



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

**January 10, 2017
7:00 p.m.**

Location: Assembly Chambers, City Hall

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member Becky Rooney
- b. INVOCATION to be given by Nancy with the Lutheran Church
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Certificates of Service, Guest Introductions*
 - i. Representative Dan Ortiz – 15 Minute Update (PowerPoint)

2. ROLL CALL

3. AMENDMENTS TO THE AGENDA

4. CONFLICT OF INTEREST

5. CONSENT AGENDA

- a. Items (*) 6a and 7e through

6. APPROVAL OF MINUTES

- a. Minutes of the Special Assembly meeting held December 8, 2016; Minutes of the Public Hearing and Regular Assembly meeting held December 13, 2016

7. COMMUNICATIONS

- *a. 2017/18 Liquor License Renewal Application for BPO Elks Lodge #1595 (Club)
- *b. 2017/18 Liquor License Renewal Application for the Hungry Beaver-Marine Bar (Beverage Dispensary)
- *c. School Board Minutes from the Regular meetings held October 17, 2016 and November 21, 2016
- *d. 2017/18 Liquor License Renewal Application for Hungry Beaver, Inc (Package Store)
- *e. Wrangell Medical Center Minutes from the Regular meeting held November 16, 2016

8. BOROUGH MANAGER'S REPORT

9. BOROUGH CLERK'S FILE

10. MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS

- a. Reports by Assembly Members
- b. City Boards and Committees Appointments
- c. Appointment of an additional School Board Member to the ANSEP Special Committee

11. PERSONS TO BE HEARD

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a. Approval of the request from the Wrangell Medical Center for the City to pay half the cost of the Financial Feasibility Analysis for a determination of repayment for a new Hospital
- b. Approval of a Change Order to CRW Engineers for the Water Plant Pilot Study Project
- c. Approval of a Change Order to Rock-N-Road for the Wood Street Improvements Project
- d. Approval to proceed with the Sale of City Tidelands, as requested by Brett Woodbury
- e. Approval to proceed with the Sale of filled City Tidelands, as requested by Ruth Stough, Stough Family Trust

14. ATTORNEY'S FILE

15. EXECUTIVE SESSION

16. ADJOURNMENT

Agenda Items 1 - 6

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY

AGENDA ITEM

January 10, 2017

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 Becky Rooney
- b. Invocation to be given by Nancy with the Lutheran Church
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Certificates of Service, Guest Introductions*
 - i. Representative Dan Ortiz – 15 Minute Update

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 (*) Item:

****6a & 7a through 7e***

ITEM NO. 6 APPROVAL OF MINUTES:

INFORMATION:

- 6a Minutes of the Special Assembly meeting held December 8, 2016; Minutes of the Public Hearing and Regular Assembly meeting held December 13, 2016

**Minutes of Special Assembly Meeting
Held December 8, 2016**

Mayor David Jack called the Special Assembly meeting to order at 12:00 p.m., December 8, 2016, in the Borough Assembly Chambers. Assembly Members Rooney, Gilbert, Prysunka, and Powell were present. Assembly Members Decker and Mitchell were absent. Borough Manager Jeff Jabusch and Borough Clerk Kim Lane were also in attendance.

CONFLICT OF INTEREST – None

PERSONS TO BE HEARD

Clerk Lane notified the Assembly that Misty Fitzpatrick and Michael Burgess were on the phone line for Tongass Electric.

Mayor Jack asked Tongass Electric to speak first since they were participating by phone.

Misty Fitzpatrick, Tongass Electric, stated that she had provided a detailed letter, along with letters of recommendation for Tongass Electric to the Assembly; stated that on December 5th, a letter was provided by Bunes Electric and was somewhat identical to theirs; also stated that it appeared that Bunes Electric was provided their letter and with that, Bunes Electric was able to draft their letter with responses to their (Tongass Electric's) letter. Ms. Fitzpatrick said that that concerned her.

Assembly Member Prysunka stated that there had been different names used in their (Tongass Electric's) bid packet; he asked if the bid that had been submitted with the "doing business as" or as the LLC; seemed to be crafted a couple of different ways.

Ms. Fitzpatrick clarified for Prysunka that Michael owns Tongass Electric which is an entity that is owned by Tongass Enterprises, LLC., they are one in the same.; Tongass Electric is a "dba" and is the only "dba" that Tongass Enterprises, LLC has.

Prysunka asked who had the electrical contractor's license. Ms. Fitzpatrick replied that Tongass Electric holds that license.

Prysunka asked who it was, that put in the original bid.

Ms. Fitzpatrick replied that she thought that it was Tongass Enterprises, LLC., dba Tongass Electric.

Prysunka stated that the Mayor had showed him in the documents just then that the original bid had been submitted under Tongass Electric.

Jordan Buness, Buness Electric, 406 Mission Street, read off points from his letter dated December 5, 2016 and also from the Bid Documents from the project. Some of Mr. Buness' points of discussion were:

- Responsive Bids
- Bid Modifications
- Bidder's Examination of Contract Documents and Site
- Federal, State and Local Laws and Regulations
- Local Ordinances, Rules and Regulations
- Local Bidder Preference Award (WMC 5.10.040 (D))
- Local Hire (WMC 5.10.065)
- Findings Supporting Local Hire Requirement on Public Improvement (WMC 5.10.065)

Mr. Buness also stated that the Buness family has a proud long-standing tradition of public service including 141 years of volunteer service in the Wrangell Volunteer Fire Department, not including Tim's 26 years as Fire Chief.

Mr. Buness stated that with regards to the option of rejecting all bids: rejecting all bids submitted could delay the project significantly, causing the project to potentially run into the Cruise Ship season.

Mayor Jack pointed out that Manager Jabusch's son (who owns LiveWire) had turned in a bid and that bid was in no way under discussion today.

Assembly Member Prysunka stated that if the Assembly chose the option to throw out all bids and re-bid the project, that could create a potential conflict of interest here for the Manager.

Manager Jabusch stated that it wouldn't, because he was not a voting member.

ITEM OF BUSINESS

5a Review of bids received for Wrangell City Dock Lighting Project and possible award of bid for the project

Manager Jabusch stated that he had sent out a clarification memo to the Assembly; all of the documents regarding the bid were sent to our Borough Attorney to review.

Jabusch stated that the issue regarding the name (Tongass Electric/Tongass Enterprises, LLC) was sent to the attorney and that the attorney did not see any issue with that point.

Jabusch stated that the issue that Mr. Buness had brought up about being paid up within five (5) days of award applies to everyone but does not apply to the code section on Local Bidder Preference, that provision is in the bid packet.

In response to Prysunka, Jabusch clarified further by stated that the language that Mr. Buness was referring to was in the Bid Packet, not in our Code; if you were using Federal money for the project, it would apply; does not apply in this instance.

Jabusch stated that the first step for the Assembly to consider was that Tongass Electric submitted a sealed bid; they then emailed a modification to their bid; the section in the bid documents say that they “should” add or subtract their bid modification; and that they “should not” reveal their total bid. Jabusch stated that since it says “should” and “should not”; hat is a suggestion and that the Assembly has the ability to waive any informality on the bid.

Jabusch also stated that when at the bid opening, it was evident what Tongass Electric intended for their bid; still, it’s an Assembly decision on whether to waive or not waive that mistake; if ruled as a mistake, the Assembly can rule that Tongass Electric’s bid was non-responsive.

Mayor Jack stated that with Tongass Electric’s mistake on their bid modification, it would not be in their favor for other bidders to know their bid.

Jabusch said that if the Assembly threw out Tongass Electric’s bid because of the modification error, Buness Electric would then be the next lowest bidder and the Local Preference would not apply and the late electric bill wouldn’t matter because that provision wouldn’t be considered.

Jabusch said that if the Assembly decided that the mistake by Tongass Electric was an informality that they were willing to waive, the next step would be to consider whether they would want to apply the Local Preference provision and whether they would want to waive the provision of the delinquent account at the time of the bid opening; the Assembly needs to figure out if they want to consider that provision at the time of the bid or the award and/or if the Assembly wants to waive that formality.

Jabusch stated that the Attorney had said that as long as the Assembly discusses either/and or all options and decides what’s in the best interest of the City then the provision to waive any informalities for what’s in the best interest of the City would be appropriate.

Jabusch also stated that in our Code, under section 1, it says that “you shall award to the local preference”; section 2 says that section one does not preclude you from doing whatever is most advantageous in the interest of the city.

Jabusch stated that the Assembly needs to decide:

1. Whether the informality and the language in the bid packet was violated by Tongass Electric enough to throw their bid out; there is no language in there that says that the Assembly “shall” do that; and
2. Where Bunes Electric qualifies for the Local Bidder Preference; and
3. What is the most advantageous in the interest of the city?

Assembly Member Rooney said that her interpretation of the informalities on if Tongass Electric’s bid and modification were compliant or not, it seems that they were all recommendations because they do not say “shall”. Rooney stated that at least in the first part of the consideration, she would be inclined to say that Tongass’s bid should be accepted.

Assembly Member Gilbert said that in her view, all three parties (the City, Tongass Electric, and Bunes Electric) entered the bid with the best of intentions; any discrepancies should be waived; our bid package wasn’t stellar either; there are errors in all three areas. Gilbert said that it comes down to a subjective call, rather than an objective call.

Assembly Member Powell said that if we throw out all of the discrepancies, he would be inclined to follow our ordinance; the Local Bidder Preference should be applied; should follow our ordinances that we have in place.

Rooney agreed.

Assembly Member Prysunka stated that we took the time to write an ordinance to say that we have a Local Bidder Preference, we should honor it. Prysunka said that if a bid modification was incorrect, we should reject the bid.

Prysunka stated that he was worried that if we don’t follow the rules that were set out in our code, it may become more of a personality decision and not a rule.

Rooney stated that perhaps we should change our bidding documents to say “shall” instead of “should” or “may”; would help the Assembly to be more objective and not subjective.

Jabusch stated that Tongass Electric had made the argument in their letter that the Local Bidder Preference was not included in the Bid Documents. Jabusch said that it does say that all state and local laws and ordinances should be followed were in the bid documents. Jabusch said that we could look at the ordinance so that it could be more objective; Jabusch urged the Assembly to look at the second section in the code that says “what is most advantageous”.

Gilbert stated that Tongass Electric did state in their letter that their employees would lodge, eat and shop here; would contribute to the local economy.

Prysunka said that Bunes Electric didn't see Tongass Electric's bid and say "well, I will bid 3% under that". Both bidders ran their numbers and submitted their bid. Neither bidder knew what the other was bidding.

Powell stated that it's up to the Assembly to look at if it's advantageous to the City to apply the Local Bidder Preference to Bunes Electric or not.

Manager Jabusch agreed that it's a case-by-case decision based on what is in the best interest of the city.

Gilbert asked if it would be proper to allow Tongass Electric or Bunes Electric to add anything.

Point of Order was called by Prysunka. Mayor Jack stated that unless she had something to ask either or both parties, it wouldn't be proper.

Mayor Jack read off the suggested options for the motions that could be made:

1. Move to waive any informalities in the bid received from Tongass Electric and to consider their bid responsive, and most advantageous to the borough after considering all factors in the public interest even when the price quoted by the local bidder satisfies subsection (D)(1)(a) or (b) of section 5.10.040 (D), and to approve a contract award to Tongass Electric for construction of the Wrangell Dock Lighting Project, as the lowest responsive, responsible Bidder as it may best service the interests of the City including both the Base Bid and Additive Alternate A, in the total amount, not to exceed \$246,577.79 with the funding for this project to come from the DCCED grant for the Commercial Passenger Vessel Facility.
2. Move to approve a contract award to Bunes Electric for construction of the Wrangell Dock Lighting Project, as allowed in WMC Section 5.10.040(D) Local Bidder Preference Award, as most advantageous to the borough after considering all factors in the public interest even when the price quoted by the local bidder satisfies subsection (D)(1)(a) or (b) of section 5.10.040 (D), including both the Base Bid and Additive Alternate A, in the total amount, not to exceed \$254,440.00 with the funding for this project to come from the DCCED grant for the Commercial Passenger Vessel Facility and the Port Fund Reserves.
3. Move to approve a contract award to Bunes Electric for construction of the Wrangell Dock Lighting Project, as the lowest responsive, responsible Bidder as it may best serve the interests of the City, including both the Base Bid and Additive Alternate A, in the total amount, not to exceed \$254,440.00 with the funding for this project to come from the DCCED grant for the Commercial Passenger Vessel Facility and the Port Fund Reserves.

4. Move to reject all bids received for the project and to rebid the project, as allowed in Section 00030 – Notice Inviting Bids in the Owner's Rights Reserved Section of the Bid Documents, as it may best serve the interests of the City.

M/S: Rooney/Powell, to approve a contract award to Buness Electric for construction of the Wrangell Dock Lighting Project, as allowed in WMC Section 5.10.040(D) Local Bidder Preference Award, as most advantageous to the borough after considering all factors in the public interest even when the price quoted by the local bidder satisfies subsection (D)(1)(a) or (b) of section 5.10.040 (D), including both the Base Bid and Additive Alternate A, in the total amount, not to exceed \$254,440.00 with the funding for this project to come from the DCCED grant for the Commercial Passenger Vessel Facility and the Port Fund Reserves. Motion approved unanimously by polled vote.

Special meeting adjourned at 12:43 p.m.

David L. Jack, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

**Minutes of Public Hearing
Held December 13, 2016**

Mayor David L. Jack called the Budget Public Hearing to order at 6:30 p.m., December 13, 2016, in the Borough Assembly Chambers. Assembly Members Decker, Gilbert, Powell, and Rooney were present. Assembly Members Prysunka and Mitchell were absent. Borough Manager Jeff Jabusch and Borough Clerk Kim Lane were also in attendance.

Public Hearing Items:

- a. **PROPOSED ORDINANCE No. 928:** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 11.76, JUNK VEHICLES, OF THE WRANGELL MUNICIPAL CODE, RELATING TO THE PROCEDURES FOR THE DISPOSITION AND DISPOSAL OF JUNK VEHICLES (*second reading*)
- b. **PROPOSED ORDINANCE No. 929:** AN ORDINANCE of the City and Borough of Wrangell, Alaska, authorizing the issuance of a sewer revenue bond in the principal amount of \$91,000 to finance a portion of the cost of acquiring, constructing and installing certain additions and betterments to and extensions of the Borough's sewer system; fixing the date, form, terms, maturities and covenants of the bond; reserving the right of the Borough to issue future revenue bonds with a lien on revenues on a parity with the bond upon compliance with certain conditions; and providing for the sale of the bond to the United States Department of Agriculture, Rural Development (*second reading*)
- c. Approval to sell the Belt Freezer and Land to Trident Seafoods

WRITTEN TESTIMONY – None

ORAL TESTIMONY – None

Public Hearing recessed at 6:32 p.m.

Assembly Member Powell arrived at 6:50 p.m.

Public Hearing reconvened at 6:55 p.m.

Public Hearing Meeting adjourned at 6:55 p.m.

David L. Jack, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

Minutes of Regular Assembly Meeting Held on December 13, 2016

Mayor David L. Jack called the Regular Assembly meeting to order at 7:00 p.m., December 13, 2016, in the Borough Assembly Chambers. Assembly Members Decker, Gilbert, Powell, and Rooney were present. Assembly Members Prysunka and Mitchell were absent. Borough Manager Jeff Jabusch and Borough Clerk Kim Lane were also in attendance.

The Pledge of Allegiance was led by Assembly Member Patty Gilbert

The Invocation was given by Donald McConachie.

AMENDMENTS TO THE AGENDA – None

CONFLICT OF INTEREST

Assembly Member Decker declared a potential conflict of interest to Item **13e** – approval to sell the Belt Freezer and Land to Trident Seafoods, since her family supplied fish to Trident Seafoods and also because she was on the Board of Directors for Trident. Mayor Jack asked Decker if she or her family would stand to gain monetarily if the sale went through. Decker stated that they would not. Mayor Jack stated that he did not see that as a conflict of interest as it would not affect her financially directly. There were no objections from the Assembly.

CONSENT AGENDA

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

APPROVAL OF MINUTES

The minutes of the Regular Assembly meeting held November 29, 2016; Minutes of the Special Assembly meeting held December 2, 2016, were approved as presented.

COMMUNICATIONS

- *a. Gaming Permit renewal for Wrangell Fire Fighters Association
- *b. Gaming Permit renewal for the Friends of the Library
- *c. Gaming Permit renewal for the American Legion Post 6 Auxiliary
- *d. School Board Action from the November 21, 2016 Regular Mtg.
- *e. Liquor License Renewal Application from City Market (package store)

BOROUGH MANAGER'S REPORT

Manager Jabusch's report and year-in-review 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 Powell reported that the Special ANSEP Committee had met yesterday; the TCC (Tanana Chiefs Conference) had met and had some good questions for Superintendent Mayor on the potential for an ANSEP program in Wrangell; TCC would be voting on whether to support Wrangell as the site location for ANSEP; if approved, the next step would be AFN (Alaska Federation of Natives) conference in November 2017.

Assembly Member Decker congratulated the Wrangell Wrestlers for their 2A Championship accomplishment; nine out of the ten wrestlers going to State; thanked and congratulated the coaches as well.

10b City Boards and Committees Appointments

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

PERSONS TO BE HEARD – None

UNFINISHED BUSINESS

12a PROPOSED ORDINANCE No. 928: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 11.76, JUNK VEHICLES, OF THE WRANGELL MUNICIPAL CODE, RELATING TO THE PROCEDURES FOR THE DISPOSITION AND DISPOSAL OF JUNK VEHICLES (second reading)

M/S: Gilbert/Decker, to adopt Ordinance No. 928.

Assembly Member Gilbert asked if the City had an impound area and fees established.

Manager Jabusch answered yes, we have a secure area up in the industrial park area; Clerk Lane had looked up the fees; the fee was \$150.00.

Gilbert voiced her concern about the idea of private property in the proposed ordinance; wondered if we could define it as public nuisance/junk vehicle; junk vehicle is somewhat in the eye of the beholder.

Assembly Member Rooney asked if the definition of Junk Vehicle be enough.

Gilbert asked if motorcycles; snow machine; motor homes be classified as junk vehicles.

Mayor Jack said that we could make the ordinance too burdensome for anyone to deal with; in the impound procedures, there were procedures that states why the vehicle was impounded and what classified it as a junk vehicle.

Gilbert stated that Anchorage had a similar ordinance; just couldn't find anything similar to this in the Alaska Statutes.

Mayor Jack stated that before a vehicle is impounded, the owner is notified.

After more discussion, Manager Jabusch asked Public Works Director Al-Haddad to report on the status of the barge coming into Wrangell to haul away the metal at the dump.

Amber Al-Haddad, Public Works Director reported that she talked with Channel Construction about the possibility of them coming to Wrangell to haul away the metal at the dump; their barge had sunk a couple of months ago; working on getting a new one; still interested in coming to Wrangell but would not commit; Channel Construction had asked that we see about moving the metal to the 6 mile site for ease of loading onto the barge.

Manager Jabusch stated that if this ordinance was approved, we are still faced with the issue that there is not enough room at the dump for junk or junk vehicles.

Assembly Member Powell stated that taking something to the dump should not be free; if we allow for free junk vehicles, we will definitely pay for that.

Assembly Member Rooney stated that we should at least approve this ordinance so that we can be in line with State Regulations.

Motion approved unanimously by polled vote.

12b PROPOSED ORDINANCE No. 929: AN ORDINANCE of the City and Borough of Wrangell, Alaska, authorizing the issuance of a sewer revenue bond in the principal amount of \$91,000 to finance a portion of the cost of acquiring, constructing and installing certain additions and betterments to and extensions of the Borough's sewer system; fixing the date, form, terms, maturities and covenants of the bond; reserving the right of the Borough to issue future revenue bonds with a lien on revenues on a parity with the bond upon compliance with certain conditions; and providing for the sale of the bond to the United States Department of Agriculture, Rural Development ***(second reading)***

M/S: Powell/Gilbert, to adopt Ordinance No. 929. Motion approved unanimously by polled vote.

