



CITY & BOROUGH OF WRANGELL PUBLIC HEARING AGENDA

Tuesday, September 13, 2016
6:30 – 7:00 p.m.

Location: Assembly Chambers, City Hall

1. Call to Order
2. Roll Call
3. Public Hearing Items:
 - a. **PROPOSED ORDINANCE No. 922 (am):** 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 *(second reading – as amended)*
 - b. **PROPOSED ORDINANCE No. 923:** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 2.24.040, ABSENTEE VOTING BY MAIL, OF THE WRANGELL MUNICIPAL CODE, RELATING TO THE PROCEDURES FOR ABSENTEE VOTING BY MAIL *(second reading)*
4. Written Testimony
5. Oral Testimony
6. Adjournment

Agenda Item 3a

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
PUBLIC HEARING ITEM
September 13, 2016**

INFORMATION:

PROPOSED ORDINANCE No. 922 (am): 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 *(second reading)*

Attachments:

1. **Proposed Ordinance No. 922 (am)**
2. Cemetery cost breakdown

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 922 (am)

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

BE IT ORDAINED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA:

[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 certain sections of Chapter 15.16, Cemetery, of the Wrangell Municipal Code relating to cemetery fees.

SEC. 2. Amendment of Section. Section 15.16.055 of the Wrangell Municipal Code is amended to read:

15.16.055 Columbarium.

...

B. Fee. The fee per niche shall be \$~~[235]~~330.00. The fee per opening and closing for each niche shall be \$~~[50]~~120.00. If the opening and closing of the niche is done on a holiday, Saturday or Sunday, the charge shall be \$330.00.

C. The fee for installing a niche name plaque shall be \$120.00.

D. The fee for installing a memorial name plaque shall be \$30.00.

SEC. 3. Amendment of Section. Section 15.16.070 of the Wrangell Municipal Code is amended to read:

15.16.070 Opening and closing graves.

A. No person shall be permitted to open and close graves within a borough cemetery, except upon application to the borough clerk. Permission may be given for a person to bury cremated remains under supervision of the borough. Except for disinterment, the borough shall

open and close all graves. A fee shall be collected from the persons requesting the opening and closing of all graves, including burial and disinterment. The borough shall have no obligation to perform the disinterment, and may contract said service to private enterprise. All disinterments shall be done under the supervision of the borough.

B. The fee for each opening and closing of a burial grave shall be \$[650]900.00, **[except the fee for the burial of a child six years of age or younger shall be \$300.00]** If the opening and closing of a burial grave is done on a holiday, Saturday or Sunday, the charge shall be \$[775]1085.00**[or \$400.00 for the grave of a child six years of age or younger]**. The same fees shall apply for a child or infant. Cremated remains will be buried by the borough for a charge of \$[30]180.00. If the burial of cremated remains to a grave is done on a holiday, Saturday or Sunday, the charge shall be \$360.00.

...

SEC. 4. Amendment of Section. Section 15.16.080 of the Wrangell Municipal Code is amended to read:

15.16.080 Uniformity of grounds and markers.

A. It is highly desirable that uniformity be maintained and, in order to maintain such uniformity, the borough reserves the right to standardize the design and material used for markers, to prohibit the planting of trees and shrubs, and to prohibit the erection of fences or other structures of any kind to carry out such uniformity. Maximum size for the base of markers shall be 36 inches by 20 inches and 18 inches high. The maximum weight of markers shall be 250 pounds. Crosses or any other religious symbol shall not exceed three feet in height and width.

B. No temporary decoration, marker or monument may be placed upon or near a grave which extends above the surface of the ground except on the day of burial, on Memorial Day, Fourth of July and Veterans' Day, and these shall be removed within seven days thereafter. All permanent markers shall be set on foundations constructed and installed to the specifications of the borough except those markers that have built-in foundations. No marker shall extend beyond border of grave (three and one-half feet by nine feet). Upon request, the borough will install **[the]** a brass plaque marker[s] or a stone plate marker or headstone for a fee of \$[50]120.00.

...

SEC. 5. Amendment of Section. Section 15.16.090 of the Wrangell Municipal

Code is amended to read:

15.16.090 Price of graves – Perpetual care required.

A. The sale price of graves, including the perpetual care of same, shall be \$~~[200]~~330.00 for a single grave. There may be reserved certain areas, or fractional graves, for the burial of ~~[infants]~~ children under six years of age at a cost of \$~~[100]~~150.00 per grave, including perpetual care. Cremains plots in Block 28 shall be \$75.00. Effective October 1, 1988, where physically possible, and notification is given to the borough prior to the first burial, more than one but not more than two burials may occur in one grave site plot, at no additional cost. Cremated remains may be buried in the same grave site as long as space is available and consent of the owner is given.

...

SEC. 6. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 7. 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. 8. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: July 26, 2016.

REINTRODUCED & PASSED IN FIRST READING: August 23, 2016.

PASSED IN SECOND READING: _____, 2016.

