) [G+1](#)

Polycom VTX 1000 System

Conference Phone System

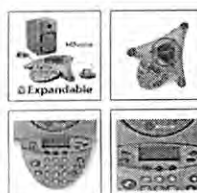
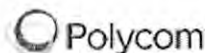
[Review this Product](#)


Availability: **In Stock**

Brand New Includes One Year Warranty
Returnable Item: 30 Day Guarantee 



 [Click To View Larger](#)



 [What's Included?](#)

Reg. Price:.....\$1,749.00

Discount:.....\$859.05

Sale Price: **\$889.95**

Sale Ends 3/5/2016

BRAND NEW

Qty.

1 




Add to Cart

Also available as:



Polycom VTX1000-R (Complete Set)

Factory Serviced Includes 90 Day Warranty

Availability:  In Stock

[TECHNICAL FEATURES](#)

[ACCESSORIES](#)

[PACKAGE DEALS](#)

Technical Features for Polycom VTX 1000 System

Item # 2200-07142-001

The Polycom VTX 1000 Base / Subwoofer / Mic Pods (2200-07142-001) system is truly a leap in voice conferencing technology. It is the world's **1st conference phone that automatically adapts to each meeting environment**, providing high fidelity voice clarity for all participants.

With the SoundStation VTX 1000, conference call participants can **speak at a normal, natural conversation level and be heard clearly from 2-feet to 20-feet away** from the microphone. When 2 SoundStation VTX 1000 conference phones connect on a call, the phones automatically connect in VTX Wideband mode, resulting in extraordinary clarity.

SoundStation VTX 1000 Features:

- Corded Conference Phone
- Acoustic Clarity Technology
- Industry's Best Full Duplex Operation
- Unparalleled Room Coverage
- Revolutionary Wideband Voice Quality
- Built-In Investment Protection
-
- Maximum Configuration Flexibility



Ask us how to get
a **Free Month**
of Jive Audio
Conferencing.



Enter Email

- Easy To Install/Easy To Use
- Subwoofer Picks Up Lower Ranges Of The Human Voice
- Mic Pods Increase Participants Up To 25

Listen To Demos:

Download: [High Fidelity Wideband Example](#)

Download: [Mic Pick-Up Demo](#)



Key Term Definitions

Acoustic Clarity Technology:

This Polycom patented technology allows you to enjoy instantaneous natural conversation. When paired with a full duplex speakerphone, echo is eliminated and both callers are able to speak simultaneously without experiencing voice dropouts. The voice clarity on conference systems that feature this technology is incredibly crisp and clear.

Analog:

Analog is the original telephone technology, a system that converts air vibrations (like those created by the human voice) into similar electrical frequencies. Analog lines can support phones, fax machines, and modems and are typically found in homes or small office settings. Analog systems measure data in one continuous variable while digital breaks down and manipulates the data. One of the advantages of analog systems is that they do not require a filter for band-limiting. Several SoundStation models operate on an analog system with features that are specifically designed for day to day communication.

Full Duplex Operation:

The full duplex feature allows simultaneous flow of audio signals between your conferencing phone and that of the outside caller. Polycom systems carry a full duplex speakerphone, which can transmit and receive audio signals at the same time, in both directions.

Built-in Investment Protection:

One of Polycom's most innovative features/functions is their investment protection guarantee via software upgradeability. This protection allows you to upgrade your current Polycom conferencing phone functions without having to spend money on a completely new system. The software upgradeability feature automatically saves you money on future purchases, a built-in feature that will make your investment worthwhile.



The Polycom 2200-07142-001 has many exciting features for users of all types. It's one of FactoryOutletStore's best selling Polycom SoundStation VTX 1000 Conference Phones. You can extend the lifetime of your Polycom 2200-07142-001 with the purchase of a FactoryOutletStore Extended Warranty. See the Polycom 2200-07142-001 gallery images above for more product views. FactoryOutletStore stocks a full line of accessories like 2.5mm Cell Phone Cable, Carrying Case, and Corded Expansion Mic for the Polycom 2200-07142-001. The Polycom 2200-07142-001 is sold as a Brand New Unopened Item.

Agenda Item 13c

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 22, 2016

INFORMATION:

Approval of the Senior Tax Exemption that was 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. Charles Meissner Sr.

RECOMMENDED ACTION:

Move to approve the 2016 Senior Tax Exemption for Charles Meissner Sr. 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 22, 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: Charles Meissner Sr.



