



**City and Borough of Wrangell
Borough Assembly Meeting AGENDA
Revised 4-20 to correct the title of
Item 13c**

Tuesday, April 24, 2018	5:30 p.m. – Work Session	Location: Assembly Chambers,
	7:00 p.m. – Regular Meeting	City Hall

WORK SESSION – 5:30 p.m.

DEC - Response to WCA's concerns as presented in the CSP2 Report and Q&A

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member Patty Gilbert
- b. INVOCATION to be given by _____
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Awards, Certificates of Service, Guest Introductions.*
 - i. Municipal Clerk's Week (May 6-12, 2018)

2. ROLL CALL

- 3. 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.*

- 4. AMENDMENTS TO THE AGENDA** – *The assembly may amend the agenda as provided in WMC 3.05.030(E). Removal of an item from the Consent Agenda is not considered an amendment to the agenda.*

- 5. 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.*

- 6. 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.*

Consent Agenda Items:

- a. Approval of Assembly Minutes – April 10, 2018 (Regular w/PH) & April 12, 2018 (Special)
- b. POA-2018-00135 Application for a Permit with Dept. of the Army for a Driveway and Pad from William Hollett

Correspondence Items:

- c. School Board Minutes – School Board Action – None.

7. BOROUGH MANAGER'S REPORT

8. BOROUGH CLERK'S FILE

- 9. MAYOR AND ASSEMBLY BUSINESS** – *This agenda item is reserved for the mayor and assembly to provide reports or comments 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.*

10. MAYOR AND ASSEMBLY APPOINTMENTS – None.

- 11. PUBLIC HEARING** – *Procedure: 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.

None.

12. UNFINISHED BUSINESS

- a. **PROPOSED RESOLUTION No. 04-18-1404:** A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA PROVIDING FOR THE AMENDMENT OF THE JOB DESCRIPTION FOR THE POSITION OF GROUNDMAN/METER TECHNICIAN AND THE AMENDMENT OF THE UNION WAGE AND GRADE TABLE

13. NEW BUSINESS

- a. Approval of Amendment to a Contract Zone Agreement, Previously Approved, for Lot A and Lot A-1A Torgramsen-Prunella Subdivision, Zoned Commercial and Single Family Residential
- b. **PROPOSED RESOLUTION No. 04-18-1408** OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2018 BUDGET BY ACCEPTING SECURE RURAL SCHOOLS AND COMMUNITY SELF DETERMINATION ACT OF 2000 FUNDING ASSISTANCE IN THE AMOUNT OF \$24,000 FROM THE USDA FOREST SERVICE FOR BIRD EDUCATION AND THE PROMOTION OF BIRDS DURING STIKINE RIVER BIRDING FESTIVAL FOR 2018 – 2020 AND AUTHORIZING ITS EXPENDITURE
- c. **PROPOSED RESOLUTION No. 04-18-1409** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, AMENDING PERSONNEL POLICY SECTION 105, EMPLOYMENT OF RELATIVES, TO CHANGE THE DEFINITIONS OF RELATIVES AND TO PROVIDE FOR BOROUGH MANAGER APPROVAL AND PROVIDE FOR AN EFFECTIVE DATE
- d. **PROPOSED RESOLUTION No. 04-18-1410** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA TO ADD THE PUBLIC WORKS ADMINISTRATIVE ASSISTANT TO THE NON-UNION WAGE AND GRADE TABLE AND PROVIDE FOR AN EFFECTIVE DATE
- e. **INTRODUCTION OF ORDINANCE No. 946** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SUBSECTION 14.11.005(CC), FEE SCHEDULE, CRUISE SHIP SECURITY FEE, OF THE WRANGELL MUNICIPAL CODE (*first reading*)
- f. **INTRODUCTION OF ORDINANCE No. 947** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.05.050, TELECONFERENCING, OF THE WRANGELL MUNICIPAL CODE, ASSEMBLY – RULES OF PROCEDURE (*first reading*)
- g. Approval of the Senior Tax Exemptions that were received after the March 1st Deadline, but before the Late Filing Grace Period
- h. Approval of the Property Tax Foreclosures List for Tax years 2013 through 2017, and Authorization to begin the Official Foreclosure Process

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

15. EXECUTIVE SESSION – *Procedure: Motion is made and voted upon. If adopted, executive session is held. If necessary, action is taken in public session following the executive session. If there is more than one executive session topic, each topic will be handled completely separate from the other.*

16. ADJOURNMENT

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u> Ceremonial Matters	<u>NO.</u>	1c	Date	April 24, 2018
<u>SUBMITTED BY:</u> Kim Lane, Borough Clerk				

INFORMATION:

Ceremonial Matters. Community Presentations, Proclamations, Awards, Certificates of Service, Guest Introductions.

RECOMMENDED ACTION: No action required.

- i. PROCLAMATION – Municipal Clerk’s Week (May 6 – 12, 2018)

Proclamation

Municipal Clerks Week

May 6 - 12, 2018

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all, and

Whereas, The Municipal Clerk serves as the information center on functions of local government and community, and

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations, and

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

Now, Therefore, I, David L. Jack, Mayor of the City & Borough of Wrangell, do recognize the week of May 6 through May 12, 2018, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Kim Lane and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 24th day of April, 2018

Mayor: _____ *Attest:* _____

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	6	Date	April 24, 2018
Consent Agenda				
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				

INFORMATION:

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.

CONSENT AGENDA - RECOMMENDED ACTION:

Move to approve the Consent Agenda as submitted.

Consent Agenda Items:

- a. Approval of Assembly Minutes –April 10, 2018 (Regular w/PH) & April 12, 2018 (Special)
- b. POA-2018-00135 Application for a Permit with Dept. of the Army for a Driveway and Pad from William Hollett

Correspondence Items:

- c. School Board Minutes –School Board Action –

Minutes of Regular Assembly Meeting Held on April 10, 2018

Mayor David L. Jack called the Regular Assembly meeting to order at 7:00 p.m., April 10, 2018, in the Borough Assembly Chambers. Assembly Members Gilbert, Powell, Larrabee, Howell, and Prysunka were present. Assembly Member Decker participated by phone. Borough Manager Von Bargen and Clerk Kim Lane were also in attendance.

The Pledge of Allegiance was led by Assembly Member Drew Larrabee.

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

CEREMONIAL MATTERS

Mayor Jack presented the Wrangell High School Girls Basketball Team with a Proclamation for taking fourth place at State.

Regular meeting recessed at 7:08 p.m. for cake; reconvened at 7:13 p.m.

PERSONS TO BE HEARD

Loretto Jones, 523 Zimovia Hwy. introduced herself to the Assembly; submitted a letter of interest for the vacancy on the Port Commission.

AMENDMENTS TO THE AGENDA – None.

CONFLICT OF INTEREST

During the Manager's Report, there was discussion about the community meeting that was held that addressed Community Healthcare in Wrangell. Prysunka declared a potential conflict since his wife was a doctor for SEARHC. Jack stated that he didn't see that he had a conflict. There were no objections from the Assembly.

CONSENT AGENDA

Consent Agenda Items:

- a. Approval of Assembly Minutes – March 22, 2018 (Special) and March 27, 2018 (Regular with PH)

Correspondence Items:

- b. School Board Minutes – School Board Action – March 22, 2018 (Regular) & March 28, 2018 (Special)
- c. Acknowledge receipt of the City & Borough of Wrangell's Year End 06-30-2017 Basic Financial Statements, Required Supplementary Information, and Single Audit Reports (available in Clerk's office & distributed to the Assembly)

M/S: Gilbert/Howell to approve the Consent Agenda as submitted. Motion approved unanimously by polled vote.

BOROUGH MANAGER'S REPORT

Manager Von Bargen's provided a verbal report on the following:

- Off of Stage II water watch as of today; encouraging residents to conserve, when possible.
- Leak detection; two leaks found (loss of 20-30 gallons per minute).
- Community meeting to discuss future Healthcare options with SEARHC.
- SEARHC held two informal meetings with the hospital staff.

- Architects should have something back to SEARHC within a couple of weeks.
- Hospital is currently at 10 days on hand without the Foundation money or the City's contribution.

Prysunka stated that he does not want to see unnecessary spending at the hospital. Von Bargaen said that she understood and that she would invite Robert Rang, Wrangell Medical Center, CEO to the next meeting to give a report.

- Shoemaker Bay Harbor project; bonding Resolution is required at a Special Assembly meeting on Thursday, April 12th.
- Contract amendment for final permitting on the Shoemaker Bay Harbor dredging will also be on that Special Assembly meeting's Agenda.
- Budget review with Department Heads; Draft Budget to the Assembly on April 24th.
- Officially came off of Stage 2 water watch as of this afternoon.
- It's National Library Week.
- Met with Senator Sullivan last week; was able to report on important issues in Wrangell.
- Submitted an application to the Governor to be considered an Opportunity Zone.

Prysunka asked that the Assembly be mailed an update on the Public Safety Building.

Prysunka stated that he was concerned that City workers were not using safety equipment, seatbelts, flagging safety equipment, etc.; Von Bargaen stated that there have been 5 Workers Compensation claims in the last two weeks; requested that Manager Von Bargaen put together an incentive model and a plan for discipline when safety rules were not followed.

Mark Armstrong, Acting Electrical Superintendent, stated that there was a yearly Hazwoper training provided annually to City workers and that there was a refresher course coming up.

BOROUGH CLERK'S FILE

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

Howell reported that he had been on the Steering Committee with Assembly Member Gilbert for the Feasibility Study on the hospital needs; everything went great; reported that the architects stated that if everything went according to plan, the new hospital could be built within 36 months.

Prysunka stated that with regard to SEAPA, it's a cooperative between three communities; large/stable rebates; thanked the SEAPA crew; 6.8 cents and if you back out the rebate, it's around 5 cents.

MAYOR AND ASSEMBLY APPOINTMENTS

10a Appointment to the unexpired Port Commission Seat (October 2018) – Mayor Jack appointed Loretto L. Jones to fill the vacancy until October 2018. There were no objections from the Assembly.

10b Appointment to fill the Vacancy on the SEAPA Board of Directors for CY 2018

Mayor Jack appointed Steve Beers to fill the alternate seat on the SEAPA Board, effective April 16th. There were no objections from the Assembly.

PUBLIC HEARING

Mayor Jack opened the Public Hearing on the following items:

11a PROPOSED ORDINANCE No. 942: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING AND REENACTING SECTION 3.04.114, NEPOTISM, OF THE WRANGELL MUNICIPAL CODE, THE REENACTED SECTION TO BE ENTITLED EMPLOYMENT OF RELATIVES *(second reading)*

11b PROPOSED ORDINANCE No. 942: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING AND REENACTING SECTION 3.04.114, NEPOTISM, OF THE WRANGELL MUNICIPAL CODE, THE REENACTED SECTION TO BE ENTITLED EMPLOYMENT OF RELATIVES *(second reading)*

11c PROPOSED ORDINANCE No. 944: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING A NEW CHAPTER 11.70, ATV'S, TO TITLE 11, VEHICLES AND TRAFFIC, OF THE WRANGELL MUNICIPAL CODE *(second reading)*

11d PROPOSED ORDINANCE No. 945: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING A NEW CHAPTER 11.70, ATV'S, TO TITLE 11, VEHICLES AND TRAFFIC, OF THE WRANGELL MUNICIPAL CODE *(second reading)*

There were no Persons to be Heard on the Public Hearing items. Mayor Jack declared the Public Hearing closed.

11a M/S: Prysunka/Howell, to adopt Ordinance No. 942. Motion approved unanimously by polled vote.

11b M/S: Howell/Prysunka, to adopt Ordinance No. 943. Motion approved unanimously by polled vote.

11c M/S: Gilbert/Powell, to adopt Ordinance No. 944. Motion approved unanimously by polled vote.

11d M/S: Prysunka/Howell, to adopt Ordinance No. 945. Motion approved unanimously by polled vote.

UNFINISHED BUSINESS – None.

NEW BUSINESS

13a PROPOSED RESOLUTION No. 04-18-1405: A RESOLUTION OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2018 BUDGET IN THE GENERAL FUND BY ACCEPTING AN ONLINE WITH LIBRARIES (OWL) GRANT FROM THE STATE OF ALASKA IN THE AMOUNT \$1,500 FOR LAPTOP COMPUTERS AND AUTHORIZING ITS EXPENDITURE

M/S: Prysunka/Howell, moved to adopt Resolution 03-18-1405 amending the FY 2018 Budget in the General Fund by accepting an Online with Libraries (OWL) Grant from the State of Alaska in the amount of \$1,500 for laptop computers and authorizing its expenditure. Motion approved unanimously by polled vote.

13b Discussion item: Section 3.05.050(B)(3)(b) on participation of Mayor and Assembly Members by Teleconference during Executive Sessions should be allowed (added at the request of Assembly Member Prysunka)

Prysunka stated that he believed that assembly members should participate in executive session; believed that he did not have the benefit of knowing the complete executive session content that was pertinent to make an informed vote and therefore, found it difficult to vote on items that had been previously discussed in executive session and have complete confidence that he had received all of the information needed when it was time to vote; understands there are security risks however, we take an oath that says that we will follow the rules and the laws of the state of Alaska; also, there are other bodies that allow their members to call in for executive sessions; Ketchikan does, Petersburg does not.

Decker agreed and stated that she travels for work quite a bit and in some situations she has been excluded executive sessions; understands the reasoning however believes that it puts the assembly member who cannot participate in executive session at a disadvantage because they cannot hear the important information that is given.

By a majority of the Assembly, the Borough Clerk was directed to draft an Ordinance that allowed for calling into Executive Sessions for consideration at the next Assembly meeting.

13c PROPOSED RESOLUTION NO. 04-18-1406: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA PROVIDING FOR THE AMENDMENT OF THE JOB DESCRIPTION FOR THE POSITION OF NOLAN CENTER DIRECTOR AND THE AMENDMENT OF THE NON-UNION WAGE AND GRADE TABLE

M/S: Howell/Gilbert, moved to Move to adopt Resolution 04-18-1406 providing for the amendment of the job description for the Position of Nolan Center Director and the Amendment of the Non-Union Wage and Grade Table.

Von Bargaen explained that this position would replace combine and replace the positions of Civic Center Manager, Museum Director, Theater Manager, and Assistant Manager; no jobs would be eliminated; only the positions.

Motion approved unanimously by polled vote.

Recessed at 8:21 p.m.; reconvened at 8:25 p.m.

13d Discussion Item: Proposed Changes to the City & Borough of Wrangell Organizational Chart related to the Mechanics Positions within Wrangell Municipal Light & Power (Electric) and Garage (Public Works) Departments

Von Bargaen explained that the former Diesel Mechanic in the Electrical Department took the position of Lead Mechanic; with the Electrical Superintendent leaving, that leaves no one in the Electric Department to perform Diesel Mechanic functions; we believe that when things were running smoothly, the Lead Mechanic and Diesel Mechanic positions could be combined; this may be a solution for the short term; need to train the Mechanics as Diesel Mechanic as well for future needs in the Electrical department.

Changing the job description of the diesel mechanic may be a slight pay increase; would be required to have experience or get training.

Larrabee stated that filling multiple roles would be a cost savings to the Borough.

Von Bargaen stated that there would still be three full time mechanics; cross training is essential.

Prysunka asked that a spreadsheet be developed that explained the total costs for the employees involved.

Decker stated that she was in support of this concept.

Von Bargaen stated that she would have a discussion with the Union and bring something back to the Assembly for consideration.

13e Approval to hold a Special Assembly meeting on Thursday, April 12, 2018

M/S: Prysunka/Howell, moved to approve holding a Special Assembly meeting on Thursday, April 12, 2018 at 5:30 p.m. 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 8:38 p.m.

ATTEST: _____
Kim Lane, MMC, Borough Clerk

David L. Jack, Mayor

**Minutes of Special Assembly Meeting
Held on April 12, 2018**

Mayor David L. Jack called the Special Assembly meeting to order at 5:30 p.m., April 12, 2018, in the Borough Assembly Chambers. Assembly Members Larrabee, Powell, Gilbert, Prysunka, and Howell were present. Assembly Member Decker participated by phone. Borough Manager Von Bargen and Clerk Kim Lane were also in attendance.

CONFLICT OF INTEREST – None.

PERSONS TO BE HEARD – None.

ITEM(S) OF BUSINESS

5a APPROVAL OF AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH PND ENGINEERS IN THE AMOUNT OF \$31,915.75 FOR ENGINEERING DESIGN SERVICES FOR THE SHOEMAKER BAY HARBOR PROJECT

M/S: Prysunka/Howell, to approve an Amendment to the Professional Services Agreement with PND Engineers in the amount of \$31,915.75 for design service for the Shoemaker Bay Harbor project. Motion approved unanimously by polled vote.

~~**5b** PROPOSED RESOLUTION No. 04-18-1407: A RESOLUTION OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA REPEALING RESOLUTION 02-18-1392 AND UPDATING RESOLUTION 06-15-1321 REGARDING THE FINANCING PLAN FOR THE SHOEMAKER BAY HARBOR PROJECT RELATING TO THE PROJECT BUDGET AND ISSUANCE OF REVENUE BONDS~~

Manager Von Bargen explained that this Resolution was not necessary since the Resolution that was approved by the Assembly in February of 2018 was sufficient for the bonding.

Special Assembly Meeting adjourned at 5:34 p.m.

David L. Jack, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk



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

APR 16 2018

Regulatory Division
POA-2018-00135

William Hollett
419 Owl Lake Road
Katrine, Ontario, Canada
POA1L0

Dear Mr. Hollett:

This is in response to your application for a Department of the Army (DA) permit to discharge 1350 cubic yards of shot rock, into 0.2 acre of wetlands, to construct a driveway and building pad on a residential property. The project site is located at Latitude 56.3358° N., Longitude 132.3411° W., within Section 8, T. 64 S., R. 84 E., Copper River Meridian, Zimovia Highway MP 11.5, in Wrangell, Alaska. Please refer to file number POA-2018-00135, Zimovia Strait, in correspondence with our office.

Your proposal may be conducted under the authority of the Nationwide Permit (NWP) outlined below. DA permit authorization is necessary because we have preliminarily determined your project would result in work in waters of the United States under our regulatory jurisdiction. Please look over the attached Preliminary Jurisdictional Determination (PJD) Form, then sign and return the form to our office. A PJD is not appealable. At any time you have the right to request and obtain an Approved Jurisdictional Determination (JD), which can be appealed. If it is your intent to request an Approved JD, do not begin work until one is obtained.

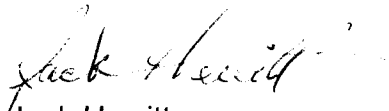
Based upon the information you provided, we hereby verify that the work described above, which would be performed in accordance with the enclosed plans, 3 sheets, dated April 6, 2018, is authorized by NWP 29, Residential Developments. This NWP and its associated General and Regional Conditions can be accessed at our website at: www.poa.usace.army.mil/Missions/Regulatory/Permits. You must comply with all terms and conditions associated with NWP 29.

Further, please note General Condition 30 requires that you submit a signed certification to us once the work and required mitigation are completed. Enclosed is the form for you to complete and return to us.

Unless this NWP is modified or revoked, it expires on March 19, 2022. If the work is not completed by then you have 12 months to complete the activity if you have commenced work or are under contract to commence work. It is incumbent upon you to remain informed of changes to the NWPs. Nothing in this letter excuses you from compliance with other Federal, State, or local statutes, ordinances, or regulations.

Thank you for your cooperation with the Corps of Engineer's Regulatory Program. If you have any questions, please contact me via email at jack.j.hewitt@usace.army.mil, in writing at the letterhead address, or by phone at (907) 753-2708. For additional information about our regulatory program, visit our web site at: www.poa.usace.army.mil/Missions/Regulatory.

Sincerely,

A handwritten signature in black ink, appearing to read "Jack Hewitt".

Jack Hewitt
Project Manager

Enclosures

ENCLOSURE



**US Army Corps of Engineers
Alaska District**

Permit Number: POA-2018-00135

Name of Permittee: William Hollett

Date of Issuance: April 16, 2018

Upon completion of the activity authorized by this permit and any mitigation required by the permit, sign this certification and return it to Mr. Jack Hewitt at the following address:

U.S. Army Corps of Engineers
Alaska District
Regulatory Division
Post Office Box 6898
JBER, Alaska 99506-0898

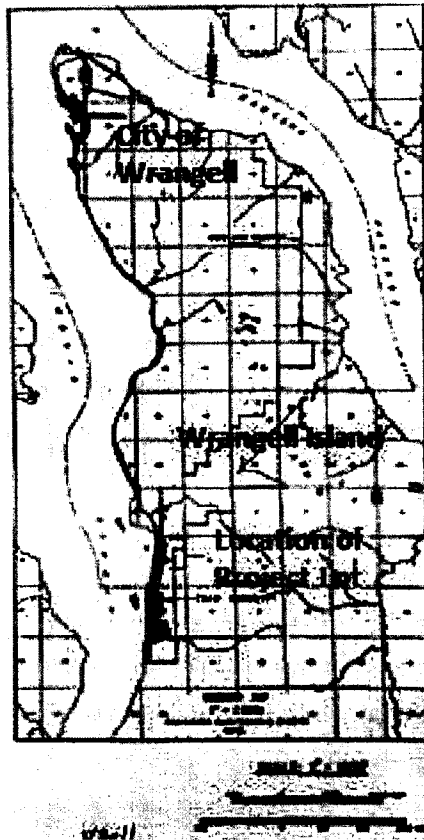
Please note that your permitted activity is subject to a compliance inspection by an U.S. Army Corps of Engineers representative. If you fail to comply with this permit you are subject to permit suspension, modification, or revocation.

I hereby certify that the work authorized by the above-referenced permit has been completed in accordance with the terms and conditions of the said permit, and required mitigation was completed in accordance with the permit conditions.

Signature of Permittee

Date

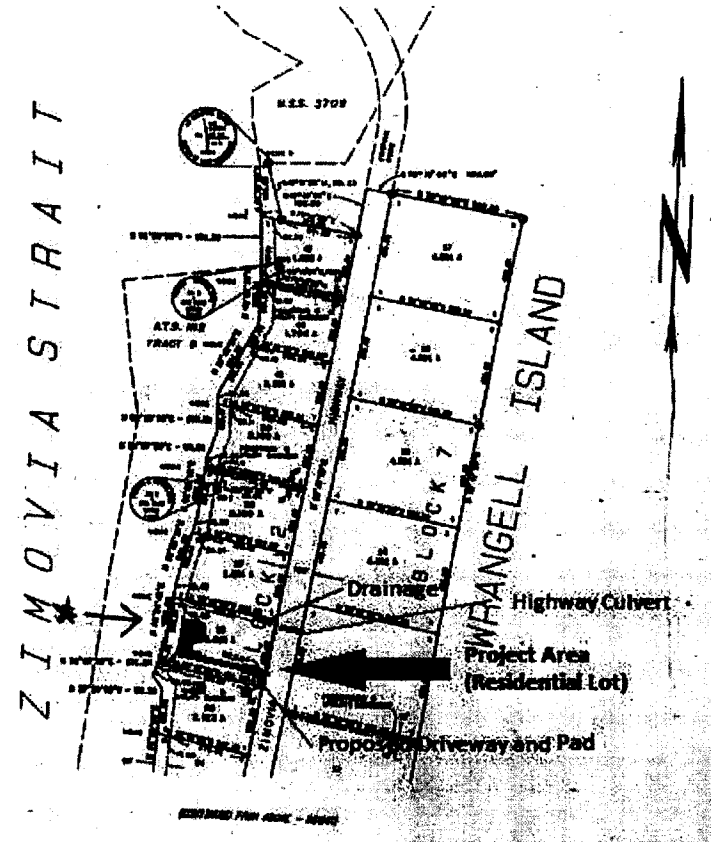
BLOCK 18-FIGURE 1A: VICINITY MAP (ZOOMED OUT)



City of Wrangell, Wrangell Borough, Alaska

Directions: From City of Wrangell travel south on Zimovia Highway to approx. 11.5 Mile to vacant property on west side of road (i.e. ocean side). Lot delineated by utility poles on lot corners along road.