David L. Jack, Mayor

ATTEST:

Kim Lane, Borough Clerk

Cemetery Pricing

Price

Open/Closing Adult Grave	\$900
Open/Closing Adult Grave (Weekend)	\$1,085
Requires min. of two personnel: 4-8 hrs to find site, expose pins, remove adjacent personal items, build shore box, dig and shore grave; Day of we visit site in advance of ceremony to ensure grave is stable and dewatered, place grass and lowering device; After ceremony backfill and clean-up excess dirt and plywood; Materials used are excavator, two tarps, plywood, fasteners	
Open/Closing Child Grave	\$900
Open/Closing Child Grave (Weekend)	\$1,085
Requires min. of two personnel: 4-8 hrs to find site, expose pins, remove adjacent personal items, build shore box, dig and shore grave; Day of we visit site in advance of ceremony to ensure grave is stable and dewatered, place grass and lowering device; After ceremony backfill and clean-up excess dirt and plywood; Materials used are excavator, two tarps, plywood, fasteners	
Cremains Burial to Grave	\$180
Cremains Burial to Grave (Weekend)	\$360
Requires min. of two personnel: 2 hrs to find site and determine if other cremains are already in the ground and dig 2'x2'x2' hole, cover with plywood and awning (if requested); Day of burial arrive at site in advance of ceremony to check site in advance of ceremony, and place grass; After ceremony hand shovel backfill, replace sod and clean-up; Materials used are generally reusable.	
Open & Close Niche	\$120
Open & Close Niche (Weekend)	\$330
Requires min. of two personnel: 1 hr to remove four marble slabs; Replace after ceremony.	
Niche Name Plate	\$120
Requires min. of two personnel: 1 hr to remove four marble slabs, install plate from backside and replace.	
Memorial Name Plate	\$30
Requires min. of one personnel: 30-minutes to install.	
Headstone Installation	
For Brass Plaque: Requires min. of two personnel: 4 hrs to pour pad and set plaque in place; Following cure time, clear site, set concrete plaque/base and backfill. Materials used portland cement	
	\$120
For Stone Plate: Requires min. of two personnel: 4 hrs to locate, measure, remove sod, set stone (sometime with heavy equipment, which requires more time), backfill, haul excess material off site.	
	\$120

Agenda Item 3b

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
PUBLIC HEARING ITEM
September 13, 2016**

INFORMATION:

PROPOSED ORDINANCE No. 923: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 2.24.040, ABSENTEE VOTING BY MAIL, OF THE WRANGELL MUNICIPAL CODE, RELATING TO THE PROCEDURES FOR ABSENTEE VOTING BY MAIL *(second reading)*

Attachments:

- 1. Proposed Ordinance No. 923**

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 923

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 2.24.040, ABSENTEE VOTING BY MAIL, OF THE WRANGELL MUNICIPAL CODE, RELATING TO THE PROCEDURES FOR ABSENTEE VOTING BY MAIL

BE IT ORDAINED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA:

[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 2.24.040, Absentee voting by mail, of the Wrangell Municipal Code, relating to the procedures for absentee voting by mail.

SEC. 2. Amendment of Section. Section 2.24.040 of the Wrangell Municipal Code is amended to read:

2.24.040 Absentee voting by mail.

A. **[A request to receive a ballot by mail must be received by the borough clerk not less than ten days before the election for which the absentee ballot is sought. The borough clerk shall mail to the qualified voter an official ballot, an application for an absentee ballot which shall also serve as the oath and affidavit, instructions how to vote by absentee ballot, a secrecy sleeve in which the voted ballot is to be placed and an envelope in which the voter may return their voted ballot and completed affidavit.]**A qualified voter may apply in person, by mail, by facsimile, or by electronic transmission to the office of the borough clerk for an absentee ballot by mail. A qualified voter may submit an application to the borough clerk no earlier than the first day of the calendar year in which the election for which the ballot is sought is to be held, and the application must be received by the borough clerk at least ten (10) days before the election for which the absentee ballot is sought.

B. All applications for an absentee ballot by mail shall be either on a form provided by the borough clerk's office or made by a written request to the borough clerk containing all of the following information:

1. The applicant's full name and Alaska residence address; and

2. The address to which the applicant desires the absentee ballot to be mailed; and
3. The applicant's signature; and
4. The applicant's State of Alaska voter identification number, or the last four (4) digits of the applicant's social security number, or the applicant's Alaska driver's license number or Alaska state identification number, or the applicant's date of birth.

[B. The return envelope containing the voted ballot and completed application shall be postmarked on or before the day of the election.]

C. After receipt of an application for an absentee ballot by mail, the borough clerk shall send the absentee ballot and other absentee voting materials to the applicant by first-class mail. The materials shall be sent as soon as they are ready for distribution. The return envelope sent with the materials shall be addressed to the borough clerk.

D. Upon receipt of an absentee ballot by mail, the voter, in the presence of a notary public, commissioned officer of the armed forces including the National Guard, district judge or magistrate, United States postal official, or other person qualified to administer oaths, may proceed to mark the ballot in secret, to place the ballot in the secrecy sleeve, place the secrecy sleeve in the larger envelope provided, and sign the voter's certificate on the back of the larger envelope in the presence of an official listed in this subsection who shall sign as attesting official and shall date the signature. If none of the officials listed in this subsection are reasonably accessible, an absentee voter shall sign the voter's certificate in the presence of an individual who is eighteen (18) years of age or older, who shall sign as a witness and attest to the date on which the voter signed the certificate in the individual's presence.

E. An absentee ballot must be postmarked and attested on or before the date of the election. If the voter returns the ballot by mail, the most expeditious mail service shall be used and the ballot must be mailed not later than the day of the election to the borough clerk.

F. The borough clerk shall maintain a record of the name of each voter to whom an absentee ballot is sent by mail. The record must list the date on which the ballot is mailed and the date on which the ballot is received by the borough clerk and the dates on which the ballot was executed and postmarked.

[C]G. To be counted, an absentee ballot must be postmarked on or before the day of the election and received by the borough clerk prior to the time the ballots are canvassed by the canvass board. After the day of the election, ballots may not be accepted unless received by mail.

SEC. 3. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 4. 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. 5. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: August 23_____, 2016.

PASSED IN SECOND READING: _____, 2016.

David L. Jack, Mayor

ATTEST:

Kim Lane, Borough Clerk