CITY AND BOROUGH OF WRANGELL
P.O. Box 531 Wrangell, AK 99929
907-874-2381 ~ www.wrangell.com
03-005-205

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

Wrangell Municipal Code 5.04.040

RECEIVED
MAR 08 2016
WRANGELL CITY HALL

DUE BY MARCH 1, 2016

CHARLES MEISSNER SR.		Birth date 10/17/1936	Soc Sec #
		Birth date	Soc Sec #
P.O. BOX 948 WRANGELL, AK 99929		Residential Address: 3 MILE ZIMOVIA HWY	
Phone Number:			
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 current Tax Year <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 checked="" type="checkbox"/> PREVIOUSLY SUBMITTED <input type="checkbox"/> ENCLOSED			
Type of dwelling:		Is your home on land you own?	
<input type="checkbox"/> Single family <input type="checkbox"/> Condominium <input checked="" type="checkbox"/> Mobile home <input type="checkbox"/> Duplex <input type="checkbox"/> Other _____		<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 type="checkbox"/> Yes, percentage: _____ % <input checked="" type="checkbox"/> No	
Please check <u>all</u> 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 2014 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>3/8/16</u>		Signature of Applicant: <u>CRMSR</u>	
Following for Local Assessor/Clerk Use Only			
Property Value:	Adjustments:	Total Value	
Land Value: _____	Ownership % _____ \$ _____	Adjustments (_____)	
Improvement: _____	Commercial/Rental % _____ \$ _____	Subtotal _____	
Total Value: _____	Total Adjustments _____	If subtotal exceeds \$150,000, then use \$150,000 as the exempt value.	
Approved By: _____		Total Value Exempt _____	

Date: March 8, 2016

RECEIVED
MAR 08 2016
WRANGELL CITY HALL

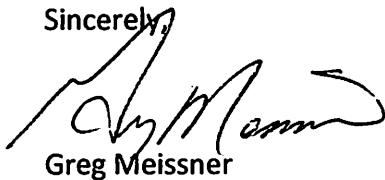
Attn: Kim Lane, Borough Clerk

Re: Senior Citizen Property Tax Exemption for Charles R. Meissner Sr.

I am writing you to ask that you accept my father's late application for property tax exemption. My father is unable to leave his home unassisted and I normally assist him when needed for these types of items. I was out of town when I became aware that his application had not been submitted and was therefore unable to submit it for him before the deadline.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Greg Meissner', with a stylized flourish at the end.

Greg Meissner

Agenda Item 13d

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY

AGENDA ITEM

March 22, 2016

INFORMATION:

Approval to cancel the May 10, 2016 Regular Assembly meeting

Information:

The City was contacted by Constable Doug Spencer for the Canadian Mounted Police, wanting to come to Wrangell on May 10th and perform a headstone dedication ceremony for a Constable who perished on the Stikine River back in 1901. Mr. Spencer will be bringing 2 small plane loads of members of the Mounted Police to perform the ceremony. The Assembly Meeting is scheduled for the same day as the ceremony. I am sure that the Mayor & Assembly might be interested in attending the ceremony. Therefore, I am requesting that the assembly meeting that is scheduled for that day, be canceled and that there be only one Regular meeting in May. If there is need for a Special meeting during the month of May, that can be arranged.

Recommended Motion:

Move to approve canceling the Regularly Scheduled Assembly meeting of May 10, 2016, and having only one Regular Assembly meeting on May 24, 2016.

Agenda Item 13e

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 22, 2016

INFORMATION:

Approval of a purchase of (4) switches for the Light Department without competitive bidding

Information:

1. Memo from Manager Jabusch
2. Quote for 1 pad mounted switch from S&C Electric Company

Recommended Motion:

Move to approve purchase of (4) 14,400 Volt, 3-Phase, 600 Amp Manual Model PMH-13 Outdoor Primary Switches from S&C Electric Company without competitive bidding as allowed under Wrangell Municipal Code 5.10.050 (B) with funds to come from the light department budget and SEAPA.

MEMORANDUM

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

**FROM: JEFF JABUSCH
BOROUGH MANAGER**

**SUBJECT: PURCHASE OF (4) SWITCHES FOR LIGHT DEPT. WITHOUT
COMPETITIVE BIDDING**

DATE: MARCH 17, 2016

History:

On the last assembly meeting of March 8th, the assembly approved the funds to match a SEAPA grant to proceed with the work needed at the substation behind the power plant. Part of the job requires us to purchase (4) new specialty PMH style pad mount switches. In trying to locate the particular switch that we would like to use, it was very limited in where we could get the switches. We also discovered that these could be ordered directly from the manufacture at the cheapest price and the shortest order time. The price is (4) @ \$16,113.00 or \$64,113.00 FOB Seattle. We pay the shipping from Seattle to Wrangell.