BLOCK 18-FIGURE 1B: VICINITY MAP (ZOOMED IN)



Applicant: William Hollett

File Number: POA- _____ **Waterway:** N/A

Proposed Activity: Residential driveway and pad fill

Section: 8, **Township:** T64S, **Range:** 84E, **Meridian:** N/A

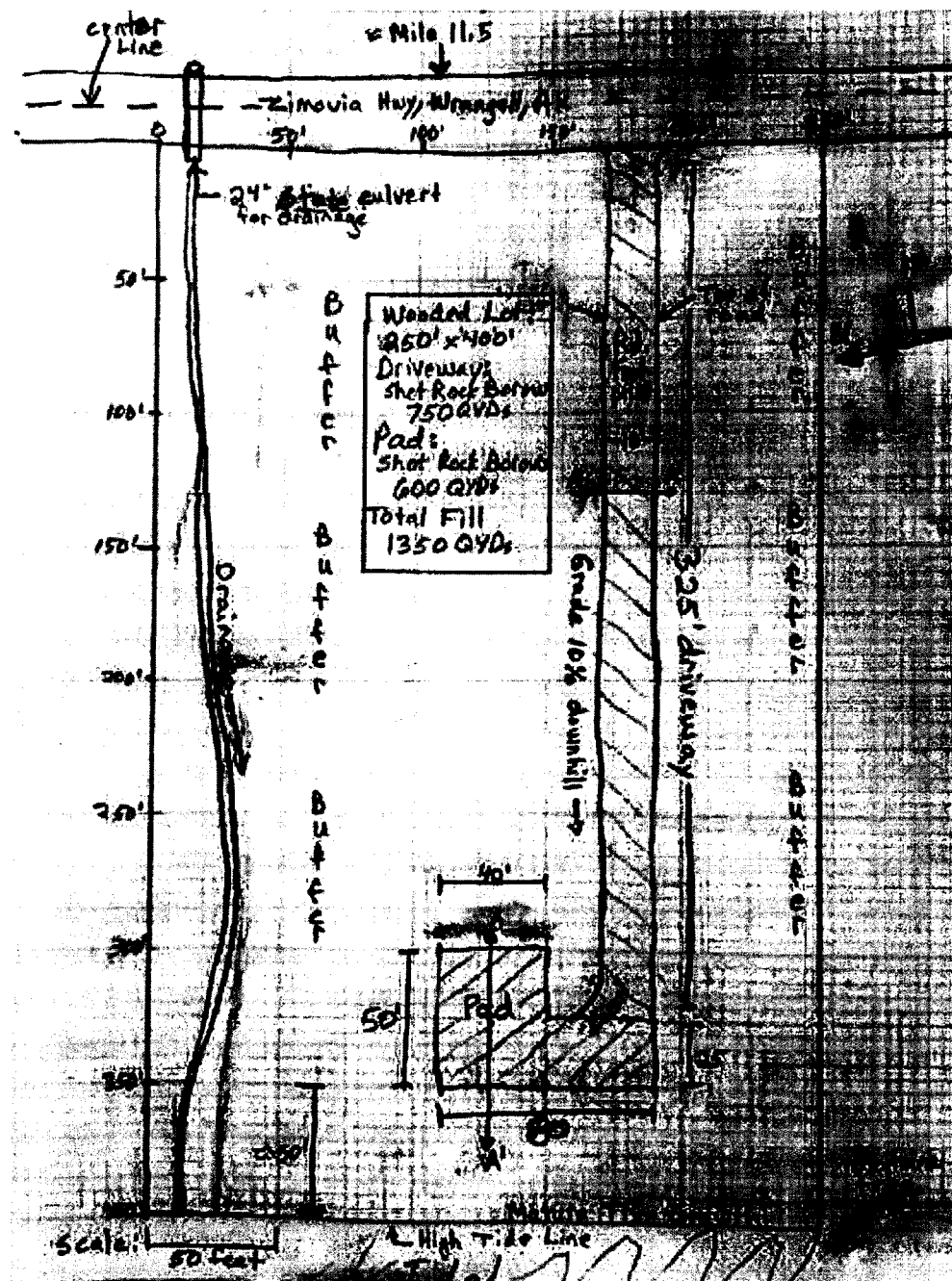
Parcel: 03-020-214 **Plat:** 83-11, Block 2, Lot#36

LAT: N56 20' 09" **LONG:** W132 20' 28"

Sheet 1 of 3 (in addition to 3 page application)

Date: April 6, 2018

BLOCK 18-FIGURE 2: DRIVEWAY AND PAD – PLAN VIEW



City of Wrangell, Wrangell Borough, Alaska

Directions: From City of Wrangell travel south on Zimovia Highway to approx. 11.5 Mile to vacant property on west side of road (i.e. ocean side). Lot delineated by utility poles on lot corners along road.

Applicant: William Hollett

File Number: POA-_____ - _____ Waterway: N/A

Proposed Activity: Residential driveway and pad fill

Section:8, Township:T64S, Range:84E, Meridian: N/A

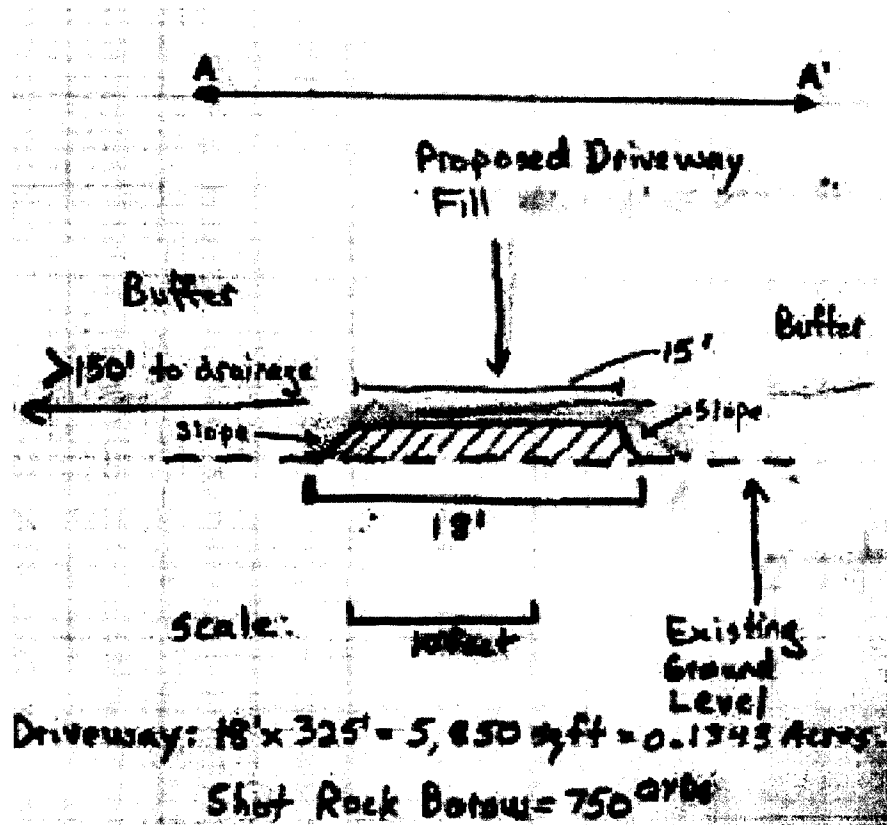
Parcel: 03-020-214 Plat: 83-11, Block 2, Lot#36

LAT: N56 20' 09" LONG: W132 20' 28"

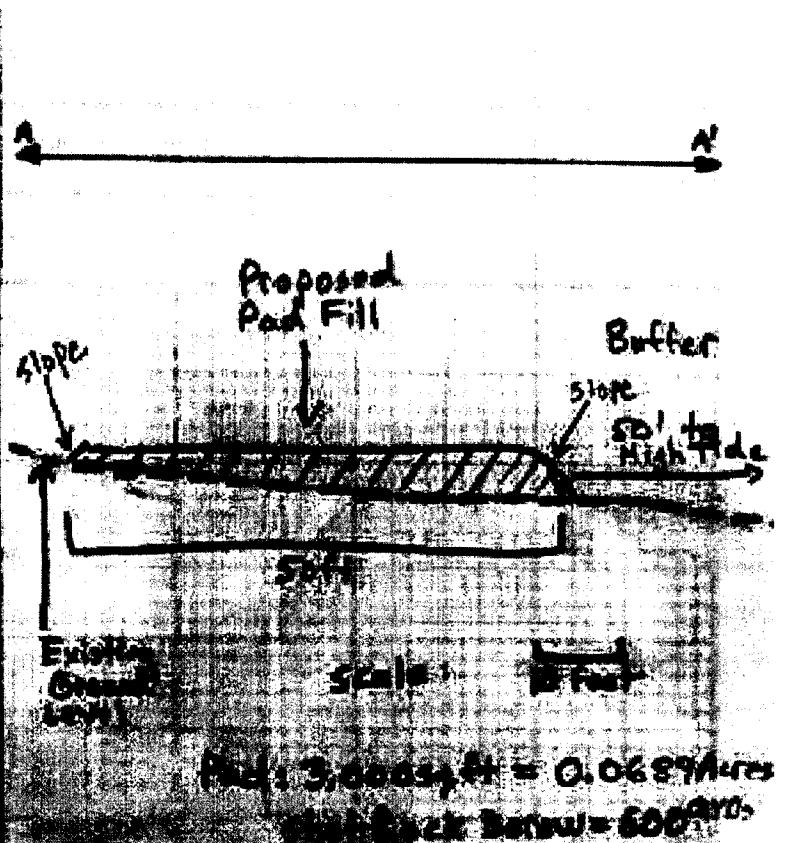
Sheet 1 of 3 (in addition to 3 page application)

Date: April 6, 2018

BLOCK 18-FIGURE 3A: DRIVEWAY – CROSS SECTION VIEW



BLOCK 18-FIGURE 3B: PAD – CROSS SECTION VIEW



City of Wrangell, Wrangell Borough, Alaska

Directions: From City of Wrangell travel south on Zimovia Highway to approx. 11.5 Mile to vacant property on west side of road (i.e. ocean side). Lot delineated by utility poles on lot corners along road.

Applicant: William Hollett

File Number: POA- - **Waterway:** N/A

Proposed Activity: Residential driveway and pad fill

Section: 8, **Township:** T64S, **Range:** 84E, **Meridian:** N/A

Parcel: 03-020-214

Plat: 83-11, Block 2, Lot#36

LAT: N56 20' 09" **LONG:** W132 20' 28"

Sheet 1 of 3 (in addition to 3 page application)

Date: April 6, 2018

Preliminary Jurisdictional Determination Form

Page 1 of 2

This preliminary JD find that there "may be" waters of the United States on the subject project site that could be affected by the proposed activity based on the following information:

District Office	Alaska District Office	File/ORM #	POA-2018-00135	PJD Date	10 April 2018
State	AK	City/County	Wrangell		
Nearest Waterbody	Zimovia Strait			Name and Address of Person Requesting PJD	
Project Location	Section(s)	Township	64	S	William Hollett 419 Owl Lake Road Katrine, Ontario, Canada POA1L0
Meridian	Copper River	Range	84	E	
USGS Quad Map		Latitude	56.3358°	N	Longitude 132.3411° W
Subdivision Name, Block, Lot, Directions to Project Site					
Zimovia Highway MP 11.5, State Tax Parcel ID 03-020-214.					

Identify (Estimate) Amount of Waters in the Review Area			Stream Flow	Name of Any Water Bodies on the Site Identified as Section 10 Waters:	
<u>Non-Wetland Waters:</u>				Tidal:	
	Linear ft	Width	Acres	Non-Tidal:	
<u>Wetlands</u>					
2	Acres	Cowardin Class:	Palustrine, forested	<input checked="" type="checkbox"/> Office (Desk) Determination	Date of Site Visit:
				<input type="checkbox"/> Field Determination	

SUPPORTING DATA: Data Review for Preliminary JD (check all that apply - checked items should be included in case file and, where checked and requested, appropriately reference sources below)

☒ Maps, plans, plots or plat submitted by or on behalf of the applicant/consultant: _____

☐ Data sheets prepared/submitted by or on behalf of the applicant/consultant.

☐ Office concurs with data sheets/delineation report.

☐ Office does not concur with data sheets/delineation report.

☐ Data Sheet prepared by the Corps

☐ Corps navigable waters' study: _____

☐ USGS NHD Data.

☐ USGS 8 and 12 digit HUC maps.

☐ U.S. Geological Survey map(s) Cite quad name: _____

☐ USDA Natural Resources Conservation Service Soil Survey. Citation: _____

☐ National Wetlands Inventory map(s): _____

☐ State/Local Wetland Inventory map(s): _____

☐ FEMA/FIRM map(s): _____

☐ 100-year Floodplain Elevation: _____

☐ Photographs:

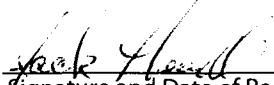
☐ Aerial (Name & Date) _____

☐ Other (Name & Date) _____

☐ Previous determination(s). File # and date of response letter: _____

☐ Other Information: _____

IMPORTANT NOTE: The information recorded on this form has not necessarily been verified by the Corps and should not be relied upon for later jurisdictional determinations.

 10 Apr 2018
Signature and Date of Regulatory Project Manager
(REQUIRED)

Signature and Date of Person Requesting Preliminary JD
(REQUIRED, unless obtaining the signature is impracticable)

EXPLANATION OF PRELIMINARY AND APPROVED JURISDICTIONAL DETERMINATIONS: 1. The Corps of Engineers believes that there may be jurisdictional waters of the United States on the subject site, and the permit applicant or other affected party who requested this preliminary JD is hereby advised of his or her option to request and obtain an approved jurisdictional determination (JD) for that site. Nevertheless, the permit applicant or other person who requested this preliminary JD has declined to exercise the option to obtain an approved JD in this instance and at this time. 2. In any circumstance where a permit applicant obtains an individual permit, or a Nationwide General Permit (NWP) or other general permit verification requiring "preconstruction notification" (PCN), or requests verification for a non-reporting NWP or other general permit, and the permit applicant has not requested an approved JD for the activity, the permit applicant is hereby made aware of the following: (1) the permit applicant has elected to seek a permit authorization based on a preliminary JD, which does not make an official determination of jurisdictional waters; (2) that the applicant has the option to request an approved JD before accepting the terms and conditions of the permit authorization, and that basing a permit authorization on an approved JD could possibly result in less compensatory mitigation being required or different special conditions; (3) that the applicant has the right to request an individual permit rather than accepting the terms and conditions of the NWP or other general permit authorization; (4) that the applicant can accept a permit authorization and thereby agree to comply with all the terms and conditions of that permit, including whatever mitigation requirements the Corps has determined to be necessary; (5) that undertaking any activity in reliance upon the subject permit authorization without requesting an approved JD constitutes the applicant's acceptance of the use of the preliminary JD, but that either form of JD will be processed as soon as is practicable; (6) accepting a permit authorization (e.g., signing a proffered individual permit) or undertaking any activity in reliance on any form of Corps permit authorization based on a preliminary JD constitutes agreement that all wetlands and other water bodies on the site affected in any way by that activity are jurisdictional waters of the United States, and precludes any challenge to such jurisdiction in any administrative or judicial compliance or enforcement action, or in any administrative appeal or in any Federal court; and (7) whether the applicant elects to use either an approved JD or a preliminary JD, that JD will be processed as soon as is practicable. Further, an approved JD, a proffered individual permit (and all terms and conditions contained therein), or individual permit denial can be administratively appealed pursuant to 33 C.F.R. Part 331, and that in any administrative appeal, jurisdictional issues can be raised (see 33 C.F.R. 331.5(a)(2)). If, during that administrative appeal, it becomes necessary to make an official determination whether CWA jurisdiction exists over a site, or to provide an official delineation of jurisdictional waters on the site, the Corps will provide an approved JD to accomplish that result, as soon as is practicable.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	7	<u>DATE:</u>	April 24, 2018
Borough Manager's Report				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
			Expenditure Required:	
Lisa Von Bargaen, Borough Manager			\$0	
			Amount Budgeted:	
			\$0	
			Account Number(s):	
			N/A	
			Account Name(s):	
			N/A	
<u>Reviews/Approvals/Recommendations</u>			N/A	
_____	Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure):	
Name(s)			N/A	
_____	Attorney			
_____	Insurance			
<u>ATTACHMENTS:</u>				
1. Manager's Report;				

RECOMMENDATION:

None. Report only.

SUMMARY STATEMENT:

Please see the attached Borough Manager's 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: April 24, 2018

INFORMATION:

FY 2019 Budget:

The Assembly will be receiving the draft budget at the meeting on the 24th. This will allow a week a review time for the Assembly. May 1st and 2nd there will be work sessions with the Assembly to go over the line item detail for each department budget. A schedule for the two work sessions will accompany the Budget document. It is possible additional time will be necessary for discussion of the budget with the Assembly, especially because this is the first time this type of review has taken place. If additional work sessions are necessary, they can easily be scheduled in May.

Water Treatment:

The Forsta Filter Roughing Filter Pilot Test continues. A second set of samples were sent to the lab for TSS (Total Suspended Solids) this morning (April 20th). The first round of testing did not provide necessary for any conclusive results. There is growing concern on the part of the Water/Public Works crew that the Forsta Filter may not be providing the level of filtration needed. And, and will not reduce water waste associated with production. That being said, Administration may be coming to the Assembly with a recommendation to forgo purchase and installation of new roughing filters. The alternative is to hire appropriate summer temp staff to continue the current filter cleaning methodology until the installation of the new treatment plant. This alternative would save the Borough about \$400,000. No formal decision by staff has been made, but expect one in the very near future. Further complicating matters, the Public Works Director received a call from the contractor chosen to conduct the roughing filter installation indicating he is having issues with his bonding. Even if the Borough wanted to waive this requirement, State Statute mandates performance bonding on public projects exceeding \$100,000. More to come on this issue...

Healthcare Continuum:

Wold Architects is expected to have a draft hospital concept and cost to SEARHC today (April 20th). Depending on the amount of due diligence required by SEARHC and any architectural follow-up the Borough could have an offer from SEARHC in 2-4 weeks. Staff has had follow-up conversations with our legal team as to the status of the process. SEARHC will have their maintenance staff and engineers in Wrangell on April 24th to conduct an in-depth inspection of Wrangell Medical Center to ascertain what the maximum liability for them could be if they assume operations of the hospital, to include all maintenance of the facility.

Wrangell Junkyard Cleanup:

There will be a work session with ADEC regarding this issue prior to the meeting on the 24th.

Shoemaker Bay Harbor Project Update:

I am finalizing revisions to the Bond Bank application. It is a number one priority in addition to the FY19 Budget prep.

State GO Bond:

The Legislature is considering the possibility of a GO Bond for municipal infrastructure. Ray Matiashowski contacted us on April 20th and we are working with him to update some budget numbers on the Capital Projects submitted with our Legislative Priorities this year. He is communicating with our Delegation in Juneau about this. Staff will keep the Assembly posted on this matter.

Safety:

I addressed safety issues with the Department Directors the day following our last Assembly meeting. There was a good discussion about things to avoid moving forward, given past experiences. Additionally, I had a meeting with one of our Union Shop Stewards to discuss safety. Please expect a plan moving forward from me in the next four weeks.

Opportunity Zone: No update from the State as of the time of this report.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	8	<u>Date</u>	April 24, 2018
Clerk’s File				
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				

CALENDAR:

- 5-2 Parks & Recreation Board meeting @7pm in the Assembly Chambers
- 5-3 Port Commission meeting @7pm in the Assembly Chambers
- 5-6 Tax Free Day!
- 5-8 Presentation (AK Watershed Coalition) @ 6:30pm in the Assembly Chambers
- 5-8 Regular Borough Assembly meeting @7pm in the Assembly Chambers
- 5-16 Hospital Board meeting @5:30 in the Assembly Chambers

SEAPA Scheduled for June 19-20 in Wrangell

UPCOMING Meetings / Work Sessions:

- May 1 & 2 (5:30 p.m.) BUDGET Work Session's to discuss the FY 2018-19 Budget
- May 7 (5:30 p.m.) BOARD OF EQUALIZATION Meeting
- May 22 PUBLIC HEARING on the FY 2018-19 Budget

CITY & BOROUGH OF WRANGELL, ALASKA				
BOROUGH ASSEMBLY AGENDA STATEMENT				

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	9	<u>Date</u>	April 24, 2018
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Mayor and Assembly Business				
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<u>SUBMITTED BY:</u>	

Kim Lane, Borough Clerk	
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ATTACHMENTS:				
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None.				
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MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS:

INFORMATION: This agenda item is reserved for the mayor and assembly to provide reports or comments 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.

CITY & BOROUGH OF WRANGELL, ALASKA				
BOROUGH ASSEMBLY AGENDA STATEMENT				

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	10	<u>Date</u>	April 24, 2018
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Mayor and Assembly Appointments				
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<u>SUBMITTED BY:</u>	
Kim Lane, Borough Clerk	

<u>ATTACHMENTS:</u>				

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.

There are no appointments to be filled.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	12a	<u>DATE:</u>	April 24, 2018
PROPOSED RESOLUTUION No. 04-18-1404: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA PROVIDING FOR THE AMENDMENT OF THE JOB DESCRIPTION FOR THE POSITION OF GROUNDMAN/METER TECHNICIAN AND THE AMENDMENT OF THE UNION WAGE AND GRADE TABLE				
<u>SUBMITTED BY:</u>		<u>FISCAL NOTE:</u>		
Lisa Von Bargaen, Borough Manager		Expenditure Required:		
		Amount Budgeted:		
		Account Number(s):		
		Account Name(s):		
<u>Reviews/Approvals/Recommendations</u>				
_____	Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure):	
Name(s)				
_____	Attorney			
_____	Insurance			
<u>ATTACHMENTS:</u>				
1. Resolution No. 04-18-1404, which includes Exhibit A; 2. Revised Job Description for Groundman/Meter Technician I; 3. Exhibit B, Revised IBEW Pay Plan. 4. Exhibit C, Wage Comparison Groundman/Meter Technician				

RECOMMENDED MOTION:

Move to approve Resolution No. 04-18-1404 providing for the amendment of the job description for the position of Groundman/Meter Technician and the Amendment of the Union Wage and Grade Table.

SUMMARY STATEMENT:

The Assembly has discussed the proposed amendments to the existing Groundman/Meter Reader position at several meetings. At the second meeting in March a majority of Assembly members provided direction to the Manager to bring back for consideration a job description and wage amendment for a Groundman/Meter Technician that accurately reflects the duties currently expected of and being performed by the position. With the help of the Acting Electric Supervisor the job

description has been amended accordingly. Amendments are visible in Track Changes. Administration looks forward to any further discussion the Assembly may have.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION No. 04-18-1404

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA PROVIDING FOR THE AMENDMENT OF THE JOB DESCRIPTION FOR THE POSITION OF GROUNDMAN/METER TECHNICIAN AND THE AMENDMENT OF THE UNION WAGE AND GRADE TABLE

WHEREAS, the amendment of this position description allows the City and Borough of Wrangell's Administration Department the ability to appropriately update the duties and responsibilities of the Groundman/Meter Reader position to that of a Groundman/Meter Technician; and

WHEREAS, the current rate of pay for the Groundman/Meter Reader position is a grade 13 with the pay range from \$18.55 to \$23.32 and based on the proposed changes to the job description reflecting actual work job responsibilities, this will change to grade 17 for the Groundman/Meter Technician I\position with the pay range from \$22.17 to \$27.92; and

WHEREAS, this positions has been reviewed and the job description updated to accurately reflect actual duties, responsibilities, and qualifications; and

WHEREAS, this position title needs to be modified to reflect the position; and

WHEREAS, the revised job description reflects a commensurate rate of pay.

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

Section 1. The attached Exhibit "A" is the revised job description for the Groundman/Meter Technician position.

Section 2. The new job description for the Groundman/Meter Technician position will be effective as of May 1, 2018.

Section 3. The attached Exhibit "B" is the Union Wage and Grade Table reflecting the change from Groundman/Meter Reader at grade 13 to Groundman/Meter Technician at grade 17.

Section 4. The attached Exhibit "B" repeals all other previous Union Pay Plans and becomes effective May 1, 2018.

Section 5. The attached Exhibit "C" is Meter Reader/Meter Technician job and hourly wage as compared to other utilities within the region.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY &
BOROUGH OF WRANGELL, ALASKA THIS 24TH DAY OF APRIL, 2018.

CITY & BOROUGH OF WRANGELL, ALASKA

David L. Jack, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

City & Borough of Wrangell

Position Description

Position: Groundman/Meter Reader <u>Technician</u>	Position Number:
Department/Site: Light Department	FLSA: Non-exempt
Evaluated by: Electrical Line Foreman	Salary Grade: 43 <u>17</u>

Summary

~~To install, service and read all WML&P electric meters systemwide. To provide ground support assist for~~ line crews in the installation and maintenance of electrical distribution systems, ~~and~~ operate electrical generation systems ~~when required, and read electric meters citywide.~~

Distinguishing Career Features

The Groundman/Meter ~~Technician~~ ~~Reader~~ is essential to the support of Wrangell Municipal Light & Power operations. The Groundman/Meter ~~Technician~~ ~~Reader~~ assists line ~~crews~~ ~~workers~~ and operates various heavy equipment to do so, in addition to monitoring Wrangell's electrical grid. This position is responsible for installing, programming, reading and testing single and three phase electrical meters. Installation and testing of transformers is also required. Depending on experience of the occupant a wide range of technical and field training may be required.

