

**Minutes of Regular Assembly Meeting
Held on July 26, 2016**

Mayor David L. Jack called the Regular Assembly meeting to order at 7:00 p.m., July 26, 2016, in the Borough Assembly Chambers. Assembly Members Mitchell, Prysunka, Rooney, Powell, and Blake were present. Assembly Member Decker was absent. Borough Manager Jeff Jabusch and Borough Clerk Kim Lane were also in attendance.

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

The Invocation was given by Don McConachie.

AMENDMENTS TO THE AGENDA

There were no amendments to the agenda.

CONFLICT OF INTEREST

There were no Conflicts of Interest.

CONSENT AGENDA

M/S: Blake/Prysunka, to approve Consent Agenda Items marked with an () asterisk; Item 6a, 7a, 7b, 7c, and 13g. Motion approved unanimously by polled vote.*

APPROVAL OF MINUTES

The minutes of the Special Assembly meeting held June 27, 2016; the Board of Equalization meeting; the Public Hearing and Regular Assembly meetings held June 28, 2016; the Special Assembly meeting held July 15, 2016; the Special Assembly meeting held July 19, 2016; and the Emergency Assembly meeting held July 19, 2016, were approved as presented.

COMMUNICATIONS

- a. Gaming Permit Application for Team Wrangell (AAU Basketball Girls)
- b. School Board minutes from May 16, 2016
- c. Minutes of the Wrangell Medical Centers meeting held June 15, 2016

*13g Final Plat approval for the Torgramsen-Glasner plat

BOROUGH MANAGER'S REPORT

Manager Jabusch's report was provided and provided an extensive report on the ongoing water crisis.

BOROUGH CLERK'S FILE

Clerk Lane's report was provided.

MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS

10a Reports by Assembly Members

Rooney- Reported on the Wrangell Medical Center Board Meeting; they are in the process of trying to acquire a USDA Housing grant that would place modular units on the Hospital

property for teachers & health care staff; three nurses will be coming online at the WMC; in the process of credentialing for an ortho surgeon who is based out of Ketchikan.

Powell- Stated that he was going to meet with Patrick and Herb Schroeder in Anchorage to attend an actual ANSEP class in session.

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

There were no persons to be heard.

UNFINISHED BUSINESS

12a PROPOSED ORDINANCE No. 919: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROPOSING AN AMENDMENT TO THE HOME RULE CHARTER, REPEALING SECTION 3-10, NOLAN MUSEUM AND CIVIC CENTER (*second reading*)

M/S: Prysunka/Mitchell to adopt Ordinance No. 918.

In response to Assembly Member Rooney, Clerk Lane stated that if this was adopted, the explanation that was provided in the ordinance would also be on the ballot.

Motion approved unanimously by polled vote.

NEW BUSINESS

13a PROPOSED ORDINANCE No. 920: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 18.04.080, SECTION 107.2 AMENDED – PERMIT FEES, OF THE WRANGELL MUNICIPAL CODE RELATING TO BUILDING PERMIT FEES (*first reading*)

M/S: Rooney/Blake, to approve first reading of Ordinance No. 920, and move to a second with a Public Hearing to be held on August 23, 2016. Motion approved unanimously by polled vote.

13b PROPOSED ORDINANCE No. 921: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 5.08.060, TAX-FREE DAYS, OF THE WRANGELL MUNICIPAL CODE, TO PROVIDE THAT THE ASSEMBLY MAY APPROVE ONE SALES TAX-FREE DAY EACH FISCAL YEAR (*first reading*)

M/S: Blake/Powell, to approve first reading of Ordinance No. 921, and move to a second with a Public Hearing to be held on August 23, 2016.

In response to Assembly Member Powell, Manager Jabusch stated that the Chamber would have the option to approve the one and only tax free day for the FY 2016-17; if they chose to have one in October, they wouldn't be able to have one in the Spring.

Motion approved unanimously by polled vote.

13c PROPOSED ORDINANCE No. 922: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS OF CHAPTER 15.16, CEMETERY, OF THE WRANGELL MUNICIPAL CODE, RELATING TO CEMETERY FEES (*first reading*)

M/S: Prysunka/Powell, to approve first reading of Ordinance No. 922, and move to a second with a Public Hearing to be held on August 23, 2016.