Our municipal code allows for purchase of items over \$25,000 if it is a sole source as described in WMC 5.10.050 (B) Supplies, materials, equipment, or contractual services which can be furnished only by a single dealer, or which have a uniform price wherever bought. Although this section does not fit the situation exactly, it is close. We could not find another manufacturer of the type of switch we wanted to us and although there are a few dealers that sell the switch they all order them from the factory that we would like to purchase from.

Attachments:

1. Quote for 1 pad mounted switch from S&C Electric Company

Recommended Motion:

Move to approve purchase of (4) 14,400 Volt, 3-Phase, 600 Amp Manual Model PMH-13 Outdoor Primary Switches from S&C Electric Company without competitive bidding as allowed under Wrangell Municipal Code 5.10.050 (B) with funds to come from the light department budget and SEAPA.

	S&C ELECTRIC COMPANY 6601 N. RIDGE BOULEVARD, CHICAGO, IL 60626-3997 www.sandc.com ALBA CARTAGENA INSIDE SALES REPRESENTATIVE EMAIL: ALBA.CARTAGENA@SANDC.COM PHONE: 888-762-1200 FAX: 773-381-4887		QUOTATION 528631			
	CONFIDENTIAL					
CUSTOMER WRANGELL MUNICIPAL POWER & LIGHT PO BOX 531 WRANGELL, AK 99929 ATTN: CLAY HAMMER			DATE 14-MAR-16 SHIP-TO TO BE ADVISED INQUIRY REFERENCE PMH-13			
WE ARE PLEASED TO SUBMIT THE FOLLOWING QUOTATION SUBJECT TO THE TERMS AND CONDITIONS AS LISTED BELOW AND STANDARD CONDITIONS OF SALE AVAILABLE UPON REQUEST.						
JOB NAME		PAYMENT TERMS	DELIVERY TERMS	DELIVERY METHOD	FREIGHT TERMS	
		SEE BELOW	PER PRICE SHEET 150		Prepaid	
ITEM	QUANTITY	CATALOG NUMBER/DESCRIPTION			UNIT PRICE US Funds Net	TOTAL
1	1	55252R4 VOLTS: 14400 AMPERES: 600 PAD-MOUNTED GEAR -- OUTDOOR PRIMARY DISTRIBUTION -- MANUAL MODEL PMH-13			\$16,113.00	\$16,113.00

PLEASE NOTE THE FOLLOWING COMMENTS AND/OR CLARIFICATIONS:

- S&C ELECTRIC DOES NOT SUPPLY TERMINATORS ON S&C MANUAL PMH PAD-MOUNTED GEAR. S&C ELECTRIC CAN SUPPLY CONNECTORS, BUT THESE ITEMS ARE TO BE PRICED AND ORDERED SEPARATELY.
- ACCEPTANCE OF ORDER IS BASED ON S&C CREDIT APPROVAL.

SHIPMENT CAN BE MADE IN APPROXIMATELY 6 TO 8 WEEKS AFTER RECEIPT OF YOUR FORMAL PURCHASE ORDER, BASED ON STANDARD LEAD TIME. ALL SHIPPING ESTIMATES ARE SUBJECT TO PRIOR SALE OF MATERIAL AND/OR MANUFACTURING CAPACITY.


TERMS AND CONDITIONS OF SALE: ANY ORDER OR ORDERS BASED ON THIS QUOTATION (1) ARE SUBJECT TO ACCEPTANCE BY S&C ELECTRIC COMPANY ONLY AT ITS GENERAL OFFICES IN CHICAGO, ILLINOIS; (2) ARE SUBJECT TO S&C ELECTRIC COMPANY'S CONDITIONS OF SALE, WHICH ARE DEFINED IN FULL UNDER GENERAL IN S&C PRICE SHEET 150; AND (3) SHOULD BE MADE OUT TO S&C ELECTRIC COMPANY IN CARE OF:

S&C ELECTRIC COMPANY
 C/O ALBA CARTAGENA
 6601 NORTH RIDGE BOULEVARD
 CHICAGO, IL 60626

THE FOLLOWING ARE EXCERPTS FROM S&C ELECTRIC PRICE SHEET 150, STANDARD CONDITIONS OF SALE, DATED SEPTEMBER 29, 2014.