Essential Duties and Responsibilities

- Performs as Groundman to Line Crew including but not limited to:
 - ~~Provides assistance to lineworkers in maintaining the City's electrical distribution systems.~~ Assists with materials and equipment.
 - From the ground, monitors the safety of line crew including those working off poles and elevated structures ~~workers~~.
 - Operates small and large equipment including chainsaws, brush chipper, boom and bucket trucks.
 - Assists in brush cutting and tree falling around power lines and right-of-way maintenance.
 - *○ Provides flagging and traffic control.
- Performs all meter-related activities including, but not limited to:
 - ~~S~~cheduled or assigned meter reading duties to record customer power usage. ~~Observes and reports meter abnormalities or malfunctions.~~
 - Daily work order assignments including reads, installs and disconnects.
 - Program, test and troubleshoot meters.
 - Identify and install correct metering devices for single and three phase electrical services up to 600 volts.
 - Maintain meter inventory including ordering and restocking.
- Identify and install test switches and current transformers as needed.
- Performs other related duties as required or assigned. Works cooperatively with other employees, city departments, external agencies, and the public.
- ~~Must quickly learn needed skills and P~~erforms such duties as operate diesel generators ~~and operate city equipment including the department's boom and bucket trucks.~~
- Performs routine inventory inspections on all trucks and supply materials. Maintains complete and accurate records of all inventories. ~~C~~onferings with Supervisor ~~for~~

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supply purchases.

Qualifications

▪ Knowledge and Skills

Requires knowledge of or the ability to learn basic, and advanced, -electric principles and safety procedures. Basic computer skills.

▪ Abilities

- Ability to work cooperatively with line crews.
- Ability to accurately read and record meter readings.
- Willingness to perform various job-related duties as required or assigned.
- Must have a strong sense of teamwork and the ability to work cooperatively with others.
- Requires the ability to learn to operate light and heavy equipment including but not limited to chainsaws, brush chipper and the boom and bucket trucks safely and efficiently.
- Requires ability to learn to operate the municipal generation system.
- Requires inventory and record keeping skills to maintain appropriate supplies for the department.
- Requires some mechanical knowledge of vehicles and equipment to ensure that they are in good and safe operating condition.
- Requires good verbal interpersonal skills and interaction skills.

▪ Physical Abilities

Ability to perform physically active duties including such as lifting heavy materials in loads of at least 50 pounds, walk long distances. ~~Must be able to work outside in severe conditions, to~~ stand for long periods of time, and to bend, stoop, and crouch, often in adverse weather conditions.

▪ Education and Experience

- High School Diploma or GED required
- Some knowledge of basic electric principles and safety procedures desirable
- Prior electrical experience desirable

▪ Licenses and Certificates

Will have or the ability to acquire within six months and maintain: Requires

- Class A CDL
- CPR/First Aid Card
- Alaska DOT Traffic Flagger Certification and Medical Certificate. Requires the ability to obtain a State of Alaska Certificate of Fitness.

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▪ Working Conditions

Ability to work irregular hours in sometimes severe weather and working conditions.

This job/class description, describes the general nature of the work performed, representative duties as well as the typical qualifications needed for acceptable performance. It is not intended to be a complete list of all responsibilities, duties, work steps, and skills required of the job.

EXHIBIT "B" to REOLUTION 04-18-1404

Proposed Revisions to Pay Plan based on Recommended Change in Groundman/Meter Reader to Groundman/Meter Technician from Grade 13 to Grade 17

4/24/2018

Wage Scale, IBEW-represented positions, July 1, 2017 to June 30, 2020

City & Borough of Wrangell

Grade	Step	NEW												
		STEP 1	2	3	4	5	6	7	8	9	10	11	12	13
13	Groundman/Meter Reader	18.55	18.90	19.26	19.63	20.00	20.40	20.79	21.19	21.59	22.02	22.45	22.88	23.32
13	Harbor Maintenance/Security	18.55	18.90	19.26	19.63	20.00	20.40	20.79	21.19	21.59	22.02	22.45	22.88	23.32
14	Maint Specialist I	19.38	19.75	20.14	20.53	20.92	21.32	21.74	22.16	22.58	23.01	23.46	23.91	24.37
15	Administrative Assistant-Harbors	20.26	20.65	21.04	21.44	21.87	22.29	22.72	23.15	23.61	24.06	24.53	25.00	25.49
15	Water Trt. Plt. Apprentice	20.26	20.65	21.04	21.44	21.87	22.29	22.72	23.15	23.61	24.06	24.53	25.00	25.49
15	Maintenance Specialist	20.26	20.65	21.04	21.44	21.87	22.29	22.72	23.15	23.61	24.06	24.53	25.00	25.49
15	Custodian - Light Maintenance	20.26	20.65	21.04	21.44	21.87	22.29	22.72	23.15	23.61	24.06	24.53	25.00	25.49
16	Electrical Dispatch Secretary	21.18	21.58	22.01	22.43	22.86	23.30	23.77	24.22	24.68	25.16	25.65	26.15	26.65
16	Sanitation Worker	21.18	21.58	22.01	22.43	22.86	23.30	23.77	24.22	24.68	25.16	25.65	26.15	26.65
17	Groundman/Meter Technician I	22.17	22.59	23.02	23.47	23.93	24.39	24.86	25.36	25.85	26.35	26.86	27.38	27.92
17	Port & Harbor Maintenance	22.17	22.59	23.02	23.47	23.93	24.39	24.86	25.36	25.85	26.35	26.86	27.38	27.92
19	Mechanic	24.28	24.75	25.24	25.72	26.21	26.71	27.24	27.76	28.29	28.85	29.41	29.99	30.57
19	Maint. Specialist II/Heavy Equip Operator	24.28	24.75	25.24	25.72	26.21	26.71	27.24	27.76	28.29	28.85	29.41	29.99	30.57
19	Water/Wastewater Treatment Operator	24.28	24.75	25.24	25.72	26.21	26.71	27.24	27.76	28.29	28.85	29.41	29.99	30.57
19	Marine Service Ctr & Harbor Team Leader	24.28	24.75	25.24	25.72	26.21	26.71	27.24	27.76	28.29	28.85	29.41	29.99	30.57
20	Diesel Electric Mechanic	25.44	25.93	26.43	26.96	27.48	28.01	28.56	29.12	29.68	30.26	30.85	31.45	32.07
20	Maint. Specialist III/Heavy Equip Operator	25.44	25.93	26.43	26.96	27.48	28.01	28.56	29.12	29.68	30.26	30.85	31.45	32.07
23	Public Works Foreman	28.55	29.11	29.67	30.25	30.84	31.43	32.06	32.68	33.31	33.97	34.63	35.31	36.00
23	Water Treatment Leadman	28.55	29.11	29.67	30.25	30.84	31.43	32.06	32.68	33.31	33.97	34.63	35.31	36.00
23	Wastewater Treatment Leadman	28.55	29.11	29.67	30.25	30.84	31.43	32.06	32.68	33.31	33.97	34.63	35.31	36.00
23	Mechanic Lead	28.55	29.11	29.67	30.25	30.84	31.43	32.06	32.68	33.31	33.97	34.63	35.31	36.00
27	Electrical Lineman	33.58	34.24	34.90	35.60	36.29	37.00	37.73	38.46	39.23	39.99	40.77	41.58	42.39
29	Electrical Line Foreman	36.53	37.26	37.98	38.74	39.49	40.27	41.06	41.87	42.69	43.53	44.39	45.26	46.15

Exhibit C, Wage Comparison Groundman/Meter Technician-Groundman

In all (6) different local utilities were reviewed for comparison.

- Matanuska
- Homer
- Juneau
- Sitka
- Petersburg
- Ketchikan

Of note, all utilities polled pay a given wage for an employee that meets the qualifications for the job. This is usually a percentage based wage with Journeyman line wage serving as the benchmark. Some use a 3-year probationary period for entry level positions, but terms do not exceed (3) years in length unless part of an apprenticeship program. Wrangell has a Grade based system with step increases for years of service spanning (13) years.

Also of note, most utilities polled do not have a full time Groundman on the crew. If needed Meter Readers may be assigned to this on an as-needed basis but usually a member of the Line Crew does this work effectively putting the Groundman wage within the realm of the Line Man scale.

Matanuska (Palmer)

Wage: 50-100% Line Man Scale or (23.82) to (47.65) per hour.

Two to three work classes cover this work, Meter Reader, Meter/Relay Tech, Lineman.

Meter Reader reads all meters, connect/disconnect single phase meters. Other duties as assigned. Wage starts at 50% Line an Scale with 5% bump every 6 months until 75% line man scale. (3.82 to 35.73 per hour)

Meter/relay tech (or Lineman) removes, installs, tests and calibrates all residential and commercial grade meters. Assists in disconnect/reconnects, monthly sub-station reads. Performs installation of complex metering installations. Trouble shoot power complaints. Wage is 100% Line Man scale or 47.65 per hour.

Homer

Wage: 65% to 100% of Line Man Scale or 31.57 to 48.57 per hour.

Two classes of workers fill this position. Meter Reader and Metering/Apparatus Tech.

The Tech inspects and tests meters, performs installation of complex metering systems and also maintains and services protective relays and SCADA systems. Wage is 100% line scale.

Meter Reader takes care of meter reading, delivers shut off notices, serves as Groundman for Line crew.

Wage is 65% Line Scale

Juneau (AEL&P)

Wage: 70% to 100% Line Man Scale or 31.26 to 44.66 per hour

Two classes of worker fill this position, Meter Reader and Meterman.

The Meterman is an apprenticed tech position that requires 7000 hours of documented time with a Journeyman Meterman in a valid apprenticeship program. Meterman programs, installs and tests complex metering installations, performs disconnects/reconnects. Shut off's for non-pays, investigate suspect usage and meter tampering.

Wage is 100% line scale or 44.66 per hour.

Meter Reader reads meters, delivers shut off notices and collects re-reads as needed. Installation and removal of single phase self-contained meters only as necessary. Other duties as assigned.

Wage is 70-80 % Lineman scale. Start at 70% (31.26) then receive 5% bump at 6 months then at one year for 80% or 35.72 per hour.

Sitka

Wage: 65-100% line Man scale or 29.36 to 45.17 per hour

Two classes of worker fill this position, Meter Reader and Meter Tech.

Meter Tech manages operation of metering department. Supervises reading, testing, installation and repair of all residential, commercial and industrial electric meters. Performs special reads, operates and calibrates test equipment.

Maintains metering equipment inventory.

Wage is 100% lineman scale or 45.17 per hour

Meter Reader reads electric meters and records energy consumption. Performs special reads as required. performs meter disconnects and reconnects as requested. Tests single phase meters. Related work as required.

Wage is 50-65% Lineman scale. Position starts at 50% (22.58) and then receives 5% bump annually until 65% or (29.36) per hour.

Petersburg

Wage: 25.98 per hour to 42.81 per hour.

Two classes of worker fill this position, Meter Reader and Electrician.

Meter Reader reads electric AND water meters monthly and serves as mapping technician for borough. Also serves as Groundman for Line crew when required.

Wage is 25.98 per hour for Tier 4, 27.06 per hour for Tier 1-3.

Job description states that Meter Reader connects, disconnects, tests, calibrates and repairs electric meters as well as programs metering installations for commercial services. Staff within that department tell me this is not actually the case and that the departments Electrician performs those duties.

Electrician is a journeyman level position with a listed wage of 41.10 per hour for Tier 4 and 42.81 for Tier 1-3 employees.

Ketchikan

Wage: 65% to 100% Lineman Scale or (25.34-38.39) per hour. (Licensed Line Men receive additional 6.50 per hour premium over the 38.39 other workers rated at 100% receive)

Two classes of worker, Meter Reader, and Journeyman Meterman.

Meter Reader reads and records electrical meter readings. creates routs and uploads data to handheld electronic device and downloads to central system. Performs related duties as required.

Wage is 65% line scale (25.34) per hour.

Journeyman Meterman tests, calibrates, and installs electric meters and other devices used to measure electricity. Coordinates new meter installs. Maintains electrical testing and load checking equipment, repairs meter reading equipment and software upgrades.

Wage is 100% Line Scale or (38.39) per hour.

Wrangell

Wage: 18.55 to 23.32 per hour spread over 13 years.

One worker covers meter reading, meter tech and line crew groundman duties. Responsibilities include read, calibrate, test, program and install single and three phase meter installations. Perform required software upgrades to meter test equipment. Perform disconnect/reconnects and related work orders.

Troubleshoot customer consumption complaints. Down load stored meter data for customer consumption analysis. Serve Line Crew as Groundman aiding from the ground and maintaining safety over watch for crews working off poles and elevated structures. Operate municipal generators when required.

Summary

We can see that basically there are two positions that typically cover this work, a Meter Reader and a Meter Tech

Looking at average wages for the two positions represented and we come up with:

Meter Reader wage range of 23.82 to 35.72 per hour with an overall average wage of28.63 per hour

Meter Tech wage range of 38.39 to 48.57 per hour with an overall average wage of44.54 per hour

Generally speaking the Meter Reader position is entry level and this is reflected in the wage.

The Meter Tech positions are much more technical and most other utilities tie that position to a Skilled Trades position requiring advanced training or completion of a documented apprenticeship program. This too is reflected in the wage.

Wrangell does not have a journeyman program as part of our meter department. We do send our meter reader off to a recognized meter school for (1) week per year for a total of (5) years or (5) weeks of training. While this does provide the training needed to safely do the required work it does not give them a license or other universally accepted documentation that would allow them to necessarily assume the same level of responsibility in another utility. Because the meters and related equipment are the property of our utility we are exempt from State Department of Labor statutes requiring licensing or other advanced documentation for our worker. (see chapter 40 Alaska State Statutes)

What I Propose is this:

Create a "Groundman-Meter Technician I" position and a "Groundman-Meter Technician II" position.

Tech I would start at Step #1 Grade 17. This Grade level presumes an above average level of responsibility for the work they will be doing with either experience and or documentation meeting as many of the requirements for the position as possible. Anyone expected to work on or around live electricity and carry a CDL should be worth this much.

Tech II would move them up to Grade 20 starting at whatever year would allow them a bump in pay. Advancement to Tech II would require obtaining all required licenses and certificates and completing year (4) of the provided Meter Classes. Grade 20, while still far below the polled average, is consistent with the Borough's other skilled non-licensed positions yet below most union lead positions.

Justification:

When comparing our wage and scale to other utilities we do not come close to paying the average wage for a Meter Reader. If we add the Meter Tech aspect of the job and then throw in the requirement that they serve as Groundman then we fall even further behind.

One of the reasons this has been a low paying position is that it has always been considered entry level. In all fairness, pay grades 13-17 of the listed IBEW positions are all entry level too. None of those positions require the worker to be exposed to live unguarded electrical components, operate boom/ bucket trucks/municipal generators or any of the risks associated with Line Work. This is inherently dangerous work, but the grade level does not reflect this. Indeed, this position falls well behind even the Custodian level job grades.

Further consider the technical aspects of the position and that other utilities pay a wage for those services that is at minimum on par with year (8) of our Line Man Scale. This is serious work; an improperly selected or installed meter service can

explode within minutes of being energized so it is imperative that it be done right the first time. Training is required to do the work correctly and safely, but the current grade does not reflect the level expertise required.

Historically it has been difficult to recruit and retain good help for this position. We typically invest in recruitment and training of able candidates only to lose them to another position or department that pays more. Turn over is higher in this job than any other in this department. I would like to be able to offer a program and wage scale that will not only allow me to recruit able candidates but also offer incentive for upward advancement and encourage longevity.

Clay Hammer
Electrical Superintendent
Wrangell Municipal Light and Power

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13a	<u>DATE:</u>	April 24, 2018
Approval of Amendment to a Contract Zone Agreement, previously approved, for Lot A and Lot A-1A Torgramsen-Prunella Subdivision, Zoned Commercial and Single Family Residential				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
			Expenditure Required: none	
Lisa Von Bargaen, Borough Manager			Amount Budgeted: none	
			Account Number(s): none	
			Account Name(s): none	
<u>Reviews/Approvals/Recommendations</u>				
<input type="checkbox"/>	Port Commission			Unencumbered Balance(s) (prior to expenditure):
<input checked="" type="checkbox"/>	P&Z Commission			
<input checked="" type="checkbox"/>	Attorney			
n/a	Insurance			
<u>ATTACHMENTS:</u>				
1. Previously approved Contract Zone Agreement with proposed amendments to the term.				

RECOMMENDATION:

Move to approve an Amendment to a Contract Zone Agreement, previously approved, for Lot A and Lot A-1A Torgramsen-Prunella Subdivision, Zoned Commercial and Single Family Residential.

SUMMARY STATEMENT:

In 2016 the Assembly approved a Contract Zone Agreement with WCA a Transportation Office, maintenance area and warehouse facility on the lots described above. The term of the agreement was for 10 years and included here conditions:

- a. Approval of site plan should the final design differ from the schematic presented, and
- b. 25 foot minimum green belt buffers to adjacent properties, and

c. Lighting that will not affect adjacent properties.

At this time WCA is moving forward with the improvements to the property. However, the investment they are making cannot be justified with a Contract Zone Agreement timeline of only 10 years. WCA has asked for an amendment to the Agreement to address this issue. Administration agrees that a 10-year timeframe is not sufficient. The standard “useful life” of buildings is estimated at 50 years. Wrangell Municipal Code prohibits the term of a Contract Zone Agreement from extending beyond the “useful life” of the improvements. The Assembly is being asked to approve an amendment to the Agreement granting an initial term of 50 years, and two ten-year renewal options. If the property is used for this purpose for the full 70 years, and beyond, a new Contract Zone Agreement will be required.

All other terms and conditions of the original Agreement remain in full force and effect. The proposed amendments to the Agreement are shown on the attached document I Track Changes so they are clearly identified.

CONTRACT ZONING AGREEMENT

THIS AGREEMENT, is made ____ day of _____, 201~~8~~⁶, between WRANGELL COOPERATIVE ASSOCIATION, herein as "WCA", whose address is P.O. Box 2331, Wrangell, AK. 99929, and the CITY & BOROUGH OF WRANGELL, referred herein as "Borough" whose address is Post Office Box 531, Wrangell, Alaska 99929.

The parties to this agreement, in consideration of the mutual covenants and promises contained herein, agree as follows:

RECITALS

1. WCA is the new owner of the following described real property, to-wit:

Lot A and Lot A-1A, Torgramsen-Prunella Subdivision, Zoned Commercial and Single Family Residential
2. The Wrangell Borough Assembly approved a Contract Zone from Single Family Residential to Light Industrial for a Transportation office, maintenance area, and warehouse facility on Lot A and Lot A-1A Torgramsen-Prunella Subdivision zoned Commercial and Single Family Residential, with the following conditions:
 - a. Approval of site plan should the final design differ from the schematic presented, and
 - b. 25 foot minimum green belt buffers to adjacent properties, and
 - c. Lighting that will not affect adjacent properties.
3. The requirements and procedure for a Contract Zone are set forth in Chapter 20.76.020-040 and Chapter 20.77 of the Wrangell Municipal Code.

CONVENANTS

4. WCA and the Borough agree that the real property described in paragraph one (1) above, shall be rezoned for a period of fifty (~~40~~⁵⁰) years from the effective date above. The effective date of this Agreement is the later of the date showing the signatures of WCA and the Borough Manager.
5. WCA and the Borough agree that the real property described above is zoned as stated herein only so long as the property is used for a Transportation office, maintenance area, and warehouse facility. Should the property cease to be so used for a period of more than six (6) months for a Transportation office, maintenance area, and warehouse facility, the zoning classification of the property shall automatically revert back to its Single Family Residential status without any further notice from the Borough and without any further action necessary by the Borough. In such event, all structures not permitted in the Single Family Residential zone shall be removed within ninety (90) days of the zone cessation. If WCA fails to remove any structures within the 90 days, the structures shall be

deemed owned by the Borough and the Borough may maintain the structures or remove the structures in its sole discretion. Any personal property left in the structures shall become the property of the Borough. If the Borough removes the structures at the Borough's expense, WCA shall pay the Borough the full amount of all removal costs, fees and expenses.

6. WCA agrees that the real property subject to this agreement shall be used only for a Transportation office, maintenance area, and warehouse facility, in addition to those uses permitted in the existing Single Family Residential zone.
7. WCA and the Borough additionally agree that limitations will be and hereby are placed upon Light Industrial use of the above described property as follows:

ADMINISTRATION AND ENFORCEMENT

8. The remedies provided for in this Agreement shall be in addition to those remedies provided for the administration and enforcement of planning and zoning laws by the State of Alaska, the Charter and Ordinances of the City & Borough of Wrangell, and the rules and regulation promulgated and adopted by the Borough.
9. After the initial fifty (50) year term, WCA may request up to two (2), ten (10) year extensions to the Contract Zone Agreement. This Contract Zone agreement may be renewed for an additional ten (10) year term. The option herein created may be exercised only by notice in writing from WCA, to the Borough, received by the Borough at least ninety (90), but no more than one hundred and eighty (180) days before the expiration of the initial ~~ten-fifty (50+10)~~ year term. The ~~second-term extensions~~ shall be subject to the additional following conditions:
 - a. A determination by the Planning and Zoning Commission and the Borough Assembly that all provisions of this agreement have been complied with by WCA.
10. As an additional remedy and/or enforcement device, and not by way of limitation of any other right or remedy which may be available to the Borough, in the event that WCA or any of his agents, successors or employees, violate any of the agreements, covenants or conditions of this agreement, the Borough shall give WCA at least thirty (30) days written notice specifying the particulars of any claimed violation. If at the end of such thirty (30) day period, WCA has not remedied the cause of any claimed violation, then this contract shall be automatically and immediately terminated. In the event of termination under this provision, WCA will be required to fully comply with Paragraph 5 above and the Borough will be entitled to all the rights and remedies specified in Paragraph 5 above. It is specifically agreed that enforcement by termination shall be available to the Borough against WCA during any period when the property has ceased to be used as required in this Agreement, or for any renewal period.

11. WCA shall be required to comply with all applicable Federal, State, and Local laws, rules and regulations and this Agreement shall not be construed or interpreted as to authorize what would otherwise be precluded by any Federal, State or local law.
12. This agreement shall be binding upon all of the heirs, successors, assigns, transferees of the parties hereto, operation of law or otherwise. This Agreement shall not be assigned or transferred except in writing and approved by the Borough Assembly. The Borough Assembly will not approve a transfer to a LLC unless all the members of the LLC sign as guarantors of the performance of this Agreement.
13. The Superior Court for the State of Alaska, First Judicial District at Wrangell, Alaska, shall be the exclusive jurisdiction and venue for any action of any kind and any nature arising out of or relating to this Agreement or arising out of or relating to any performance or non-performance of this Agreement. If any action is brought to enforce this Agreement, the prevailing party shall be entitled to full, actual reasonable attorney's fees and all reasonable costs and expenses.
14. WCA acknowledges and agrees that it has not been promised anything by any employee, representative, Assembly member, Commission member, or the Mayor of the Borough other than as specifically stated in this Agreement. WCA acknowledges and agrees that it has had the opportunity to consult with independent counsel of their choice before signing this Agreement and they are signing this Agreement freely and voluntarily. WCA acknowledges and agrees that it has not received any advice from the Borough attorneys.
15. This Agreement shall not be modified or changed in any manner whatsoever except upon a written amendment signed by WCA and the Borough after approval by the Borough Assembly. WCA acknowledges and agrees that no employee, representative, Assembly Member, Commission Member or the Mayor of the Borough has any actual or apparent authority to orally modify or change this Agreement.

INWITNESS WHEREOF, the parties hereto have executed this lease as of the date first written above.

By: Wrangell Cooperative Association

By: The City & Borough of Wrangell

Name:

Name:

Title: Richard Oliver, Wrangell Cooperative Association President

Title: Lisa Von Borgen, Borough Manager

Date: _____

Date: _____

ACKNOWLEDGEMENT

STATE OF ALASKA)
)ss:
First Judicial District)

On this _____ day of _____, in the year 2018, before me, the undersigned notary public, personally appeared: _____, known to me to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged that he/she executed the same for the purposes therein contained.

In witness whereof, I hereunto set my hand and official seal.

Notary Public for Alaska
Commission expires: _____

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13b	<u>DATE:</u>	<u>April 24, 2018</u>
<p>PROPOSED RESOLUTION No. 04-18-1408 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2018 BUDGET BY ACCEPTING SECURE RURAL SCHOOLS AND COMMUNITY SELF DETERMINATION ACT OF 2000 FUNDING ASSISTANCE IN THE AMOUNT OF \$24,000 FROM THE USDA FOREST SERVICE FOR BIRD EDUCATION AND THE PROMOTION OF BIRDS DURING STIKINE RIVER BIRDING FESTIVAL FOR 2018 – 2020 AND AUTHORIZING ITS EXPENDITURE</p>				
<u>SUBMITTED BY:</u>		<u>FISCAL NOTE:</u>		
<u>Carol Rushmore, Economic Development Director</u>		Expenditure Required:		
		\$8000		
		Amount Budgeted:		
		Account Number(s):		
		28000.000.4590 and 28000.000.7576		
		Account Name(s):		
<u>Reviews/Approvals/Recommendations</u>		Transient Tax – Birding Festival		
<input type="checkbox"/>	Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure):	
Name(s)				
<input type="checkbox"/>	Attorney			
<input type="checkbox"/>	Insurance			
ATTACHMENTS:				
1. Resolution No. 04-18-1408; 2. Signed Grant agreement				

RECOMMENDATION MOTION:

Move to Approve RESOLUTION No. 04-18-1408.

