

Tuesday, November 7, 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 Don McConachie Sr.
- c. CEREMONIAL MATTERS Community Presentations, Proclamations, Certificates of Service, Guest Introduction

2. ROLL CALL

- 3. AMENDMENTS TO THE AGENDA
- 4. CONFLICT OF INTEREST

5. CONSENT AGENDA

a. Items (*) 6a, 7a through 7d, and 13f

6. APPROVAL OF MINUTES

a. Borough Assembly Minutes: Regular Assembly meeting held October 24, 2017

7. COMMUNICATIONS

- a. POA-1990-00114-M8, Application for a Permit from the City & Borough of Wrangell to the US Army Corps of Engineers to increase the City's port staging area to provide additional space where the barge companies operate
- b. Wrangell Medical Center Minutes: Sept. 20, 2017 Regular meeting
- c. Byford Project Status update from NRC Alaska October 2017
- d. POA-1997-00919; Review letter concerning an application by Critter Enterprises to dredge sand from three different locations within the Stikine River
- *13f Final plat approval and Access Easement Maintenance Agreement of River's Edge Subdivision, a subdivision of Tracts A, B1 and B2, Sergief Island Subdivision

8. BOROUGH MANAGER'S REPORT

9. BOROUGH CLERK'S FILE

10. MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS

- a. Reports by Assembly Members
- b. Vacant City Boards and Committee Appointments
- c. SEAPA Board Appointments (2 voting and 2 alternates)

11. PERSONS TO BE HEARD

12. UNFINISHED BUSINESS

a. PROPOSED ORDINANCE No. 937: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS OF CHAPTER 3.05 OF THE WRANGELL MUNICIPAL CODE, ASSEMBLY – RULES OF PROCEDURE (second reading)

13. NEW BUSINESS

- a. **RESOLUTION No. 11-17-1384:** A RESOLUTION OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA, AUTHORIZING PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
- b. **RESOLUTION No. 11-17-1385:** A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, SUPPORTING THE SOUTHEAST SENIOR SERVICES GRANT APPLICATION TO THE ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES FOR A NEW WHEELCHAIR ACCESSIBLE VAN FOR THE WRANGELL SENIOR CENTER
- c. **RESOLUTION No. 11-17-1386:** A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AUTHORZING THE APPLICATION FOR A TEACHER, HEALTH PROFESSIONAL, AND PUBLIC SAFETY (THHP) HOUSING GRANT BY THE WRANGELL MEDICAL CENTER
- d. Approval of Consent to Assignment of Lease for Financing Purposes for the Marine Service Center, Yard Lot 1, leased by Don Sorric (*postponed from the Sept. 12th*, Oct. 10th, and Oct. 24th Regular Assembly meetings)
- e. Approval to reschedule the Regular Assembly meeting of December $12^{\rm th}$ to December $5^{\rm th}$
- *13f. Final plat approval and Access Easement Maintenance Agreement of River's Edge Subdivision, a subdivision of Tracts A, B1 and B2, Sergief Island Subdivision
 - g. Request for a vacation of a 3 foot wide trail right-of-way from Cassiar to the corner of Lot 20A Oliver Subdivision and Lot A LRO Subdivision(or proposed new Lot 8A of proposed Fennimore/Roland Replat) (*Public Hearing Item*)
 - h. Approval to Sole Source Purchase Caterpillar C7.1 175kw Generator from NC Power Systems in the Amount of \$45,330
 - i. Approval of Borough Goals (postponed from the October 24th Regular Assembly meeting)
- 14. ATTORNEY'S FILE Available for Assembly review in the Borough Clerk's office
- **15. EXECUTIVE SESSION** None
- **16. ADJOURNMENT**

TATEMENT
November 7, 2017

RECOMMENDATION:

CONSENT AGENDA - RECOMMENDED ACTION:

Move to approve those Agenda items listed under the Consent Agenda and those marked with an asterisk (*) Item(s):

<mark>*6a, 7a thru 7d, and 13f</mark>

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 led by Assembly Member Becky Rooney
- b. INVOCATION to be given by Don McConachie Sr.
- c. CEREMONIAL MATTERS Community Presentations, Proclamations, Certificates of Service, Guest Introduction

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.

ITEM NO. 6 APPROVAL OF MINUTES:

INFORMATION:

*6a Borough Assembly Minutes: Regular Assembly meeting held October 24, 2017

Minutes of Regular Assembly Meeting Held on October 24, 2017

Mayor David L. Jack called the Regular Assembly meeting to order at 7:00 p.m., October 24, 2017, in the Borough Assembly Chambers. Assembly Members Howell, Prysunka, and Gilbert were present. Assembly Members Rooney, Powell, and Decker were absent. Borough Manager Von Bargen and Clerk Kim Lane were also in attendance.

The Pledge of Allegiance was led by Assembly Member Stephen Prysunka.

The Invocation was given by Mayor Jack

Mayor Jack presented a Proclamation for Extra Mile Day.

Mayor Jack presented Certificates of Service to Rolland Howell for his service on the Planning & Zoning Commission and to Robert Rang for his service on the School Board.

AMENDMENTS TO THE AGENDA - None

CONFLICT OF INTEREST

Prysunka declared a potential conflict of interest on item 13c since his wife is an employee of SEARHC and of the Wrangell Medical Center and receives pay for her services.

Jack stated that he did not see a conflict since the item was not directly related to his wife but to the entire hospital staff. There were no objections from the Assembly.

CONSENT AGENDA

M/S: Gilbert/Prysunka, 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 Special Assembly meeting held October 9, 2017 and the Public Hearing and Regular Assembly meetings held October 10, 2017 were approved as presented.

COMMUNICATIONS

- a. School Board Action: Special Meeting held October 5, 2017
- b. Parks & Recreation Board Minutes: June 7, 2017
- c. Southeast Alaska by the Numbers 2017
- d. POA-2017-475, Application for Permit from Brett Woodbury to the US Army Corps of Engineers to create usable uplands in the Wrangell Harbor
- e. Correspondence from Senator Murkowski, congratulating Wrangell on SE Conference's Community of the Year for 2017 award

BOROUGH MANAGER'S REPORT

In addition to Von Bargen's Report, she also reported on the following:

- Borough Goals;
- Staff Meetings following Assembly Meetings;
- Jim Clark, regarding appeal of the Roadless Rule;

- Email received from Jim Clark, regarding a decision from the GAO (Government Accountability Office) that they had agreed with Senator Lisa Murkowski letter that the 2016 Amendment to the Tongass Land and Resource Management Plan that was approved in 2016 is a rule for purposes of the Congressional Review Act; will be required to be submitted to Congress for review; Murkowski will be drafting a Resolution in opposition of the plan that will require 51 affirmative votes to pass; if it passes, will go back to the 2008 amended Tongass Land Plan which would come into effect as modified by the re-imposition of the Roadless rule of 2011; would allow an annual harvest of up to one hundred million board feet of old growth;
- Call from Jed Smith Alcohol, Marijuana Control Office on how to communicate better on protests/approvals with conditions;
- ANSEP Boarding School / Resolution tabled at the AFN Conference;
- Having a difficult time filling Lifeguard positions; Parks & Recreation will be holding a Work Session on the aquatics and activities programs; soliciting input from the community;
- Finance Department will (within the next month) be offering residents to pay their utility bills online;
- Harbor Department constructed a gangway out of left over projects so that boat operators can leave the vessel and not have to ride the boat up with the lift;
- Will be attending Wrangell Island Objection meeting regarding Wrangell Island Timber Project telephonically;
- Manager's Roof.

Prysunka stated that he would like to see the Forest Service set aside at least twenty years of funding to maintain the for the USFS M/V Chugach project.

Von Bargen stated that the Forest Service would have maintenance money set aside in perpetuity to take care of the cradle and maintenance; any other structure or cover would not be an obligation that the Forest Service would accept; Forest Service will pay for the concept plan; Borough might have to seek grant funding for some of it.

Prysunka spoke in opposition of the Borough paying for any of this project; stated that we have buildings that require attention and we are unable to take care of the issues that we have; how are we able to commit our community to paying for some of this project; does not agree with paying for maintenance and upkeep when other projects require more attention.

Von Bargen stated that Staff would not bring this back to the Assembly until those details were laid out.

BOROUGH CLERK'S FILE

Clerk Lane's report was provided.

MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS

10a Reports by Assembly Members

Prysunka provided a SEAPA Board Report:

- Water levels looking good at Tyee and Swan;
- Trey Acteson, SEAPA CEO in Washington, lobby on a land dispute at Swan that was missed during the transfer of land;

- Ketchikan delegation asking to join FOIA (Freedom of Information Act); not in favor of joining since some information is proprietary;
- Trey Acteson, SEAPA CEO to come and report to the Assembly in January.

10b Wrangell Medical Center Board Appointment – October 2018

Mayor Jack appointed Don McConachie Sr. to fill the vacancy on the Wrangell Medical Center Board of Director's until October 2018. There were no objections from the Assembly.

10c Prior Vacant City Boards and Committee Appointments

Mayor Jack appointed Charles Haubrich to fill the vacancy on the Planning & Zoning Commission until October 2018. There were no objections from the Assembly.

As there were vacancies on the Planning & Zoning Commission and the Wrangell Convention & Visitors Bureau that need to be filled, Mayor Jack directed the Clerk to continue advertising.

PERSONS TO BE HEARD

Patrick Mayer, Wrangell School Superintendent, thanked Mr. Rang for serving on the School Board; will meet with Borough Manager Von Bargen to discuss ANSEP.

UNFINISHED BUSINESS

NEW BUSINESS

13a PROPOSED ORDINANCE No. 937: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS OF CHAPTER 3.05 OF THE WRANGELL MUNICIPAL CODE, ASSEMBLY – RULES OF PROCEDURE (*first reading*)

M/S: Prysunka/Gilbert, moved to approve first reading of Ordinance No. 937 and move to a second reading with a Public Hearing to be held on November 7, 2017.

Prysunka asked that verbiage be added to address presenters/citizens who provide materials to the Assembly; that they are encouraged to provide such materials "in advance". There were no objections from the Assembly.

Motion approved unanimously by polled vote.

13b Approval of Consent to Assignment of Lease for Financing Purposes for the Marine Service Center, Yard Lot 1, leased by Don Sorric

M/S: Gilbert/Prysunka, moved to once again, postpone this item until the next Assembly meeting on November 7, 2017. Motion approved unanimously by polled vote.

13c APPROVAL OF PROPOSED RESOLUTION 10-17-1383 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL AUTHORIZING THE RENEWAL OF THE LINE OF CREDIT AGREEMENT BETWEEN THE CITY & BOROUGH OF WRANGELL AND THE WRANGELL MEDICAL CENTER

M/S: Prysunka/Howell, moved to approve Resolution 10-17-1383 of the Assembly of the City & Borough of Wrangell Authorizing the Renewal of the Line of Credit Agreement between the City & Borough of Wrangell and the Wrangell Medical Center.

Robert Rang, Wrangell Medical Center, CEO, reported on the current financial status of the hospital.

Prysunka asked that Mr. Rang and the Borough Manager remain in constant communication, moving forward regarding the financials of the hospital.

Gilbert requested that Mr. Rang submit the documents that he had submitted for this agenda item be submitted each month; will keep the assembly informed and allows for monitoring of the accounts receivables.

Motion approved unanimously by polled vote.

13d Approval of the Letter to Governor Walker regarding Transboundary Waters (*postponed from the October 10th Regular meeting*)

M/S: Gilbert/Howell, moved to approve the letter to Governor Walker regarding Transboundary Waters.

Von Bargen stated that she wanted to add a small paragraph to the letter that speaks to the indigenous people in our community. There were no objections to the addition.

Motion approved unanimously by polled vote.

13e Approval of Alternative Option for the Wrangell Island Project Timber Harvest and Withdrawing the Draft Record of Decision Objection by the City & Borough of Wrangell

M/S: Prysunka/Gilbert, moved to approve the Alternative Option for the Wrangell Island Project Timber Harvest and Withdrawing the Draft Record of Decision Objection by the City & Borough of Wrangell.

In response to Gilbert, on how many million board feet would be viable, *George Woodbury, Shoemaker Loop Road*, gave a detailed explanation of the last ten years of the management of the Tongass and how this could be our last chance to change it and restore the timber industry to bring it up to close to where it used to be; started on this project about ten years ago and we were at the two-hundred million level of potential timer; now down to zero units that were prepared that could carry its weight out of the woods; however, if you selected (as what the Forest Service is doing now) piecemeal all around, anywhere from five to fifteen on the outside out of the fifty or sixty that was advertised, and the one hundred-eighty from where we started; old growth reserves, Roadless have decimated the opportunity to harvest. Mr. Woodbury stated that we have to tell the Forest Service to do it over; but we cannot do that until the plan is amended.

Prysunka voiced his concern that he didn't want to see us advocating for exportation of timber; would like to see a mill here again; he wanted the priority to be focusing on the opportunities that were outlined in the letter that was sent to the USDA back in August.

- 1. Establishing long term timber supply plan for small mills and value added manufacturing;
- 2. Develop infrastructure to maximize value-added local wood manufacturing;
- 3. Create and market Tongass wood brand;
- 4. Support "Buy Local" campaign for wood products;
- 5. Recruit timber manufacturers; and
- 6. Enhance workforce development and opportunities for youth skills development.

Motion approved unanimously by polled vote.

Jack called for a five minutes recess at 8:24 p.m. Regular meeting reconvened at 8:27 p.m.

13f Approval of Borough Goals

M/S: Gilbert/Prysunka, moved to postpone the approval of the Borough Goals until the November 7, 2017 Assembly meeting. Motion approved unanimously by polled vote.

ATTORNEY'S FILE - Available for Assembly review in the Borough Clerk's office.

EXECUTIVE SESSION – None

Regular Assembly Meeting adjourned at 8:29 p.m.

ATTEST: ____

David L. Jack, Mayor

Kim Lane, MMC, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA						
BOROUGH ASSEMBLY AGENDA STATEMENT						
AGENDA ITEM TITLE:	<u>NO.</u>	7		Date	November 7, 2017	
Communications						
SUBMITTED BY:						
Kim Lane, Borough Clerk						

INFORMATION: Matters listed under the consent agenda are considered to be routine and will be enacted by one motion and one vote. If the Mayor or an Assembly Member requests discussion on an item, that item will be removed from the consent agenda and will be considered under Unfinished Business

A MAIL BOX IS ALSO AVAILABLE IN THE BOROUGH CLERK'S OFFICE FOR EACH MEMBER OF THE ASSEMBLY AND <u>SHOULD BE CHECKED ON A ROUTINE SCHEDULE.</u>

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. POA-1990-00114-M8, Application for a Permit from the City & Borough of Wrangell to the US Army Corps of Engineers to increase the City's port staging area to provide additional space where the barge companies operate
- b. Wrangell Medical Center Minutes: Sept. 20, 2017 Regular meeting
- c. Byford Project Status update from NRC Alaska October 2017
- d. POA-1997-00919; Review letter concerning an application by Critter Enterprises to dredge sand from three different locations within the Stikine River
- *13f Final plat approval and Access Easement Maintenance Agreement of River's Edge Subdivision, a subdivision of Tracts A, B1 and B2, Sergief Island Subdivision

US Army Corps of Engineers Alaska District

ANCHORAGE Regulatory Division (1145) CEPOA-RD Post Office Box 6898 JBER, Alaska 99506-0898

Public Notice of Application for Permit

Ta,

PUBLIC NOTICE DATE:	October 25, 2017
EXPIRATION DATE:	November 24, 2017
REFERENCE NUMBER:	POA-1990-00114-M8
WATERWAY:	Wrangell Harbor

Interested parties are hereby notified that a Department of the Army permit application has been received for work in waters of the United States as described below and shown on the enclosed project drawings.

All comments regarding this Public Notice should be sent to the address noted above. If you desire to submit your comments by email, you should send it to the Project Manager's email as listed below or to regpagemaster@usace.army.mil. All comments should include the Public Notice reference number listed above.

Comments on the described work, with the reference number, should reach this office no later than the expiration date of this Public Notice to become part of the record and be considered in the decision. Please contact Mr. Michael R. Gala at (907) 753-2821, toll free from within Alaska at (800) 478-2712, by fax at (907) 753-5567, or by email at michael.r.gala@usace.army.mil if further information is desired concerning this notice.

APPLICANT: City and Borough of Wrangell, Post Office Box 531, Wrangell, Alaska 99929

<u>LOCATION</u>: The project site is located within Section 25, T. 62 S., R. 83 E., Copper River Meridian; USGS Quad Map Petersburg B-2; Latitude 56.4703° N., Longitude 132.3849° W.; in Wrangell, Alaska.

<u>PURPOSE</u>: The applicant's stated purpose is to increase the City of Wrangell's port staging area to provide additional space were the barge companies operate. The fill will also provide space for the Marine Travel Lift and Vessel Repair Facility.

<u>PROPOSED WORK</u>: To discharge 90,464 cubic yards (CY) of clean shot rock and 1,765 cy of rip rap into 2.46 acres below the high tide line of Wrangell Harbor. All work would be performed in accordance with the enclosed plan (sheets 1-2), dated October 20, 2017.

<u>ADDITIONAL INFORMATION:</u> A portion of this work (0.93-acres of the proposed work) was previously authorized by permit POA-1990-00114. The permit for that work expires October 31, 2017. The following is the permit history for this project:

File Number	Date	Work Authorized
POA-1990-114-2	September 21, 1993	Placement of 113,000 cy of material necessary
		to construct two containment dikes and fill area.
		In addition, place 17,000 cy of dredge material.
POA-1990-114-M	December 15, 1993	Dredge approximately 18,000 cy of sediment
		material from the Wrangell small boat harbor
		and dispose of at previously authorized site.
	1 0 1001	
POA-1990-114-N	June 3, 1994	A letter was sent verifying the use of a clam-
		shell dredge, opposed to a suction dredge for
		the work authorized under POA-1990-114-M.
POA-1990-114-0	October 31, 1995	Placement of 121,000 cy of material for the
1	-	expansion of the existing City of Wrangell port
		staging area. Install approximately 150 wood
		pilings for a new wood approach to the existing
		dock and extend the existing storm drains.
POA-1990-114-P	February 23, 2000	Authorized a 3 year time extension for POA-
		1990-114-Q.
POA-1990-114-Q	October 23, 2001	Place 5,000 cy of concrete as a portion of the
	, ,	fill material for the existing permitted area.
POA-1990-114-M7	November 2, 2012	Place 123,923 cy of fill material into 3.4-acres
		· •
	L	for port staging area expansion.

<u>APPLICANT PROPOSED MITIGATION</u>: The applicant set aside 9.3 acres of tide lands plat #2008-1 in 2008 for this project.

<u>WATER QUALITY CERTIFICATION</u>: A permit for the described work will not be issued until a certification or waiver of certification, as required under Section 401 of the Clean Water Act (Public Law 95-217), has been received from the Alaska Department of Environmental Conservation.

<u>CULTURAL RESOURCES</u>: The latest published version of the Alaska Heritage Resources Survey (AHRS) has been consulted for the presence or absence of historic properties, including those listed in or eligible for inclusion in the National Register of Historic Places. There are no cultural resources in the permit area or within the vicinity of the permit area. The permit area has been determined to be within the project's footprint within waters of the U.S. Consultation of the AHRS constitutes the extent of cultural resource investigations by the Corps of Engineers (Corps) at this time, and we are otherwise unaware of the presence of such resources. The Corps has made a No Historic Properties Affected (No Effect) determination for the proposed project. This application is being coordinated with the State Historic Preservation Office (SHPO). Any comments SHPO may have concerning presently unknown archeological or historic data that may be lost or destroyed by work under the requested permit will be considered in our final assessment of the described work. The Corps is requesting the SHPO's concurrence with this determination.

ENDANGERED SPECIES: The project area is within the known or historic range of the Humpback whale (*Megaptera novaeangliae*).

We have determined the described activity would have no effect on Humpback whale, and would have no effect on any designated or proposed critical habitat, under the Endangered Species Act of 1973 (87 Stat. 844) because of the location within a busy small harbor, and the work being conducted when the site is dewatered. Therefore, no consultation with the U.S. Fish and Wildlife Service or the National Marine Fisheries Service (NMFS) is required. However, any comments they may have concerning endangered or threatened wildlife or plants or their critical habitat will be considered in our final assessment of the described work.

<u>ESSENTIAL FISH HABITAT</u>: The Magnuson-Stevens Fishery Conservation and Management Act, as amended by the Sustainable Fisheries Act of 1996, requires all Federal agencies to consult with the NMFS on all actions, or proposed actions, permitted, funded, or undertaken by the agency, that may adversely affect Essential Fish Habitat (EFH).

The project area is within the known range of the chum salmon (*Oncorhynchus keta*), pink salmon (*Oncorhynchus gorbuscha*), coho salmon (*Oncorhynchus kisutch*), Chinook salmon (*Oncorhynchus tshawytscha*), sockeye salmon (*Oncorhynchus nerka*), Big Skate (*Raja binoculata*), Longnose Skate (*Raja rhina*), Octopus (*Octopoda spp.*), Sharks (*Selachimorpha spp.*), and Gulf of Alaska Shallow Water Flatfish Complex.

We are currently gathering information regarding these species and have yet to make a determination of effect. Should we find that the described activity may affect the species listed above, we will follow the appropriate course of action under Section 305(b)(2) of the Magnuson-Stevens Act. Any comments the National Marine Fisheries Service may have concerning essential fish habitat will be considered in our final assessment of the described work.

TRIBAL CONSULTATION: The Alaska District fully supports tribal self-governance and government-to-government relations between Federally recognized Tribes and the Federal government. Tribes with protected rights or resources that could be significantly affected by a proposed Federal action (e.g., a permit decision) have the right to consult with the Alaska District on a government-to-government basis. Views of each Tribe regarding protected rights and resources will be accorded due consideration in this process. This Public Notice serves as notification to the Tribes within the area potentially affected by the proposed work and invites their participation in the Federal decision-making process regarding the protected Tribal right or resource. Consultation may be initiated by the affected Tribe upon written request to the District Commander during the public comment period.

<u>PUBLIC HEARING</u>: Any person may request, in writing, within the comment period specified in this notice, that a public hearing be held to consider this application. Requests for public hearings shall state, with particularity, reasons for holding a public hearing.

EVALUATION: The decision whether to issue a permit will be based on an evaluation of the probable impacts, including cumulative impacts of the proposed activity and its intended use on the public interest. Evaluation of the probable impacts, which the proposed activity may have on the public interest, requires a careful weighing of all the factors that become relevant in each particular case. The benefits, which reasonably may be expected to accrue from the proposal, must be balanced against its reasonably foreseeable detriments. The outcome of the general balancing process would determine whether to authorize a proposal, and if so, the conditions under which it will be allowed to occur. The decision should reflect the national concern for both protection and utilization of important resources. All factors, which may be relevant to the proposal, must be considered including the cumulative effects thereof. Among those are conservation, economics, aesthetics, general environmental concerns, wetlands, cultural values, fish and wildlife values, flood hazards, floodplain values, land use, navigation, shore erosion and accretion, recreation, water supply and conservation, water quality, energy needs, safety, food and fiber production, mineral needs, considerations of property ownership, and, in general, the needs and welfare of the people. For activities involving 404 discharges, a permit will be denied if the discharge that would be authorized by such permit would not comply with the Environmental Protection Agency's 404(b)(I) guidelines. Subject to the preceding sentence and any other applicable guidelines or criteria (see Sections 320.2 and 320.3), a permit will be granted unless the District Commander determines that it would be contrary to the public interest.

The Corps of Engineers is soliciting comments from the public; Federal, State, and local agencies and officials; Indian Tribes; and other interested parties in order to consider and evaluate the impacts of this proposed activity. Any comments received will be considered by the Corps of Engineers to determine whether to issue, modify, condition or deny a permit for this proposal. To make this decision, comments are used to assess impacts on endangered species, historic properties, water quality, general environmental effects, and the other public interest factors listed above. Comments are used in the preparation of an Environmental Assessment and/or an Environmental Impact Statement pursuant to the National Environmental Policy Act. Comments are also used to determine the need for a public hearing and to determine the overall public interest of the proposed activity.

AUTHORITY: This permit will be issued or denied under the following authorities:

(X) Perform work in or affecting navigable waters of the United States – Section 10 Rivers and Harbors Act 1899 (33 U.S.C. 403).

(X) Discharge dredged or fill material into waters of the United States – Section 404 Clean Water Act (33 U.S.C. 1344). Therefore, our public interest review will consider the guidelines set forth under Section 404(b) of the Clean Water Act (40 CFR 230).

Project drawings and a Notice of Application for State Water Quality Certification are enclosed with this Public Notice.

District Commander U.S. Army, Corps of Engineers

Enclosures

BILL WALKER, GOVERNOR

STATE OF ALASKA

DEPT. OF ENVIRONMENTAL CONSERVATION DIVISION OF WATER 401 Certification Program Non-Point Source Water Pollution Control Program

DEPARTMENT OF ENVIRONMENTAL CONSERVATION WQM/401 CERTIFICATION 410 WILLOUGHBY AVENUE JUNEAU, ALASKA 99801-1795 PHONE: (907) 465-5321/FAX: (907) 465-5274

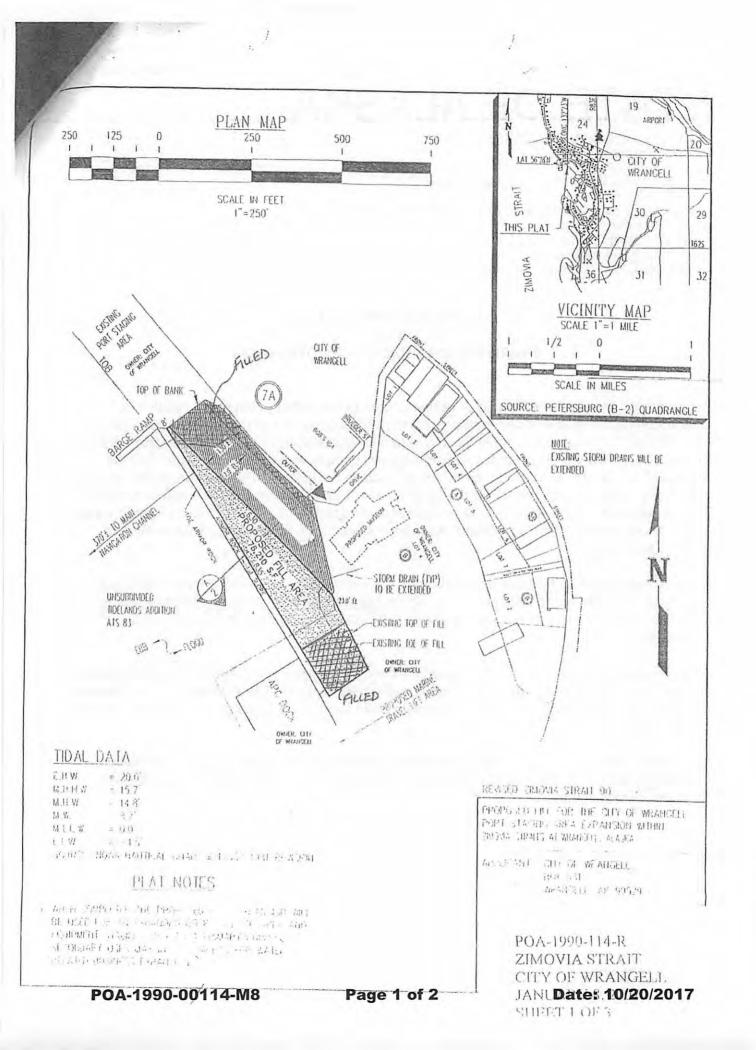
NOTICE OF APPLICATION FOR STATE WATER QUALITY CERTIFICATION

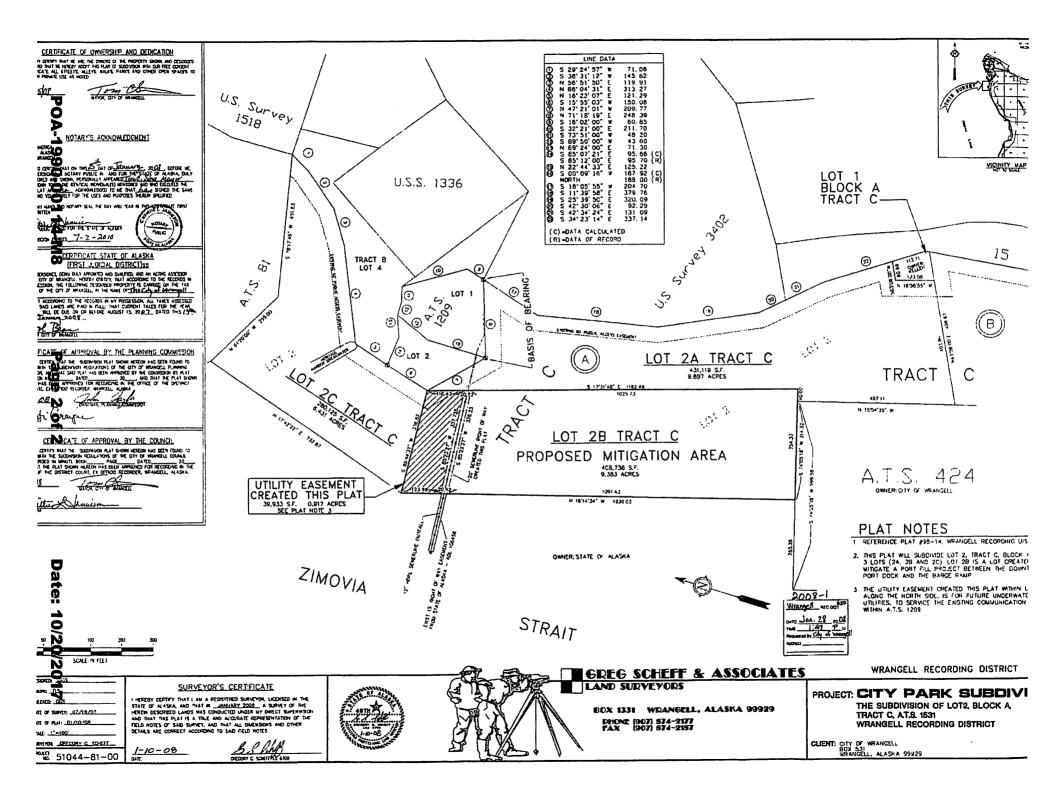
Any applicant for a federal license or permit to conduct an activity that might result in a discharge into navigable waters, in accordance with Section 401 of the Clean Water Act of 1977 (PL95-217), also must apply for and obtain certification from the Alaska Department of Environmental Conservation that the discharge will comply with the Clean Water Act, the Alaska Water Quality Standards, and other applicable State laws. By agreement between the U.S. Army Corps of Engineers and the Department of Environmental Conservation, application for a Department of the Army permit to discharge dredged or fill material into navigable waters under Section 404 of the Clean Water Act also may serve as application for State Water Quality Certification.

Notice is hereby given that the application for a Department of the Army Permit described in the Corps of Engineers' Public Notice No. <u>POA-1990-00114-M8, Wrangell Harbor</u>, serves as application for State Water Quality Certification from the Department of Environmental Conservation.

After reviewing the application, the Department may certify there is reasonable assurance the activity, and any discharge that might result, will comply with the Clean Water Act, the Alaska Water Quality Standards, and other applicable State laws. The Department also may deny or waive certification.

Any person desiring to comment on the project, with respect to Water Quality Certification, may submit written comments to the address above by the expiration date of the Corps of Engineer's Public Notice.







WRANGELL MEDICAL CENTER BOARD OF DIRECTORS MEETING MINUTES September 20, 2017 - 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: Olinda White, Marlene Messmer, Maxi Wiederspohn, Bernie Massin, Absent: Patrick Mayer and Terri Henson One Open Seat Quorum established Assembly representative Becky Rooney was present

AMENDMENTS TO THE AGENDA: None

CONFLICT OF INTEREST: None

CONSENT ITEMS:

Motion made by Olinda White to approve consent item 5.a minutes of the regular meeting held August 16, 2017 and item 5.b Statistics for August 2017, Maxi Wiederspohn seconded, passed unanimously.