TERMS OF PAYMENT: NET 30 DAYS

FREIGHT TERMS: FREIGHT ALLOWED TO WEST COAST DOCKS ONLY--COLLECT BEYOND. TERMS OF DELIVERY: F.O.B. CHICAGO: PRICES ARE F.O.B. COMMON CARRIER SHIPMENT POINT, **WITHIN THE LOWER 48 STATES**, WITH SELLER'S SELECTION OF TRANSPORTATION PREPAID TO COMMON CARRIER DELIVERY POINT NEAREST FIRST

	S&C ELECTRIC COMPANY 6601 N. RIDGE BOULEVARD, CHICAGO, IL 60626-3997 www.sandc.com ALBA CARTAGENA INSIDE SALES REPRESENTATIVE EMAIL: ALBA.CARTAGENA@SANDC.COM PHONE: 888-762-1200 FAX: 773-381-4887		QUOTATION 528631		
	CONFIDENTIAL				
CUSTOMER WRANGELL MUNICIPAL POWER & LIGHT PO BOX 531 WRANGELL, AK 99929 ATTN: CLAY HAMMER			DATE 14-MAR-16 SHIP-TO TO BE ADVISED INQUIRY REFERENCE PMH-13		
WE ARE PLEASED TO SUBMIT THE FOLLOWING QUOTATION SUBJECT TO THE TERMS AND CONDITIONS AS LISTED BELOW AND STANDARD CONDITIONS OF SALE AVAILABLE UPON REQUEST.					
JOB NAME		PAYMENT TERMS	DELIVERY TERMS	DELIVERY METHOD	FREIGHT TERMS
		SEE BELOW	PER PRICE SHEET 150		Prepaid
ITEM	QUANTITY	CATALOG NUMBER/DESCRIPTION		UNIT PRICE US Funds Net	TOTAL

DESTINATION ON ORDERS WITH NET INVOICE VALUE OF \$5,000.00 OR MORE. FOR ORDERS WITH LESS THAN \$5,000.00 NET VALUE, PRICES ARE F.O.B. COMMON CARRIER SHIPMENT POINT, FREIGHT COLLECT OR PREPAID AND ADDED TO THE INVOICE.

THIS QUOTATION IS VALID FOR 30 DAYS FROM THE ABOVE DATE.

IF THERE ARE ANY QUESTIONS, PLEASE FEEL FREE TO CONTACT ME.

SINCERELY,
ALBA CARTAGENA

CC: JOHN LUTZ

Standard Conditions of Sale: Immediate Purchasers in the United States*

GENERAL: The standard conditions of sale contained herein and the special conditions of sale set forth in the applicable product-line specification bulletins, and any supplements or modifications thereto confirmed by seller's acknowledgment, together with any written specifications or certifications signed by one of seller's authorized executives ▲ shall constitute the complete and exclusive statement of seller's conditions of sale. In no event shall transactions be subject to any affirmation of fact or promise which relates to the application, performance, or description of the goods unless such affirmation or promise is in writing and signed by one of seller's authorized executives ▲, or is confirmed by seller's acknowledgment. ANY TERMS, WHETHER IN A PURCHASE ORDER OR OTHER DOCUMENT OF THE IMMEDIATE PURCHASER, IRRESPECTIVE OF THEIR MATERIALITY, WHICH ARE EITHER DIFFERENT FROM OR ADDITIONAL TO SELLER'S CONDITIONS OF SALE AS SET FORTH ABOVE ARE OBJECTED TO AND ARE EXCLUDED UNLESS EXPRESSLY AGREED TO IN SELLER'S ACKNOWLEDGMENT. Acceptance of the goods shipped shall constitute assent to seller's conditions of sale. In special transactions involving a formal invitation to bid and a formal award by purchase contract, seller's conditions of sale apply only to the extent not inconsistent with the purchase contract.

NONASSIGNABLE SOFTWARE LICENSE: Certain software, computer programs, source code, object code, listings, and related materials, in machine-readable or printed form, including firmware and all types of media, and all updates and modifications thereto ("Software" hereafter), may be delivered by seller to immediate purchaser together with each product. Such Software is furnished to immediate purchaser or, if the product is purchased by a third party for installation in third-party equipment, the end user of the equipment, under a nonexclusive license for use solely on a single product, and may not be copied, in whole or in part, nor may it be sub-licensed. Immediate purchaser shall preserve any and all copyright notices included in the Software. Except as set forth herein, or as may be permitted in writing by seller, immediate purchaser shall not provide or otherwise make available the Software or any part of copies thereof to any third party. Title to, ownership of and all applicable rights in patents, copyrights, and trade secrets in the Software shall not transfer to immediate purchaser or end user. Immediate purchaser agrees to take appropriate action by instruction or agreement with its employees who are permitted access to the Software to fulfill its obligations hereunder.

