



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

**Tuesday, October 9, 2018
7:00 p.m.**

**Location: Assembly Chambers,
City Hall**

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member Julie Decker
- b. INVOCATION to be given by _____
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Awards, Certificates of Service, Guest Introductions.*

2. ROLL CALL

3. PERSONS TO BE HEARD

4. AMENDMENTS TO THE AGENDA

5. CONFLICT OF INTEREST

6. CONSENT AGENDA

Consent Agenda Items:

- a. Approval of Assembly Minutes – September 25, 2018 (Regular); October 4, 2018 (Special)
- b. Transfer of Ownership of Package Store (Liquor Store) from Bob's IGA to Wrangell Liquor Store
- c. Approval of Final Plat of W.M.C. Replat Subdivision
- d. Approval of Final Plat of Health Care Subdivision III

Correspondence Items:

- e. School Board Action (- *action only, minutes will follow*)
- f. School Board Minutes – August 20, 2018 (Regular)

7. BOROUGH MANAGER'S REPORT

- a. Water Report
- b. Public Works/Capital Facilities Report
- c. YTD 2018 Insurance Claims Report
- d. Permanent Fund Report
- e. Financial Report

8. BOROUGH CLERK'S FILE

9. MAYOR AND ASSEMBLY BUSINESS

10. MAYOR AND ASSEMBLY APPOINTMENTS

- a. City Boards and Committee Appointments (Annual)
- b. Vice-Mayor Appointment

11. PUBLIC HEARING

- a. Citizen Views and Community Comments on Proposed Projects for funding under the Community Development Block Grant (CDBG) Program

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a. Approval to Authorize a Waiver of the Requirements of WMC Section 3.04.112 (F)(1) Post-Employment Restrictions regarding an Offer of Employment to Assembly Member Rolland Howell
- b. Acceptance of the Resignation from the Borough Assembly from Rolland Howell (Subject to Approval of a Waiver of the Requirements of WMC Section 3.04.112 (F)(1))
- c. Discussion Item: Assembly Direction regarding Borough Attorney Professional Services Agreement
- d. **PROPOSED RESOLUTION NO. 10-18-1429:** A Resolution of the Assembly of the City & Borough of Wrangell, Alaska Providing for Authorization of the Land and Water Conservation Fund Grant Application for the Kyle Angerman Park and Playground Improvement Project

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

15. EXECUTIVE SESSION

16. ADJOURNMENT

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	6	Date	October 9, 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 – September 25, 2018 (Regular); October 4, 2018 (Special)
- b. Transfer of Ownership of Package Store (Liquor Store) from Bob's IGA to Wrangell Liquor Store
- c. Approval of Final Plat of W.M.C. Replat Subdivision
- d. Approval of Final Plat of Health Care Subdivision III

Correspondence Items:

- e. School Board Action (- action only, minutes will follow) - None.
- f. School Board Minutes – August 20, 2018 (Regular)

**Minutes of Regular Assembly Meeting
Held on September 25, 2018**

Vice-Mayor Stephen Prysunka called the Regular Assembly meeting to order at 7:00 p.m., September 25, 2018, in the Borough Assembly Chambers. Assembly Members Larrabee, Powell, and Howell were present. Mayor Jack and Assembly Members Gilbert were absent. Assembly Member Decker called in at 7:36 p.m. Borough Manager Von Barga and Clerk Kim Lane were also in attendance.

The Pledge of Allegiance was led by Assembly Member Rolland Howell.

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

CEREMONIAL MATTERS

A Certificate of Service for Georgianna Buhler for her time on the School Board was presented by Vice-Mayor Prysunka.

Trey Acteson, SEAPA CEO reported on the following items:

- Wholesale power rate has been 6.8 cents for over 20 years; rebated 2.7 million dollars last year, bringing the rate down to about 5 cents; this year the board approved a \$800,000 rebate
- Reservoir Levels: Swan at about 10 days left if no inflow; Tyee at about 69 days if no inflow
- Tyee Tunnel ROV inspection: preliminary report: 3 slides, 1 boulder, and mud build-up
- Submarine Cable inspection: good shape; no pending failures found
- Ballot Measure 1
- Roadless Rule Advisory Committee: Acteson applied to be on the committee; thanked the Assembly for their letter of support

PERSONS TO BE HEARD – None.

AMENDMENTS TO THE AGENDA – None.

CONFLICT OF INTEREST – None.

CONSENT AGENDA

Consent Agenda Items:

- a. Approval of Assembly Minutes – August 28, 2018 (Regular); September 4, 2018 (Special); September 17, 2018 (Special)
- b. Final Plat of the Massin/Industrial Subdivision Replat of Lots 3, 4, 6, 7, and 8, Block 59B, Industrial Subdivision, creating Lots 4A, 6A and Lot 8A
- c. Final Plat of the Good/Edgley Subdivision, a Replat of Lots 7-K and 7-R, Block 67, creating Lot AA and Lot BB
- d. Approval of a Retail Marijuana Store License renewal for the Happy Cannabis (#10200) (Current on all Sales Taxes)
- e. Approval of a Marijuana Cultivation Facility renewal for the Happy Cannabis (#10201) (Current on all Excise Taxes)
- f. Telegraph Creek Letter

Correspondence Items:

- g. School Board Action (- action only, minutes will follow)

- h. School Board Minutes – June 18, 2018 (Regular) & August 10, 2018 (Special)
- i. Hospital Board minutes – July 18, 2018 (Regular) & August 15, 2018 (Regular)

Correspondence Items:

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

BOROUGH MANAGER'S REPORT

Manager Von Bargaen's Report was provided.

The Water Report and Public Works Report was also provided.

BOROUGH CLERK'S FILE

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

Vice-Mayor Prysunka spoke about the life altering tragedies that have touched our community; encouraged everyone to be cautious when driving; watch your speed and to also wear your seatbelt. Prysunka also said that tragedy had also recently touched Kake and that our hearts go out to their community.

MAYOR AND ASSEMBLY APPOINTMENTS – None.

PUBLIC HEARING

Vice-Mayor Prysunka opened the Public Hearing on the following items:

11a Approval of the vacation of an alleyway and portion of a scenic strip adjacent to Lots 1 and 10, Block 54, Wrangell Townsite, according to Plat No. 68-81, and Tract "B", supplemental plat of Wrangell Townsite, USS 1119, according to Plat No. 68-129, and portion of Lot 1, portion of Lot 2, and Lots 9 and 10, Block 54, Wrangell Townsite, USS 1119

11b Approval of the vacation of unused floating easements within Lots B-1, B-2 and B-3, Health Care Subdivision II, and Lot A, Heath Care Subdivision

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

11a ***M/S: Howell/Powell to approve the vacation of an alleyway and portion of a scenic strip adjacent to Lots 1 and 10, Block 54, Wrangell Townsite, according to Plat No. 68-81, and Tract "B", supplemental plat of Wrangell Townsite, USS 1119, according to Plat No. 68-129, and portion of Lot 1, portion of Lot 2, and Lots 9 and 10, Block 54, Wrangell Townsite, USS 1119. Motion approved unanimously by polled vote.***

11b ***M/S: Powell/Howell to approve the vacation of unused floating easements within Lots B-1, B-2 and B-3, Health Care Subdivision II, and Lot A, Heath Care Subdivision. Motion approved unanimously by polled vote.***

UNFINISHED BUSINESS – None.

NEW BUSINESS

13a PROPOSED RESOLUTION No. 09-18-1426 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, DESIGNATING CANVASS BOARD DUTIES TO THREE ASSEMBLY MEMBERS FOR CANVASSING THE RESULTS OF THE REGULAR ELECTION TO BE HELD OCTOBER 2, 2018

M/S: Howell/Powell to approve Resolution No. 09-18-1426 that designates three members of the Borough Assembly to serve on the Canvass Board, following the October 2, 2018 Borough Election. Motion approved unanimously by polled vote.