PERSONS TO BE HEARD: None

CORRESPONDENCE: None

REPORTS AND COMMUNICATIONS FROM WMC STAFF:

QUALITY REPORT:

Hospital Consumer Assessment of Healthcare Providers (HCAHPS) for FY 2017 reviewed; overall ratings for WMC are good. Reviewed rating of hospital, whether patients would recommend hospital, and overall satisfaction/dissatisfaction of hospital, which also appear good. Reviewed Arbor specific questions, and comments.

COMPLIANCE REPORT: Compliance/Risk report presented.

- Reviewed compliance plan, risk management activities, Code of Conduct review process with employees, training process for all WMC employees, auditing and monitoring process, communications, and response to reported concerns.
- Site visit by Arlene Luu, Risk Consultant from MedPro. She conducted HIPAA training for staff while on site.
- Site visit by Selena Ngo, AK National/Worker's Comp carrier.

CFO REPORT:

- Audit is ongoing at this time, discussed issue with credit balances, should be resolved by the end of the week.
- Review of financial statements,
- Cash on hand is relatively stable, has been steady over the past 12 months.
- Agency services were broken out on the operating/income statement and show a zero budgeted amount; (expensed to salaries).

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

REPORTS AND COMMUNICATIONS FROM WMC STAFF: (Continued)

CEO REPORT:

- Visiting Providers:
 - Dr. Moxly held a clinic in the beginning of August.
 - Dr. Gruchacz held a 2 day surgery clinic in August, 18 patients were seen.
 - Constance Harris has been hired as the HIM Director and will be starting October 16, 2017.
 - Site visit for a CNO candidate on 9/11/17, received good feedback from staff. A job offer has been extended, and should be hearing back by the end of the week.

MEDICAL STAFF REPORT: No report this month

ACTION ITEMS:

- a. Motion to approve the application for SFY2018 THHP housing assistant grant made by Olinda White, seconded by Maxi Wiederspohn;
 - Discussion: Grant application to build a 4-plex unit for travelers, Kris Reed has been working with Planning and Zoning/City for location. Grant requires 15% match/in kind, land, labor will meet that requirement.
 - Poll Vote: Passed Unanimously.
- b. Motion made by Olinda White to approve the letter of support to Borough Assembly for use of the Etolin St. property, seconded by Maxi Wiederspohn.
 - Discussion: Vice Present Bernie Massin questioned the location of property, concerned regarding the amount of muskeg and cost of removal. Robert stated part of the grant covers site determination.
 - Poll Vote: Passed Unanimously.
- c. Motion made by Maxi Wiederspohn to approve the purchase of, or lease-to-own endoscopy equipment, seconded by Olinda White.

Discussion: Current equipment is no longer working and unable to be serviced. Current request is for the most modern to ensure longer maintenance period through maintenance contract. Discussed lease options. Vice President Bernie Massin questioned WMC using the City's line of credit to purchase. Robert noted that this fund is meant to be used for short term payback and/or payroll issues and not a long term financing plan. Current proposal will finance 60 months at 4% interest rate. Poll Vote: Passed Unanimously.

DISCUSSION ITEMS: None this month

INFORMATION ITEMS:

- a. New Hospital Project Update:
 - BDO is ready for WMC/City presentation, will forward information to Kim Lane, City Clerk. Plan for the week of 11/6/17 when the new board members are on board. Will send information on the cost estimates for stick built versus modular design.
- b. Annual CAH Review: The 2017 Annual CAH Review was presented by Cathy Gross, RHIT, report is attached.

BOARD OF DIRECTORS MEETING September 20, 2017 - 5:30 p.m.

BOARD COMMENTS:

Olinda White: Asked status of Vincent Balansag's return to Wrangell. Robert stated he anticipates his return sometime in November. He noted that Senators Lisa Murkowski and Mark Sullivan have offered to assist if needed.

ADJOURN: With no further business, the regular meeting adjourned at 6:55 p.m.

Marlene Messmer

Cathy Gross, RHIT, Date Certified:



October 25, 2017

Sally Schlichting Environmental Program Manager I Alaska Department of Environmental Conservation 410 Willoughby Ave, Suite 303 PO Box 111800 Juneau, AK 99811-1800

RE: End of Season Project Status Update Report, Wrangell Solid Waste Monofill

Ms. Schlichting,

NRC Alaska and **NORTECH** are pleased to provide the following Project Status update for the Wrangell Solid Waste Monofill Construction Project. As we have discussed, our goal is to provide a status update on a weekly basis, with photos, maps and notes as appropriate so that all interested parties may remain apprised on progress in the field on a regular basis. We are currently performing work as detailed in the Inactive Rock Pit Development Plan, prepared by Ahtna, dated November 18, 2017 and the Wrangell Junkyard Repository Basis of Design, prepared by Ahtna, dated June 9, 2017, and the Storm Water Pollution Prevention Plan (SWPPP) for the project as detailed under Alaska Pollutant Discharge Elimination System (APDES) permit # AKR10FQ51. This Project Status Update covers project activities as performed between July 27, 2017 and October 21, 2017.

Project Activities:

Activities during the 2017 field season were focused on the construction of the Base Drain at the monofill site, the preparation of the Chimney Drain, stockpiling of rock in anticipation of the 2018 field construction season, implementation of initial SWPPP measures and road maintenance.

Project activities accomplished:

- NRC Alaska and BW Enterprises prepared the Monofill Site by removing debris, and loose rock from the pit's bottom and sidewalls
- BW Enterprises re-established the upper pit access road along the east side of the monofill site
- BW Enterprises has constructed the 2' Base Drain 6" rock layer has been completed, a skim coat of D1 has been added to the top of the Base drain as required
 - NORTECH and PDC Engineers surveyed the constructed Base Drain
 The survey drawings will be submitted when completed

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- We expect that new calculations for the monofill height may be made based on the increased area of the pit
- BW Enterprises hauled a total of 9,650 cubic yards of 6" minus rock for the construction of the Base and Chimney Drains, and to stockpile in anticipation of 2018 construction work
- BW Enterprises hauled a total of 1,550 cubic yards of D1 to the Site for use in pit prep, Base Drain, with about 200 cubic yards of this material used for maintenance of Pat's Creek Road
- **NORTECH** performed weekly SWPPP inspections
- NORTECH collected water and sediment baseline samples from the Pat's Creek
 watershed
 - o A report of these findings will be submitted separately
- All NRC and **NORTECH** staff had demobilized from Wrangell by October 1, 2017
- BW Enterprises conducted final seasonal maintenance of Pat's Creek Road during the first week of October, and has demobilized all equipment

Project Challenges Encountered:

- Several rain storm events occurred during the pit prep and road maintenance work, similar events could cause project delays during the monofill construction
- Some local public opposition to the project exists that has required additional outreach

Anticipated Project activities:

- **NORTECH** will inspect the monofill Site monthly per the SWPPP requirements, and also inspect the existing stockpile
 - Inspection schedule is as follows: 10/30/17, 11/28/17, 12/19/17, 1/30/18, 2/27/18 and 3/20/18
- NRC, NORTECH and BW Enterprises plan to mobilize during the last week of March 2018 in Anticipation of Project start-up April 2, 2018.

We trust this information is adequate to meet your needs. If you have any questions, please feel free to contact NRC Alaska or **NORTECH** at your convenience.

Sincerely,

NORTECH

Jason Ginter, PMP

NRC Alaska

N. DAX

Dan Strucher Sr. Project Manager

Principal, Juneau Technical Manager

EXCELLENCE IN ENVIRONMENTAL & EMERGENCY SOLUTIONS





Photo 1: Monofill Site, Base Drain complete, start of Chimney Drain





Photo 2: Stockpiled rock at Monofill Site



Project Status Update Wrangell Junkyard October 24, 2017



Photo 3: Stockpiled rock at Monofill Site



DEPARTMENT OF THE ARMY ALASKA DISTRICT, U.S. ARMY CORPS OF ENGINEERS REGULATORY DIVISION P.O. BOX 6898 JBER, AK 99506-0898 OCT 3 0 2017

Regulatory Division POA-1997-00919

Dear Reviewer:

This letter concerns an application by Critter Enterprises, file number POA-1997-00919, Stikine River, for a Department of the Army permit under Section 10 of the Rivers and Harbors Act of 1899 (30 Stat. 1151; 33 U.S.C. 403) to dredge up to 25,000 cubic yards of gravel and sand from three different locations within Stikine River. The project site is located within Section 7, T. 61 S., R. 81 E., Copper River Meridian; USGS Quad Map Petersburg C-2; Latitude 56.6852° N., Longitude 132.2443° W.; near Wrangell, Alaska.

Preliminary determinations indicate the proposed work would be minor, would not have significant individual or cumulative impact on environmental values, and should encounter no appreciable opposition. This project has been reviewed for impacts to species listed under the Endangered Species Act (ESA), to essential fish habitat (EFH), and to historic properties. It has been determined there would be no adverse effect to EFH and no effect to any species protected under ESA. In addition, there is no potential to cause effects to historic properties.

We have determined that a Letter of Permission is the most appropriate form of authorization to be issued in this case. The decision whether to issue the Letter of Permission will depend on comments received from Federal and State resource agencies, as well as adjacent property owners. Enclosed is a copy of the plans and/or application received. Your comments concerning this proposal must be received within 15 days of the date of this letter. If no comments are received, it will be presumed that you have no substantive objections to the issuance of the Letter of Permission.

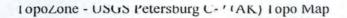
Please contact me via email at michael.r.gala@usace.army.mil, by mail at the address above, by phone at (907) 753-2821, or toll free from within Alaska at (800) 478-2712, if you have questions. For more information about the Regulatory Program, please visit our website at www.poa.usace.army.mil/Missions/Regulatory.

Sincerely,

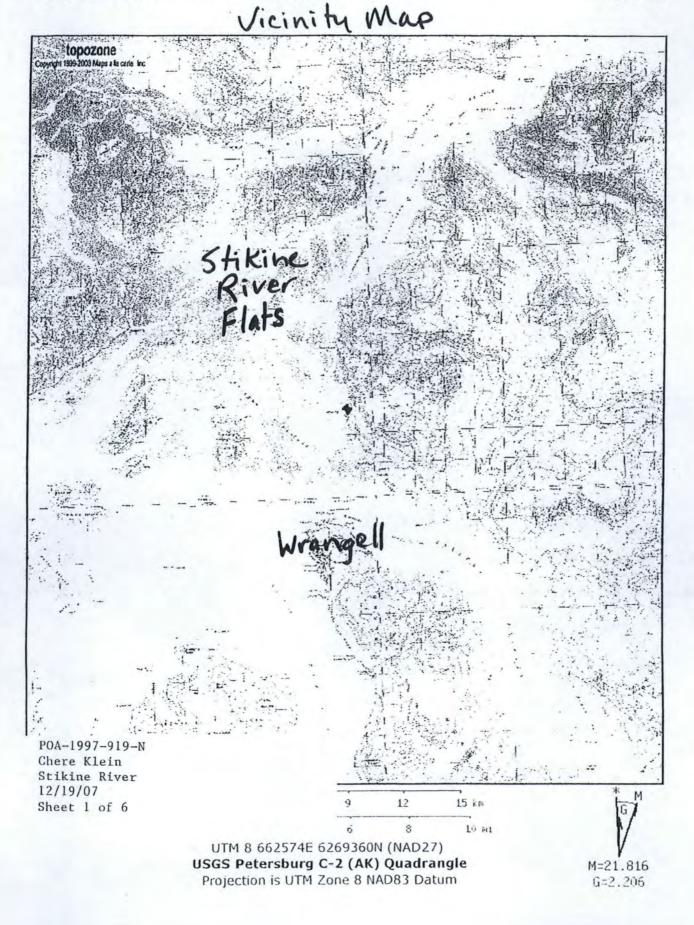
Mich R.

Michael R. Gala Regulatory Specialist

Enclosures

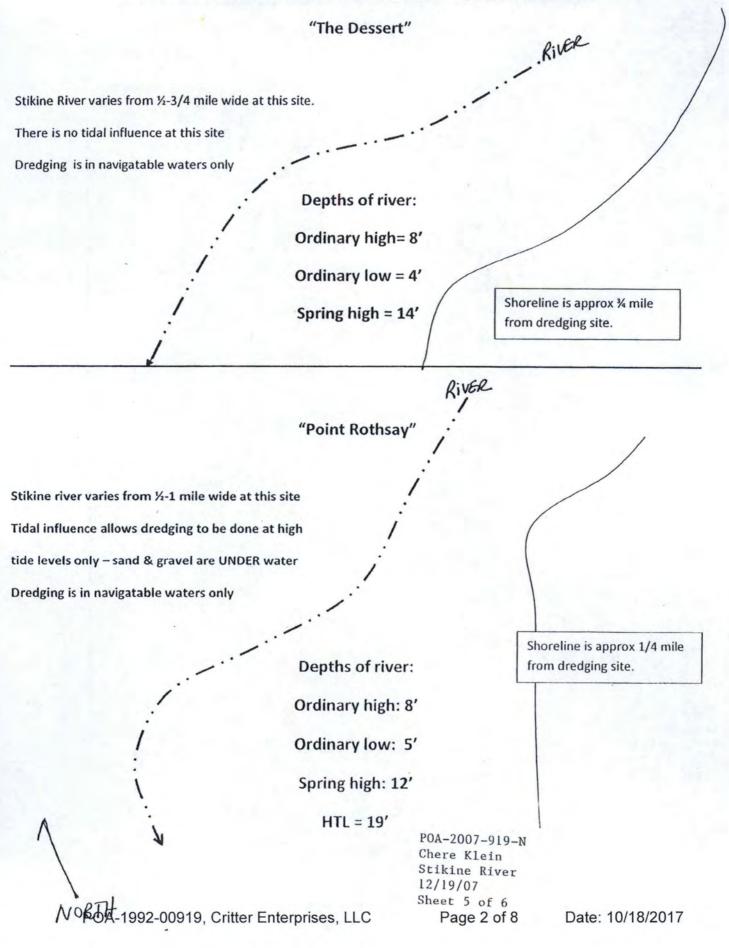


Page 1 of 1



http://wRQAop822008119printiter Enterprises4&46=-132.3558 age 500 88ize 1&1 Pate: 10/18/2017

PLAN VIEW-Critter Enterprises proposed dredging, Stikine River



Critter Enterprises proposed dredging in navigatable waters-Stikine River

CROSS SECTION NOTES

(Cross section is not applicable for this activity)

Approximate depths during dredging activities:

The Dessert = 8'

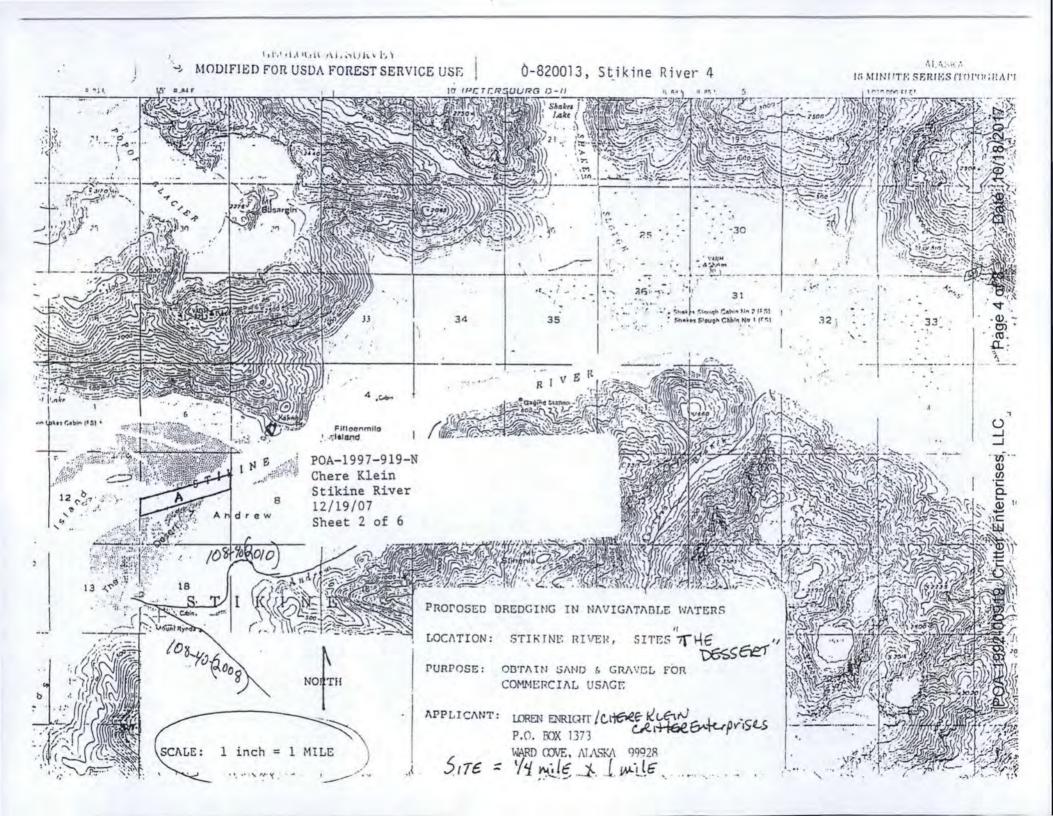
Point Rothsay = 8-10'

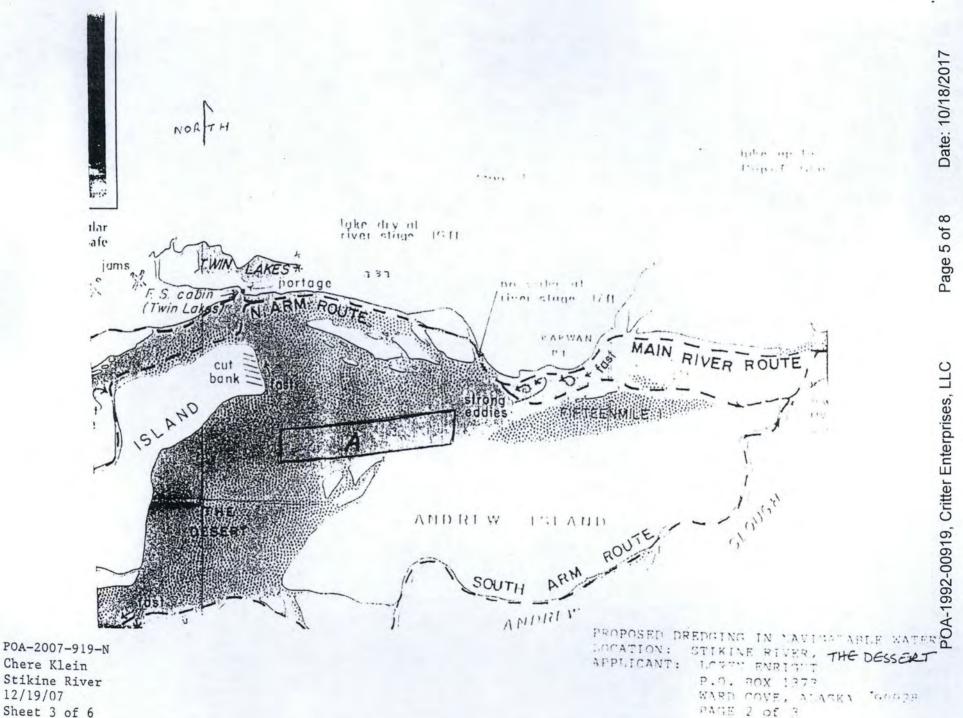
There are no side slopes to show for the dredging activities as the river immediately refills the dredged area with river flow sedimentation

Area of dredging:

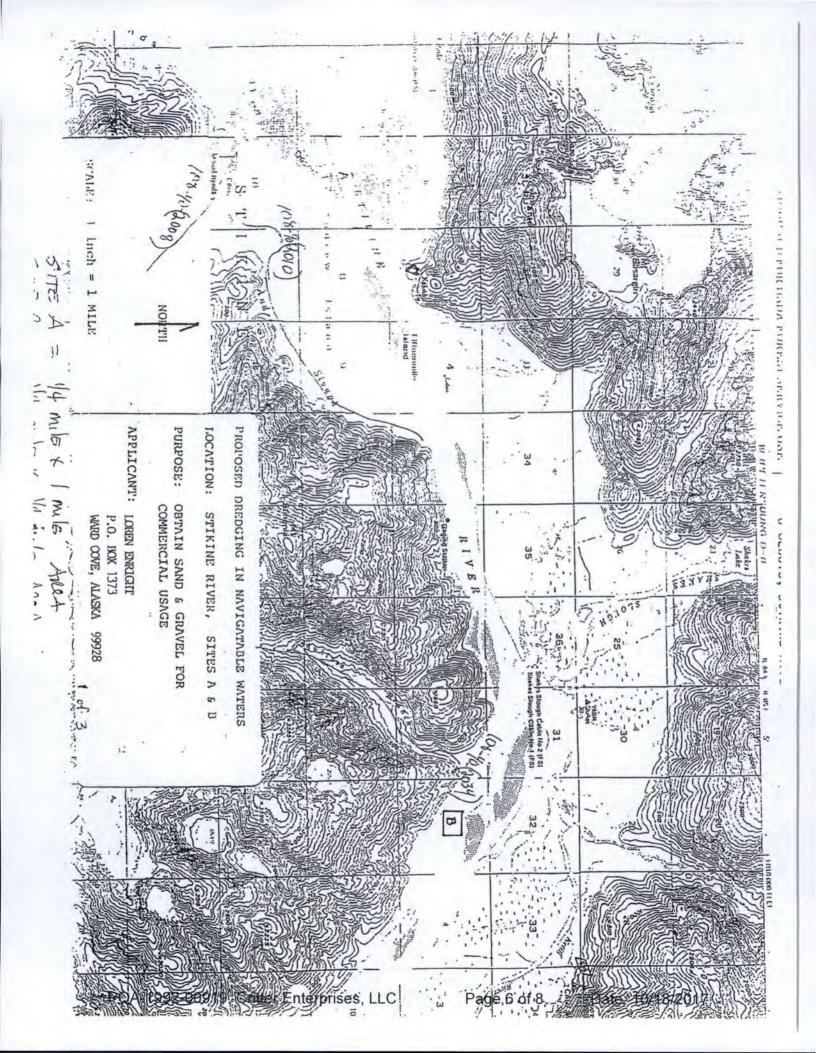
The Dessert: ¼ mile x 1 mile area

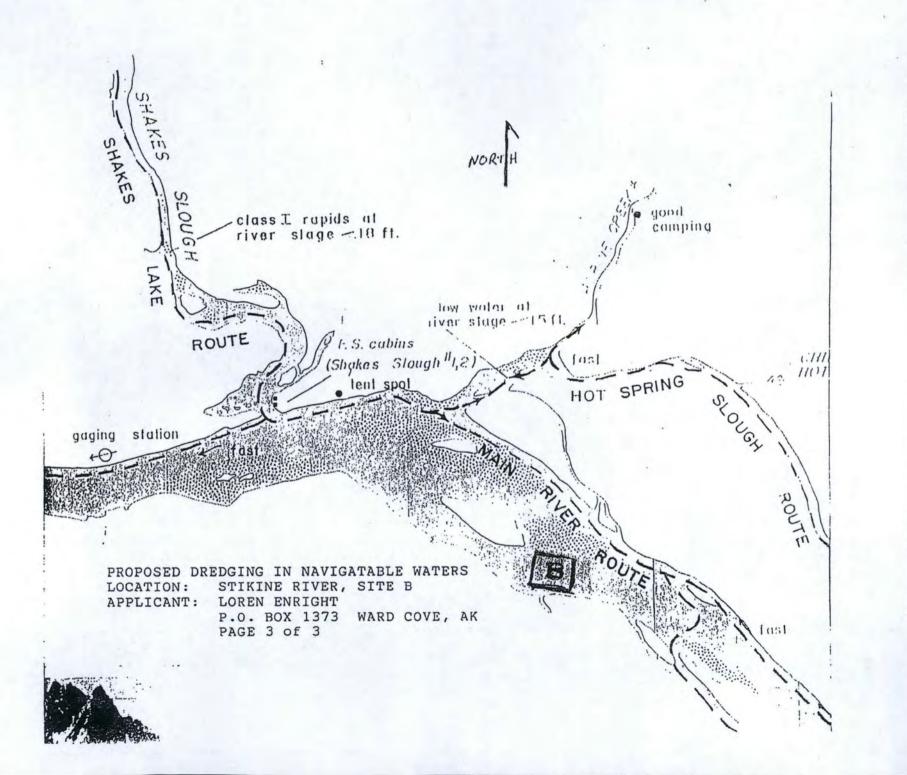
Point Rothsay: ¼ mile x ½ mile area

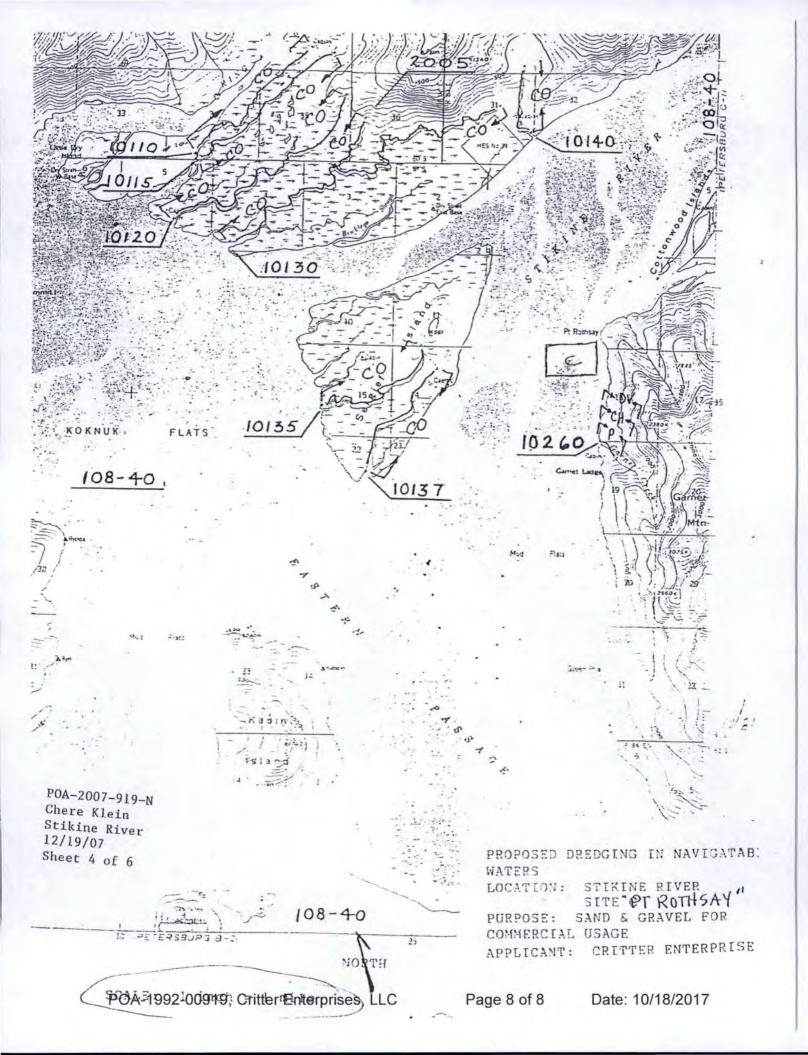




Date: 10/18/2017







CITY & BOROUGH OF WRANGELL, ALASKA							
BOROUGH ASSEMBLY AGENDA STATEMENT							
AGEND/	A ITEM TITLE:	<u>NO.</u>	8		<u>DATE:</u>	November 7, 2017	
Borough Manager's Report							
FISCAL NOTE:							
SUBMITTED BY:			Expenditure Required:				
			\$0				
			Amount Budgeted:				
Lisa Von Bargen, Borough Manager		\$0					
			Ac	count Num	ber(s):		
				N//	A		
				count Nam	e(s):		
Reviews/Approvals/Recommendations N/A							
	Commission, Boa	rd or Com	mittee	Unencumbered Balance(s) (prior to expenditure):			
Name(s)				N/A			
	Attorney						
	Insurance						
ATTACHMENTS:							
1. Borough Manager's Report; 2. Water System Report							

RECOMMENDATION:

<mark>None. Report only.</mark>

SUMMARY STATEMENT:

Please see the attached Borough Manager's Report, Water System Report and Public Works Report.

MEMORANDUM

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

FROM: LISA VON BARGEN BOROUGH MANAGER

SUBJECT: MANAGER'S REPORT

DATE: November 3, 2017

INFORMATION:

Goal Setting:

The Goals are on the agenda for approval by the Assembly at this meeting.

Healthcare Continuum:

The joint work session with the Assembly and the Hospital Board is scheduled for November 6th at 5:30pm in the Assembly Chambers. BDO will be giving a presentation regarding the financial feasibility of a new hospital facility. Prior to the close of the work session a subsequent joint work session should be scheduled to begin the discussion about the process for a third-party operating partnership for the Hospital (existing facility and/or new facility) and how the process will unfold. This past week Robert Rang and I began the first of regular meetings with each other to ensure more communication between CBW and WMC. Additionally, Robert will begin attending the regularly scheduled Department Head staff meetings on the Wednesdays following each Assembly meeting. Robert and I participated in a teleconference on Wednesday with BDO to go over the presentation prior to the joint work session.

Wrangell Junkyard Cleanup:

The Assembly and WCA held a work session on this matter prior to the last Assembly meeting. The staff of CBW and WCA will be working together to identify potential alternative on-island locations, correspondence to ADEC and outreach to the Federal delegation. WCA has taken the lead working with ADEC to obtain information about what other on-island locations were previously considered and an actual cost breakdown of the off-island shipping costs. WCA and CBW staff are meeting on this issue on Friday, November 3rd. An update from that meeting will be provided to the Assembly at the November 7th meeting.

2. Wrangell Island Project Draft Record of Decision:

The USFS held its official "objection" meeting regarding the Draft Record of Decision on Monday, October 30th. Carol Rushmore and I participated via video conference form the USFS office here in Wrangell (the meeting was held in Juneau). The Draft Record of Decision recommends Alternative 2 with a total harvest of 56 mmbf. Given the alternative is not economical, the Forest Service has developed an additional alternative called the Resolution Alternative on a much smaller scale with a harvest of 6-7 mmbf over 10 years. A copy of the comparison sheet distributed at the meeting is attached to this report for reference. The Borough objected to the Resolution Alternative for a handful of reasons, but mostly due to the harvest quantity being so small it does not provide an opportunity to revitalize a sustainable small-medium sized timber industry on Wrangell Island as part of a more diversified economy.

Parks & Recreation Community Meeting:

Kate Thomas and the P&R Advisory Committee held a community meeting on Wednesday, November 1st to educate the public on the challenges the department is having meeting program demands, especially at the pool, with very limited staff. As the Assembly is aware the department is staffed by only 2.25 FTEs and hiring qualified lifeguards has been a daunting task despite some changes, including waiving the fee

for lifeguard training and developing a salary schedule incentive program. The meeting was also designed to hear recommendations and solutions from the public. About 25 people attended from a good crosssection of the community. There was good discussion at the meeting, and follow-up discussions among small groups of attendees after the meeting. Hopefully the off-line brainstorming will continue. At the regular P&R Advisory Committee meeting that followed the Committee recommended exploring joint solutions, if possible, with the school district. Initial outreach with the Superintendent has taken place. In the next several weeks staff would like to have a work session with the Assembly to go over P&R challenges and potential solutions. This will help set the stage as the staff begins to move into FY19 budget prep after the beginning of the New Year.

Transportation Services:

On Wednesday, October 25th I attended a Transportation meeting at the Senior Center with a representative of Catholic Community Services (CCS) and other members of the community including WCA. CCS has a lease with CBW for the Senior Center building and manages the program at the Senior Center including meals and transportation for seniors and eligible persons with disabilities. CCS is in the process of applying for a Federal Transit Authority grant through ADOT&PF for a new wheelchair accessible van. One of the requirements associated with the grant is that Wrangell have an updated Coordinated Transportation Plan. CCS is in the process of updating the 10-year old plan as well. The grant application is due on December 1st. As November 7th is the only meeting scheduled prior to that staff is pressing to get this on the agenda as a resolution of support is required from the Borough as part of the grant application. The staff person at CCS covering Wrangell is new to her position and is in the process of learning all the aspects of the job and grant requirements. As she has been in the field this week, information necessary for the Borough to take action on this item has been unavailable or late in coming to us. This agenda statement may require revisions/additions as late as Monday. We appreciate your patience as we are working with an outside entity.

