

**Minutes of Regular Assembly Meeting
Held on October 11, 2016**

Mayor David L. Jack called the Regular Assembly meeting to order at 7:00 p.m., October 11, 2016, in the Borough Assembly Chambers. Assembly Members Mitchell, Gilbert and Decker were present. Assembly Members Powell, Rooney and Prysunka were absent. Borough Manager Jeff Jabusch and Borough Clerk Kim Lane were also in attendance.

The Pledge of Allegiance was led by Assembly Member Mark Mitchell.

The Invocation was given by Nettie Covalt from the Presbyterian Church.

AMENDMENTS TO THE AGENDA – None

CONFLICT OF INTEREST – None

CONSENT AGENDA

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

APPROVAL OF MINUTES

The minutes Public Hearing and the Regular Assembly meetings held September 27, 2016, were approved as presented.

COMMUNICATIONS

- a. Minutes of the Regular Wrangell Medical Center meeting held August 17, 2016
- b. Minutes of the Regular School Board meeting held August 11, 2016

BOROUGH MANAGER'S REPORT

Manager Jabusch's report was provided.

BOROUGH CLERK'S FILE

Clerk Lane's report was provided.

MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS

10a Reports by Assembly Members

Assembly Member ^{Decker} stated that there would be a debate in town for District 36 candidates here at City Hall on the 26th of October.

Assembly Member Gilbert thanked the Election Workers and the Canvass Board for their hard work.

10b City Boards and Committees Appointments

Mayor Jack appointed Terri Henson and Apryl Hutchinson to fill the vacancies on the Planning & Zoning Commission with the terms ending October 2019. As there were vacancies other various boards and committees, Mayor Jack directed the Borough Clerk to advertise. There were no objections from the Assembly.

10c Prior Vacant City Boards and Committee Appointments

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

10d Nomination of Vice-Mayor

M/S: Decker/Mitchell, to nominate David Powell for Vice-Mayor. Motion approved unanimously by polled vote.

PERSONS TO BE HEARD

Bill Goodale, P.O. Box 662 (Stikine Inn), updated the Assembly on the potential purchase of the property in front of the Stikine Inn; received the preliminary drawings and moving forward; would be coming to the City with a lower offer for the property; has an architect on board to complete conceptual design for the future building that will offer retail space and 30 new hotel rooms; has purchased materials to fix up the visitors shed next to the Stikine Inn; will be waiting to complete the improvements until the sale is finalized; corps permit or not, he still would want the property.

UNFINISHED BUSINESS

12a PROPOSED 926: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS OF TITLE 20, ZONING, OF THE WRANGELL MUNICIPAL CODE, TO ADD LICENSED MARIJUANA ESTABLISHMENT FACILITIES AS CONDITIONAL USES IN CERTAIN SPECIFIED ZONING DISTRICTS, AND TO UPDATE THE TEMPORARY AND SPECIAL ZONING ACTS TABLE (*second reading*)

M/S: Gilbert/Mitchell, to adopt Ordinance No. 926.

Assembly Member Mitchell stated that he was deeply concerned with the youth getting their hands on marijuana; need to proceed in the most responsible manner.

Carol Rushmore, Economic Development Director, summarized what the Ordinance states; allowing for all four types of marijuana licensing with conditional use permit required in all districts.

Motion approved unanimously by polled vote.

NEW BUSINESS

13a PROPOSED ORDINANCE No. 927: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE MINOR OFFENSE FINE SCHEDULE IN CHAPTER 1.20, GENERAL PENALTY, OF THE WRANGELL MUNICIPAL CODE (*first reading*)

M/S: Gilbert/Decker, to approve first reading of Ordinance No. 927 and move to a Second with a Public Hearing to be held on November 8, 2016 with the addition of the phrase: by any person under the age of 21 in the schedule of offenses and fines for section 10.44.010 and the addition of the phrase: by any person under the age of 19 in the schedule of offenses and fines for section 10.48.010. Motion approved unanimously by polled vote.

13b Approval of a Change Order to Colaska Inc., dba Seacon for the Asphalt Road Paving project

M/S: Decker/Gilbert, to approve Change Order #1 to Colaska Inc. (dba Secon) for the Asphalt Road Paving project in the amount of \$33,587.30 which will be funded in part by reimbursement by Alaska Housing Finance Corporation, and Wrangell's Water, Sewer and Sales Tax Street funds.

Manager Jabusch explained that there were three small items that needed to be done for the City that amounted to about \$5,000; the remaining amount was for work that Alaska Housing asked to have done while Seacon was up there doing the work for us. Jabusch further explained that Alaska Housing would be billed for that work and would not be an expense that the City would incur.

Motion approved unanimously by polled vote.