**Mayor Jack requested a short break and recessed the Regular Meeting at 7:42 p.m.
Mayor Jack reconvened the Regular Meeting at 7:43 p.m.**

NEW BUSINESS

13a PROPOSED RESOLUTION No. 12-16-1355: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR THE AMENDMENT OF THE JOB DESCRIPTION FOR THE WASTEWATER TREATMENT OPERATOR LEAD

M/S: Gilbert/Powell, to adopt Resolution No. 12-16-1355 that updates the Job Description for the Wastewater Treatment Operator Lead.

Manager Jabusch provided the information on this item and item's 13b through 13d; explained that both the Water and Wastewater Leadman had been doing more than what was now on the job description; currently the Water and Wastewater Leadman reported to the Public Works Foreman; the updated job descriptions would have them both report to the Public Works

Director; the proposed Resolution for the Pay Plan would allow for the two positions to move from a step 20 to a step 23 on the Pay Scale; both increases in pay was included in the 2016/17 budget.

Assembly Member Gilbert asked if the other job descriptions were up to date. Manager Jabusch said yes, they were. Gilbert also asked if the Resolution were retroactive back to July 1, 2016, would they receive the back pay for that difference. Manager Jabusch said, yes.

Assembly Member Decker voiced her concern that although she realized that these two positions were doing more than the current job description, employee costs seem to be going up and revenues seem to be going down.

Jabusch stated for the Assembly that the employee pay and costs came out of the Enterprise Fund and not the General Fund; State cuts were associated more with the General Fund.

Assembly Member Rooney cautioned the Assembly that if they approved these updated job descriptions, you cannot go backwards; realize that they have tough jobs; we may need the Enterprise Funds for when we have tougher times.

Motion approved with Decker, Powell, Gilbert and Mayor Jack voting yes; Rooney voted no.

13b PROPOSED RESOLUTION No. 12-16-1356: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR THE AMENDMENT OF THE JOB DESCRIPTION FOR THE WATER TREATMENT OPERATOR LEAD

M/S: Gilbert/Powell, to adopt Resolution No. 12-16-1356 that provides for a new job description for the Water Treatment Operator Lead.

Assembly Member Gilbert asked if this Resolution would also be effective July 1, 2016. Clerk Lane stated, yes.

Motion approved with Decker, Powell, Gilbert and Mayor Jack voting yes; Rooney voted no.

13c PROPOSED RESOLUTION No. 12-16-1357: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR THE AMENDMENT OF THE JOB DESCRIPTION FOR THE WATER/WASTEWATER TREATMENT OPERATOR

M/S: Gilbert/Powell, to adopt Resolution No. 12-16-1357 that provides an amendment to the job description for the Water/Wastewater Treatment Operator.

Manager Jabusch stated that this job description changed to show who they report to; changed because the other two are changing; no difference in pay.

Motion approved unanimously by polled vote.

13d PROPOSED RESOLUTION No. 12-16-1358: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA PROVIDING FOR A CHANGE IN THE PAY PLAN OF THE CITY'S PERSONNEL SYSTEM AND PROVIDING FOR AN EFFECTIVE DATE

M/S: Powell/Gilbert, to adopt Resolution No. 12-16-1358 that updates the City's Union Pay Plan. Motion approved unanimously by polled vote.

13e Approval to sell the Belt Freezer and Land to Trident Seafoods (Public Hearing Item)

M/S: Gilbert/Decker, to approve the sale of the Belt Freezer, including the lot that it is on to Trident Seafoods for the appraised price of \$950,000 for economic development purposes, as allowed in WMC 16.12.012.

Manager Jabusch stated that if the Assembly approved this sale, he would bring something back to the Assembly at a later time from our Attorney to approve this by Resolution; this just authorizes Staff to move forward with the sale.

Assembly Member Decker stated that our current ordinance gives us the authority to do this, under disposition of real property for economic development property; there is a list of seven reasons that give us the authority; I believe that there are four that meet that criteria: 1. The desirability of the economic development project; 2. The actual or potential economic benefits to the borough, its economy and other businesses within the borough; 4. The business needs of the proponent of the project in terms of integration into existing facilities and operations, stability in business planning, business commitments, and marketing; and 6. Actual and potential enhancement of tax and other revenues to the borough related to the project.

Decker stated that she believed that all four of these will hit the nail on the head in this instance; in particular, Trident has invested a lot of money in upgrades, including building new bunkhouses and renovating old ones. Decker also said that Trident has invested a lot of money inside the plant itself. Decker stated that this will allow Trident to make the necessary upgrades to the facility, making it more efficient and hopefully bring in more fish to the community.

Manager Jabusch stated that this item had gone to the Economic Development Director so that the Economic Development Committee could comment on it however, they could not reach a quorum so the Director wrote something up for the Assembly; Planning & Zoning and the Port Commission have both endorsed the sale.

Assembly Member Gilbert asked what the property taxes would be on the property.

Jabusch stated that it would be around \$13,000; currently, they pay a leasehold interest which is around \$15,000 annually. Jabusch also said that if Trident made improvements on the property, the property assessment could go up as well.

Mayor Jack stated that the property and Belt Freezer was currently not being used, so any improvements would be an improvement; also a potential for additional fish tax and additional employment.

Motion approved unanimously by polled vote.

13f Approval of a second amendment to the Professional Services Agreement between the City and Ray Matiashowski for Lobby services

M/S: Decker/Rooney, to approve a second amendment (1 year extension) to the Professional Services Contract for Lobbying Services with Ray Matiashowski & Associates, not to exceed \$36,000, with funds to come from the General Fund Reserve and for the extended period to expire on October 31, 2017, as allowed on the Professional Services Contract dated November 25, 2014.

Assembly Member Gilbert asked if there was an increase to this agreement. Manager Jabusch said that no, there was not increase.

Assembly Member Decker stated that Mr. Matiashowski was also the lobbyist for Petersburg, Ketchikan, and SEAPA; great value and benefit for our community.

Motion approved unanimously by polled vote.

13g Approval to send a letter to the UA Board of Regents and President James Johnsen in support of the UAS School of Education

M/S: Powell/Gilbert, to approve sending a letter to the UA Board of Regents and to President Johnsen in support of the UAS School of Education.

Assembly Member Rooney stated that what the UA system was doing was consolidating the Administrative Services to one location; are not closing Juneau's ability to offer an education curriculum.

Assembly Member Decker stated that cuts are coming down and some things may need to be cut; may have to make some tough choices.

Assembly Member Gilbert stated that the other regions were also fighting for their territory.

Motion approved unanimously by polled vote.

13h Approval to select the Memorial Cemetery as the site for an expansion for cemetery services

M/S: Gilbert/Powell, to approve the expansion of the Memorial Cemetery as the new site for the needed cemetery expansion and for staff to begin the process of developing a cost for this new site, to be brought back to the assembly for consideration.

In response to Assembly Member Gilbert, Ms. Al-Haddad stated that the proposed area was approximately 3 acres, maybe larger; would be the ball field/community gardening area.

Manager Jabusch stated that to do this would be a big job; need to start the process as soon as we can; this would start the process which would be a long and cost a lot of money.

Clerk Lane clarified that there were currently 18 cemetery plots available at the new cemetery.

In response to Assembly Member Decker, Ms. Al-Haddad stated that the Agreement for the Community Garden was very loose; she had talked to those who do the gardening at the site, and that they were not opposed to the proposal.

Motion approved unanimously by polled vote.

13i Approval of CRW Engineer's Fee proposal for an Amendment to the Preliminary Engineering Report for the Water Treatment Plan Improvements Project

M/S: Powell/Gilbert, to approve a contract amendment to CRW Engineering Group for development of an Environmental Review, as part of the Preliminary Engineering Report, for the Water Treatment Plant Improvement project in an amount not to exceed \$20,708. Project costs will be paid from Water Fund Revenues. Motion approved unanimously by polled vote.

ATTORNEY'S FILE – None

EXECUTIVE SESSION – None

Regular Assembly Meeting adjourned at 8:18 p.m.

David L. Jack, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

Agenda Item 7

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM January 10, 2017

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. 2017/18 Liquor License Renewal Application for BPO Elks Lodge #1595 (Club)
- *b. 2017/18 Liquor License Renewal Application for the Hungry Beaver-Marine Bar (Beverage Dispensary)
- *c. School Board Minutes from the Regular meetings held October 17, 2016 and November 21, 2016
- *d. 2017/18 Liquor License Renewal Application for Hungry Beaver, Inc (Package Store)
- *e. Wrangell Medical Center Minutes from the Regular meeting held November 16, 2016



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

**Department of Commerce, Community,
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West 7th Avenue, Suite 1600

Anchorage, AK 99501

Main: 907.269.0350

December 12, 2016

City & Borough of Wrangell

Attn: Kim Lane, MMC

VIA Email: clerk@wrangell.com

Re: Notice of 2017/2018 Liquor License Renewal Application

License Type:	Club	License Number:	370
Licensee:	BPO Elks Lodge #1595		
Doing Business As:	BPO Elks Lodge #1595		

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

A handwritten signature in blue ink, appearing to read "C. Franklin".

Cynthia Franklin, Director

amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing liquor license that will expire on December 31, 2016. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only needs to be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed correctly and submitted to the Alcohol & Marijuana Control Office (AMCO)'s main office, along with all other required documents and fees, before any renewal license application will be considered complete.

Section 1 – Establishment and Contact Information

Enter information for the business seeking to have its license renewed.

Licensee:	BPO Elks Lodge #1595	License #:	370
License Type:	Club	Statute:	AS 04.11.110
Doing Business As:	BPO Elks Lodge #1595		
Premises Address:	103 Front St.		
Local Governing Body:	City & Borough of Wrangell		
Community Council:	None		

Mailing Address:	P.O. Box 377				
City:	WRANGELL	State:	ALASKA	ZIP:	99929

Enter information for the licensee who will be designated as the primary point of contact regarding this application and the license.

Designated Licensee:	SHIRLEY CLARK		
Contact Phone:	907-874-3129	Business Phone:	907-305-0909
Contact Email:	SJCBookkeeping@Gci.net		

Seasonal License? ☐ Yes ☒ No
If "Yes", write your six-month operating period: _____





Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application**Section 2 – Sole Proprietor Ownership Information**

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 3.

If more space is needed, please attach a separate sheet with the required information.

The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: ☐ applicant ☐ affiliate

Name:					
Address:					
City:		State:		ZIP:	
Email:					
Contact Phone:					

This individual is an: ☐ applicant ☐ affiliate

Name:					
Address:					
City:		State:		ZIP:	
Email:					
Contact Phone:					

Section 3 – Entity Ownership Information

This subsection must be completed by any licensee that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations (DOC). Partnerships may skip to Page 3. Sole proprietors should skip to Section 4.

Alaska DOC Entity #:	47627D
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Alaska Division of Corporations:

Yes No

Is your entity in good standing with the Alaska Division of Corporations?

☒ ☐



Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application

This subsection must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for renewal. If more space is needed, please attach additional completed copies of this page.

- If the applicant is a corporation, the following information must be completed for each stockholder who owns 10% or more of the stock in the corporation, and for each president, vice-president, secretary, and managing officer.
- If the applicant is a limited liability organization, the following information must be completed for each member with an ownership interest of 10% or more, and for each manager.
- If the applicant is a partnership, including a limited partnership, the following information must be completed for each partner with an interest of 10% or more, and for each general partner.

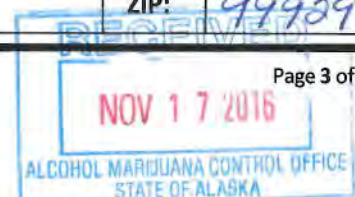
Entity Official:	DAVID R. OLIVER				
Title(s):	PRESIDENT	Phone:	907-470-4888	% Owned:	
Address:	P.O. Box 121				
City:	WRANGELL	State:	AK	ZIP:	99929

Entity Official:	MICHAEL E. WHITE				
Title(s):	CHAIRMAN OF DIRECTORS DIRECTOR-VP	Phone:	907-874-2422	% Owned:	
Address:	P.O. Box 1121				
City:	WRANGELL	State:	AK	ZIP:	99929

Entity Official:	DAWN ANGERMAN				
Title(s):	DIRECTOR-MANAGING OFFICER	Phone:	907-305-0552	% Owned:	
Address:	P.O. Box 1771				
City:	WRANGELL	State:	AK	ZIP:	99929

Entity Official:	CHRIS STEWART				
Title(s):	DIRECTOR	Phone:	907-660-7288	% Owned:	
Address:	P.O. Box 2251				
City:	WRANGELL	State:	AK	ZIP:	99929

Entity Official:	SHIRLEY CLARK				
Title(s):	SECRETARY	Phone:	907-874-3129	% Owned:	
Address:	P.O. Box 1289				
City:	WRANGELL	State:	AK	ZIP:	99929





Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application

Section 4 – Authorization

Communication with AMCO staff:

Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

☐☒

If "Yes", disclose the name of the individual and the reason for this authorization:

Section 5 – License Operation

Check the box that best describes your liquor license operations in calendar years 2015 and 2016:

The license was regularly operated continuously throughout each year, for 8 or more hours each day.

☒

The license was regularly operated during a specific season each year, for 8 or more hours each day.

☐

The license was only operated to meet the minimum requirement of 30 days each year, 8 hours each day.
If this box is checked, an AMCO employee will contact you after reviewing your application.

☐

The license was not operated at all or was not operated for at least the minimum requirement of 30 days each year, 8 hours each day, during one or both of the calendar years.
If this box is checked, an AMCO employee will contact you after reviewing your application.

☐

Section 6 – Convictions

Applicant convictions in calendar years 2015 and 2016:

Yes No

Has any person named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2015 or 2016?

☐☒

If "Yes", list all convictions:





Alaska Alcoholic Beverage Control Board Form AB-17: Renewal License Application

Section 7 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and if the licensee is an organized entity, that all current entity officials and stakeholders are listed with the Alaska Division of Corporations.

SJC

I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

SJC

I certify that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.

SJC

I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name or the ownership (including officers or stakeholders) from what is currently on file with the Alcoholic Beverage Control Board.

SJC

I certify that I have not violated any restrictions pertaining to this particular license type, and that this license has not been operated in violation of a condition or restriction imposed by the Alcoholic Beverage Control Board.

SJC

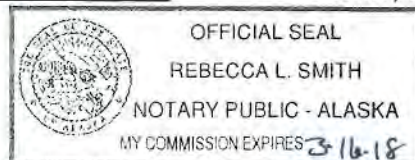
As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned to me as incomplete.

Shirley J. Clark
Signature of licensee

Rebecca L. Smith
Signature of Notary Public

SHIRLEY J. CLARK
Printed name of licensee

Notary Public in and for the State of Alaska



My commission expires: March 16, 2018

Subscribed and sworn to before me this 14 day of Nov, 2016.

License Fee:	\$ 1200.00	Filing Fee:	\$ 200.00	TOTAL:	\$ 1400.00
Late Fee of \$500.00 – if received or postmarked after 01/03/2017:					
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					





THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

**Department of Commerce, Community,
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West 7th Avenue, Suite 1600

Anchorage, AK 99501

Main: 907.269.0350

December 9, 2016

City & Borough of Wrangell
Attn: Kim Lane, MMC
VIA Email: clerk@wrangell.com

Re: Notice of 2017/2018 Liquor License Renewal Application

License Type:	Beverage Dispensary	License Number:	698
Licensee:	Hungry Beaver, Inc.		
Doing Business As:	Marine Bar		

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

A handwritten signature in blue ink, appearing to read "C. Franklin".

Cynthia Franklin, Director
amco.localgovernmentonly@alaska.gov



Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing liquor license that will expire on December 31, 2016. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only needs to be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed correctly and submitted to the Alcohol & Marijuana Control Office (AMCO)'s main office, along with all other required documents and fees, before any renewal license application will be considered complete.

Section 1 – Establishment and Contact Information

Enter information for the business seeking to have its license renewed.

Licensee:	Hungry Beaver, Inc	License #:	698
License Type:	Beverage Dispensary	Statute:	AS 04.11.090
Doing Business As:	Marine Bar		
Premises Address:	640 Shakes Street		
Local Governing Body:	City & Borough of Wrangell		
Community Council:	None		

Mailing Address:	PO Box 2313		
City:	Wrangell	State:	Alaska
		ZIP:	99929

Enter information for the licensee who will be designated as the primary point of contact regarding this application and the license.

Designated Licensee:	Patty J. Kautz		
Contact Phone:	907 894 3620	Business Phone:	907 894 3005
Contact Email:	pattykautz@ymail.com		

Seasonal License? ☐ Yes ☒ No
If "Yes", write your six-month operating period: _____





Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application**Section 2 – Sole Proprietor Ownership Information**

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 3.

If more space is needed, please attach a separate sheet with the required information.

The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: ☐ applicant ☐ affiliate

Name:					
Address:					
City:		State:		ZIP:	
Email:					
Contact Phone:					

This individual is an: ☐ applicant ☐ affiliate

Name:					
Address:					
City:		State:		ZIP:	
Email:					
Contact Phone:					

Section 3 – Entity Ownership Information

This subsection must be completed by any licensee that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations (DOC). Partnerships may skip to Page 3. Sole proprietors should skip to Section 4.

Alaska DOC Entity #:	991647-10013806
----------------------	-----------------

Alaska Division of Corporations:

Washington Corp

Yes ☒ No ☐

Is your entity in good standing with the Alaska Division of Corporations?

☒ ☐





Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application

This subsection must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for renewal. If more space is needed, please attach additional completed copies of this page.

- If the applicant is a corporation, the following information must be completed for each stockholder who owns 10% or more of the stock in the corporation, and for each president, vice-president, secretary, and managing officer.
- If the applicant is a limited liability organization, the following information must be completed for each member with an ownership interest of 10% or more, and for each manager.
- If the applicant is a partnership, including a limited partnership, the following information must be completed for each partner with an interest of 10% or more, and for each general partner.

Entity Official:	Kitty Jean Kautz				
Title(s):	Pres / Sales Officer	Phone:	907 874 3620	% Owned:	100
Address:	640 Shakes St PO Box 2313				
City:	Wrangell	State:	Alaska	ZIP:	99929

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	





Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application**Section 4 – Authorization**

Communication with AMCO staff:

Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

☐ ☒

If "Yes", disclose the name of the individual and the reason for this authorization:

Section 5 – License Operation

Check the box that best describes your liquor license operations in calendar years 2015 and 2016:

The license was regularly operated continuously throughout each year, for 8 or more hours each day.

☒

The license was regularly operated during a specific season each year, for 8 or more hours each day.

☐

The license was only operated to meet the minimum requirement of 30 days each year, 8 hours each day.
If this box is checked, an AMCO employee will contact you after reviewing your application.

☐

The license was not operated at all or was not operated for at least the minimum requirement of 30 days each year, 8 hours each day, during one or both of the calendar years.

☐

If this box is checked, an AMCO employee will contact you after reviewing your application.

Section 6 – Convictions

Applicant convictions in calendar years 2015 and 2016:

Yes No

Has any person named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2015 or 2016?

☐ ☒

If "Yes", list all convictions:





Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application**Section 7 – Certifications**

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and if the licensee is an organized entity, that all current entity officials and stakeholders are listed with the Alaska Division of Corporations.

I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

I certify that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.

I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name or the ownership (including officers or stakeholders) from what is currently on file with the Alcoholic Beverage Control Board.

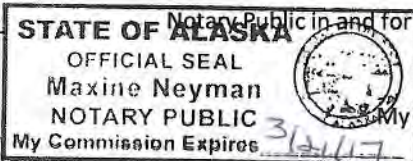
I certify that I have not violated any restrictions pertaining to this particular license type, and that this license has not been operated in violation of a condition or restriction imposed by the Alcoholic Beverage Control Board.

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned to me as incomplete.