USFS M/V Chugach:

Staff is waiting for a response to questions posed back to the USFS regarding aspects of the proposed agreement. Once this information is obtained by staff an updated report will be given to the Assembly.

Proposed ANSEP Boarding School:

The supporting resolution was tabled at AFN. Right now things are in a holding pattern until action can next be taken through an AFN process. As information becomes available it will be reported to the Assembly.

Nuisance Abatement:

The scrap metal program continues throughout this month. Staff is working on additional outreach to the community. The Police Chief, Harbor Master and Public Works Foreman met to discuss the removal of junk cars from the harbor parking areas. The Harbor is going to provide the Police Department with a list of vehicles to be considered for removal. The Police Department will conduct a review of ownership. The team will get back together to determine which vehicles are candidates for scrap, and which will require being impounded. Of course, every opportunity will be provided for owners to retrieve their property prior to final removal. This work will take place over the next couple of weeks. Additionally, the Harbor will be working on some revised parking policies to help keep this type of vehicle abandonment from happening again.

Community Development Block Grant:

The second public hearing was held by the Assembly on October 10th. The Assembly took action and approved the Fire Department portion of the Public Safety Building as the preferred project. The formal resolution authorizing the CDBG application is on this agenda for approval. It includes a full funding package recommendation for the Assembly to review.

- 3. Please see the attached water system report. **Public Works Report:** Please see the attached Public Works Report.
- 4. Capital Project Report
- 5. Winter Road Maintenance
- 6. Free Scrap Metal Disposal

DRAFT/WORKING COPY Wrangell Island Project Possible Objection Resolution Alternative Comparison 10/17/17

AL	TERNATIVE 2 FROM DRAFT ROD			ALTERNATIVE 2 MODIFIED
Measure	or Question	Alternative 2	Resolution Alt	NOTES
Basic Project Data			No. 2	The second s
Timber Ha	rvest (acres)	4,767	428	Determined through GIS analysis.
Volume of H	arvest (MMBF)	56	6-7	Volume estimated, cruise numbers not available.
	es of NFS and temporary road	31.1	3.96	Determined through GIS analysis.
SSUE 1: TIMBER SUPPLY AND	ruction)			
	ECONOMICS			
limber Volume	at the local sector of the	51	6	Volume estimated, cruise numbers not available.
	rtimber	4.9	0.5	Volume estimated, cruise numbers not available.
	tility	55.8	6-7	Volume estimated, cruise numbers not available.
	et Volume	55.6	0-7	Volume estimated, ciulae numbers not available.
.ogging System		998	230	Determined through GIS analysis.
	able		198	Determined through GIS analysis.
	novel	528		
	copter	3,241	0	Determined through GIS analysis.
	rvest Acres	4,767	428	
imber Volume by Species		- 0.0		and the second
	spruce	11.2	2	Volume estimated, cruise numbers not available.
	mlock	26.5	3	Volume estimated, cruise numbers not available.
	n redcedar	4.1	0.5	Volume estimated, cruise numbers not available.
	w-cedar	9.2	1	Volume estimated, cruise numbers not available.
inancial Efficiency Analysis Cu	irrent Export Policy			
ndicated Advertised Rate (S/thou	sand board feet (MBF) net removed)	(\$59.23)		Financial officiancy and such as a set of the state of the
				Financial efficiency not analysis not available without cruise numbers. Expected to be close to positive only if Wrangell is the
Road Construction and Recondi	tioning Costs (\$/MBF net removed)	\$81.60		appraised mill site.
Logging Costs (S	/MBF net removed)	\$325.55		
inancial Efficiency Analysis Do	omestic Processing			
	ate (S/MBF net removed)	(\$220.64)		
				Financial efficiency not analysis not available without cruise numbers. Expected to be close to positive only if Wrangell is the
Road Construction and Recondi	tioning Costs (\$/MBF net removed)	\$81.60		appraised mill site.
Logging Costs (\$	/MBF net removed)	\$325.55		
Employment				
	ent Region 10 Policy (includes export	222	25	Estimated
	tic processing)		30	Estimated
	stic Processing	267	50	Estimated
	DLIFE HABITAT			
Cumulative Change to Deer Hal	abitat (high-productivity old growth			
	on south-facing aspects)	-34%	-33%	Specialist estimate. GIS data analysis was not re-run.
	abitat (POG ≤1,500' elevation)	-25%	-18 to -22%	Specialist estimate. GIS data analysis was not re-run.
		-5%	-4-to-5%	Specialist estimate. GIS data analysis was not re-run.
	habitats except older young growth)	-5%	-4-10-578	Specialist estimate. GIS data analysis was not re-run.
	del Habitat Capability (DHC) on All			
and Ownerships	al Number of Deer	-22%	-17 to -20%	Specialist estimate. GIS data analysis was not re-run.
		-22%	-17 10 -20%	Specialist estimate. GIS data analysis was not re-run.
ffects on Wolves on All Land		10	10.0 +- 10.0	Constant a viente CIC data analisis and a sector
	er Density – 1954	10	10.2 to 10.6	Specialist estimate. GIS data analysis was not re-run.
Road Density below 1,200' for a				and the second
	Density	1.3	1.2	Specialist estimate. GIS data analysis was not re-run.
Cumulative Change to Bear Hal				
	00' of Class I fish streams	-19%	-17 to -18%	Specialist estimate. GIS data analysis was not re-run.
Cumulative Change to American	Marten Habitat on All Land			
Ownerships				
Historical Winter Habitat - High	-volume POG < 1500' in elevation	-40%	-34 to -38%	Specialist estimate. GIS data analysis was not re-run.
Historical Year-ro	ound Habitat - POG	-21%	-15 to -18%	Specialist estimate. GIS data analysis was not re-run.
umulative Change to Goshawl	k Habitat on All Land Ownerships			and the second
	by WAA – High-Volume POG	-39%	-32 to -36%	Specialist estimate. GIS data analysis was not re-run.
	abitat by WAA – All POG	-21%	-15 to -18%	Specialist estimate. GIS data analysis was not re-run.
	lume POG and all POG Habitat on			
II Land Ownerships	lume POG	-39%	-32 to -36%	Specialist estimate GIS data applicate una patira pur
10 1 10 10 10 10 10 10 10 10 10 10 10 10 10				Specialist estimate. GIS data analysis was not re-run.
	POG	-21%	-15 to -18%	Specialist estimate. GIS data analysis was not re-run.
ISSUE 3: SC	ENIC QUALITY	N-2		
	conjectives met?	yes	yes	No change.
Scenic integrity		100		
Scenic integrity Relative impact on scenery as a	result of proposed timber harvest	5	2	Only a relative statement can be made without full analysis.
Scenic integrity Relative impact on scenery as a (lowest=1			2	Only a relative statement can be made without full analysis. Only a relative statement can be made without full analysis.

DRAFT/WORKING COPY Wrangell Island Project Possible Objection Resolution Alternative Comparison 10/17/17

ISSUE 4: ACCESS MANAGEMENT Proposed NES road construction (miles)	10.0	10	Determined through CIS analysis
Proposed NFS road construction (miles)	16.8	1.3	Determined through GIS analysis.
Proposed temporary road construction (miles)	9.9	2.6	Determined through GIS analysis.
Proposed road reconditioning (miles)	4.4	1.9	Determined through GIS analysis.
Estimated total road costs (in millions of dollars)	\$4.50	\$0.85	Determined through GIS analysis.
Road designations, following implementation (total, island-wide)			
Open to all vehicles (miles)	86	78.5	Determined through GIS analysis.
Motorized trails (miles)	14.5	3.6	Determined through GIS analysis.
Closed to all vehicles (miles)	15.9	19.9	Determined through GIS analysis.
Decommissioned (miles)	0.2	2.5	Determined through GIS analysis.
AIR QUALITY AND CLIMATE CHANGE			
Contribute to the effects of or current rate of climate change, including	slight increase	slight increase	No change.
carbon sequestration?			
Contribute to Yellow-cedar decline?	not likely	not likely	No change.
Contribute to greenhouse gas emissions?	yes	yes	No change.
AQUATICS			
NFS road stream crossings			
Class I	2	0	Determined through GIS analysis.
Class II	8	1	Determined through GIS analysis.
Class III	29	3	Determined through GIS analysis.
Temporary road stream crossings			
Class I	0	0	Determined through GIS analysis.
Class II	2	0	Determined through GIS analysis.
Class III	11	1	Determined through GIS analysis.
CULTURAL RESOURCES			
Impacts to cultural resources?	no	no	No change.
ENVIRONMENTAL JUSTICE			
Disproportionately high or adverse impact on low-income or minority	1997		No. electron
populations who use the project area?	no	no	No change.
INVENTORIED ROADLESS AREAS			
Impact on inventoried roadless areas?	no	no	No change.
PLANTS: SENSITIVE AND RARE			
Sensitive plants: lung lichen and Henderson's checkermallow	No risk of adverse impact	No risk of adverse impact	No change.
	No have a develop impact	The har of adverse impact	no chungu.
Sensitive plants: Alaska rein orchid, Calder's lovage, edible thistle, mountain lady's slipper	Minor risk of adverse impact	Minor risk of adverse impact	
	Minor to moderate risk of		
Sensitive Plant: lesser round-leaved orchid	adverse impact	Minor risk of adverse impact	
PLANTS: INVASIVE			
PLANTS: INVASIVE Risk of introduction and spread of invasive species	Moderate	Moderate	No change.
	Moderate	Moderate	No change.
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MEMORANDUM

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

FROM: AMBER AL-HADDAD PUBLIC WORKS DIRECTOR

SUBJECT: WATER SYSTEM REPORT

DATE: November 2, 2017

INFORMATION:

The Water Plant Status Report, dated November 1, 2017, is attached.

CRW Water Treatment System Solution Evaluation:

At the October 10th meeting the Assembly approved a professional services agreement amendment with CRW to perform an evaluation between a revitalization and replacement solution of the water treatment system. CRW continues to perform the work necessary to finalize their evaluation, and they are expected to have their report complete by mid-November.

Shannon & Wilson Desktop Groundwater Evaluation:

Shannon & Wilson have completed their draft Groundwater Desktop Study. Staff are currently following up with them for additional discussion regarding their findings and will submit the final report as soon as this review is complete with a final report. This study is for the purpose of providing a general understanding of whether a viable groundwater source exists to supplement Wrangell's drinking water surface water supply.

Shannon & Wilson Dam Tap Phase I Evaluation:

Following Assembly approval of a PSA to Shannon & Wilson for the engineering design for the Reservoir Bypass Connection, Task 1 Dam Tap Alternatives Analysis, the consultant has begun their study of the existing reservoir and dam conditions, necessary to further offer a dam tapping method and thereafter develop full project design scope and costs.

The Task 1, Dam Tap Analysis is scheduled to address all tapping assessments from which they will generate a design study report that will outline a recommendation for the best design and construction approach. Task 2 will consist of final engineering design for construction and bid-ready documents. Task 2, Engineering/Design, will require future Assembly approval.



Wrangell Water Plant Status: November 1, 2017

- Raw Water Reservoir Levels: Both reservoirs are full.
- Treated Storage Tank Levels: Both tanks are maintaining daily recovery levels.
- Water Production (Reported as a Daily Average in Gallons):
 - 930,000 April's monthly average
 - 900,286 gallons Week of May 1st
 - 918,000 gallons Week of May 8th
 - 797,714 gallons Week of May 15th
 - 889,286 gallons Week of May 22nd
 - 558,428 gallons Week of May 29th
 - 1,030,142 gallons Week of June 5th
 - 862,429 gallons Week of June 12th
 - 1,045,857 gallons Week of June 19th
 - 962,000 gallons Week of June 26th
 - 1,227,143 gallons Week of July 2nd
 - 974,857 gallons Week of July 9th
 - 1,115,571 gallons Week of July 23rd
 - 1,007,857 gallons Week of July 30th
 - 1,007,857 gallons Week of August 7th
 - 897,142 gallons Week of August 14th
 - 763,857 gallons Week of August 21st
 - 694,000 gallons Week of August 28th
 - 756,143 gallons Week of September 4th
 - 810,000 gallons Week of September 11th
 - 859,000 gallons Week of September 18th
 - 784,000 gallons Week of September 25th
 - 712,300 gallons Week of October 2nd
 - 718,714 gallons Week of October 9th
 - 734,000 gallons Week of October 16th
 - 755,000 gallons Week of October 23rd
- End of Season Report from Water Treatment Operator Lead, Wayne McHolland:

Our major production time is pretty much over, so I will give a basic re-cap of production. Flows this year were not as high on average as they were last year, likely due to the poor crab season, and lower catches all – round, which contributed to the largest processor shutting down earlier than it would have.

Filter runs this year were not as long as they could have been, but this was not because of demand, rather due to our continuous program of flushing them as often as possible, in an attempt to

remove as much entrapped material as possible. This relentless flushing actually saved water, as we do not have to waste an entire filter to accomplish the entering of the filter. This relentless flushing has also given the added benefit of faster recovery through the filters as they are less obstructed than they were at the start.

From May 1, 2016 through Oct 30, 2016 the plant produced 172,807,000 gallons.

Within this period there were 127 work days during which maintenance was performed on 80 main sand filters, for an average of one main sand filter every 1.58 work days. Maintenance was performed 84 times on the two roughing filters, for an average of 1.5 days per flush. Both main filters and roughing filters, taken together, averaged out to 0.77 work days per filter.

By comparison, from May 1, 2017 through October 30, 2017, there was 128 work days. During this time frame, the water plant produced 160,826,000 gallons (11,981,000 less than in 2016, about half a month's worth of water depending on the month).

During this period in 2017, maintenance was performed on 51 main sand filters for an average of 2.5 working days between filters, and roughing filters were done 86 times for an average of 1.48 days between flushes. Taken together, this averages to 0.93 days between filter maintenance, a little bit longer than the previous year as a whole, but time between main filter flushes was quite a bit longer.

The extra help this year was of tremendous benefit. What follows is a cursory compilation of what was accomplished in the short times between filter maintenance. Some of the work was cosmetic in nature, but most of it was the daily, must-do at the water plant that receives little attention due to staffing levels:

- 1. I.T. work on computers, printers, etc.
- 2. Diffuser maintenance within the contact chamber (twice).
- 3. Repairs to contact chamber.
- 4. Roughing filter maintenance, not including flushing.
- 5. Equipment maintenance when Public Works was unavailable.
- 6. Replacement of two ozone generators.
- 7. Pouring base pad for new ozone generator.
- 8. Move air compressor #2 to make room for chemicals in process room.
- 9. Repair water storage tank leaks.
- 10. Yard maintenance.
- 11. Clear around water tanks.
- 12. Clear hillside from plant to tanks for maintenance and line of sight purposes.
- 13. Brush clearing around plant fencing to provide buffer zone around plant.
- 14. Entry gate maintenance.
- 15. Build drain system for oxygen generators.
- 16. Repairs on filter doors.
- 17. Garbage removal.
- 18. Flume repairs to increase flow to upper reservoir.
- 19. Injection pump repair work.
- 20. Distribution work with Public Works.
- 21. Power wash and clean concrete pads and all buildings, from roof to foundation.
- 22. Remove rust and paint plumbing within the building.
- 23. Built new workbench.
- 24. Built storage shed for equipment and chemicals.
- 25. Shelving constructed for storage.

- 26. Plumbing repairs to both main buildings and outbuildings.
- 27. Replace smaller oxygen lines with larger lines to improve flow to ozone generators.
- 28. Conduit for communications wiring of new ozone generators, plus re-routing and rewiring of communications cable.
- 29. Reservoir maintenance to include such things as level monitoring, and clearing dams of growth (twice), and monitoring weir.
- 30. Vehicular maintenance (primarily ATV).

Thanks again for the extra help, it was greatly appreciated.

Wayne

Public Works' Departments and Capital Projects Update November 1, 2017

Winter Road Maintenance

With the onset of winter, the Public Works Street crew is geared up and ready for snow and icy road conditions. The Borough's goal is to do all we can to reduce impacts by making the roads passable so that residents can safely navigate the roadways. Attached is the department's Winter Road Maintenance outline.

Solid Waste Transfer Station - Scrap Metal Recycling

Channel Construction still plans to return to Wrangell, likely in December, and possibly again in January, to collect metal from the Solid Waste Station and from other local entities. They are maintaining, upon their return, to collect the metals that the Station accumulates.

With Channel Construction's continued agreement to haul the metals at no cost to the Borough, we plan to extend the free metal collection to residential customers. At this time, the free disposal will continue until the end of November and may be further extended upon further schedule information form Channel. For more information about commercial operations' scrap metal disposal, businesses should contact Wrangell Public Works at 874-3904.

With the recent mandate by the Assembly to begin strict enforcement of Wrangell's nuisance and junk vehicle laws, it is staff's hope that those citizens who need to dispose of such items will take advantage of this free scrap metal disposal.

Attached is a copy of the modified public notice regarding the extension of the free metal disposal period.

Public Safety Building – Assessment of Building Assessment

The Assembly held two public hearings to accept community-proposed projects for consideration of funding through the CDBG grant program. Due to the recent discovery of leaks, rot, carpenter ants and the urgency to correct the conditions of the Public Safety and Fire Hall building, the Assembly approved applying for funds to rehabilitate those issues associated with the Fire Station as identified in the recent building envelope analysis.

Following Jensen Yorba Lott's on-site condition assessment and recommendations for Public Safety Building repairs, as well, based on their existing 95% architectural design for the facility's exterior siding replacement, JYL developed construction cost estimates for the building's repairs.

The final scope of the Public Safety and Fire Station Exterior Envelope Rehabilitation project is dependent on the level of success at securing the CDBG funding for the Fire Station's portion of the rehabilitation. If CDBG grant funding is secured, we will move forward with soliciting competitive bids for construction of the entire building's exterior envelope rehabilitation. If

CDBG funding is not secured, or if CDBG funding is secured at a monetary level lower than the CBW's request, the CBW would move forward with a phased project, pursuing rehabilitation of life and safety-related issues and the most critical exterior siding systems replacement needs that available funding would allow. The CDBG program staff indicated that a funding decision would be made known to Wrangell by the end of February 2018.

With this sequence of funding planning, the project will be placed on hold until a response to the CBW's CDBG grant application is received. In the meantime, the CBW will move forward to restore the conditions of the Court's leased space to standard interior finished conditions. RFPs for the restoration work will be solicited through the local contractor list, with funding to come from the Public Safety Buildings FY18 Facilities and Maintenance fund.

Shoemaker Bay Harbor Float Design

Following Assembly approval of a PSA amendment to PND Engineers for the 100% engineering design for the Shoemaker Harbor Rehabilitation project, the PND design team is working toward completion of the bid ready contract documents by mid-January 2018, after which time the solicitation for competitive construction bids will be issued. Staff met with the PND principal engineer on November 1st to coordinate outstanding project matters.

Of greatest concern is identifying the location for a stockpile of approximately 7,500 cubic yards of harbor basin dredge spoils. While gradation testing has already been performed to determine the suitability of this material for a variety of possible civil uses, testing will also be performed to determine, if any, contamination levels of this material.

Staff and the design team will continue to work closely to complete the bid-ready design by the proposed completion date.

Groundwater Study

Shannon & Wilson have completed their draft Groundwater Desktop Study. Staff are currently following up with them for additional discussion regarding their finding and will submit the final report as soon as this review is complete with a final report. This study is for the purpose of providing a general understanding of whether a viable groundwater source exists to supplement Wrangell's drinking water surface water supply.

Reservoir Bypass Connection

Following Assembly approval of a PSA to Shannon & Wilson for the engineering design for the Reservoir Bypass Connection, Task 1 Dam Tap Alternatives Analysis, the consultant has begun their study of the existing reservoir and dam conditions, necessary to further develop full project design scope and costs.

The Task 1, Dam Tap Analysis is scheduled to address all tapping assessments from which they will generate a design study report that will outline recommendation for the best design and construction approach. Task 2 will consist of final engineering design for construction and bid-ready documents. Task 2, Engineering/Design, will require future Assembly approval.

Evergreen Avenue Reconstruction (CBW-owned, DOT-managed project)

DOT reports that there is now only one property owner left to finalize Right of Way documentation. As previously reported, the ROW work continues to currently be the driving phase for the project. Design is complete and a copy of the latest design documents can be reviewed at City Hall. Once all ROW work is complete and certified by the various divisions as required by Federal Highways, DOT will request authorization of the funds to move forward with construction. DOT routinely allows a minimum of three weeks for the bidding phase.

WRANGELL PUBLIC WORKS WINTER ROAD MAINTENANCE

The City of Wrangell maintains over 20 lane miles of streets and roads, as well from City parking lots and many sidewalks.

SNOW REMOVAL AND SANDING PRIORITIES

Snow plowing and sanding is performed on City Streets after heavy snow fall in the following order of priority:

- 1. Main arterial and business district streets.
- 2. Main feeder or collector streets which lead to arterial streets
- 3. Neighborhood residential streets
- 4. All other low density streets

Please be patient. We generally start removing snow around 2:00 am and generally have most streets plowed and sanded by 9:00 am.

SNOW BERMS ACROSS DRIVEWAYS

Our main objective is to keep our roads open for the safe passage of traffic. Whenever possible, operators try to minimize the size of berms across driveways; however, the City does not have the resources to remove snow berms.

MAINTENANCE OF UNPAVED STREETS

A portion of the City streets are unpaved. Keeping these roads smooth is difficult during winter's freeze-thaw-rain cycles. Traffic on wet, saturated roadways rapidly causes ruts, washboards and pot holes. Unfortunately, it is not possible to grade during extremely wet weather.

SIDEWALK SNOW

The Public Works Department removes snow and applies deicers to sidewalks as manpower allows. Even when the sidewalks are plowed and deicer has been applied, caution should be used because there may be patches of ice.

YOU CAN HELP

Winter street road maintenance is expensive, dangerous and time consuming. Wrangell has many steep narrow roads and even if they have been plowed and sanded they can still be slippery. There are many ways the public can help make our job more effective.

• Move any obstruction away from the roadway. This includes vehicles, garbage cans, movable planters, four wheelers and snow mobiles. The City uses graders for heavy snow

plowing and an extended area is required for the grader blade to perform proper snow clearing.

- Residence who remove snow from their driveways and/or sidewalks are reminded that Wrangell ordinances prohibit placing snow or ice on any public street, sidewalk or parking space in a manner that impedes vehicle or pedestrian traffic or makes it unsafe for others. This prohibition also applies to a street or sidewalk that has been recently cleaned. Snow *should not* be stacked over the end of culverts or drainage structures. Rapid warming cycles could result in overloaded ditches being unable to drain.
- Snow removal operations require the use of large, heavy, noisy equipment during periods of darkness and limited visibility caused by falling snow. Public Works employees use caution when operating this equipment and safety is stressed at all times.
- If you are either in a vehicle or walking and find yourself approaching snow removal equipment, stop and keep your distance. Please wait to proceed until the operator is well clear of your driving lane or the operator waves you by.
- Keep your distance from sand trucks. Although the sand has been screened for large rock, the sander may throw small rocks or frozen clumps that could cause personal injury or damage your vehicle.
- Children love to watch snow removal operations the large equipment, noise, lights and activity can all be very exciting. Although we're glad to have people watch, everyone should be cautioned to stay a safe distance away. The concentration required for efficient snow fighting, combined with the noise and type of equipment used, means that operators may not always be able to see small children close by, and accidents can result. Parents are strongly encouraged to discuss safety measures when walking, biking or playing where heavy equipment is in operation. Please encourage children not to build tunnels or forts in snow berms or piles at any time.

FOR MORE INFORMATION

For more information or to report problems, please	call:
Public Works 8:00am to 4:30pm	874-3904
After-hours emergencies, Wrangell Police	874-3304

WRANGELL SANITATION DEPARTMENT

FREE SCRAP METAL DISPOSAL

Through the Month of November 2017

The City and Borough of Wrangell's Sanitation Department has extended the period during which we will accept scrap metal disposal for free. At this time, the Borough will allow free metal disposal, from household sources only, through the month of November at the Solid Waste Transfer Station.

Any scrap metal brought to the transfer station for disposal during this free scrap metal session must be from a household source and free of all attached contaminants like wood, rubber, plastic, fabric, etc. To qualify as scrap metal, the item for recycling must contain a minimum of 85% metal.

Vehicles – All vehicles and small engines should be received with all fluids drained by the customer, including all fuel, engine oil, antifreeze, transmission fluid, etc. Batteries must be removed and will be accepted for free. Tires are also required to be removed and will be accepted at the regular disposal fee of \$3 each. The Transfer Station has drums available for customers to dispose of these vehicle fluids at regular disposal fees. All vehicles must be free and clear of all other items/garbage. Ownership Title for each vehicle must be presented for disposal.

Fuel and propane tanks must be empty of all materials and a hole must be cut in the bottom to ensure they are empty.

Large household appliances will be accepted, but must be cleaned out and free of garbage. Washers, Dryers, Stoves, Hot Water Tanks (gas or electric), Microwaves, and Dishwashers with metal housing only (if dishwasher's housing is plastic, it is accepted as garbage at the regular garbage rates).

For more information about the free scrap metal session, or to discuss options for commercial operations' scrap metal disposal, contact Wrangell Public Works at 874-3904.

CITY & BOROUGH OF WRANGELL, ALASKA					
BOROUGH ASSEMBLY AGENDA STATEMENT					
AGENDA ITEM TITLE:	<u>NO.</u>	9	Date	November 7, 2017	
		Clerk	's File		
SUBMITTED BY:					
Kim Lane, Borougi	h Clerk				

CALENDAR:

11-09	Planning & Zoning Commission mtg., scheduled for 7pm in the Assembly Chambers+
11-10	Veteran's Day observed - City Hall Closed
11-14	Canceled – Regular Assembly mtg.
11-15	Wrangell Medical Center Board mtg. scheduled for 5:30pm at the Nolan Center
11-23 & 24	Thanksgiving Day observed – City Hall Closed
11-28	Canceled - Regular Assembly mtg.

SEAPA Board meeting to be held in Petersburg on November 8th & 9th

AML (ACoM, NEO & Conference)

Alaska Municipal League Conference schedule is as follows:

Pre-Conference (NEO-Newly Elected Officials Tra	aining) - Nov. 13 & 14, 2017 (none attending)
Regular Conference	- Nov. 15 - 18, 2017 (Prysunka, Rooney, Jack attending)
ACoM (Alaska Conference of Mayors)	- Nov. 15, 2016 (Jack attending)

Mayor Jack will be attending ACoM and the Regular AML Conference (Nov. 15 - 18, 2017), Assembly Members Prysunka and Rooney will be attending the Regular AML Conference (Nov. 15 - 18, 2017).

Annual Ethics, Open Meetings Act (OMA), and Parliamentary Procedure Training....

I am looking at setting the date for this training for Saturday, December 2nd from 10:00 to noon'ish



But in the meantime.... how about we test ourselves?

- 1. An assembly member posted an opinion on Facebook about an upcoming issue. During the day, five of the sitting assembly members make comments about the post.
- 2. Now consider the same scenario and five of the assembly members just click "like" to the post?

Is either one a meeting under the OMA?

Answers:

1. YES! Even if they precede their posting with "IMHO", if more than three members of a body or a majority of that number is less, collectively consider a topic upon which the body has authority to act, outside of a property noticed meeting, that is a violation.

2. Probably not, since there is no "collective consideration", but why take the chance?

CITY & BOROUGH OF WRANGELL, ALASKA						
BOROUGH ASSEMBLY AGENDA STATEMENT						
AGENDA ITEM TITLE:	<u>NO.</u>	10	<u>Date</u>	November 7, 2017		
MAYOR AND ASSEMBLY REPORTS AND APPOINTMENTS						
SUBMITTED BY:						
Kim Lane, Boroug	h Clerk					
ATTACHMENTS:						
1. Letter of Interest from Stephen Prysunka (SEAPA Voting Member Seat); 2. Letter of Interest from Lee Burgess (SEAPA Alternate Seat); 3. Letter of Interest from Lisa Von Bargen (SEAPA Alternate Member Seat) 4. Letter of Interest from Clay Hammer (SEAPA Voting - or - Alternate Member Seat); 5. Letter of Interest from Don McConachie Sr (SEAPA Voting - or - Alternate Member Seat)						

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**

- Planning & Zoning Commission (unexp. until 10-2019) (unexp. until 10-2020)
- **Planning & Zoning Commission**

Wrangell Convention & Visitors Bureau (unexp. until 10-2020) •

Letter's received for the above vacancies were:

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

Recommended Action if not approved with the consent of the Assembly:

Motion: Move to appoint ______ to fill the vacancy on the ______ for the term up until October ______.

Item 10c Appointment to fill the vacancies on the SEAPA Board (two voting seats and two alternate seats)

Letters of interest received from:

Voting Member (two)	Alternate Member (two)
<mark>Stephen Prysunka</mark>		
		Lee Burgess
		<mark>Lisa Von Bargen</mark>
Clay Hammer	OR	Clay Hammer
Don McConachie Sr.	OR	Don McConachie Sr.

** Clay Hammer <u>and</u> Don McConachie Sr. submitted their letter for either a voting member seat OR an alternate member seat **

RECOMMENDED ACTION:

- 1. Mayor Jack: I recommend that we appoint ______ & _____ to fill the SEAPA Board Voting Member Seats beginning on January 1, 2018, and ending December 31, 2018.
- 2. Mayor Jack: I recommend that we appoint ______ & _____ to fill the SEAPA Board Alternate Member Seats beginning on January 1, 2018, and ending December 31, 2018.

RECOMMENDED ACTION IF NOT APPROVED WITH THE CONSENSUS OF THE ASSEMBLY:

I Move to appoint ______ & _____to fill the vacancies of the Voting Member seats on the SEAPA Board beginning on January 1, 2018, and ending December 31, 2018.

RECOMMENDED ACTION IF NOT APPROVED WITH THE CONSENSUS OF THE ASSEMBLY:

I Move to appoint ______ & _____ to fill the vacancies of the Alternate Member seats on the SEAPA Board beginning on January 1, 2018, and ending December 31, 2018.

-----Original Message-----From: Stephen Prysunka [mailto:stephenprysunka@gmail.com] Sent: Thursday, October 19, 2017 6:22 AM To: Kim Lane Cc: Lisa Von Bargen Subject: SEAPA

Dear Mr. Mayor,

I would like to request reappointment to the SEAPA Board as a voting member. I have enjoyed representing Wrangell and feel that I have been able to help ensure that SEAPA continues to meet the needs of all the member communities.

It would be an honor to serve another years' term.

Sincerely,

Stephen Prysunka=

Mayor Jack and members of the Borough Assembly,

I would be interested to serve as an alternate on the SEAPA Board. I believe my roles and responsibilities in my position with the Borough provide a good perspective for meeting the fiduciary duties of a Board Member to the Agency.

Lee Burgess Finance Director City and Borough of Wrangell Main: (907) 874-2381 Cell: (907) 305-0510

Kim Lane

From: Sent: To: Subject: Lisa Von Bargen <lvonbargen@wrangell.com> Thursday, October 26, 2017 2:36 PM clerk@wrangell.com SEAPA Board Alternate Position

CITY CLERK OCT 26.2017 RECEIVED

Hi Kim,

Please accept this email as an application for me to serve as one of the "Alternates" to the SEAPA Board. Please let me know if you have any questions or require more information. Thanks, Lisa

10/20/2017

Honorable Mayor and Assembly Members, City and Borough of Wrangell

Please consider this as my Letter of Intent to be considered for any of the SEAPA board positions. It is my understanding that this is a one year term representing the City and Borough of Wrangell on that board.

Respectfully, Clay Hammer PO Box 398 Wrangell AK PH # 907-305-0373



October 21, 2017

Mayor Dave Jack and Wrangell Assembly Members:

I would like to submit my name as a Voting or Non-Voting Member of the SEAPA Board of Directors. I have served on the SEAPA board and the Assembly in the past and am familiar with the Board Activities and would like to serve once again.