13b PROPOSED RESOLUTION NO. 09-18-1427 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, SUPPORTING THE ALASKA SALMON HATCHERY PROGRAM

M/S: Howell/Larrabee to approve Resolution No. 09-18-1427 that supports the Alaska Salmon Hatchery program. Motion approved unanimously by polled vote.

13c PROPOSED RESOLUTION NO. 09-18-1428 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE RENEWAL OF THE LINE OF CREDIT AGREEMENT BETWEEN THE CITY AND BOROUGH OF WRANGELL AND THE WRANGELL MEDICAL CENTER

M/S: Powell/Howell to approve Resolution 09-18-1428 of the Assembly of the City & Borough of Wrangell Authorizing the Renewal of the Line of Credit Agreement between the City & Borough of Wrangell and the Wrangell Medical Center. Motion approved unanimously by polled vote.

13d Approval to hold a Special Assembly meeting on Thursday, October 4, 2018 at 5:30 p.m. to Certify the Regular Borough Election

M/S: Larrabee/Powell to approve holding a Special Assembly Meeting on Thursday, October 4, 2018 at 5:30 p.m. to Certify the Regular Borough Election.

Clerk Lane stated that there would be an additional agenda item on that Special Assembly meeting that had nothing to do with the election.

Motion approved unanimously by polled vote.

***Regular meeting recessed at 7:36 p.m. so that Decker could call-in.
Regular meeting reconvened at 7:38 p.m.***

13e Discussion Item: Official Borough Position Opposing Ballot Measure 1, "Stand for Salmon"

After extensive discussion, it was the consent of the Assembly to have a Resolution brought forward at a future Assembly meeting that was in opposition of Ballot Measure 1.

13f Approval to Dispose of City Surplus Property

M/S: Howell/Powell to approve the disposition of surplus property in conformance with Wrangell Municipal Code Section 5.10.060. Motion approved unanimously by polled vote.

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

EXECUTIVE SESSION

15a Discuss with the Borough's legal counsel, Dorsey & Whitney LLP and the Borough Manager, legal issues regarding the proposed Asset Purchase Agreement with SEARHC regarding the Wrangell Medical Center and the financial status of Wrangell Medical Center related to the transition with SEARHC

M/S: Powell/Howell, pursuant to AS 44.62.310 (c)(1) and AS 44.62.310(c)(3), and section 3.04.120 of the Wrangell Municipal Code, that we recess into executive session to discuss privileged and confidential attorney-client information with our legal counsel, Dorsey & Whitney LLP and the Borough Manager, as well as information the immediate knowledge of which would clearly have an adverse effect upon the finances of the Borough, regarding a proposed Asset Purchase Agreement with SEARHC regarding the Wrangell Medical Center and the financial status of Wrangell Medical Center related to the transition with SEARHC. Motion approved unanimously by polled vote.

Recessed into Executive Session at 7:53 p.m.

Reconvened back into Regular Session at 8:59 p.m.

Regular Assembly meeting adjourned at 8:59 p.m.

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

**Minutes of Special Assembly Meeting
Held on October 4, 2018**

Mayor David L. Jack called the Special Assembly meeting to order at 5:30 p.m., October 4, 2018, in the Borough Assembly Chambers. Assembly Members Powell, Larrabee, Prysunka, and Howell were present. Assembly Member Decker was absent. Borough Manager Von Bargen and Clerk Lane were also in attendance.

CONFLICT OF INTEREST – None.

PERSONS TO BE HEARD – None.

ITEMS OF BUSINESS

5a Approval of Amendment #2 to the Professional Services Agreement with Dorsey & Whitney, LLP for Healthcare Consulting Services in the Amount of \$183,139

M/S: Howell/Prysunka to Approve Amendment #2 to the Professional Services Agreement with Dorsey & Whitney, LLP for Healthcare Consulting Services in the Amount of \$183,139.

M/S: Gilbert/Prysunka to amend the motion to subtract 20 hours' worth of legal time, not to exceed \$175,239.

Gilbert pointed out the errors in the billing.

Motion approved unanimously by polled vote.

5b Approval to Certify the Election Results for the October 2, 2018 Regular Borough Election

M/S: Gilbert/Larrabee to accept and approve the Canvass Board's Certificate of the Regular Election held October 2, 2018; declare that the election was validly held, and direct the Clerk to record in the minutes, the total number of votes cast for the candidates and for and against the ballot proposition. Motion approved unanimously by polled vote.

<u>Borough Mayor (One - 2 Year Term)</u>			
<i>Carl Carlisle</i>	<i>124</i>	<i>19</i>	<i>143</i>
<i>Stephen Prysunka</i>	<i>465</i>	<i>97</i>	<i>562</i>
<u>Assembly Member (Two - 3 Year Terms)</u>			
<i>David Powell</i>	<i>457</i>	<i>88</i>	<i>545</i>
<i>Write-in (MYA DELONG)</i>	<i>174</i>	<i>29</i>	<i>203</i>
<i>Write-in (DALE PARKINSON)</i>	<i>133</i>	<i>18</i>	<i>151</i>

<u>Port Commission (Two - 3 Year Term)</u>			
Brian Merritt	550	100	650
John M. Martin	482	95	577
<u>School Board (Two - 3 Year Term)</u>			
Aaron Angerman	428	87	515
Brian Ashton	173	28	201
Jennifer Bates	119	29	148
Karey Losinski	60	14	74
Aleisha Mollen	322	65	387
<u>School Board (One - 2 Year UNEXPIRED Term)</u>			
Annya Ritchie	235	51	286
David Powell	178	30	208
Leeann Martin	192	36	228
<u>Hospital Board (Two - 4 Year Terms)</u>			
Olinda L. Chaffee-White	517	91	608
<u>Hospital Board (One - 1 Year UNEXPIRED Term)</u>			
<u>Proposition No. 1</u>			
yes	583	108	691
no	32	14	46

PROPOSITION NO. 1

Ratification of Ordinance 948

Section 5-14 of the Borough Charter and Section 5.10.035.A of the Wrangell Municipal Code require that any ordinance which provides for “the sale or lease of any Borough property, real or personal, or the sale or lease or other disposal of any interest therein, the value of which property, lease or interest is more than \$1 Million,” be ratified by a majority of voters who vote on the question. Ordinance 948, enacted by the Assembly on August 28, 2018, provides authority to the Mayor to enter into an agreement (including a lease and a deed amendment) with Southeast Alaska Regional Health Consortium (SEARHC) to lease the Wrangell Medical Center and operate it for approximately four years and to build a new hospital adjacent to the AICS Clinic, on the AICS Clinic property and adjacent property conveyed to SEARHC by the Borough. The value of the entire transaction is approximately \$1.618 Million. Shall Ordinance 948 be ratified?

Yes (691)

No (46)

5c Accept the resignation from Assembly Member Prysunka from the Borough Assembly

5d Certificates of Service were distributed for the following outgoing Elected Officials:

1. *David L. Jack – Borough Mayor*
2. *Drew Larrabee – Borough Assembly Member*
3. *Tamara Groshong – School Board Member*
4. *Don McConachie – Hospital Board Member*

5e Administer Oaths of Office for incoming Elected Officials

Clerk Land administered Oaths of Office for the Following Elected Officials:

1. *Stephen Prysunka*
2. *David Powell*
3. *Mya DeLong*

Special Assembly Meeting adjourned at 5:43 p.m.

ATTEST: _____
Kim Lane, MMC, Borough Clerk

David L. Jack, Mayor



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

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

September 27, 2018

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

License Type:	Package Store	License Number:	108
Licensee:	Wrangell IGA Inc.		
Doing Business As:	Wrangell Liquor Store		

- ☐ New Application
☐ Transfer of Location Application
- ☒ Transfer of Ownership Application
☐ Transfer of Controlling Interest Application

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

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

AS 04.11.491 – AS 04.11.509 provide that the board will deny a license application if the board finds that the license is prohibited under as a result of an election conducted under AS 04.11.507.

AS 04.11.420 provides that the board will not issue a license when a local governing body protests an application on the grounds that the applicant's proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the alcohol establishment, unless the local government has approved a variance from the local ordinance.