SUMMARY STATEMENT:

These grant funds are received from Title II of the Secure Rural Schools and Community Self Determination Act of 2000. These are from the monies that were reviewed by the Petersburg/Wrangell Resource Advisory Committee (RAC). The funds are to assist with the educational components of the Stikine River Birding Festival for 2018, 2019 and

2020. The funds will be used for travel of presenters at the Festival, educational materials, and facility rental.

CITY AND BOROUGH OF WRANGELL, ALASKA
RESOLUTION No. 04-18-1408

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2018 BUDGET BY ACCEPTING SECURE RURAL SCHOOLS AND COMMUNITY SELF DETERMINATION ACT OF 2000 FUNDING ASSISTANCE IN THE AMOUNT OF \$24,000 FROM THE USDA FOREST SERVICE FOR THE EDUCATION AND PROMOTION OF BIRDS DURING STIKINE RIVER BIRDING FESTIVAL FOR 2018 – 2020.

WHEREAS, the Stikine River Birding Festival has been celebrating the annual bird migration for 21 years; and

WHEREAS, the Stikine River Birding Festival strives to educate the public as to the importance of birds and their habitat by providing educational birding activities and speakers; and

WHEREAS, the Festival is an opportunity to promote Wrangell as well as the numerous opportunities for viewing and learning about birds; and

WHEREAS, the Funding Assistance from the USDA Forest Service is intended to promote birding and help bring educational speakers to Wrangell for the Stikine River Birding Festival until 2020.

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

Section 1: The City and Borough of Wrangell hereby accepts the Secured Rural Schools and Community Self Determination Act of 2000 Funding Assistance for the purpose of bird education and the promotion of birds during the Stikine River Birding Festival.

Section 2: The FY 2018 Budget is amended to receive the \$24,000 in Secured School Funding and to be managed within the Transient Tax Fund revenue account number 28000.000.4590 through 2020.

Section 3: The FY 2018 Budget in the Transient Tax Fund is further amended by increasing the amount of authorized expenditures in the amount not to exceed \$8,000 from account 28000.000.7576 Promotions.

PASSED AND APPROVED BY THE WRANGELL ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, this 24th day of April, 2018.

CITY AND BOROUGH OF WRANGELL, ALASKA

Dave L. Jack, Mayor

ATTEST:

Kim Lane, MMC, Borough Clerk

**FEDERAL FINANCIAL ASSISTANCE
AWARD OF DOMESTIC GRANT 18-DG-11100522-018
Between The
CITY AND BOROUGH OF WRANGELL
And The
USDA, FOREST SERVICE
REGION 10, TONGASS NATIONAL FOREST
WRANGELL RANGER DISTRICT**

Project Title: Education and Promotion of Birds During the Stikine River Birding Festival

Upon execution of this document, an award to City and Borough of Wrangell, hereinafter referred to as "Grantee," in the amount of **\$24,000.00**, is made under the authority of Secure Rural Schools and Community Self Determination Act of 2000, Division C, 601(a), 16 U.S.C. 7101-7153; 16 U.S.C. 500. The Catalog of Federal Domestic Assistance (CFDA) number and name are 10.665 Schools and Roads, Payments to States . City and Borough of Wrangell accepts this award for the purpose described in the application narrative. Your application for Federal financial assistance, dated March 22, 2018, and the attached Forest Service provisions, 'Forest Service Award Provisions,' are incorporated into this letter and made a part of this award.

This is an award of Federal financial assistance. Prime and sub-recipients to this award are subject to the OMB guidance in subparts A through F of 2 CFR Part 200 as adopted and supplemented by the USDA in 2 CFR Part 400. Adoption by USDA of the OMB guidance in 2 CFR 400 gives regulatory effect to the OMB guidance in 2 CFR 200 where full text may be found.

Electronic copies of the CFRs can be obtained at the following internet site: www.ecfr.gov. If you are unable to retrieve these regulations electronically, please contact your Grants and Agreements Office at 435-636-3529 or tmoynier@fs.fed.us.

The following administrative provisions apply to this award:

- A. **LEGAL AUTHORITY**. Grantee shall have the legal authority to enter into this award, and the institutional, managerial, and financial capability to ensure proper planning, management, and completion of the project, which includes funds sufficient to pay the non-Federal share of project costs, when applicable.
- B. **PRINCIPAL CONTACTS**. Individuals listed below are authorized to act in their respective areas for matters related to this award.



Principal Cooperator Contacts:

Cooperator Program Contact	Cooperator Administrative Contact
Name: Carol Rushmore Address: P.O. Box 531 City, State, Zip: Wrangell, AK 99929 Telephone: 907-874-2381 Email: ecodev@wrangell.com	Name: Carol Rushmore Address: P.O. Box 531 City, State, Zip: Wrangell, AK 99929 Telephone: 907-874-2381 Email: ecodev@wrangell.com

Principal Forest Service Contacts:

Forest Service Program Manager Contact	Forest Service Administrative Contact
Name: Victoria Houser Address: P.O. Box 51 City, State, Zip: Wrangell, AK 99929 Telephone: 907-874-7560 Email: vhouser@fs.fed.us	Name: Tina M. Moynier Address: 599 West Price River Dr. City, State, Zip: Price, UT 84501 Telephone: 435-636-3529 FAX: 435-637-4940 Email: tmoynier@fs.fed.us

- C. **ASSURANCE REGARDING FELONY CONVICTION OR TAX DELINQUENT STATUS FOR CORPORATE APPLICANTS.** This award is subject to the provisions contained in the Department of the Interior, Environment, and Related Agencies Appropriations Act, 2012, P.L. No. 112-74, Division E, Section 433 and 434 as continued by Consolidated and Further Continuing Appropriations Act, 2013, P.L. No. 113-6, Division F, Title I, Section 1101(a)(3) regarding corporate felony convictions and corporate Federal tax delinquencies. Accordingly, by entering into this award Grantee acknowledges that it: 1) does not have a tax delinquency, meaning that it is not subject to any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an award with the authority responsible for collecting the tax liability, and (2) has not been convicted (or had an officer or agent acting on its behalf convicted) of a felony criminal violation under any Federal law within 24 months preceding the award, unless a suspending and debarment official of the U.S. Department of Agriculture has considered suspension or debarment is not necessary to protect the interests of the Government. If Grantee fails to comply with these provisions, the Forest Service will annul this award and may recover any funds Grantee has expended in violation of sections 433 and 434.
- D. **SYSTEM FOR AWARD MANAGEMENT REGISTRATION REQUIREMENT (SAM).** Grantee shall maintain current information in the System for Award Management (SAM) until receipt of final payment. This requires review and update to the information at least annually after the initial registration, and more frequently if required by changes in information or award term(s). For purposes of this award, System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a Cooperative.

Additional information about registration procedures may be found at the SAM Internet site at www.sam.gov.

- E. **LIMITATION OF FUNDS.** Forest Service funds in the amount of \$ 24,000.00 are currently available for performance of this award through 06/30/2020. The Forest Service's ability to provide additional funding is contingent upon the availability of appropriated funds from which payment can be made. There is no legal liability on the part of the Forest Service for any payment above this amount until Grantee receives notice of availability confirmed in a written modification by the Forest Service.
- F. **REIMBURSABLE PAYMENTS – FINANCIAL ASSISTANCE.** Reimbursable payments are approved under this award. Only costs for those project activities approved in (1) the initial award, or (2) modifications thereto, are allowable. Requests for payment must be submitted on Standard Form 270 (SF-270), Request for Advance or Reimbursement, and must be submitted no more than monthly. In order to approve a Request for Advance Payment or Reimbursement, the Forest Service shall review such requests to ensure advances or payments for reimbursement are in compliance and otherwise consistent with OMB, USDA, and Forest Service regulations.

Advance payments must not exceed the minimum amount needed or no more than is needed for a 30-day period, whichever is less. If the Recipient receives an advance payment and subsequently requests an advance or reimbursement payment, then the request must clearly demonstrate that the previously advanced funds have been fully expended before the Forest Service can approve the request for payment. Any funds advanced, but not spent, upon expiration of this award must be returned to the Forest Service.

The Program Manager reserves the right to request additional information prior to approving a payment.

<p>The invoice must be sent by one of three methods:</p> <p>EMAIL (preferred): asc_ga@fs.fed.us</p> <p>FAX: 877-687-4894</p> <p>POSTAL: Albuquerque Service Center Payments – Grants & Agreements 101B Sun Ave NE Albuquerque, NM 87109</p>	<p>Send a copy to:</p> <p>Victoria Houser vhouser@fs.fed.us</p>
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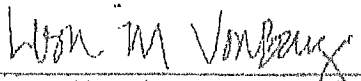
- G. **PRIOR WRITTEN APPROVAL.** Grantee shall obtain prior written approval pursuant to conditions set forth in 2 CFR 200.407.
- H. **MODIFICATIONS.** Modifications within the scope of this award must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized signatory officials, prior to any changes being performed. Requests for modification should be made, in writing, at least 30 days prior

to implementation of the requested change. The Forest Service is not obligated to fund any changes not properly approved in advance.

- I. PERIOD OF PERFORMANCE. This agreement is executed as of the date of the Forest Service signatory official signature.
The start date of this award is the date of the Forest Service signatory official signature.

The end date, or expiration date is 06/30/2020. This instrument may be extended by a properly executed modification. *See Modification Provision above.*


- J. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this award. In witness whereof the parties hereto have executed this award as of the last date written below.



LISA VON BARGEN, Borough Manager
City and Borough of Wrangell

4/6/2018

Date



for: M. EARL STEWART, Forest Supervisor
Tongass National Forest

4/9/18

Date

The authority and the format of this award have been reviewed and approved for signature.



TINA M. MOYNIER
Forest Service Grants Management Specialist

4/6/2018

Date

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13c	<u>DATE:</u>	April 24, 2018
PROPOSED RESOLUTION No. 04-18-1409: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING PERSONNEL POLICY SECTION 105, EMPLOYMENT OF RELATIVES, TO CHANGE THE DEFINITIONS OF RELATIVES AND TO PROVIDE FOR BOROUGH MANAGER APPROVAL AND PROVIDE FOR AN EFFECTIVE DATE				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
Aleisha Mollen, Accounting Generalist			Expenditure Required:	
			Amount Budgeted:	
			Account Number(s):	
			Account Name(s):	
<u>Reviews/Approvals/Recommendations</u>				
<input type="checkbox"/>	Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure):	
Name(s)				
<input type="checkbox"/>	Attorney			
<input type="checkbox"/>	Insurance			
<u>ATTACHMENTS:</u>				
1. Resolution No. 04-18-1409. 2. Proposed Personnel Policy Section 105.				

RECOMMENDATION MOTION:

Move to Approve RESOLUTION No. 04-18-1409 amending Personnel Policy Section 105< Hiring of Relatives, to change the definition of relatives and to provide for an effective date.

SUMMARY STATEMENT:

At the April 10, 2018 meeting, the Assembly approved Ordinance No. 942 regarding Employment of Relatives. This Resolution brings the City & Borough of Wrangell's Personnel Policy Section 105 into conformance with the new ordinance.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 04-18-1409

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING PERSONNEL POLICY SECTION 105, EMPLOYMENT OF RELATIVES, TO CHANGE THE DEFINITIONS OF RELATIVES AND TO PROVIDE FOR BOROUGH MANAGER APPROVAL AND PROVIDE FOR AN EFFECTIVE DATE

WHEREAS, under Section 105 of the City and Borough of Wrangell Personnel Policy, the hiring of persons related to a current Borough Assembly Member is restricted; and

WHEREAS, the definition of relative, domestic partner, and persons in a dating relationship should be clarified and included; and

WHEREAS, the Assembly has reviewed these provisions and has determined that they are overly restrictive given the population of the City and Borough of Wrangell and the desire to hire employees locally when possible; and

WHEREAS, the Assembly has amended Section 3.04.114 Employment of Relatives in the Wrangell Municipal Code providing a more clear and thorough description of the types of relationships and employment circumstances to be covered under Ordinance No. 942; and

WHEREAS, the Assembly desires to align the City and Borough Personnel Policy with Municipal Code.

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

[The changes to the existing policy are shown as follows: the words that are underlined are to be added and the words that are **[bolded and in brackets are to be deleted]**.]

Section 1: That Section 105 of the Wrangell Personnel Policy is amended to read as follows:

105 Employment of Relatives

The employment of relatives or individuals involved in a dating relationship in the same area of an organization may cause serious conflicts and problems with favoritism and employee morale. In addition to claims of partiality in treatment at work, personal conflicts from outside the work environment can be

carried over into day-to-day working relationships.

For purposes of this policy, terms and phrases shall have the following meanings:

“Immediate relative” means a person’s spouse and the following individuals, whether in a full, half, or step relationship to the person: parent, child, brother, sister, grandparent, or grandchild; and the following individuals related to the person’s spouse, whether in a full, half, or step relationship to the spouse: parent, child, brother, sister, grandparent, or grandchild. Persons related by adoption are treated the same as persons related by blood.

“Domestic partner” means a person cohabitating with the employee in a committed relationship with the intent to reside together indefinitely where each person is each other’s sole domestic partner and both parties are responsible for the common welfare of the other.

“Dating relationship” means an intimate association primarily characterized by the expectation of affectionate or romantic involvement over a period of time. The term does not include a casual relationship or an association between persons in a business or social context.

This policy applies to all employees without regard to gender or sexual orientation.

Immediate relatives and domestic partners of, as well as persons in a dating relationship with current employees may not occupy a position directly under or supervising that person. **[Individuals involved in a dating relationship with a current employee may also not occupy a position that will be directly under or supervising the employee with whom they are involved in a dating relationship.]** The City and Borough of Wrangell also reserves the right to take prompt action if an actual or potential conflict of interest arises involving relatives, domestic partners, or individuals involved in a dating relationship who occupy positions at any level (higher or lower) in the same line of authority that may affect the review of employment decisions.

[If a relative relationship or dating relationship is established after employment between employees who are in a reporting situation described above, it is the responsibility and obligation of the supervisor involved in the relationship to disclose the existence of the relationship to management. The individuals concerned will be given the opportunity to decide who is to be transferred to another available position. If that decision is not made within 30 calendar days, management will decide who is to be transferred or, if necessary, terminated from employment.]

If after appointment to borough employment two employees become immediate relatives or domestic partners, or if a dating relationship is established between them, and those employees hold positions that are in one of the supervisory or reporting situations, the borough manager will take steps to transfer one of the employees to another open position if such position exists and is suitable; if a transfer cannot be accomplished due to the unavailability or unsuitability of an open position, the borough manager may, if the manager deems it appropriate, reassign the supervisory or reporting responsibilities of one of the employees to another employee who is not so related or, if necessary, one of the employees must resign, or the manager may terminate one of the employees.

All decisions on transfer, reassignment, resignation, or termination, shall be made by the manager and will be based on the best interests of the borough. The manager’s decisions shall be final.

In other cases where a conflict or the potential for conflict arises because of the relationship between

employees, even if there is no line of authority or reporting involved, the employees may be separated by reassignment or terminated from employment.

[Relatives, within the third degree of either a Borough Assembly member or the Borough Manager cannot be hired for a position with the Borough. If an employee is currently working for the City and Borough of Wrangell and a relative is elected to the assembly, the employee can continue with employment, but cannot take a new position unless the position is similar in nature to the existing job. A higher position is not allowed. If an employee is currently working for the City and Borough of Wrangell and a relative is hired as the Borough Manager, that person cannot continue their employment with the Borough.]

An immediate relative of the borough manager, a domestic partner of the manager, or anyone with whom the manager is in a dating relationship, may not be appointed to a position of employment with the borough without the prior approval of the borough assembly.

A current employee may not, without the approval of the borough assembly, continue their employment with the borough if an immediate relative of the employee, the employee's domestic partner, or anyone with whom the employee is in a dating relationship, is hired as the borough manager.

Section 2: Effective Date. This resolution shall become effective immediately upon adoption.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA THIS 24TH DAY OF APRIL, 2018.

CITY & BOROUGH OF WRANGELL

David L. Jack, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

105 **Employment of Relatives**

The employment of relatives or individuals involved in a dating relationship in the same area of an organization may cause serious conflicts and problems with favoritism and employee morale. In addition to claims of partiality in treatment at work, personal conflicts from outside the work environment can be carried over into day-to-day working relationships.

For purposes of this policy, terms and phrases shall have the following meanings:

“Immediate relative” means a person’s spouse and the following individuals, whether in a full, half, or step relationship to the person: parent, child, brother, sister, grandparent, or grandchild; and the following individuals related to the person’s spouse, whether in a full, half, or step relationship to the spouse: parent, child, brother, sister, grandparent, or grandchild. Persons related by adoption are treated the same as persons related by blood.

“Domestic partner” means a person cohabitating with the employee in a committed relationship with the intent to reside together indefinitely where each person is each other’s sole domestic partner and both parties are responsible for the common welfare of the other.

“Dating relationship” means an intimate association primarily characterized by the expectation of affectionate or romantic involvement over a period of time. The term does not include a casual relationship or an association between persons in a business or social context.

This policy applies to all employees without regard to gender or sexual orientation.

Immediate relatives and domestic partners of, as well as persons in a dating relationship with current employees may not occupy a position directly under or supervising that person. [Individuals involved in a dating relationship with a current employee may also not occupy a position that will be directly under or supervising the employee with whom they are involved in a dating relationship.] The City and Borough of Wrangell also reserves the right to take prompt action if an actual or potential conflict of interest arises involving relatives, domestic partners, or individuals involved in a dating relationship who occupy positions at any level (higher or lower) in the same line of authority that may affect the review of employment decisions.

[If a relative relationship or dating relationship is established after employment between employees who are in a reporting situation described above, it is the responsibility and obligation of the supervisor involved in the relationship to disclose the existence of the relationship to management. The individuals concerned will be given the opportunity to decide who is to be transferred to another available position. If that decision is not made within 30 calendar days, management will decide who is to be transferred or, if necessary, terminated from employment.]

If after appointment to borough employment two employees become immediate relatives or domestic partners, or if a dating relationship is established between them, and those employees hold positions that are in one of the supervisory or reporting situations, the borough manager will take steps to transfer one of the employees to another open position if such position exists and is suitable; if a transfer cannot be accomplished due to the unavailability or unsuitability of an open position, the borough manager may, if the manager deems it appropriate, reassign the supervisory or reporting responsibilities of one of the employees to another employee who is not so related or, if necessary, one of the employees must resign, or the manager may terminate one of the employees.

All decisions on transfer, reassignment, resignation, or termination, shall be made by the manager and will be based on the best interests of the borough. The manager’s decisions shall be final.

In other cases where a conflict or the potential for conflict arises because of the relationship between employees, even if there is no line of authority or reporting involved, the employees may be separated by reassignment or terminated from employment.

[Relatives, within the third degree of either a Borough Assembly member or the Borough Manager cannot be hired for a position with the Borough. If an employee is currently working for the City and Borough of Wrangell and a relative is elected to the assembly, the employee can continue with employment, but cannot take a new position unless the position is similar in nature to the existing job. A higher position is not allowed. If an employee is currently working for the City and Borough of Wrangell and a relative is hired as the Borough Manager, that person cannot continue their employment with the Borough.]

An immediate relative of the borough manager, a domestic partner of the manager, or anyone with whom the manager is in a dating relationship, may not be appointed to a position of employment with the borough without the prior approval of the borough assembly.

A current employee may not, without the approval of the borough assembly, continue their employment with the borough if an immediate relative of the employee, the employee's domestic partner, or anyone with whom the employee is in a dating relationship, is hired as the borough manager.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13d	<u>DATE:</u>	April 24, 2018
APPROVAL OF PROPOSED RESOLUTION No. 04-18-1410: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA TO ADD THE PUBLIC WORKS ADMINISTRATIVE ASSISTANT TO THE NON-UNION WAGE AND GRADE TABLE AND PROVIDE FOR AN EFFECTIVE DATE				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
			Expenditure Required:	
Aleisha Mollen, Accounting Generalist Amber Al-Haddad, Public Works Director			Amount Budgeted:	
			Account Number(s):	
			Account Name(s):	
<u>Reviews/Approvals/Recommendations</u>				
<input type="checkbox"/>	Commission, Board or Committee			Unencumbered Balance(s) (prior to expenditure):
Name(s)				
<input type="checkbox"/>	Attorney			
<input type="checkbox"/>	Insurance			
<u>ATTACHMENTS:</u>				
1. Resolution No. 04-18-1410; 2. Proposed Non-union Wage and Grade Table; 3. Resolution 07-16-1346; 4. Job Description for Public Works Administrative Assistant				

RECOMMENDATION MOTION:

Move to Approve RESOLUTION No. 04-18-1410 adding the Public Works Administrative Assistant to the Non-Union Wage and Grade Table and providing for an effective date.

SUMMARY STATEMENT:

On July 26, 2016, the Assembly approved Resolution 07-16-1346, approving a permanent, part-time Public Works Administrative Assistant at grade 15. The position was filled with a temporary employee in March of 2017, and that employee was placed on the temporary pay scale. When the wage and grade table was revised and approved on 7/25/17, since there were no permanent employees in grade 15 at that time, the grade was omitted.

The Public Works Director has made an offer for the permanent employment position. In order to do that, we are bringing forward this change to add grade 15 back to the non-union wage and grade table, effective back to April 1, 2018.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 04-18-1410

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA TO ADD THE PUBLIC WORKS ADMINISTRATIVE ASSISTANT TO THE NON-UNION WAGE AND GRADE TABLE AND PROVIDE FOR AN EFFECTIVE DATE

WHEREAS, the City and Borough of Wrangell, Alaska adopted Resolution 07-16-1346 on July 26, 2016, providing for a job description for the new position of Public Works Administrative Assistant at pay scale grade 15; and

WHEREAS, the City and Borough of Wrangell, Alaska adopted Resolution 07-17-1372 on July 25, 2017, providing for a change in the non-union wage and grade table; and

WHEREAS, a permanent employee was not in the position at the time of Resolution 07-17-1372, therefore grade 15 was omitted.

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

Section 1: The Non-Union Wage and Grade Table is amended to add the position of Public Works Administrative Assistant.

Section 2: Effective Date. The Pay Plan reflecting these changes will become effective on April 1, 2018.

Section 3: The attachment Exhibit "A" is the non-union Pay Plan, which repeals the previous Pay Plan adopted on September 12, 2017 for union employees (Resolution 09-17-1376).

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 24TH DAY OF APRIL 2018.