Signature of licensee

Signature of Notary Public

Printed name of licensee



Notary Public in and for the State of

ALASKA

My commission expires:

3/21/17

Subscribed and sworn to before me this 14th day of NOVEMBER, 2016.

License Fee:	\$ 2500.00	Filing Fee:	\$ 200.00	TOTAL:	\$ 2700.00
Late Fee of \$500.00 – if received or postmarked after 01/03/2017:					
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					



PROCEEDINGS

MINUTES

WRANGELL SCHOOL BOARD REGULAR MEETING

October 17, 2016 6:30 PM
Evergreen Elementary School Room 101

Superintendent Patrick Mayer called the regular meeting of the Wrangell Public School Board to order at 6:30 P.M. on Monday, October 17, 2016.

CALL TO ORDER

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

DETERMINE QUORUM

Motion to nominate Georgianna Buhler for the position of School Board President by Rinda Howell; seconded by Susan Eagle.

**APPOINTED GEORGIANNA
BUHLER AS SCHOOL BOARD
PRESIDENT**

Motion to nominate Susan Eagle as School Board President by Aleisha Mollen. Mrs. Eagle declined the nomination.

Motion to close nominations for the position of School Board President by Susan Eagle; seconded by Rinda Howell.

Motion to appoint Georgianna Buhler to the position of School Board President by Susan Eagle; seconded by Rinda Howell. Voice vote: all in favor; none opposed.

Motion to nominate Susan Eagle for the position of School Board Vice-president by Tammy Groshong; seconded by Rinda Howell.

**APPOINTED SUSAN EAGLE AS
SCHOOL BOARD VICE-
PRESIDENT**

Motion to appoint Susan Eagle to the position of School Board Vice-president by Rinda Howell; seconded by Tammy Groshong. Voice vote: all in favor; none opposed.

Motion to nominate Tammy Groshong for the position of School Board Secretary by Rinda Howell; seconded by Susan Eagle.

**APPOINTED TAMMY
GROSHONG AS SCHOOL
BOARD SECRETARY**

Motion to close nominations for the position of School Board Secretary by Susan Eagle.

Motion to appoint Tammy Groshong to the position of School Board Secretary by Rinda Howell; seconded by Susan Eagle. Voice vote: all in favor; none opposed.

The Pledge of Allegiance was recited, led by Aleisha Mollen.

PLEDGE OF ALLEGIANCE

Greg McCormack, Owner of Etolin Bus Company explained the differences between the new bus and the old buses. He said that, in his opinion, the new school bus recently purchased by Etolin Bus Company, is the world's most modern school bus. The bus has four cameras, two that record the interior of the bus; one points toward the door and the fourth is a dash cam that will catch other drivers who run through the red light. The bus is environmentally green. The exhaust is treated with urea via a very sophisticated system that costs about \$18,000.00 to replace. The seats are compartmentalized for the safety of the students (although this isn't popular with the small children who can't see out). Mr. McCormack gave the School Board Members and interested audience members a physical tour of the new school bus.

SCHOOL BUS TOUR

Reyn Hutten, Student Body President read a report into the minutes and introduced student Joe Hommel. Joe told the board that the joining of the Senior Capstone class and the Senior Project class has turned the new class into a writing class. The class is graded and students are graded on their writing. The students were given an assignment about what they are doing after school. This is cutting into the time that students are supposed to be writing letters or essays for college and scholarships. Joe is concerned that if a student fails the class because they choose not to do the assigned work that they may not be able to graduate. Counselor Kerry Nordstrom responded to some of Joe's concerns. President Buhler directed the Superintendent to look into the criteria for the class.

**STUDENT REPRESENTATIVE
REPORT**

Ryan Howe, WTA President, welcomed Mrs. Buhler to the School Board and said that he appreciates her continued use of the podium. He told the School Board members that he sent communication today regarding some questions that the Wrangell Teachers' Association has for the superintendent and School Board. Mr. Howe told the School Board members that the WTA will be hosting a future reading event to promote student literacy. He invited the board members to participate. Mr. Howe also told the Board that the WTA is getting ready for negotiations and looks forward to meeting with the School Board this upcoming spring or summer.

GUESTS TO BE HEARD

Diane O'Brien, Parent, thanked Rinda Howell for sticking with the School Board and welcomed Mrs. Buhler back. Mrs. O'Brien emphasized the need for all to be listening to each other and asked the School Board Members to continue to enhance communication.

GUESTS TO BE HEARD

The agenda was approved as presented by unanimous consent, deferring action on the MOU re ANSEP until the November School Board Meeting.

APPROVAL OF AGENDA

Motion to approve the items on the consent agenda as presented by Aleisha Mollen; seconded by Tammy Groshong. Voice vote: all in favor; none opposed. Motion passes.

ACCEPTED THE ITEMS ON THE CONSENT AGENDA

- Approved the minutes of the September 19, 2016 Regular School Board Meeting

The School Board Members reviewed the correspondence.

REVIEWED CORRESPONDENCE

Information & Reports were accepted by unanimous consent.

ACCEPTED INFORMATION & REPORTS

Motion to offer Ms. Penny Allen an extracurricular contract for the position of Middle School Girls Head Basketball coach pending the receipt of a satisfactory criminal background check and a drug test by Rinda Howell, seconded by Susan Eagle. Voice vote: all in favor, none opposed. Motion approved.

OFFERED PENNY ALLEN AN EXTRACURRICULAR CONTRACT

Motion to approve the hire of Mary Fredrichs, Paraprofessional with appropriate placement on the salary schedule, pending the receipt of a satisfactory criminal background check by Tammy Groshong; seconded by Rinda Howell. Voice vote: all in favor, none opposed. Motion approved.

APPROVED THE HIRE OF MARY FREDRICHS, PARAPROFESSIONAL

Motion to approve the hire of Patrick Longmire, Paraprofessional with appropriate placement on the salary schedule, pending the receipt of a satisfactory criminal background check by Susan Eagle, seconded by Tammy Groshong. Voice vote: all in favor, none opposed. Motion approved.

APPROVED THE HIRE OF PATRICK LONGMIRE, PARAPROFESSIONAL

Motion to approve the hire of Brenda Rang, Paraprofessional with appropriate placement on the salary schedule, pending the receipt of a satisfactory criminal background check by Aleisha Mollen; seconded by Rinda Howell. Voice vote: all in favor, none opposed. Motion approved.

APPROVED THE HIRE OF BRENDA RANG, PARAPROFESSIONAL

The resignation letters from Bridgette Andrews, Paraprofessional and Kylee Kvemvik, Middle School Assistant Basketball Coach were presented as an item of information.

RESIGNATION LETTERS PRESENTED AS INFORMATION

Motion to offer Matthew Gore a part-time teaching contract for 13% of the day for a total of \$6,000.75 by Tammy Groshong; seconded by Aleisha Mollen. Voice vote: all in favor, none opposed. Motion approved.

OFFERED MATTHEW GORE A PART-TIME TEACHING CONTRACT

The School Board reviewed Board Policy:

- #0000, Board Mission, Belief and Purpose
- #0100, School District Legal Status
- #0200, Goals for the School District
- #0500, Review and Evaluation

REVIEWED BOARD POLICY

Board Policy #0410, Nondiscrimination was on the agenda for review. School Board Member Eagle asked if this policy meets the requirements of the law in regards to sexual orientation and transgender. Board President Buhler directed the Superintendent to research the matter and bring the policy back before the board in November.

DIRECTED SUPERINTENDENT MAYER TO RESEARCH BOARD POLICY #0410, NONDISCRIMINATION

Motion to accept the first reading of Board Policy 7020, Board Standards to correct a grammatical error by Rinda Howell, seconded by Tammy Groshong. President Buhler directed the Superintendent to revise the Exhibit to reflect the new AASB model Self Evaluation tool and bring it back for second reading. Voice vote: all in favor, none opposed. Motion approved.

ACCEPTED THE FIRST READING OF BOARD POLICY #7020, BOARD STANDARDS

Motion to revise the District Strategic Plan as presented by Aleisha Mollen; seconded by Tammy Groshong. Voice vote: all in favor, none opposed. Motion approved.

REVISED THE DISTRICT STRATEGIC PLAN

Reviewed the upcoming dates and meeting announcements.

REVIEWED DATES & MTG ANNOUNCEMENTS

Aleisha Mollen told the other School Board Members that she is looking forward to taking a couple of students to the AASB Annual Conference.

**PRESIDENT'S REMARKS AND
COMMENTS FROM BOARD
MEMBERS**

Board Member Howell asked for information regarding ANSEP. Mrs. Howell also said that she is happy to see that Matt Gore will be passing on his knowledge to our children.

Susan Eagle requested that the early dismissals for collaboration not be included on the list of upcoming events.

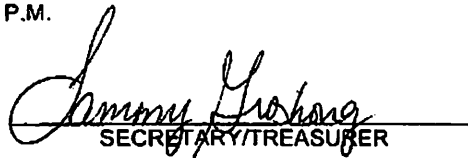
Tammy Groshong asked why the wrestling banner hasn't been hung in the gym showing that the team won first place at the Region Tournament in 2014. Mrs. Groshong also congratulated Jennifer Davies on her work with the Cross Country Running Program. Mrs. Groshong also said that she enjoys Reyn Hutten's student reports.

School Board President Georgianna Buhler told the School Board that she's excited to be back on the School Board after a six-year break. She said that she has a grandson living with her and she's sees how people pour into kids in the community. Mrs. Buhler felt that it was time for her to also contribute. The other reason she ran for the position is that she has concerns over the perception of the School Board over the past couple of years. Mrs. Buhler requested that Mr. Mayer include items directed to him during a School Board Meeting to be included in his next month's board report. Mrs. Buhler invited the audience to visit with her and said that it is her goal to increase communication.

Board Member Howell told the other School Board Members that the school is called "Wrangell Community Schools" and expressed concern that the facilities are no longer open for public use. Board President Buhler asked Mr. Mayer to research Mrs. Howell's concern.

Meeting Adjourned at 7:37 P.M.

ADJOURNED AT 7:37 P.M.


SECRETARY/TREASURER

Date: October 17, 2016

To: Wrangell School Board of Education

From: Wrangell High School Student Council

RE: Student Representative Report

This month has been very busy, productive and rewarding for us all. Our cross country team competed at regionals and had many personal triumphs- a number of our members broke their personal records, and I went on to place 8th overall and 2nd in 2a schools at the state meet.

The JV and Varsity Volleyball team traveled to Petersburg to compete twice this season so far, and we have had one night of well played home games in Wrangell. They competed in Jive this last weekend, a well attended tournament in Juneau. Next they will be attending the South seeding tournament in Klawock, which will determine their placement in the bracket at regionals.

Wrestlers have begun their season with their first meet, in Petersburg, and are looking forward to their next meet, in Juneau this week. The wrestling dinner, the team's primary fundraiser, was a huge success. It was well attended with around 230 people, and the food was superb.

Shakes Glacier Survey team has had to postpone our research trip to the glacier due to dropping river levels. The Stikine has been experiencing increasingly less water flow since the end of September.

We had our first morning meeting for student council on October 5th, and attendance was overwhelmingly high. We discussed some school pride projects, including the painting of a senior class wall. We also talked about the future installation of an activities board to alert the community of upcoming events.

Most importantly we addressed concerns brought to us by the student body. Some of these were:

1. Student experiences with AK teach
2. Formalizing the presentation of scholarships at the conclusion of the school year
3. Improving class pride and school spirit
4. Interests in separating our new Senior Capstone class into a senior project class and a post prep class, headed by Joe Hommel, whom I would like to welcome to the podium to elaborate on this subject.

Happy early Halloween!

PROCEEDINGS

MINUTES

WRANGELL SCHOOL BOARD REGULAR MEETING

November 21, 2016 6:30 PM
Evergreen Elementary School Room 101

School Board President Georgianna Buhler called the regular meeting of the Wrangell Public School Board to order at 6:30 P.M. on Monday, November 21, 2016.

CALL TO ORDER

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

DETERMINE QUORUM

The Pledge of Allegiance was recited, led by Georgianna Buhler.

FLEDGE OF ALLEGIANCE

High School Senior Draven Golding told the Board and the audience about his senior project, which was underage voting/mock election. Draven said that he worked with his Close-up advisor to come up with the project and formulate a plan to run the election. With the help of his volunteers, Max Voltz and Tymon Teat, Draven set up a poll. Mikel Smith helped count the ballots.

STUDENT PRESENTATION

Student Body President Reyn Hutten read the Student Council report that she had previously submitted for the board packet.

STUDENT REPRESENTATIVE
REPORT

Susan Erickson from Petersburg-Wrangell Insurance said that it's been a great year in the insurance world. It was really quiet in terms of property/casualty insurance issues for the district. Wrangell Public Schools stayed with Alaska Public Entity Insurance for the 17th year. This year we renewed for about \$3,000 less than our premiums last year. The reason for the decline is due to school districts and municipalities being diligent and working on loss control. Cyber insurance is evolving due to the increase of wireless connectivity. Finally, this year, coverage was extended to cover non-owned watercraft over 26'. Auto coverage is confusing – Mrs. Erickson is going to try to write an easy to read document that explains coverage including students transporting other teams, non-profits using school vehicles, etc. Seatbelts must be used! The amount of passengers cannot exceed the amount of seatbelts available in a vehicle. Mrs. Erickson hopes that premiums remain stable going into the next year. There is new insurance that will be available on the horizon: School Violent Acts Coverage. She's hoping that APEI will roll it into their coverage. Wrangell has had three worker's compensation claims this past year, which is about one more than usual. Wrangell does a great job in keeping their employees safe.

INSURANCE COVERAGE
REVIEW

Motion to recess into a Public Hearing to take comment on the 2015-2016 Report Card to the Public by Tammy Groshong, seconded by Rinda Howell. Voice vote: all in favor, none opposed.

RECESSED INTO PUBLIC
HEARING TO TAKE COMMENT
ON THE 2015-2016 REPORT
CARD TO THE PUBLIC AT 6:53
PM

Mrs. Buhler turned the floor over to Superintendent Mayer to introduce the Report Card to the Public and explain its contents.

Mr. Mayer explained that there is no state-approved metric to figure an ASPI score. After the AMP assessment meltdown last year, the state has not had a state-approved assessment. They are in the process of adopting a new assessment tool to be used in the spring.

Diane O'Brien asked Mr. Mayer to discuss the attendance and graduation rates since they do pertain to our district. Mr. Mayer said that our attendance rate was down this year. Mr. Mayer said that the graduation rate is a little more difficult. If we have one student who doesn't graduate, it adversely affects our small statistics. The same goes for a student moving from the cohort in the middle of their school career. Mrs. O'Brien suggested having this information available for future discussions.

Reconvened into Regular Session at 6:59 PM

RECONVENED INTO REGULAR
SESSION AT 6:59 PM

Heidi Armstrong thanked the School Board Members for serving on the School Board. She understands how busy the members are. Mrs. Armstrong read a letter into the minutes regarding the Middle School Office Aide position.

GUESTS TO BE HEARD

Parent Diane O'Brien read a letter into the minutes thanking the administrators and teachers for putting the Veteran's Day Assembly together. It was very inspirational. Mrs. O'Brien said she is struck by the amount of budget revisions before the board this evening. She feels that the Middle School Office Aide should have another fifteen minutes added to the position and full-time benefits to the position. The secretary is the cornerstone of the middle school. When Mrs. O'Brien was in school, the homeroom teacher was the student's go-to person. Many students are not comfortable going to the teachers so the secretary is the person that students go to for information. Mrs. O'Brien said that she feels that the position is good for kids.

GUESTS TO BE HEARD

Anne Luetkemeyer thanked the School Board for the opportunity to be heard before the board. She read a letter into the minutes that outlined her concerns with the budget. There will always be a conflict when money is spent. She asked how decisions, expenses and cuts are decided on. She asked if it is the superintendent and business manager are the ones that make the decision or if the board is aware of the process. Ms. Luetkemeyer said that the teachers settled Negotiations last year with no raise because of the state's uncertain budget. Immediately thereafter, the superintendent got a raise. She spoke in favor of the middle school secretary position.

The agenda was approved as presented by unanimous consent.

APPROVAL OF AGENDA

Motion to approve the items on the consent agenda as presented by Rinda Howell; seconded by Tammy Groshong. Voice vote: all in favor; none opposed. Motion passes.

ACCEPTED THE ITEMS ON THE CONSENT AGENDA

- Approved the minutes of the October 17, 2016 Regular School Board Meeting
- Accepted the Upward Bound Sub-Award as presented
- Accepted the donation from SEAPA in the amount of \$500.00 to be used for student activities
- Accepted the grant from Wells Fargo in the amount of \$500 to revitalize the music equipment
- Offered William Schwan a contract addendum in the amount of \$5,760 to coordinate the Upward Bound grant
- Offered Ms. Theresa Allen a pro-rated extracurricular contract for the time she has served as Middle School Assistant Girls Basketball Coach through the remainder of the season
- Reviewed the resignation of Laurie Stargel, paraprofessional

There was no correspondence for review.

CORRESPONDENCE

Information & Reports were accepted by unanimous consent.

ACCEPTED INFORMATION & REPORTS

Motion to accept the FY'2017 budget revision as presented by Tammy Groshong, seconded by Rinda Howell. Poll vote: Tammy Groshong: Yes; Rinda Howell: Yes; Georgianna Buhler: Yes. Motion approved.

ACCEPTED THE FY'2017 BUDGET REVISIONS AS PRESENTED

Motion to approve the Family Life/Sex Education curriculum and resources and teaching staff/guest speakers as presented in the work session by Tammy Groshong; seconded by Rinda Howell. Poll vote: Rinda Howell: Yes; Tammy Groshong: Yes; Georgianna Buhler: Yes. Motion approved.

APPROVED THE FAMILY LIFE/SEX EDUCATION CURRICULUM AND RESOURCES

Motion to accept the first reading of Board Policy #0410, Nondiscrimination as presented by Rinda Howell, seconded by Tammy Groshong. Poll vote: Tammy Groshong: Yes; Rinda Howell: Yes; Georgianna Buhler: Yes. Motion approved.

ACCEPTED THE FIRST READING OF BOARD POLICY #0410, NONDISCRIMINATION

School Board Members reviewed Board Policy #0510, School District Report Card and #0520, School Accountability/School Improvement.

REVIEWED BOARD POLICY

Motion to accept the first reading of Board Policy #4112.4, Physical Examinations as presented by Tammy Groshong, seconded by Rinda Howell. Poll vote: Rinda Howell: Yes; Tammy Groshong: Yes; Georgianna Buhler: Yes. Motion approved.

**ACCEPTED THE FIRST READING OF BOARD POLICY #4112.4, PHYSICAL EXAMINATIONS
ACCEPTED THE FIRST READING OF BOARD POLICY #4131, CERTIFICATED PERSONNEL STAFF DEVELOPMENT**

Motion to accept the first reading of Board Policy #4131, Certificated Personnel Staff Development by Rinda Howell, seconded by Tammy Groshong. Poll vote: Tammy Groshong: Yes; Rinda Howell: Yes; Georgianna Buhler: Yes. Motion approved.

Motion to accept the first reading of Board Policy #4222, Teacher Aides/Paraprofessionals as presented by Tammy Groshong, seconded by Rinda Howell. Poll vote: Rinda Howell: Yes; Tammy Groshong: Yes; Georgianna Buhler: Yes. Motion approved.

ACCEPTED THE FIRST
READING OF BOARD
POLICY #4222, TEACHER
AIDES/
PARAPROFESSIONALS

Motion to accept the first reading of Board Policy #6142.1, Family Life/Sex Education by Rinda Howell, seconded by Tammy Groshong. Poll vote: Tammy Groshong: Yes; Rinda Howell: Yes; Georgianna Buhler: Yes. Motion approved.

ACCEPTED THE FIRST
READING OF BOARD
POLICY #6142.1, FAMILY
LIFE/SEX EDUCATION

Motion to accept the first reading of Board Policy #6156, Class Examinations/Challenging Courses by Examinations as presented by Tammy Groshong, seconded by Rinda Howell. Poll vote: Rinda Howell: Yes; Tammy Groshong: Yes; Georgianna Buhler: Yes. Motion approved.