13c Approval of a Sole Source Procurement to Alaska Pump & Supply, Inc

M/S: Mitchell/Gilbert, to approve a sole-source procurement expenditure to Alaska Pump & Supply, Inc. for two pumps in the total amount of \$33,737.00, to be paid from the Sewer Department's FY17 capital projects fund.

Manager Jabusch explained that there was only one dealer in the state that could supply these pumps.

In response to Assembly Member Gilbert, ***Amber Al-Haddad, Public Works Director*** stated that most of the sewer pumps have a spare pump. Al-Haddad also stated that you cannot interchange the pumps to use on the other sewer pumps.

Motion approved unanimously by polled vote.

13d Acceptance of resignation of the Borough Manager

M/S: Mitchell/Gilbert, to regretfully accept the resignation of the Borough Manager with the retirement date set at March 31, 2017. Motion approved unanimously by polled vote.

13e Process for replacing the Borough Manager

M/S: Gilbert/Decker, to have the Borough Clerk advertise in all of the applicable places and to select a Special Hiring Committee for a New Borough Manager to consist of 3 (three) members of the Borough Assembly, the current Borough Manager, and the Borough Clerk.

Manager Jabusch stated that his preference would be to select a Special Hiring Committee instead of hiring a firm to search for a new manager.

Assembly Member Decker stated that she would like to see the interviews conducted by Skype.

Manager Jabusch also stated that once the Special Hiring Committee sifted through the resumes, the Assembly as a whole could gather and conduct the actual interviews and final selection.

Motion approved unanimously by polled vote.

Mayor Jack appointed himself and Assembly Members Decker and Mitchell to the Special Hiring Committee along with the current Borough Manager and the Borough Clerk.

13f Approval to cancel the Regular Borough Assembly Meeting of October 25, 2016

M/S: Decker/Mitchell, to cancel the Regular Borough Assembly Meeting scheduled for October 25, 2016 and to have only one Regular meeting on October 11, 2016.

Mayor Jack stated that this request was being made because there would be no quorum for the October 25, 2016 meeting.

Motion approved unanimously by polled vote.

13g Approval to reschedule the Regular Assembly Meeting of November 22, 2016 to Tuesday, November 29, 2016

M/S: Mitchell/Decker, to reschedule the Regular Borough Assembly Meeting scheduled for November 22, 2016 to Tuesday, November 29, 2016.

Mayor Jack explained that the request to reschedule this meeting was due to a lack of a quorum for that meeting.

Motion approved unanimously by polled vote.

13h Approval to write off uncollectible accounts and to send them to collections

M/S: Gilbert/Mitchell, to approve the write-off lists and to authorize the Finance Department to send them to Collections.

Manager Jabusch stated that these uncollectable accounts go all the way back to 2011; the amount represents about 6 tenths of 1 percent; looking at using a different collection agency so that we might have greater success.

Assembly Member Mitchell expressed his concern that the Power & Light accounts accounted for the bulk of the uncollected accounts; questioned if we normally allow them to get that far behind.

Manager Jabusch explained that the Finance Department has instituted a process of sending out a pink bill if the customer's bill is not paid by the 20th; if that bill is still not paid by the following billing deadline (20th), they will be due for disconnect. Jabusch also explained that if

it's freezing outside, we cannot disconnect. Jabusch said that we would be keeping up on this process and doing this annually.

In response to Assembly Member Gilbert, Jabusch stated that the deposit was \$100 for electric and \$25 for water.

Motion approved unanimously by polled vote.

13i Approval of an Assignment of Lease from Josh Young, dba J & R Fiberglass Repair, to Christensen Trades & Tangibles LLC, dba CTT Marine for Boat Yard Lot 6 in the Marine Service Center

M/S: Decker/Gilbert, to approve a Consent to Assignment from Josh Young, dba J & R Fiberglass Repair, to Christensen Trades & Tangibles LLC dba CTT Marine for the Wrangell Marine Service Center Facility Lease Agreement, Boat Yard Lot 6, 60 feet x 60 feet (3600 square feet). Motion approved unanimously by polled vote.

ATTORNEY'S FILE – None

EXECUTIVE SESSION

- a. **Executive Session:** To discuss the ongoing union negotiations with the borough attorney

M/S: Decker/Gilbert, pursuant to AS 44.62.310 (c), (1), to recess into executive session with the Borough Manager to discuss matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the Borough, specifically the ongoing union negotiations and arbitration proceedings with the union. Motion approved unanimously by polled vote.

Mayor Jack requested that Finance Director Burgess be allowed to go into Executive Session as well. There were no objections from the Assembly.

Regular Assembly Meeting reconvened back into regular session at 8:47 p.m.

Regular Assembly Meeting adjourned at 8:47 p.m.

ATTEST:

Kim Lane
Kim Lane, MMC, Borough Clerk

David L. Jack
David L. Jack, Mayor