CITY & BOROUGH OF WRANGELL, ALASKA

David L. Jack, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

Permanent Non-exempt Employee Pay Plan, City and Borough of Wrangell, Hourly Compensation

Resolution No. 09-17-1376

old step	6	7	8	9	10	11	12	13	14	15			
Grade	Step												
▼	1	2	3	4	5	6	7	8	9	10	11	12	13
8	14.96	15.26	15.55	15.84	16.14	16.44	16.76	17.09	17.41	17.74	18.08	18.43	18.78
9	15.62	15.91	16.21	16.52	16.85	17.17	17.49	17.82	18.16	18.52	18.88	19.24	19.61
12	17.73	18.07	18.42	18.78	19.14	19.50	19.87	20.27	20.66	21.05	21.46	21.87	22.29
13	18.55	18.90	19.26	19.63	20.00	20.40	20.79	21.19	21.59	22.02	22.45	22.88	23.32
14	19.38	19.75	20.14	20.53	20.92	21.32	21.74	22.16	22.58	23.01	23.46	23.91	24.37
15	20.28	20.69	21.10	21.52	21.95	22.39	22.84	23.30	23.76	24.24	24.72	25.22	25.72
16	21.18	21.58	22.01	22.43	22.86	23.30	23.77	24.22	24.68	25.16	25.65	26.15	26.66
17	22.17	22.59	23.02	23.47	23.93	24.39	24.86	25.36	25.85	26.35	26.86	27.38	27.91
18	23.19	23.65	24.10	24.56	25.03	25.53	26.02	26.52	27.05	27.57	28.11	28.66	29.22
21	26.43	26.96	27.48	28.01	28.56	29.12	29.68	30.26	30.85	31.44	32.05	32.68	33.32
23	28.55	29.11	29.67	30.25	30.84	31.43	32.06	32.68	33.31	33.97	34.63	35.31	36.00
25	30.94	31.54	32.17	32.79	33.42	34.09	34.75	35.44	36.13	36.84	37.56	38.30	39.05
26	32.22	32.84	33.48	34.14	34.80	35.49	36.18	36.89	37.61	38.34	39.09	39.86	40.64

8	Custodian	14	Dispatch/Corrections Officer	21	Police Officer Probationary
9	Library Assistant 1				
			Position proposed to be added by Resolution 04-18-1407		
		15	Administrative Assistant - Public Works	23	Police Officer
12	DMV Assistant Recreation Coordinator Library Assistant 2	17	Police Officer Recruit	25	Police Sergeant
13	Accounting Clerk Utility Accounts Clerk	18	Administrative Assistant - Police Corrections Sergeant Accounting Generalist Firemedic/Trainer	26	Police Lieutenant

Permanent, Salaried (Exempt) Employee Pay Plan, City and Borough of Wrangell, Monthly Compensation

old step	6	7	8	9	10	11	12	13	14	15			
Grade	Step												
▼	1	2	3	4	5	6	7	8	9	10	11	12	13
19	4,209.00	4,290.00	4,375.00	4,458.00	4,543.00	4,630.00	4,722.00	4,812.00	4,904.00	5,001.00	5,098.00	5,197.00	5,297.00
24	5,150.00	5,252.00	5,353.00	5,457.00	5,566.00	5,673.00	5,782.00	5,897.00	6,011.00	6,131.00	6,250.00	6,373.00	6,498.00
25	5,363.00	5,467.00	5,576.00	5,684.00	5,793.00	5,909.00	6,023.00	6,143.00	6,263.00	6,386.00	6,510.00	6,639.00	6,769.00
27	5,821.00	5,935.00	6,049.00	6,171.00	6,290.00	6,413.00	6,540.00	6,666.00	6,800.00	6,932.00	7,067.00	7,205.00	7,348.00
28	6,070.00	6,191.00	6,311.00	6,436.00	6,561.00	6,689.00	6,821.00	6,952.00	7,091.00	7,228.00	7,370.00	7,516.00	7,663.00
30	6,607.00	6,739.00	6,869.00	7,006.00	7,141.00	7,282.00	7,426.00	7,571.00	7,720.00	7,873.00	8,027.00	8,185.00	8,346.00

19	Civic Center Manager	25	Harbormaster	28	Economic Development Director
24	Library Director Parks & Recreation Director Fire Chief Nolan Center Director	27	Borough Clerk	30	Finance Director Electrical Superintendent Police Chief Director of Public Works & Capital Projects

Temporary/Part-time/Seasonal Employees

Hourly Compensation

Note: Each step represents the amount above the prevailing State of Alaska Minimum Wage 9.84

Grade	Step												
▼	1	2	3	4	5	6	7	8	9	10	11	12	13
1	State MW	0.30	0.60	0.90	1.20	1.50	1.80	2.10	2.40	2.70	3.00	3.30	3.60
3	0.70	1.00	1.30	1.60	1.90	2.20	2.50	2.80	3.10	3.40	3.70	4.00	4.30
4	1.70	2.00	2.30	2.60	2.90	3.20	3.50	3.80	4.10	4.40	4.70	5.00	5.30
5	2.70	3.00	3.30	3.60	3.90	4.20	4.50	4.80	5.10	5.40	5.70	6.00	6.30
6	3.20	3.50	3.80	4.10	4.40	4.70	5.00	5.30	5.60	5.90	6.20	6.50	6.80
7	3.70	4.00	4.30	4.60	4.90	5.20	5.50	5.80	6.10	6.40	6.70	7.00	7.30
8	4.20	4.50	4.80	5.10	5.40	5.70	6.00	6.30	6.60	6.90	7.20	7.50	7.80
9	4.70	5.00	5.30	5.60	5.90	6.20	6.50	6.80	7.10	7.40	7.70	8.00	8.30
11	6.20	6.50	6.80	7.10	7.40	7.70	8.00	8.30	8.60	8.90	9.20	9.50	9.80

Actual Temp Rates, Calendar Year 2017

	1	2	3	4	5	6	7	8	9	10	11	12	13
1	9.84	10.14	10.44	10.74	11.04	11.34	11.64	11.94	12.24	12.54	12.84	13.14	13.44
3	10.54	10.84	11.14	11.44	11.74	12.04	12.34	12.64	12.94	13.24	13.54	13.84	14.14
4	11.54	11.84	12.14	12.44	12.74	13.04	13.34	13.64	13.94	14.24	14.54	14.84	15.14
5	12.54	12.84	13.14	13.44	13.74	14.04	14.34	14.64	14.94	15.24	15.54	15.84	16.14
6	13.04	13.34	13.64	13.94	14.24	14.54	14.84	15.14	15.44	15.74	16.04	16.34	16.64
7	13.54	13.84	14.14	14.44	14.74	15.04	15.34	15.64	15.94	16.24	16.54	16.84	17.14
8	14.04	14.34	14.64	14.94	15.24	15.54	15.84	16.14	16.44	16.74	17.04	17.34	17.64
9	14.54	14.84	15.14	15.44	15.74	16.04	16.34	16.64	16.94	17.24	17.54	17.84	18.14
11	16.04	16.34	16.64	16.94	17.24	17.54	17.84	18.14	18.44	18.74	19.04	19.34	19.64

1	Lifeguard Recreation Assistant Theater Sales Associate	4	Sales Assistant Laborer Assistant Theater Manager	7	Clerical Assistant
3	Head Lifeguard	5	Park Maintenance I	8	Custodian
		6	Senior Sales Assistant Park Maintenance II	9	Maintenance Custodian
				11	Theater Manager

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 07-16-1346

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND
BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR
NEW JOB DESCRIPTION FOR THE NEW POSITION OF A
PUBLIC WORKS ADMINISTRATIVE ASSISTANT

WHEREAS, the addition of this position allows the City and Borough of
Wrangell's Public Works Director the needed assistance in the office so that the public
works director can effectively and efficiently manage the duties of the job ; and

WHEREAS, the pay scale for the Public Works Administrative Assistant position
will be placed on the current non-union Pay Scale Grade 15 (\$16.82 to \$23.31); and

WHEREAS, the position is included in the 2016-2017 approved budget for the
City and Borough of Wrangell; and

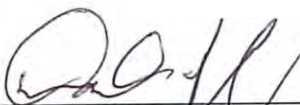
WHEREAS, it is the desire of the City and Borough of Wrangell to provide
positions that will provide departments to operate in the most cost effective and efficient
manner; and

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

Section 1. The attached Exhibit "A" is the job description which describes the
duties, responsibilities and qualifications for the Public Works Administrative Assistant
position.

Section 2. The new job description for the Public Works Administrative
Assistant position becomes effective upon adoption of this resolution

ADOPTED: July 26, 2016



David L. Jack, Mayor

ATTEST: 

Kim Lane, Borough Clerk



City & Borough of Wrangell

Position Description

Position: Administrative Assistant	Position Number:
Department/Site: Public Works	FLSA: Non-Exempt
Evaluated by: Director of Public Works	Salary Grade: 15

Summary

Performs computer software processing and data entry, record keeping, bookkeeping, office management, administrative support, organizational and clerical tasks in the Public Works Department. Works under the supervision of the Director of Public Works. This is a part-time position (approximately 20 hours per work week).

Essential Duties and Responsibilities

- Perform a variety of clerical, office support, report generation and record keeping assignments.
- Provide proper invoice coding for bill payment and invoice generation.
- Respond to requests for information from residents as well as Borough employees and make proper referrals.
- Establish, prepare, revise and monitor department files, records, maps and reports.
- Provide email correspondence and meeting setup as required.
- Manage, operate and maintain office equipment.
- Establish, organize and manage filing system – both hard copy and electronic files.
- Type, edit and proofread documents.
- Order departmental supplies and manage office supplies inventory.
- Answer telephone and email contacts and relay messages to employees in a timely manner.
- Provide data input and word processing as needed.
- Assist in the preparation of any required reporting documents.
- Prepare letters, correspondence, minutes, memos and reports for mailing and distribution.
- Create and track work orders and purchase orders.
- Assist in managing contracts and billings.
- Obtain data or information in the field as assigned.
- Ability to make minor decisions that are in compliance with department and Borough policies and apply them to work matters.
- Assist Public Works Department employees as well as all other Borough departments as needed.
- Perform additional projects or administrative support duties as assigned.

Qualifications

▪ Knowledge and Skills

- Minimum of a high school degree with secondary business education or training being highly desirable.
- Must be familiar with computer word processing and data processing software including the Microsoft Office suite of applications and have excellent typing skills.

- Experience with operation and care of office equipment (multi-function copiers, fax machine, computer, phone system).
- Possess excellent written and verbal communication skills.
- Possess a valid Alaska motor vehicle operator's license.
- Past successful experience in the administrative support and clerical field.

▪ **Professional Abilities**

- Ability to juggle multiple projects with accuracy.
- Possess strong administrative and organizational skills.
- Possess exceptional customer service skills with customers, outside agencies and Borough employees, both over the phone and in person.
- Ability to effectively deal with upset customers.
- Ability to maintain confidentiality.
- Possess strong sense of urgency and problem solving skills.
- Maintain knowledge and skills in bookkeeping and accounting, use of computer system and software, telephone system, office equipment, records management, data compilation and report generation.
- Have positive work attitude.
- Willingness to become proficient in basic GIS software use.
- Possess thorough knowledge of business English, spelling and vocabulary.
- Willingness to learn department rules, regulations, policies, procedures and functions.
- Ability to understand and carry out complex oral and written instructions.
- Ability to perform quality work under pressure.
- Ability to work a regularly scheduled work week approximately 20 hours of scheduled/assigned work.
- Willingness to work overtime or extra hours as assigned and to modify work hours.
- Ability to maintain regular punctual attendance.

▪ **Physical Abilities**

- Frequent sitting; sometimes walking, stooping, bending, kneeling, standing, and squatting.
- Frequently reaching in front of body and occasionally overhead.
- Continuous handling of objects and equipment using hand, wrist, arms, and fingers simultaneously; frequent finger manipulations; use of keyboard, use of calculator, writing.
- Talking and hearing ordinary conversation, primarily in a moderately quiet environment; use of telephone and computer on an ongoing basis.
- Specific vision abilities required by this job include close vision, distance vision, color vision, and depth perception.
- Lifting to hip height and frequently carrying items 30 pounds or less.

▪ **Minimum Qualifications and Experience**

- Must be at least 18 years old and hold a valid Alaska Driver's License.
- Applicants must be able to work a minimum of twenty hours a week, as set by the job requirements.

▪ **Working Conditions**

Work is performed primarily indoors.

This job/class description, describes the general nature of the work performed, representative duties as well as the typical qualifications needed for acceptable performance. It is not intended to be a complete list of all responsibilities, duties, work steps, and skills required of the job.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13e	<u>DATE:</u>	April 24, 2018
INTRODUCTION OF ORDINANCE No. 946 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SUBSECTION 14.11.005(CC), FEE SCHEDULE, CRUISE SHIP SECURITY FEE, OF THE WRANGELL MUNICIPAL CODE <i>(first reading)</i>				
<u>SUBMITTED BY:</u>		<u>FISCAL NOTE:</u>		
Kim Lane, Borough Clerk For Harbormaster Greg Meissner		Expenditure Required: none		
		Amount Budgeted: none		
		Account Number(s): none		
		Account Name(s): none		
<u>Reviews/Approvals/Recommendations</u>				
<input type="checkbox"/>	Port Commission		Unencumbered Balance(s) (prior to expenditure):	
<input type="checkbox"/>	P&Z Commission			
<input checked="" type="checkbox"/>	Attorney			
n/a	Insurance			
<u>ATTACHMENTS:</u>				
1. Proposed Ordinance 946. 2. Port Commission memo.				

RECOMMENDATION:

Move to approve the first reading of Ordinance No. 946 and move to a second reading with a Public Hearing to be held on May 8, 2018.

SUMMARY STATEMENT:

Currently the Harbor Department charges the cruise ship \$20 per hour for the security personnel we are required to provide. We pay the person \$16 per hour which just barely covers the total cost of the temporary employee. Most of the ships require more than 8 hours which pushes the employee into overtime. When we are paying overtime to the employee we are losing money so after discussions with Lee it was decided that we should charge the ships \$25 per hour to make sure we are covering the actual cost of the employee.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 946

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SUBSECTION 14.11.005(CC), FEE SCHEDULE, CRUISE SHIP SECURITY FEE, OF THE WRANGELL MUNICIPAL CODE

[The changes to the existing code are shown as follows: the words that are underlined are to be added and the words that are **[bolded and in brackets are to be deleted]**.]

SEC. 1. Action. The purpose of this ordinance is to amend Subsection 14.11.005(CC), Fee schedule for cruise ship security fee.

SEC. 2. Amendment. Subsection 14.11.005(CC) of the Wrangell Municipal Code is amended to read:

14.11.005 Fee schedule.

...

CC. Port Security Personnel.

Cruise Ship Security Fee	\$(20) <u>25</u> .00 per hour for a security person at the dock while a cruise ship is moored to the CBW dock.
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...

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

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

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

PASSED IN FIRST READING: _____, 2018.

PASSED IN SECOND READING: _____, 2018.

David L. Jack, Mayor

ATTEST:

Kim Lane, Borough Clerk

Wrangell Port Commission

MEMO

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

FROM: SHERRI COWAN, PORT RECORDING SECRETARY

SUBJECT: CRUISE SHIP SECURITY PERSONNEL RATE CHANGE

DATE: APRIL 16, 2018

At their April 16, 2018 Regular Meeting, the Port Commission made the motion to approve the Proposed Ordinance Change: Amending Section 14.11.005(CC), Fee Schedule. Amendment of the Wrangell Municipal Code is amended to read: Port Security Personnel Cruise Ship Fee from \$20 to \$25 per hour for a security person at the dock while a cruise ship is moored to the CBW dock.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13f	<u>DATE:</u>	April 24, 2018
INTRODUCTION OF ORDINANCE No. 947 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.05.050, TELECONFERENCING, OF THE WRANGELL MUNICIPAL CODE, ASSEMBLY – RULES OF PROCEDURE <i>(first reading)</i>				
<u>SUBMITTED BY:</u>		<u>FISCAL NOTE:</u>		
Kim Lane, Borough Clerk		Expenditure Required: none		
		Amount Budgeted: none		
		Account Number(s): none		
		Account Name(s): none		
<u>Reviews/Approvals/Recommendations</u>				
<input type="checkbox"/>	Port Commission	Unencumbered Balance(s) (prior to expenditure):		
<input type="checkbox"/>	P&Z Commission			
<input checked="" type="checkbox"/>	Attorney			
n/a	Insurance			
<u>ATTACHMENTS:</u>				
1. Proposed Ordinance 947.				

RECOMMENDATION:

Move to approve the first reading of Ordinance No. 947 and move to a second reading with a Public Hearing to be held on May 8, 2018.

SUMMARY STATEMENT:

At the Assembly meeting held on April 10th, the Assembly (by consent) directed the Clerk to draft an Ordinance for the Assembly's consideration to allow for the Assembly to call into Executive Sessions.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 947

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.05.050, TELECONFERENCING, 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. Action. The purpose of this ordinance is to amend section 3.05.050, Teleconferencing, of the Wrangell Municipal Code.

SEC. 2. Amendment. Section 3.05.050 Chapter 3.05 of the Wrangell Municipal Code is amended to read:

3.05.050 Teleconferencing.

- A. The mayor or an assembly member who will be absent from a meeting, including public hearings and work sessions of the assembly, including an executive session, may participate in the meeting by telephone or other electronic means as provided in this section and provided the following circumstances are met:
1. The meeting is held with a quorum of members physically present;
 2. Reasonable technical capabilities are available at the meeting location to allow the member to participate by teleconference, including being able to hear and engage in discussion, and being audible to all persons participating in the meeting;
 3. Prior to the meeting reasonable efforts will be made to ensure that the member participating by teleconference is provided with the meeting agenda and other pertinent documents to be discussed and acted upon; access to the agenda and documents from the borough's website will be considered sufficient access.

4. For any executive session, the member participating by teleconference shall acknowledge that there is no other person with the member or in close enough proximity to hear the meeting discussion.

B. Participation of Mayor and Assembly Members by Teleconference.

1. An assembly member may request to participate in any meeting of the assembly by notifying the clerk to arrange for teleconference participation by 4:00 p.m. on the Friday before the Tuesday regular assembly meeting, and at least 12 hours before any special assembly meeting.
2. The mayor, or the presiding officer in the absence of the mayor, may request to participate in any meeting of the assembly by notifying the clerk to arrange for teleconference participation by 4:00 p.m. on the Friday before the Tuesday regular assembly meeting, and at least 12 hours before any special assembly meeting.
3. The mayor and any assembly member participating by teleconference shall be deemed to be present at the assembly meeting for all purposes, including for quorum and voting; provided[,] that:
 - a. The mayor, or the presiding officer in the absence of the mayor, shall not preside over the assembly meeting when participating by teleconference;
 - [b. Participation by teleconference shall not be allowed for any executive session by the mayor or any assembly member.]**
4. The mayor and any assembly member participating by teleconference shall have the same right to participate in any matter[, **other than an executive session,**] as if physically present at the assembly meeting, including debate under WMC 3.05.060, adjudicatory matters, and presentations. Reasonable efforts shall be made to make available to the mayor and any assembly member participating by teleconference any pertinent documents that are to be discussed and/or acted upon, including the assembly packet.

5. The mayor and any assembly member participating by teleconference shall have the same right to vote on any matter as if physically present at the assembly meeting. All voting at the meeting shall be by roll call vote. The assembly member who is participating by teleconference, or the mayor when participating by teleconference, determines whether the member or the mayor has had the opportunity to evaluate all pertinent information, including any testimony and/or evidence, and is prepared to vote.
6. Teleconference participation at any assembly meeting by each assembly member or by the mayor is limited to four times during the 12-month period commencing January 1st each year. However, teleconference participation by a member or the mayor will not be allowed consecutively for more than two regular meetings. Participation in a meeting by teleconference while out of town on municipal business does not count toward the four times for which teleconference participation is permitted or toward the two consecutive regular meetings limit on participation by teleconference.

C. All votes taken at the meeting are by roll call of the members physically present at the meeting and the members participating by teleconference.

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

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

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

PASSED IN FIRST READING: _____, 2018.

PASSED IN SECOND READING: _____, 2018.

David L. Jack, Mayor

ATTEST:

Kim Lane, Borough Clerk

Yes: _____

No: _____

Absent: _____

Abstaining: _____

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13g	<u>DATE:</u>	April 24, 2018
APPROVAL OF Senior Tax Exemptions that were received after the March 1 st Deadline, but before the Late Filing Grace Period				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
			Expenditure Required:	
Aleisha Mollen, Accounting Generalist Lee Burgess, Finance Director			Amount Budgeted:	
			Account Number(s):	
			Account Name(s):	
<u>Reviews/Approvals/Recommendations</u>				
<input type="checkbox"/>	Commission, Board or Committee			Unencumbered Balance(s) (prior to expenditure):
Name(s)				
<input type="checkbox"/>	Attorney			
<input type="checkbox"/>	Insurance			
<u>ATTACHMENTS:</u>				
1. 2018 Senior Citizen & Disabled Veteran Tax Exemption Applications and requests to consider.				

RECOMMENDATION MOTION:

Move to approve Senior Tax Exemptions received after the March 1st Deadline, but before the Late Filing Grace Period.

SUMMARY STATEMENT:

Per Wrangell Municipal Code 5.04.040 (D), applications for 2018 Senior Citizen and Disabled Veteran Exemptions are due by the close of business on March 1st. However, it also states that “The assembly, for good cause shown, may waive the claimant’s failure to make timely application for exemption for that year and authorize the finance director to accept the application as if timely filed. To be considered by the assembly, a request to waive the claimant’s failure to make timely application for exemption must be in writing and filed no later than April 15th of the assessment year for which the exemption is sought.” Attached are the four (4) 2018 Senior Exemption Applications received after the deadline, but before April 15th.

The four late-file applications for consideration were received from:

- Lloyd & Charlotte Brown
- Michael Gedney
- Thomas Carlstrom
- Jerrold Massin

As a reminder, the Assembly previously approved a late-file application from Mike Kilpatrick at the March 13th meeting.



City and Borough of Wrangell
P.O. Box 531
Wrangell, AK 99929
907-874-2381
www.wrangell.com

2018 Senior Citizen & Disabled Veteran
Property Tax Exemption Application
City and Borough of Wrangell
Wrangell Municipal Code 5.04.040

DUE MARCH 1, 2018

RECEIVED
APR 13 2018
WRANGELL CITY

Complete all fields below:

Owner Name (1) Lloyd Brann
Owner Name (2) Charlotte Brown

D.O.B. _____

D.O.B. _____

Note: You must also submit a passport or birth certificate

Required Parcel Information

(as it appears on your Assessment Notice or Tax Bill)

Parcel Number: 03-009-135

Physical/Street Address: 5.5 Mile Loop Rd

Block: _____

Lot: 19d

U.S. Survey or Subdivision: USS 2900

Type of Dwelling:

☒ Single family

☐ Mobile home

☐ Condominium

☐ Duplex

☐ Other: _____

Check ALL that apply:

- ☒ This is my primary residence and permanent place of abode
☒ I received or met residency requirements for the 2017 Alaska Permanent Fund Dividend.
☒ I meet residency requirements to be eligible for the 2018 Alaska Permanent Fund Dividend.

Check ONE of the following:

- ☒ I was age 65 or older as of January 1st of the current tax year
☐ I am a widow or widower, age 60-64, of a previously qualified applicant
☐ I am applying as a disabled veteran (50% or more service related disability)

During the past year, has any portion of this property been used for rental or business purposes? ☐ Yes ☒ No

If yes, please explain: _____

If yes, what percentage, by square foot, is used for this purpose? _____

Is there an additional deed holder on this property besides the applicant? ☐ Yes ☒ No

If yes, list name(s): _____

Date of birth: _____

Certification: I hereby certify that the answers given on this application, as well as any prior year applications in which I received this exemption, are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Signature: _____

Date: _____

4-12-18



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

Department of Administration

OFFICE OF PUBLIC ADVOCACY

Juneau Civil Section
P.O. Box 110225
Juneau, Alaska 99811-0225
Main: 907.465.4173
Fax: 907.465.3645
www.dca.alaska.gov/opa/

Date: April 12, 2018

City and Borough of Wrangell
PO Box 531
Wrangell, AK 99929

To Whom It May Concern:

The Office of Public Advocacy has been appointed as the conservator for both Lloyd and Charlotte Brown, see attached court orders.

We were appointed because it was clear that the Browns were unable to manage their own funds. Part of being unable to manage their own funds was and continues to be their problem addressing bills, mail and applications in a timely manner. Clearly they did not track the due date of the property tax exemption application, and unfortunately, neither did I. I apologize that this request for a senior property tax exemption is tardy.


Paying their property tax would truly be a hardship for my clients.

At this time, as their conservator, I would ask that this late submission of their Senior Citizen Property Tax Exemption Application be considered for approval. Ms. Brown clearly meets the guidelines of a senior citizen and Mr. Brown is disabled, though not as a Veteran.

Once again, I apologize for the tardiness, ask for your leniency towards my clients with this request and would greatly appreciate your willingness to approve their property tax exemption.

If you should have any additional questions, comments or concerns, please feel free to contact me directly at (907) 465-4718 or fax (907) 465-3645.

Sincerely,


Sarah Bosma
Public Guardian
sarah.bosma@alaska.gov



City and Borough of Wrangell
P.O. Box 531
Wrangell, AK 99929
907-874-2381
www.wrangell.com

2018 Senior Citizen & Disabled Veteran
Property Tax Exemption Application
City and Borough of Wrangell
Wrangell Municipal Code 5.04.040
DUE MARCH 1, 2018

Complete all fields below:

Owner Name (1) MICHAEL L. GEORGEY
Owner Name (2) _____

D.O.B. _____
D.O.B. _____ Soc. Sec. # _____

Note: You must also submit a passport or birth certificate

Required Parcel Information

(as it appears on your Assessment Notice or Tax Bill)

Parcel Number: 71-030-1003

Physical/Street Address: 650 EVERGREEN AVE.

Block: _____

Lot: 53

U.S. Survey or Subdivision: _____

Type of Dwelling:

☐ Single family

☒ Mobile home

☐ Condominium

☐ Duplex

☐ Other: _____

RECEIVED

APR 10 2018

WRANGELL CITY HALL

Check ALL that apply:

- ☒ This is my primary residence and permanent place of abode
☒ I received or met residency requirements for the 2017 Alaska Permanent Fund Dividend.
☒ I meet residency requirements to be eligible for the 2018 Alaska Permanent Fund Dividend.