ACCEPTED THE FIRST
READING OF BOARD
POLICY #6156, CLASS
EXAMINATIONS/
CHALLENGING COURSES

Motion to accept the second reading of Board Policy 7020, Board Standards to correct a grammatical error by Rinda Howell, seconded by Tammy Groshong. Poll vote: Tammy Groshong: Yes; Rinda Howell: Yes; Georgianna Buhler: Yes. Motion approved.

ACCEPTED THE SECOND
READING OF BOARD
POLICY #7020, BOARD
STANDARDS

Motion to accept the first reading of Board Policy #7320, Meetings of the Board as presented by Tammy Groshong, seconded by Rinda Howell. Poll vote: Rinda Howell: Yes; Tammy Groshong: Yes; Georgianna Buhler: Yes. Motion approved.

ACCEPTED THE FIRST
READING OF BOARD
POLICY #7320, MEETINGS
OF THE BOARD

Reviewed the upcoming dates and meeting announcements.

REVIEWED DATES & MTG
ANNOUNCEMENTS

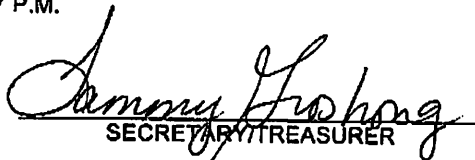
Board Member Howell told the other board members that she appreciated the open meeting and the comments from the audience.

PRESIDENT'S REMARKS AND
COMMENTS FROM BOARD
MEMBERS

School Board President Georgianna Buhler told the School Board that she's not afraid of controversy or passionate advocating and feels that it is a good process for people to be able to talk things out.

Meeting Adjourned at 8:07 P.M.

ADJOURNED AT 8:07 P.M.


SECRETARY/TREASURER

Superintendent and School Board Members,

11.21.16

We would like to support the Middle School Office Aide position at SMS be changed back to full time Secretary position with benefits, and that after the change, the position be offered to Jessica Rooney. Our reason for this change is in hopes we do not lose our current employee to another company which offers benefits, and if Jessica cannot accept the school position after the change, it will attract other worthy candidates.

In considering the change, we would ask that you explore all options to make this possible, including changing the job title back to its' original title or merging other part-time duties with the position. We know it is a complicated process, but we feel it is necessary to look into this deeper.

Thank you for your serious consideration to change the Office Aide position to full time Secretary and explore all options that will make it possible.

We the undersigned,

Penny Allen, SMS Parent and Coach
Heidi Armstrong, Parent
Theresa Allen, Parent and Coach
Christy Gardner, Parent
Joy Miller, Parent

Hello everyone - Thank you for this opportunity. I always consider this a privilege. To be heard. My concerns are with our Budget. There will always be conflict about how money is spent, when more than one ^{person} is affected and the more affected the more disagreement.

For Instance in our District:

Who gets a raise, should we get a new bus, a new phone system, should we make another trip to Juneau or Anchorage, do we need more laptops or new furniture? all money decisions

On the other END: Who's hours do we limit, who should have benefits and how much, who doesn't need that PD conference or a new laptop?

I'd like to ask how are these expenses or cuts decided? Is it the Superintendent and the Accountant? Is the Board involved in the decision making or just the ya or nay vote at the end of the day? or once a month?

I'm asking because money issues can make or break any relationship. Any marriage, any business, or any School District.

- The perception that there is no money is a valid excuse. When the teachers negotiated our contract last year we settled on good faith that the State was broke and therefore the District needed to tighten our belt. Then immediately after the contract was ratified Patrick got a raise. Suddenly there was extra cash in the pot.

As I said last year - maybe he deserved it?

I'm positive - I think people that work hard and do their jobs with commitment and passion should be compensated.

Then there's our MS Secretary? Maybe it should be her turn this year. Shouldn't we reward someone who gets in trouble because she works past the clock? Shouldn't we encourage someone who has her own children in the system, thereby insuring she will do everything to make our school as good as possible.

Are we losing a terrific employee because of money? or is it principal? Because she is classified and the system says 5% bonus with no benefits.

What good is the system if because of it
we lose our secretary. Exceptions and budget
changes are made everyday if you want it to
happen.

Am I blaming the Superintendent and the
Board for this mistake? Absolutely.

Our school system is a machine that
educates and cares for children.
Without Megan, Jessica and Theresa we could not do
our jobs.

We stay in our classrooms and tend to our
curriculums - they make everything else happen.

Am I naive and idealist - of course! But then
I'm surrounded by teenagers all day that still
believe it's good to break
the rules and possible to do the right thing.

Submitted by Anne Luetkemeyer
Therapist.

November 21, 2016

Good evening!

I have two items to speak to tonight.

First, I would like to thank Secondary Principal Schwan, staff, students and others who helped make the Veteran's Day program such a success. Thank you to Principal Schwan for continuing his long tradition of hosting and honoring local veterans with a special program. I spoke to some of the veterans and they were very happy and excited to be recognized and included. It was a well-attended event with special guests, the veterans, students, administration and community members.

Second, I am struck by how easily moneys are moved around. There are many budget revisions being offered tonight, many dollars being moved around. Which seems that when Administration needs to find financing, it will be found. Many of us here tonight and those not in attendance have asked for years that the Middle School Office Alde be an Office Secretary position, add those 15 minutes and make it a full-fledged full time position.

The Middle School Office position is an important one for the students, particularly 6th grade students who are transitioning from elementary school and for school security. It is the cornerstone that connects the students, teachers and administration. There are probably more parents connecting with the middle school office than the high school, for obvious reasons. That position has their finger on the pulse of the school and can quickly figure out where students are and be able to help with any contacts, questions and other business at hand.

When I went to school we had a 'home room' concept. That teacher that you started your day with was your school contact, they delivered the messages of the day, let you know of happenings in the school and helped with whatever was going on where we needed assistance. We don't have that here. Students have gradations of comfort asking particular teachers, questions. Some are not comfortable asking questions at all.

The office position is a cheerleader for the students. Someone students can count on to be there for them. Even though that office person may be busy, they are not preparing for the next class at a certain time; they are accessible and available. They coordinate special events like the canned food drive; provide a bulletin board right outside the office, as well as a white board with current and important reminders and special notices.

Middle School is rigorous and well run. It's a huge change for students, particularly for the 6th grade students...as we all know, from our 'safe' elementary one-room class room situation...to the much more independent schedule with many classes and teachers and a much higher level of expectations and organization skills required.

The office position is a key position for the security of the building. Thankfully, door by the bus stop has been locked this year, which makes the building more secure, to an extent. But every other door in the school remains unlocked. Visitors are required to check in at the middle school office. The main door into the middle school is right outside the door of the middle school office. The person in that office is in charge of signing visitors in and is responsible for know who is in the building at all times. Therefore the person in that office can see who is coming and going. They also have windows looking

out looking into the court yard. This is helpful to keep track of goings on out there, when they are at or near their desk.

The Middle School office position should be full time with benefits. Otherwise we lose persons with passion and know how, that are there for the students, with the students and by the students. I ask that this be seriously looked at and planned for the future. THIS would be good for kids, as we ask ourselves and SHOULD ask ourselves when determining what is best for the students and in this case, for school security reasons, as well.

Thank you!

Submitted by Diane O'Brien



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

7d
**Department of Commerce, Community,
and Economic Development**
ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

December 27, 2016

City & Borough of Wrangell
Attn: Kim Lane, MMC
VIA Email: clerk@wrangell.com

Re: Notice of 2017/2018 Liquor License Renewal Application

License Type:	Package Store	License Number:	701
Licensee:	Hungry Beaver, Inc.		
Doing Business As:	Marine Liquor Store		

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

A handwritten signature in blue ink, appearing to read "C. Franklin".

Cynthia Franklin, Director
amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board Renewal License Application Form AB-17b: Package Store

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing package store license that will expire on December 31, 2016. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only needs to be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed correctly and submitted to the Alcohol & Marijuana Control Office (AMCO)'s main office, along with all other required documents and fees, before any renewal license application will be considered complete.

Section 1 – Establishment and Contact Information

Enter information for the business seeking to have its license renewed.

Licensee:	Hungry Beaver, Inc	License #:	701
License Type:	Package Store	Statute:	AS 04.11.150
Doing Business As:	Marine Liquor Store		
Premises Address:	640 Shakes Street		
Local Governing Body:	City & Borough of Wrangell		
Community Council:	None		

Mailing Address:	PO Box 2313		
City:	Wrangell	State:	Alaska
		ZIP:	99929

Enter information for the licensee who will be designated as the primary point of contact regarding this application and the license.

Designated Licensee:	Patty J Kautz		
Contact Phone:	9078743620	Business Phone:	9078743005
Contact Email:	pattykautz@ymail.com		

Seasonal License? Yes ☐ No ☒ If "Yes", write your six-month operating period: _____





Alaska Alcoholic Beverage Control Board
Renewal License Application
Form AB-17b: Package Store

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Section 2 – Sole Proprietor Ownership Information

This section must be completed by any **sole proprietor** who is applying for a license. Entities should skip to Section 3.
If more space is needed, please attach a separate sheet with the required information.
The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: ☐ applicant ☐ affiliate

Name:					
Address:					
City:		State:		ZIP:	
Email:					
Contact Phone:					

This individual is an: ☐ applicant ☐ affiliate

Name:					
Address:					
City:		State:		ZIP:	
Email:					
Contact Phone:					

Section 3 – Entity Ownership Information

This subsection must be completed by any licensee that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations (DOC). Partnerships may skip to Page 3. Sole proprietors should skip to Section 4.

Alaska DOC Entity #:	991647-1003806
----------------------	----------------

Alaska Division of Corporations: Washington Corp Yes ☒ No ☐

Is your entity in good standing with the Alaska Division of Corporations?

☒ ☐





Alaska Alcoholic Beverage Control Board Renewal License Application Form AB-17b: Package Store

This subsection must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for renewal. If more space is needed, please attach additional completed copies of this page.

- If the applicant is a corporation, the following information must be completed for each stockholder who owns 10% or more of the stock in the corporation, and for each president, vice-president, secretary, and managing officer.
- If the applicant is a limited liability organization, the following information must be completed for each member with an ownership interest of 10% or more, and for each manager.
- If the applicant is a partnership, including a limited partnership, the following information must be completed for each partner with an interest of 10% or more, and for each general partner.

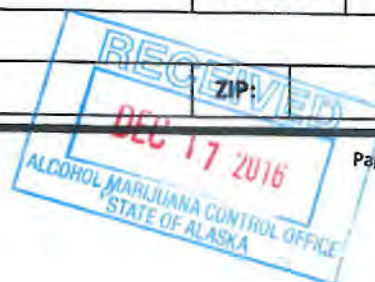
Entity Official:	Patty Jean Kenty				
Title(s):	Pres / Sole Officer	Phone:	9078743620	% Owned:	100
Address:	PO Box 2313				
City:	Wrangell	State:	Alaska	ZIP:	99929

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	





Alaska Alcoholic Beverage Control Board
Renewal License Application
Form AB-17b: Package Store

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Section 4 – Authorization

Communication with AMCO staff:

Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

☐☒

If "Yes", disclose the name of the individual and the reason for this authorization:

Section 5 – License Operation

Written Orders:

Yes No

Did you sell alcoholic beverages in response to a written order in calendar years 2015 or 2016?

☐☒

Check the box that best describes your liquor license operations in calendar years 2015 and 2016:

The license was regularly operated continuously throughout each year, for 8 or more hours each day.

☒

The license was regularly operated during a specific season each year, for 8 or more hours each day.

☐

The license was only operated to meet the minimum requirement of 30 days each year, 8 hours each day.
If this box is checked, an AMCO employee will contact you after reviewing your application.

☐

The license was not operated at all or was not operated for at least the minimum requirement of 30 days each year, 8 hours each day, during one or both of the calendar years.
If this box is checked, an AMCO employee will contact you after reviewing your application.

☐

Section 6 – Convictions

Applicant convictions in calendar years 2015 and 2016:

Yes No

Has any person named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2015 or 2016?

☐☒

If "Yes", list all convictions:



Alaska Alcoholic Beverage Control Board
Renewal License Application
Form AB-17b: Package Store

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Section 7 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and if the licensee is an organized entity, that all current entity officials and stakeholders are listed with the Alaska Division of Corporations.



I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.



I certify that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.



I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name or the ownership (including officers or stakeholders) from what is currently on file with the Alcoholic Beverage Control Board.



I certify that I have not violated any restrictions pertaining to this particular license type, and that this license has not been operated in violation of a condition or restriction imposed by the Alcoholic Beverage Control Board.

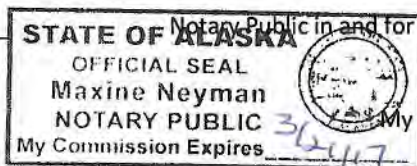


As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned to me as incomplete.

Signature of licensee

Signature of Notary Public

PATTY J KAATZ
Printed name of licensee



Notary Public in and for the State of ALASKA
My commission expires: 3/21/17

Subscribed and sworn to before me this 14th day of November, 2016.

License Fee:	\$ 1500.00	Filing Fee:	\$ 200.00	TOTAL:	\$ 1700.00
Late Fee of \$500.00 – if received or postmarked after 01/03/2017:					
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					





**WRANGELL MEDICAL CENTER
BOARD OF DIRECTORS MEETING MINUTES
November 16, 2016 - 5:30 p.m.
Location: Nolan Center**

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

ROLL CALL:

Present: Bernie Massin, Marlene Messmer, Olinda White, Patrick Mayer and Maxi Wiederspohn
 Attending via teleconference: Terri Henson,
 Absent: (open seat)
 Quorum established
 Assembly representative Becky Rooney was not present

AMENDMENTS TO THE AGENDA: None

CONFLICT OF INTEREST: None

CONSENT ITEMS:

Motion made by Maxi Wiederspohn to approve consent item 5.a minutes of the regular meeting held October 19, 2016 and special meeting October 25, 2016, and item 5.b Statistics for October 2016, Patrick Mayer seconded, passed unanimously.

PERSONS TO BE HEARD: None

CORRESPONDENCE: None

REPORTS AND COMMUNICATIONS FROM WMC STAFF:

- a. **Quality Report:** In addition to written report, Cathy Gross, RHIT, added that, our reporting is now included in a larger 'pool' of reporting hospitals from Alaska and Washington in order to get more meaningful numbers.
- b. **Compliance Report:** none this month, the quarterly report will be given at the 12/21 meeting, but an invitation to board members to attend the November 22nd Safety Meeting.
- c. **CFO Report:** In addition to the written report, Doran Hammett, CFO, added:
 - The line of credit from the city has been paid down over the last few months, and after this month's payment of \$10,000 there is just \$90,000 remaining to pay off.
 - The board asked about:
 - How is our collecting on the receivables going? A: we're happy with the TruBridge end of it, and with our recent new hires in Medical Records, and the work that the whole department is doing, work is progressing on whittling down the in house time from 18 days to 8 or 9.
 - Are there many older bills still unpaid? A: we've had some significant write-offs in the past, but have taken up much of that slack so there isn't that backlog.
- d. **CEO Report:** In addition to the written report, Robert Rang, CEO, added:
 - Three graduates of the CNA class have been hired and are now on staff.
 - The consultants from TruBridge will return at the end of the month to continue work with Cathy Gross and the Medical Records/HIM department to gather 'low hanging fruit' (which includes things like reworking processes and job descriptions to smooth out the flow and procedures).

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

BOARD OF DIRECTORS MEETING

November 16, 2016 - 5:30 p.m.

REPORTS AND COMMUNICATIONS FROM WMC STAFF: (continued)

CEO Report (continued)

- Charge Master Review: one of the goals is to have the charge master separated by department and the inventory 'housed' elsewhere. Training on these processes will continue and will include department heads (to take place before the contract expires at the end of the year).
- One of the benefits to WMC from the recent SEARHC/AICS merger is that our recent contract with SEARHC to provide Biomed services (upkeep and repair of biomedical equipment) now no longer includes the cost of travel and lodging because they are already making the trip down to provide services at the AICS facilities.
- After the first of the year there will be just one permanent nursing position left to fill (down from 8 just over a year ago)

MEDICAL STAFF REPORT: None this month (but it was reported the Dr. Levine's paperwork has finally been seen at the state level and her Alaskan license issued so she is due to begin work on December 5th)

ACTION ITEMS: None this month

DISCUSSION ITEMS:

- a. Hospital project update: Reminder of the workshop with the Borough Assembly on Tuesday, November 29th at 6 pm at City Hall. The purpose is to acquaint new board members and assembly members with past work, current needs and future plans for the new hospital project.

BOARD COMMENTS:

Patrick Mayer: I like the enthusiasm from the staff about the changes in the financial process and working on a smoother flow!

EXECUTIVE SESSION:

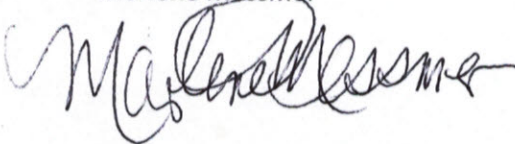
Motion made by Olinda White to recess into executive session to discuss matters, the immediate knowledge of which could prejudice the reputation and character of a person, specifically the annual review of the CEO. Motion seconded by Maxi Wiederspohn. Motion passed unanimously.

Meeting recessed into executive session at 6:05 p.m.

Meeting reconvened into regular session at 7:01 p.m.

ADJOURN: With no further business, the regular meeting adjourned at 7:03 p.m.

Marlene Messmer



Kris Reed,

Date Certified:


12/21/16

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

Together
Everyone
Achieves
More

Projects being worked on:

- ◆ Income survey through the state to determine if Wrangell falls within the 51% low income level making us eligible for certain grant funds. As of 2010 we were at 46%. This is something the city has to fund, but if we again have 51% or more of the population in the lower income bracket, there will be a great source of grant funds available to us for a variety of projects.
- ◆ Water department working on the dredging and cleaning of sand at the water treatment plant and working to begin work on the changes to the roughing filters both to improve production at the plant.
- ◆ Finance Department implementation of new accounting system. This is a major project and comes with many challenges and demand on staff time.
- ◆ The new 911 system is nearing completion and should be online in January 2017.
- ◆ We are told the scrap metal at the dump is still planned to be hauled out of here by Channel Construction in the near future.
- ◆ Process for hiring a new borough manager continues as the assembly works through this process.

CITY AND BOROUGH OF WRANGELL BOROUGH MANAGER REPORT January 10th, 2017

Challenges for 2017

The State of Alaska is faced with many challenges and this legislation session will be one of some major changes. We are likely to see some sort of sales or income tax or both. We will continue to see reductions in funding to municipalities. We have seen in the last couple of years reductions in revenue sharing, jail funding, school debt reimbursement and capital funding.

All cities in Alaska will or already have felt the pinch and if communities want to keep all the existing services they will need to find new ways to fund these services do without.

Some of the major issues facing the city in 2017 and beyond:

- ◆ Lack of state capital funding for needed city building and other infrastructure repairs and improvements.
- ◆ Wrangell has the by far the highest senior exemption percentage in the state. We have 18% of our taxable property taxes exempt for the senior citizen exemption. Petersburg is next with 11%. This makes it much harder for us to have the revenues to provide services.
- ◆ Our water treatment plant is also a high level of concern. We have been working with USDA on funding. We don't know exactly how that is going to work yet. The big problem is we just learned from the engineer is that their original estimate of six million to now 13 million. Major problem unless USDA is up to that task of funding that much of which the majority would have to be grant funds.
- ◆ We will need almost immediately to purchase a new ozone generator for our water plant at a cost of approximately \$230,000. If the old ozone generator fails, we could only purchase half the water and could not survive the need of the community or the seafoods processors.
- ◆ In addition, we did receive a grant through DEC (federal pass through) for replacement of failing water mains, but this will require a match of close to \$300,000 which would exhaust all reserves in the water fund.
- ◆ Water rate increases are going to be necessary to fund some of these essential requirements needed for our water system.
- ◆ Public Safety Building and the Swimming Pool both are going to require a substantial investment for upgrades. Both are 30 + year old facilities and are showing their age.