Thank You

 $\overline{\mathbf{C}}$ Don McConachie

	CITY & BOROUGH OF WRANGELL, ALASKA						
BOROUGH ASSEMBLY AGENDA STATEMENT							
AGEND/	<u>A ITEM TITLE:</u>	<u>NO.</u>	12a		<u>DATE:</u>	November 7, 2017	
PROPOSED ORDINANCE No. 937: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS OF CHAPTER 3.05 O THE WRANGELL MUNICIPAL CODE, ASSEMBLY – RULES OF PROCEDURE						N SECTIONS OF CHAPTER 3.05 OF	
(second rea	iaing)					FISCAL NOTE:	
	SUBMITTED	BY:		Fxi	oenditure R		
	<u></u>			Expenditure Required: none			
				Amount Budgeted: none			
	Kim Lane, Boroug	h Clerk					
					Account Number(s): none		
				_			
Deviews	/		- + !	AC	count Name	e(s): none	
Reviews	/Approvals/Reco	ommenda	ations				
n/a	Commission, Boa	rd or Com	mittee	Un	encumbere	ed Balance(s) (prior to expenditure):	
Name(s)					none		
\checkmark	Attorney						
n/a	Insurance						
<u>ATTACHN</u>	<u>IENTS:</u>						
1. Ordinance	e No. 937			_			

RECOMMENDATION:

Move to adopt Ordinance No. 937.

SUMMARY STATEMENT:

The Clerk and Manager are recommending some revisions to the order and manner in which the Assembly agenda and meetings are managed. The first recommendation is that Public Hearings become a part of the regular meeting agenda. That way if there is little or no public comment, the hearing can be closed and the Assembly can commence with the rest of the Agenda business. Second, Persons to be Heard is currently used to allow members of the public to comment on both items <u>not</u> <u>on</u> the agenda and items <u>on</u> the agenda. The code specifically states this portion of the agenda is for the public to comment on subjects <u>not on</u> the agenda. If members of the public are not allowed to speak regarding an item on the agenda when it is brought to the floor by the assembly then comments are being made out of context of the Assembly's discussion of the matter and there is no opportunity

for discourse with the public. The recommended change is twofold: 1) Persons to be Heard will be limited to comments about items not on the agenda; and 2) the Assembly will take public comment during each agenda item. It may seem as if this will lengthen meetings, but appropriate meeting management will keep this type of public interaction appropriate in both time and scope.

At the Assembly meeting held on October 10th, the Assembly requested some amendments to the proposed Ordinance. Those changes have been incorporated.

- 1. Rules on Presentations: added under 3.05.020(A)(3)
- 2. Persons to be heard: added "agenda items or non-agenda items"
- 3. Amendments to the Agenda: keeping this section but made a few changes. Note: for removing Consent Agenda items, the Assembly does not need to amend the agenda. Any one assembly member, the manager, or the clerk may request that an item be removed from the Consent Agenda, to be considered under New Business.

At the Assembly meeting held on October 10th, the Assembly requested some amendments to the proposed Ordinance. Those changes have been incorporated.

- Under 3.05.020 (A)(3) Ceremonial matters, and under 3.05.040(B)(6) Public participation: added "in advance" to the sentences that address presenters and citizens submitting presentations, materials, or exhibits.
- 2. Under 3.05.040 (C): made two grammatical errors that were not part of the proposed changes but still needed to be corrected.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. <u>937</u>

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS OF CHAPTER 3.05 OF THE WRANGELL MUNICIPAL CODE, ASSEMBLY – RULES OF PROCEDURE

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

SEC. 1. <u>Action</u>. The purpose of this ordinance is to amend certain sections of Chapter 3.05 of the Wrangell Municipal Code, Assembly – Rules of Procedure.

SEC. 2. <u>Amendment of Sections</u>. Sections 3.05.020, 3.05.030 and 3.05.040 of Chapter 3.05 of the Wrangell Municipal Code are amended to read:

3.05.020 Order of business.

At all regular meetings of the assembly, the order of business shall be:

- A. Call to order. The mayor shall call the meeting to order at 7:00 p.m. in the Borough Assembly Chambers.
 - 1. Pledge of Allegiance.
 - 2. Invocation.
 - 3. Ceremonial matters community presentations, proclamations, awards, certificates of service, guest introductions. <u>Presentations shall be limited to 10 minutes</u>. Presenters are encouraged to submit written presentations and exhibits in advance. Any such materials shall be given to the borough clerk for distribution to the assembly. Presenters shall not distribute materials to the public or address the public directly.
- B. Roll call. The borough clerk shall conduct a roll call of each elected and duly qualified member of the assembly. The roll call will result in a record entry of those present or absent from the meeting. The roll call is primarily used to determine if sufficient members are present to conduct a meeting.
- C. Persons to be heard. This agenda item is reserved to provide an opportunity for persons to address the assembly on agenda items or non-agenda items. The rules of public participation for "persons to be heard" are set out in WMC 3.05.040(A).

- [C]D. Amendments to the agenda. The assembly may amend the agenda as provided in WMC 3.05.030(E). <u>Removal of an item from the consent agenda</u>, <u>as provided in subsection F, is not considered an amendment to the agenda</u>. [The manager also may request agenda changes.]
- [D]E. Conflict of interest. The purpose of this agenda item is to provide a time for any conflict of interest disclosures and determinations on such disclosures by the mayor, as may be necessary and appropriate under WMC 3.04.112.
- [E]F. Consent agenda. Items listed on the consent agenda or marked with an asterisk (*) are considered routine and will be passed in one motion; provided, upon the request of any member, the manager, or the clerk, an item on the consent agenda shall be removed from the consent agenda and placed under new business for assembly action. [unless the item has been removed from the consent agenda by the manager, the mayor, or an assembly member.]
 - 1. Approval of minutes.
 - 2. Communications.

[F]G. Borough manager's report.

[G]H. Borough clerk's file.

[H]I. Mayor and assembly [reports and appointments] <u>business</u>. This agenda item is reserved for <u>the mayor and assembly to provide reports or comments</u> and to introduce items not previously on the agenda which need to be brought to the attention of the entire assembly or the staff. Assembly members may hold limited discussion on these topics or ask the borough manager or the borough clerk for clarifying information. By majority consent of the assembly, the mayor or assembly may give direction to the borough manager or the borough clerk to add an item for consideration for the next regular assembly meeting. Other than as described in this subsection I, no action may be taken by the assembly under this agenda item.

J. Mayor and assembly appointments.

[I. Persons to be heard. This agenda item is reserved to provide an opportunity for persons to address the assembly on non-agenda items. The rules of public participation for "persons to be heard" are set out in WMC 3.05.040(A).]

K. Public hearing and public participation on agenda items. Public hearings are required on certain agenda items, including ordinances. An opportunity for public participation will be allowed on all other agenda items other than appeals. Persons wishing to speak during a public hearing on an agenda item, or otherwise on an agenda item, will sign up on a sheet provided by the clerk and list the agenda item they intend to speak on. Persons on the list will be called by the mayor to speak in the order in which they signed up for the agenda item, when

that item is brought up for consideration, following any administrative or committee reports on the item. Additional rules on the conduct of public hearings and public participation on agenda items are set out in WMC 3.05.040(B).

[J]L. Unfinished business. This agenda item includes <u>unfinished</u> matters transferred from <u>previous meetings</u> and other items of unfinished business.

- [1. Administrative or committee reports
- 2. Public hearing
- 3. Assembly action]

[K]<u>M.</u> New business. <u>This agenda item includes items not previously addressed</u> by the assembly, and items moved from the consent agenda during a meeting.

- 1. [Administrative or committee reports
- 2. Public hearing
- 3. Assembly action]

[L]N. Attorney's file.

[M]O. Executive session. The procedure for executive session is set out in WMC 3.04.120.

[N]P. Adjournment.

3.05.030 Assembly agenda. [– Amendment of agenda.]

- <u>A.</u> The agenda shall be prepared by the clerk subject to review and revision by the manager and the mayor. An agenda shall be prepared before every regular meeting of the assembly and the agenda shall be posted at City Hall by noon (12:00 p.m.) on the Friday preceding the meeting.
- <u>B.</u> Borough staff submission of items for agenda. All reports, ordinances, resolutions, contracts, and other matters proposed by borough staff to be included on the assembly agenda at a regular meeting must be submitted to the borough manager or borough clerk no later than noon (12:00 p.m.) on the [Thursday] <u>Tuesday</u> preceding the next regular meeting.
- <u>C.</u> Requests by members of the public for placement of items on agenda.
 - 1. Persons other than borough staff or a member of the assembly requesting that an item be placed on the assembly agenda at a regular meeting are urged to meet with borough staff first, in an effort to come to a resolution on the item before the item may be placed on the agenda. If resolution cannot be reached, the person must submit a written request either:
 - a. In the form of a letter stating that this is a request for an item to

be placed on the borough assembly agenda, and explaining in detail what is requested; or

- b. By completing an "Agenda Item Request Form" provided by the borough clerk's office.
- 2. Deadline for written request. A written request from a member of the public to place an item on the agenda must be received by the borough clerk no later than noon (12:00 p.m.) on the [Thursday] <u>Tuesday</u> preceding the next regular meeting. Any request received after deadline will be considered for the next succeeding regular meeting agenda. <u>The borough clerk or manager have the authority to postpone an item submitted by the public to the next regular meeting if it is determined that insufficient supporting documentation has been provided or additional review time by staff is necessary.</u>
- D. Guidelines for Proclamations.

Proclamations are ceremonial documents that are approved and signed by the mayor.

- 1. <u>Proclamations shall not be issued for:</u>
 - a. <u>Any political issue, political subject, political controversy,</u> <u>ideological or religious subjects or beliefs, faith based subject or</u> <u>appearing to be faith based, or individual conviction; or</u>
 - b. <u>Campaigns or events contrary to borough policies or contrary to</u> <u>borough programs, projects or decisions.</u>
- 2. Additional guidelines:
 - a. <u>The mayor, the borough clerk, or the borough manager may deny</u> or modify any proclamation request in the sole discretion of the mayor, clerk or manager.
 - b. Proclamations must affect a broad group of people in a positive way. Proclamations will not be issued for individuals or as a matter of protest. All requests must be made in writing. Requests can be emailed, mailed, faxed or hand-delivered to the office of the borough clerk at City Hall. Requests must be received at least 10 days before the meeting for which the proclamation is being sought. By submitting a request for a proclamation, the person submitting the request agrees and acknowledges that there is no right to have a proclamation issued and the proclamation may be denied in the sole discretion of the mayor, borough clerk or borough manager, with no right or process of appeal.
- 3. <u>Requests for proclamations must include the following:</u>
 - a. <u>Contact person's first and last name, address, and telephone</u> <u>number.</u>
 - b. The name and date(s) of the day, week, month or event to be

proclaimed.

- c. Draft text for the proclamation, which must be in electronic format and shall include 4 6 "whereas" clauses.
- d. <u>An indication of whether the proclamation should be mailed or if</u> the requestor will be present at the meeting to receive the proclamation.
- e. <u>A date when the proclamation is desired.</u>
- [D. An agenda is not required for special meetings of the assembly; the list of topics contained in the notice given for a special meeting shall instead suffice.]
- <u>E.</u> Amendment of agenda. The assembly may by <u>majority consent</u>, amend the agenda <u>as published</u> to add or delete items, <u>or change the order in which unfinished and new business is considered</u>. [from the published agenda] The assembly, manager or borough clerk may request amendments to the agenda. <u>Amendments are [during the course of a meeting</u>,] subject to the limitations in this section.
 - 1. No action item may be added to the agenda [by a motion to amend the agenda]. An action item is an item which:
 - a. Introduces an ordinance;
 - b. Is a resolution;
 - c. Awards a contract;
 - d. Expends non-budgeted funds;
 - e. Expends budgeted funds or authorizes expenditure of budgeted funds in excess of twenty-five thousand dollars (\$25,000); or
 - f. Is a matter which, due to its significant or complex nature, requires more extensive public notice.
 - 2. This amendment of agenda provision is intended to allow the addition of agenda items that are in the nature of:
 - a. Requests or directives that the manager, borough clerk, or borough attorney investigate and report on an issue, or prepare a document, report, or other item for future consideration by the assembly;
 - b. Naming mayoral appointees selected, or the low bidder for a contract, when the fact of the appointment or contract award has appeared on the published agenda, and the name(s) of the appointee(s) or recommended choice(s) have been made available at the start of the meeting;
 - c. A call for an executive session concerning an item that appears on the published agenda; or
 - d. Is for purposes of receiving information only without making a decision.

3.05.040 Public Participation.

- A. Persons to be heard. There shall be an opportunity for public participation on <u>agenda items or non-agenda items at each regular meeting</u> of the assembly, which shall be listed on the agenda as "Persons to be heard" and conducted according to the following rules <u>outlined in subsections 1-7</u>, which shall be posted in the assembly chambers. Limited opportunity to speak under persons to be heard on items on the agenda may be allowed by the mayor if a member of the public is unable to be at the meeting during the time the agenda item is brought to the floor. The mayor may allow this in conformance with subsection B.
 - 1. Any person desiring to address the assembly <u>on non-agenda items</u> under "persons to be heard" shall first sign up on the sheet provided at the meeting and be recognized by the presiding officer prior to speaking.
 - 2. The speaker will precede their remarks by stating their name[s] and, unless otherwise allowed by the mayor, their place of residence.
 - 3. The mayor or an assembly member may ask questions of the speaker, but shall not deliberate at that time on matters raised, or answer questions directed by the speaker to the members.
 - 4. Speakers shall address their remarks to the assembly as a body and not to any individual member of the assembly, or to members of the public.
 - 5. Inquiries made by speakers regarding borough business may be referred to the borough manager. Answers shall not be provided at the meeting by assembly or staff. By majority consent of the assembly, the assembly may direct the borough manager or borough clerk to report back to the assembly at a regular meeting for consideration.
 - [5]6. The mayor may, prior to the call for persons to be heard, prescribe time limits, request designated speakers for groups, determine redundancy, and other effective meeting procedures.
 - 7. Any exhibits or materials shall be given to the borough clerk for distribution to the assembly. Individuals shall not distribute materials to the public or address the public directly.
- B. Public [H]hearings and [P]public participation on agenda items. Public participation during public hearings on ordinances[, resolutions,] and other

matters, <u>and public participation on other agenda items</u>, other than appeals, will be conducted according to the following rules, which shall be posted in the assembly chambers:

- 1. The hearing will be conducted by the mayor as chair.
- 2. The mayor will open the hearing by summarizing its purpose and reemphasizing the rules of procedure. Any person desiring to address the assembly during a public hearing on an agenda item, or otherwise on an agenda item, shall first sign up on the sheet provided at the meeting and be recognized by the presiding officer prior to speaking, as provided in WMC 3.05.020(J).
- 3. The mayor may request the borough manager provide background information regarding the item so as to provide clarification to the assembly and the public.
- [3]4. The mayor may set a time limit for public testimony, for individual speakers, or both, if it appears necessary to gain maximum participation and conserve time. The time limit may be extended by a majority vote of the assembly. The time limit shall be uniform for all speakers, provided the mayor may grant additional time to a person speaking on behalf of a group present in the chambers. The time limit may be extended by the mayor to allow an individual speaker to answer clarifying questions asked by members of the assembly.
- [4]<u>5.</u> The mayor may request designated speakers be chosen for groups of persons wishing to address the assembly on the same subject.
- [5]6. Citizens will be encouraged to submit written presentations and exhibits <u>in advance</u>. Any such materials shall be given to the borough clerk for distribution to the assembly, staff and members of the public. Individuals shall not distribute materials to the public at the public hearing.
- [6]7. Members of the public will precede their remarks by stating their names and, unless otherwise allowed by the mayor, their place of residence.
- [7]8. All speakers, members of the public, and members of the assembly, must be recognized by the chair before speaking.
- [8]9. All speakers, members of the public, and members of the assembly, will be recognized by the chair by name.
- [9]10. The mayor will set forth the item or subject to be discussed and will

rule inappropriate comments, or comments that are not germane to the subject, out of order.

- [10]<u>11.</u> Members of the assembly will not direct questions to each other or to the chair during public participation except as to the conduct of the hearing.
- [11]<u>12.</u> Members of the assembly may direct questions to members of the public only to obtain clarification of material presented. The questions may not be argumentative.
- [12]13. Speakers may direct questions to the assembly or the borough administration. The questions may not be argumentative. Speakers shall address their remarks to the assembly as a body and not to any individual member of the assembly.
- [13]<u>14.</u> Speakers may direct questions to the chair only as it pertains to the conduct of the hearing.
- [14]<u>15.</u> The assembly and members of the public will refrain from argument and debate as between them.
- [15]<u>16.</u> The manager may participate in the same manner as the members of the assembly.
- [16]<u>17</u>. After public hearing has been closed and a motion made by the assembly, no person shall address the assembly without first obtaining permission from the chair.]
- C. Disorderly conduct at meetings <u>is</u> prohibited. The chair may call to order any person who is breaching the peace or being disorderly by speaking without recognition, engaging in booing or catcalls, speaking vulgarities, name calling, personal attacks, or engaging [on]<u>in</u> other conduct which is determined by the chair to be disruptive of the meeting. Any person so disrupting a meeting of the assembly may be removed and barred from further attendance at the meeting unless permission to return or remain is granted by a majority vote of the assembly.

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

SEC. 4. <u>Severability</u>. If any portion of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

SEC. 5. <u>Effective Date</u>. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: October 24, 2017.

PASSED IN SECOND READING: _____, 2017.

ATTEST:

David L. Jack, Mayor

Kim Lane, Borough Clerk

Yes:	
No:	
Absent:	
Abstaining:	

	CITY	& BOR	DUGH O	F WRANG	ELL, ALASKA	
BOROUGH ASSEMBLY AGENDA STATEMENT						
AGEND	DA ITEM TITLE:	<u>NO.</u>	1 3 a	DATE:	November 7, 2017	
	L, ALASKA, AUTHOR				OF THE CITY & BOROUGH OF MUNITY DEVELOPMENT BLOCK GRANT	
					FISCAL NOTE:	
	SUBMITTED	<u>BY:</u>		Expenditure Required:		
				\$589,728 – Full Project		
Carol F	Rushmore, Economi	c Developr	nent	Amount Budgeted:		
Directo	or; Amber Al-Haddad	d, Public W	/orks	\$589,728		
	Director			Account Number(s): none		
				Multiple		
				Account Name(s): none		
<u>Review</u>	s/Approvals/Reco	ommenda	ations	See list in agenda statement - CIPs		
\checkmark	Borough Assemb	ly		Unencumbered Balance(s) (prior to expenditure):		
				\$596,410		
n/a	Attorney					
n/a	Insurance					
ATTACH	MENTS:					
1. Res	solution No. 11-17-1	384				
			e Wrangel	l Public Safety	and Fire Station Exterior Envelope	

- 2. Construction Cost Estimate for the Wrangell Public Safety and Fire Station Exterior Envelop Rehabilitation dated 11/1/17
- 3. Jensen Yorba Lott's Public Safety Building Siding Replacement drawings dated June 2017.

RECOMMENDATION:

Move to adopt Resolution No. 11-17-1384, authorizing the participation in the Community Development Block Grant program.

SUMMARY STATEMENT:

The Assembly held two public hearings to accept community-proposed projects for consideration of funding through the CDBG grant program. Due to the recent discovery of leaks, rot, carpenter ants and the urgency to correct the conditions of the Public Safety and Fire Hall building, the Assembly approved applying for funds to rehabilitate those issues associated with the Fire Station as identified in the recent building envelope analysis.

Attached is a recently-revised construction cost estimate for the entire building envelope rehabilitation project, totaling \$589,728. This estimate was developed by Jensen Yorba Lott, based on their recommendations developed following their on-site condition assessment of the facility and based on

their existing 95% architectural design for the facility's exterior siding replacement. This estimate identifies that portion of the project related to the Fire Station separate from the portion of the project related to Public Safety.

The final scope of the Public Safety and Fire Station Exterior Envelope Rehabilitation project is dependent on the level of success at securing the CDBG funding for the Fire Station's portion of the rehabilitation. The following options provide a brief overview of the two project scope and funding scenarios:

Option A: CDBG grant funding is fully secured. We will move forward with soliciting competitive bids for construction of the entire building's exterior envelope rehabilitation, estimated at \$589,728. The associated funding for this option:

CDBG Grant Funding	\$304,297
CBW Funding	<u>\$292,113</u>
Total Funding Available	\$596,410

Option B: CDBG funding is not secured. The CBW would move forward with a phased project, pursuing rehabilitation of life and safety-related issues and the most critical exterior siding systems replacement needs that available funding would allow. The phased project would require a further cost estimate analysis by Jensen Yorba Lott to determine the phased scope based on available funding.

The CDBG program staff indicated that a funding decision would be made known to Wrangell by March 2018. With this sequence of funding planning, the project will be placed on hold until a response to the CBW's CDBG grant application is received. In the meantime, the CBW will move forward to restore the conditions of the Court's leased space to standard interior finished conditions. RFPs for the restoration work will be solicited through the local contractor list, with funding to come from the Public Safety Buildings FY18 Facilities and Maintenance fund.

Breakdown of CBW Available Funding:

FY18 CIP Public Safety Building Siding Repair	\$170,000
FY18 CIP Public Safety Building Roof Repair	\$ 80,000
FY18 CIP Swimming Pool Roof Repair	\$ 60,000
Balance Remaining of FY18 CIP Swimming Pool	\$ 18,000
Temperature Controls Upgrades	
Subtotal of CBW Funding	\$328,000
Less Design/Building Assessment Costs to Date	<u>(\$ 35,887)</u>
Total of CBW Funding Available	\$292,113

These funds will be consolidated into one CIP account for the Public Safety Building Rehabilitation project.

Attachment #1

CITY AND BOROUGH OF WRANGELL, ALASKA RESOLUTION No. <u>11-17-1384</u>

A RESOLUTION OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA, AUTHORIZING PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, the Assembly of the City and Borough of Wrangell, Alaska wishes to make an application for the Wrangell Fire Station Exterior Envelope Rehabilitation as a project for consideration under the Community Development Block Grant (CDBG) program, and

WHEREAS, the City and Borough of Wrangell, Alaska is an applicant for the grant in the amount of \$304,297.00 from the Alaska Department of Commerce, Community, and Economic Development (hereinafter "Department"), under the CDBG program.

WHEREAS, the Wrangell Fire Station Exterior Envelope Rehabilitation project is part of a larger Public Safety Building Rehabilitation project for which the City and Borough of Wrangell, Alaska has committed up to \$292,113 from the General Fund's Capital Improvement Projects fund. These funds will be consolidated into one CIP account for the Public Safety Building Rehabilitation project.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, that:

SECTION 1: The Assembly hereby authorizes the Borough Manager to negotiate and execute any and all documents required for granting and managing funds on behalf of this organization.

SECTION 2: The Borough Manager is also authorized to execute subsequent amendments to said grant agreement to provide for adjustments to the project within the scope of services or tasks, based upon the needs of the project.

SECTION 3: The estimated cost of the entire project is \$589,728. The estimated cost of CDBG eligible portion (Wrangell Fire Station Building Envelope Rehabilitation) is \$304,297.

SECTION 4: The City & Borough of Wrangell has allocated local match funding of \$292,113 equivalent to 49.5% of the total project estimated cost.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, this <u>7th</u> day of <u>November, 2017</u>.

CITY AND BOROUGH OF WRANGELL, ALASKA

Dave L. Jack, Mayor

ATTEST:

Kim Lane, MMC, Borough Clerk

Jensen Yorba Lott

11/2/2017



WRANGELL PUBLIC SAFETY AND FIRE STATION EXTERIOR ENVELOPE REHABILITATION

Page 1

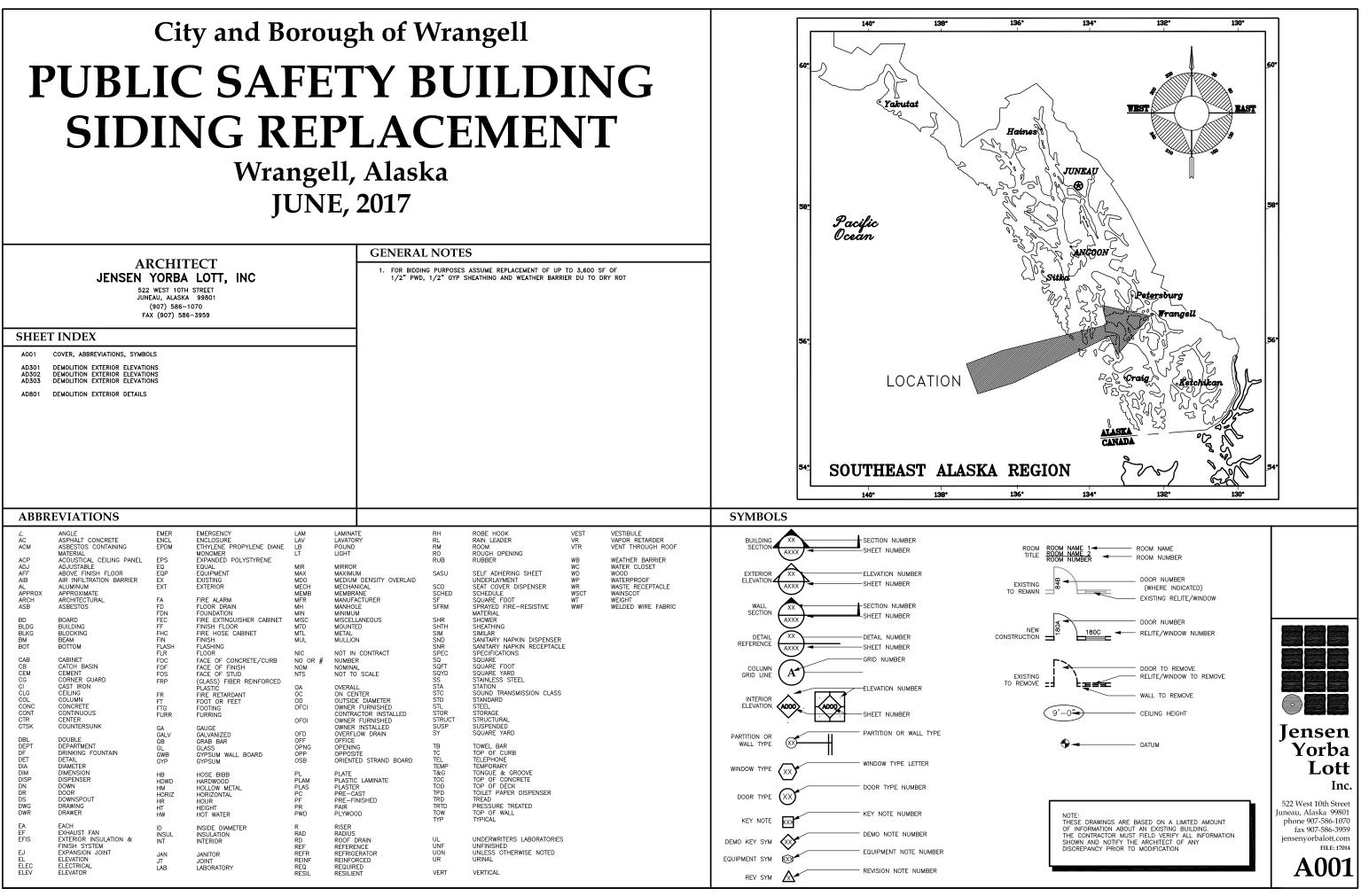
Construction Cost Estimate

Element	Quantity	Units	Unit	Cost	Sub	ototal	Total	Fire H	all Envelope
DEMOLITION									
Exterior:									
Remove North concealed gutter assembly	85	LF	\$	20.00	\$	1,700.00		\$	1,700.00
Remove wood siding and soffits (except wall under		0 -	•		•			•	
court offices overhang)	11,157	SF	\$	2.00	\$	22,314.00		\$	14,900.00
Remove existing windows (except cell windows and	50		¢	450.00	¢	0 400 00		¢	4 050 00
windows below court offices)	56	EA	\$	150.00	\$	8,400.00		\$	1,350.00
Remove gyp, plywd shtg & dryrotted framing at east	3,500	SF	\$	2.00	¢	7 000 00		\$	4 000 00
&west office bay walls and North wall	3,500	ЪГ	φ	2.00	Φ	7,000.00		φ	4,000.00
Miscellaneou gyp, plywd and dryrotted framing removal	1	LS	\$	5,000.00	¢	5,000.00			
remove exist wall mounted elect and salvage for re-	I	LO	Ψ	3,000.00	Ψ	3,000.00			
installation	26	EA	\$	25.00	\$	650.00		\$	425.00
Remove wall mounted mechanical and salvage for re-	20	-/ (Ψ	20.00	Ψ	000100		Ŷ	120100
installation	1	LS	\$	2,000.00	\$	2,000.00		\$	500.00
Remove south gutter and PVC flashing	85	LF	\$	5.00	\$	425.00			
Remove existing door flashing	1,200	LF	\$	0.50	\$	600.00		\$	70.00
Remove metal coping at membrane roof parapets									
	1	ls	\$	250.00	\$	250.00			
Remove existing overflow scuppers	4	EA	\$	100.00	\$	400.00			
Subtotal					\$	48,739.00		\$	22,945.00
RENOVATION									
Wood framed canopy/overhang framing	450	SF	\$	5.00	\$	2,250.00		\$	2,250.00
Interior Finishes Repair	1	ls	\$	15,000.00	\$	15,000.00		\$	3,000.00
Framing repair at dryrot	1	LS	\$	10,000.00	\$	10,000.00		\$	3,000.00
Plywood and gyp sheathing repair	4,000	SF	\$	4.50	\$	18,000.00		\$	9,000.00
Weather barrier	10,657	SF	\$	1.70	\$	18,116.90		\$	12,121.00
Vertical metal siding and rain screen furring	10,657	SF	\$	8.50	\$	90,584.50		\$	60,605.00

Jensen Yorba Lott			Pa	ge 2			11/2/2017
metal soffits	350	SF	\$	7.50	\$ 2,625.00		\$ 1,500.00
Replacement windows	915	SF	\$	70.00	\$ 64,050.00		\$ 8,050.00
Interior wood trim at windows	1000	LF	\$	6.00	\$ 6,000.00		\$ 792.00
Exterior trim at windows, doors	1200	lf	\$	2.00	\$ 2,400.00		\$ 280.00
Re-install wall mounted electrcial	26	EA	\$	100.00	\$ 2,600.00		\$ 1,200.00
Re-install wall mounted mechanical	1	LS	\$	2,000.00	\$ 2,000.00		\$ 1,500.00
South wall gutter and PVC replacement	1	LS	\$	4,000.00	\$ 4,000.00		
repair membrane roofing and install new parapet caps							
	1	LS	\$	1,000.00	\$ 1,000.00		
PVC membrane and clad flashing at gutters	160	LF	\$	20.00	\$ 3,200.00		\$ 1,600.00
Gutters with fasteners and sleeves	160	LF	\$	10.00	\$ 1,600.00		\$ 800.00
Downspouts from gutters to grade	80	LF	\$	5.00	\$ 400.00		\$ 200.00
new scuppers with new membrane connection to							
existing membrane.	4	EA	\$	400.00	\$ 1,600.00		
Subtotal					\$ 245,426.40		\$ 128,843.00
Construction Subtotal						\$294,165	\$ 151,788.00
Gen Conds, Overhead & Profit	35.00%		\$	-	\$ 102,957.89	\$397,123	\$ 53,125.80
Estimating Contingency	10.00%		\$	-	\$ 39,712.33	\$436,836	\$ 20,491.38
Construction Total						\$436,836	\$ 225,405.18
Summary: All work: Fire Hall wing (east west and north walls) Public Safety and Court wings						\$436,836 \$225,405 \$211,430	

Project Budget, Fire Hall Section		
Construction Costs		\$225,405
Owner Administration & Overhead	10%	\$22,540.52
Design and Construction Administration	15%	\$33,810.78
Project Contingency	10%	\$22,540.52
Total Project Budget		\$304,297
Project Budget, PS and Court Sections		\$211 430
Construction Costs		\$211,430
Owner Administration & Overhead	10%	\$21,143.04
Design and Construction Administration	15%	\$31,714.57
Project Contingency	10%	\$21,143.04
Total Project Budget		\$285,431
TOTAL COMBINED PROJECT BUDGET		\$589,728

Attachment #3



PHASING:



1

1

INV	VESTIGATION KEY NOTES:
1	PVC WAS NOT WELDED TO EDGE FLASHING, HAS SEPARATED AND ALLOWS WATER INTO WALL ASSEMBLY. THIS OCCURS ALL ALONG EXISTING ROOF EDGE
2	RIVETS WERE USED IN LIEU OF LONG FASTENERS & SLEEVES © GUTTER – RIVETS ARE FAILING – GUTTERS LEAK © EACH JOINT
3	FLASHING @ ROOF EDGE IS LOOSE & NOT INSTALLED AS SHOWN ON DRAWINGS
4	METAL SIDING IN GOOD CONDITION
5	CORE SAMPLE - SIDING DRY ROTTED, SUBSTRATE IN GOOD CONDITION
6	CORE SAMPLE – SIDING DRY ROTTED, GYP SHEATHING AND PLYWOOD DRY ROTTED
7	OVERHANG FRAMING IN GOOD CONDITION (VERIFIED THRU VENT)
8	FLASHING TRIM BETWEEN MULLED WINDOWS IS SEPARATING
9	REMOVED PARAPET FLASHING & FOUND WATER LEAKING INTO WALL ASSEMBLY
10	WALL COVERED WITH TARP - EXTENSIVE ROT REPORTED IN THIS AREA
(11)	AREA WHERE INTERIOR DRYWALL WAS REMOVED & EXTENSIVE ROT PRESENT IN WALL ASSEMBLY
12	CARPENTER ANT NESTS OBSERVED
13	DRYWALL SOFFIT IN THIS AREA WAS REMOVED - VAPOR BARRIER ON WRONG SIDE OF INSULATION, WATER OBSERVED TRAPPED AGAINST VAPOR BARRIER, WOOD ROT OBSERVED
14	BOARD REMOVED - SUBSTRATE IN GOOD CONDITION
(15)	ACTIVE LEAK OBSERVED THRU WALL & DRIPPING DOWN WALL SURFACE
16	ACTIVE LEAK ALL ALONG WALL BELOW CONCEALED GUTTER – GUTTER LIKELY SOURCE IS GUTTER FAILURE
17	WALL PROBED WITH KNIFE - ROT DETECTED ALL THRU WALL ASSEMBLY

AREA OCCUPIED BY WRANGELL FIRE DEPARTMENT

Jensen Yorba Lott Inc.