Check ONE of the following:

- ☒ I was age 65 or older as of January 1st of the current tax year
☐ I am a widow or widower, age 60-64, of a previously qualified applicant
☐ I am applying as a disabled veteran (50% or more service related disability)

During the past year, has any portion of this property been used for rental or business purposes? ☐ Yes ☒ No

If yes, please explain: _____

If yes, what percentage, by square foot, is used for this purpose? _____

Is there an additional deed holder on this property besides the applicant? ☐ Yes ☒ No

If yes, list name(s): _____ Date of birth: _____

Certification: I hereby certify that the answers given on this application, as well as any prior year applications in which I received this exemption, are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Signature: _____

Date: _____

4-5-18

4-5-18

RECEIVED

APR 10 2018

TO WHOM IT MAY CONCERN,

WRANGELL CITY HALL

I AM 72 YEARS OLD AND THIS IS THE FIRST I'VE HAD TO DEAL WITH PROPERTY TAX. I MISSED OUT ON THE EXEMPTION LAST YEAR BECAUSE OF HEALTH ISSUES AT THAT TIME. THIS YEAR I WAS WAITING FOR MY ASSESSMENT NOTICE TO FIND OUT HOW TO GO ABOUT THE EXEMPTION PROCESS, ONLY TO DISCOVER THAT IT WAS ALREADY SUPPOSED TO BE TURNED IN. I CALLED CITY HALL TO FIND OUT WHAT TO DO, AND WAS TOLD TO WRITE THIS LETTER AND FILL OUT A PROPERTY TAX EXEMPTION APPLICATION BY 4-13-18. I HOPE THIS MEETS ALL REQUIREMENTS

Mike Geaney
Mike GEANEY



City and Borough of Wrangell
P.O. Box 531
Wrangell, AK 99929
907-874-2381
www.wrangell.com

2018 Senior Citizen & Disabled Veteran
Property Tax Exemption Application
City and Borough of Wrangell
Wrangell Municipal Code 5.04.040
DUE MARCH 1, 2018

Complete all fields below:

Owner Name (1) Thomas M. Carlson-Trom
Owner Name (2) _____

D.O.B. _____
D.O.B. _____ Soc. Sec. # _____

Note: You must also submit a passport or birth certificate

Required Parcel Information

(as it appears on your Assessment Notice or Tax Bill)

Parcel Number: 21 164 1016

Physical/Street Address: Evergreen

Block: _____

Lot: 16

U.S. Survey or Subdivision: Evergreen p.

Type of Dwelling:

☐ Single family

☒ Mobile home

☐ Condominium

☐ Duplex

☐ Other: _____

Check ALL that apply:

- ☒ This is my primary residence and permanent place of abode
☒ I received or met residency requirements for the 2017 Alaska Permanent Fund Dividend.
☒ I meet residency requirements to be eligible for the 2018 Alaska Permanent Fund Dividend.

Check ONE of the following:

- ☒ I was age 65 or older as of January 1st of the current tax year
☐ I am a widow or widower, age 60-64, of a previously qualified applicant
☐ I am applying as a disabled veteran (50% or more service related disability)

During the past year, has any portion of this property been used for rental or business purposes? ☐ Yes ☒ No

If yes, please explain: _____

If yes, what percentage, by square foot, is used for this purpose? _____

Is there an additional deed holder on this property besides the applicant? ☐ Yes ☒ No

If yes, list name(s): _____ Date of birth: _____

Certification: I hereby certify that the answers given on this application, as well as any prior year applications in which I received this exemption, are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Signature: Thomas M. Carlson-Trom Date: 4/4/18

I was out of town an didn't get
in in time to take care of this.

Thomas M. Cushman



City and Borough of Wrangell
P.O. Box 531
Wrangell, AK 99929
907-874-2381
www.wrangell.com

2018 Senior Citizen & Disabled Veteran
Property Tax Exemption Application
City and Borough of Wrangell
Wrangell Municipal Code 5.04.040

RECEIVED

DUE MARCH 1, 2018 MAR 12 2018

WRANGELL CITY HALL

Complete all fields below:

Owner Name (1) Verold Massin
Owner Name (2) _____

D.O.B. [REDACTED] 69
D.O.B. _____ Soc. Sec. # _____

Note: You must also submit a passport or birth certificate

Required Parcel Information

(as it appears on your Assessment Notice or Tax Bill)

Parcel Number: 02-011-307
Physical/Street Address: 214 Front St Apt C
Block: 4
Lot: 4B
U.S. Survey or Subdivision: Wrangell Townsite

Type of Dwelling:

- ☐ Single family
☐ Mobile home
☐ Condominium
☒ Duplex 4-plex
☐ Other: _____

Check ALL that apply:

- ☒ This is my primary residence and permanent place of abode
☒ I received or met residency requirements for the 2017 Alaska Permanent Fund Dividend.
☒ I meet residency requirements to be eligible for the 2018 Alaska Permanent Fund Dividend.

Check ONE of the following:

- ☒ I was age 65 or older as of January 1st of the current tax year
☐ I am a widow or widower, age 60-64, of a previously qualified applicant
☐ I am applying as a disabled veteran (50% or more service related disability)

During the past year, has any portion of this property been used for rental or business purposes? ☒ Yes ☐ No

If yes, please explain: 3 APARTMENTS UPSTAIRS

If yes, what percentage, by square foot, is used for this purpose? 87.5%

Is there an additional deed holder on this property besides the applicant? ☐ Yes ☒ No

If yes, list name(s): _____ Date of birth: _____

Certification: I hereby certify that the answers given on this application, as well as any prior year applications in which I received this exemption, are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Signature: Verold R Massin

Date: 12 Mar 2018

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13h	<u>DATE:</u>	April 24, 2018
Approval of the Property Tax Foreclosure List for the Tax years 2013 through 2017, and Authorization begin the Official Foreclosure Process				
<u>SUBMITTED BY:</u>		<u>FISCAL NOTE:</u>		
		Expenditure Required:		
Aleisha Mollen, Accounting Generalist		Amount Budgeted:		
		Account Number(s):		
		Account Name(s):		
<u>Reviews/Approvals/Recommendations</u>				
<input type="checkbox"/>	Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure):	
Name(s)				
<input checked="" type="checkbox"/>	Attorney			
<input type="checkbox"/>	Insurance			
<u>ATTACHMENTS:</u>				
1. Official 2013-2017 Foreclosure List				

RECOMMENDATION MOTION:

Move to approve the Property Tax Foreclosure List for Tax years 2013 through 2017, and authorization to begin the Official Foreclosure Process.

SUMMARY STATEMENT:

Both the Wrangell Municipal Code and the State Statutes (AS 29.45.290-29.45.480) allow for annual tax foreclosures for delinquent property taxes. These provisions assures that taxes will be collected so that cities counting on these revenues will not come up short when trying to provide public services such as schools, police, fire, library, parks, pools, roads and other basic services.

Generally we try and do a foreclosure every other year. A foreclosure takes at a very minimum 15 months and usually longer to complete. The guidelines are governed by the State of Alaska and have many legal filings and some long waiting periods in between. Although the Assembly had approved tax year 2013, we would like to take a new action approving tax years 2013 through 2017 so we can move forward with all years together. The new Accounting Generalist just started and this will be her first foreclosure process. We will work with her and

the attorney to map out the process and then we will have her do a foreclosure every other year which seems to be the most efficient for us.

Section 5.04.370 of the Wrangell Municipal Code requires the Assembly to elect to proceed with a foreclosure based on any and all delinquent real property taxes. Once the Assembly approves foreclosures to move forward the Alaska statutes require the following steps:

1. Send a courtesy letter to the property owner notifying them of the balance to pay to avoid being included on the foreclosure list.
2. File a Petition for Judgment and Decree of Foreclosure detailing the steps to collect the taxes to date, with the foreclosure list certified by the Borough Clerk. With the petition, we will file a Proposed Order Directing Publication and Posting of Notice.
3. Once the judge signs the order, publish the foreclosure list in the paper for four consecutive weeks, as well as at City Hall for inspection. A copy will also be sent with a letter describing the proceedings by certified mail to the last known owner of record to the address listed on the foreclosure list within 10 days of the first publication.
4. After publication ends, the attorney will file affidavits of publication and service.
5. A person having an interest in a lot on the foreclosure list may file an answer within 30 days after the last date of publication. If a person files an answer, the court will make a decision in summary proceedings.
6. Where no answers have been filed and after at least 30 days have passed from the last day of publication, the attorney will file an Application for Default, Entry of Default, Findings of Fact and Conclusions of Law, Default Judgment and Decree of Lien (against the property owners for the tax, penalty, and interest; but also for the publication costs and other costs and attorneys' fees to be apportioned by the Court), for the properties which have a balance remaining. The foreclosure list will be updated to remove any properties that paid the balance after the publication date.
7. If the Court finds that all the procedures were followed in accordance with the law, the Court will grant a Judgment and Lien against the properties, which will be recorded with the DNR recorder's database along with the Findings of Fact and Conclusions of Law. The properties are transferred to the City for the lien amounts by a certified copy of the judgment and decree being delivered to the Municipal Clerk.
8. Then there is a one year redemption period from the Court's Judgment required by state law. A property owner may redeem the property by paying the lien amount plus penalties, interests, and the prorated costs for bringing the foreclosure. The property owner has a right to possession during the redemption period.
9. If a property is redeemed, the judgment is released for that property, and the City shall record a certificate of redemption with the DNR Recorder's Office.
10. At least 30 days before the end of the redemption period, there is notice of Expiration of Redemption required to be published for four weeks and a copy sent by certified mail within 5 days of the first publication to those remaining on the list, and also any holders of mortgages or liens of record on the property for properties assessed at higher than \$10,000.

11. The right of redemption expires 30 days after date of first publication.
12. City files Notice of Expiration of the Redemption period and applies for deeds of properties to the Court for those properties remaining on the list who have not redeemed. Clerk of Court may grant deeds to the properties. Conveyance gives the City Clerk title except for prior recorded tax liens of the State or United States.
13. For each foreclosed property, the Assembly must hold a hearing to determine whether to use the property for a public purpose or sell it. (There is no time limit for when this has to occur). Before the sale of the property, the municipality shall determine that there is not a public need for the property. Unless more than 10 years have passed since the close of redemption period, a notice of the hearing on the ordinance to consider the determination for the property shall be sent certified mail to the former record owner within 5 days of the notification of hearing publication. If less than 10 years have passed from the end of the redemption period before the property is in contract to sell or before an ordinance has passed for the retention for public purpose, the prior record owner can repurchase the property for the judgment amount plus interest.
14. Go through a normal process to sell the property. City would recover all of the taxes, penalties, and interest and foreclosure costs. If less than 10 years have passed from the end of the redemption period until the date of the sale, the former record owner is entitled to proceeds of the sale that exceeds the amount of unpaid taxes, penalty, interest, and foreclosure and sale costs. The City must provide written notice to the former record owner advising of the amount of excess and the manner in which the claim for the balance may be submitted. If the property owner does not file a claim within 6 months of the sale, the property owner is barred from collecting.
15. If the property is inhabited at the time the City decides to sell or use it for public purpose, the City will need to institute eviction proceedings, which also has several steps.

The City Attorney has reviewed this information for accuracy. Additionally, the Borough Manager has had a discussion with the Attorney about the cost associated with moving through the foreclosure process given the list encompasses five years. If the presented list remains unchanged, the Attorney estimates a minimum expenditure of \$15,000. However, in all likelihood the number of properties will decline significantly once formal notifications and proceedings begin. Administration will keep the Assembly informed of the budget implications as we move forward. As a reminder, this work is outside the scope of the annual retainer for the Attorney. The FY18 Budget includes \$10,000 for Attorney work outside the retainer. Given the time that the foreclosure process takes, the amount budgeted for this current fiscal year should more than cover the initial process costs. A similar amount is allocated in the draft budget for FY19.

As of the date of the attached report, the total unpaid taxes, penalty and interest owed to the CBW for the tax years 2013-2017 is \$141,089.11.

City & Borough of Wrangell

Foreclosure List, 2013 - 2017 Tax Years

Parcel Number: 72-400-2040					
Legal Description: Trailer in Space 40, Panhandle Trailer Park					
AITKEN, LARRY WAYNE PO BOX 757 WRANGELL, AK 99929	Year	Tax	Penalty	Interest	Total
	2017	76.50	7.65	4.59	88.74
	Total	76.50	7.65	4.59	88.74
Parcel Number: 01-004-724					
Legal Description: Lot C, Block 3, MORK SUBD.					
ALLEN JR, MICHAEL PO BOX 158 WRANGELL, AK 99929	Year	Tax	Penalty	Interest	Total
	2016	1,746.75	174.68	315.85	2,237.28
	2017	1,746.75	174.68	104.81	2,026.23
	Total	3,493.50	349.35	420.66	4,263.51
Parcel Number: 03-023-340					
Legal Description: Lot 1A, Block 3, WRANGELL ISLAND WEST					
ALLEN JR, MICHAEL (CONTRACT LEASE) PO BOX 158 WRANGELL, AK 99929	Year	Tax	Penalty	Interest	Total
	2016	68.85	6.89	12.45	88.18
	2017	68.85	6.89	4.13	79.87
	Total	137.70	13.77	16.58	168.05
Parcel Number: 02-020-260					
Legal Description: Lot 8AA, Block 64, AMENDED IND PARK SUBD. III					
ANUNDI, KEITH & HANS BORVE 2138 THORNTON ST FERNDAL, WA 98248	Year	Tax	Penalty	Interest	Total
	2016	14.22	1.42	2.57	18.21
	Total	14.22	1.42	2.57	18.21
Parcel Number: 74-020-4000					
Legal Description: Trailer in Space 2, Nugget Trailer Park					
AUSTIN, ROBERT & SHERRI 1129 CHARTER OAK PKWY ST LOUIS, MO 63146	Year	Tax	Penalty	Interest	Total
	2017	647.70	64.77	38.86	751.33
	Total	647.70	64.77	38.86	751.33
Parcel Number: 03-003-206					
Legal Description: Lot B-1BA, CAPPY REPLAT II					
BAKKE, ARNOLD & ALICE PO BOX 35 WRANGELL, AK 99929	Year	Tax	Penalty	Interest	Total
	2017	11.55	1.16	0.69	13.40
	Total	11.55	1.16	0.69	13.40
Parcel Number: 72-460-2047					
Legal Description: Trailer in Space 46, Panhandle Trailer Park					
BANKER, SHANNON PO BOX 1161 WRANGELL, AK 99929	Year	Tax	Penalty	Interest	Total
	2016	136.43	13.64	24.67	174.74
	2017	136.43	13.64	8.19	158.26
	Total	272.86	27.29	32.86	333.00
Parcel Number: 08-310-070					
Legal Description: Lot 7, Block 1, Tract UN-3, THOMS PLACE SUBD.					
BARKER, LAURA & MATTHEW 2600 CORDOVA ST STE 100 ANCHORAGE, AK 99503	Year	Tax	Penalty	Interest	Total
	2017	96.40	9.64	5.78	111.82
	Total	96.40	9.64	5.78	111.82
Parcel Number: 01-004-660					
Legal Description: Lots 6 and 7, Block 4, USS 2127					
BARLOW, NELLIE & LEO 3121 SPINNAKER DR ANCHORAGE, AK 99516	Year	Tax	Penalty	Interest	Total
	2016	2,024.70	202.47	366.11	2,593.28
	Total	2,024.70	202.47	366.11	2,593.28
Parcel Number: 02-026-406					

Legal Description: Lot 14B, Block 83, WRANGELL TOWNSITE					
BLAKE & BOSDELL, DBA B&B ENTERPRISES LESSEE	Year	Tax	Penalty	Interest	Total
PO BOX 1786	2017	453.87	45.39	27.23	526.49
WRANGELL, AK 99929	Total	453.87	45.39	27.23	526.49
Parcel Number: 71-130-1013					
Legal Description: Trailer in Space 13, Evergreen Trailer Park					
BRYNER, DAVID & LEANN	Year	Tax	Penalty	Interest	Total
PO BOX 1641	2013	150.45	15.05	81.24	246.74
WRANGELL, AK 99929	2014	150.45	15.05	63.19	228.69
	2015	150.45	15.05	44.38	209.88
	2016	150.45	15.05	27.20	192.70
	2017	150.45	15.05	9.03	174.52
	Total	752.25	75.23	225.04	1,052.52
Parcel Number: 01-005-610					
Legal Description: Lot 1, Block 100, WRANGELL AIRPORT					
BUNESS, TIMOTHY A	Year	Tax	Penalty	Interest	Total
PO BOX 66	2017	1,020.00	102.00	61.20	1,183.20
WRANGELL, AK 99929	Total	1,020.00	102.00	61.20	1,183.20
Parcel Number: 73-150-3015					
Legal Description: Trailer in Space 15, Blooms Trailer Park					
BUTLER, PERRY	Year	Tax	Penalty	Interest	Total
PO BOX 972	2017	61.20	6.12	3.67	70.99
WRANGELL, AK 99929	Total	61.20	6.12	3.67	70.99
Parcel Number: 02-026-127					
Legal Description: Lot POR 7, Block 83, WRANGELL TOWNSITE					
CAMPBELL, LYNN TRUSTEE, LEONARD CAMPBELL, CREDIT TRUST	Year	Tax	Penalty	Interest	Total
9937 LAKE WASHINGTON BLVD NE #C-102	2016	1,343.85	134.39	243.00	1,721.23
BELLEVUE, WA 98004	Total	1,343.85	134.39	243.00	1,721.23
Parcel Number: 02-030-472					
Legal Description: Lot 4, Block 59A, INDUSTRIAL SUBDIVISION AMD.					
CARLSON, CRAIG	Year	Tax	Penalty	Interest	Total
PO BOX 2066	2017	457.73	45.77	27.46	530.97
WRANGELL, AK 99929	Total	457.73	45.77	27.46	530.97
Parcel Number: 03-009-404					
Legal Description: Lots 1B, 1C, 1D, 1E, USS 2589					
CASEY, JESS C, ESTATE	Year	Tax	Penalty	Interest	Total
1821 MARK ALAN ST	2013	818.55	81.86	442.02	1,342.42
JUNEAU, AK 99801	2014	818.55	81.86	343.79	1,244.20
	2015	818.55	81.86	241.47	1,141.88
	2016	818.55	81.86	148.01	1,048.42
	2017	818.55	81.86	49.11	949.52
	Total	4,092.75	409.28	1,224.40	5,726.43
Parcel Number: 02-026-325					
Legal Description: Lot 16A, Block 84, WRANGELL TOWNSITE					
CHAD RITCHIE AKA RITCHIE TRANSPORTATION CO	Year	Tax	Penalty	Interest	Total
PO BOX 777	2016	2,247.83	224.78	406.46	2,879.07
WRANGELL, AK 99929	Total	2,247.83	224.78	406.46	2,879.07
Parcel Number: 02-026-327					
Legal Description: Lot 17, Block 84, WRANGELL TOWNSITE					
CHAD RITCHIE AKA RITCHIE TRANSPORTATION CO	Year	Tax	Penalty	Interest	Total
PO BOX 777	2016	632.40	0.00	108.92	741.32
WRANGELL, AK 99929	Total	632.40	-	108.92	741.32

Parcel Number: 72-230-2023
Legal Description: Trailer in Space 23, Panhandle Trailer Park

	Year	Tax	Penalty	Interest	Total
CHURCHILL, LINDA PO BOX 2147 WRANGELL, AK 99929	2017	12.75	1.28	0.77	14.79
	Total	12.75	1.28	0.77	14.79

Parcel Number: 02-010-402
Legal Description: Lot 2, Block 13, WRANGELL TOWNSITE

	Year	Tax	Penalty	Interest	Total
CHURCHILL, RICHARD & TRACY PO BOX 2086 WRANGELL, AK 99929	2017	1,351.50	135.15	81.09	1,567.74
	Total	1,351.50	135.15	81.09	1,567.74

Parcel Number: 09-050-100
Legal Description: ASLS 82-83

	Year	Tax	Penalty	Interest	Total
CLARK, JASON PO BOX 405 WRANGELL, AK 99929	2017	99.20	9.92	5.95	115.07
	Total	99.20	9.92	5.95	115.07

Parcel Number: 08-320-080
Legal Description: Lot 8, Block 2, Tract UN-3, THOMS PLACE SUBD.

CLARKE, JANICE & GREGORY HAYDEN

	Year	Tax	Penalty	Interest	Total
HAYDEN, GREGORY 776 OAK ST ASHLAND, OR 97520	2013	70.00	3.50	37.68	111.18
	2014	70.00	7.00	29.40	106.40
	2015	70.00	7.00	20.65	97.65
CLARKE, JANICE 7357 SW BEVELAND RD #10 PORTLAND, OR 97232	2016	70.00	7.00	12.66	89.66
	2017	70.00	7.00	4.20	81.20
	Total	350.00	31.50	104.59	486.09

Parcel Number: 05-006-120
Legal Description: Lot 6C, USS 2673 - MIKE MEYER SUBD.

	Year	Tax	Penalty	Interest	Total
COLLINS, DONNA PO BOX 25 MEYERS CHUCK, AK 99903	2017	142.40	14.24	8.54	165.18
	Total	142.40	14.24	8.54	165.18

Parcel Number: 05-007-100
Legal Description: Lot 7, USS 2673

	Year	Tax	Penalty	Interest	Total
COLLINS, DONNA PO BOX 25 MEYERS CHUCK, AK 99903	2017	459.60	45.96	27.58	533.14
	Total	459.60	45.96	27.58	533.14

Parcel Number: 02-028-307
Legal Description: Lot 7, Block 65, WRANGELL INDUSTRIAL PARK

	Year	Tax	Penalty	Interest	Total
COYNE, JEFF & TONY D'AOUST PO BOX 1123 CORDOVA, AK 99574	2017	165.75	16.58	9.95	192.27
	Total	165.75	16.58	9.95	192.27

Parcel Number: 71-550-1055
Legal Description: Trailer in Space 55, Evergreen Trailer Park

	Year	Tax	Penalty	Interest	Total
CRAYNE, DARREN PO BOX 281 WRANGELL, AK 99929	2016	28.80	2.88	5.21	36.89
	2017	63.75	6.38	3.83	73.95
	Total	92.55	9.26	9.03	110.84

Parcel Number: 75-070-5007
Legal Description: Trailer in Space 7, Mill Park Trailer Park

	Year	Tax	Penalty	Interest	Total
CUMMINGS, ALAN PO BOX 2098 WRANGELL, AK 99929	2017	192.53	19.25	11.55	223.33
	Total	192.53	19.25	11.55	223.33

CUMMINGS, VERN A & LESLIE S PO BOX 2098 WRANGELL, AK 99929	Parcel Number: 11-600-300				
	Legal Description: Lot 1, FARM ISLAND SUBD.				
	Year	Tax	Penalty	Interest	Total
	2017	26.80	2.68	1.61	31.09
					Total
					26.80
					2.68
					1.61
					31.09
CURLEY, SCOTT PO BOX 34 WRANGELL, AK 99929	Parcel Number: 73-080-3008				
	Legal Description: Trailer in Space 8, Blooms Trailer Park				
	Year	Tax	Penalty	Interest	Total
	2017	114.75	11.48	6.89	133.11
					Total
					114.75
					11.48
					6.89
					133.11
DE SOUSA, IVAN PRIPKO RUA: WENCESLAU BRAZ, 10 CENTRO SAO BERNARDO DO CAMP SP BRASIL CEP 09715-350	Parcel Number: 03-006-352				
	Legal Description: Tract Z3, ROAD HOUSE SUBD.				
	Year	Tax	Penalty	Interest	Total
	2017	255.00	25.50	15.30	295.80
					Total
					255.00
					25.50
					15.30
					295.80
DE SOUSA, IVAN PRIPKO RUA: WENCESLAU BRAZ, 10 CENTRO SAO BERNARDO DO CAMP SP BRASIL CEP 09715-350	Parcel Number: 03-006-353				
	Legal Description: Tract Z3, ROAD HOUSE SUBD.				
	Year	Tax	Penalty	Interest	Total
	2017	98.18	9.82	5.89	113.89
					Total
					98.18
					9.82
					5.89
					113.89
DEACON, VANESSA PO BOX 396 WRANGELL, AK 99929	Parcel Number: 71-280-1028				
	Legal Description: Trailer in Space 28, Evergreen Trailer Park				
	Year	Tax	Penalty	Interest	Total
	2017	51.00	5.10	3.06	59.16
					Total
					51.00
					5.10
					3.06
					59.16
DEBOER, DANIEL W PO BOX 277 WRANGELL, AK 99929	Parcel Number: 02-011-305				
	Legal Description: Lot 3, Block 4, WRANGELL TOWNSITE				
	Year	Tax	Penalty	Interest	Total
	2017	33.26	3.33	2.00	38.58
					Total
					33.26
					3.33
					2.00
					38.58
DEBOER, DANIEL W PO BOX 277 WRANGELL, AK 99929	Parcel Number: 02-011-306				
	Legal Description: Lot 4A, Block 4, WRANGELL TOWNSITE				
	Year	Tax	Penalty	Interest	Total
	2017	14.49	1.45	0.87	16.81
					Total
					14.49
					1.45
					0.87
					16.81
DEBOER, DANIEL W PO BOX 277 WRANGELL, AK 99929	Parcel Number: 03-009-222				
	Legal Description: Lot 18, Tract 1, USS 2900				
	Year	Tax	Penalty	Interest	Total
	2017	260.74	26.07	15.64	302.46
					Total
					260.74
					26.07
					15.64
					302.46
DEBOER, DANIEL W PO BOX 277 WRANGELL, AK 99929	Parcel Number: 03-009-223				
	Legal Description: Lot 18, Tract 1, USS 2900				
	Year	Tax	Penalty	Interest	Total
	2017	47.30	4.73	2.84	54.87
					Total
					47.30
					4.73
					2.84
					54.87
DEBOER, DANIEL W PO BOX 277 WRANGELL, AK 99929	Parcel Number: 10-100-250				
	Legal Description: HES 222-GREEN POINT				
	Year	Tax	Penalty	Interest	Total
	2017	33.38	3.34	2.00	38.72
					Total
					33.38
					3.34
					2.00
					38.72

Parcel Number: 08-140-060
Legal Description: Lot 6, Block 4, Tract UN-1, THOMS PLACE SUBD.