Until oil prices rebound, it is going to be a long haul for the state and the communities of Alaska.

If the plan doesn't work, change the plan But never the goal.

Agenda Item 9

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM

CLERK'S REPORT January 10, 2017

Mark Your Calendar:

- 1/12 P&Z PH and Regular Mtg. to be held at 7pm in the Assembly Chambers
- 1/13 Special Assembly Mtg. at 10am in the Assembly Chambers (Executive Session - Mgr. Interviews)
- 1/16 Martin Luther King Day - City Hall Closed
- 1/18 WMC Board Mtg. to be held at 5:30 pm in the Nolan Center Classroom
- 1/24 Regular Assembly Mtg. to be held at 7pm in the Assembly Chambers

- 4/13 SEAPA Board Mtg. to be held in Ketchikan, with times TBD

AML Winter Legislative Conference / Alaska Conference of Mayors will be held from February 21st through the 23rd in Juneau.

Mayor Jack will be attending.

Did you know....

What purpose does the motion to *Lay on the Table* have?

Simply stated, this motion is used when something unexpected has come up and you need to set aside the motion for more urgent business. It's used when you want to *temporarily* lay the pending motion aside to tend to a more pressing matter.

The motion to *Postpone* an item is debatable and is amendable. The motion to *Table* an item is not debatable and it is not amendable. It does require a second and a majority vote. So for example, you can't set a time and date for when to address it again. It's more of an urgent motion and to *Table* an item is done by means of urgency. When you use *Lay on the Table*, you are limiting the rights of the members.

Let me show you an example of how *Lay on the Table* should be used...

The Assembly is meeting at 6 tonight and has invited a guest to speak at 7. That gives you an hour to attend to your other business before the guest is scheduled to arrive. However, at 6:30, while the group is in the midst of debating a controversial motion, the guest speaker shows up - what do you do? If you continue the discussion, you will have a heated debate in front of her, which isn't appropriate. But this is an issue that really needs to be addressed, and you don't know when the guest will leave after her speech, so you are not sure whether you can continue the debate tonight or at the next regular meeting. This is a perfect time to use the motion to *Lay on the Table*. If, after her presentation, she leaves and you have time to complete the debate and vote, a member can move to *Take it from the Table*. If not, you can wait until the next meeting and *Take it from the Table* at that time.

Controlling this motion...

After the member makes the motion to *Lay on the Table*, the Mayor should ask the member who made the motion, "For what purpose does the member seek to lay the motion on the table?" If it is a proper use of the motion, the mayor should then proceed to process it. If it is an improper use of the motion, the Mayor should rule the motion out of order. In addition, the Mayor should tell the member what motion to use to achieve the desired end.

In closing.... This motion should not be used very often. As you can see when making this motion, it removes the power of the group to amend or debate it.

Taken from The complete Idiot's guide to Robert's Rules, Nancy Sylvester

Kim Lane, Borough Clerk

Agenda Items 10 a - c

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM January 10, 2017

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

There were no letters received

Vacancies:

- One vacancy Planning & Zoning Commission (Oct 2019)
- Two vacancies Economic Development Committee (Oct 2019)

Recommended Action:

Appointments 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 of an additional School Board Member to the ANSEP Special Committee

See letter dated December 19, 2016 from School Superintendent, Patrick Mayer requesting that Georgianna Buhler be appointed.

RECOMMENDED ACTION:

Appointments to be filled by the Mayor with the consent of the assembly.



**WRANGELL
PUBLIC SCHOOLS**
DISTRICT OFFICE

P.O. BOX 2319
WRANGELL ALASKA 99929
Telephone (907) 874-2347
Fax # (907) 874-3137

December 19, 2016

Honorable Mayor Dave Jack
c/o Kim Lane, MMC, Borough Clerk
City & Borough of Wrangell, Alaska
P.O. Box 531
Wrangell, AK 99929-0531

Dear Mayor Jack:

ANSEP has the potential to be a huge economical boost to the community as well as having a direct impact on Wrangell Public Schools. Due to the scope of the project and its potential impact to Wrangell Public Schools, I would respectfully request that Wrangell Public School Board be allowed to have two members serve on the Borough's Special ANSEP Committee.

During the Regular School Board Meeting held December 14, 2016, the School Board discussed and collectively agreed to request that an additional board member be appointed to the Borough Assembly's Special ANSEP Committee. After the October election, the School Board reorganized and Georgianna Buhler was nominated as Board President.

It is the request of the School Board that Mrs. Buhler be appointed to represent the School Board on the ANSEP Committee.

Thank you for your consideration.

Sincerely,

Patrick Mayer
Superintendent

PM:kjp

Agenda Item 13a

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM January 10, 2017

INFORMATION:

Approval of the request from the Wrangell Medical Center for the City to pay half the cost of the Financial Feasibility Analysis for a determination of repayment for a new Hospital

Attachments:

1. Memo from Manager Jabusch
2. BDO Consulting Services Information

RECOMMENDED ACTION:

Move to approve 50% of the funding or \$23,500.00 for a Financial Feasibility Analysis to determine if the hospital could repay a loan to build a new hospital with funding of the \$23,500 to come from the general fund reserve.

DECEMBER 6, 2016

TO: MAYOR DAVID JACK AND BOROUGH ASSEMBLY

FROM: JEFF JABUSCH, BOROUGH MANAGER

RE: Request from Wrangell Medical Center to pay for 50% of the cost of having a Financial Feasibility Analysis to determine if Wrangell Medical Center could fund loan repayment requirements for a new hospital.

Information:

In December the assembly had a workshop with the hospital and at that time the assembly wanted to move ahead with a feasibility study and preliminary (conceptual) designs for a new hospital. At that time we believed that both of these were eligible under the existing state grant that we have with the state.

Unfortunately, only the hiring of the architect to do the conceptual design is eligible under the grant. The feasibility study is not eligible and will have to be funded locally. The auditors for Wrangell Medical Center and the Borough can perform this work and their proposal, including cost, is attached. The total is \$47,000. Wrangell medical center is asking the borough to share 50% in this cost which would be \$23,500.

The necessity of a feasibility report is twofold. The first is to determine if we build a new hospital and borrow to fund it, can the hospital afford to make the payments to repay a loan? The other reason for this is that if it is determined that it is affordable, this report will be required by any lending organization prior to loaning any money for this project.

The Wrangell Medical Center is going to continue over time to struggle with funding issues and struggle to fund various capital projects of any size. Whereas many other local hospitals around the state help fund their hospitals in some way, Wrangell has been pretty lucky in the fact that we have not had to do that in over 20 years or that I can remember. If the community wants to seriously look at a new hospital, there is going to have to be a commitment to some funds to get this done since state grants are a thing of the past.

Recommended Motion:

Move to approve 50% of the funding or \$23,500.00 for a Financial Feasibility Analysis to determine if the hospital could repay a loan to build a new hospital with funding of the \$23,500 to come from the general fund reserve.



Tel: (212) 885-8000
Fax: (212) 697-1299
www.bdoconsulting.com

13a-2

BDO CONSULTING, LLC
100 Park Avenue
New York, NY 10017

December 22, 2016

Mr. Robert Rang
Chief Executive Officer
Wrangell Medical Center
310 Bennett Street
Wrangell, AK 99929

Re: Consulting Services for Wrangell Medical Center

Dear Mr. Rang:

BDO Consulting, a division of BDO USA, LLP, a Delaware limited liability partnership ("BDO" or "we"), is pleased to have the opportunity to provide professional consulting services to Wrangell Medical Center (the "Client" or "WMC") in the above-referenced matter. This engagement letter (the "Agreement"), including all attachments hereto, all serve to confirm our understanding of the services requested, and the terms and conditions of our engagement.

Description of Services

BDO shall provide the services described on Attachment A hereto (the "Services"), which Services may be modified upon our mutual written agreement (email shall suffice). The product of this engagement represents a compilation of financial and other data provided by WMC management to be used by WMC management, accordingly.

This Agreement shall also be governed by the terms and conditions set forth in Attachment B.

Professional Fees and Expenses

Our estimated professional fees for this engagement will be \$47,000 and is based on discounted hourly rates for BDO professionals. If the scope of our work is expanded we will discuss with you any increase in our work scope and mutually agree to any changes in the fee estimate. We also will bill Client for reasonable out-of-pocket expenses and our internal charges for certain support activities. Our fees are not contingent upon the final results and we do not warrant or predict results or final developments in this matter.



Wrangell Medical Center

Page 2

Invoices will be rendered on a monthly basis for all Services. Payment of our invoices is due upon receipt. All invoices will be final after 30 days unless Client notifies us in writing of any dispute. Invoices that are unpaid thirty (30) days past the invoice date are deemed delinquent and we reserve the right to charge interest on the past due amount at the lesser of 1.0% per month or the maximum amount permitted by law. If fees are not paid in a timely manner, then we reserve the right to suspend our Services, withhold delivery of any deliverables, or withdraw from this engagement entirely. If any collection action is required, Client agrees to reimburse us for our costs of collection, including attorneys' fees.

Billing Protocol

Prior to commencing work, Client agrees to send us a retainer, which will be applied to the final billing. . For this matter, we will invoice WMC \$25,000 upon execution of this engagement letter. Please confirm with us once the retainer has been paid either by check to: BDO USA, LLP, P.O. Box 642743, Pittsburgh, Pennsylvania 15264-2742 or by wire transfer to the following account:

Receiving Bank:	PNC Bank, N.A.
Location:	Pittsburgh, Pennsylvania
ABA:	#031207607
Credit To:	BDO USA, LLP
Account:	#8013580178
SWIFT Code:	PNCC US 33



Wrangell Medical Center
Page 3

Very truly yours,

BDO USA, LLP

A handwritten signature in black ink, appearing to read "Patrick Pilch".

Name: Patrick Pilch
Title: Managing Director

ACKNOWLEDGED AND AGREED TO:

By: _____
Name:

Date:

Title:

Cc: Steven Shill, BDO
Michael Congedo, BDO



Attachment A

DESCRIPTION OF SERVICES

I. Scope of Work

A. Knowledge Transfer

1. Provide management with list of requested information
2. Review information received from management
3. Discuss with management critical accounting policies and practices
4. Analyze financial statements, considering, among other things, non-recurring, non-operating & non-cash items, changes in accounting or reporting practices, movement of reserves, transactions between related parties and potential pro forma adjustments
5. Analyze net patient service revenue by service line and payor
6. Analyze key volume statistics for patient care
7. Analyze schedule of operating expenses, including, but not limited to, salaries & wages, FTEs & headcount, supplies, purchased services, contract labor and administrative expenses
8. Analyze working capital and Balance Sheet items, considering, among other things, accounts receivable, accounts payable, prepaid expenses, third party liabilities, reserves and long term debt and other liabilities

B. Financial Modeling

1. Develop a three financial statement, 5-year pro forma financial projection
2. Develop revenue model to project volume and revenue for the 5-year period
3. Develop a long term debt module to model size and structure of potential new financing
4. Develop a long term summary projection, for informational purposes only, to determine adequacy of WMC financial results to service new financing repayment requirements, over the life of the new financing

C. Performance Improvement Initiative Quantification

1. Work with WMC management to identify performance improvement initiatives, if any
2. Quantify financial impact of performance improvement initiatives
3. Include performance improvement initiatives, if any, in the 5-year pro forma financial projection

D. Bond Sizing and Structure

1. Work with WMC management, and other professionals as identified by management, to determine project costs
2. Assume bond sizing necessary to pay for direct project costs and other project related costs
3. Identify appropriate structure for potential new financing



Wrangell Medical Center
Page 5

- E. Report Development**
 - 1. Develop a report to detail findings and projections
- II. Project Deliverables**
 - A. Project Report
- III. Timing**
 - A. BDO is prepared to begin work promptly and the engagement will conclude upon presentation of the Project Deliverables to WMC management.



Wrangell Medical Center

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Attachment B

TERMS AND CONDITIONS

- 1. Term and Termination.** This Agreement shall terminate on the later of three (3) years from the date hereof or on the completion of the Services. Each party shall have the right to terminate this Agreement at any time by giving written notice to the other party not less than 30 days before the effective date of termination. In addition, BDO may terminate this Agreement immediately if BDO reasonably determines that it is unable to perform the Services in accordance with applicable laws, regulations or professional standards. If the Agreement is terminated, the Client agrees to compensate BDO for the Services performed and expenses incurred through the effective date of termination.
- 2. Indemnification and Limitation of Liability.** As the Services are intended for the Client and not third parties, the Client agrees to release, indemnify and hold harmless BDO and its members, partners, employees, contractors, agents and affiliates (collectively "BDO Group") from and against any and all third-party claims, liabilities, or expenses relating to the Services (collectively, the "Claims") in contract, statute, or tort. BDO Group shall not be liable to the Client for any claims relating to the Services for an aggregate amount in excess of the fees paid by the Client to BDO for the services giving rise to the claim during the twelve months preceding the date of the claim, except to the extent finally determined to have resulted from BDO Group's gross negligence or intentional misconduct. In no event shall BDO Group be liable for consequential, special, indirect, incidental, punitive, or exemplary losses or damages relating to the Agreement.
- 3. Third-Parties and Use.** All Services hereunder shall be solely for the use and benefit of the parties hereto. This engagement does not create privity between BDO and any person or party other than the parties hereto, and is not intended for the express or implied benefit of any third party. No third party is entitled to rely, in any manner or for any purpose, on the Services or deliverables of BDO hereunder.
- 4. Ownership of Work Papers.** The work papers prepared pursuant to this Agreement (i.e. BDO's internal documentation to substantiate the Services) are the property of BDO. Such work papers constitute confidential, proprietary and trade secret information, and will be retained by BDO in accordance with our policies and procedures and all applicable laws.
- 5. Assignment and Sole Recourse.** In performing the Services hereunder, BDO may assign its rights to perform a portion of the Services to, and may engage the services of independent contractors, including independent BDO Alliance USA members (a nationwide association of independently-owned local and regional accounting, consulting and service firms), members of the international BDO network of independent member firms ("Member Firms") or affiliates of BDO (each, a "Subcontractor") without the Client's prior consent. If such subcontract or assignment is made, the Client agrees that, unless the Client contracts directly with Subcontractor, all of the applicable Terms and Conditions shall apply to Subcontractor. BDO agrees that it shall not permit Subcontractor to perform any work relating to the Services until Subcontractor agrees to be bound by the applicable Terms and Conditions of the Agreement. BDO further agrees that it will remain primarily responsible for the Services, unless the Client and BDO agree otherwise, and BDO will supervise the work of Subcontractor to ensure that the work performed relating to the Services is in accordance with applicable professional standards. From time to time, and depending on the circumstances, a Subcontractor located in other countries may participate in the Services, and, in some cases, BDO may transfer information to or from the United States or another country.

Although applicable privacy laws may vary depending on the jurisdiction, and may provide less or different protection than those of the Client's home country, BDO requires Subcontractor to agree to maintain the



Wrangell Medical Center

Page 7

confidentiality of the Client's information and observe BDO's policies concerning any confidential client information that BDO provides to Subcontractors.

Client agrees that Client shall bring no Claims whether in contract, statute or tort (including, without limitation, negligence) against any Member Firm that is a Subcontractor in any way arising from, in respect of or in connection with the Services or this Agreement, except to the extent finally judicially determined to have resulted from the gross negligence or intentional misconduct of such Member Firm. A Member Firm that is a Subcontractor may enforce any limitations or exclusions of liability available to BDO under this Agreement.

The Client may not assign this Agreement without our prior written consent, except to a party that acquires substantially all of the Client's assets and goodwill.

6. Confidentiality. Each of the parties hereto shall treat and keep any and all of the "Confidential Information" as confidential, with at least the same degree of care as it accords to its own confidential information, but in no event less than a reasonable degree of care. "Confidential Information" means all non-public information that is marked as "confidential" or "proprietary" or that otherwise should be understood by a reasonable person to be confidential in nature that is obtained by one party (the "Receiving Party") from the other party (the "Disclosing Party"). All terms of this Agreement and all information provided pursuant to this Agreement are considered Confidential Information. Notwithstanding the foregoing, Confidential Information shall not include any information that was or is: (a) known to the Receiving Party prior to disclosure by the Disclosing Party; (b) as of the time of its disclosure, or thereafter becomes, part of the public domain through a source other than the Receiving Party; (c) made known to the Receiving Party by a third person who is not subject to any confidentiality obligation known to Receiving Party and such third party does not impose any confidentiality obligation on the Receiving Party with respect to such information; (d) required to be disclosed pursuant to governmental authority, professional obligation, law, decree regulation, subpoena or court order; or (e) independently developed by the Receiving Party. If disclosure is required pursuant to subsection (d) above, the Disclosing Party shall (other than in connection with routine supervisory examinations by regulatory authorities with jurisdiction and without breaching any legal or regulatory requirement) provide prior written notice thereof to allow the other party to seek a protective order or other appropriate relief. Upon the request of the Disclosing Party, the Receiving Party shall return or destroy any and all of the Confidential Information except for (i) copies retained in work paper files retained to comply with a party's professional or legal obligations and (ii) such Confidential Information located on electronic back-up tapes (in accordance with the Receiving Party's normal data back-up procedures) where such tapes are not easily accessible to Receiving Party's employees or partners.

It is our understanding that Protected Health Information ("PHI") or other information protected by the Health Insurance Portability and Accountability Act, as amended from time to time ("HIPAA") or other regulations will not be disclosed to us. To the extent that BDO is to have access to such PHI, the parties shall execute a HIPAA Business Associate Addendum.

7. Data and Information. BDO shall be entitled to reasonably rely on and assume, without independent verification, that all representations, assumptions, information and data supplied by the Client and its representatives shall be complete and, to the best of the Client's knowledge, accurate and have not been altered. Unless otherwise agreed to by the parties, BDO shall not assume any responsibility for any financial reporting with respect to the Services.

8. Conflicts of Interest. BDO is not aware of any conflicts of interest with respect to any of the names Client has provided. BDO is not responsible for continuously monitoring other potential conflicts that could arise during the course of the engagement, although we will inform Client promptly should any come to our attention. We reserve the right to resign from this engagement at any time if conflicts of interest arise or become known to us that,



Wrangell Medical Center

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in our judgment, would impair our ability to perform objectively. Additionally, our engagement by Client on this matter will in no way preclude us from being engaged by any other party in the future. Notwithstanding anything contained in Section 6 (Confidentiality), BDO shall be permitted to disclose that it is engaged to provide the Services to Client under this Agreement if BDO in its reasonable professional judgment determines that such disclosure is required in connection with BDO's provision of litigation support services and related services on behalf of other clients of BDO, including, without limitation, professional services engagements under which BDO personnel act as arbitrators in post-acquisition disputes or act as expert witnesses.

9. Dispute Resolution; Claims. Any dispute or claim between the parties arising out of or relating to the Agreement or a breach of this Agreement, including, without limitation, claims for breach of contract, professional negligence, breach of fiduciary duty, misrepresentation, fraud and disputes regarding attorney fees and/or costs charged under this Agreement (except to the extent provided below) shall be submitted to binding arbitration before the American Arbitration Association, and subject to the Commercial Arbitration Rules. The arbitration proceeding shall take place in the city in which the BDO office providing the majority of the Services involved is located, unless the parties agree in writing to a different location. The arbitration shall be governed by the provisions of the laws of the State of New York (except if there is no applicable state law providing for such arbitration, then the Federal Arbitration Act shall apply) and the substantive law of such state shall be applied without reference to conflicts of law rules. The parties shall bear their own legal fees and costs for all claims. The arbitration proceedings shall be confidential. Each party acknowledges that by agreeing to this Arbitration provision, it is giving up the right to litigate claims against the other party, and important rights that would be available in litigation, including the right to trial by judge or jury, to extensive discovery and to appeal an adverse decision. Each party acknowledges that it has read and understands this arbitration provision, and that it voluntarily agrees to binding arbitration.