522 West 10th Street Juneau, Alaska 99801 phone 907-586-1070 fax 907-586-3959 jensenyorbalott.com

City and Borough of Wragell Public Safety Building Siding Investigation ^{Wrangell, Alaska}

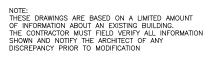
REVISIONS

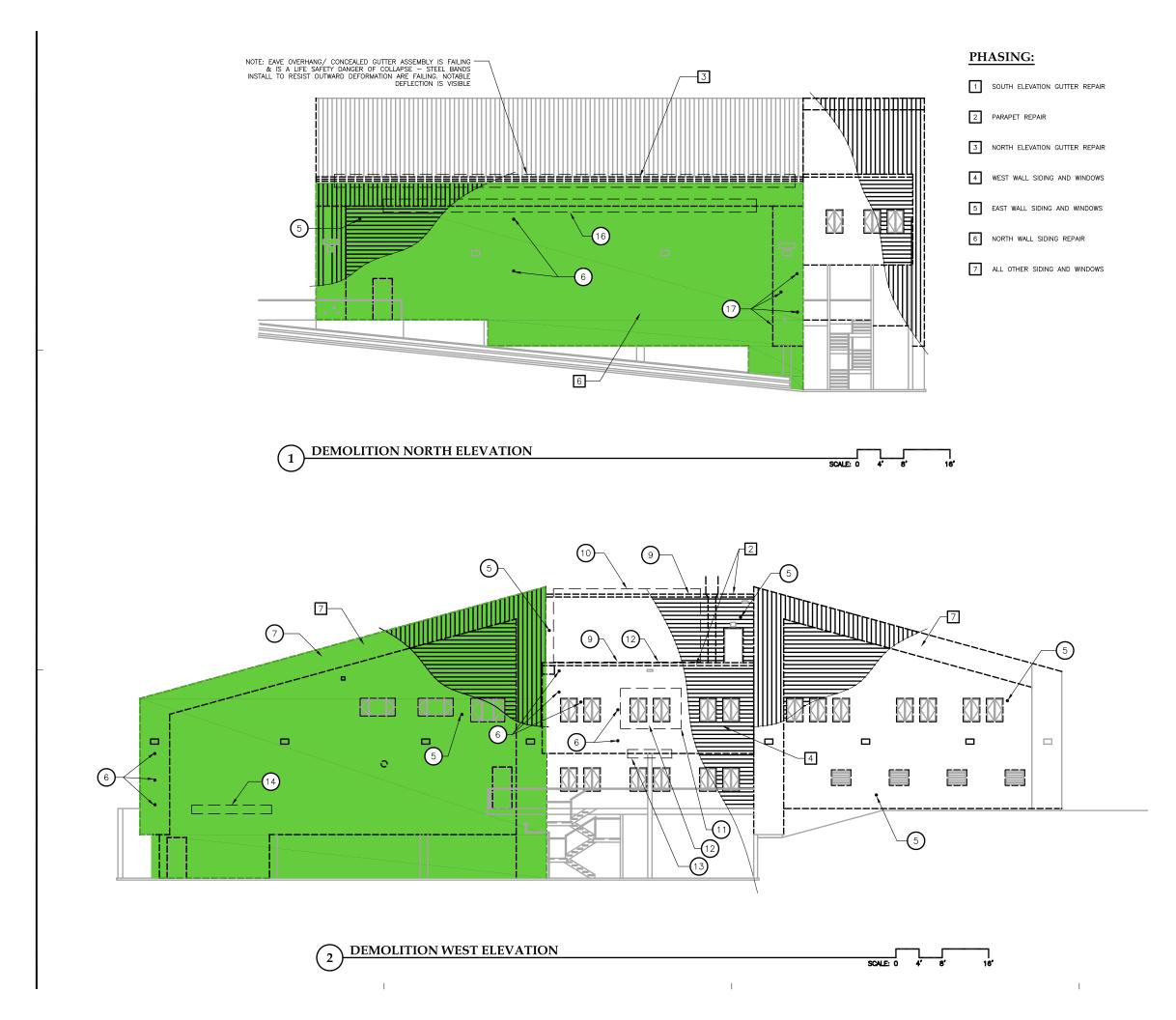
SHEET TITLE

DEMOLITION EXTERIOR ELEVATIONS

DATE: September, 2017 FILE: 17050-invest FPD

AD301





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City and Borough of Wragell Public Safety Building Siding Investigation ^{Wrangell, Alaska}

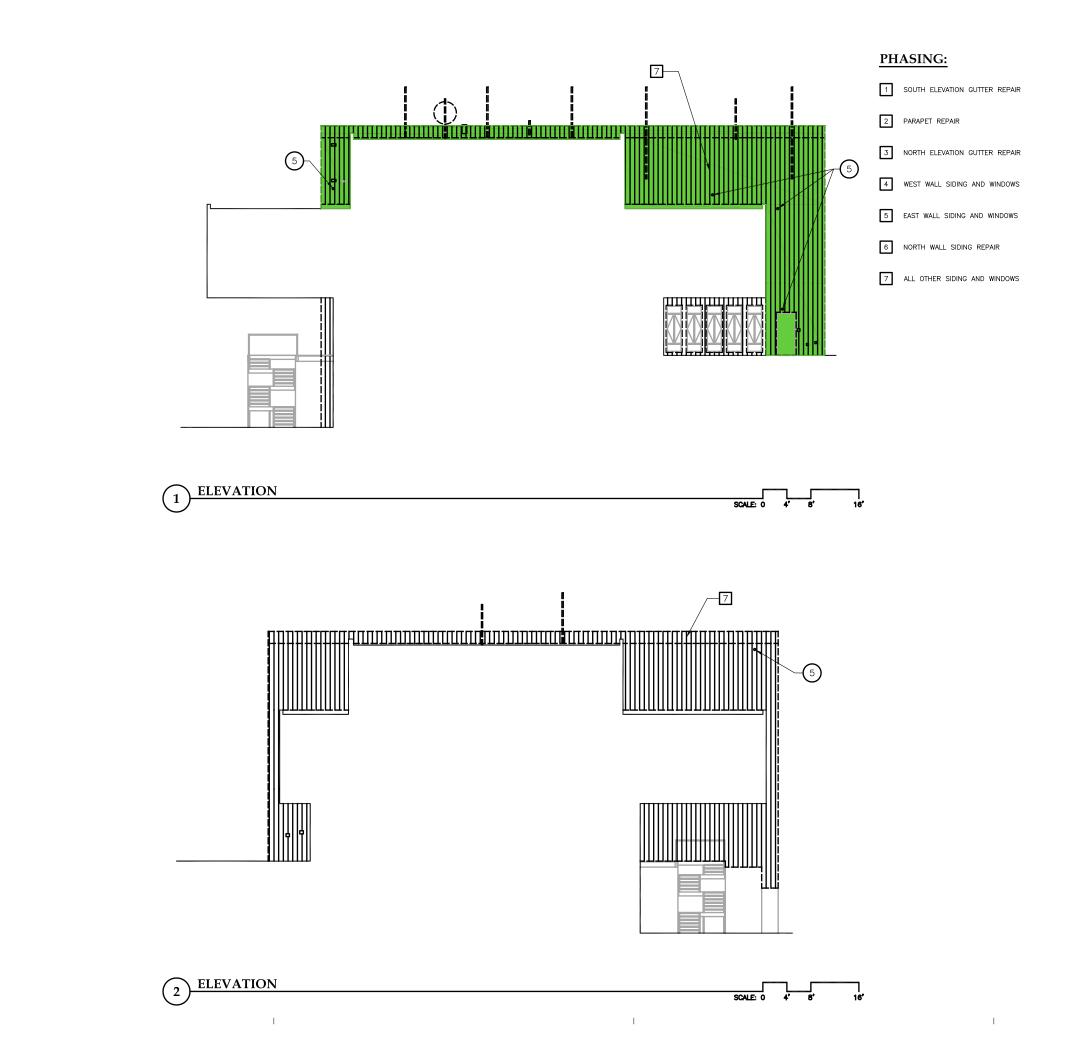


SHEET TITLE DEMOLITION EXTERIOR ELEVATIONS

DATE: September, 2017 FILE: 17050-invest FPD



NOTE: THESE DRAWINGS ARE BASED ON A LIMITED AMOUNT OF INFORMATION ABOUT AN EXISTING BUILDING. THE CONTRACTOR MUST FIELD VERIFY ALL INFORMATION SHOWN AND NOTIFY THE ARCHITECT OF ANY DISCREPANCY PRIOR TO MODIFICATION



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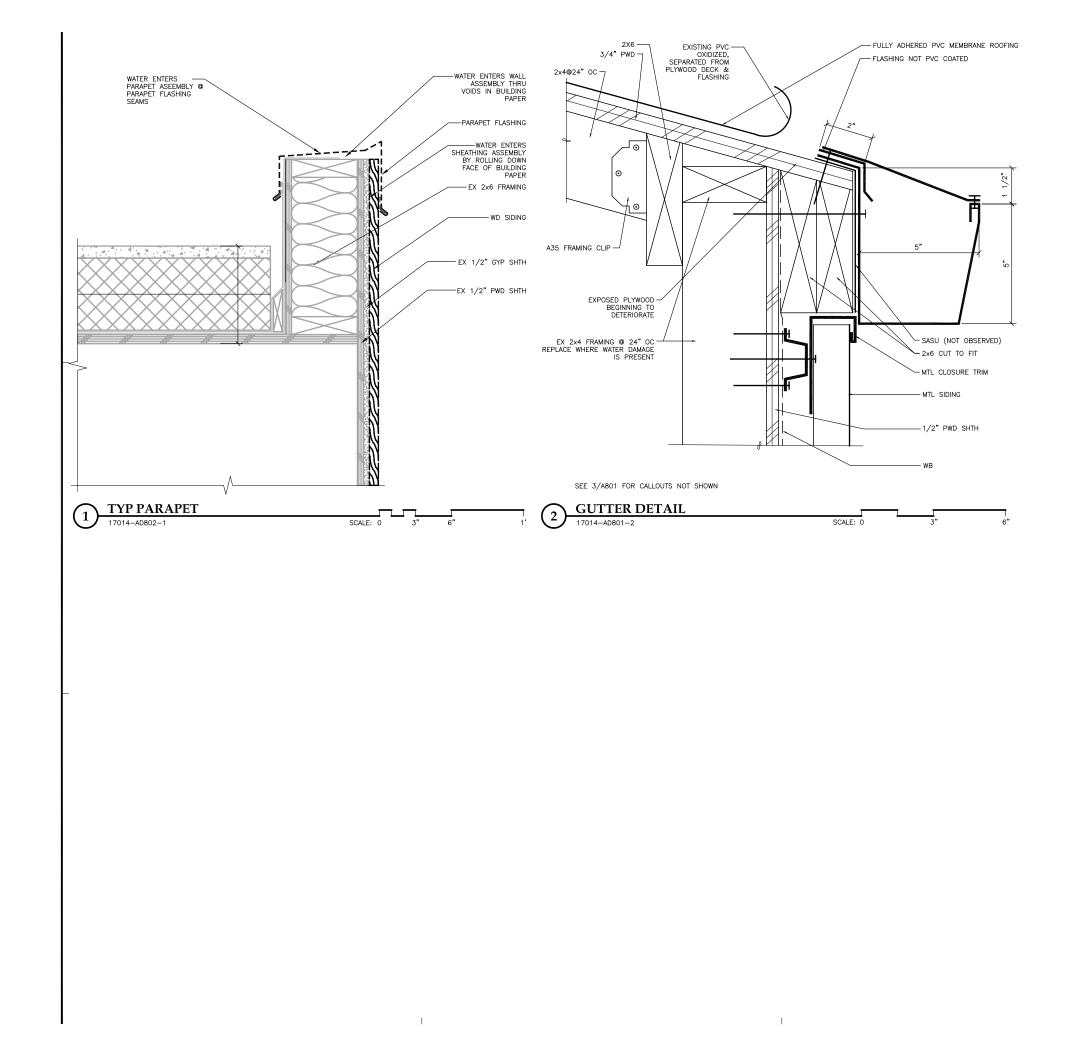
REVISIONS

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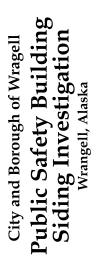


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	CITY	& BORC	DUGH (OF V	VRANG	ELL, ALASKA
B	OROUGH ASS	EMBLY	AGEND	DA S	TATEMI	ENT – <mark>REVISED 11-6-17</mark>
<u>AGEND</u>	A ITEM TITLE:	<u>NO.</u>	13b		DATE:	November 7, 2017
•			••	0		ngell Coordinated Transportation nt of Transportation & Public
						FISCAL NOTE:
	SUBMITTED I	<u>3Y:</u>		Ехр	enditure F	Required:
				\$0 N	Now/Up to	\$18,000 Future
				Am	ount Budg	eted:
Lisa	Von Bargen, Borou	gh Manage	er	\$0		
				Acc	ount Num	ber(s):
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					ount Nam	e(s):
<u>Reviews</u>	/Approvals/Reco	<u>mmenda</u>	<u>ations</u>	N/A	١	
	Commission, Boa	rd or Com	mittee	Une	encumbere	ed Balance(s) (prior to expenditure):
Name(s)				N/A	N N	
	Attorney					
	Insurance					
	-					
ATTACHN	1ENTS:					
1. Reso	olution 11-17-1385; 2	. Senior Cer	nter Lease	; 3. Tr	ransportatio	on Plan

RECOMMENDATION MOTION:

Move to approve Resolution 11-17-1385, Supporting the Wrangell Coordinated Transportation Plan to be Submitted to the State of Alaska Department of Transportation & Public Facilities.

SUMMARY STATEMENT:

On Wednesday, October 25th Catholic Social Services held a Transportation meeting at the Senior Center with members of the community including WCA. CCS has a lease with CBW for the Senior Center building and manages the program at the Senior Center including meals and transportation for seniors and eligible persons with disabilities. CCS is in the process of applying for a Federal Transit Authority grant through ADOT&PF for a new wheelchair accessible van. One of the requirements associated with the grant is that Wrangell have an updated Coordinated Transportation Plan. CCS is in the process of updating the 10-year old plan as well. Staff has requested a copy and one is supposed to be provided by CCS as soon as possible. It had not been received 30 minutes prior to when the agenda is required to be published. It will be added to the packet as soon as it is received.

The grant application is due on December 1st. As November 7th is the only meeting scheduled prior to that staff is pressing to get this on the agenda as a resolution of support is required from the Borough as part of the grant application. The staff person at CCS covering Wrangell is new to her position and is in the process of learning all the aspects of the job and grant requirements. As she has been in the field this week, information necessary for the Borough to take action on this item has been unavailable or late in coming to us. This agenda statement may require revisions/additions as late as Monday. We appreciate your patience as we are working with an outside entity.

The estimated cost of the van is \$90,000 for which an \$18,000 cash match is required. I have been advised CCS "will need to find" the cash match. Currently the CBW gives CCS \$11,000 annually to assist in supporting senior and qualified disability meal and transportation services in the community. WCA also gives match operating funding to CCS for these programs. This operational funding cannot be used as part of the match. CCS is <u>not</u> requesting the match as this time. Staff believes, though, that a request may be made for a portion or all of the match in the future.

This is an FY19 grant award. Staff assumes this means grant awards will be made sometime after July 1st of next year.

AGENDA STATEMENT UPDATE 11/6/2017:

The Draft Wrangell Coordinated Transportation Plan was received after the close of business last Friday. The grouping of materials for this agenda item has been updated to include the plan. The plan outlines purchase of a new wheelchair accessible van as the priority; along with exploring the possibility to expand the hours/days the van is available to provide transportation.

CITY AND BOROUGH OF WRANGELL, ALASKA RESOLUTION No. <u>11-17-1385</u>

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, SUPPORTING THE WRANGELL COORDINATED TRANSPORTATION PLAN TO BE SUBMITTED TO THE STATE OF ALASKA DEPARTMENT OF TRANSPORTATION & PUBLIC FACILITIES

WHEREAS, people with specialized transportation needs have right to mobility. Individuals with limited incomes and people with disabilities rely heavily, sometimes exclusively, on public and specialized transportation services to live independent and fulfilling lives. These services are essential for travel to work and medical appointments, to run essential errands, or to simply take advantage of social or cultural opportunities; and

WHEREAS, under MAP-21, projects funded by the Federal Transit Administration (FTA) Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities program must be included in a locally developed, coordinated public transit-human services transportation plan. The Alaska Department of Transportation and Public Facilities requires any human service transit projects funded by the Alaska Mental Health Trust to also be included in a coordinated public transit-human services transportation plan; and

WHEREAS, the FTA 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program provides operating and capital assistance funding to provide transit and purchase of services to private non-profit agencies, federally recognized tribes, and to qualifying local public bodies that provide specialized transportation services to elderly persons and to persons with disabilities; and

WHEREAS, Alaska Mental Health Trust provides grants to private non-profit agencies, federally recognized tribes, and to qualifying local public bodies that serve community transit needs of trust beneficiaries, namely Alaskans who experience mental illness; developmental disabilities; chronic alcoholism with psychosis; or Alzheimer's disease and related dementia through funding for operating assistance, purchase of services, capital and coordinated system transportation planning; and

WHEREAS, the local committee with participation by seniors, individuals with disabilities, representatives of public, private, and non-profit transportation and human services provides and participation by other members of the public met on October 24, 2017 and November 7, 2017; and

WHEREAS, the local committee reviewed and recommended through consensus the Wrangell Coordinated Plan with Project Priority the Purchase of a New Wheelchair Accessible Van be submitted to the State of Alaska Department of Transportation and Public Facilities.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, that:

<u>SECTION 1:</u> The Assembly of the City and Borough of Wrangell supports the local committee's Wrangell Coordinated Transportation Plan with Project Priority the Purchase of a New Wheelchair Accessible Van.

<u>SECTION 2:</u> This resolution takes effect immediately upon passage and approval.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, this 7^{th} day of <u>November, 2017</u>.

CITY AND BOROUGH OF WRANGELL, ALASKA

Dave L. Jack, Mayor

ATTEST:

Kim Lane, MMC, Borough Clerk

LEASE

THIS LEASE made as of the date hereinafter indicated, between the CITY OF WRANGELL, of P.O. Box 531, Wrangell, Alaska 99929, hereinafter referred to as ("Landlord"/"Lessor"), and the CATHOLIC COMMUNITY SERVICE, INC., an Alaskan Corporation, of 419 Sixth Street, Suite 200, Juneau, Alaska 99801, d/b/a SOUTHEAST SENIOR SERVICES, 419 Sixth Street, CCS Wing, Juneau, Alaska 99801, collectively hereinafter referred to as ("Tenant"/"Lessee").

RECITALS

A. Landlord is the owner of the premises described below and desires to lease the premises to the Tenant for the purposes herein set out.

B. Tenant desires to lease the premises for the purpose of providing services of benefit to senior citizens in Wrangell, to include nutrition access and transportation programs or other senior citizen benefit programs for which the premises may be suitable. The property shall be used for programs that directly benefit the senior citizens and the handicapped of Wrangell, Alaska.

C. The parties desire to enter into a Lease Agreement defining their rights, duties and liabilities relating to the premises.

D. By ordinance ratified by the Wrangell electorate, this lease is authorized, and is to be without payment of rent, the rent to apply as an in-kind contribution by the City of Wrangell to the Senior Citizen's Program.

IN CONSIDERATION of the mutual covenants contained herein the parties agree as follows:

1.0 <u>Description of Premises</u>. Landlord leases to Tenant real property, including improvements thereon, said property commonly referred to as the Civic Club Property, located in Block 3, Lot 17 and Lot 18, Wrangell, Alaska, Wrangell Recording District, First Judicial District, and referred to hereinafter as the "Premises". Lessor and Lessee agree that the premises comprise 2,512 square feet.

2.0 <u>Term of Lease</u>. The term of this lease shall be indefinite, commencing <u>May 9, 1989</u>, and terminating after 30 days notice by either party hereto. Tenant shall surrender the Premises to

Offices of FC Stahla Se. 1 St. - 99835 the Landlord immediately upon termination of the Lease.

3.0 <u>Rental</u>. There shall be no rent for the Premises. The agreed fair rental value of the property is \$1,190.00 per month. The City Council of the City of Wrangell, by authorization of this agreement, specifically has found and determined that the use of the property is a public use. The rent and the real and personal property are hereby to be considered as an in-kind facility and service to be used for programs that directly benefit the senior citizens and handicapped of Wrangell.

Lessee may charge others for use of the Premises, subject to the prior written approval of WRANGELL SENIOR SITE COUNCIL, and further provided that a copy of said prior written approval shall be given to the Lessor on request. Any such use by any other organization, entity or person shall not restrict or decrease the use of the facility for senior and handicapped persons or programs. All revenue derived from any rent or charge by Lessee to others, shall be used and/or spent only for the Premises herein leased.

4.0 <u>Utilities</u>. Tenant agrees that it shall be responsible for obtaining and payment of all utilities furnished to the premises for the term of this lease and any renewal thereof. This shall include electricity, lights, heat, power and other services used in or about or supplied to the premises. Tenant shall indemnify and defend the Landlord against any liability on such account.

5.0 <u>Tenant Improvements</u>. Improvements or alterations to the Premises shall be made only with the specific written permission of an authorized representative of Landlord, providing Tenant saves Lessor harmless from any damage, loss or expense arising therefrom, and providing Tenant complies with all laws of authorities having jurisdiction over the Premises.

Landlord shall have no obligation to make any alterations, rebuilding, replacement, change, addition, improvement or repair during the term of this lease.

Lessee shall pay, when due, all claims for labor or materials furnished or alleged to have been furnished to or for Lessee at or for use in the Premises, which claims are or may be secured by any mechanics' or materialmen's lien against the Premises or any interest therein.

6.0 <u>Improvements/Fixtures</u>. Any and all improvements made to the premises during the term hereof shall belong to the Landlord unless permission is given by Landlord for their removal by Tenant or for

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nutual waiver of subrogation is contained in this lease.

27.0 <u>No Waiver of Covenants</u>. Time is of the essence of this lease. Any waiver by either party of any breach hereof by the other shall not be considered a waiver of any future similar or other breach.

IN WITNESS WHEREOF the Landlord and the Tenant have executed this lease as of the day and year first above written.

CITY OF WRANGELL, LANDLORD/LESSOR

Fern D. Neimeyer, Mayor

CATHOLIC COMMUNITY SERVICE, INC., d/b/a SOUTHEAST SENIOR SERVICES, TENANT/LESSOR

STATE OF ALASKA

ss:

FIRST JUDICIAL DISTRICT

THIS IS TO CERTIFY that on this <u>9th</u> day of <u>May</u>, 1989, before me, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared <u>Fern D. Neimeyer</u>, to me known to be the person described in and who executed the above and foregoing document as <u>MAYOR</u> of the CITY OF WRANGELL, and <u>she</u> acknowledged to me that <u>she</u> signed the same as <u>MAYOR</u> of the CITY OF WRANGELL, in the name of and for and on behalf of said corporation, freely and voluntarily and by authority of its <u>Charter</u> for the uses and purposes therein mentioned.

WITNESS my hand and seal the day and year in this certificate first herein written.

otary Public for Alaska My Commission Expires: 07-01-90

Offices of rc' Stahla St. 99835

459

STATE OF ALASKA

FIRST JUDICIAL DISTRICT

ss:

THIS IS TO CERTIFY that on this <u>A</u> day of <u>Man</u>, 1989, before me, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared <u>Michael H.Kehnu</u>, to me known to be the person described in and who executed the above and foregoing uocument as <u>Board President</u> of CATHOLIC COMMUNITY SERVICE, INC., d/b/a SOUTHEAST SENIOR SERVICES, and <u>he</u> acknowledged to me that <u>he</u> signed the same as <u>President</u> of CATHOLIC COMMUNITY SERVICE, INC., d/b/a SOUTHEAST SENIOR SERVICES, in the name of and for and on behalf of said corporation, freely and voluntarily and by authority of its Board of Directors for the uses and purposes therein mentioned.

WITNESS my hand and seal the day and year in this certificate first herein written.

Notary Public for Alaska

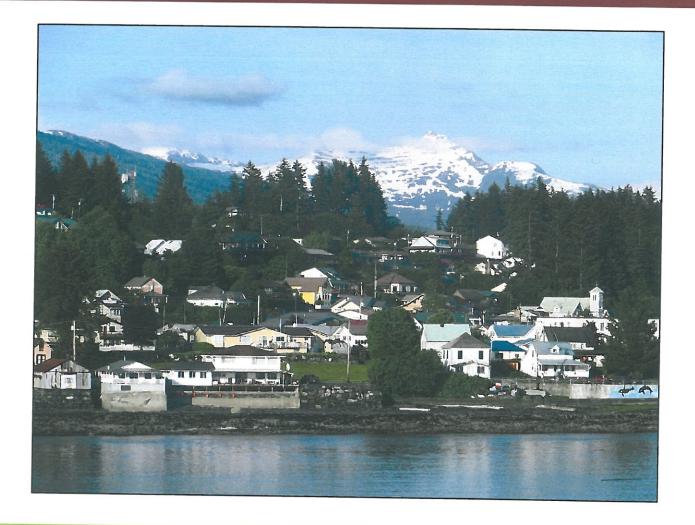
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Attachment #3

Wrangell



Coordinated Public Transit-Human Services Transportation Plan

Southeast Senior Services/Catholic Community Service

2017

Wrangell Coordinated Plan

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I. Introduction/Executive Summary

The City and Borough of Wrangell is a borough in the U.S. state of Alaska. As of the 2010 census the population was 2,369. Incorporated as a Unified Home Rule Borough on May 30, 2008, Wrangell was previously a city in the Wrangell-Petersburg Census Area. Its Tlingit name is Kaachxaana.áak'w. The Tlingit people residing in the Wrangell area, who were there centuries before Europeans, call themselves the Shtax'héen Kwáan after the nearby Stikine River.

The intent of this plan is to document the efforts of our community to coordinate transportation for our residents, especially the elderly and individuals with a disability. In order to be eligible for Federal Transit Administration (FTA) or Alaska Mental Health Trust funds through the Alaska DOT&PF Alaska Community Transit office (ACT), projects must be derived from a locally developed coordinated plan. These funding sources focus on the transportation needs of disadvantaged persons and those with special transportation needs that cannot be met through traditional personal automobile or public transportation means. The coordinated plan identifies existing transportation providers, unmet transportation needs and duplications in human service and public transit service. The plan also identifies goals and strategies to decrease duplication, address the gaps in service, and provide better transportation options for our community.

In 2007, Southeast Senior Services, as the potential grantee, used the Limited Coordination Communities' Public Transit-Human Services Transportation Plan for Select Rural Alaska Communities which was developed for the Alaska Department of Transportation & Public Facilities (DOT&PF). Starting fiscal year 2007, projects funded through the Federal Transit Administration 5310 program are required to be derived from a locally developed, coordinated public transit-human services transportation plan.

In October 25, 2017, Southeast Senior Services hosted a community transportation meeting at the Wrangell Senior Center toward the goal of developing the local plan. Representatives from the City and Borough of Wrangell, the Wrangell Cooperative Association (local tribal organization), Southeast Senior Services, the local radio station, and the senior citizen community were present. The group decided that a replacement vehicle for the senior center is needed and the Borough Manager agreed to propose a supporting resolution to the governing body. Southeast Senior Services was determined as the only agency which had submitted the required Intent to Apply to Alaska DOT&PF and plans to submit an application for a replacement vehicle.

II. Community Information

A) Location

The Municipality and Borough of Wrangell is located on the northwest edge of Wrangell Island in Southeast Alaska. Wrangell faces the Zimovia Strait, a few miles southwest of the mouth of the Stikine River Delta. Wrangell is 89 miles northwest of Ketchikan, or 6 hours by ferry, and 155 miles south of Juneau.

The central (urban) part of Wrangell is located at <u>56°28'15"N 132°22'36"W56.47083°N 132.37667°W</u>, in the northwest corner of <u>Wrangell Island</u>, whereas the borough now encompasses the entire eastern half of the former Wrangell-Petersburg Census Area, in addition to the area around <u>Meyers Chuck</u>, which was formerly in the <u>Prince of Wales-Outer Ketchikan Census Area</u>. It also includes <u>Thoms Place</u>, a former <u>census-designated place</u> on Wrangell Island.^[6]

Wrangell is in the maritime climatic zone and experiences cool summers, mild winters, and year-round rainfall. Summer temperatures typically range from 42 to 64; winter temperatures range from 21 to 44. Average annual precipitation is 82 inches, including 64 includes of snowfall. Fog is common from September through December.

B) Population

Population of Service Area

According to the U.S. Census Bureau, 2011-2015 American Community Survey 5-Year Estimates, the population in Wrangell is 2,387.

C) Map of Community



III. Assessment of Available Resources & Services

A) Coordination Working Group

The Wrangell Transportation Group is composed of members of the Borough government, non-profits, tribal government, community leaders, and interested citizens. A public meeting was held on October 25, 2017 at the Wrangell Senior Center in Wrangell for citizens interested in transportation to discuss existing transportation conditions and needs in Wrangell.

The following people took part in the transportation planning meeting on October 25, 2017. Andrea Larson George Joseph David Joseph Lisa Von Bargen Betty and Dwight Keegan Lizzy Cabot, WCA transportation planner Bill Willard, WCA June Leffler, reporter with KSTK (NPR) Coordination would not be possible without a group effort. Our community has come together to pool our resources and work as a team to provide enhanced mobility for our seniors and individuals with

B) Current Transportation Options

disabilities.