Sincerely,

Jedediah Smith, Local Government Specialist
amco.localgovernmentonly@alaska.gov



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

Alaska Alcoholic Beverage Control Board Form AB-02: Premises Diagram

What is this form?

A detailed diagram of the proposed licensed premises is required for all liquor license applications, per AS 04.11.260 and 3 AAC 304.185. Your diagram must include dimensions and must show all entrances and boundaries of the premises, walls, bars, fixtures, and areas of storage, service, consumption, and manufacturing. If your proposed premises is located within a building or building complex that contains multiple businesses and/or tenants, please provide an additional page that clearly shows the location of your proposed premises within the building or building complex, along with the addresses and/or suite numbers of the other businesses and/or tenants within the building or building complex.

The second page of this form is not required. Blueprints, CAD drawings, or other clearly drawn and marked diagrams may be submitted in lieu of the second page of this form. The first page must still be completed, attached to, and submitted with any supplemental diagrams. An AMCO employee may require you to complete the second page of this form if additional documentation for your premises diagram is needed.

This form must be completed and submitted to AMCO's main office before any license application will be considered complete.

Yes No

I have attached blueprints, CAD drawings, or other supporting documents in addition to, or in lieu of, the second page of this form.



Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

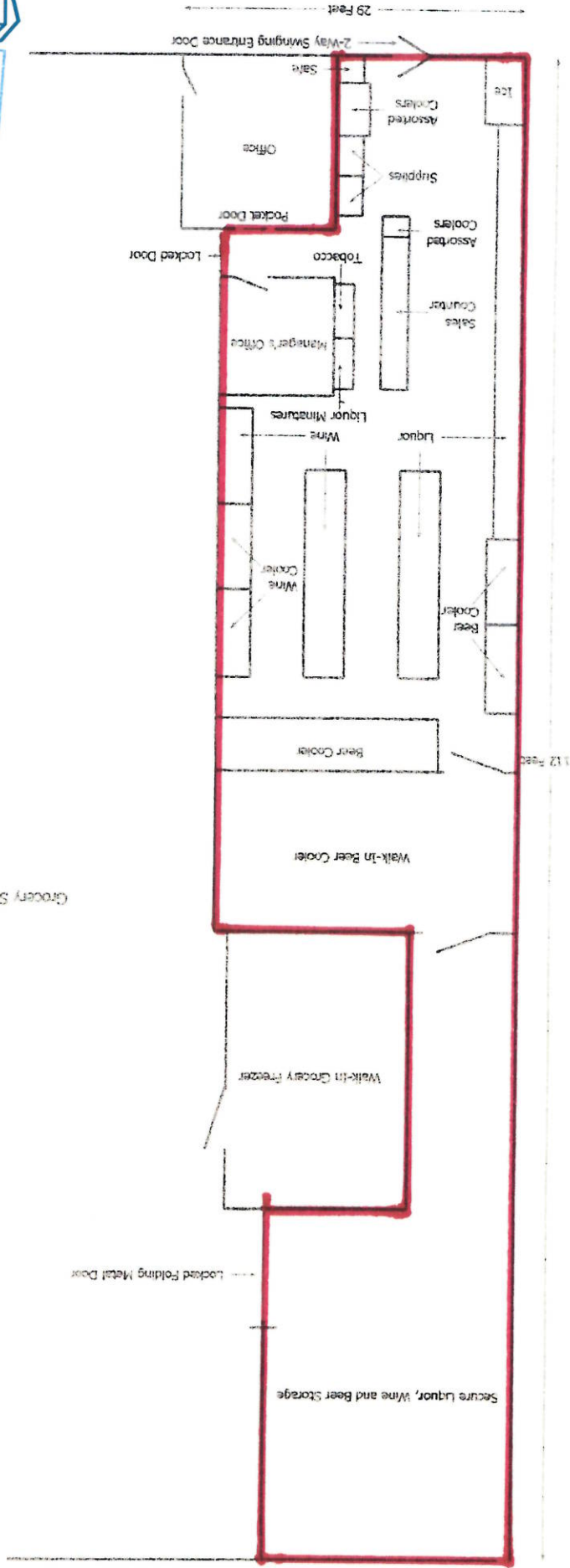
Licensee:	Wrangell IGA Inc.	License Number:	108
License Type:	Package Store		
Doing Business As:	Wrangell Liquor Store		
Premises Address:	223 Brueger St.		
City:	Wrangell	State:	AK
		ZIP:	99525



← Brueger St →

Bob's 1GA Liquor Store Detail To Scale

→ Campbell Dr. →



← Campbell Dr. →



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Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

What is this form?

This transfer license application form is required for all individuals or entities seeking to apply for the transfer of ownership and/or location of an existing liquor license. Applicants should review **Title 04 of Alaska Statutes** and **Chapter 304** of the **Alaska Administrative Code**. All fields of this form must be completed, per AS 04.11.260, AS 04.11.280, AS 04.11.290, and 3 AAC 304.105.

This form must be completed and submitted to AMCO's main office, along with all other required forms and documents, before any license application will be considered complete.

Section 1 – Transferor Information

Enter information for the **current** licensee and licensed establishment.

Licensee:	Benjamin's Store, Inc.	License #:	108
License Type:	Package Store	Statutory Reference:	04.11.150
Doing Business As:	Bob's IGA		
Premises Address:	223 Brueger Street		
City:	Wrangell	State:	AK
		ZIP:	99929
Local Governing Body:	City & Borough of Wrangell, Alaska		

Transfer Type:



Regular transfer

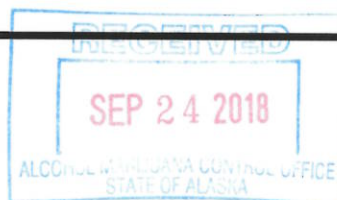


Transfer with security interest



Involuntary retransfer

OFFICE USE ONLY			
Complete Date:	9/27/18	Transaction #:	922020
Board Meeting Date:	10/15/18	License Years:	18/19
Issue Date:		BRE:	CDC





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

Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 2 – Transferee Information

Enter information for the **new** applicant and/or location seeking to be licensed.

Licensee:	Wrangell IGA Inc.				
Doing Business As:	Wrangell Liquor Store				
Premises Address:	223 Brueger Street				
City:	Wrangell	State:	AK	ZIP:	99929
Community Council:	City & Borough of Wrangell, Alaska				

Mailing Address:	P. O. Box 1309				
City:	Haines	State:	AK	ZIP:	99827

Designated Licensee:	Michael D. Ward				
Contact Phone:	907-314-0399	Business Phone:	907-874-2431		
Contact Email:	Mdward58@icloud.com				

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

Section 3 – Premises Information

Premises to be licensed is:



an existing facility



a new building



a proposed building

The next two questions must be completed by beverage dispensary (including tourism) and package store applicants only:

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the outer boundaries of the nearest school grounds? Include the unit of measurement in your answer.

800 feet

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the public entrance of the nearest church building? Include the unit of measurement in your answer.

800 feet





Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 4 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 5.
If more space is needed, please attach a separate sheet with the required information.
The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: ☐ applicant ☐ affiliate

Name:					
Address:					
City:		State:		ZIP:	

This individual is an: ☐ applicant ☐ affiliate

Name:					
Address:					
City:		State:		ZIP:	

Section 5 – Entity Ownership Information

This section must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for a license. Sole proprietors should skip to Section 6.
If more space is needed, please attach a separate sheet with the required information.

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

Entity Official:	Michael Ward				
Title(s):	President/Director	Phone:	907-314-0399	% Owned:	90
Address:	P. O. Box 1309				
City:	Haines	State:	AK	ZIP:	99827





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Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Entity Official:	Travis Bangs				
Title(s):	Vice President/Director	Phone:	907-305-0421	% Owned:	5
Address:	P. O. Box 403				
City:	Wrangell	State:	AK	ZIP:	99929

Entity Official:	Caroline Bangs				
Title(s):	Secretary-Treasurer/Director	Phone:	907-314-0408	% Owned:	5
Address:	P. O. Box 403				
City:	Wrangell	State:	AK	ZIP:	99929

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

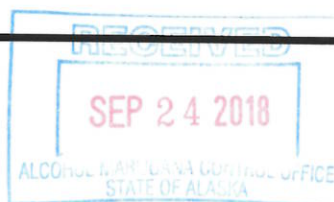
This subsection must be completed by any applicant that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations (DOC) and have a registered agent who is an individual resident of the state of Alaska.