No claim or action arising out of or relating to this Agreement or the Services hereunder may be brought by either party hereto (i) more than 24 months after the claiming party first knows or has reason to know that the claim or cause of action has accrued, or (ii) more than 60 months following the completion of the Services to which the claim relates. This paragraph will shorten, but in no event extend, any otherwise legally applicable period of limitations on such claims.

10. Power and Authority. Each of the parties hereto has all requisite power and authority to execute and deliver this Agreement and to carry out and perform its respective obligations hereunder. This Agreement constitutes the legal, valid and binding obligations of each party, enforceable against such party in accordance with its terms.

11. Subpoenas. If the Client requests BDO to object to or respond to, or BDO receives and responds to, a validly issued third party subpoena, court order, government regulatory inquiry, or other similar request of or legal process for the production of documents and/or testimony relative to information we obtained and/or prepared during the course of this or any prior engagements with the Client, Client agrees to compensate us for all time BDO expends in connection with such response, at our regular rates, and to reimburse BDO for all related out-of-pocket costs (including outside lawyer fees) that we incur.

12. Email Communications. BDO disclaims and waives, and the Client releases BDO from, any and all liability for the interception or unintentional disclosure of e-mail transmissions or for the unauthorized use or failed delivery of e-mails transmitted or received by BDO in connection with the performance of the Services.



Wrangell Medical Center

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Any drafts or calculations that BDO sends to Client prior to preparation of any final customized report should be viewed as preliminary.

13. External Computing Options. If, at the Client's request, BDO agrees to use certain external commercial services, including but not limited to services for cloud storage, remote control, and/or file sharing options (collectively "External Computing Options"), that are outside of BDO's standard security protocol, the Client acknowledges that such External Computing Options may be associated with heightened security and privacy risks. Accordingly, BDO disclaims and waives, and the Client releases BDO from, any and all liability arising out of or related to the use of such External Computing Options.

14. Electronic Transmissions. This Agreement may be transmitted in electronic format and shall not be denied legal effect solely because it was formed or transmitted, in whole or in part, by electronic record; however, this Agreement must then remain capable of being retained and accurately reproduced, from time to time, by electronic record by the parties to this Agreement and all other persons or entities required by law. An electronically transmitted signature to this Agreement will be deemed an acceptable original for purposes of consummating this Agreement and binding the party providing such electronic signature.

15. Severability. If any portion of this Agreement is held to be void, invalid, or otherwise unenforceable in whole or in part, for any reason whatsoever, such portion of this Agreement shall be amended to the minimum extent required to make the provision enforceable and the remaining portions of this Agreement shall remain in full force and effect.

16. Independent Contractor. BDO is providing the Services hereunder as an independent contractor. BDO's obligations herein are exclusively contractual in nature. This Agreement does not create any agency, employment, partnership, joint venture, trust, or other fiduciary relationship between the parties. Neither BDO nor the Client shall have the right to bind the other to any third party or otherwise to act in any way as a representative or agent of the other except as otherwise agreed in writing between the parties.

17. Entire Agreement. This Agreement sets forth the entire agreement between the parties with respect to the subject matter herein, superseding all prior agreements, negotiations, or understandings, whether oral or written, with respect to the subject matter herein. This Agreement may not be changed, modified, or waived in whole or part except by an instrument in writing signed by both parties.

Agenda Item 13b

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM January 10, 2017

INFORMATION:

Approval of a Change Order to CRW Engineers for the Water Plant Pilot Study

Attachments:

1. Memo from Amber Al-Haddad, PW Director
2. WRG Task / Budget Review

RECOMMENDED ACTION:

Move to approve a contract amendment to CRW Engineering Group for costs associated with additional pilot testing for the Water Plant Pilot Study project in a lump sum amount of \$8,805.92. Project costs will be paid from Water Fund Revenues.

MEMORANDUM

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

FROM: AMBER AL-HADDAD, PUBLIC WORKS DIRECTOR

**SUBJECT: APPROVAL OF CRW ENGINEER'S CONTRACT AMENDMENT FOR
WATER PLANT PILOT STUDY**

DATE: January 3, 2017

BACKGROUND:

The City and Borough of Wrangell (CBW) is under contract with CRW Engineers to provide for the pilot testing, analysis and recommendations for a new and improved water treatment processing system under the Water Plant Pilot Study project.

The agreement with CRW Engineers for the pilot study was that the CBW would provide our staff on a daily basis, as trained by CRW Engineers, to operate the pilot plant, make plant adjustments, record data and draw samples. While the pilot plant was on site, CBW staff's availability to operate and make record of the testing was reduced due to the added attention that our water treatment plant required last year.

By the end of the original test period for the pilot plant, we felt that an extended testing timeframe was needed to achieve the full extent of sampling and analysis. The costs associated with the additional testing include pilot plant rental, chemical and lab testing, as well as CRW coordination time.

Since grant funds for the Water Treatment Pilot Study project are fully expended, all costs associated with the added costs for the pilot plant project's overruns would be covered by Water Fund Revenues.

RECOMMENDATION:

Staff recommends the Assembly approve a contract amendment to CRW Engineering Group for costs associated with additional pilot testing for the Water Plant Pilot Study project in a lump sum amount of \$8,805.92. Project costs will be paid from Water Fund Revenues.

ATTACHMENTS:

1. CRW Engineers' Task 0024 Budget Review of Cost Overruns.

**CBW Drinking Water Pilot Testing
Task 0024 Budget Review**

13b-2

Task 0024 Budget Analysis as of:	12/30/2016
Budget:	\$77,316.00
Less AWC Lump Sum Amount:	\$20,350.00
Less Amount for Sub Consultation:	\$282.98
Less Earned Weekly Rates by AWC:	\$24,860.00
Less Amount for CRW Costs:	\$34,412.84
Less Lab Testing Costs:	\$6,216.10
TOTAL REMAINING	-\$8,805.92

Sub Consultation	
	Cost
Summit	\$282.98
AWC	\$0
Total	\$282.98

CRW Costs:		
Labor	Expenses	Cost
\$28,572.50	\$5,840.34	\$34,412.84

Earned Weekly Rates by AWC			
	Weeks	Rate	Cost
Equip	8	\$1,250	\$10,000
Operator	7	\$1,200	\$8,400
Expenses	1	\$4,200	\$4,200
Subtotal			\$22,600
	plus 10% markup		\$2,260
TOTAL			\$24,860.00

Agenda Item 13c

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM January 10, 2017

INFORMATION:

Approval of a Change Order to Rock-N-Road for the Wood Street Improvements Project

Attachments:

1. Memo from Amber Al-Haddad, PW Director
2. Change order no. 3

RECOMMENDED ACTION:

Move to authorize the Borough Manager to issue Change Order #3, in the amount of \$32,150 to Rock-N-Road Construction for final adjusted quantities to the Wood Street Improvements project with costs scheduled to be paid from the project contingency funding source identified as the Sales Tax Street Fund.

MEMORANDUM

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

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

**SUBJECT: WOOD STREET IMPROVEMENTS PROJECT
CHANGE ORDER #3**

DATE: January 3, 2016

BACKGROUND

Following Rock-N-Road Contractors completion of the concrete paving project on Wood Street in October 2016, they now have most of their closeout documents in place. One of the closeout items is a confirmation of quantities for adjustment prior to a final pay request submission by the Contractor.

Adjusted quantities have resulted in a third and final change order in the amount of \$32,150 (previous change orders one and two totaled \$20,200). Included in change order three are adjustments to electrical, concrete, storm pipe and seeding:

- Additional underground conduit was installed for future electrical needs; a portion of existing communication lines, for the water treatment plant, were changed from aerial to underground (\$1,200)
- An engineer's as-built survey was performed for the final placed concrete quantities on behalf of Rock-N-Road. This survey was confirmed by CBW staff to determine the final quantity of placed concrete roadway and sidewalk paving, which was greater than the original bid quantity (25,045).
- Additional lengths of both 24" and 36" diameter storm drain pipe were required for modifications due to conflicting conditions realized during construction (\$9,905).
- A credit for the seeding task is included since the weather was not favorable for seeding at the project's completion in mid-October (-4,000).

A five percent construction contingency, in the amount of \$45,137.25, was approved to come from the Sales Tax Street Fund for this project. To date, with this third and final change order, and including a savings from PND's budget, the amount over the contingency identified at the beginning of the project is \$3,587.29. This project overage would also be funded by the Sales Tax Street Fund.

RECOMMENDATION

Staff recommends the Assembly authorize the Borough Manager to issue Change Order #3, in the amount of \$32,150 to Rock-N-Road Construction for final adjusted quantities to the Wood Street Improvements project with costs scheduled to be paid from the project contingency funding source identified as the Sales Tax Street Fund.

ATTACHMENTS

1. Change Order #3 for issue to Rock-N-Road Construction



City & Borough of Wrangell
P.O. Box 531, Wrangell, AK 99929
T 907.874.3494 / F 907.874.2699
Website www.wrangell.com
Email wrgpm@wrangell.com

December 30th, 2016

Rock N Road

Re: Wood Street Improvements CHANGE ORDER No. 3

Description: This change order includes all parts, materials, labor and all other work required for additional paving, storm water pipe and sidewalk. It also removes seeding from the contract.

Reason for Change Order: Added and removed scope.

Attachments:

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: \$ 902,745.00	Contract Times After Change Order 1: Substantial Completion September 15 th , 2016
Net changes from previous Change Orders No.1 to No.2: \$ 20,200	Net changes from previous Change Orders No._ to No._: Substantial Completion - October 15 th 2016 (days or dates) 30
Contract Price prior to this Change Order: \$ 922,945	Contract Times prior to this Change Order: Substantial Completion - 0 (dates)
Net increase (decrease) of this Change Order: \$ 32,150	Net Increase (decrease) of this Change Order: Substantial Completion - (days or dates)
Contract Price with all approved Change Orders: \$ 955,095	Contract Times with all approved Change Orders: Substantial Completion - October 15 th , 2016 (days or dates) 30

CHANGE ORDER No. 2, CONTINUED

The above amount covers all work in connection with this Change Order. Your acceptance and the Owner's acceptance shall constitute and become a part of your contract with the City and Borough of Wrangell.

RECOMMENDED: By: <u>Steven M. Robert</u> Engineer (Authorized Signature) Date: <u>12-30-16</u>	APPROVED: By: _____ Owner (Authorized Signature) Date: _____	ACCEPTED: By: _____ Contractor (Authorized Signature) Date: _____
--	--	---

SUMMARY OF CHANGE ORDER:					
		CONTRACT PRICE		CONTRACT TIME	
	Base Contract	\$902,745.00		0	0
1	Change order 1	\$17,200		30	0
2	Change order 2	\$3,000		0	0
3	Modification proposal 2	\$1,200		0	0
4	Added 24" diameter pipe	\$7,505		0	0
5	Added 36" diameter pipe	\$2,400		0	0
6	Added roadway paving	\$13,640		0	0
7	Added sidewalk	\$11,405		0	0
8	Seeding removed	-4,000		0	0
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
TOTAL INCREASE		\$52,350		30	
TOTAL DECREASE					
TOTAL CONTRACT VAULE		\$955,095		October 15 th 2016	

Agenda Item 13d

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM January 10, 2017

INFORMATION:

Approval to proceed with the sale of City Tidelands, as requested by Brett Woodbury

Attachments:

1. Request from Mr. Woodbury to purchase City owned Tidelands
2. Memos from the Port Commission and Planning & Zoning Commission approving the purchase
3. Wrangell Code Section 16.12.030 – 16.12.075 (Sale of Tidelands)
4. Maps of proposed area

RECOMMENDED ACTION:

Move to proceed with the Sale of unsubdivided City Tidelands, adjacent to Lot 5, Block 24A, Wrangell Townsite, Inner Harbor Area, zoned Waterfront Development, as requested by Brett Woodbury, to direct the Borough Clerk to order an Appraisal once the Survey has been received and the applicable fees have been paid by the applicant and to waive the public auction and bid provisions as stated in 16.12.040 B & C, which is allowed under WMC 16.12.075.

BRETT WOODBURY

Box 2121

Wrangell AK 99929

11/14/2016

Kim Lane

Clerk

P.O, Box 531

Wrangell AK 99929

Kim

This is to propose purchase of Borough tide lands in the inner harbor in front of my lot 5 (previously owned by John Ellis). The area is approximately 20'x67' 1340sq ft. or .03 acres, shown on the attached map. This will permit me to extend my existing dock to include the newly acquired Lot 5 property.

Sincerely,

Brett Woodbury

MEMORANDUM

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

FROM: MS. CAROL RUSHMORE
ECONOMIC DEVELOPMENT DIRECTOR

SUBJECT: Request to purchase unsubdivided tidelands owned by the City and
Borough of Wrangell adjacent to Lot 5, Block 24A, Wrangell Townsite, Inner
Harbor area, zoned Waterfront Development, requested by Brett Woodbury

DATE: December 9, 2016

BACKGROUND: Mr. Woodbury has purchased the Lot 5, Block 24a in the inner harbor. There is currently a dock in front of the property that is old and goes dry at low tide. Mr. Woodbury purchased adjacent tidelands a few years ago and is now seeking to square up the tideland boundaries in order to extend his new dock on the other side of the access ramp.

RECOMMENDATION:

The Planning and Zoning Commission at their regular meeting of December 8, 2016 recommended to the Assembly to sell the tidelands to Mr. Woodbury.

ATTACHMENTS:

1. Photographs of current dock and float structure

Wrangell Port Commission

MEMO

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

FROM: SHERRI COWAN, PORT RECORDING SECRETARY

SUBJECT: Request from Brett Woodbury to purchase City Tidelands in front of his Lot 5 property

DATE: January 6, 2017

At their January 4, 2017 Regular Meeting, the Port Commission approved the request from Brett Woodbury to purchase City Tidelands in front of his Lot 5 property.

16.12.030 Sale of tidelands.

A. The policy of outright disposal by sale of tide and submerged lands is not favored; the orderly development of the borough with due consideration toward ocean resource harvesting, municipal revenue and public recreation would indicate a strong preference toward tidelands leasing. However, when it is in the public interest, the assembly may, by resolution, authorize the sale of tracts of tide and submerged lands in the manner provided for the sale of other real property owned by the borough. Tidelands, which may be sold pursuant to this section, as that term is used herein, refers only to those tide and submerged lands conveyed by the state of Alaska to the then-City of Wrangell pursuant to AS 38.05.820.

B. All sales of tide and submerged lands shall be public sales and shall be governed by the provisions of this chapter, insofar as applicable. [Ord. 833 § 42, 2009; Ord. 677 § 4, 2000; Ord. 645 § 5, 1998; Ord. 618 § 4, 1996; Ord. 588 § 6, 1993; Ord. 410 § 7, 1981; Ord. 275 § 5, 1971; prior code § 45.20.030.]

16.12.040 Value assessment – Notice of terms.

A. When an application is filed for the sale, lease or other disposition of real property, tidelands or any interest therein, the borough clerk shall cause an appraisal of the interest to be disposed of to be made by the assessor, who shall submit a report to the assembly, which will include his estimate of the market value of the interest. The assembly shall then submit the application and, upon approval of a majority of those voting on the question, the assembly shall approve the sale on such terms and conditions as provided herein, or set by the assembly. The costs of appraisal fees, survey fees and fees necessary for the preparation of documents, and all other costs associated with the application shall be borne by the applicant.

B. Following approval by the assembly, if the subject interest has a value of \$1,000,000 or less, the borough clerk shall thereafter give notice of the sale, lease or other disposition by publication of notice in a newspaper of general circulation in the borough at least 30 days before the date of the sale, lease, or other disposition, and the notice shall be 30 days before the date of the sale, lease, or other disposition, and the notice shall be posted within that time in at least three public places in the borough.

C. The notice shall contain a description of the property and the interest therein which is being disposed; the estimated value of the interest; declare that the disposition shall be effected through sealed bids, the forms for which may be obtained in advance at the borough clerk's office at City Hall; shall specify the address to which the sealed bids shall be addressed or delivered by the bidders; state the date and hour upon which bids shall be opened in public, and that sealed bids may be submitted at any time prior to the opening; that the property may be sold, leased, or disposed to the highest responsible bidder for cash, or terms as provided in WMC 16.12.015; that the borough reserves the right to reject any and all bids.

D. Terms. Certified or cashier's check or cash equal to 25 percent of the bid must accompany the bid. Personal checks will not be accepted. Purchasers may choose to pay balance by cash or execute an installment purchase agreement with the City and Borough of Wrangell. Term of installment purchase agreement shall not exceed 15 years. Interest rate on unpaid balance will accrue at prime plus two points at time of closing. The unpaid balance shall be evidenced by a promissory note secured by a deed of trust on the property.

E. Fund Disposition. All funds received from tidelands sales shall be deposited into the City and Borough of Wrangell's permanent fund. [Ord. 750 § 4, 2004; Ord. 746 § 4, 2004; Ord. 692 § 4, 2000; Ord. 677 § 4, 2000; Ord. 312 § 5, 1974; prior code § 45.20.040.]

16.12.070 Preference rights of upland owners and tidelands lessees.

A. Uplands owner abutting tide and submerged lands for which a sale application is submitted, whether submitted by the uplands owner or a third party, shall be entitled to a preference right in the form of the right to meet or exceed the highest bid or offer tendered by another person for the purchase of abutting tide or submerged lands. No additional notice other than that already required by this title shall be required of the applicant. Furthermore, failure to exercise this preference right at or before the time of sale shall result in the forfeiture of said preference right.

B. The lessees of an existing and current tidelands lease shall be entitled to a preference right in the form of the right to meet or exceed the highest bid or offer tendered by another person for the purchase of the tidelands leased by said lessee. The tidelands lessees' preference shall be superior to that preference granted to uplands owners in subsection (A) of this section. No additional notice, other than that already required by this title, shall be required of the

applicant. Furthermore, failure to exercise this preference at or before the time of sale shall result in the forfeiture of said preference right. [Ord. 677 § 4, 2000.]

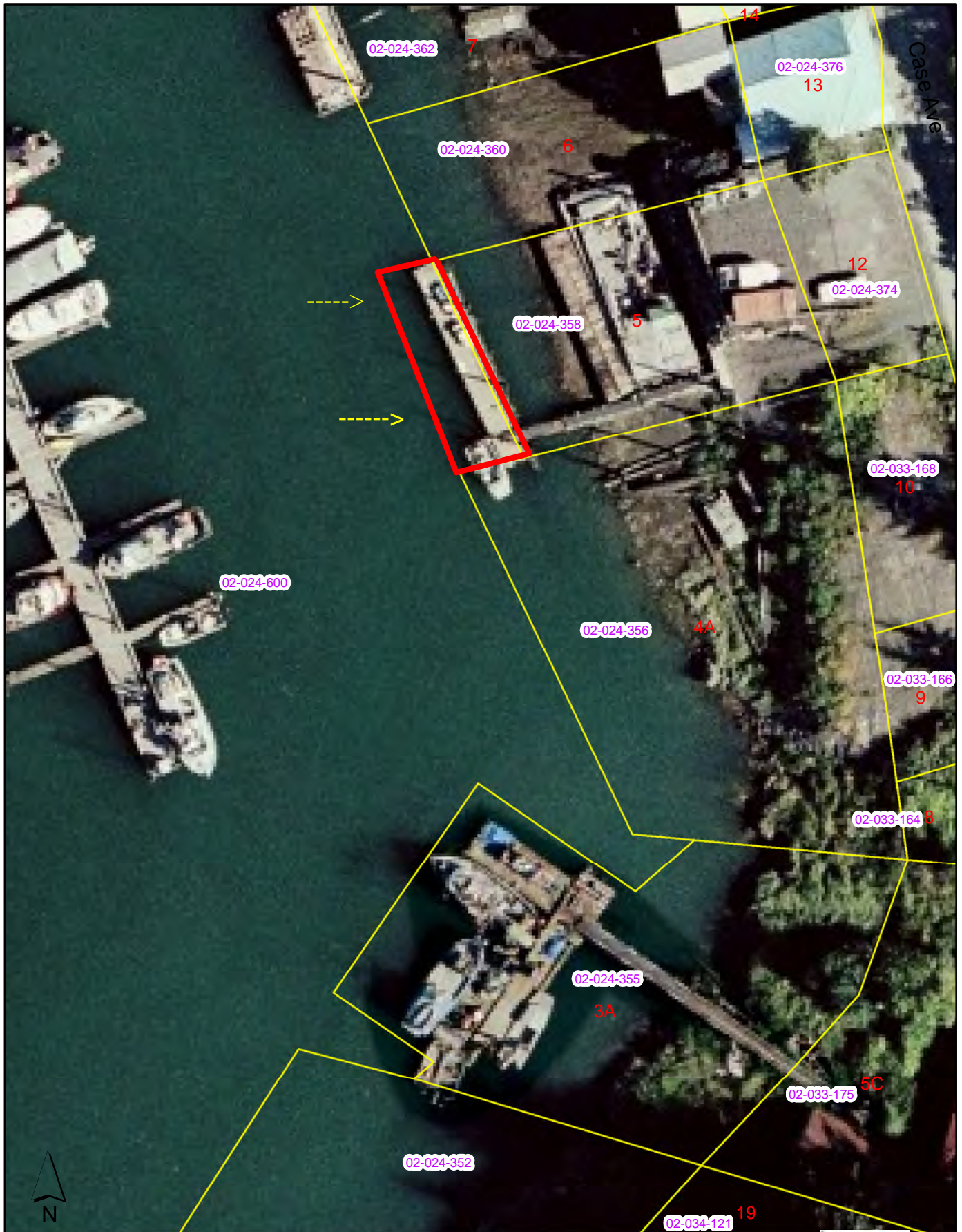
16.12.075 Additional requirements.

