

**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 12<sup>th</sup>.
- 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 24<sup>th</sup>.
- 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 16<sup>th</sup>. 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.

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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

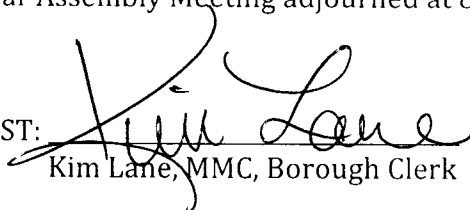
***M/S: Prysunka/Howell, moved to approve holding a Special Assembly meeting on Thursday, April 12, 2018 at 5:30 p.m. Motion approved unanimously by polled vote.***


**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