DOC Entity #:	10086148	AK Formed Date:	06-04-18	Home State:	AK
Registered Agent:	Michael D. Ward	Agent's Phone:	907-314-0399		
Agent's Mailing Address:	P. O. Box 1309				
City:	Haines	State:	AK	ZIP:	99827

Residency of Agent:

Yes No

Is your corporation or LLC's registered agent an individual resident of the state of Alaska?

☐ ☐



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Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 6 – Other Licenses

Ownership and financial interest in other alcoholic beverage businesses:

Yes No

Does any representative or owner named as a transferee in this application have any direct or indirect financial interest in any other alcoholic beverage business that does business in or is licensed in Alaska?



If "Yes", disclose which individual(s) has the financial interest, what the type of business is, and if licensed in Alaska, which license number(s) and license type(s):

SEE ATTACHED CONTINUATION SHEET

Section 7 – Authorization

Communication with AMCO staff:

Yes No

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



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

John Peterson, Ziegler Law Firm, Ketchikan, Alaska, as attorney for Licensee

Thomas L. Bird & Jeri L. Parkin, Fredrikson & Byron, P.A., Minneapolis, Minnesota,
as attorneys for Applicant





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Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 8 – Transferor Certifications

Additional copies of this page may be attached, as needed, for the controlling interest of the current licensee to be represented.

I declare under penalty of perjury that the undersigned represents a **controlling interest** of the current licensee. I additionally certify that I, as the current licensee (either the sole proprietor or the controlling interest of the currently licensed entity) have examined this application, approve of the transfer of this license, and find the information on this application to be true, correct, and complete.

Benjamin's Store, Inc.

By

Signature of transferor

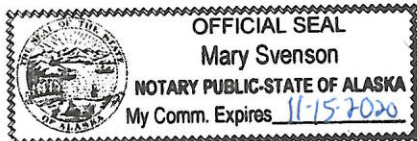
Robert K. Robbins, President

Printed name of transferor

Subscribed and sworn to before me this 4th day of September, 2018.

Mary Svenson

Signature of Notary Public



Notary Public in and for the State of Alaska

Mary Svenson

My commission expires:

11-15-2020

Benjamin's Store, Inc.

By

Signature of transferor

Bobbie Robbins, Secretary-Treasurer

Printed name of transferor

Subscribed and sworn to before me this 4th day of September, 2018.

Mary Svenson

Signature of Notary Public



Notary Public in and for the State of Alaska

Mary Svenson

My commission expires:

11-15-2020





Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 9 – Transferee Certifications

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

Initials

I certify that all proposed licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.

mdw

I certify that all proposed licensees have been listed with the Division of Corporations.

mdw

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

mdw

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check the identification of a patron will complete an approved alcohol server education course, if required by AS 04.21.025, and, while selling or serving alcoholic beverages, will carry or have available to show a current course card or a photocopy of the card certifying completion of approved alcohol server education course, if required by 3 AAC 304.465.

mdw

I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

mdw

As an applicant for a liquor license, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete.

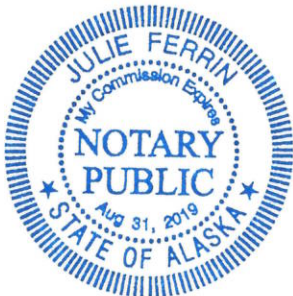
Wrangell IGA Inc.

By Michael D. Ward
Signature of transferee

Michael D. Ward, President

Printed name

Subscribed and sworn to before me this 4th day of September, 2018.



Julie Ferrin
Signature of Notary Public

Notary Public in and for the State of Alaska

My commission expires: 8/31/2019



**Form AB-01: Transfer License Application
(Continuation Sheet)**

Section 6 - Other Licenses

Michael D. Ward, Outfitter Liquor Store, Package Store License #3179, PO Box 1709, Mile Zero Haines Highway, Haines, AK 99827

Michael D. Ward, Alaskan Liquor Store, Package Store License #42, PO Box 1309, 208 Main St., Haines, AK 99827

Michael D. Ward, Harbor Liquor Store, Package Store License #4372, PO Box 590, 101 N. Front St., Haines, AK 99827

Michael D. Ward, Harbor Bar, Dispensary License #499, PO Box 590, 101 N. Front St., Haines, AK 99827



CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	6c	<u>DATE:</u>	<u>October 9, 2018</u>
<p><u>Consent Agenda Item</u></p> <p>APPROVAL OF THE FINAL PLAT OF THE W.M.C. REPLAT SUBDIVISION</p>				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
			Expenditure Required:	
Carol Rushmore, ED Director			Amount Budgeted:	
			Account Number(s):	
			Account Name(s):	
<u>Reviews/Approvals/Recommendations</u>				
xx	Planning and Zoning Commission		Unencumbered Balance(s) (prior to expenditure):	
Name(s)				
<u>ATTACHMENTS:</u>				
1. Final plat				

RECOMMENDATION:

Approved under the Consent Agenda.

SUMMARY STATEMENT:

This plat is requested as part of the agreement with the Southeast Alaska Regional Health Consortium for assuming the management responsibility of the existing hospital facility. The existing building is constructed on 7 lots and over an alley and scenic view right-of-ways. This subdivision replats the lots to combine the facility on one single lot and vacates certain right-of-ways.

The W.M.C. Subdivision is a replat of lots 1 and 10, Block 54, Wrangell Townsite, according to Plat No. 68-81, and Tract "B", supplemental plat of Wrangell Townsite, USS 1119, according to Plat No. 68-129, and portion of Lot 1, portion of Lot 2, and Lots 9 and 10, Block 54, Townsite, USS 1119, creating Lot A, Block 54, W.M.C. Subdivision;

and vacates an alleyway and portion of a scenic strip adjacent to these lots within Block 54. The land is zoned Open Space/Public.

CERTIFICATE OF OWNERSHIP AND DEDICATION

WE HEREBY CERTIFY THAT WE ARE THE LESSEES OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADAPT THIS PLAT OF SUBDIVISION WITH OUR FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE _____ MAYOR, CITY AND BOROUGH OF WRANGELL

NOTARY'S ACKNOWLEDGMENT

U.S. OF AMERICA
STATE OF ALASKA
CITY AND BOROUGH OF WRANGELL

THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED _____ TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT _____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES HEREIN SPECIFIED.

WITNES MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA
MY COMMISSION EXPIRES _____

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL ASSEMBLY AS RECORDED IN MINUTE BOOK _____ PAGE _____ DATED 20____ AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, WRANGELL, ALASKA.

DATE _____ ATTEST: _____ MAYOR, CITY AND BOROUGH OF WRANGELL

CITY CLERK _____

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

(FIRST JUDICIAL DISTRICTS)

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL PLANNING COMMISSION, AND THAT SAID PLAT HAS BEEN APPROVED BY THE COMMISSION BY PLAT RESOLUTION NO. _____ DATED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, WRANGELL, ALASKA.