The borough assembly may provide such additional and necessary requirements as they find necessary to carry out the specific and unique terms of each such sale and as may from time to time be necessary and not inconsistent with this chapter. [Ord. 677 § 4, 2000.]

Woodbury Request to purchase tidelands inner harbor:



CITY AND BOROUGH OF WRANGELL, ALASKA



1 inch = 41.666667 feet
Date: 1/5/2017

Public Map

DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY.
PROPERTY LINES ARE APPROXIMATE.



Agenda Item 13e

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM January 10, 2017

INFORMATION:

Approval to proceed with the Sale of filled City Tidelands, as requested by Ruth Stough, Stough Family Trust

Attachments:

1. **Request from Ruth Stough**
2. Memo's from Port Commission and Planning & Zoning Commissions
3. WMC Sections 16.12.030 – 16.12.075 (Sale of Tidelands)
4. Maps of the Proposed Area

RECOMMENDED ACTION:

Move to proceed with the Sale of filled City Tidelands in the filled unsubdivided portion of Lot 15, Block 12A, USS 1119, owned by the City and Borough of Wrangell, adjacent to Lots 1-5, Block 12A USS 1119 which is owned by the applicant (Stough Family Trust), and to direct the Borough Clerk of Order a Survey and Appraisal once the applicable fees have been paid by the applicant.

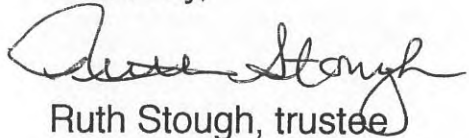
City and Borough of Wrangell

September 7, 2016

This letter is to request the purchase, from the City, the tidelands portion adjacent to the properties we own in Block 12A, Lots 1-5. The tidelands area that is the city's is land-locked, with access to it only through our property. It is an area that was overfilled into city tidelands when the property was developed and we would like to square up our property.

We look forward to hearing from you.

Sincerely,

A handwritten signature in cursive script, appearing to read "Ruth Stough".

Ruth Stough, trustee
Stough Family Trust

738-7884

~~Box~~

rstough@ymail.com

Wrangell Port Commission

MEMO

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

FROM: SHERRI COWAN, PORT RECORDING SECRETARY

SUBJECT: Request from Ruth Stough to Purchase City Tidelands Block 12A, Lot 1-5

DATE: December 7, 2016

At their December 06, 2016 Regular Meeting, the Port Commission approved the request from Ruth Stough to purchase City Tidelands Block 12A, Lot 1-5

MEMORANDUM

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

FROM: MS. CAROL RUSHMORE
ECONOMIC DEVELOPMENT DIRECTOR

SUBJECT: Request to purchase filled City tidelands in the unsubdivided portion of Lot 15, Block 12A, USS 1119 adjacent to Lots 1-5, Block 12A USS 1119 which the applicant owns and are zoned Waterfront Development, requested by Ruth Stough, Stough Family Trust, tidelands owned by the City and Borough of Wrangell

DATE: December 9, 2016

BACKGROUND: Ms. Stough has requested to purchase the previously filled tidelands adjacent to their owned tidelands by the Ferry terminal to consolidate the parcel and provide guaranteed waterfront access to the parcel as they try and sell those lots.

Mr. Woodbury, the adjacent land owner, requested last year to purchase additional tidelands in front of his property and adjacent to the Stough property in order to provide deep water access to his property. He was denied based on the fact that his proposal at that time would block access to the Stough ramp and property. Mr. Woodbury is still seeking to purchase tideland for additional fill, but has an alternative proposal.

RECOMMENDATION:

The Planning and Zoning Commission at their regular meeting of December 8, 2016 recommended to the Assembly to sell the filled unsubdivided tidelands to Stough Family Trust, but to make sure that equal access is provided to both Stough and Woodbury lots –either via an easement, or recorded agreements as part of the sale documents.

ATTACHMENTS:

1. Summary of Site Visit with Port Commission and Planning and Zoning Commission
2. Staff report and map/photo attachments

City and Borough of Wrangell

AGENDA F-1

Date: December 2, 2016

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Request to purchase filled City tidelands in the unsubdivided portion of Lot 15, Block 12A, USS 1119 adjacent to Lots 1-5, Block 12A USS 1119 which the applicant owns and are zoned Waterfront Development, requested by Ruth Stough, Stough Family Trust, tidelands owned by the City and Borough of Wrangell

Background: The Stough Family Trust is requesting to purchase filled tidelands waterward of the uplands and tidelands that they own adjacent to the ferry terminal. The Tidelands are currently owned by the City and Borough of Wrangell. There is a barge ramp at the north end of the tideland area which is utilized by the applicant.

In July 2015, Mr. Woodbury requested to purchase tidelands adjacent to this filled area. That request was denied in part because Mr. Woodbury's proposal could prohibit access to the barge ramp area of the filled tidelands. Mr. Woodbury and the Stough's were to try and work out a solution to provide access to both properties.

Findings: This was placed on the Planning and Zoning Commission agenda for the September meeting by an Amendment to the Agenda. The request had come in the day before the meeting and Staff had not had a chance to review it properly. At the October meeting, there was some minimal discussion, but a site visit had been requested with the Port Commission so the discussion in detail was deferred. While the request seems like a logical request, there are potential access issues for the Stough's and Mr. Woodbury associated with selling these tidelands. Added to this are the rights and concerns of the Alaska Marine Highway for their Right of Way reservation surrounding the ferry terminal.

The Port Commission reviewed the request at their October meeting but held off on a recommendation because of access concerns. A site visit by both the Port Commission and The Planning and Zoning Commission was scheduled for Dec. 1 at noon and 8 Commissioners attended as did both property owners and Staff. We do not have current aerial photos showing the extent of the new fill adjacent to the Stough's property, so the site visit was very useful. A summary of the visit follows the staff report. The Port Commission will be reviewing this on December 6.

Primary concern is to conserve the access to both properties. Should the Borough sell the tidelands, the ability to provide some sort of assurance of fair use of the tidelands between land owners is harder to achieve. However, it makes sense that the filled tidelands should be purchased by the upland owner as they are the only ones that have direct access to the property. Some options include:

- 1) Tideland lease, such that shared tideland access for both barge ramps is provided for in the lease

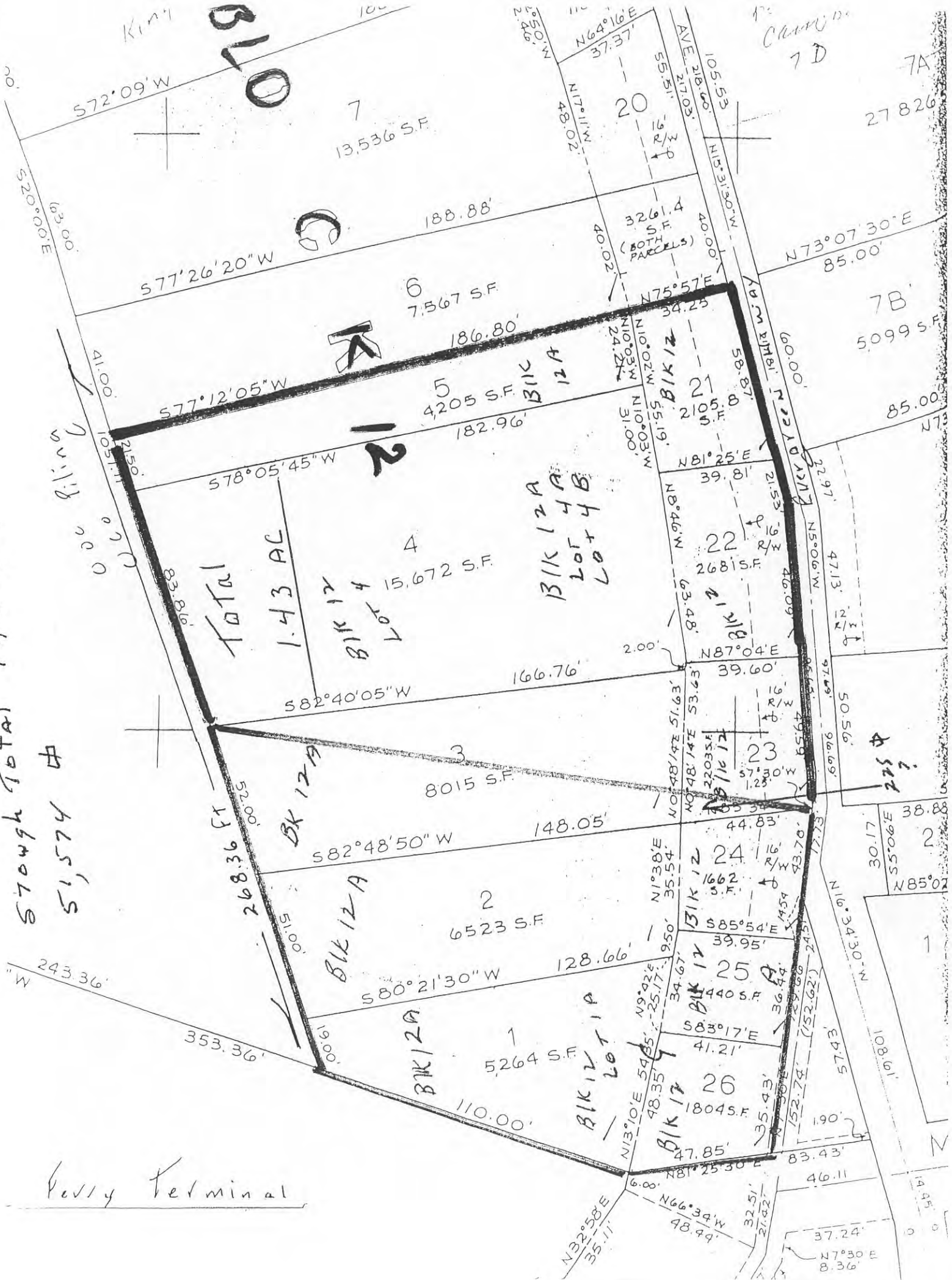
- 2) Sell the tidelands. Allow for public bid process.
- 3) Sell the tidelands and revisit Woodbury request to purchase tidelands and complete additional development in front of his property – perhaps less footage or minimize fill only 30 feet of the 60 foot width to preserve access by both parties.
- 4) Sell and require easement across tidelands in location of the ramp.
- 5) Deny the sale

Summary attached provides photos.

The Planning and Zoning Commission is making a recommendation to the Assembly.

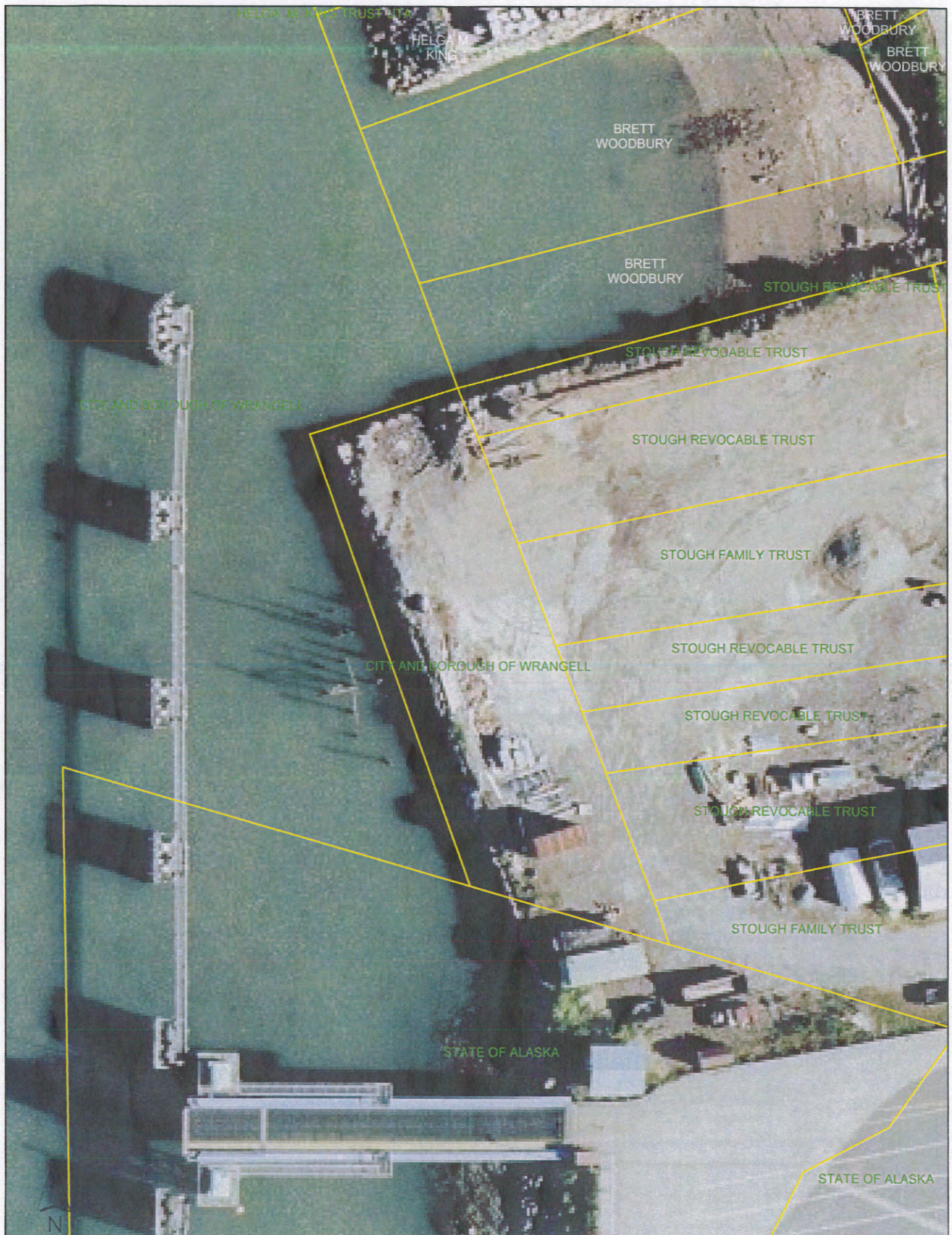
Staff recommends that the Commission recommend selling the filled tidelands to the Stough's family trust, acknowledging to the Assembly concern for access to both Stough and Woodbury properties.

Stough Total 1.10 ac.
51,574 sq ft



Perry Terminal

CITY AND BOROUGH OF WRANGELL, ALASKA



1 inch = 50 feet
Date: 12/1/2016

Public Map

DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY.
PROPERTY LINES ARE APPROXIMATE.



City and Borough of Wrangell

Summary of Site Visit of filled tidelands by Ferry Terminal, request to purchase by Stough's Family Trust

Port Commission and Planning and Zoning Commission
December 1, 2016 12:00pm Noon

Date: December 1, 2016

To: Planning and Zoning Commission and Port Commission

From: Carol Rushmore, Economic Development Director

Re: Site visit to view the request to purchase filled City tidelands in the unsubdivided portion of Lot 15, Block 12A, USS 1119 adjacent to Lots 1-5, Block 12A USS 1119 which the applicant owns and are zoned Waterfront Development, requested by Ruth Stough, Stough Family Trust, tidelands owned by the City and Borough of Wrangell

Present:

Port Commission – John Yeager, Walt Moorehead, Gary Morrison, John Martin

Planning and Zoning Commission - Don McConachie, Duke Mitchell, Apryl Hutchinson, Rolann Howell

Others - Carol Rushmore, Economic Development Director; Ruth Stough, Applicant; Brett Woodbury, Concerned adjacent landowner

The surveyors had not had time to get out to the site to mark the back property line of the tidelands the Stough's currently own. Ruth Stough, based on discussions with brother on what had occurred in the late 1980s to early 1990s, marked a line estimated to be 35 feet from the toe of the fill. She indicated that the State had informed them at that time they had overfilled into tidelands 35 feet. Brett Woodbury indicated line might not be too far off based on what he knew of where his outer property line is located. Toe of his fill is to his out property line.

The fill had stopped short of the pilings just off the point, which were for the 49th Star fish plant. Stough's had been under the impression their property had reached to the outer edge of the pilings.

Carol Rushmore provided additional background beginning with Brett Woodbury's request last year to purchase additional tidelands in front of his lots. That request was

recommended for denial by PZ Commission at that time due to concerns of access to these filled tidelands.

Brett Woodbury explained what he was interested in doing – filling out further and creating a rock wall, or dock face to allow the barge and/or boats to tie up. He needs access to deeper water.

ROW of State surrounds the AMHS dock, and appears close to the point of the fill, but it is unknown exactly how close.

State would comment during the COE fill process and part of due diligence by City. AMHS had concerns with Brett's previous request.

Ruth commented that she is hoping that whoever buys the property would work with Brett to resolve access issues.

Easement is an option that could be placed on property to assure access.

PHOTOS:



Figure 1: Looking North. Line is NOT a surveyed line. Estimated to be 35 feet from outer toe of fill



Figure 2: Looking toward AMHS terminal on Woodbury property to barge ramp on filled tidelands



Figure 3: Looking at AMHS dock and corner of fill from Woodbury property



Figure 4: Looking at AMHS dock and corner of fill from fill property



Figure 5: From Barge ramp looking at Brett Woodbury's fill edge



Figure 6: Piling remains of 49th star fish plan



16.12.030 Sale of tidelands.

A. The policy of outright disposal by sale of tide and submerged lands is not favored; the orderly development of the borough with due consideration toward ocean resource harvesting, municipal revenue and public recreation would indicate a strong preference toward tidelands leasing. However, when it is in the public interest, the assembly may, by resolution, authorize the sale of tracts of tide and submerged lands in the manner provided for the sale of other real property owned by the borough. Tidelands, which may be sold pursuant to this section, as that term is used herein, refers only to those tide and submerged lands conveyed by the state of Alaska to the then-City of Wrangell pursuant to AS 38.05.820.

B. All sales of tide and submerged lands shall be public sales and shall be governed by the provisions of this chapter, insofar as applicable. [Ord. 833 § 42, 2009; Ord. 677 § 4, 2000; Ord. 645 § 5, 1998; Ord. 618 § 4, 1996; Ord. 588 § 6, 1993; Ord. 410 § 7, 1981; Ord. 275 § 5, 1971; prior code § 45.20.030.]