Wrangell is accessible by air and water. The State-owned 6,000' long by 150' wide paved lighted runway enables jet service. The airport is on the back side of the island about a mile from town and is walkable. Alaska Airlines owns the plane service (Jets x 2) and the State owns the airport. A seaplane base is adjacent to the runway. Scheduled air taxi services are also available. The marine facilities include a breakwater, deep draft dock, State Ferry terminal, two small boat harbors with 498 slips, and boat loach. Freight arrives by barge, ship, ferry, and cargo plane.

Community members travel around town to stores for groceries, shopping for clothes, etc. For getting accessing community resources, seniors use the senior center van service during Monday through Friday, 9:00 am-2:30 pm. For major medical, major shopping trips, vacations, citizens use the ferry (State owned) or by Alaska Airlines.

The following existing transportation assets in Wrangell include:

- The Wrangell Senior Center has one wheelchair accessible eight passenger van. The Senior Center van is a four wheel drive vehicle, which is a necessity in the winter.
- The Etolin Bus Company has four school busses, one 10 passenger van, and one 25 passenger air porter.
- The public school district has one Excursion 10 passenger and one 8 passenger van.
- Alaska Waters has one 10 passenger van.
- Local churches offer transportation on Sundays by appointment.
- Northern Lights Taxi offers transportation for a fare.
- The Hospital /Long Term Care has one wheelchair accessible van.
- Headstart has one small bus.
- The Wrangell Volunteer Fire Department has two ambulances and one crew/equipment truck.

C) Inventory of Available Resources and Services

Vehicle Inventory:

Year	Make, Model	Status	Condition	Seating	Wheelchair Y/N	Owner of Vehicle
2009	Ford	Full-time	Fair	8	Y	CCS/SESS

Services Inventory:

Agency	Clients	Operating Days	Operating Hours	Annual Vehicle Miles*	Annual Passenger Trips*	Destinations
CCS/SESS	Seniors	Monday-	9 a.m. to	FY17:	FY17:	Anywhere within
		Friday	2:30 p.m.	7,880.2	2,077	Wrangell

*Estimated or actual

IV. Assessment of Transportation Needs

A) **Demographics**

FTA defines a "coordinated public transit-human service transportation plan" as a plan that "identifies the transportation needs of individuals with disabilities, older adults, and people with low incomes, that provide strategies for meeting those local needs, and prioritizes transportation services for funding and implementation." The following tables depict detailed demographics of these group types for Wrangell.

Table 1

Community Demogra	phics
2015 Population	2,387
Population 65 and over	516
Percent Population 65 and older	21.6
Per Capita Income	\$ 30,089
Median Family Income	\$ 66,964
Median Household Income	\$ 48,603
Persons in Poverty	282
Percent Below Poverty	11.8%

Source: U.S. Census Bureau, 2011-2015 American Community Survey 5-Year Estimates

Table 2

Household In	come
Total Incomes:	
Less than \$10,000	5.1%
\$10,000 to \$14,999	6.8%
\$15,000 to \$24,999	14.1%
\$25,000 to \$34,999	9.8%
\$35,000 to \$49,999	15.1%
50,000 to \$74,999	17.4%
75,000 to \$99,999	14.4%
100,000 to \$149,999	10.6%
\$150,000 to \$199,999	3.8%
200,000 or more	2.9%

Source: U.S. Census Bureau, 2011-2015 American Community Survey 5-Year Estimates

Table 3

Commuting	g to Work
Workers 16 years and over	1,025
Car, truck, van – drove alone 600	
Car, truck, van – carpooled 122	
Public transportation (excluding tax 8	xi)
Walked 190	
Other means 43	
Worked at home 62	

Source: U.S. Census Bureau, 2011-2015 American Community Survey 5-Year Estimates

Table 4

Household by Type	
Total Households 1,127	
Households with individuals 65 years and over 321	
Percent Households with individuals 65 years and older 28.5%	
Average household size 2.23	
Average family size 2.82	

Source: U.S. Census Bureau, 2011-2015 American Community Survey 5-Year Estimates

Size of Family Unit	48 Contiguous States and D.C.	Alaska	Hawaii			
1	Info unavailable	\$ 11,880	Info unavailable			
2	Info unavailable	\$ 16,020	Info unavailable			
3	Info unavailable	\$ 20,160	Info unavailable			
4	Info unavailable	\$ 24,300	Info unavailable			
5	Info unavailable	\$ 28,440	Info unavailable			
6	Info unavailable	\$ 32,580	Info unavailable			
For each additional person, add	Info unavailable	\$ 5,200	Info unavailable			

Table 5: U.S. Department of Health and Human Services Poverty Guidelines, 2016

Source: Federal Register, Computations for the 2016 Poverty Guidelines April 25, 2016

B) Gaps in Service

There is no public transportation system in Wrangell and limited escort services available for those who require it. Local senior citizens, age 60 and older, are able to access community resources through the senior center transportation service, resources such as the grocery store, airport, post office, senior center, clinic and the hospital. The village elders' transportation needs are met in the same manner as all seniors. People are allowed to make multiple stops, and people are able to get help with shopping bags, luggage, or similar packages when using senior center services. The senior van is available 9 a.m. through 2:30 p.m. Monday – Friday, or by pre-arrangement if the need arises. During these hours, the senior center is able to meet the demand for transportation by local seniors. These services are provided without fare, although contributions toward the cost of the ride are encouraged. When the senior center is closed, there is no exclusive transportation available for seniors. The local taxi company is available 6 a.m. through 2:00 a.m. and is also available on the weekends. Fares are charged for taxi passengers. People with disabilities under the age of 60 are able to access senior center transportation if their rides are paid by Medicaid Waiver.

The recent transportation meeting indicated that there is a need for more hours of transportation for local seniors and that it is time to replace the aging senior center vehicle.

V. Goal & Strategies

GOAL	.1:	1: Maintain existing transportation services for seniors in a safe and reliable vehicle.						
		STRATEGY	ACTION	PROGRESS	NOTES			
1.1:	Ob	otain a replacement vehicle	Submit application for DOT grant funding	Coordinated Plan Finalized				
1.2: Obtain a replacement vehicle		tain a replacement vehicle	Purchase replacement vehicle	Pending grant award				
1.3:								

10000000	The second se	nter transportation service		
	STRATEGY	ACTION	PROGRESS	NOTES
2.1:	Assess senior needs regarding days/hours needed	conduct needs assessment	Site manager will follow up	
2.2: Seek new grant options		Research grant options available	Coordinator will follow up	
2.3:				

VI. Priority of Projects

riority	Project	Goal, Strategy
1	Purchase replacement vehicle for the Wrangell Senior Center.	1.1

VII. Appendix



PLEASE JOIN US

Coordinated Public Transit-Human Services Transportation Plan Meeting

<u>Date</u> :	Wednesday October 25 th
<u>Time:</u>	5:00 p.m 6:00 p.m.
Location:	Wrangell Senior Center, 105 Church Street Wrangell, Alaska
<u>Purpose</u> :	To discuss the transportation needs of senior citizens and people with disabilities living in Wrangell. Who Should Attend? All interested citizens are invited! Everyone's input is needed. Refreshments will be served.
Contact Information:	"George" Joseph, Site Manager (907) 874-2066

11

11

For more information or feasible accommodations, please contact Andrea Larson, Transportation Coordinator, at (907)463-6159 and andrea.larson@ccsjuneau.org

NOTICE OF PUBLIC MEETING

Catholic Community Service, a non-profit corporation, invites the general public, and all transportation providers in Wrangell, to attend a Wrangell Human Services Coordinated Transportation public meeting on Wednesday, October 25, 2017 from 5:00 p.m. – 6:00 p.m. at the Wrangell Senior Center, 105 Church Street.

The main activity of this meeting is for community members to discuss what human services transportation services are needed in Wrangell.

Additionally, the input from this public meeting will help create the Wrangell Human Services Coordinated Transportation Plan that will also be used to apply for the Alaska Department of Transportation grant. The DOT grant funds 80% of the cost to replace the Wrangell Senior Center's wheel-chair lift vehicle.

To obtain a draft copy of the Coordinated Plan, prior to the meeting, please contact Andrea Larson at (907) 463-6159 or "George" Joseph at the Wrangell Senior Center (907) 874-2066.



COMMUNITY COORDINATED TRANSPORTATION PLAN MEETING

AGENDA

Wednesday, October 25th

5:00 p.m.-6:00 p.m.

Wrangell Senior Center, 105 Church Street

- Welcome and Agenda Review
- Introductions
- Coordination Meeting Overview
 - Federal and AKDOT Plan Requirements
 - State and Federal Grant Programs
- Community Assessment and Strategies
 Development
 - Coordinated Service Element
 - Inventory of Available Resources/Services
 - Assessment of Needs
 - Gaps in Service
 - Strategies to address needs and gaps
 - Priority List of Projects
- Feedback, Suggestions, Comments
- 🖪 Adjournment

Wrangell Coordinated Transportation Plan Meeting October 25, 2017 Minutes Wrangell Senior Center

Welcome and Agenda Review: The meeting was opened at 5:05 pm by Andrea Larson, NTS Regional Coordinator with Southeast Senior Services/Catholic Community Service, who welcomed attendees and distributed copies of the meeting agenda.

Introductions: Each attendee introduced him/her self, identified the agency they represent, and signed in. Present at the meeting were Andrea Larson, Sharlene "George" Joseph (Senior Center Manager), David Joseph (Senior Center Driver), Wrangell Borough Manager Lisa Von Bargen, Wrangell Cooperative Association (WCA) Transportation Planner Lizzy Cabot, Bill Willard, also of WCA, June Leffler, of KSTK Public Radio, Betty and Dwight Keegan, senior citizen advocates.

Purpose of the meeting: Andrea explained that Catholic Community Service is seeking funds to purchase a new vehicle for the senior center. The current vehicle is scheduled for replacement and the senior center wants to be able to continue to provide safe and reliable transportation for local seniors.

Coordination Meeting Overview: Andrea explained that both the Federal and State governments require that each community have a coordinated transportation plan in order to qualify for funding. To apply for a Human Services Grant from the Alaska Department of Transportation, for example, there must be a current coordinated transportation plan in place. This meeting is an important part of developing Wrangell's coordinated transportation plan. The Federal Transit Administration (FTA) provides 5310 funding to serve citizens who are elderly or disabled. The State of Alaska Mental Health Trust Authority also provides funding to support transportation for its beneficiaries, such as people with Alzheimer's disease or other types of dementia. The Alaska State Legislature may provide additional General Funds to help meet Alaska's transit needs.

Coordinated Service Element: Coordination is the goal—to make the most of limited government dollars, we are expected to share resources. Lisa Von Bargen, Borough Manager, asked about the possibility of coordinating with the local cab company, in regard to 5310. Andrea agreed to look into the possibility of coordination with the local cab company.

Inventory of Available Resources and Services: Andrea explained that in the transportation plan, we must identify who in Wrangell is currently providing transportation within the Borough and who benefits from the transportation. We must also take an inventory of how many vehicles are owned by various public transportation providers in Wrangell and if any of them are wheelchair lift-equipped.

Dwight Keegan, senior center participant, said that he and his wife rely heavily on the senior van since his recent accident which left him unable to drive. Site Manager "George" Joseph stated that the senior van currently runs 5.5 hours a day, Monday – Friday. Rides for people with disabilities under the age of 60 are available for those whose rides are paid for by Medicaid Waiver. The senior center has one wheelchair lift-equipped vehicle (2009 with over 63,000 miles on it). Driver David Joseph said that the senior center drivers are the eyes and ears of the community and pay attention to make sure seniors are doing okay. George said that SEARHC has vehicles. The hospital/long term care has one lift-equipped vehicle. There is also the cab company. George also said there is a free grocery delivery service in town.

Gaps in Service: Andrea asked the group what are the gaps in service. Betty Keegan expressed that the senior van needs to extend hours of service, and perhaps add an additional day of service on the weekends. She said it would be nice to have transportation available for three hours per day on Saturdays so people could attend community events.

Strategies to address needs and gaps: George expressed that fundraising can help raise money for van. Lisa Von Bargen asked what other grants could be applied for within DOT and Andrea offered to find out what other grants were available to apply for. Betty Keegan said The Walker Foundation, formed by local citizen Mark Walker, has over 3.8 million dollars for use in health care service in Wrangell. It's a new reserve fund. The Walker trust was set up from sale of AICS to SEARHC.

Andrea asked, "What are the current transportation needs in the community?" Continued safe and reliable transportation for local seniors through replacement of the aging senior center vehicle is important. The group also expressed a desire for extended hours for the senior van.

Priority List of Projects: Andrea asked if any other agencies (other than Catholic Community Service on behalf of the Wrangell Senior Center) submitted an Intent to Apply and the answer was no. The Intent to Apply is a requirement of the Alaska DOT grant. The consensus of the group was to make replacement of the senior center vehicle top priority.

Andrea asked if there were any additional suggestions or comments before adjourning the meeting and there were none. She thanked everyone for coming today and the meeting was adjourned at 6:15 pm.

Minutes written by Andrea Larson

Locally Developed Coordination Plan Meeting Participant List

Plan Area (community):	Wrangell	
Date of Meeting(s):	October 25, 2017	
Coordination Plan Contact Name(s):	Andrea Larson	

NAME	ORGANIZATION NAME	ADDRESS AND PHONE NUMBER	E-MAIL ADDRESS
Betty and Dwight Deegan. family		907-874-3685	Bd Heegan Egginnet
Pavid JoSE?H	SCHIOR CENTER DRIVER	907-305-0491	a street gaine guinne
Lizzy Cabot (Romane)	Wroncyll Wop. Assoc. Transportation Panner	907 - 874 - 3077	lizeabet@wca-ticom
BILL WILLARD	WCA	907-874-3077	WWILlardowca-t.con
HER VUNBargen	CBW	2.381	
LEBUM VMBy		907-874.0284	Wonbargene wrangell. com
Sure Leffled	KGTK	502-377-0438	June Leffler @ gnzb
andredans.	CCS	•	×
George Joseph	WrangellSenic	or Center	

Local Government Resolution To Be Placed Here likely by Monday, but perhaps by the end of today. Thank you for your patience while these last minute agenda additions get worked through.

CITY & BOROUGH OF WRANGELL, ALASKA							
BOROUGH ASSEMBLY AGENDA STATEMENT – <mark>Revised 11-6-17</mark>							
AGENDA	A ITEM TITLE:	NO. 13c DATE: November 7, 2017					
Proposed Resolution 11-17-1386: AUTHORIZING THE APPLICATION FOR A TEACHER, HEALTH PROFESSIOINAL, AND PUBLIC SAFETY (THHP) HOUSING GRANT BY THE WRANGELL MEDICAL CENTER							
	FISCAL NOTE:						
	SUBMITTED BY:			Expenditure Required:			
				\$0			
		Amount Budgeted:					
Lisa V	Lisa Von Bargen, Borough Manager		er	\$0			
		Account Number(s):					
				N/A			
				Account Name(s):			
<u>Reviews</u>	/Approvals/Reco	<u>ommenda</u>	ations	N/	A		
	Commission, Boa	rd or Com	mittee	Unencumbered Balance(s) (prior to expenditure):			
Name(s)	Name(s)			N/A			
	Attorney						
	Insurance						
	·						
ATTACHM	ATTACHMENTS:						
1. Reso	1. Resolution 11-17-1386						

RECOMMENDATION MOTION:

Move to approve Resolution 11-17-1386, Authorizing the Application for a Teacher, Health Professional and Public Safety (THHP) Housing Grant by the Wrangell Medical Center.

SUMMARY STATEMENT:

On Wednesday of this week Kris Reed from Wrangell Medical Center advised Borough staff she had just been told the Borough would have to apply for the THHP housing grant instead of WMC. Wednesday and Thursday were spent going back and forth with CBW/WMC and grant management staff getting details on this. As it seems now, the granting agency is willing to allow WMC to apply for the grant funds if the CBW authorizes it by resolution. This grant application is also due by the first of December. With the only meeting in November happening on the 7th we are pushing this item through as well. In the interest of getting the packet out at the required deadline this much of the agenda statement and the resolution are being released. Significant additional information will be provided,

likely by Monday, but perhaps by the end of today. Thank you for your patience while these last minute agenda additions get worked through.

AGENDA STATEMENT UPDATE:

WMC is applying for a Teacher, Health Professional, and Public Safety Housing (THHP) grant through the Alaska Housing Finance Corporation (AHFC). This is the project funding source for 4-plex WMC is proposing to build for housing for traveling medical staff. In late September, the Assembly approved use of a portion of Borough property for this purpose. To be considered for a THHP grant an agency must meet minimum requirements as outlined below:

1. Development team must possess the required minimum experience threshold and be in good standing.

2. Location of the proposed project must be within a "small community".

- 3. The housing must be for use by teachers/educators, health or public safety personnel.
- 4. The housing units developed must be "residential" housing.

5. Per unit costs should be within the acceptable ranges, unless determined to be acceptable by AHFC and support documentation must be provided to substantiate the costs.

6. A match of at least 15% of the Total Development Cost is required. Matching funds may be comprised of cash, in-kind, land, financing, or other funding sources.

7. Completion of the project will be within 3 years of the award date and the start date is within 1 year of the award.

The grant application is due in early December. As stated earlier, this item is on this agenda because there will not be another Assembly meeting until after the grant applications are due. WMC is likely applying for the maximum grant award of up to \$550,000. **Please Note:** The maximum award may come in the form of a grant; or more likely a mix between grant and loan funds. This means WMC will be required to make loan (debt service payments) on the project. Unfortunately, the cost estimate for the project will not be complete until November 20th. **Second Note:** If the loan/grant package is not affordable then WMC does not have to accept it.

AHFC requires three different estimates outlining the costs for the project at three different energy rating levels. This makes the estimating process more cumbersome. AHFC requires this to ensure the maximum energy efficiency for the investment is made. This allows for a construction cost vs. long-term energy cost evaluation to be made.

According to the grant requirements the unit rentals "must be within 80% of the HUD Fair Market Rents (which are \$760 for a 1-bedroom and \$1010 for a 2-bedroom in Wrangell). The proposed project floor plan is a 4-plex (2- 1 bedroom and 2- 2 bedroom units). At the rate above that would be \$3540/month in rental income. Currently, WMC rents several units for travelers. The average of four main units comes to \$3300/month currently paid out. This does not include utilities. WMC is proposing to use the money currently paid in rent and utilities to use toward utilizes and maintenance of the new facility. However, if loan funds are required for the project WMC will need to evaluate if they can afford the debt service on the loan while also putting money away each month for maintenance, and covering the monthly cost of utilities. If the loan is accepted and WMC defaults, it could mean a possible foreclosure on the building and land. AHFC will announce the final awards in a "Notice of Intent to Award" letter. This letter will be sent to all applicants. Funding amounts may vary between the approved amount and the amount requested by the applicant. In such cases, the applicant may accept or deny the grant award. If the applicant chooses not to accept the award, no additional consideration will be given to the applicant during that funding cycle and the declined program funds may be offered to another qualified applicant. An applicant may have the right to protest the scores received and the distribution of AHFC funds under 15 AAC 151.830 and 15 AAC 150.220 (these are sections of the Alaska Administrative Code).

When a project is complete, the grantee shall submit closeout documents to close the grant. These items will be found on the Closeout Checklist, included with the grant agreement documents packet. These items may include, but not limited to:

- 1. A Final Status Report
- 2. A Final Financial Report
- 3. The original and recorded Declaration of Covenants, Conditions and Restrictions and a Deed of Trust.
- 4. A notarized original Promissory Note 24
- 5. Letter from architect certifying that all required accessibility laws have been met (new construction only)
- 6. Necessary certifications of inspection, including PUR-101 (BEES) and PUR-102 if applicable
- 7. Final Cost Certification
- 8. Photographs of the completed project
- 9. Any additional documentation as required by AHFC based on the development proposal

There is a project retainage requirement associated with this grant. AHFC will retain an amount equal to ten percent (10%) of a recipient's total grant amount. Retainage funds will be disbursed upon satisfactory completion of the grantee's project, in accordance with the recipient's grant agreement. Where appropriate, as determined by AHFC, the retainage amount may be increased by AHFC. In addition, if required close-out documentation is not submitted within the timeframe specified in in the recipient's grant agreement, **a charge of \$100/day will be levied against the retainage amount** until all close-out documentation has been received by AHFC.

If the Final Project Cost Certification reflects a reduction in project cost, the final percent of grant funds to development cost cannot exceed the original Grant to Total Development Cost Ratio. For example, a proposed \$2.0 million dollar project funded with \$1,000,000 in THHP Funds (50% of Project Cost) and \$1,000,000 in loans (50% of Project Cost) is built for \$1.8 million dollars. The maximum amount of grant funds that AHFC will allow to be reimbursed for the project will be \$900,000, or 50% of the new Total Development Costs.

If a Final Project Cost Certification reflects an increase in project cost, AHFC will not allow a grantee to be reimbursed for an amount greater than the original grant award. For example, AHFC awards \$700,000 to a \$1 million dollar project. The Final Project Cost Certification indicates that the project cost \$1.4 million. The maximum grant award that will be disbursed will not exceed \$700,000. Note that if the Final Project Cost exceeds the original Project Award and the grantee has not received AHFC permission to modify the Project Development Budget before the Final Project Cost Certification, the grantee may be penalized in future grant applications.

Summary: The grant agency representative has confirmed passing this resolution will make the CBW the responsible party under the grant/loan. WMC may be designated to manage the grant and the project. The Grant Agreement must be made between AHFC and an organization with evidence of legal organization status (nonprofit designation letter or certificate of Incorporation, for example); the organization (CBW) can provide a resolution giving WMC permission to apply for grant funds on their behalf, but at the end of the day the City is the Grantee and is bound by the requirements of the Grant/Loan Agreement.

Copies of the Grant Program Rating Criteria and Policies & Procedures are available with Borough staff if anyone would like to review them. They are 18 and 28 pages respectively so they are not included in the agenda packet.

Attachment #1

CITY AND BOROUGH OF WRANGELL, ALASKA RESOLUTION No. <u>11-17-1386</u>

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AUTHORZING THE APPLICATION FOR A TEACHER, HEALTH PROFESSIONAL, AND PUBLIC SAFETY (THHP) HOUSING GRANT BY THE WRANGELL MEDICAL CENTER

WHEREAS, the Wrangell Medical Center wishes to apply for funding under the Alaska Housing Finance Corporation's FY2018 Teacher, Health Professional, and Public Safety (THHP) Housing Grant program to construct a 4-plex housing unit; and

WHEREAS, the Assembly of the City and Borough of Wrangell, Alaska authorizes the Wrangell Medical Center to apply for funding as the applicant on behalf of the City and Borough of Wrangell in the amount of \$550,000; and

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, that:

The Borough Assembly authorizes the application for a Teacher, Health Professional, and Public Safety (THHP) Housing Grant by the Wrangell Medical Center.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, this <u>7th</u> day of <u>November, 2017</u>.

CITY AND BOROUGH OF WRANGELL, ALASKA

Dave L. Jack, Mayor

ATTEST:

Kim Lane, MMC, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA								
BOROUGH ASSEMBLY AGENDA STATEMENT								
AGEND	A ITEM TITLE:	<u>NO.</u>	13d		DATE:	November 7, 2017		
Approval of Consent to Assignment of Lease for Financing Purposes for the Marine Service Center, Yard Lot 1, leased by Don Sorric								
(Postponed from the Sept. 12, Oct. 10 th , and Oct. 24 th Assembly Meetings)								
					FISCAL NOTE:			
	SUBMITTED	<u>BY:</u>		Expenditure Required: none				
Lisa Von Bargen, Borough Manager & Kim Lane, Borough Clerk			Amount Budgeted: none Account Number(s): none					
				Ac	count Nam	e(s): none		
<u>Reviews</u>	/Approvals/Reco	ommenda	ations					
V	Port Commission			Unencumbered Balance(s) (prior to expenditure):				
Name(s)				none				
\checkmark	Attorney							
☑ First Bank								
ATTACHMENTS:								
1. Consent to Assignment of Lease (First Bank) – waiting; 2. Existing Lease and modification								

RECOMMENDATION:

Move to approve the Consent to Assignment of Lease for financing purposes for the Facility Lease Agreement for Lot 1, Wrangell Marine Service Center, requested by Don Sorric.

SUMMARY STATEMENT:

Staff and the CBW attorney have been diligently working back and forth over the past week. We are very close to coming to an agreement but could not get it finished by Friday. Discussions will resume Monday morning and we will get the consent document to the Assembly as soon as it is finished. The remainder of this agenda statement remains unchanged from the previous several meetings.

The Borough has a Facility Lease Agreement with Mr. Don Sorric for Lot 1, Wrangell Marine Service Center. His current five-year lease runs through July 31, 2019. Mr. Sorric is making significant

improvements to the lease area, specifically pouring concrete pads. It is necessary for Mr. Sorric to obtain a bank loan to finance these improvements. The bank is only willing to lend Mr. Sorric money through the term of his existing lease – ending two years from now. The size of the loan makes it nearly impossible for Mr. Sorric to absorb what the monthly loan payments would be if only able to be amortized over two years. The bank is also concerned about the short time frame. Therefore, the bank is requesting a three-year term extension to July 3, 2022.

The request for the lease term extension was addressed under the previous agenda item.

In addition to a lease extension, as a condition of the loan, the bank is requesting what is called an Assignment of Lease. This is a very standard process for lessees who are financing improvements on leased property. The assignment allows for the bank to automatically assume the lease if the lessee defaults on the loan. The bank is able to protect the loan investment in this way. The Assignment requires a separate action which is the next item on the agenda.

WRANGELL MARINE SERVICE CENTER (WMSC) FACILITY LEASE AGREEMENT

This Lease is entered into on the <u>lst</u> day of <u>August</u>, 2009, by and between the City and Borough of Wrangell (hereinafter "Lessor"), a municipal corporation, and <u>Don Sorric</u> (hereinafter "Lessee"), a <u>business person</u>, doing business in the State of Alaska, for purpose of leasing borough-owned land in Wrangell. The parties hereby agree to the following conditions:

1. DURATION

11

This Lease shall be in effect for a five year term, more specifically, from the date above until the 31st day of July, 2014.

2. LEASED PROPERTY

The property subject to this Lease is described as: Yard Lot 1, 8,000 square feet

3. **PERMISSIBLE USES**

A. Lessee shall utilize the property only for the purpose of conducting a boat building and/or boat repair business. Assessory uses of the property are allowed if pre-approved in advance in writing by the Borough Assembly and/or Port Commission.

B. Lessee agrees to abide by all federal, State, and local laws in the operation and maintenance of the permitted commercial activity.

C. The Lessor does not warrant that the property is suitable for the purposes sought. Lessee assumes all risks associated with the location of the leased premises.

4. CONDITIONS OF LEASING

A. Lease payments shall be in the amount of <u>\$640.00</u>, payable in advance on the <u>lst</u> day of each <u>month</u>.

B. Lessee shall comply with all rules and yard Best Management Practices as set forth by the Harbor Department or Port Commission.

C. Lessee must sign and agree to fully comply with the WRANGELL MARINE SERVICE CENTER (WMSC) FACILITY USE AGREEMENT.

5. RENEWAL

A. The Lease may be renewed at the option of the Lessor upon written request by the Lessee within at least sixty (60) days of the expiration of the current term, provided that the Lessee is current in the payment of all fees, and that the Lessee has been compliant with all yard rules and all provisions of this agreement as determined by the Port Commission.

B. The terms and conditions of this Lease for each renewal term shall be identical with the original term except for the lease payment.

6. OPERATION AND MAINENTANCE

A. Lessee shall at all times provide sufficient personnel to operate and maintain the leased premises. Lessee shall keep and maintain the leased premises in good, clean, safe, and sanitary condition.

B. Items stored on the leased premises must be directly related to the commercial business operating on the property.

C. Lessee shall be responsible for any and all special assessments for public improvements which may be made against the leased premises during the term of this Lease or any option to renew by the Lessee.

D. Lessee shall pay all property taxes owed on the leased premises in accordance with the Wrangell Municipal Code. Lessee shall also collect and remit sales tax in accordance with Wrangell Municipal Code.

E. Lessee shall promptly repair, rebuild, or restore the leased premises, facilities or surrounding property damaged or destroyed by any event whatsoever, with the exception of events caused by the act, error, or omissions of borough employees, contractors or representatives, or by inherent condition of normal wear and tear.

F. Lessor may, at all reasonable times and without prior notice, enter upon and inspect the leased premises. If the Lessor demonstrates that the Lessee has failed to perform maintenance or repair work required under the Lease, and if the Lessee, after prior notice of the deficiencies, fails to correct the deficiency or to begin corrective action within a reasonable time, the Lessor may enter any part of the Leased premises and perform the necessary work. The Lessee shall reimburse the Lessor for all reasonable expenses incurred by this work.

7. INDEMNITY AND INSURANCE

A. Lessee shall defend, indemnify, and hold harmless the Lessor from any and all claims or actions for injuries or damages sustained by any person or property arising, or in connection with, or incident to the operation of the leased premises.

B. Lessee shall provide adequate liability property and personal injury damage insurance as described below. The insurance shall not contain any exclusions for pollution, environmental impairment, or nuisance. The Lessor shall be listed as an additional insured on this policy. Proof of such insurance shall be provided to the Lessor as a condition of entering into the Lease. Lessee must notify the Lessor thirty (30) days in advance of any cancellation or alteration of such insurance. Failure to maintain insurance as specifically described in this section shall constitute default by Lessee.

C. Lessee shall keep the leased premises insured at Lessee's expense against fire and other risks covered by a standard fire insurance policy with an endorsement for extended coverage. Lessee covenants that it shall maintain at all times and pay the premiums on such policy or policies of casualty insurance to the building and leased premises designated the Lessor as loss payee, said policy to be in such amount and contain such terms as shall be from time to time determined sufficient by the Lessor. Lessee shall furnish the Lessor with a copy of said policy and all amendments or modifications thereto.

D. INSURANCE REQUIREMENTS

The Lessee shall not commence with use of the City and Borough's facility/land until the Lessee has obtained the insurance required under this contract. All coverage shall be with insurance carriers licensed and admitted to do business in the State of Alaska. All coverage shall be with carriers acceptable to the City and Borough of Wrangell. The required lines and limits of insurance are as follows:

- 1. General Liability Insurance: The User shall procure and maintain during the life of this agreement, General Liability Insurance on an "occurrence basis" with limits of liability not less than <u>\$ 1,000,000</u> per occurrence and/or aggregate combined single limit, personal injury, bodily injury and property damage.
- 2. Motor Vehicle Liability Insurance: The user shall procure and maintain during the life of this agreement, Motor Vehicle Liability Insurance, including applicable no fault coverages, with limits of liability of not less than \$1,000,000 per occurrence combined single limit. If the vehicle is a boom truck or is a boom truck combination, the policy must contain LOAD/UNLOAD coverage.

- 3. Workers Compensation Insurance: If the facility user has employees, they shall procure and maintain during the life of this agreement, Workers Compensation Insurance, including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Alaska.
- 4. Additional Insured: General liability insurance and vehicle liability insurance, as described above, shall include an endorsement stating the following shall be an Additional Insured:

The City and Borough of Wrangell, its elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof.

This coverage shall be primary to the Additional Insured's, and not contributing with any other insurance or similar protection available to the Additional Insured's, whether the other available coverage be primary, contributing or excess.

- 5. **Cancellation Notice:** General liability insurance and vehicle liability insurance, as described above, shall include an endorsement stating the following: "Sixty" (60) days advance written notice of cancellation, non-renewal, reduction and/or material change shall be sent to: Greg Meissner, Harbormaster, City and Borough of Wrangell, PO Box 531, Wrangell, AK 99929
- 6. **Proof of Insurance Coverage**: Prior to commencement of any maintenance or repair activities at the WMSC, the user shall provide the city with certificates of insurance and/or policies, acceptable to the City and Borough of Wranell, for each of the insurance policies described above.

8. ENVIRONMENTAL INDEMNITY

A. Lessee acknowledges and agrees that environmental contamination may exist on or adjacent to the leased premises. Lessor has not made, and Lessee has not relied on, any representations as to the presence, absence, nature, or extent of any such environmental contamination by Lessor. Lessee hereby expressly assumes the risk that any such environmental contamination may cause loss of or damage to Lessee's real and personal property and improvements and may render the leased premises unfit for Lessee's purposes.