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR 20____ WILL BE DUE ON OR BEFORE OCTOBER 15, 20____ DATED THIS _____ DAY OF _____

ASSESSOR: CITY AND BOROUGH OF WRANGELL

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

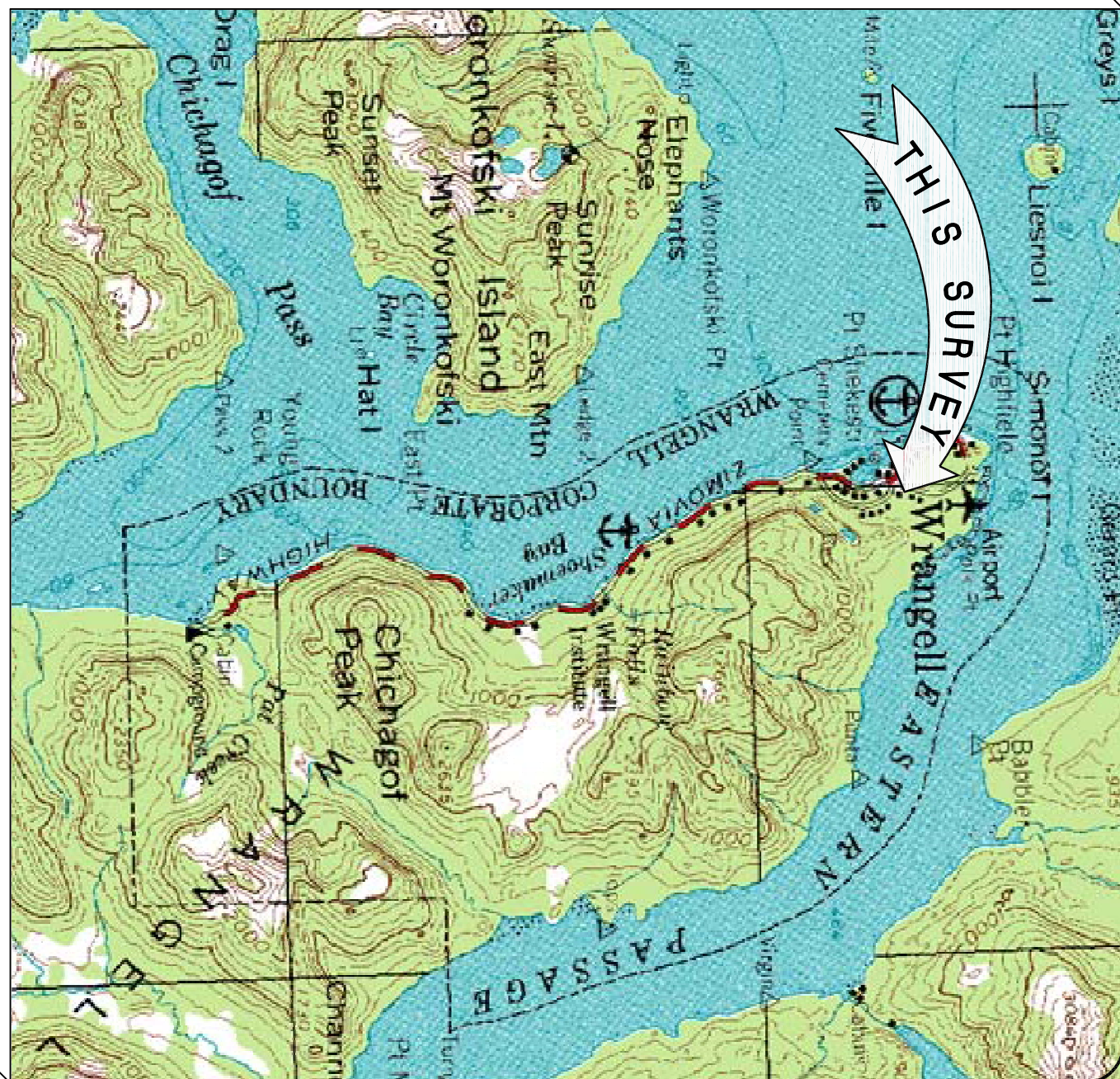
I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL PLANNING COMMISSION, AND THAT SAID PLAT HAS BEEN APPROVED BY THE COMMISSION BY PLAT RESOLUTION NO. _____ DATED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, WRANGELL, ALASKA.

DATE _____ CHAIRMAN, PLANNING COMMISSION

SECRETARY _____

PLAT NOTES

1. THE PURPOSE OF THIS SURVEY IS TO COMBINE LOTS 1 & 10, BLOCK 54, WRANGELL TOWNSITE, ACCORDING TO PLAT NO. 68-81; AND TRACT "B", SUPPLEMENTAL PLAT OF WRANGELL TOWNSITE, USS 1119, ACCORDING TO PLAT 68-129; AND A PORTION OF LOT 1, LOT 2, LOT 9, AND PORTION OF LOT 10, BLOCK 54, TOWNSITE OF WRANGELL, ALASKA, USS 1119, WRANGELL RECORDING DISTRICT, FIRST JUDICIAL DISTRICT, STATE OF ALASKA, CREATING LOT A, BLOCK 54, W.M.C. REPLAT, WRANGELL RECORDING DISTRICT, FIRST JUDICIAL DISTRICT, STATE OF ALASKA.
2. THIS PLAT WILL VACATE A PORTION OF A 10' WIDE ALLEYWAY ALONG WITH A PORTION OF A 30' WIDE SCENIC STRIP.
3. REFERENCE THE FOLLOWING WITHIN THE WRANGELL RECORDING DISTRICT:
PLAT 68-129 (SUPPLEMENTAL PLAT OF WRANGELL TOWNSITE)
PLAT 68-81 (SUBD. OF BLOCK 54, WRANGELL TOWNSITE)
PLAT 82-11 (USS 1119)
PLAT 39-30
PLAT 39-31
DEPARTMENT OF HIGHWAYS PROJECT NO. S-0943 (9)
DEED 69-340 (BOOK 17, PAGE 69 - 70)
DEED 72-71 (BOOK 17, PAGE 453)
DEED 69-341 (BOOK 17, PAGE 72 - 73)
ALASKA D.O.T. ENCROACHMENT PERMIT NO. WRG-18-001
4. REFERENCE FIRST AMERICAN TITLE INSURANCE COMPANY CERTIFICATE TO PLAT FILE NO. 32421.
5. ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL GROUND DISTANCES.
6. THE ERROR OF CLOSURE DOES NOT EXCEED 1:5000.



VICINITY MAP.
SCALE: NOT TO SCALE

OWNERSHIP STATUS

1. LOT 1 (CITY OF WRANGELL)
2. LOT 10 (CITY OF WRANGELL)
3. TRACT "B" (CITY OF WRANGELL)
4. PORTION OF LOT 1 (CITY OF WRANGELL)
5. LOT 2 (CITY OF WRANGELL)
6. PORTION OF LOT 10 (CITY OF WRANGELL)
7. LOT 9 (CITY OF WRANGELL)

PROPOSED OWNERSHIP

1. LOT A (CITY & BOROUGH OF WRANGELL)

PREVIOUS LOT AREAS

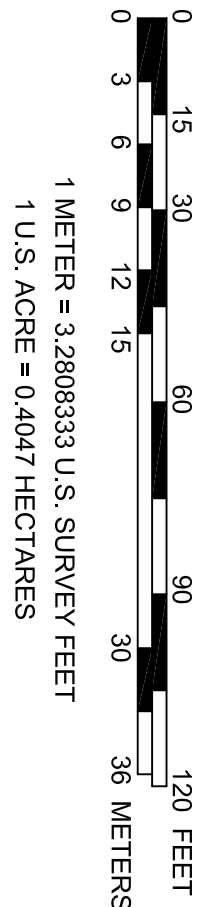
1. LOT 19,848 SQ. FT.(0.23 ACRES)
2. LOT 10 (11,200 SQ. FT)(0.26 ACRES)
3. TRACT "B" (10,577 SQ. FT)(0.24 ACRES)
4. PORTION OF LOT 1 (10,606 SQ. FT)(0.24 ACRES)
5. LOT 2 (17,000 SQ. FT)(0.39 ACRES)
6. PORTION OF LOT 10 (12,379 SQ. FT)(0.28 ACRES)
7. LOT 9 (17,000 SQ. FT)(0.39 ACRES)

NEW LOT AREAS

1. LOT A (84,988 SQ. FT)(1.95 ACRES)

SCALE 1"=30'