LIMITED WARRANTY AND EXTENT OF LIABILITY:

(1) General: Seller warrants to immediate purchaser for a period of two years from the date of shipment that the equipment delivered will be of the kind and quality specified in the contract description and will be free of defects of workmanship and material. Should any failure to conform to this warranty (or to any additional warranty contained in the special conditions of sale set forth in the applicable product-line specification bulletin) appear under proper and normal use within two years after the date of shipment the seller agrees, upon prompt notification thereof and confirmation that the equipment has been stored, installed, operated, and maintained in accordance with recommendations of the seller and standard industry practice, to correct the nonconformity either by repairing any damaged or defective parts of the equipment or (at seller's option) by shipment of necessary replacement parts. The seller's warranty does not apply to any equipment that has been disassembled, repaired, or altered by anyone other than the seller. This limited warranty is granted only to the immediate purchaser or, if the equipment is purchased by a third party for installation in third-party equipment, the end user of the equipment. The seller's duty to perform under any warranty may be delayed, at the seller's sole option, until the seller has been paid in full for all goods purchased by the immediate purchaser. No such delay shall extend the warranty period.

Seller further warrants to the immediate purchaser or end user that for a period of one year from the date of shipment the Software will perform substantially in accordance with the then-current release of specifications if properly used in accordance with the procedures described in seller's instructions. Seller's liability regarding any of the Software is expressly limited to exercising its reasonable efforts in supplying or replacing any media found to be physically defective or in correcting defects in the Software during the warranty period. Seller does not warrant the use of the Software will be uninterrupted or error-free.

(2) Limitation: The warranty and/or obligations described in the foregoing paragraph, including any additional warranty contained in the special conditions of sale, are exclusive; and the remedies provided hereinabove for breach of these warranties shall constitute immediate purchaser's or end user's exclusive remedy and a fulfillment of all seller's liability. In no event shall seller's liability to immediate purchaser or end user exceed the price of the specific product which gives rise to immediate purchaser's or end user's claim. The seller's warranties do not apply to major components not of S&C manufacture, such as: surge arresters, current-limiting fuses, instrument transformers, relays and meters, low-voltage circuit breakers, remote terminal units, and terminators. However, seller will assign to immediate purchaser or end user all manufacturers' warranties that apply to such major components. All other warranties whether express or implied or arising by operation of law, course of dealing, usage of trade or otherwise, are excluded. The only warranties are those stated herein, and THERE ARE NO EXPRESS OR IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. ANY EXPRESS WARRANTY OR OTHER OBLIGATION PROVIDED HEREIN IS GRANTED ONLY TO THE IMMEDIATE PURCHASER AND END USER, AS DEFINED HEREIN. OTHER THAN AN END USER, NO REMOTE PURCHASER MAY RELY ON ANY AFFIRMATION OF FACT OR PROMISE THAT RELATES TO THE GOODS DESCRIBED HEREIN, ANY DESCRIPTION THAT RELATES TO THE GOODS, OR ANY REMEDIAL PROMISE INCLUDED IN THESE STANDARD CONDITIONS OF SALE. The seller shall not be liable, in contract, tort, or otherwise (including for negligence, breach of warranty, indemnity, and strict liability) for any penalty or for any special, consequential, indirect, or incidental damages, whether for personal injury or property damage, including specifically but without limitation, loss of profits or revenue, loss of other equipment, loss of full or partial use of any equipment or facility, down-time costs, business interruption, any claim arising out of loss of electrical power, cost of capital, loss of goodwill, claims of third parties, costs associated with the removal of equipment from service or reinstallation or disassembly or reassembly, or similar damages, arising out of or resulting from this order or transaction.

NUCLEAR: For applications in a nuclear facility, the immediate purchaser and/or end user shall have complete insurance protection against liability and property damage resulting from a nuclear incident and shall indemnify Seller, its subcontractors, suppliers, and vendors against all claims resulting from a nuclear incident

EXPORT COMPLIANCE:

Seller is required to comply with applicable export laws and regulations of the U.S. For any sale made under this contract, purchaser shall not export, re-export, distribute, download, or supply any product, component, part, and/or Software other than to the ultimate country of destination specified in this contract, without obtaining prior, written authorization from seller and the applicable U.S. Government agency. Seller reserves the right to suspend or cancel delivery of products, components, parts, and/or Software to purchaser or cancel this contract in its entirety, without liability to seller, if seller has a good faith basis for believing purchaser has violated or intends to violate this paragraph.