B. Lessee shall use, store, handle, and deal with all Environmental Substances (as defined below) in compliance with all Environmental Laws (as defined below). Lessee shall take prompt and responsible action to correct any noncompliance reported by Lessee or alleged by DEC or EPA with any requirements of any Environmental Law or any contamination or pollution caused by a release (as defined below) of an Environmental Substance. Lessee shall obtain all necessary permits, licenses, and other authorizations issued pursuant to Environmental Laws required for Lessee to own or operate the leased premises. Operation of the leased premises shall be in compliance with any terms and/or conditions of such permits, license, and other authorizations. "Environmental Laws" means all federal, State, or local laws, statutes, ordinance, codes, rules, regulations, orders, decrees, and directives imposing liability or standards of conduct for or relating to the protection of health, safety, or the environment. "Environmental Substances" include without limitation any substance, material, waste, pollutants, contaminant or chemical, regardless of how it is referred to or defined, that is regulated in, or pursuant to, any Environmental Laws. "Release" includes an actual or potential discharge, deposit, spill, leak, pumping, pouring, emission, emptying, injection, escape, leaching, seepage, or disposal which is or may be in breach of any Environmental Law, regardless of cause. "Lessee" includes Lessee, any subsidiaries of the Lessee, any partnership or joint ventures involving the Lessee, Lessee's agents, representatives, employees, invitees, or contractors or any agents, representatives, employees, invitees, or contractors of Lessee's subsidiaries, partnerships, or joint ventures.

C. Lessee acknowledges and agrees that the creation, use, handling, storage, release, and disposal of waste, garbage, pollutants, and toxic or hazardous substances, and the investigation, remediation, and clean-up of environmental contamination, are governed by a wide variety of Environmental Laws. Lessee shall comply with all Environmental Laws and exercise the highest degree of care in the use, handling, and storage of hazardous substances and Environmental Substances and shall take all practicable measures to minimize the quantity and toxicity of hazardous substances and Environmental Substances and Environmental Substances used, handled, or stored on the leased premises.

D. Lessee shall defend, indemnify, and hold harmless Lessor from and against all claims, including nuisance described in 9 of this Lease liabilities, suits, obligations, fines, judgments and penalties (and any other expenses, including attorneys' fees and other costs of litigation, raised, sought, or imposed by third parties in connection with Lessee's violation of any Environmental Laws or in connection with Lessee's creation, use, handling, storage, release, or disposal of any waste, garbage, pollutants, or toxic or hazardous substances (regardless of whether such creation, use, handling, storage, release, or disposal violated an Environmental Law) on the leased premises or in connection with Lessee's use of the leased premises or by any persons or entity associated with the Lessee as outlined in paragraph 8.B above.

E. Nothing in this Lease alters any obligation Lessor or Lessee may have to investigate, remediate, or clean up any environmental contamination that may exist on the leased premises.

F. Lessee shall defend, indemnify and hold harmless the Lessee for any contamination on the leased premises or any violation of any local, State, or federal Environmental Law occurring after the baseline study required under paragraph 4.D of this Lease.

9. WASTE AND NUISANCE PROHIBITED

During the term of this Lease, Lessee shall comply with all federal, State, and local laws affecting the leased premises, the breach of which might result in any penalty on Lessor or forfeiture of Lessor's title to the leased premises. Lessee shall not commit, or suffer to be committed, any waste on the leased premises, or any nuisance. Lessee shall not operate the leased premises in any manner which might constitute a nuisance.

10. ABANDONMENT OF LEASED PREMISES

Lessee shall not vacate or abandon the leased premises at any time during the term of this Lease. If Lessee shall abandon, vacate, or surrender the leased premises, or be dispossessed by process of law or otherwise, any personal property belonging to Lessee and left on the leased premises shall be deemed to be abandoned, and at the option of the Lessor, the personal property shall become the property of the Lessor, except such property as may be encumbered to the Lessor. Lessee agrees to defend, indemnify, and hold harmless the Lessor for any harm, damage, or injury to person or property, alleged to arise out of the actions of the Lessee in vacating or abandoning the leased premises, and as to any harm, damage, or injury to person or property arising out of the condition of the property at the time of vacating or abandoning the leased premises.

11. LIENS

Except with respect to activities for which Lessor is responsible, Lessee shall pay all claims for work done on and for services rendered or material furnished to the leased premises, and shall keep the leased premises free from any liens. If Lessee fails to pay such claims or to discharge any lien, the Lessor may do so and collect the cost as additional rent. Any amount so added shall bear interest at the highest legal rate as allowed by law from the date of payment by the Lessor. Any amount paid by the Lessor on behalf of the Lessee shall be payable on demand. Such action by the Lessor shall not constitute a waiver of any right or remedy which the Lessor may have on account of Lessee's default.

12. LESSOR'S RIGHTS UNDER THIS LEASE

A. The Lessor may sue periodically to recover damages during the period corresponding to the remainder of the Lease term, and no action for damages shall bar a later action for damages subsequently accruing.

B. If Lessee fails to perform any obligation under this Lease, the Lessor shall have the option to do so after twenty (20) days written notice to Lessee. All of the Lessor's expenditures to correct the default shall be reimbursed by Lessee on demand with interest at the highest legal rate of interest allowed by law from the date of payment by the Lessor. Such action by the Lessor shall not waive any other remedies available to the Lessor because of the default.

C. All remedies in this Lease shall be in addition to and shall not exclude any other remedy available to the Lessor under any applicable law.

13. GOVERNING LAW

Any dispute arising under this Lease shall be governed by Alaska law. Any claim based upon this Lease or any agreement pertaining to this Lease shall be filed in the First Judicial District, State of Alaska.

14. DEFAULT

If the Lessor determines that the provisions of the Lease are not being met and attempts to resolve the dispute in a reasonable manner are unsuccessful, written notice shall be given to the Lessee stating the nature of the deficiency and the necessary corrective action. Lessee shall either take immediate corrective action or respond to the Lessor within ten (10) calendar days stating the reason for the noncompliance and a schedule for compliance. If the Lessor determines that this response is unacceptable, the Lessor shall give Lessee written notice of default and the Lease is terminated. Lessee shall have a reasonable amount of time to remove all personal property. If the personal property is not removed within the time stated in the notice of default, the Lessor may take possession of the property.

15. TERMINATION

Each party shall have the right to terminate this Lease upon providing written notice of the intent to terminate sixty (60) days prior to the date of termination.

16. NOTICE

All notices and requests concerning this lease shall be in writing and addressed as follows:

Lessee:

Lessor:

City and Borough of Wrangell P.O. Box 531 Wrangell, AK 99929

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by the their duly

authorized representative(s) signing be ncorporated Borougi May 30, 2008 City and Borough of Wrangell, Date: Alaska Incorporated City June 15, 1903 Alaska Attest: comod By Robert-S.-Princella Jeff Jabysch, Acting City and Borough Manager Christie L. Jamieson City and Borough Clerk Timothy D. Rooney

The foregoing instrument was acknowledged before me this 25th day of <u>September</u>, 2009, by Robert S. 14 million and Chnistie L. Jamieson, City and Borough Manager and City and Borough Clerk, respectively of the Gity and Borough of Wrangell, Alaska, an Alaska home rule municipal corporation. on between the corporation.

> Notary Public for Alaska Commission expires: 323/2010

Date: August 14, 2009

Lessee By Sorric Don Name

Business Person Title

The foregoing instrument was acknowledged before me this 14TH day of Aug 2009. by Don Sorric Notary Public for Alaska Commission expires: 10.14 0

OF

Million mall

CITY & BOROUGH OF WRANGELL, ALASKA								
BOROUGH ASSEMBLY AGENDA STATEMENT								
AGENDA ITEM TITLE	<u>NO.</u>	13e		DATE:	November 7, 2017			
Approval to reschedule the Regular Assembly meeting of December 12 to December 5, 2017								
					FISCAL NOTE:			
SUBMITT	TED BY:		Expenditure Required:					
			\$0					
			Amount Budgeted:					
Lisa Von Bargen, B	orough Manage	er	\$0					
				Account Number(s):				
			N/A					
			Acc	ount Nam	e(s):			
<u>Reviews/Approvals/</u>	<u>Recommenda</u>	ations	N/A	١				
Commission	, Board or Com	mittee	Unencumbered Balance(s) (prior to expenditure):					
Name(s)			N/A					
Attorney								
Insurance								
ATTACHMENTS:								
None								

RECOMMENDATION MOTION:

Move to approve rescheduling the December 12 Regular Assembly meeting to December 5, 2017.

SUMMARY STATEMENT:

Administration is respectfully requesting to reschedule the regular Assembly meeting from December 12th to December 5th. My sister acts as the primary care provider to our mother. Her work has increased significantly since my move to Wrangell in July. My sister has scheduled a well-deserved and much needed two week vacation in December and it is very important I be there with my mom for at least a week of that time while others are not available to assist. The week I need to be in Valdez is that of December 11th. This also happens to be the week of the regularly scheduled December Assembly meeting. For this reason I am asking for Assembly approval to reschedule the meeting from the 12th to the 5th of the month.

Additionally, we would like to schedule a work session on December 4th – the Monday prior to the proposed reschedule meeting in order to go over State legislative priorities. It is important to have these approved by the end of the year so our lobbyist and State delegation have the priorities prior to going into the regular session. It is my hope the priorities can be finalized on the 4th and that a follow-up work session the week of December 18th can be held where our state lobbyist, Representative and Senator are all here to go over the priorities in person with the Assembly. We are reaching out to them to check availability and will keep the Assembly advised.

CITY & BOROUGH OF WRANGELL, ALASKA								
BOROUGH ASSEMBLY AGENDA STATEMENT								
AGEND/	A ITEM TITLE:	<u>NO.</u>	*13f		DATE:	November 7, 2017		
Final plat approval and Access Easement Maintenance Agreement of River's Edge Subdivision, a subdivision of Tracts A, B1 and B2, Sergief Island Subdivision								
						FISCAL NOTE:		
	<u>SUBMITTED</u>	<u>BY:</u>		Expenditure Required:				
Carol Rushmore, Economic Development Director			Amount Budgeted:					
				Account Number(s):				
				Aco	count Name	e(s):		
<u>Reviews</u>	/Approvals/Reco	<u>ommenda</u>	ations					
\checkmark	Commission, Boa	rd or Com	mittee	Un	encumbere	ed Balance(s) (prior to expenditure):		
Name(s)	Planning & Zonin	g Commiss	sion					
	Attorney							
Insurance								
ATTACHMENTS:								
 Staff Report to the Planning and Zoning Commiss Final Plat with notes Aerial location map 					n			

RECOMMENDATION MOTION:

Move to approve the final plat and Access Easement Maintenance Agreement of River's Edge Subdivision, a subdivision of Tracts A, B1 and B2, Sergief Island Subdivision, zoned Remote Residential Mixed-Use F1, requested by owners Greg Wood and Bernard Massin

SUMMARY STATEMENT:

The Planning and Zoning Commission approved the preliminary plat and a conditional use permit for a private landing strip in September 2017. Several conditions were placed on the preliminary plat which were addressed in the final plat approved by the Commission in October. The Access Easement and Maintenance Agreement is a requirement for a flaglot subdivision, a subdivision where not all lots have frontage on a right-of-way, in this case the ROW is the Stikine River. The Agreement identifies for future owners intent of easements within the subdivision and maintenance responsibilities.

Attachment 1

City and Borough of Wrangell

Agenda G1

Date: October 9, 2017

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Final plat approval and Access Easement Maintenance Agreement of River's Edge Subdivision, a subdivision of Tracts A, B1 and B2, Sergief Island Subdivision, zoned Remote Residential Mixed-Use F1, requested by owners Greg Wood and Bernard Massin.

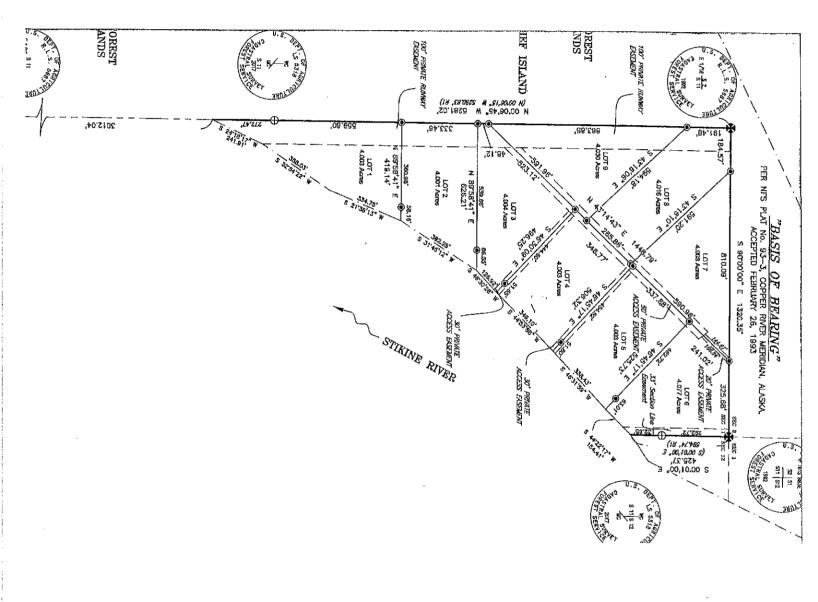
Background: Applicants are seeking to subdivide their recently acquired property. As part of their subdivision, they applied for and received last month a conditional use permit for a private landing strip easement for personal airplanes or emergency search and rescue.

The following recommendations were made at the approval of the preliminary plat and were corrected/made for the final plat:

- Conditional use for a private runway is approved to maintain the designated easement.
- Note 3: Add the name of the Subdivision and change the name to River's Edge.
- Note 4: Lots 5, 16 and 17 is incorrect... it is either the original lots prior to Plat#79-2,(4-6) or Tract A,B1 and B2. Please correct.
- Note 5: Please identify and provide a copy of the patent
- Add Note 7: Reference the Access maintenance agreement that will be recorded for each Lot 1-9
- The Access Maintenance Agreement should also reference the specific Code for Flag Lots and that each land owner will meet all requirements within the WMC 19.30 Flag Lot Subdivisions

Recommendation:

Staff recommends approval of the final plat.



Final



TYPICAL SET MONUMENT: 5/8" REBAR WITH 2" ALUMINUM CAP STAMPED AS ILLUSTRATED ABOVE

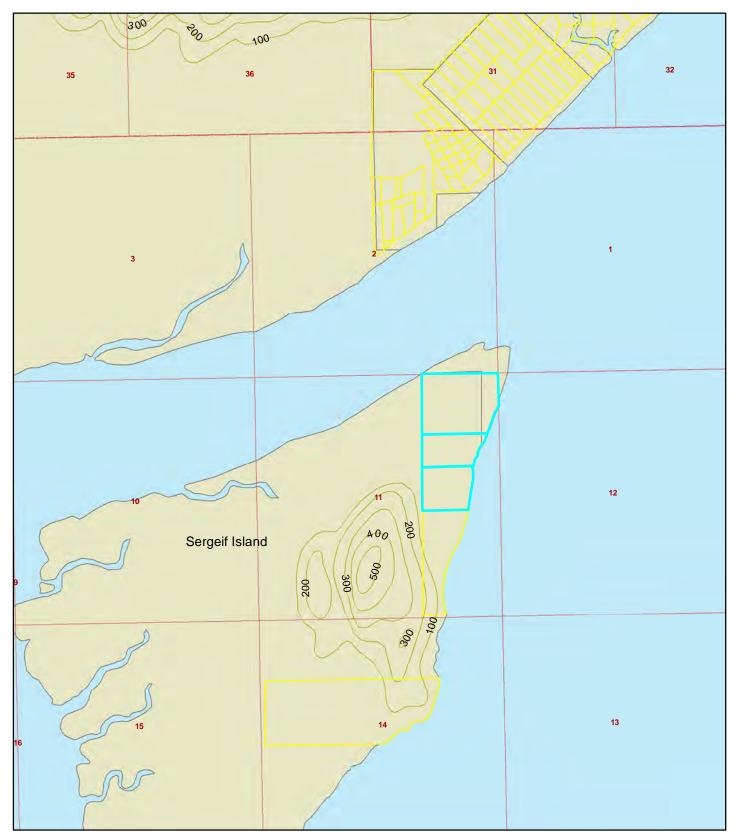
NOTES

1. The error of closure of this survey does not exceed 1:5000.

- 2. All Bearings shown are True Bearings as oriented to the Basis of Bearing as per Plat No. 93-3, and the distances are shown are reduced to horizontal field distances.
- 3. River's Edge Subdivision in its entirety is located within the RMU-F1 Zone as defined by chapter 20.31.010 (A) of the Wrangell Municipal Code and is subject to the reservations and restrictions thereof.
- 4. The natural meanders of the mean high water line of the Stikine River form the true bounds of Lots 1, 2, 3, 4, 5, & 6. The mean high water line as shown hereon was determined from a field survey of the Stikine River's bank conducted during July, 2017, and is for area computations only, the true corners being on the extensions of the sidelines and their intersections with the natural meanders.
- 5. This plat is subject to reservations and exceptions as contained in U.S. Patent No. 1039022.
- 6. Acceptance of this survey does not purport to transfer any interest in submerged lands to which the State of Alaska is entitled under the Equal Footing Doctrine, Submerged Lands Act of 1953 and Section 6(m) of the Alaska Statehood Act, P.L. 85-508, notwithstanding the use, location, or absence of meander lines to depict water bodies.
- 7. Lots 1-9 shall be subject to an Access Maintenance Agreement which shall be recorded for each lot.

Attachment 3

CITY AND BOROUGH OF WRANGELL, ALASKA





Public Map



1 inch = 2,083.333333 feet Date: 10/27/2017 DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY. PROPERTY LINES ARE APPROXIMATE.

	CITY & BOROUGH OF WRANGELL, ALASKA							
	BOROUGH ASSEMBLY AGENDA STATEMENT							
AGENDA	A ITEM TITLE:	<u>NO.</u> 13g			DATE:	November 7, 2017		
Request for a vacation of a 3 foot wide trail right-of-way from Cassiar to the corner of Lot 20A Oliver Subdivision and Lot A LRO Subdivision (or proposed new Lot 8A of proposed Fennimore/Roland Replat)								
(Public Hear	ring Item)							
						FISCAL NOTE:		
	SUBMITTED	<u>BY:</u>		Ехр	enditure F	Required:		
				Am	Amount Budgeted:			
	Carol Rushmo					····		
Eco	nomic Developme	nt Director		Acc	Account Number(s):			
				Acc	ount Nam	e(s):		
<u>Reviews</u>	/Approvals/Reco	ommenda	<u>itions</u>					
\checkmark	Commission, Boa	rd or Comr	nittee	Une	encumbere	ed Balance(s) (prior to expenditure):		
Name(s)	Planning & Zonin	g Commiss	ion					
	Attorney							
	Insurance							
				-				
ATTACHM	ATTACHMENTS:							
 Staff Report to the Planning and Zoning Commission Letters from land owners requesting trail ROW vacation 1927 deed creating the trail ROW from Lot 20 for City of Wrangell Proposed Preliminary Plat Aerial location map 								
6. Letter from Attorney for owner regarding combining Portion of Lot 7 and Portion of Lot 8								

RECOMMENDATION MOTION:

Move to approve the vacation of a three foot trail right-of-way from Cassiar to the corner of Lot 20A Oliver Subdivision and Lot A LRO Subdivision, subject to the condition that Portion of Lot 7 and Portion of Lot 8 are combined into a single lot for the final plat providing road frontage and access for the entire lot.

SUMMARY STATEMENT:

The Planning and Zoning Commission at their regular meeting of October 12, recommended to the Assembly to approve the request to vacate a three foot wide trail right-of-way through Lot 20A, Block13, Wrangell Townsite, subject to the condition that either the two lots owned by Viola Erickson

Irrevocable Trust (Portion of Lot 7 and Portion of Lot 8) are combined into one single lot, or that a 20 foot wide access easement is created along the existing driveway access through Portion of Lot 7 to Portion of Lot 8 (proposed Lot 8A) to assure permanent road access to proposed Lot 8A.

The trail ROW was created and deeded to the City in 1923 as a path to access Mt. Dewey. Since that time, an alternative path to Mt. Dewey was constructed and private land has been subdivided or developed that has created obstacles for use of this trail.

As currently platted, the only legal access to the existing Portion of Lot 8 (or the proposed Lot 8A) is via the 3 foot trail. The same property owner also owns Portion of Lot 7 with road frontage along Cassiar street. They utilize a driveway currently crossing Portion of Lot 7 to access Portion of Lot 8. If the 3 foot trail ROW is vacated without combining the two lots, or creating an access easement through Portion of Lot 7, Portion of Lot 8 will no longer have a platted legal access. Per WMC19.28.050B all lots shall front on a public right-of-way, or a permanent easement for access must be granted and recorded. By combining Portion of Lot 7 and Portion of Lot 8 into a single lot, it not only cleans up the lots which are currently being used as if a single lot, it addresses the access issue for the back lot should the Assembly approve to vacate the trail right-of-way.

Staff have reviewed utilities, drainages and other public issues that might warrant the retention of the ROW. The trail back in 1923 was designated to access Mt. Dewey. Since that time, another trail option from downtown has been developed and is being utilized. There are no known utilities in the ROW area and it would be a difficult trail through residential yards, with blockages of vegetation, fences, and rock.

Michael Nash, attorney for the owners of Portion of Lot 7 and Portion of Lot 8, Block 13, USS 1119 has provided written confirmation that the owner will combine the lots into a single lot, meeting the recommended requirement of the Planning and Zoning Commission.

City and Borough of Urangell, Alaska G-3

Date: October 9, 2017

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Request for a vacation of a 3 foot wide trail right-of-way from Cassiar to the corner of Lot 20A Oliver Subdivision and Lot A LRO Subdivision, requested by Thomas Roland, owner of Lot 20A and Michael Nash, Attorney for Evi Fennimore, Trustee of the Viola Erickson Irrevocable Trust, owner of Lots 7 and 8A, Block 13, USS 1119 (or proposed new Lot 8A of proposed Fennimore/Roland Replat).

Background:

In January of 2017 a preliminary plat for a subdivision was presented by the applicants to address an area of fill encroachment by Fennimore's into Lot 20A owned by Roland. The preliminary plat was approved, but there were questions raised regarding the potential to vacate and purpose of the three foot ROW reflected on the preliminary plat.

Findings:

For Vacation of easement or Right-of-way requests, the Planning and Zoning Commission holds a public hearing and makes a recommendation to the Assembly whether to grant the vacation. The Assembly also holds a public hearing and makes the final decision. As Wrangell's code does not have sections specific to vacation requirements, the Alaska Statutes within Title 29.40.160 are followed.

The local surveyor and Michael Nash, attorney for Evi Fennimore, Trustee of the Viola Erickson Irrevocable Trust, conducted extensive document research on the three foot right of way, discovering over time it was described or reflected differently, a ROW, or an easement, part of Lot 20 or outside of Lot 20. Attorney Nash was able to find the original document that created the ROW from Lot 20. The owner of Lot 20 at the time created a three foot ROW and deeded the trail to the City of Wrangell to access Mt. Dewey (copy attached).

Because the vacation of the easement must be approved by the Assembly, the landowners are bringing this request forward first for Planning and Zoning Commission recommendation to the Assembly. The final plat will address the final decision of the Assembly regarding the vacation request.

Staff reviewed utilities, drainages and other public issues that might warrant the retention of the ROW. The trail back in 1923 was designated to access Mt. Dewey. Since that time, another trail option from downtown has been developed and is being utilized. There are no known utilities in the ROW area and it would be a difficult trail through residential yards, with blockages of vegetation, fences, and rock.

Recommendation:

Staff recommends approval of the vacation request of the three foot trail to Mt. Dewey from Cassiar to the corner of Lot 20A Oliver Subdivision and Lot A LRO Subdivision, as requested by Thomas Roland and Attorney for the Trustee of the Ericka Viola Trust.

Alaska Statutes Title 29.40.160

Sec. 29.40.160. Title to vacated area.

(a) The title to the street or other public area vacated on a plat attaches to the lot or land bordering the area in equal proportions, except that if the area was originally dedicated by different persons, original boundary lines shall be adhered to so that the street area that lies on one side of the boundary line shall attach to the abutting property on that side, and the street area that lies on the other side of the boundary line shall attach to the property on that side. The portion of a vacated street that lies inside the limits of a platted addition attaches to the lots of the platted addition bordering on the area. If a public square is vacated, the title to it vests in a city if it lies inside the city, and in the borough if it lies inside the borough but outside all cities. If the property vacated is a lot, title vests in the rightful owner.

(b) If the municipality acquired the street or other public area vacated for legal consideration or by express dedication to the municipality other than as a subdivision platting requirement, before the final act of vacation the fair market value of the street or public area shall be deposited with the platting authority to be paid to the municipality on final vacation.

(c) The provisions of (a) and (b) of this section apply to home rule and general law municipalities.

(d) The council of a second class city located outside a borough may vacate streets, alleys, crossings, sidewalks, or other public ways that may have been previously dedicated or established when the council finds that the streets, alleys, crossings, sidewalks, or other public ways are no longer necessary for the public welfare, or when the public welfare will be enhanced by the vacation. If the council determines that all or a portion of the area vacated under this subsection should be devoted to another public purpose, title to the area vacated and held for another public purpose does not vest as provided in (a) of this section but remains in the city.

Attachment #2

October 9, 2017

Carol Rushmore Economic Development Director City and Borough of Wrangell P.O. Box 531 Wrangell, AK 99929

To Whom It May Concern:

I am writing in regards to the property at 306 Cassiar, Lot 20A of the Oliver subdivision. Prior to the Fennimore/Roland replat, we are seeking for the City and Borough of Wrangell to vacate the three foot trail Right of Way from Cassiar to the corner of Lot A and Lot 20, along the entire length of our property line.

Sincerely,

Thomas Roland P.O. Box 2163 Wrangell, AK 99929

LAW OFFICES OF MICHAEL P. NASH P. O. BOX 2341 WRANGELL, AK 99929

September 5, 2017

Carol Rushmore Planning and Zoning Commission Borough of Wrangell P.O. Box 531 Wrangell, AK 99929

In Re: Request to vacate a portion of a three-foot-wide right-of-way.

Dear Ms. Rushmore and Members of the Planning and Zoning Commission:

As Ms. Rushmore is aware, I represent Evi Fennimore, Trustee of the Viola Erickson Irrevocable Trust. The trust desires to make a boundary line adjustment with a neighbor to incorporate in its property a driveway that currently intrudes on the neighbor's property.

To that end, Ms. Fennimore had a preliminary plat prepared. In the process it discovered that the Borough of Wrangell has a three-foot wide right-of-way, running between the properties, that originally provided access to City land on Mount Dewey. At my request, Ms. Rushmore researched the origins and use of the right-of-way. She informed me that the right-of-way is no longer necessary, and that I could ask to have it vacated. Is do so now.

Because the new plat cannot be presented to this Commission until the issue of the three-foot right-of-way is resolved, I am requesting that the Borough vacate the right-of-way running along the northwest side of lots 7 and 8 and the southeast side of lot 20 as shown on the preliminary plat (enclosed). If that is not feasible, then I request some other action by the Borough to allow a driveway over the right-of-way.

Thank you for considering this request. Please contact me if you have any questions or concerns.

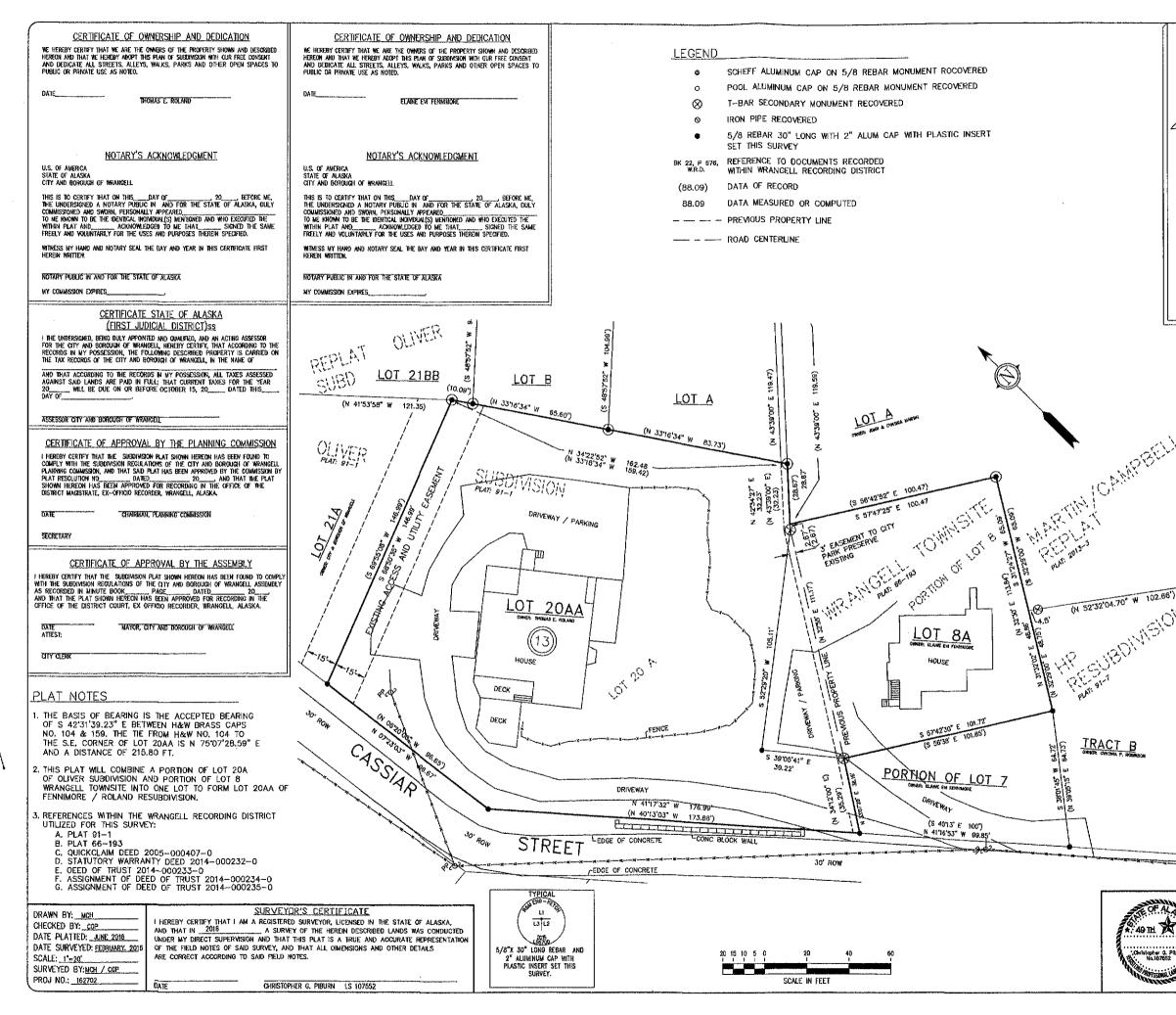
Sincerely, uebal P. Mark

Michael P. Nash Attorney for Evi Fennimore, Trustee of the Viola Erickson Irrevocable Trust

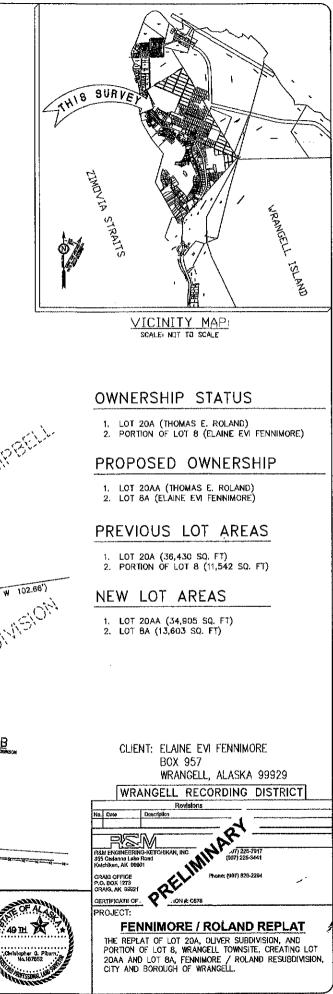
Enclosure: Preliminary Plat

Phone: (907) 874-4234; Fax (907) 874-4534; e-mail: michaelnash@att.net

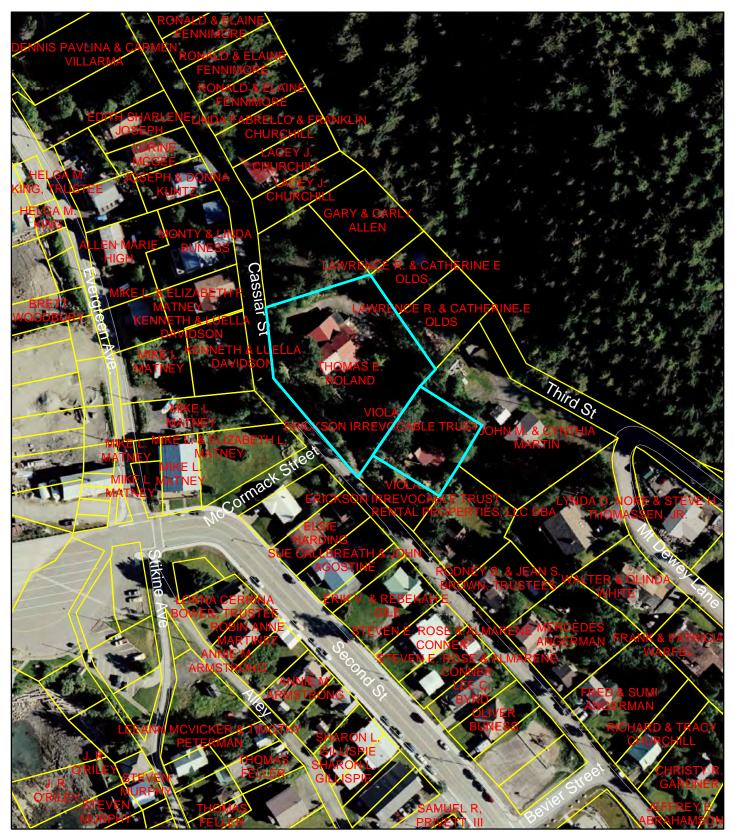
Attachment #3 mut D winer trail 18 Quit Claison Deed The Carston Column Holedad, al Shanngell in the Deradom, of Alacka, Planiche Camaidenation of Class Pallar (\$1.00) Conneys an - claime to the Down of Prangell, Incorporated, all inder luming discribed Cheal Cotate . Beanning at ale of a Car of Lot no usuited any the official plat of the gransell Doministe lull_ hets becar Kat no & and del no allowing the in a northeasterly derection 262.427 St. Park Reserve Quing man farticularly disculied as a pat atril Grow Criceitar to be used as a trail to connect with feath. 1 panel inminit of "mk. trail naout in used to. dalla in in the Count of Frangell Destany of Alan lituate Datio shin st day of May 1923 Witnesser . Column Anfectant John & Harden Ameted States of America) 1 Smithis 8th day of May 1923 persona m Column Hofedad to and rules dividual describes in within instaurant, and acknowledged that d realed the pand as hio lass and iolunta dud lot. use and purposes there where my hand and official seal this and -day of May a D 1923 6. Handler lo have Sand Matany Public, alask Communion expires May 12h, 1924 Filed for record and recorded this ste day of many, 1923, at 2 pm Hom & Shomas Records by Ro 2 . ,



Attachment #4



Attachment #5 CITY AND BOROUGH OF WRANGELL, ALASKA





Public Map



1 inch = 130.416667 feet Date: 10/31/2017 r dono map

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

LAW OFFICES OF MICHAEL P. NASH P. O. Box 2341 Wrangell, AK 99929

Attachment #6

November 2, 2017

Carol Rushmore Planning and Zoning Commission Borough of Wrangell P.O. Box 531 Wrangell, AK 99929

In Re: Statement of intention to combine Lots 7 and 8A.