THIS DRAWING MAY BE REDUCED, VERIFY SCALE BEFORE USING



WRANGELL RECORDING DISTRICT

No.	Date	Description
Revisions		
PROJECT: W.M.C. REPLAT		
THE REPLAT OF LOTS 1 & 10, BLOCK 54, WRANGELL TOWNSITE, ACCORDING TO PLAT NO. 68-81; AND TRACT "B", SUPPLEMENTAL PLAT OF WRANGELL TOWNSITE, USS 1119, ACCORDING TO PLAT 68-129; AND A PORTION OF LOT 1, LOT 2, LOT 9, AND PORTION OF LOT 10, BLOCK 54, TOWNSITE OF WRANGELL, ALASKA, USS 1119, WRANGELL RECORDING DISTRICT, FIRST JUDICIAL DISTRICT, STATE OF ALASKA, CREATING LOT A, BLOCK 54, W.M.C. REPLAT, WRANGELL RECORDING DISTRICT, FIRST JUDICIAL DISTRICT, STATE OF ALASKA.		
F&M ENGINEERING&SURVEYING, INC. 7180 REVILLA ROAD KEGONAH, AK 99801 Phone: (907) 225-7917 Fax: (907) 225-3441		
WRANGELL OFFICE P.O. BOX 701 WRANGELL, AK 99929 Phone: (907) 305-0820		
CERTIFICATE OF AUTHORIZATION # C576		

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL ASSEMBLY AS RECORDED IN MINUTE BOOK _____ PAGE _____ DATED 20____ AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, WRANGELL, ALASKA.

DATE _____ ATTEST: _____ MAYOR, CITY AND BOROUGH OF WRANGELL

CITY CLERK _____

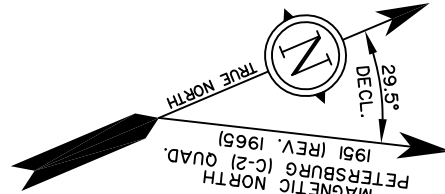
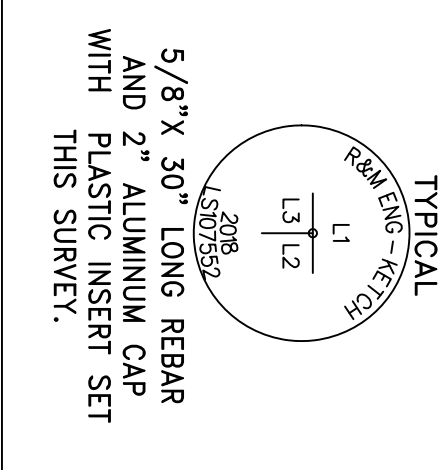
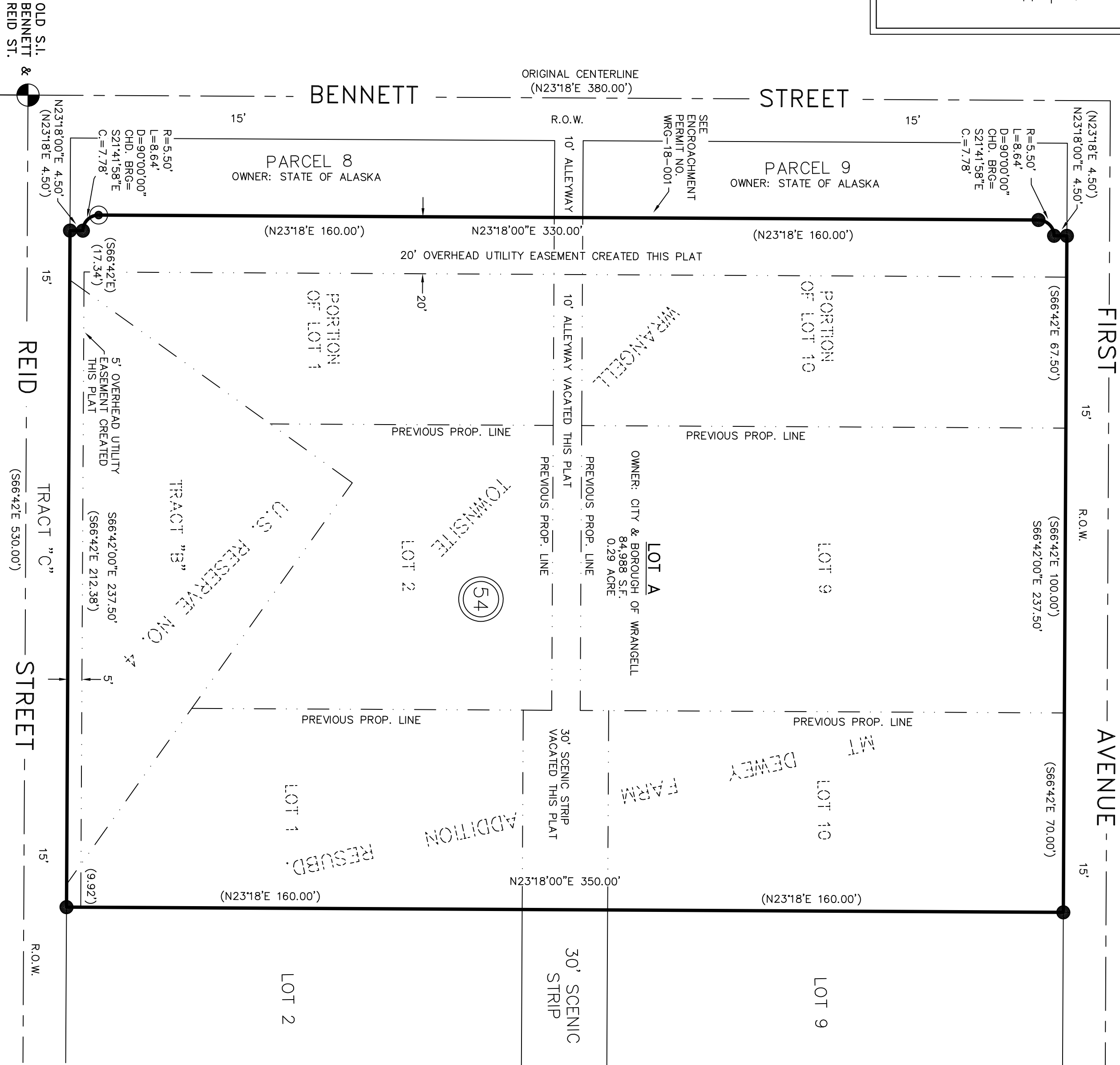
CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

(FIRST JUDICIAL DISTRICTS)

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL PLANNING COMMISSION, AND THAT SAID PLAT HAS BEEN APPROVED BY THE COMMISSION BY PLAT RESOLUTION NO. _____ DATED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, WRANGELL, ALASKA.

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR 20____ WILL BE DUE ON OR BEFORE OCTOBER 15, 20____ DATED THIS _____ DAY OF _____

ASSESSOR: CITY AND BOROUGH OF WRANGELL



BASIS OF BEARING
N23°18'00\"/>



DRAWN BY: MCH
CHECKED BY: CBP
DATE PLATTED: SEPTEMBER, 2018
DATE SURVEYED: AUGUST, 2018
SCALE: 1\"/>

CLIENT: CITY & BOROUGH OF WRANGELL
P.O. BOX 541
WRANGELL, ALASKA 99929

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN 2018 A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.

DATE 9/28/2018

CHRISTOPHER G. FIBURN LS 107552



CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	6d	<u>DATE:</u>	<u>October 9, 2018</u>
<p><u>Consent Agenda Item</u></p> <p>APPROVAL OF THE FINAL PLAT OF THE HEALTH CARE SUBDIVISION III</p>				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
Carol Rushmore, ED Director			Expenditure Required:	
			Amount Budgeted:	
			Account Number(s):	
			Account Name(s):	
<u>Reviews/Approvals/Recommendations</u>				
__xx__	Planning and Zoning Commission		Unencumbered Balance(s) (prior to expenditure):	
Name(s)				
_____	Attorney			
_____	Insurance			
<u>ATTACHMENTS:</u>				
1. Final Plat				

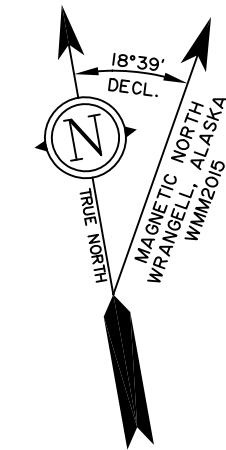
RECOMMENDATION:

Approved under the Consent Agenda.