Manager Jabusch stated that these rates have been in effect for a very long time. He also said that another reason for the increase is because we are going to have to start looking at a new cemetery site; we are running out of space in the Sunset Gardens cemetery.

Motion approved unanimously by polled vote.

13d Review of the Local Contractor's List

Manager Jabusch stated that one of the issues with the contractor's list is that in order for the contractor's to be placed on the list, they must name the City as an additional insured on their policy; costs \$100 a year; doesn't make sense for those contractors who may not be called to do a job in that year.

Amber Al-Haddad, Public Works Director stated that she would like to allow for everyone to be able to submit proposals or quotes for a job when it comes up, even if they are not on the list; promotes competitive bidding.

Clerk Lane stated that although in the beginning, she was not in favor of allowing all to provide proposals or quotes, she was in favor of it now; they would have to sign an agreement if they were to be selected.

Clerk Lane also stated that if you don't require smaller contractors to name the City as additional insured on their policy, you would probably have to allow that for all contractors.

Mayor Jack stated that the whole purpose for this contractor's list was for small jobs; not for major jobs.

Assembly Member Powell stated that he didn't believe that certain businesses in town should be considered a contractor; they should really be classified as a specialty contractor; maybe they shouldn't be required to be on the list.

Assembly Member Rooney stated that this list should perhaps be maintained in the office of Public Works; that if the new Public Works Administrative Assistant was approved later in the agenda, that person could take it on.

Clerk Lane said that maybe after that person came online and became familiar with their job, the Assembly could possibly look at transferring it to that position.

Manager Jabusch said that he would work on some updates to the list and bring it back at a future meeting for the Assembly to approve.

Regular Meeting recessed at 8:01 p.m.

Regular Meeting reconvened at 8:10 p.m.

13e Approval to form a Special ANSEP Committee

M/S: Blake/Powell, to approve the formation of a Special ANSEP Committee of at least three and up to eight, consisting of the Borough Manager, the School Superintendent, a member of the Wrangell Cooperative Association and the option to include one member from each of the following: Borough Assembly, Borough Staff, a member of the Business Community or the Wrangell Chamber of Commerce, a member of the School Board and/or School Staff to meet at least quarterly to track progress, and address concerns and questions on the ANSEP style residential high school in Wrangell.

Mayor Jack stated that Assembly Member Powell could represent the Borough Assembly on the committee.

Assembly Member Prysunka stated that he would like to see the committee meet more than just quarterly since their seemed to be quite a bit of assumptions in the community that the City was moving forward with this project.

Motion approved unanimously by polled vote.

13f Approval of a Bid received for the Asphalt Paving Project

M/S: Powell/Prysunka, to approve a contract to Colaska Inc (dba Secon) for the Asphalt Road Paving project in the amount of \$189,747.00 which will come from the budgeted line item (Street Paving) in the Sales Tax Street Fund. Motion approved unanimously by polled vote.

In response to Assembly Member Blake, Ms. Al-Haddad explained that the plan being proposed was to address the roads that needed the most attention now.

Motion approved unanimously by polled vote.

13g Final Plat approval of the Torgramsen-Glasner Subdivision plat

Approved under the Consent Agenda.

13h Discussion and possible action regarding a new Water Treatment Facility (*Added at the request of Mayor Jack from the Emergency Assembly Meeting held July 19, 2016*)

Mayor Jack stated that he wanted this item added to the Agenda because we need to come up with a solution to this ongoing problem.

Ms. Al-Haddad provided an extensive report and update on what they were doing to come up with short term and long term options for the water treatment plant facility. She stated that the options that they were looking at were:

- Temporary treatment plant – filtration only or entire plant; planning and engineering; would require DEC approval; mechanical work to make it compatible with our current system would be required; could take up to a year; would require a sizable plant in order to address all of our treatment needs.
- The roughing filters – pre-filters that are supposed to trap sediment before it sends water to the next process; it's not trapping the sediment and allowing the pre-filtered water to continue to the next process so that water (not treated) continues to flow; modification would hopefully trap the sediment allowing pre-treated water to flow to the next process; parts are on the barge; moving forward with this modification; hopefully we would gain 10% to 20% filtration; would need DEC's approval.
- Replacing the sand – this is the original sand; 2008 quote to replace the sand was over \$600,000; does not include the labor to extract the sand; would have to hire someone to do this since our guys are not trained to do this; sand comes dry and has to be introduced into the system by someone who is properly trained in a full hazmat suit.
- Adding an additional storage container to reserve water; would cost a quarter million dollars for this; we lose about 150 thousand gallons of pre-water when the filters are cleaned; exploring various options to figure out how to save that pre-treated water.
- Cartridge filtration system – CRW who is working on the current Pilot Study said that a cartridge filtration system would take the place of the roughing filter system; could improve quality of water now; could help in the short-term but would not assist in the flow or quality of the pre-treated water; not a good option as the only thing that we could do for a long-range option; could cost excess of \$150,000; would like to hold off on this until the modification to the roughing filter was online and being tracked to see if it was sufficient in assisting us with the problem; would have time to implement this modification before the next season if need be.
- Long term plant – New Daft treatment plant; CRW is adding a scope of work to add to the current study; USDA would require that report in order to apply for a USDA water/wastewater program for a loan or grant; would have to apply to find out which one; USDA discussions have started; looking for funding; could make the plant as large as we need it to be; can be added on to; may have to schedule a special meeting for approval of an amendment to the existing CRW Contract; looking at submitting an application to USDA before the end of this year or the beginning of next year.

Ms. Al-Haddad thanked Trident and Sealevel for doing what they can to help the situation and to Trident for stepping up and helping to procure the materials to begin the roughing filter modification.

Assembly Member Blake asked if they were looking at setting up a bypass to the upper reservoir so that the cleaning on the lower reservoir could begin; improving the quality of water that is going into the plant would assist in the filtration process.

Ms. Al-Haddad stated that they are looking at getting an RFP out before the end of the year.

Mayor Jack stated that if need be, we would keep this item on the Agenda until the problem was solved.

Manager Jabusch and Ms. Al-Haddad stated that they could provide a report for each of the Assembly Meetings.

13i Approval of Easement for Lot 14, Block 13, Campbell Resubdivision and Approval to file Disclaimer of Interest in Quiet Title Action

M/S: Powell/Blake, to approve filing an Easement Lot 14, Block 13, Campbell Resubdivision, owned by Walter L. Moorhead, and to authorize the Borough Attorney to file a Disclaimer of Interest on said property. Motion approved unanimously by polled vote.

13j PROPOSED RESOLUTION No. 07-16-1346: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR NEW JOB DESCRIPTION FOR THE NEW POSITION OF A PUBLIC WORKS ADMINISTRATIVE ASSISTANT

M/S: Prysunka/Mitchell, to adopt Resolution No. 07-16-1346 for a new position of Public Works Administrative Assistant.

Assembly Member Blake questioned the creation of a new position, considering all of the cuts that the City has had to do for this fiscal year.

Manager Jabusch stated that there had been a full time Projects Manager that handled the projects and other duties and that that position had gone away since there were really no large projects to oversee. This position would only be 20 hours a week (part time) and would work as the assistant for the Public Works director.

Assembly Member Rooney asked if this position might be able to take over the Contractor's List.

Clerk Lane stated that it might be a better place to have the list maintained however, we might want to wait until the person came online and was able to get familiar with what they would be doing first.

Motion approved unanimously by polled vote.

13k PROPOSED RESOLUTION No. 07-16-1347: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, FORMALLY SUBMITTING A MUNICIPAL HARBOR FACILITY GRANT APPLICATION TO THE STATE OF ALASKA, DEPARTMENT OF

TRANSPORTATION AND PUBLIC FACILITIES (DOT&PF) IN THE AMOUNT OF \$5 MILLION DOLLARS FOR THE SHOEMAKER BAY HARBOR PROJECT

M/S: Rooney/Mitchell, to adopt Resolution No. 07-16-1347. Motion approved unanimously by polled vote.

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

EXECUTIVE SESSION

15a Options for disposing of the Belt Freezer Facility

M/S: Prysunka/Decker, to move, pursuant to AS 44.62.310 (c), (1), that we recess into executive session to discuss matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the Borough, specifically the options for disposing of the Belt Freezer facility. Motion approved unanimously by polled vote.


The Assembly invited Manager Jabusch into the Executive Session.

Assembly Meeting recessed into executive session at 9:10 p.m.

Assembly Meeting reconvened back into regular session at 9:29 p.m.

Regular Assembly Meeting adjourned at 9:29 p.m.

ATTEST:


Kim Lane, MMC, Borough Clerk


David L. Jack, Mayor