COMPLIANCE WITH ANTI-BRIBERY LAWS:

The U.S. Foreign Corrupt Practices Act ("FCPA") and laws in other countries strictly prohibit the payment of bribes, kickbacks, or similar payments to influence business. Purchaser agrees not to take any action whatsoever to wrongfully influence any decisions in its or the seller's favor relating to goods sold hereunder, either directly or indirectly.

TERMS OF DELIVERY:

(1) Risk of Loss. Unless otherwise agreed, for all shipments, risk of loss of the products or any part thereof shall pass to the immediate purchaser upon delivery to the common carrier, but seller will assist immediate purchaser in submitting claims for loss or damage.

(2) Allowance for Freight.

(a) Deliveries within the United States except Alaska and Hawaii (The Lower 48). For orders with net value of \$5000.00 or more, prices include freight by seller's selection of transportation, to common carrier delivery point nearest first destination. For orders with net value less than \$5000.00, freight is collect, or prepaid and added to the invoice.

(b) Alaska and Hawaii. For orders with net value of \$5000.00 or more, prices include freight by seller's selection of transportation, to common carrier delivery point nearest first destination within The Lower 48. For orders with net value less than \$5000.00, freight is collect, or prepaid and added to the invoice.

(3) Fuel Surcharge. For orders with seller's selection of transportation prepaid to common carrier delivery point nearest first destination, a fuel surcharge will be added to the invoice if specified in the quotation. This fuel surcharge will be calculated at the time of shipment, and will be equal to 0.00875% of the net value of the order for every \$0.05 increase in fuel price above a base fuel price of \$1.20 per gallon. The fuel price at the time of shipment will be determined from the National Average Diesel Fuel Price Index provided by the United States Department of Energy.

(4) Method of Transportation and Routing. The seller will determine the method of transportation and the routing of the shipment. Where the immediate purchaser requires shipment by a method of transportation or routing other than that of the seller's selection, any additional transportation and/or packing expense is to be borne by the immediate purchaser.

(5) Export Packing. Where "export packing" is required an extra charge will be made not to exceed 5% of the net selling price.

(6) Unloading of Shipments. Provision of suitable facilities and personnel at delivery point for unloading of shipments is to be the responsibility of the immediate purchaser.

* Includes exporters located in the United States.

▲ Authorized executives are the chairman of the board, president, vice president of any rank, or any other executive expressly designated by S&C.

TERMS OF PAYMENT: Net 30 days. The goods shall remain personal property and seller retains a security interest therein until fully paid.

If, in the judgment of seller, the credit status of immediate purchaser, at any time, does not justify the continuation of production or shipment of goods ordered on the

terms of payment agreed upon, seller, in its sole discretion, may require revision of payment terms to its satisfaction or shall be entitled to cancel or defer any orders or items or quantities thereon then outstanding, without obligation by either immediate purchaser or seller with respect to unshipped goods.

If any payment is not made in full when due, seller is entitled to recover possession of the goods shipped, and if they are in immediate purchaser's possession or control the immediate purchaser shall assemble them at a place to be designated by seller. Repossession by seller shall not exclude or modify any remedy provided by law. Also, if payment is not made in full when due, seller may require, with respect to any orders or items or quantities thereon then outstanding, full or partial payment in advance or shall be entitled to cancel or defer any of such orders or items or quantities thereon and shall be entitled to payment by immediate purchaser for all damages.

In the event any proceeding is brought by or against immediate purchaser under any bankruptcy or insolvency laws, seller shall be entitled to cancel any orders or items or quantities thereon outstanding as of the date of such bankruptcy or insolvency.

HANDLING CHARGES FOR IMMEDIATE SHIPMENTS: When immediate shipment of products, components, and/or parts is required, premium freight methods will be employed to minimize transportation time. Due to the extra attention required by such orders, a handling charge of \$100.00 will apply, in addition to the extra charges for premium freight.

PRICE ADJUSTMENTS: Prices stated on seller's acknowledgment for orders, or items or quantities thereon, for which the earlier of the actual or scheduled date of shipment (the "Controlling Date") is within 360 days from date of order, are not subject to upward or downward adjustment unless specified in the quotation. Prices for orders, or items or quantities thereon, for which the Controlling Date is beyond 360 days after date of order, may be increased at time of shipment by percentages which will not cumulatively exceed 1% for each full 30-day period or fraction thereof by which the Controlling Date is beyond 360 days after date of order.

QUOTATIONS: Any price, quantity, or condition of sale stated in any quotation is effective for 30 days from date of quotation unless changed by notice. No quotation shall have any force or effect after 30 days from date of quotation unless effective period of such quotation is expressly extended in writing by seller.

All orders, whether or not based upon specific quotations, are subject to acceptance by the seller only at its general offices in Chicago, Illinois.