DEMERS, EDWARD ROSARIO
PO BOX 991
KASILOF, AK 99610

Year	Tax	Penalty	Interest	Total
2016	7.73	0.77	1.40	9.90
Total	7.73	0.77	1.40	9.90

Parcel Number: 08-140-130
Legal Description: Lot 13, Block 4, Tract UN-1, THOMS PLACE SUBD.

DIMENT, BRANDON GENE
11410 NE 124TH ST #327
KIRKLAND, WA 98034

Year	Tax	Penalty	Interest	Total
2014	126.68	0.00	49.33	176.01
2015	255.60	25.45	75.40	356.45
2016	255.60	25.56	46.22	327.38
2017	255.60	25.56	15.34	296.50
Total	893.48	76.57	186.28	1,156.33

Parcel Number: 71-050-1005
Legal Description: Trailer in Space 5, Evergreen Trailer Park

DOAK, DAVID
PO BOX 2145
WRANGELL, AK 99929

Year	Tax	Penalty	Interest	Total
2017	113.48	11.35	6.81	131.64
Total	113.48	11.35	6.81	131.64

Parcel Number: 72-180-2018
Legal Description: Trailer in Space 18, Panhandle Trailer Park

DOW IV, LEVI S
PO BOX 37
WRANGELL, AK 99929

Year	Tax	Penalty	Interest	Total
2017	48.45	4.85	2.91	56.20
Total	48.45	4.85	2.91	56.20

Parcel Number: 08-320-020
Legal Description: Lot 2, Block 2, Tract UN-3 THOMS PLACE SUBD.

DUMAN, MICHAEL & BRETT MARTIN
43166 THOMAS DR
SCIO, OR 97374

Year	Tax	Penalty	Interest	Total
2016	135.20	13.52	24.45	173.17
2017	135.20	13.52	8.11	156.83
Total	270.40	27.04	32.56	330.00

Parcel Number: 05-001-100
Legal Description: Lot 1A, Block , DUNCANSON SUBD.

DUNCANSON, ROBERT & MEGAN
PO BOX 92
MEYERS CHUCK, AK 99903

Year	Tax	Penalty	Interest	Total
2016	478.40	47.84	86.51	612.75
Total	478.40	47.84	86.51	612.75

Parcel Number: 05-001-120
Legal Description: Lot 1C, Block , DUNCANSON SUBD.

DUNCANSON, ROBERT & MEGAN
PO BOX 92
MEYERS CHUCK, AK 99903

Year	Tax	Penalty	Interest	Total
2016	60.00	6.00	10.85	76.85
Total	60.00	6.00	10.85	76.85

Parcel Number: 05-001-130
Legal Description: Lot 1D, Block , DUNCANSON SUBD.

DUNCANSON, ROBERT & MEGAN
PO BOX 92
MEYERS CHUCK, AK 99903

Year	Tax	Penalty	Interest	Total
2016	60.00	6.00	10.85	76.85
Total	60.00	6.00	10.85	76.85

Parcel Number: 03-021-407
Legal Description: Lot 30A, RON RICE SUBD.

EARNSHAW, JESSICA
PO BOX 106
UNALASKA, AK 99685

Year	Tax	Penalty	Interest	Total
2017	841.50	84.15	50.49	976.14
Total	841.50	84.15	50.49	976.14

Parcel Number: 03-005-260
Legal Description: Lot 6, Track P, SOUTHEAST HOMES SUBD.

EINERT, RICHARD E

Year	Tax	Penalty	Interest	Total
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PO BOX 2363	2017	158.10	15.81	9.49	183.40
WRANGELL, AK 99929	Total	158.10	15.81	9.49	183.40

Parcel Number: 03-010-103

Legal Description: Lot 2B, USS 2589

ENDRES, KAREN	Year	Tax	Penalty	Interest	Total
PO BOX 182	2016	357.00	35.70	64.55	457.25
WRANGELL, AK 99929	2017	357.00	35.70	21.42	414.12
	Total	714.00	71.40	85.97	871.37

Parcel Number: 03-021-519

Legal Description: Lot 1, Block 7, WRANGELL ISLAND WEST

EVANGER, DALE A & LYNNE M	Year	Tax	Penalty	Interest	Total
PO BOX 699	2016	318.75	31.88	57.64	408.26
WRANGELL, AK 99929	2017	318.75	31.88	19.13	369.75
	Total	637.50	63.75	76.76	778.01

Parcel Number: 02-008-202

Legal Description: Lot 25, Block 13, WRANGELL TOWNSITE

FENNIMORE, RONALD & ELAINE	Year	Tax	Penalty	Interest	Total
2460 PILEUS RD	2017	76.50	7.65	4.59	88.74
SPARKS, NV 89441	Total	76.50	7.65	4.59	88.74

Parcel Number: 03-009-220

Legal Description: Lot 14, USS 3403

FINIFROCK JR, DAVID E	Year	Tax	Penalty	Interest	Total
PO BOX 446	2017	1,904.85	190.49	114.29	2,209.63
VAUGHN, WA 98394	Total	1,904.85	190.49	114.29	2,209.63

Parcel Number: 02-021-401

Legal Description: Lot 1A, FLOYD SUBD.

FLOYD, ROBERTA I (TRUSTEE)	Year	Tax	Penalty	Interest	Total
PO BOX 709	2017	334.05	33.41	20.04	387.50
WRANGELL, AK 99929	Total	334.05	33.41	20.04	387.50

Parcel Number: 02-021-403

Legal Description: Lot 1B FLOYD SUBD.

FLOYD, ROBERTA I (TRUSTEE)	Year	Tax	Penalty	Interest	Total
PO BOX 709	2017	471.75	47.18	28.31	547.23
WRANGELL, AK 99929	Total	471.75	47.18	28.31	547.23

Parcel Number: 03-003-151

Legal Description: Tract A1C, WOODWORTH SUBD.

FRABLE, PAT & D NEWPORT, L PAULSON	Year	Tax	Penalty	Interest	Total
10676 E LAKE JOY DR NE	2017	614.55	61.46	36.87	712.88
CARNATION, WA 98014	Total	614.55	61.46	36.87	712.88

Parcel Number: 73-060-3006

Legal Description: Trailer in Space 6, Blooms Trailer Park

GADD, CALEAH	Year	Tax	Penalty	Interest	Total
PO BOX 1402	2016	31.88	3.19	5.76	40.83
WRANGELL, AK 99929	2017	31.88	3.19	1.91	36.98
	Total	63.76	6.38	7.68	77.81

Parcel Number: 04-006-604

Legal Description: Lot 2, Block 5, WRANGELL ISLAND EAST

GADD, CHARLES	Year	Tax	Penalty	Interest	Total
PO BOX 421	2017	258.40	25.84	15.50	299.74
WRANGELL, AK 99929	Total	258.40	25.84	15.50	299.74

Parcel Number: 71-230-1023

Legal Description: Trailer in Space 23, Evergreen Trailer Park

GARRINGER, JASON	Year	Tax	Penalty	Interest	Total
PO BOX 252	2017	247.35	24.74	14.84	286.93
WRANGELL, AK 99929	Total	247.35	24.74	14.84	286.93

Parcel Number: 02-033-450

Legal Description: Lot 1, Block 2, CITY SUBD.

GERARD JR, DOUGLAS LYLE	Year	Tax	Penalty	Interest	Total
PO BOX 885	2016	42.60	0.00	2.56	45.16
WRANGELL, AK 99929	2017	1,356.60	135.66	81.40	1,573.66
	Total	1,399.20	135.66	83.96	1,618.82

Parcel Number: 08-320-170

Legal Description: Lot 17, Block 2, THOMS PLACE SUBD.

GIFFORD, CANDACE LAYNE	Year	Tax	Penalty	Interest	Total
94260 6TH ST	2014	9.09	0.91	3.64	13.64
GOLD BEACH, OR 97444	2015	282.00	28.20	83.19	393.39
	2016	242.00	24.20	43.76	309.96
	2017	242.00	24.20	14.52	280.72
	Total	775.09	77.51	145.11	997.71

Parcel Number: 71-550-1055

Legal Description: Lot 6, Block 5, WRANGELL TOWNSITE

GORDON, MARGARET	Year	Tax	Penalty	Interest	Total
1303 W 43RD AVE	2016	326.40	32.64	59.02	418.06
ANCHORAGE, AK 99503	2017	326.40	32.64	19.58	378.62
	Total	652.80	65.28	78.60	796.68

Parcel Number: 05-043-500

Legal Description: Lot 43I, MEYERS CHUCK SUBD.

GRUNNAN, RIKARD	Year	Tax	Penalty	Interest	Total
110 TRINIDAD DR	2017	35.73	3.57	2.14	41.45
TIBURON, CA 94920	Total	35.73	3.57	2.14	41.45

Parcel Number: 73-040-3004

Legal Description: Trailer in Space 4, Blooms Trailer Park

HAMLEY, MARK & CRYSTAL	Year	Tax	Penalty	Interest	Total
PO BOX 2216	2017	102.00	10.20	6.12	118.32
WRANGELL, AK 99929	Total	102.00	10.20	6.12	118.32

Parcel Number: 08-210-030

Legal Description: Lot 3, Block 1, THOMS PLACE SUBD.

HANSEN, KENNETH	Year	Tax	Penalty	Interest	Total
PO BOX 32174	2016	308.00	30.80	55.69	394.49
WRANGELL, AK 99929	2017	308.00	30.80	18.48	357.28
	Total	616.00	61.60	74.17	751.77

Parcel Number: 74-060-4006

Legal Description: Trailer in Space 6, Nugget Trailer Park

HARDING, DEVAN	Year	Tax	Penalty	Interest	Total
PO BOX 986	2017	127.50	12.75	7.65	147.90
WRANGELL, AK 99929	Total	127.50	12.75	7.65	147.90

Parcel Number: 11-200-010

Legal Description: Lot 1, FARM ISLAND - PHILLIPS SUBD.

HARDING, HERSHEL & ALICE B	Year	Tax	Penalty	Interest	Total
PO BOX 935	2017	298.40	29.84	17.90	346.14
WRANGELL, AK 99929	Total	298.40	29.84	17.90	346.14

Parcel Number: 02-021-123

Legal Description: Lot 15, Block 16, PRESBYTERIAN MISSION RES.

HARDING, HERSHEL E	Year	Tax	Penalty	Interest	Total
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PO BOX 935	2017	260.10	26.01	15.61	301.72
WRANGELL, AK 99929	Total	260.10	26.01	15.61	301.72

Parcel Number: 02-021-125

Legal Description: Lot 16, Block 16, PRESBYTERIAN MISSION RES.

HARDING, HERSEL E	Year	Tax	Penalty	Interest	Total
PO BOX 935	2017	260.10	26.01	15.61	301.72
WRANGELL, AK 99929	Total	260.10	26.01	15.61	301.72

Parcel Number: 02-027-203

Legal Description: Lot 1-B1, Block 84, GIPH RESUBD.

HERSEL HARDING ESTATE	Year	Tax	Penalty	Interest	Total
PO BOX 1876	2014	2,556.18	255.62	1,069.89	3,881.69
WRANGELL, AK 99929	2015	2,830.50	283.05	835.00	3,948.55
	2016	2,830.50	283.05	511.82	3,625.37
	2017	2,830.50	283.05	169.83	3,283.38
	Total	11,047.68	1,104.77	2,586.54	14,738.98

Parcel Number: 73-140-3014

Legal Description: Trailer in Space 14, Blooms Trailer Park

HOLDER, JIM R	Year	Tax	Penalty	Interest	Total
PO BOX 2087	2017	127.50	12.75	7.65	147.90
WRANGELL, AK 99929	Total	127.50	12.75	7.65	147.90

Parcel Number: 06-010-070

Legal Description: Lot 5A, UNION BAY - ERNEST CLM

HOLLIBAUGH, JASON C & MELISSA L	Year	Tax	Penalty	Interest	Total
846 E NORTHWOOD CT	2017	577.60	57.76	34.66	670.02
HAYDEN, ID 83835	Total	577.60	57.76	34.66	670.02

Parcel Number: 71-110-1011

Legal Description: Trailer in Space 11, Evergreen Trailer Park

HOOK, JENNIFER	Year	Tax	Penalty	Interest	Total
PO BOX 523	2016	439.88	43.99	79.54	563.41
KALISPELL, MT 59903	2017	439.88	43.99	26.39	510.26
	Total	879.76	87.98	105.93	1,073.67

Parcel Number: 03-013-301

Legal Description: Lot 1, USS 2967

HOUSAND, MIRIAM	Year	Tax	Penalty	Interest	Total
PO BOX 1261	2016	59.92	0.00	4.20	64.12
PETERSBURG, AK 99833	Total	59.92	-	4.20	64.12

Parcel Number: 05-033-100

Legal Description: Lot 33, USS 2673

HUNLEY, ROBERT LEROY	Year	Tax	Penalty	Interest	Total
PO BOX 7	2017	16.81	1.68	1.01	19.50
MEYERS CHUCK, AK 99903	Total	16.81	1.68	1.01	19.50

Parcel Number: 02-023-760

Legal Description: Lot 6, Block BOAT YARD, WRANGELL MARINE SERVICE CENTER

J&R FIBERGLASS REPAIR, LESSEE, JOSH YOUNG DBA	Year	Tax	Penalty	Interest	Total
PO BOX 744	2017	127.50	12.75	7.65	147.90
WRANGELL, AK 99929	Total	127.50	12.75	7.65	147.90

Parcel Number: 08-310-050

Legal Description: Lot 5, Block 1, Tract UN-3, THOMS PLACE SUBD.

JOHNSON, RUTH ANN & STEPHEN E	Year	Tax	Penalty	Interest	Total
5989 SUNSET ST	2016	93.60	9.36	16.92	119.88
JUNEAU, AK 99801	Total	93.60	9.36	16.92	119.88

Parcel Number: 02-033-303

JOHNSON, TIMOTHY PO BOX 848 WRANGELL, AK 99929	Legal Description: Lot 12, Block 30B, LEMIEUX SUBDIVISION				
	Year	Tax	Penalty	Interest	Total
	2017	1,359.15	135.92	81.55	1,576.61
	Total	1,359.15	135.92	81.55	1,576.61
Parcel Number: 02-011-104					
KADIN BUILDING LLC PO BOX 2139 WRANGELL, AK 99929	Legal Description: Lot 3, Block 1A, WRANGELL TOWNSITE				
	Year	Tax	Penalty	Interest	Total
	2017	93.89	9.39	5.63	108.91
	Total	93.89	9.39	5.63	108.91
Parcel Number: 02-031-200					
KADIN CORPORATION PO BOX 1080 WRANGELL, AK 99929	Legal Description: Lots 1 and 2, Block 49, WRANGELL TOWNSITE				
	Year	Tax	Penalty	Interest	Total
	2014	2,394.45	239.45	1,005.67	3,639.57
	2015	2,488.80	248.88	734.20	3,471.88
	2016	2,488.80	248.88	450.03	3,187.71
	2017	2,488.80	248.88	149.33	2,887.01
	Total	9,860.85	986.09	2,339.23	13,186.16
Parcel Number: 02-031-204					
KADIN CORPORATION PO BOX 1080 WRANGELL, AK 99929	Legal Description: Lot 3, Block 49, WRANGELL TOWNSITE				
	Year	Tax	Penalty	Interest	Total
	2014	216.75	21.68	91.04	329.47
	2015	216.75	21.68	63.94	302.37
	2016	216.75	21.68	39.19	277.62
	2017	216.75	21.68	13.01	251.43
	Total	867.00	86.70	207.18	1,160.88
Parcel Number: 02-031-214					
KADIN CORPORATION PO BOX 1080 WRANGELL, AK 99929	Legal Description: Lot 8, Block 49, WRANGELL TOWNSITE				
	Year	Tax	Penalty	Interest	Total
	2014	216.75	21.68	91.04	329.47
	2015	216.75	21.68	63.94	302.37
	2016	216.75	21.68	39.19	277.62
	2017	216.75	21.68	13.01	251.43
	Total	867.00	86.70	207.18	1,160.88
Parcel Number: 02-031-216					
KADIN CORPORATION PO BOX 1080 WRANGELL, AK 99929	Legal Description: Lot 9, Block 49, WRANGELL TOWNSITE				
	Year	Tax	Penalty	Interest	Total
	2014	216.75	21.68	91.04	329.47
	2015	216.75	21.68	63.94	302.37
	2016	216.75	21.68	39.19	277.62
	2017	216.75	21.68	13.01	251.43
	Total	867.00	86.70	207.18	1,160.88
Parcel Number: 03-009-139					
KILPATRICK, MIKE PO BOX 2026 WRANGELL, AK 99929	Legal Description: Lot 19F, USS 2900				
	Year	Tax	Penalty	Interest	Total
	2016	717.83	71.78	129.80	919.41
	Total	717.83	71.78	129.80	919.41
Parcel Number: 04-006-654					
KRALL, JOE PO BOX 672207 CHUGIAK, AK 99567	Legal Description: Lot 3, Block 6, WRANGELL ISLAND EAST				
	Year	Tax	Penalty	Interest	Total
	2016	167.60	16.76	30.31	214.67
	2017	167.60	16.76	10.06	194.42
	Total	335.20	33.52	40.36	409.08

Parcel Number: 02-025-109
Legal Description: Lots 3B and 15, Block 83, WRANGELL TOWNSITE

LANG, MICHAEL J PO BOX 192 MONTESANO, WA 98563	Year	Tax	Penalty	Interest	Total
	2016	1,157.70	115.77	209.34	1,482.81
	2017	1,157.70	115.77	69.46	1,342.93
	Total	2,315.40	231.54	278.80	2,825.74

Parcel Number: 02-025-115
Legal Description: Lots 4 and 14, Block 83, WRANGELL TOWNSITE

LANG, MICHAEL J PO BOX 192 MONTESANO, WA 98563	Year	Tax	Penalty	Interest	Total
	2016	211.65	21.17	38.27	271.09
	2017	211.65	21.17	12.70	245.51
	Total	423.30	42.33	50.97	516.60

Parcel Number: 02-010-253
Legal Description: Lot 1B, Block 9, WRANGELL TOWNSITE

LARSEN, ROLAND & DONNA PO BOX 110225 JUNEAU, AK 99801	Year	Tax	Penalty	Interest	Total
	2017	710.18	71.02	42.61	823.81
	Total	710.18	71.02	42.61	823.81

Parcel Number: 03-009-105
Legal Description: Lot 7, USS 3403

LAWS, PACITA & VERNON WRIGHT 345 EISENHOWER CT HEMET, CA 92543-1703	Year	Tax	Penalty	Interest	Total
	2017	1,322.18	132.22	79.33	1,533.73
	Total	1,322.18	132.22	79.33	1,533.73

Parcel Number: 08-130-020
Legal Description: Lot 2, Block 3, THOMS PLACE SUBD.

LEASK, GARY & PAMELA J PO BOX 759 WARD COVE, AK 99928	Year	Tax	Penalty	Interest	Total
	2016	106.40	10.64	19.24	136.28
	Total	106.40	10.64	19.24	136.28

Parcel Number: 03-015-214
Legal Description: Lot 23, USS 3398

LEBO, JAMES & LISA PO BOX 983 WRANGELL, AK 99929	Year	Tax	Penalty	Interest	Total
	2017	2,806.28	280.63	168.38	3,255.28
	Total	2,806.28	280.63	168.38	3,255.28

Parcel Number: 03-015-216
Legal Description: Lot 25, USS 3398

LEBO, JAMES & LISA PO BOX 983 WRANGELL, AK 99929	Year	Tax	Penalty	Interest	Total
	2017	478.13	47.81	28.69	554.63
	Total	478.13	47.81	28.69	554.63

Parcel Number: 02-011-128
Legal Description: Lot 15, Block 1A, WRANGELL TOWNSITE

LESLIE, JAMES & WILMA PO BOX 955 WRANGELL, AK 99929	Year	Tax	Penalty	Interest	Total
	2016	1,209.98	121.00	218.79	1,549.77
	Total	1,209.98	121.00	218.79	1,549.77

Parcel Number: 02-011-128
Legal Description: Lot 15, Block 1A, WRANGELL TOWNSITE

LESLIE, WILMA PO BOX 955 WRANGELL, AK 99929	Year	Tax	Penalty	Interest	Total
	2017	2,102.48	210.25	126.15	2,438.88
	Total	2,102.48	210.25	126.15	2,438.88

Parcel Number: 02-027-107
Legal Description: Lot 12-3, ZIMOVIA VIEW SUBD.

LESLIE, JAMES & WILMA PO BOX 955 WRANGELL, AK 99929	Year	Tax	Penalty	Interest	Total
	2014	584.60	58.46	233.84	876.90
	2015	1,209.98	121.00	356.94	1,687.92

2016	1,073.71	107.37	194.15	1,375.23
Total	2,868.29	286.83	784.93	3,940.04

Parcel Number: 02-027-107

Legal Description: Lot 12-3, ZIMOVIA VIEW SUBD.

LESLIE, WILMA

PO BOX 955

WRANGELL, AK 99929

Year	Tax	Penalty	Interest	Total
2017	1,285.20	128.52	77.11	1,490.83
Total	1,285.20	128.52	77.11	1,490.83

Parcel Number: 08-310-060

Legal Description: Lot 6, Block 1, Tract UN-3, THOMS PLACE SUBD.