SUMMARY STATEMENT:

This plat is requested as part of the agreement with the Southeast Alaska Regional Health Consortium to construct a new hospital adjacent to the SEARHC/AICS Tideline Clinic. The plat establishes utility and access easements, creates a right-of-way for the Etolin Avenue road, and modifies the north and south property lines of Lot 4 (former Lot A)

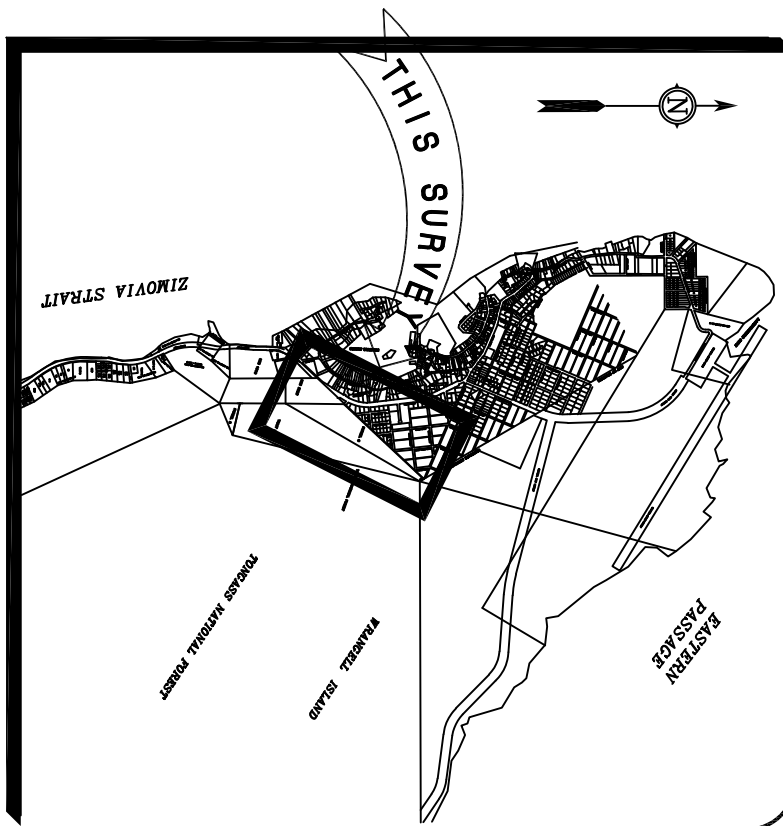
The Health Care Subdivision III is a replat of Lots B-1, B-2 and B-3, Health Care Subdivision II, and Lot A, Health Care Subdivision, creating Lots 1,2,3 and 4, Health Care Subdivision III. It is zoned Open Space/Public.



CURVE DATA			
①	Δ = 12°27'16" R = 461.00' CENTERLINE L = 100.21' WOOD ST. C = 100.01' CHD. BRG. = S52°57'57"E	②	Δ = 76°30'42" R = 363.00' CENTERLINE L = 484.74' WOOD ST. C = 449.52' CHD. BRG. = S20°56'14"E
⑤	Δ = 56°14'24" R = 431.00' L = 385.76' C = 370.46' CHD. BRG. = S10°48'05"E	⑥	Δ = 47°31'27" R = 180.00' L = 149.30' C = 145.06' CHD. BRG. = S17°16'44"W
⑨	Δ = 87°45'55" R = 40.00' L = 61.13' C = 55.46' CHD. BRG. = S02°50'30"E	⑩	Δ = 41°24'35" R = 40.00' L = 61.13' C = 28.28' CHD. BRG. = N67°25'45"W
③	Δ = 12°36'46" R = 431.00' L = 94.88' C = 94.69' CHD. BRG. = S52°53'12"E	⑪	Δ = 13°24'35" R = 40.00' L = 91.74' C = 72.92' CHD. BRG. = S22°25'45"W
⑦	Δ = 35°29'59" R = 120.00' L = 74.35' C = 73.17' CHD. BRG. = S23°17'28"W	⑫	Δ = 52°51'15" R = 138.00' L = 127.30' C = 122.84' CHD. BRG. = N16°50'55"E
④	Δ = 20°16'18" R = 393.00' L = 139.00' C = 138.32' CHD. BRG. = S49°03'26"W	⑬	Δ = 90°00'00" R = 110.00' L = 172.79' C = 153.56' CHD. BRG. = N01°43'28"W
⑧	Δ = 87°45'55" R = 100.00' L = 153.18' C = 138.64' CHD. BRG. = S02°50'30"E	⑭	Δ = 61°38'33" R = 125.00' L = 134.48' C = 128.09' CHD. BRG. = N12°27'16"E