16.12.040 Value assessment – Notice of terms.

A. When an application is filed for the sale, lease or other disposition of real property, tidelands or any interest therein, the borough clerk shall cause an appraisal of the interest to be disposed of to be made by the assessor, who shall submit a report to the assembly, which will include his estimate of the market value of the interest. The assembly shall then submit the application and, upon approval of a majority of those voting on the question, the assembly shall approve the sale on such terms and conditions as provided herein, or set by the assembly. The costs of appraisal fees, survey fees and fees necessary for the preparation of documents, and all other costs associated with the application shall be borne by the applicant.

B. Following approval by the assembly, if the subject interest has a value of \$1,000,000 or less, the borough clerk shall thereafter give notice of the sale, lease or other disposition by publication of notice in a newspaper of general circulation in the borough at least 30 days before the date of the sale, lease, or other disposition, and the notice shall be 30 days before the date of the sale, lease, or other disposition, and the notice shall be posted within that time in at least three public places in the borough.

C. The notice shall contain a description of the property and the interest therein which is being disposed; the estimated value of the interest; declare that the disposition shall be effected through sealed bids, the forms for which may be obtained in advance at the borough clerk's office at City Hall; shall specify the address to which the sealed bids shall be addressed or delivered by the bidders; state the date and hour upon which bids shall be opened in public, and that sealed bids may be submitted at any time prior to the opening; that the property may be sold, leased, or disposed to the highest responsible bidder for cash, or terms as provided in WMC 16.12.015; that the borough reserves the right to reject any and all bids.

D. Terms. Certified or cashier's check or cash equal to 25 percent of the bid must accompany the bid. Personal checks will not be accepted. Purchasers may choose to pay balance by cash or execute an installment purchase agreement with the City and Borough of Wrangell. Term of installment purchase agreement shall not exceed 15 years. Interest rate on unpaid balance will accrue at prime plus two points at time of closing. The unpaid balance shall be evidenced by a promissory note secured by a deed of trust on the property.

E. Fund Disposition. All funds received from tidelands sales shall be deposited into the City and Borough of Wrangell's permanent fund. [Ord. 750 § 4, 2004; Ord. 746 § 4, 2004; Ord. 692 § 4, 2000; Ord. 677 § 4, 2000; Ord. 312 § 5, 1974; prior code § 45.20.040.]

16.12.050 Landlocked tidelands.

Those portions of borough-owned tidelands which have been filled and are now landlocked with no access to navigable waters shall be treated as all other uplands owned by the borough and disposed of in the manner provided in Chapter 16.12 WMC for borough-owned real property. [Ord. 677 § 4, 2000.]

16.12.060 Restriction on sale of tidelands and sufficiency of proof.

No sale of tidelands shall occur except upon public hearing, 30 days' notice of which shall be given by three successive weekly publications in the local newspaper, the cost of which shall be borne by the applicant. At the hearing, the applicant must clearly demonstrate the benefits of sale of the subject tidelands tract that could not be realized by the borough through leasing; a determination by the assembly adverse to the applicant may not be appealed unless clearly erroneous. An applicant for purchase of tidelands must conclusively demonstrate the outright

sale of the nominated tidelands tract, as contrasted with the lease of such tract, is in the borough's best interest. The borough reserves the right to refuse sale of any tidelands tracts, regardless of sufficiency of proof. [Ord. 677 § 4, 2000.]

16.12.070 Preference rights of upland owners and tidelands lessees.

A. Uplands owner abutting tide and submerged lands for which a sale application is submitted, whether submitted by the uplands owner or a third party, shall be entitled to a preference right in the form of the right to meet or exceed the highest bid or offer tendered by another person for the purchase of abutting tide or submerged lands. No additional notice other than that already required by this title shall be required of the applicant. Furthermore, failure to exercise this preference right at or before the time of sale shall result in the forfeiture of said preference right.

B. The lessees of an existing and current tidelands lease shall be entitled to a preference right in the form of the right to meet or exceed the highest bid or offer tendered by another person for the purchase of the tidelands leased by said lessee. The tidelands lessees' preference shall be superior to that preference granted to uplands owners in subsection (A) of this section. No additional notice, other than that already required by this title, shall be required of the applicant. Furthermore, failure to exercise this preference at or before the time of sale shall result in the forfeiture of said preference right. [Ord. 677 § 4, 2000.]

16.12.075 Additional requirements.

The borough assembly may provide such additional and necessary requirements as they find necessary to carry out the specific and unique terms of each such sale and as may from time to time be necessary and not inconsistent with this chapter. [Ord. 677 § 4, 2000.]

Level site used
12/1/14

Ferry Terminal Property

Filled in approx 1989-1993

The area filled was done using the dock pilings on surveyor Chuck Poole's property as the guide for the outside edge. This was the end of the dock from what used to be 49 Star Seafoods. There was no intent to overfill onto the city property, as you can see they held back to the inside of the pilings to avoid that.

The Alaska State surveyor for the ferry terminal, later, was the one who advised my dad, brother Mike, and Chuck Poole that the fill was approx 35 feet over in the tidelands owned by the City. To my knowledge, this is the only survey that was done. We purchased Chuck Poole's property without a survey.

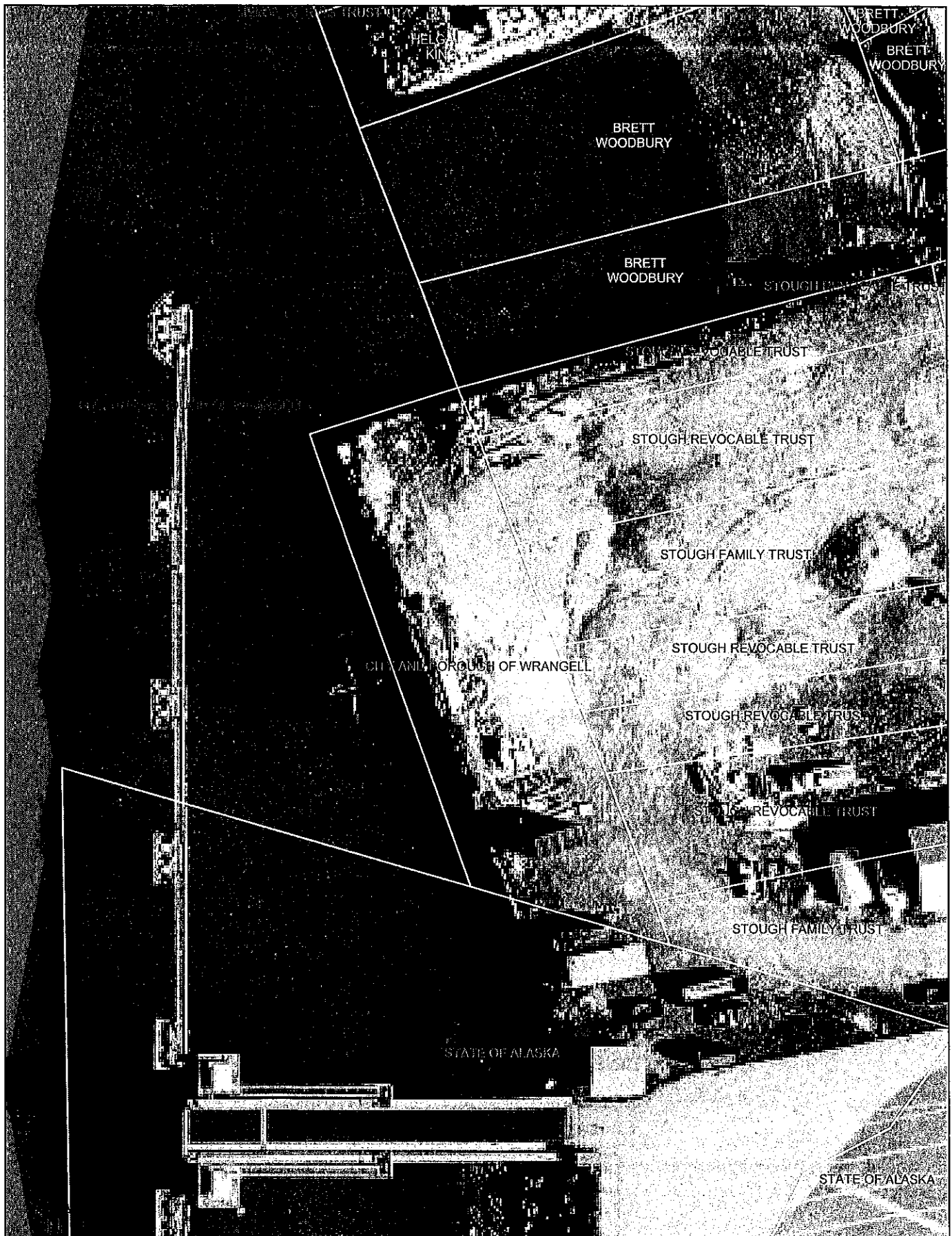
We do not know if that 35 feet is from the edge of the rock fill under the water or if it is from the edge of the top of the fill. R & M Surveyors were scheduled prior to this meeting to uncover corner markers on the outside properties and to run a stake line from corner to corner to show the area of overfill. They will still be doing this.

We have sprayed using the approx top wall edge going back 35 feet (the edge of the rock wall is pretty vertical) for the purpose of illustrating where the City tidelands property could be. This was not done with any kind of survey.

Ruth Stough
907-738-7884
rstough@ymail.com

CITY AND BOROUGH OF WRANGELL, ALASKA

13e-4

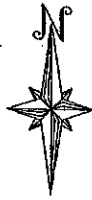


1 inch = 50 feet
Date: 12/1/2016

Public Map

DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY.
PROPERTY LINES ARE APPROXIMATE.





ZIMOVIA STRAIT

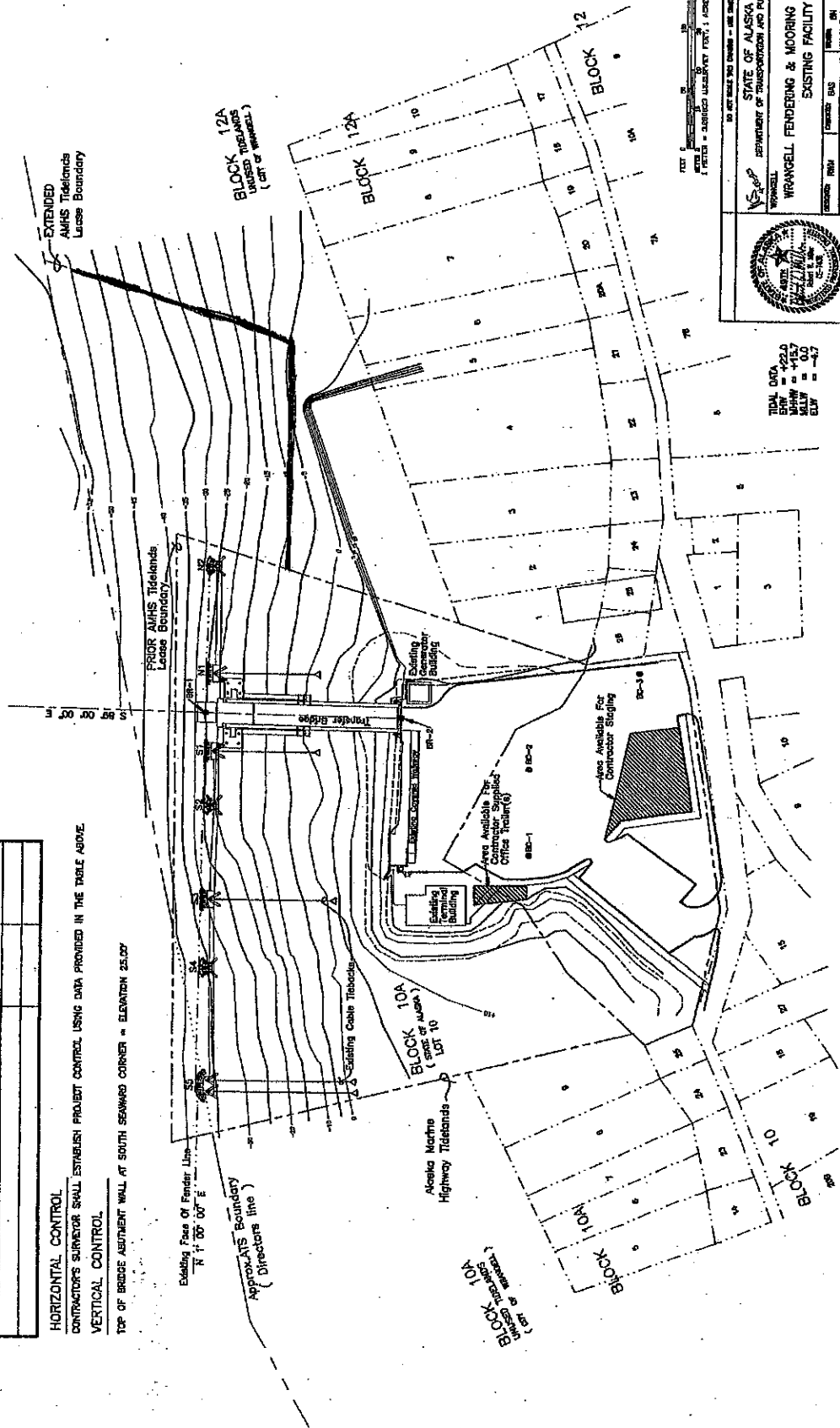
COORDINATE DATA TABLE		
DESCRIPTION	NORTHING	EASTING
BR-1 BRIDGE TRANSFER BRIDGE AT BACK OF ABUTMENT WALL	9860.537	10151.988
BR-2 P.L. AT & TRANSFER BRIDGE AND FACE OF FENDER LINE	9863.333	9862.693
BC-1 (BRASS CAP IN CASE IN STAGING AREA)	9847.473	10258.448
BC-2 (BRASS CAP IN CASE IN STAGING AREA)	9819.483	10258.820
BC-3 (BRASS CAP IN CASE IN STAGING AREA)	9883.853	10348.679

HORIZONTAL CONTROL

CONTRACTOR'S SURVEYOR SHALL ESTABLISH PROJECT CONTROL USING DATA PROVIDED IN THE TABLE ABOVE.

VERTICAL CONTROL

TOP OF BRIDGE ABUTMENT WALL AT SOUTH SEAWARD CORNER = ELEVATION 25.00'

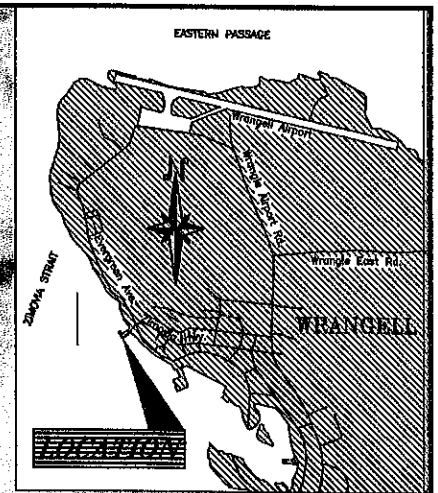


TIDAL DATA
 SNW = 42.0
 SNW = 43.7
 SNW = 45.3
 SNW = 47.0

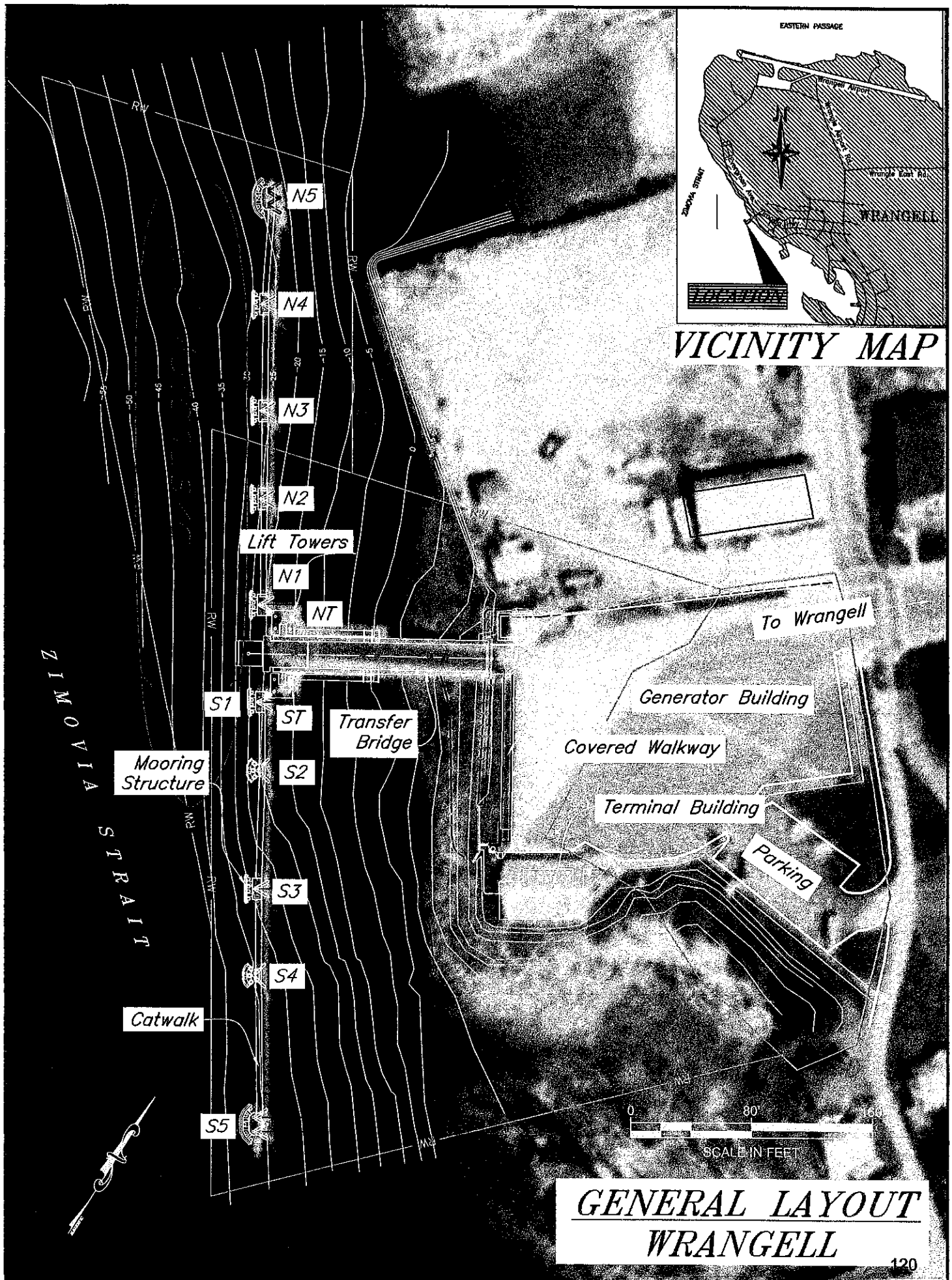


STATE OF ALASKA
 DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES
 WRANGELL FENDERING & MOORING IMPROVEMENTS
 EXISTING FACILITY

PROJECT NO. 7-2076
 SHEET 3 OF 15



VICINITY MAP



GENERAL LAYOUT WRANGELL

Agenda Item 14

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
AGENDA ITEM
January 10, 2017**

INFORMATION:

ATTORNEY'S FILE – None.

Agenda Item 15

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM January 10, 2017

INFORMATION:

Executive Session – None.

RECOMMENDED ACTION:

I move, pursuant to AS 44.62.310 (c), (1), that we recess into executive session with the Borough Manager and the Borough Attorney to discuss matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the Borough, specifically the City's options regarding the Corrective Statutory Warranty Deed for Lot A, dated May 25, 2012, according to Plat 2010-6 between the City and Alaska Island Community Services (AICS)