Dear Ms. Rushmore and Members of the Planning and Zoning Commission:

As you are aware, I represent Evi Fennimore, Trustee of the Viola Erickson Irrevocable Trust. The trust has asked that the Wrangell Borough vacate the three-foot wide right-of-way running along the northwest side of lots 7 and 8 and the southeast side of lot 20 as shown on the preliminary plat (previously submitted). The Planning and Zoning Commission responded favorably, but was concerned about access to Lot 8A. One solution proposed was to combine Lots 7 and 8A into a single lot accessible from Classier Street. This is the solution that Ms. Fennimore pursuing.

To that end, Ms. Fennimore has contacted Surveyor Chris Piburn to prepare a new preliminary plat combining Lots 7 & 8A. Mr. Piburn indicated that he has work backed up and that that it would take him a month to complete the new preliminary Plat. Consequently, the new plat is not yet ready. I am hoping that the Borough Council will give its preliminary approval to vacation of the right-of-way, subject to the combining of Lots 7 and 8A.

Thank you for considering this request. Please contact me if you have any questions or concerns.

Sincerely,

Muchael P. Marl

Michael P. Nash Attorney for Evi Fennimore, Trustee of the Viola Erickson Irrevocable Trust

CC Evi Fennimore

CITY & BOROUGH OF WRANGELL, ALASKA								
BOROUGH ASSEMBLY AGENDA STATEMENT								
AGEND	A ITEM TITLE:	<u>NO.</u> 13h			DATE:	November 7, 2017		
Approval to Sole Source Purchase Caterpillar C7.1 175kw Generator from NC Power Systems in the Amount of \$45,330								
				FISCAL NOTE:				
	SUBMITTED	<u>BY:</u>		Expenditure Required:				
				\$45,330				
					nount Budg	geted:		
An	nber Al-Haddad, PV	V Director		\$5	0,000			
				Account Number(s):				
				76	000 502 79	00		
				Ac	count Nam	e(s):		
<u>Reviews</u>	/Approvals/Reco	ommenda	ations	Sewer Fund Capital Purchases and Improvements				
	Commission, Boa	rd or Com	mittee	Unencumbered Balance(s) (prior to expenditure):				
Name(s)				\$199,192				
Attorney								
Insurance								
ATTACHMENTS:								
1. NC Power Systems' Quotation #30339303 for one CAT C7.1 175kw Generator								

RECOMMENDATION MOTION:

Move to approve sole source purchase of a Caterpillar C7.1 175kw Generator from NC Power Systems in the amount of \$45,330.

SUMMARY STATEMENT:

There is a need to purchase a 175kw backup generator to support the recently upgraded sewer pump station on Case Avenue since our existing generator is not sufficiently sized for the power requirements of the new sewer pump station's pump/power configuration. This generator would add to the sewer department's equipment list, as approved under the FY18 Capital Budget.

Although the CBW currently owns a number of power generators from a variety of manufacturers, we have been moving toward streamlining our equipment/fleet for the purpose of equipment and parts compatibility, systems understanding and manufacturers' sales and service support.

For many years, the CBW has been purchasing large/heavy equipment exclusively from Caterpillar. Each manufacturer of equipment now uses computer diagnostics, custom lubricants and manufacturer specific parts and tools. Wrangell has invested in Caterpillar's software and diagnostics systems, and we have the benefit of having a regional, Southeast Alaska Caterpillar stocking-parts distributor and technical support team in Juneau.

Sole source purchases are normally not allowed except when based upon strong technological grounds such as operational compatibility with existing equipment, reliance on existing stock of parts, or reliance upon a clearly unique and cost-effective feature or functionality.

Per Wrangell Municipal Code, Section 5.10.050, F., competitive bidding or quotations are not required when "Supplies, materials, equipment, or contractual services which must be purchased from a specific source in order to prevent incompatibility with previously purchased supplies, materials, equipment, or contractual services. For purposes of this subsection the term "incompatibility" is defined as the inability to (1) interconnect, combine, interchange, or join, or (2) that which causes or necessitates maintenance expertise or training where such acquisition would result in substantial duplication. The assembly must approve by motion or resolution any purchase whose cost exceeds \$25,000 which is to be excluded from competitive bidding by the authority of this subsection."

Where standardization and compatibility and technical support are overriding considerations in this matter, Borough staff request a sole source procurement and competitive bid waiver for a Caterpillar 175kw Generator through NC Power Systems, who is the Caterpillar-authorized distributor and service provider for all Caterpillar sales and service in Southeast Alaska.



10/04/17

QUOTATION: #30339303

CITY OF WRANGELL (9995612) PO BOX 531 WRANGELL AK 99929-0531 Amber Al-Haddad <u>aal-haddad@wrangell.com</u>

ENGINE PACKAGE DESCRIPTION

ENGINE

Electrical system,12 VDC Coolant and lube drains piped to the edge of base D125-8,D150-10,D175-4,D200-2 product includes A4:E2 electronic engine control w/Speed Adjust thru EMCP Tier 3 EPA Approved Emissions Certified EPA certified for stationary use only during defined emergency conditions.

INTEGRATED VOLTAGE REGULATOR (Digital): EM10 Excitation Module Voltage within +/- 0.25% at steady state from no load to full load Provides fast recovery from transient load changes CHARGING SYSTEM CAT Premium High Output Battery(s) with rack & cables Installed (wet);1000CCA;90amp hr;12V

CONTROL SYSTEM

CONTROL PANEL NEMA 1 enclosure with hinged door Wiring loom DC and AC wiring harness EMCP 4.2 controls including: -Run / Auto / Stop Control std std -Speed Adjust optional -Voltage Adjust std -Engine Cycle Crank -Emergency Stop pushbutton std optional -Audible Alarm **EMCP 4.2 controller features:**

- std -12-volt DC operation
- std -Environmental sealed front face
- std -Text alarm/event descriptions

Digital indication for:



NC POWER SYSTEMS



- std -RPM
- std -DC Volts
- std -Operating Hours
- std -Oil Pressure (psi)
- std -Coolant Temperature
- std -Volts (L-L & L-N), frequency (Hz)
- std -Amps (per phase & average)
- std -Power Factor (per phase & average)
- std -kW (per phase, average & percent)
- std -kVA (per phase, average & percent)
- std -kVAr (per phase, average & percent)
- std -kW-hr (total)
- std -kVAr-hr (total)

Warning/shutdown with common LED indication of shutdowns for:

- std -Low Oil pressure
- optional -Low Coolant level
- std -Low Coolant temp alarm (detects jkt water heater failure)
- std -High Coolant temperature shutdown

Programmable protective relaying functions:

- std -Generator phase sequence
- std -Over/Under voltage (27/59)
- std -Over/Under Frequency (81 o/u)
- std -Reverse Power (KW) (32)
- std -Reverse Reactive Power (kVAr) (32RV)
- std -Overcurrent (50/51)
- Communications
 - std -Customer DATA link (Modbus RTU)

optional -Accessory module DATA link

- std -RS485 Serial DATA link (terminals only)
- std -8 programmable digital outputs available
- std -2 relays pre-programmed

optional -4 programmable relay outputs (Form A)

- std -8 programmable digital inputs available
- std -2 pre-programmed
- optional -6 programmable digital inputs
- optional -1 analog inputs
- Compatible with the following optional modules:

optional -Remote CAN annunciator

CIRCUIT BREAKERS

Optional UL/CSA listed mainline breakers

Optional Multiple Breakers 100% Rated 3-pole with solid neutral

NEMA 1 steel enclosure

Electrical stub-up area directly below circuit breaker

COOLING SYSTEM

Radiator and cooling fan complete with protective guards Standard ambient temperatues up to 50degC (122degF) 50% coolant antifreeze/corrosion inhibitor Coolant Reservoir

GENERATORS

6450 Arctic Boulevard Anchorage, AK 99518-1532 Office: (907) 786-7563 Fax: (907) 786-7567





GENERATOR SET Complete system designed and built at ISO 9001:2000 certified facilities Factory tested to design specifications at full load conditions

and all protective devices and control functions simulated and checked

GENERATOR Insulation system, class H Drip proof generator air intake (NEMA 2, IP23) Electrical design in accordance with BS5000 Part 99, EN61000-6, IEC60034-1, NEMA MG-1.33

EQUIPMENT FINISH All electroplated hardware Anticorrosive paint protection High gloss polyurethane paint for durability and scuff resistance

QUALITY STANDARDS BS4999,BS5000,BS5514,EN61000-6,IEC60034,NEMA MG-1.33,NFPA 110 (with optional equipment)

LITERATURE DOCUMENTATION Operation and maintenance manual pack and OMM Storage Compartment Wiring diagrams included

MOUNTING SYSTEM

Heavy-duty fabricated steel base with lifting points Anti-vibration pads to ensure vibration isolaton Complete OSHA guarding Stub-up pipe ready for connection to silencer pipework Flexible fuel lines to base with NPT connections

GENERAL

NAMEPLATE

- A. KVA/KW rating
- B. Output voltage
- C. Output amperes
- D. Specifies the power factor
- E. Specifies the number of phases being provided
- F. Manufacturer
- G. Serial number

WARRANTY Warranty per SELF5611

EPA STATIONARY EMERGENCY (EPA TIER 3 EMISSIONS LEVELS) C7.1 PACKAGE SUMMARY 60HZ (480)



WITH THE FOLLOWING ATTACHMENTS:
STANDBY POWER
EPA STATIONARY EMERGENCY
Meets USA Environmental Protection Agency (EPA) Stationary
Emergency Certifications for Stationary Use only during defined
emergency conditions.
UL 2200 LISTED PACKAGE GEN SET
UL Standard of Safety for Stationary Engine Generator Assemblies of 600
volts or less.
NO CSA CERTIFICATION
NO IBC CERTIFICATION
60HZ 3PH 480/277V VOP601
60 Hz, 175 kW
D175 60HZ 480V
130 DEG GENERATOR TEMP RISE
130°C (234°F)temp rise over 40°C (104°F) ambient
LC5014D 60Hz SE ALT Z9
EMCP4.2 CONTROL PANEL
Provides power metering, protective relaying, enhanced engine monitoring
and Modbus Communications as standard
ENGLISH PANEL LANGUAGE
Provides readouts on the controller in English
NO EXTENDED SERVICE COVERAGE
PUBLIC OR CIVIL SERVICES
STANDBY POWER
Other than load management or quality power, any application within any
business where the engine powers an electric generator. The engine usage
is sporadic and unplanned. Generally, "STANDBY" application denotes
emergency power with varying load during electrical power failures or
similar crisis.
120
LOW COOLANT TEMPERATURE ALARM
LOW COOLANT LEVEL SHUTDOWN
Fuel Level Alarms / SD
SHUNT TRIP & AUX CONTACTS
SINGLE CIRCUIT BREAKER
400A First Breaker
NO 2ND CIRCUIT BREAKER
SKID WITH FUEL TANK
SUB BASE TANK 408 GAL
FUEL TANK FILL PIPE & LOCK CAP
EMERGENCY VENT UL-4"
WPROOF INDUST SILENCER
CAT White
STANDARD RADIATOR
STANDARD PANEL DOOR WITH ENC
STD AIR CLEANER - LIGHT DUTY
NO EXTERNAL EMERGENCY STOP
INSTALLED INTEGRATED VOLTAGE REGULATOR
WET BATTERY
NFPA BATT CHARGER UL10A 120VAC



JACKET WATER HEATER CONTROL PANEL OPTIONS BOX STD TEST - PKG GEN SET 0.8 PF PGS TEST REPORT @ 0.8 PF Results at full load reported are: engine rpm, frequency, average voltage, line-to-line voltages for all three phases, average current, line currents for all three phases, and corrected power--all at 0.8 power factor. Engine rpm, average voltage and line-to-line voltages for all three phases are reported at no load.

DEALER ADDED OPTIONS:

INSTALL UNIT ON USED APS 150 GENERATOR SET TRAILER

ONE CAT C7.1 175KW GENSET AS DESCRIBED

\$45,330.00

All items are proposed FOB SEATTLE ,WA

Thank you,

Rob Collins Engine Sales Representative 907 786 7591 Office 907 229 6831 Cell 907 786 7567 Fax rcollins@ncpowersystems.com



TERMS AND CONDITIONS:

- 1. The above quoted prices are subject to change without notice; price quoted is valid for 30 days.
- 2. The above quoted prices do not include state and local taxes, if applicable.
- 3. All orders to purchase or lease based on this quotation shall be subject to acceptance by N C Power Systems Co. All transactions shall be made on, and subject to N C Power Systems Co.'s standard terms, conditions and warranties, or modified documents reflecting mutually-agreeable terms.
- 4. Provides Caterpillar Warranty for parts and labor on Caterpillar products. All other manufacturer's warranties apply per their respective warranty statements.
- 5. N C Power Systems Co. will not be responsible for, or subject to, penalties attributed to force majeure.
- 6. This proposal represents N C Power Systems Co.'s best interpretation of the project requirements, which may vary from other's interpretation. If equipment or services are not described, they cannot be construed to be included in this scope of supply.





6450 Arctic Boulevard Anchorage, AK 99518-1532 Office: (907) 786-7563 Fax: (907) 786-7567 Quotation: Date: Page 6 of 6



CITY & BOROUGH OF WRANGELL, ALASKA								
BOROUGH ASSEMBLY AGENDA STATEMENT								
AGEND	A ITEM TITLE:	<u>NO.</u>	13i		DATE:	November 7, 2017		
Approval of Borough Goals								
(postponed from the October 24, 2017 meeting)								
						FISCAL NOTE:		
	SUBMITTED	<u>BY:</u>		Expenditure Required:				
				\$0				
				Amount Budgeted:				
Lisa	Von Bargen, Borou	gh Manage	er	\$0				
						ber(s):		
					4			
				Ac	count Nam	e(s):		
<u>Reviews</u>	/Approvals/Reco	ommenda	ations	N/A				
	Commission, Boa	ird or Com	mittee	Unencumbered Balance(s) (prior to expenditure):				
Name(s)				N/A				
	Attorney							
Insurance								
ATTACHMENTS:								
1. Draft Goals								

RECOMMENDATION:

Move to Approve Borough Goals.

SUMMARY STATEMENT:

This item was postponed at the October 24th meeting due to some "late breaking" information which could not be incorporated so close to the packet deadline. The recommended additions outlined below have been incorporated into the goals document. The updated version is before the Assembly for approval at this meeting.

Feedback to the draft goals:

Assembly Member Decker:

- 1) Water Treatment Solution no matter what we decide (new plant or revitalization of old plant), we need to have concrete steps that make partial improvements in 2018. I personally think the timelines for both options are a bit optimistic, and think we need to prepare for a step-wise solution.
- 2) On the last item items for future consideration would it be advisable to list "preparation for union negotiations" or do you consider that to be rolled into the work on the personnel policy?

Assembly Member Prysunka:

- Hospital Faculty Solution/Hospital Operating Solution: I appreciate that we need to work concurrently on these two goals. My fear is that the 2017/2018 goals setting may exclude a potential partners input. We also need to be sensitive to the potential of overwhelming the public with concurrent processes.
- 2) Water Treatment Solution: I may be missing something but I still do not have a handle on what our water needs would be if we had a metered system. I have been told that we could reduce or consumption by over 30%. I would really like a study done to understand how meters would affect demand. As well, we need to have a cost on installing meters.
- 3) Shoemaker Bay Harbor: Do we have to go to a vote on the revenue bond?
- 4) Personnel Policy: I am concerned that this is taking a very long time. July/Aug Initial Review by Manager. And then it is not revisited until December. This process is taking 9 months start to finish. Thoughts?

Department Director staff:

- 1) Dam stabilization as part of the Water Treatment Plant overall plan
- 2) Hazard Mitigation Plan
- 3) Revisions to the funding for Shoemaker Bay Harbor project
- 4) Include Zarembo Island Parking Lot in Junk Car Clean-up
- 5) In addition to junk cars in Harbor Parking lots, include those in ROWs
- 6) Make sure the review of the Personnel Regulations includes staff
- 7) Include Earl West property in entitlement land work
- 8) Include Armory in land redevelopment work



Attachment #1

CITY AND BOROUGH OF WRANGELL

INCORPORATED MAY 30, 2008

P.O. BOX 531 (907)-874-2381 Wrangell, AK 99929 FAX (907)-874-3952

City and Borough of Wrangell Goals November 7, 2017

Hospital Operating Solution

Wrangell Medical Center maintains an operating reserve on a very thin margin – sometimes less than a one month equivalent. There are potential partners in the region and state that are part of operating networks, the resources of which, could help the financial viability of hospital operations and strengthen continuity of healthcare in Wrangell. Initial conversations have begun to take place about bringing in a third-party operator to the hospital. These conversations need to be formalized between the WMC Board and the CBW Assembly, and respective administrative staff. A public process needs to take place in the community. This work needs to happen prior to facility planning as a new operator will be a primary stakeholder in design of a new facility and may have resources available for the project.

BDO Financial Feasibility Presentation Joint Work Session
Initial Third Party Operator (TPO) Discussion
RFP for Healthcare Consultant
Approve PSA for Healthcare Consultant
Public Process for Community Healthcare Priorities
TPO RFP Scope Development
TPO RFP "On the Street"
TPO Negotiations
TPO Agreement Finalized – WMC/CBW/TPO
TPO Full Stakeholder in Facility Design Process

Hospital Facility Solution

Wrangell Medical Center is operating in a facility that is between 40-50 years old. The building and its systems have reached the end of their useful life. Current healthcare standards for long-term and swing bed care cannot be met due to the age and configuration of the facility. A facility solution is necessary. The community has spent the past five years working (in varying degrees) toward construction of a new medical center. If a new building is found to be feasible the milestone schedule is anticipated to be:

April 2017	COE Permit Extension
July 2017	Modular Concept Design Complete
September 2017	Financial Feasibility Assessment Complete
November 6, 2017	Joint Work Session BDO Financial Feasibility Presentation – Phase I

June 30, 2018 August 2018 August/September 2018 Late September 2018 Late October 2018 March 2019 April 2019 May-July 2019 Late July 2019 August-December 2019 January 2020 Late February 2020 Late February 2020 July-September 2020 September 2020	Renewal of State of Alaska Grant for Hospital Planning/Construction Third Party Operator On-Board/Facility Design Stakeholder Scope Development for New Design Concept RFP Design Concept RFP Release Award PSA for Design Concept Design Concept Complete Public Process Design Concept Formal Adoption Design Concept Phase II Financial Feasibility Analysis Project Continuation Go/No-Go Decision Board & Assembly Funding Package Development Issue RFPs on 1) Design/Engineering; 2) Project Management Award PSAs for 1) Design/Engineering; 2) Project Management Certificate of Need Renewal – If Required Design/Engineering Complete Issue Construction Bid
e	
October 2020 Fall 2020-Early Summer 2022	Award Construction Contract Construction

Water Treatment Solution

In 2016 CBW began having issues maintaining sufficient capacity to serve community water needs. This is primarily due to the inability to easily clean filter media. Local solutions were developed to clean the media and the Wrangell H2O Conservation Program was developed and summer conservation measures by the community have allowed Wrangell to meet minimal operating needs in 2016 and 2017. A solution is necessary to meet current maximum operational demand requirements and to be prepared for nominal demand growth into the future. A treatment system replacement solution was designed, but the funding package offered by USDA Rural Development exceeds the capacity of the Water Fund to absorb the debt within the existing rate structure and already scheduled rate increases. Alternative system revitalization (rather than full-scale replacement) have been investigated. An evaluation of the two alternatives will be underway over the next two months. Once a decision is made by the Assembly regarding replacement or revitalization, the milestone schedule is anticipated to be as outlined below. This may change significantly based on the final solution cost estimate and the funding sources available, and their timing.

September-November 2017	Groundwater Desktop Survey
Mid October-Mid November 2017	Upper Dam Bypass Analysis Phase I
December 2017	Solution Analysis
	Initial Water Meter Analysis/Water Usage Analysis (CRW)
Late January 2018	Solution Decision by Assembly

If Decision is Replacement then:

January-March 2018	Finalize Funding Package
	USDA Grant Loan Package Acceptance (?)
	EDA Grant Application
	Evaluate Water Reserves Availability
	Water Rate Changes (?)
February 2018	Issue RFP for Design/Engineering

Award PSA for Design/Engineering
Design/Engineering Package Complete
Issue Construction Bid
Award Construction Contract
Wrangell H2O Program in Place
Construction

If Decision is Revitalization then:

March-June 2018	Finalize Funding Package
	EDA Grant Application
	New USDA Grant/Loan Application
	Evaluate Water Reserves Availability
	Water Rate Changes (?)
February 2018	Determine Component Phasing
TBD	RFP/Bid/Construction Schedule TBD

Shoemaker Bay Harbor

CBW was successful in obtaining limited matching grant funds from the State of Alaska in the SFY18 Capital Budget. This \$5 Million grant makes the project financially feasible. Below is the estimated schedule to finalize design/engineering and construction.

October 1, 2017	PND PSA Amendment to 100% Design
November 2017	Choose Dredge Material Disposal Location
	Funding Package Finalization - \$11,453,472
	SOA Grant Acceptance - \$5,000,000
	Evaluate Harbor Reserves – Est. \$3,353,472
	Bond Bank Application for Revenue Bond – Est. \$3,100,000
January 2018	Design/Engineering Complete
February 2018	Issue Construction Bid Package
March 2018	Award Construction Contract
April-October 2018	Construction

Wrangell Junkyard Cleanup

Community concern over the monofill site for the treated soil led to an August meeting with ADEC; at which it was suggested alternative options might be viable if the community wants to pursue them. Correspondence to and from ADEC leaves little hope of alternative solutions – especially on island disposal sites.

Early September 2017	Letter to ADEC re: Disposal Alternatives Process & Timing
Late September 2017	Letter from ADEC re: Disposal Alternatives
September 30, 2017	Imposed Deadline for Alternative On-Island Disposal Site Determination
October 24, 2017	Assembly Work Session
October/November 2017	WCA leads effort to obtain more information from ADEC
November 3, 2017	WCA/CBW Working Meeting
November/December 2017	WCA/CBW Correspondence with ADEC/ On-Island Site Exploration/
	Outreach to Federal Delegation

TBD	Additional Work
February 1, 2018	Deadline for \$8 Million Additional Funds for Off-Island Disposal
April 1, 2018	ADEC/Contractor resume disposal work at Pats Creek Pit site

Wrangell Institute Property/ANSEP Boarding School Concept

One alternative option for redevelopment of the former Wrangell Institute property is an ANSEP Boarding School. More serious movement on this concept idea has transpired as of late.

Early September 2017	Meeting with Lt. Governor Executive Staff
September 17, 2017	Tlingit/Haida Council submits Resolution for Consideration at AFN
Early October 2017	Work with Lt. Gov Exec Staff on Draft Support Letter
	Resolution Accepted for Consideration at AFN
October 19-21, 2017	AFN – Resolution Tabled
Early November 2017	ANSEP Committee/Assembly Joint Work Session (Pending AFN Outcome)
TBD	Schedule of Future Work & Responsibilities

Nuisance/Junk Car Abatement/Scrap Metal Recycling

The Assembly has provided clear direction this is a priority for the Administration. Below is the anticipated schedule leading up to more stringent enforcement in the Spring:

October 10-November 10, 2017	Free Scrap Metal Recycling at the Transfer Station
October 9, 2017	Media Blitz on Recycling/New Enforcement Focus Begins
	KSTK Interview
	Sentinel Interview & Article
	Standard Web Advertising
December 2017	Channel Construction Scrap Steel Haul Out
	Zarembo Island Parking Lot Clean-Up Options
Late 2017	Harbor Parking Lots Clean-Up/ROWs Evaluation
October 2017-April 2018	Nuisance/Junk Car Grace Period
April 2018	New Media Blitz on Enforcement
May 2018	Greater Enforcement Program Begins

Lobbying

State Legislative Priorities

Mid September 2017	Meeting with State Lobbyist in Juneau
Early December 2017	State Legislative Priorities Work Session with Assembly
Late December 2017	Assembly Approves State Legislative Priorities
December 2017/January 2018	Work Session with Assembly/State Delegation/State Lobbyist
TBD February 2018	Lobbying Trip to Juneau (?)
Federal Legislative P	riorities
Early September 2017	AMHT/USFS Land Swap Letter
Late September 2017	Assembly Approval of Young Fishermen's Development Resolution
	Assembly Approves Transboundary Waters Resolution
Early October 2017	Quarterly Report from Federal Lobbyist
October 6, 2017	Meeting with Chere Kline on Issues of Federal Interest
Late October 2017	Assembly Action on Transboundary Waters Letter

November 3, 2017

Early January 2018	Federal Legislative Priorities Work Session with Assembly
Late January 2018	Assembly Approves Federal Legislative Priorities
January/February 2018	Assembly Work Session with Federal Lobbyist & Delegation Staff
TBD March 2018	Lobbying Trip to Washington DC

Personnel Policy

The CBW Personnel Policy is in need of updating. The Finance Director has put significant work into a first draft of proposed revisions. Both the Assembly and Administration look at this as a priority.

July 2017	Finance Director Provides Draft of Proposed Revisions
July-August 2017	Manager Conducts Initial Review of Draft Changes
November/December 2017	Manager Second Review of Draft Changes
	Executive Staff Review of Draft Changes
	General Staff Review of Draft Changes
January 2018	Initial Assembly Work Session
	Attorney/Insurance Review of Draft Changes
February-March 2018	Follow-Up Assembly Work Sessions
Late March 2018	Assembly Adoption of Personnel Policy Revisions

FY19 Budget Pre-Planning Components

Major Maintenance	-Streets/Sidewalks Schedule Development (Surface Condition)
Late Fall 2017	Development of Inventory & Replacement Schedule
Major Maintenance	-Water/Sewer Schedule Development (Underground Utilities)
Mid-Late Summer 2018	Development of Inventory & Replacement Schedule (for 2020 Budget)
Major Equipment R	eplacement Schedule Development
Early Winter 2017	Development of Inventory & Replacement Schedule
CIP/MM Project Ev	aluation Process
January-March 2018	CIP/MM Budget Development – to include:
	In-House Group Department Director Evaluations
	Evaluation Committee
	Public Process
Consolidated IT Ser	vices
October 2017	Interim Solution
November-December 2017	Discussions on Possible Shared IT Service w/ Other Agencies
	Statewide RFP for IT Services if Necessary
Succession Planning	
January-March 2018	
Municipal Entitlement Lan	
	om's Place/Earl West
Spring 2017	P&Z Commission/ED Committee Zoning Recommendations
Early 2018	Re-Engage on Zoning Recommendations
	Zoning Ordinance Action by Assembly
Spring 2018	Development of Plan to Sell Property
Spring 2018 Summer 2018 Remaining Entitlem	Property Sale

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Temporarily in Parking Lot

Land/Property Development

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Economic Development Strategy

More discussion is necessary up front with the Assembly and the Administration and the Economic Development Committee before any milestones and dates are outlined.

Early January	A	Iministration/ED Committee Work Session
Late January 2018	Jo	int Work Session Assembly/ED Committee
TBD	Fu	ture Milestones/Schedule

Items to be Worked into Schedule Following Further Consideration

Risk Management/Safety Planning/ICS Training Financial Planning Procurement Policy Preparation for Union Negotiations (CBA Expires June 30, 2020) Hazard Mitigation Plan Dam Stabilization Project Planning

CITY & BOROUGH OF WRANGELL, ALASKA							
BOROUGH ASSEMBLY AGENDA STATEMENT							
AGENDA ITEM TITLE:	<u>NO.</u>	14		<u>Date</u>	November 7, 2017		
SUBMITTED BY:							
Kim Lane, Borough Clerk							

INFORMATION:

ATTORNEY'S FILE – The latest attorney's billing is available for the Borough Assembly to view in the Clerk's office.

CITY & BOROUGH OF WRANGELL, ALASKA							
BOROUGH ASSEMBLY AGENDA STATEMENT							
AGENDA ITEM TITLE:	<u>NO.</u>	15		<u>Date</u>	November 7, 2017		
SUBMITTED BY:							
Kim Lane, Borough Clerk							

INFORMATION:

None