

**Minutes of Regular Assembly Meeting
Held on April 24, 2018**

Mayor David L. Jack called the Regular Assembly meeting to order at 7:00 p.m., April 24, 2018, in the Borough Assembly Chambers. Assembly Members Gilbert, Decker, Powell, Larrabee, Howell, and Prysunka were present. Borough Manager Von Barga and Clerk Kim Lane were also in attendance.

The Pledge of Allegiance was led by Assembly Member Patty Gilbert.

The Invocation was given by Tim Helton with the Bible Baptist Church.

Mayor Jack recessed the Regular Assembly meeting at 7:03 p.m.; reconvened at 7:30 p.m.

CEREMONIAL MATTERS

Clerk Lane accepted a Proclamation from Mayor Jack for Municipal Clerk's Week.

PERSONS TO BE HEARD

Aleisha Mollen, Accounting Generalist, read a letter by proxy that was emailed from Trident Seafoods Corporation, requesting that the Assembly hold a special assembly meeting to consider allowing their appeal application that was received after the deadline.

The Assembly (by a majority) directed the Borough Clerk to schedule a Special Meeting so that they could consider if the application should be allowed.

AMENDMENTS TO THE AGENDA – None.

CONFLICT OF INTEREST – None.

CONSENT AGENDA

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:

School Board Minutes – School Board Action – None.

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

BOROUGH MANAGER'S REPORT

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

- FY 2018-19 budget planning highlights.
- Wrangell was selected as an Opportunity Zone Designation; 25 total communities in Alaska selected.
- Repairs to water main on Bennett Street completed yesterday; repair for both Bennett Street and Spring Street was estimated at 65,700,000 gallons per year; Gilbert asked that a report be provided on each Assembly meeting in the future so that the Assembly can stay updated.

- Hospital Administrator will be at next meeting; Prysunka asked that someone from the Hospital be at each Assembly meeting to report on the financial status.
- Helping our Parks at City Park.
- Wrangell Volunteer Fire Department successful in obtaining grant for \$7005 to purchase miscellaneous equipment.
- Von Barga asked Jack if one assembly member could sit on each of the department head interviews; Jack agreed that it was a good idea.
- Travel Lift strap slip at the Marine Service Center.
- City staff safety concerns.

Prysunka asked where we were at on the community member clean-up; Von Barga stated that letters were sent out to the public members who were in violation; Prysunka stated that we have given people 6-8 months and we need to live to our own timeline; time that we need to start enforcing it.

Prysunka reported that he had witnessed many employees not wearing seatbelts; Von Barga said that she had met with Department Heads to discuss Safety; Von Barga will have a plan moving forward in the next four weeks; Prysunka stated that the supervisors need to start taking action on the safety violations; safety needs to be our primary concern; Von Barga said that there needs to be a clear expectation coming from her to the staff and have clear direction in her mind.

BOROUGH CLERK'S FILE

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

Howell: attended the last Hospital Board meeting; supply spending is down by 6%; currently down to 9 days of spending cash if we were not counting the city's funding.

Larrabee: stated that he had been approached by residents, asking why the bleachers were not being set up for the movies on a consistent basis; Von Barga said that she would find out and report back.

MAYOR AND ASSEMBLY APPOINTMENTS – None.

PUBLIC HEARING – None.

UNFINISHED BUSINESS

12a 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

M/S: Prysunka/Powell moved 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.

Powell stated that what the person doing the job was currently doing is what's in the current job description; not in favor of approving this.

Howell stated that he didn't believe that we were in a position to give more money to someone for doing something that qualified workers that we have were already doing.

Prysunka said that that language in the red-line job description because (as it was explained), this person was doing way more than the current job description; understanding is that the Union doesn't work that way; if you want to add to a job description, you have to get approval from the Union.

Von Bargaen stated that it was clear that in reading the meter reader job description that the position was undervalued, given what that person does; had been told that the position had evolved over time; the request to change the job description and raise the pay is based on what the employee is currently doing.

Gilbert cautioned the Assembly to not talk about the employee but to focus on the job description.

Prysunka stated that this job description was brought up as a negotiation item during the last Union negotiations and the Union didn't want to deal with it at that time but that they wanted to focus on other issues; believed that the time to address this was during Union negotiations, not now; doesn't change the job description, but cleans it up a bit.

After more discussion, ***Motion failed with Howell, Larrabee, Decker, Powell, Prysunka, and Jack voted no; Gilbert voted yes.***

NEW BUSINESS

13a 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

M/S: Prysunka/Howell moved 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. Motion approved unanimously by polled vote.

13b 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

M/S: Gilbert/Decker moved to approve Resolution No. 04-18-1408. Motion approved unanimously by polled vote.

13c 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

M/S: Prysunka/Howell moved 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. Motion approved unanimously by polled vote.

13d 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

M/S: Howell/Prysunka moved to approve Resolution No. 04-18-1410. Motion approved unanimously by polled vote.

13e 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*)

M/S: Gilbert/Powell 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. Motion approved unanimously by polled vote.

13f 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*)

M/S: Prysunka/Howell 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.

Decker pointed out a clerical error; Lane stated that she would fix that for the Public Hearing/Second Reading.

Motion approved unanimously by polled vote.

13g Approval of the Senior Tax Exemptions that were received after the March 1st Deadline, but before the Late Filing Grace Period

M/S: Howell/Gilbert moved to approve Senior Tax Exemptions received after the March 1st Deadline, but before the Late Filing Grace Period. Motion approved unanimously by polled vote.

13h Approval of the Property Tax Foreclosures List for Tax years 2013 through 2017, and Authorization to begin the Official Foreclosure Process

M/S: Prysunka/Gilbert moved to approve the Property Tax Foreclosure List for Tax years 2013 through 2017, and authorization to begin the Official Foreclosure Process.

Von Bargaen stated that someone who was on the list did come in and pay off their tax, which reduced the amount by around \$1,000.

Aleisha Mollen, Accounting Generalist stated that there were approximately 245 properties on the list however if someone's property was listed as owing 2016 and 2017, it would be counted twice; there are approximately 245 instances of unpaid property taxes.

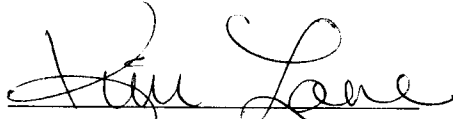
Motion approved unanimously by polled vote


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

EXECUTIVE SESSION – None

Regular Assembly Meeting adjourned at 9:04 p.m.

ATTEST:


Kim Lane, MMC, Borough Clerk


David L. Jack, Mayor