Subsequent to the issuance of quotations, seller may, without notice, make design changes for product modernization or improvement. Catalog numbers may be supplemented with the letter "R" followed by a digit identifying the latest design revision.

If specified in the quotation, a materials surcharge may be applied to the net selling prices of products at the time of shipment, depending on the cost levels of purchased parts and materials in the preceding month.

TAXES: Where the seller is required to pay or collect sales, use, or other taxes, the amount will be added to the invoice as a separate item.

LOSS, DAMAGE, OR DELAY: Shipping dates are approximate and are based upon prompt receipt of all necessary information. Seller is not liable for loss, damage, detention, or delay due to causes beyond its reasonable control such as, but not limited to: acts of God, acts of the immediate purchaser, acts of civil or military authority, priorities, fires, strikes, labor issues or difficulties, floods, earthquake, weather, epidemics, quarantine restrictions, war, riot, delays in transportation, government restrictions or embargoes, or difficulties in obtaining necessary labor, materials, and manufacturing facilities from usual sources due to such causes.

INTELLECTUAL PROPERTY: The seller shall defend any suit or proceeding brought against the immediate purchaser so far as based on a claim that any product, or any part thereof, sold hereunder constitutes an infringement or misappropriation of intellectual property rights of others if notified promptly in writing and given authority, information, and assistance (at seller's expense) for the defense of same, and the seller shall pay all damages and costs awarded therein against the immediate purchaser, provided that this agreement shall not extend to any infringement based upon the manufacture, use, or sale of said product or any part or parts thereof, in combination with apparatus or things not furnished by the seller. In case the product, or any part thereof, furnished hereunder is in such suit held to constitute infringement and its use enjoined, the seller shall, at its own expense and at its option, either (1) procure for the immediate purchaser the right to continue using said product or part thereof; or (2) replace the same with a noninfringing product; or (3) modify it so that it becomes noninfringing; or (4) remove said product and refund the purchase price and the transportation and installation costs thereof. The foregoing states the entire liability of the seller with respect to infringement by said product or any part thereof.

The preceding paragraph shall not apply to any equipment or product, or any part thereof, manufactured to immediate purchaser's design. As to such equipment or product, or any part thereof, the seller assumes no liability whatsoever for infringement or misappropriation.

CLERICAL ERRORS: Seller reserves the right to correct clerical errors or omissions in quotations, acknowledgments, invoices, or other documents.

MODIFICATION, CANCELLATION, OR DEFERMENT BY IMMEDIATE PURCHASER: Orders or purchase contracts may be modified or cancelled, and scheduled shipments may be deferred, only upon immediate purchaser's prior written notice and upon confirmation by seller's revised acknowledgement and upon terms, satisfactory to seller, which compensate seller for all damages suffered by reason of such modification, cancellation, or deferment. Any modification, cancellation, or deferment hereunder shall become effective no earlier than the date set forth in the seller's revised acknowledgment.

Additional catalog number items may be added to, and/or quantities of specified catalog numbers adjusted on, unshipped orders up to 10 business days from the order or purchase contract date. Shipment schedules for additional items are dependent upon product availability; these items may not ship with the items originally specified on the order or purchase contract.

SELLER'S REMEDIES: The rights of seller specified herein are cumulative and in addition to the rights available to seller at law or in equity. No delay or failure by seller to exercise any right or remedy shall impair any of such rights or remedies or be construed to be a waiver of any breach or acquiescence therein. Any single or partial exercise of any right or remedy shall not preclude other or further exercise thereof or the exercise of any other right or remedy.

EEO COMPLIANCE: Seller shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

ILLINOIS LAW GOVERNS: The laws of Illinois shall govern the interpretation and effect of all contracts and the rights and remedies of the parties.

POLICIES RELATING TO SALES

CHANGES TO PRICES AND CONDITIONS OF SALE: Prices and conditions of sale are subject to change without notice.

WITNESS OF TEST: Normal production procedures do not provide opportunity for immediate purchaser to witness routine factory tests on their apparatus. Witness of such tests by the immediate purchaser requires special processing of the order and usually entails delays in production and additional charges, information on which can be furnished on request.