LEWIS, JAMES F & J'LENE M

5841 CHURCHILL WAY

JUNEAU, AK 99801

Year	Tax	Penalty	Interest	Total
2016	12.62	0.00	1.95	14.57
2017	96.00	9.60	5.76	111.36
Total	108.62	9.60	7.71	125.93

Parcel Number: 01-004-654

Legal Description: Lot 3, Block 4, USS 2127

MARQUART, KATHLEEN & VERN COOL

3710 NE FLANDERS ST

PORTLAND, OR 97232

Year	Tax	Penalty	Interest	Total
2014	59.63	5.96	23.85	89.44
2015	229.50	0.00	31.03	260.53
2016	229.50	22.95	41.50	293.95
Total	518.63	28.91	96.38	643.92

Parcel Number: 01-004-654

Legal Description: Lot 3, Block 4, USS 2127

COOL, VERN

3710 NE FLANDERS ST

PORTLAND, OR 97232

Year	Tax	Penalty	Interest	Total
2017	229.50	22.95	13.77	266.22
Total	229.50	22.95	13.77	266.22

Parcel Number: 73-020-3002

Legal Description: Trailer in Space 2, Blooms Trailer Park

MARTIN, NICHOLAS R

PO BOX 1151

WRANGELL, AK 99929

Year	Tax	Penalty	Interest	Total
2017	122.40	12.24	7.34	141.98
Total	122.40	12.24	7.34	141.98

Parcel Number: 02-022-339

Legal Description: Lot 16A, Block 6, WRANGELL TOWNSITE

MARTIN, SARA BETH

PO BOX 853

WRANGELL, AK 99929

Year	Tax	Penalty	Interest	Total
2017	367.20	36.72	22.03	425.95
Total	367.20	36.72	22.03	425.95

Parcel Number: 02-022-340

Legal Description: Lot 17, Block 6, WRANGELL TOWNSITE

MARTIN, SARA BETH

PO BOX 853

WRANGELL, AK 99929

Year	Tax	Penalty	Interest	Total
2017	99.45	9.95	5.97	115.36
Total	99.45	9.95	5.97	115.36

Parcel Number: 02-022-505

Legal Description: Lot 3, Block 19, WRANGELL TOWNSITE

MARTIN, SARA BETH

PO BOX 853

WRANGELL, AK 99929

Year	Tax	Penalty	Interest	Total
2016	1,272.45	127.25	230.09	1,629.78
2017	1,272.45	127.25	76.35	1,476.04
Total	2,544.90	254.49	306.43	3,105.82

Parcel Number: 02-022-507

Legal Description: Lot 4, Block 19, WRANGELL TOWNSITE

MARTIN, SARA BETH

PO BOX 853

WRANGELL, AK 99929

Year	Tax	Penalty	Interest	Total
2016	243.33	24.33	44.00	311.66
2017	276.68	27.67	16.60	320.95
Total	520.01	52.00	60.60	632.61

MAURER, BARBARA L 703 CANYON CREEK DR GRAND JUNCTION, CO 81507	Parcel Number: 04-001-206				
	Legal Description: Lot 3, Block 1, WRANGELL ISLAND EAST				
	Year	Tax	Penalty	Interest	Total
	2017	104.00	10.40	6.24	120.64
Total		104.00	10.40	6.24	120.64
MAYER, AUDREY G & JAMES F REVOCABLE TRUST 12175 GLACIER HWY #E206 JUNEAU, AK 99801	Parcel Number: 08-330-040				
	Legal Description: Lot 4, Block 3, Tract UN-3, THOMS PLACE SUBD.				
	Year	Tax	Penalty	Interest	Total
	2015	67.60	6.76	19.94	94.30
	2016	67.60	6.76	12.22	86.58
Total	2017	67.60	6.76	4.06	78.42
	Total	202.80	20.28	36.22	259.30
MCDANIEL, LEE PO BOX 2275 WRANGELL, AK 99929	Parcel Number: 01-004-606				
	Legal Description: Lot 3, Block 3, USS 2127				
	Year	Tax	Penalty	Interest	Total
	2017	2,228.70	222.87	133.72	2,585.29
Total		2,228.70	222.87	133.72	2,585.29
MCDERMOTT, STEPHEN P & THERESA S 17032 WASHOUGAL RIVER RD WASHOUGAL, WA 98671	Parcel Number: 06-010-100				
	Legal Description: Lot 6B, UNION BAY - ERNEST CLM				
	Year	Tax	Penalty	Interest	Total
	2017	366.00	36.60	21.96	424.56
Total		366.00	36.60	21.96	424.56
MCDERMOTT, STEPHEN P & THERESA S 17032 WASHOUGAL RIVER RD WASHOUGAL, WA 98671	Parcel Number: 06-010-120				
	Legal Description: Lot 7A, UNION BAY - ERNEST CLM				
	Year	Tax	Penalty	Interest	Total
	2017	133.60	13.36	8.02	154.98
Total		133.60	13.36	8.02	154.98
MCDERMOTT, STEPHEN P & THERESA S 17032 WASHOUGAL RIVER RD WASHOUGAL, WA 98671	Parcel Number: 06-010-1130				
	Legal Description: Lot 7B, UNION BAY - ERNEST CLM				
	Year	Tax	Penalty	Interest	Total
	2017	184.00	18.40	11.04	213.44
Total		184.00	18.40	11.04	213.44
MCGEE, PAULA I 281 N MAIN ST COALVILLE, UT 84017	Parcel Number: 08-140-050				
	Legal Description: Lot 5, Block 4, Tract UN-1, THOMS PLACE SUBD.				
	Year	Tax	Penalty	Interest	Total
	2017	50.80	5.08	3.05	58.93
Total		50.80	5.08	3.05	58.93
MCGEE, RUSSELL J PO BOX 1896 WRANGELL, AK 99929	Parcel Number: 03-005-262				
	Legal Description: Lot 7, SOUTHEAST HOMES SUBD.				
	Year	Tax	Penalty	Interest	Total
	2016	592.88	59.29	107.21	759.37
	2017	67.87	6.79	4.07	78.73
Total		660.75	66.08	111.28	838.10
MCHOLLAND, JERRY WAYNE PO BOX 2233 WRANGELL, AK 99929	Parcel Number: 72-520-2052				
	Legal Description: Trailer in Space 52, Panhandle Trailer Park				
	Year	Tax	Penalty	Interest	Total
	2017	63.75	6.38	3.83	73.95
Total		63.75	6.38	3.83	73.95
MCMURREN, DOUGLAS & RUBY PO BOX 2174	Parcel Number: 02-032-101				
	Legal Description: Lot 1A, PINE SUBD.				
	Year	Tax	Penalty	Interest	Total
2016		1,095.86	109.59	198.16	1,403.60

WRANGELL, AK 99929	2017	2,191.73	219.17	131.50	2,542.41
	Total	3,287.59	328.76	329.66	3,946.01
Parcel Number: 03-005-206					
Legal Description: Tract A, MEISSNER SUBD.					
MEISSNER JR, CHARLES	Year	Tax	Penalty	Interest	Total
PO BOX 2056	2016	190.74	19.07	34.49	244.30
WRANGELL, AK 99929	2017	1,438.20	143.82	86.29	1,668.31
	Total	1,628.94	162.89	120.78	1,912.62
Parcel Number: 03-006-215					
Legal Description: Lot 3, CEDAR CITY SUBD. II					
MILLER, DAVID J	Year	Tax	Penalty	Interest	Total
4951 S COLONIST DR	2017	191.25	19.13	11.48	221.85
PALMER, AK 99645	Total	191.25	19.13	11.48	221.85
Parcel Number: 04-007-705					
Legal Description: Lot 3, Block 7, WRANGELL ISLAND EAST					
MILLER, ROBERT & TRAVIS BURBO (CONTRACT PURCHASE)	Year	Tax	Penalty	Interest	Total
4415 NORTHCREST DR 1312	2017	203.60	20.36	12.22	236.18
MIDLAND, TX 79707	Total	203.60	20.36	12.22	236.18
Parcel Number: 03-021-415					
Legal Description: Lot 26B, E T SUBD					
MOORE, STEVE	Year	Tax	Penalty	Interest	Total
301 ELLIS ST	2017	828.75	82.88	49.73	961.35
CARTHAGE, MS 39051	Total	828.75	82.88	49.73	961.35
Parcel Number: 02-032-590					
Legal Description: Lot 9, Block 2, CITY SUBD.					
MURRAY, TIM	Year	Tax	Penalty	Interest	Total
1275 RIVERSIDE DR	2017	1,227.83	122.78	73.67	1,424.28
ASPEN, CO 81611	Total	1,227.83	122.78	73.67	1,424.28
Parcel Number: 11-600-042					
Legal Description: Lot 4C, NEYMAN					
NEYMAN, JASON A & HOLLY HAMMER	Year	Tax	Penalty	Interest	Total
5610 N WESTFORK DR	2017	22.00	2.20	1.32	25.52
WASILLA, AK 99654	Total	22.00	2.20	1.32	25.52
Parcel Number: 02-022-612					
Legal Description: Lot 8, Block 20, WRANGELL TOWNSITE					
NEYMAN, MARION & BARBARA	Year	Tax	Penalty	Interest	Total
PO BOX 558	2017	80.72	8.07	4.84	93.64
WRANGELL, AK 99929	Total	80.72	8.07	4.84	93.64
Parcel Number: 72-030-2003					
Legal Description: Trailer in Space 3, Panhandle Trailer Park					
NORE, SUSAN	Year	Tax	Penalty	Interest	Total
PO BOX 102	2014	41.44	4.14	16.58	62.16
WRANGELL, AK 99929	2015	82.88	8.29	24.45	115.62
	2016	82.88	8.29	14.99	106.15
	Total	207.20	20.72	56.02	283.94
Parcel Number: 03-004-103					
Legal Description: Tract H-2A, USS 2321					
OBOCZKY, MARIE E	Year	Tax	Penalty	Interest	Total
PO BOX 2074	2016	76.50	7.65	13.83	97.98
WRANGELL, AK 99929	Total	76.50	7.65	13.83	97.98
Parcel Number: 02-022-527					
Legal Description: Tract 2, Block 19, WRANGELL TOWNSITE					

OLIVER, VIRGINIA ROONEY & RICHARD	Year	Tax	Penalty	Interest	Total
PO BOX 578	2017	267.49	26.75	16.05	310.29
WRANGELL, AK 99929	Total	267.49	26.75	16.05	310.29

Parcel Number: 71-330-1000

Legal Description: Trailer in Space 33, Evergreen Trailer Park

PADGETT, CALEB	Year	Tax	Penalty	Interest	Total
PO BOX 1211	2017	107.10	10.71	6.43	124.24
WRANGELL, AK 99929	Total	107.10	10.71	6.43	124.24

Parcel Number: 71-340-1034

Legal Description: Trailer in Space 34, Evergreen Trailer Park

PADGETT, CALEB	Year	Tax	Penalty	Interest	Total
PO BOX 1211	2017	205.28	20.53	12.32	238.12
WRANGELL, AK 99929	Total	205.28	20.53	12.32	238.12

Parcel Number: 72-150-2015

Legal Description: Trailer in Space 15, Panhandle Trailer Park

PADGETT, LOGAN	Year	Tax	Penalty	Interest	Total
PO BOX 1211	2017	76.50	7.65	4.59	88.74
WRANGELL, AK 99929	Total	76.50	7.65	4.59	88.74

Parcel Number: 09-020-070

Legal Description: Lot 7, Block 2, OLIVE COVE SUBD.

PAUL, CASPERSON, ORTON, ROBERT, BRENDA, SHAWN	Year	Tax	Penalty	Interest	Total
4022 HOLLY CT NE	2017	6.46	0.65	0.39	7.49
KEIZER, OR 97303	Total	6.46	0.65	0.39	7.49

Parcel Number: 02-013-105

Legal Description: Lot 4, Block 84B, WRANGELL TOWNSITE

PETTCREW, CHARLES J & BETTY JEAN	Year	Tax	Penalty	Interest	Total
PO BOX 971	2017	99.45	9.95	5.97	115.36
WRANGELL, AK 99929	Total	99.45	9.95	5.97	115.36

Parcel Number: 03-004-210

Legal Description: Tract B, JOHNSTON/GILE SUBD.

PETTCREW, RICHARD S	Year	Tax	Penalty	Interest	Total
PO BOX 395	2017	2,334.53	233.45	140.07	2,708.05
WRANGELL, AK 99929	Total	2,334.53	233.45	140.07	2,708.05

Parcel Number: 03-003-351

Legal Description: Tract E, USS 2321

REMOTE RENTALS LLC	Year	Tax	Penalty	Interest	Total
3129 MAROON CREEK ROAD	2017	28.09	2.81	1.69	32.58
ASPEN, CO 81611	Total	28.09	2.81	1.69	32.58

Parcel Number: 02-015-103

Legal Description: Lot 10, Block 84A, WRANGELL TOWNSITE

RITCHIE TRANSPORTATION CO	Year	Tax	Penalty	Interest	Total
PO BOX 777	2017	248.63	24.86	14.92	288.41
WRANGELL, AK 99929	Total	248.63	24.86	14.92	288.41

Parcel Number: 02-015-105

Legal Description: Lot 11, Block 84A, WRANGELL TOWNSITE

RITCHIE TRANSPORTATION CO	Year	Tax	Penalty	Interest	Total
PO BOX 777	2017	220.58	22.06	13.23	255.87
WRANGELL, AK 99929	Total	220.58	22.06	13.23	255.87

Parcel Number: 02-026-318

Legal Description: Lot 14B, Block 84, WRANGELL TOWNSITE

RITCHIE TRANSPORTATION CO	Year	Tax	Penalty	Interest	Total
PO BOX 777	2017	714.00	71.40	42.84	828.24

WRANGELL, AK 99929	Total	714.00	71.40	42.84	828.24
Parcel Number: 02-026-324					
Legal Description: Lot 16B, Block 84, WRANGELL TOWNSITE					
RITCHIE TRANSPORTATION CO	Year	Tax	Penalty	Interest	Total
PO BOX 777	2017	767.55	76.76	46.05	890.36
WRANGELL, AK 99929	Total	767.55	76.76	46.05	890.36
Parcel Number: 02-026-325					
Legal Description: Lot 16A, Block 84, WRANGELL TOWNSITE					
RITCHIE TRANSPORTATION CO	Year	Tax	Penalty	Interest	Total
PO BOX 777	2017	2,247.83	224.78	134.87	2,607.48
WRANGELL, AK 99929	Total	2,247.83	224.78	134.87	2,607.48
Parcel Number: 02-026-327					
Legal Description: Lot 17, Block 84, WRANGELL TOWNSITE					
RITCHIE TRANSPORTATION CO	Year	Tax	Penalty	Interest	Total
PO BOX 777	2017	632.40	63.24	37.94	733.58
WRANGELL, AK 99929	Total	632.40	63.24	37.94	733.58
Parcel Number: 73-180-3018					
Legal Description: Trailer in Space 18, Blooms Trailer Park					
RUE, BILL	Year	Tax	Penalty	Interest	Total
PO BOX 2034	2013	211.65	21.17	114.29	347.10
WRANGELL, AK 99929	2014	211.65	21.17	88.89	321.71
	Total	423.30	42.33	203.18	668.81
Parcel Number: 08-140-100					
Legal Description: Lot 10, Block 4, Tract UN-1, THOMS PLACE SUBD.					
SAWYER, TIMOTHY H & DONNA PAUL	Year	Tax	Penalty	Interest	Total
PO BOX 513	2016	98.00	9.80	17.72	125.52
WRANGELL, AK 99929	Total	98.00	9.80	17.72	125.52
Parcel Number: 08-310-030					
Legal Description: Lot 3, Block 1, Tract UN-3, THOMS PLACE SUBD.					
SHAW, ELIZABETH L	Year	Tax	Penalty	Interest	Total
PO BOX 532	2016	127.60	12.76	23.07	163.43
TENAKEE SPRINGS, AK 99841	2017	127.60	12.76	7.66	148.02
	Total	255.20	25.52	30.73	311.45
Parcel Number: 03-009-149					
Legal Description: Lot 22, USS 2900					
SHILTS, BRIAN	Year	Tax	Penalty	Interest	Total
PO BOX 367	2015	1,090.13	109.01	321.59	1,520.73
WRANGELL, AK 99929	2016	1,090.13	109.01	197.12	1,396.26
	2017	1,090.13	109.01	65.41	1,264.55
	Total	3,270.39	327.04	584.12	4,181.55
Parcel Number: 74-150-4000					
Legal Description: Trailer in Space 16, Nugget Trailer Park					
SHILTS, LUCAS M & DANIKA-RAE M SMALLEY	Year	Tax	Penalty	Interest	Total
PO BOX 2143	2017	122.40	12.24	7.34	141.98
WRANGELL, AK 99929	Total	122.40	12.24	7.34	141.98
Parcel Number: 04-006-660					
Legal Description: Lot 6, Block 6, WRANGELL ISLAND EAST					
SHILTS, ROBERT & LOUISE	Year	Tax	Penalty	Interest	Total
PO BOX 2185	2017	154.80	15.48	9.29	179.57
WRANGELL, AK 99929	Total	154.80	15.48	9.29	179.57
Parcel Number: 03-004-105					
Legal Description: Tract H-2B, USS 2321					

SHIPLEY, KEITH & MARIE	Year	Tax	Penalty	Interest	Total
PO BOX 2074	2016	350.63	35.06	63.40	449.09
WRANGELL, AK 99929	Total	350.63	35.06	63.40	449.09

Parcel Number: 03-021-434

Legal Description: Lot 19C, Block 2, AMENDED HAROLD BAILEY SUBD.

SIZER, JULIETTE J	Year	Tax	Penalty	Interest	Total
8270 PARK RD	2016	310.38	31.04	56.12	397.54
RYE, CO 81069	Total	310.38	31.04	56.12	397.54

Parcel Number: 72-480-2049

Legal Description: Trailer in Space 48, Panhandle Trailer Park

SMITH, SHEI	Year	Tax	Penalty	Interest	Total
PO BOX 2175	2016	61.20	6.12	11.07	78.39
WRANGELL, AK 99929	2017	61.20	6.12	3.67	70.99
	Total	122.40	12.24	14.74	149.38

Parcel Number: 02-010-301

Legal Description: Lot A, JIMMIE T REPLAT

SOKOL, VICKIE LYNN	Year	Tax	Penalty	Interest	Total
PO BOX 964	2016	57.38	5.74	10.38	73.49
PETERSBURG, AK 99833	Total	57.38	5.74	10.38	73.49

Parcel Number: 02-020-258

Legal Description: Lot 7A, Block 64, INDUSTRIAL PARK SUBD. III

SOWLE SR, RONALD R	Year	Tax	Penalty	Interest	Total
PO BOX 2287	2017	93.08	9.31	5.58	107.97
WRANGELL, AK 99929	Total	93.08	9.31	5.58	107.97

Parcel Number: 01-005-418

Legal Description: Lot 8, Block 6, USS 2127

STOUGH, STEPHEN	Year	Tax	Penalty	Interest	Total
PO BOX 1080	2016	102.00	10.20	18.44	130.64
WRANGELL, AK 99929	2017	102.00	10.20	6.12	118.32
	Total	204.00	20.40	24.56	248.96

Parcel Number: 03-006-355

Legal Description: Tract Z6, ROAD HOUSE SUBD.

TEUSCHER, RONALD A	Year	Tax	Penalty	Interest	Total
4557 POWDERHORN PLACE DR	2017	99.45	9.95	5.97	115.36
CLERMONT, FL 34711	Total	99.45	9.95	5.97	115.36

Parcel Number: 72-250-2025

Legal Description: Trailer in Space 25, Panhandle Trailer Park

THEA JAMES, RITA PEREZ, ESTATE	Year	Tax	Penalty	Interest	Total
PO BOX 632	2016	25.50	2.55	4.61	32.66
WRANGELL, AK 99929	Total	25.50	2.55	4.61	32.66

Parcel Number: 11-300-160

Legal Description: Lot 16, FARM ISLAND SUBD.

THOMASSEN SR, STEVEN H & LINDA D	Year	Tax	Penalty	Interest	Total
PO BOX 742	2016	20.00	2.00	3.62	25.62
WRANGELL, AK 99929	Total	20.00	2.00	3.62	25.62

Parcel Number: 11-300-190

Legal Description: Lot 19, FARM ISLAND SUBD.

THOMASSEN SR, STEVEN H & LINDA D	Year	Tax	Penalty	Interest	Total
PO BOX 742	2016	201.20	20.12	36.38	257.70
WRANGELL, AK 99929	Total	201.20	20.12	36.38	257.70

Parcel Number: 11-300-220

Legal Description: Lot 22, FARM ISLAND SUBD.

THOMASSEN SR, STEVEN H & LINDA D	Year	Tax	Penalty	Interest	Total
PO BOX 742	2016	20.00	2.00	3.62	25.62
WRANGELL, AK 99929	Total	20.00	2.00	3.62	25.62

Parcel Number: 05-016-100
Legal Description: Lot 16, USS 2673

TIMM, THOMAS S & JACQUELINE	Year	Tax	Penalty	Interest	Total
12931 JIM CREEK RD	2017	313.60	31.36	18.82	363.78
WRANGELL, AK 99929	Total	313.60	31.36	18.82	363.78

Parcel Number: 05-017-100
Legal Description: Lot 17, USS 2673

TIMM, THOMAS S & JACQUELINE	Year	Tax	Penalty	Interest	Total
12931 JIM CREEK RD	2017	180.00	18.00	10.80	208.80
WRANGELL, AK 99929	Total	180.00	18.00	10.80	208.80

Parcel Number: 02-023-750
Legal Description: Lot 2, Block MILL DOCK, WRANGELL MARINE SERVICE CENTER

TONY MASSIN DBA MASSKILLS SEAFOODS, (LESSEE)	Year	Tax	Penalty	Interest	Total
PO BOX 2027	2016	6.38	0.64	1.15	8.17
WRANGELL, AK 99929	Total	6.38	0.64	1.15	8.17

Parcel Number: 10-500-100
Legal Description: ASLS 82-77

TRAYLOR, JO ELLEN	Year	Tax	Penalty	Interest	Total
PO BOX 19473	2016	109.20	10.92	19.75	139.87
THORNE BAY, AK 99919	Total	109.20	10.92	19.75	139.87

Parcel Number: 03-023-310
Legal Description: Lot 4, Block 3, WRANGELL ISLAND WEST

TRUCANO CONSTRUCTION	Year	Tax	Penalty	Interest	Total
3560 N DOUGLAS HWY	2016	382.50	38.25	69.16	489.91
JUNEAU, AK 99801	Total	382.50	38.25	69.16	489.91

Parcel Number: 71-370-1037
Legal Description: Trailer in Space 37, Evergreen Trailer Park

VANDEBUNTE, JAMES	Year	Tax	Penalty	Interest	Total
PO BOX 45	2017	118.58	11.86	7.11	137.55
WRANGELL, AK 99929	Total	118.58	11.86	7.11	137.55

Parcel Number: 02-020-317
Legal Description: Lot 8, Block A, DEWEY HEIGHTS SUBD.

VERSTEEG, JANICE	Year	Tax	Penalty	Interest	Total
PO BOX 1314	2017	1,931.63	193.16	115.90	2,240.69
WRANGELL, AK 99929	Total	1,931.63	193.16	115.90	2,240.69

Parcel Number: 03-005-201
Legal Description: Lot A, V.A. SUBD.

VOLTZ, WILLIAM & NEDIA	Year	Tax	Penalty	Interest	Total
PO BOX 1757	2017	126.23	12.62	7.57	146.43
WRANGELL, AK 99929	Total	126.23	12.62	7.57	146.43

Parcel Number: 71-470-1047
Legal Description: Trailer in Space 47, Evergreen Trailer Park

WADDINGTON, JOHN & CYNTHIA CRARY	Year	Tax	Penalty	Interest	Total
PO BOX 953	2016	66.30	6.63	11.99	84.92
WRANGELL, AK 99929	2017	66.30	6.63	3.98	76.91
	Total	132.60	13.26	15.97	161.83

Parcel Number: 02-021-117
Legal Description: Lot 12A, Block 16, PRESBYTERIAN MISSION RES.

WELZENBACH, CORINNA	Year	Tax	Penalty	Interest	Total
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7230 BEACON AVE S UNIT B SEATTLE, WA 98108	2015	10.49	1.05	2.94	14.48
	2016	89.25	8.93	16.14	114.31
	Total	99.74	9.97	19.08	128.79

Parcel Number: 02-021-184

Legal Description: Lot POR 4, Block 17, WRANGELL TOWNSITE

WELZENBACH, CORINNA 7230 BEACON AVE S UNIT B SEATTLE, WA 98108	Year	Tax	Penalty	Interest	Total
	2015	18.90	1.89	5.29	26.08
	2016	160.65	16.07	29.05	205.76
	Total	179.55	17.96	34.34	231.84

Parcel Number: 02-011-309

Legal Description: Lot 5A, Block 4, WRANGELL TOWNSITE

WHITE, CLIFFORD PO BOX 41 WRANGELL, AK 99929	Year	Tax	Penalty	Interest	Total
	2017	5.00	0.50	0.30	5.80
	Total	5.00	0.50	0.30	5.80

Parcel Number: 71-070-1007

Legal Description: Trailer in Space 7, Evergreen Trailer Park

WICKMAN, KIM PO BOX 1513 WRANGELL, AK 99929	Year	Tax	Penalty	Interest	Total
	2016	70.13	7.01	12.68	89.82
	2017	0.74	0.07	0.04	0.86
	Total	70.87	7.09	12.73	90.68

Parcel Number: 02-010-428

Legal Description: Lot 3, Block 14, WRANGELL TOWNSITE

WILLIAMS, THEODORA V OVREBO PO BOX 1731 WRANGELL, AK 99929	Year	Tax	Penalty	Interest	Total
	2017	1,554.23	155.42	93.25	1,802.91
	Total	1,554.23	155.42	93.25	1,802.91

Parcel Number: 08-140-110

Legal Description: Lot 11, Block 4, Tract UN-1, THOMS PLACE SUBD.

WINSTON & CASHATT BKSMM INVESTMENTS, LLC c/o DAVID GARDNER PO BOX 2028 601 W RIVERSIDE AVE STE 1900 SPOKANE, WA 99201	Year	Tax	Penalty	Interest	Total
	2016	115.60	11.56	20.90	148.06
	2017	115.60	11.56	6.94	134.10
	Total	231.20	23.12	27.84	282.16

Parcel Number: 03-006-301

Legal Description: Lot Y1, Tract Y, USS 2321

WOODS, MICHELLE PO BOX 108 WRANGELL, AK 99929	Year	Tax	Penalty	Interest	Total
	2016	90.24	0.00	13.50	103.74
	Total	90.24	-	13.50	103.74

Parcel Number: 11-400-300

Legal Description: Tract C, SWAMPY CREEK SUBD

WRIGHT, MATTHEW, TRUSTEE 923 VANJAN ST SNOHOMISH, WA 98290	Year	Tax	Penalty	Interest	Total
	2017	125.60	12.56	7.54	145.70
	Total	125.60	12.56	7.54	145.70

I, Kimberly Lane, Borough Clerk for the City and Borough of Wrangell, Alaska, certify that the foregoing foreclosure list, consisting of 20 pages, is a true and correct list of all delinquent real property taxes of the City and Borough of Wrangell for the years shown, and that the list is available for public inspection at the office of the Borough Clerk and Finance Department at City Hall, 205 Brueger St, Wrangell, Alaska. This list has been presented to the Superior Court with a petition for judgment and decree.

Dated at Wrangell, Alaska this _____ day of _____, 2018.

Kimberly Lane. Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA				
BOROUGH ASSEMBLY AGENDA STATEMENT				

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	14	<u>Date</u>	April 24, 2018
<u>SUBMITTED BY:</u>				
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				

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	15	<u>Date</u>	April 24, 2018
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None.				
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<u>SUBMITTED BY:</u>	

Kim Lane, Borough Clerk	
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