RETURNS: Products may not be returned by immediate purchaser without first securing authorization and a return goods authorization number. Where seller authorizes immediate purchaser to return unused, recently received products, charges will be made to cover outgoing transportation paid by the seller plus cost of restocking, repackaging, reinspection, repair, or disassembly as applicable. Only products manufactured within the past two years and still of current design will be eligible for return. In general, charges, over and above the transportation, will be based on the following schedule:

- (1) 25% of the net selling price for standard catalog products regularly carried in seller's active warehouse stock and returnable directly to stock without reinspection, repackaging, repair, or modification;
- (2) 35% of the net selling price for standard catalog products not regularly carried in seller's active warehouse stock, but which are sufficiently active to warrant being placed in stock and which can be returned directly to stock without reinspection, repackaging, repair, or modification;
- (3) 50% of the net selling price for standard catalog products not sufficiently active to warrant being placed in stock and which therefore must be unpacked and disassembled;
- (4) 60% or more of the net selling price for products of a custom nature which must be unpacked and disassembled and from which only certain parts and subassemblies are salvageable.

Authorized returns, with the return goods authorization number identified on the material to be returned, should be shipped, freight prepaid and at immediate purchaser's risk, to the address below unless otherwise instructed:

S&C Electric Company
Repair Center
1800 Devon Avenue
Chicago, Illinois 60660-1010

Agenda Item 13f

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY

AGENDA ITEM

March 22, 2016

INFORMATION:

Consideration to reduce the number of members on the Wrangell Medical Center Board from nine (9) to seven (7), and to restructure the terms, based on the recommendation of the Wrangell Medical Center Board

Information:

1. Memo from WMC, CEO Robert Rang
2. WMC 3.32.007 and additional information from Clerk Lane

Recommended Motion:

Move to authorize the Borough Clerk to contact the Borough Attorney to collectively draft an Ordinance that the Assembly will consider at an upcoming meeting, that reduces the membership of the Wrangell Medical Center Board from nine (9) to seven (7), and to restructure the staggered terms to reduce the terms expiring October 2016 from three (3) to one (1).

13f-1

Mission:

To enhance the quality of
life for all we serve

Vision:

Honor our heritage and be
the pride of the community

Values:

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

March 16, 2016

City and Borough of Wrangell
Mayor Jack and Borough Assembly
PO Box 531
Wrangell, AK 99929

Dear Mayor Jack and Borough Assembly,

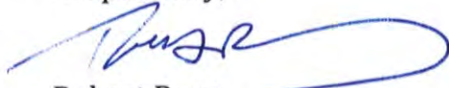
The Wrangell Medical Center Board, at their March regular meeting, voted unanimously to approve a recommendation to the Assembly that the number of Wrangell Medical Center Board members be reduced from nine to seven.

This recommendation comes from a desire to assure the highest quality of members as well as the practical need to be able to fill a quorum for each meeting. The board has had an open seat for more than a quarter of their meetings this year and, as members are unable to make meetings due to travel, etc..., it becomes more difficult to reach a quorum.

In addition to the reduction in the number of members, it would also be important to look at restructuring the terms of service. With three seats up for election this year, 2016 provides a once in 4 year opportunity to reduce the number of board members without shortening an already filled term. By reducing the number of elected seats in 2016, there will still be one seat left to fill through the October election, bringing the terms of service to: 1 term to serve through 2020, two serving through 2019, two through 2018 and two through 2017 for a total of 7 terms which are renewed every four years.

The board and I appreciate your consideration of this request.

Respectfully,



Robert Rang
CEO, Wrangell Medical Center

*Caring for
Southeast*

WMC 3.32.007 Membership-Appointment-Terms.

The Wrangell Medical Center and Long-Term Care Facility board shall consist of nine members. No member of the board shall be an employee of the Wrangell Medical Center and Long-Term Care Facility, a tenant of that facility, a contractor that provides medical or health care services to that facility, or an employee of any such tenant or contractor. Members shall be elected by the voters to serve four-year terms. The term of each board member shall continue until his or her successor is elected and has qualified by taking the oath of office.

Terms are four (4) year terms and are staggered as follows:

3 with terms expiring October 2016

2 with terms expiring October 2017

2 with terms expiring October 2018

2 with terms expiring October 2019

From Clerk Lane:

If the Assembly chooses to move forward with an Ordinance to reduce the number of WMC Board Members from nine (9) to seven (7), it would be my recommendation to reduce the terms expiring October 2016 from three to one. This would be the absolute cleanest way to make this transition.

Also, there are two of the 2018 seats that would be up for election for the unexpired terms (two year terms) at the upcoming October 4th election. That would give one person the opportunity to serve a four year term on the board and two people the opportunity to serve on the board for a two year unexpired term (ending October 2018).

Agenda Item 14

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
AGENDA ITEM
March 22, 2016**

INFORMATION:

ATTORNEY'S FILE – Summary report was provided to Assembly

Agenda Item 15

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
AGENDA ITEM
March 22, 2016**

Executive Session – None.