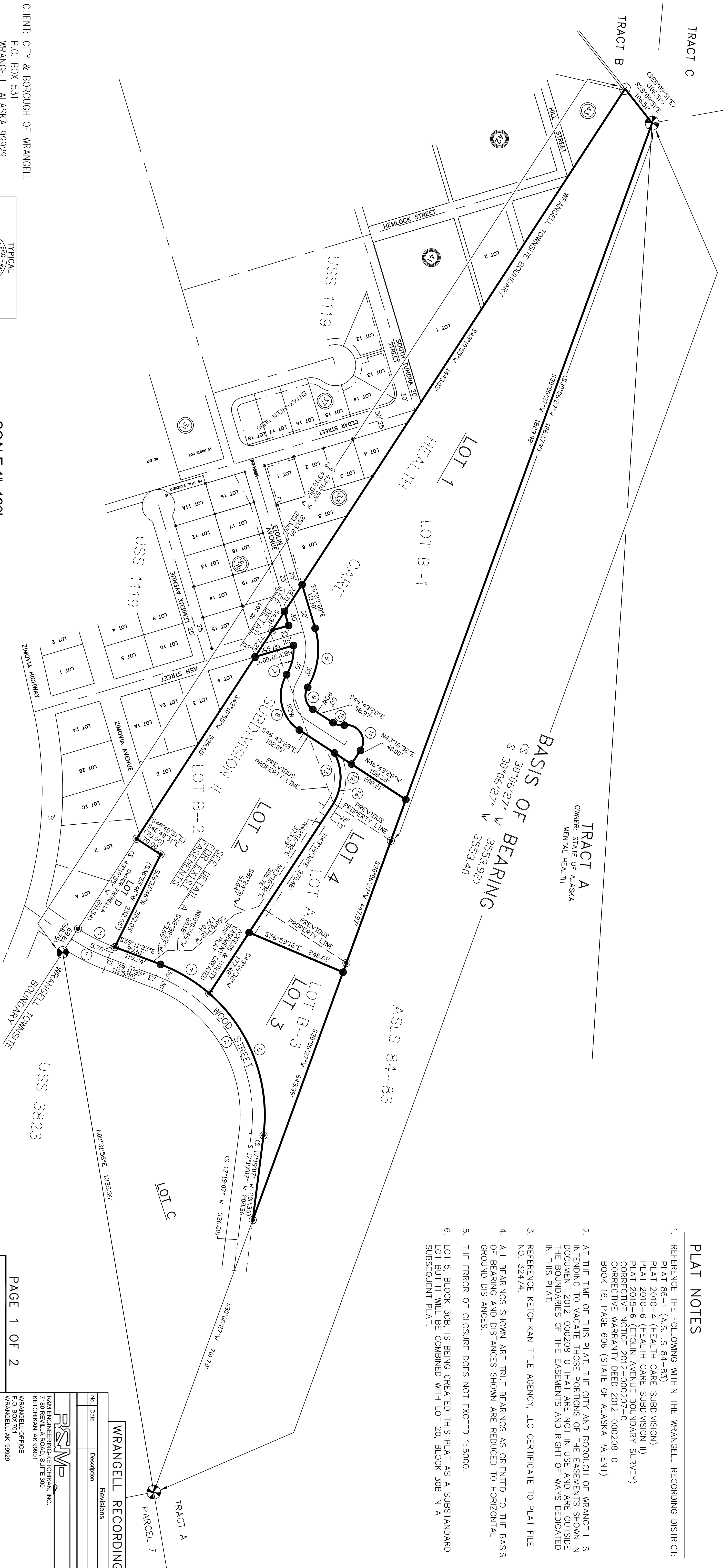
LEGEND

- SECONDARY MONUMENT RECOVERED THIS SURVEY
- ⊕ BLM BRASS CAP RECOVERED THIS SURVEY
- ⊙ HIGHWAY CENTERLINE BRASS CAP RECOVERED THIS SURVEY
- 5/8 REBAR 30" LONG WITH 2" ALUM CAP WITH PLASTIC INSERT SET THIS SURVEY
- (88.09) DATA OF RECORD
- 88.09 DATA MEASURED OR COMPUTED
- PREVIOUS PROPERTY LINE
- ROAD CENTERLINE
- EXISTING EASEMENT
- EASEMENT CREATED THIS PLAT



PLAT NOTES

- REFERENCE THE FOLLOWING WITHIN THE WRANGELL RECORDING DISTRICT:
PLAT 88-1 (ASLS 84-83)
PLAT 2010-4 (HEALTH CARE SUBDIVISION)
PLAT 2010-6 (HEALTH CARE SUBDIVISION I)
PLAT 2015-6 (ETOLIN AVENUE BOUNDARY SURVEY)
CORRECTIVE NOTICE 2012-000207-0
CORRECTIVE WARRANTY DEED 2012-000208-0
BOOK 16, PAGE 606 (STATE OF ALASKA PATENT)
- AT THE TIME OF THIS PLAT, THE CITY AND BOROUGH OF WRANGELL IS INTENDING TO VACATE THOSE PORTIONS OF THE EASEMENTS SHOWN IN DOCUMENT 2012-000208-0 THAT ARE NOT IN USE AND ARE OUTSIDE THE BOUNDARIES OF THE EASEMENTS AND RIGHT OF WAYS DEDICATED IN THIS PLAT.
- REFERENCE KETCHIKAN TITLE AGENCY, LLC CERTIFICATE TO PLAT FILE NO. 32474.
- ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL GROUND DISTANCES.
- THE ERROR OF CLOSURE DOES NOT EXCEED 1:5000.
- LOT 5, BLOCK 30B, IS BEING CREATED THIS PLAT AS A SUBSTANDARD LOT BUT IT WILL BE COMBINED WITH LOT 20, BLOCK 30B IN A SUBSEQUENT PLAT.



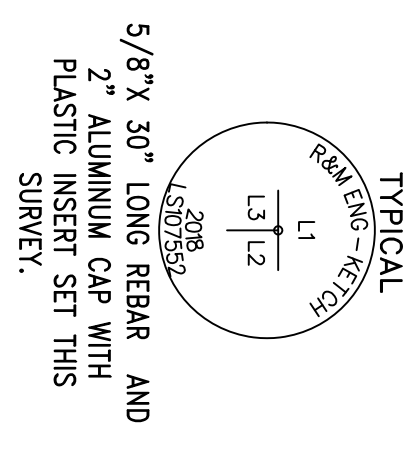
CLIENT: CITY & BOROUGH OF WRANGELL
P.O. BOX 531
WRANGELL, ALASKA 99929

DRAWN BY: MCH
CHECKED BY: COP
DATE PLATTED: SEPTEMBER, 2018
DATE SURVEYED: SEPTEMBER, 2018
SCALE: 1"=120'
SURVEYED BY: MCH
PROJ NO.: 182754

SCALE 1"=120'

THIS DRAWING MAY BE REDUCED. VERIFY SCALE BEFORE USING

0 60 120 240 360 480 FEET
0 15 30 60 90 120 150 METERS



SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN 2018 A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.

DATE 10/03/2018
CHRISTOPHER G. FIBURN LS 107552



PAGE 1 OF 2

WRANGELL RECORDING DISTRICT

No.	Date	Description

RA&M ENGINEERING-KETCHIKAN, INC.
1600 REVELLA ROAD SUITE 300
KETCHIKAN, AK 99901
WRANGELL OFFICE
P.O. BOX 107
WRANGELL, AK 99929
Phone: (907) 225-7917
Fax: (907) 225-3441
Phone: (907) 305-0820

HEALTH CARE SUBDIVISION III

A REPLAT OF LOTS B-1, B-2, & B-3, HEALTH CARE SUBDIVISION I, & LOT A, HEALTH CARE SUBDIVISION, CREATING LOTS 1, 2, 3, 4, & 5, HEALTH CARE SUBDIVISION III, CITY AND BOROUGH OF WRANGELL.

PROCEEDINGS

MINUTES

WRANGELL SCHOOL BOARD REGULAR MEETING August 20, 2018 6:30 PM Evergreen Elementary School Room 101

President Tammy Groshong called the regular meeting of the Wrangell Public School Board to order at 6:31 P.M. on August 20, 2018.

CALL TO ORDER

A quorum was determined with the following school board members present: Tammy Groshong, Jessica Rooney, David Wilson and Aleisha Mollen. Also present was Superintendent Debbe Lancaster and Recording Secretary Kimberly Powell.

DETERMINE QUORUM

The Pledge of Allegiance was recited, led by Tammy Groshong.

PLEDGE OF ALLEGIANCE

The District Mission Statement was recited by Tammy Groshong.

DISTRICT MISSION STATEMENT

The agenda was approved as presented by unanimous consent.

APPROVAL OF AGENDA

There were no guests to be heard.

GUESTS TO BE HEARD

Information & Correspondence were accepted by unanimous consent.

**ACCEPTED INFORMATION &
CORRESPONDENCE**

Motion to approve the items on the consent agenda as presented by Aleisha Mollen; seconded by Jessica Rooney. Poll vote: Jessica Rooney: Yes; Aleisha Mollen: Yes; Dave Wilson: Yes; Tammy Groshong: No. Motion approved.

**APPROVED THE ITEMS
ON THE CONSENT
AGENDA**

- Approved the minutes of the June 18, 2018 Regular Board Meeting as presented
- Approved the minutes of August 10, 2018 Special Board Meeting as presented
- Approved the hire of Georgianna Buhler as business manager pending the receipt of a satisfactory criminal background check
- Approved the hire of Mrs. Katiyn Powell as K-8 Intervention Teacher
- Offered Matthew Gore a teaching contract in the amount of \$6,000.75 to teach Digital Literacy for one period per day
- Offered a contract addendum to Jennifer Ingman, Shanna Mall, Shane Phillips and Katelyn Powell for one additional day at the beginning teachers per diem rate for onboarding/orientation
- Offered Josh Blatchley a contract for the maintenance director position, with a retro-active start date of August 13, pending receipt of a satisfactory criminal background check
- Offered an extracurricular contract to Jamie Roberts for the High School Swim Club Coach position, pending receipt of a satisfactory criminal background check and drug test
- Resignation letters from the following were presented as information:
 - Jim Haley, Custodian
 - Eric Gerald, Paraprofessional
 - Susan Moran, Accounting Clerk
 - Brenda Rang, Paraprofessional
 - Sierra Rail, DDF Coach

The administrative reports were presented as an item of information.

ADMINISTRATIVE REPORTS

Motion to accept the \$2,000.00 donation from Wrangell Cooperative Association to be spent on the EATS Garden and activities by Aleisha Mollen, seconded by Jessica Rooney. Poll vote: Aleisha Mollen: Yes; Dave Wilson: Yes; Jessica Rooney: Yes; Tammy Groshong: Yes. Motion approved unanimously.

**ACCEPTED THE
DONATION FROM
WRANGELL
COOPERATIVE
ASSOCIATION**

Motion to accept the Migrant Literacy Grant award in amount of \$2,880.00 by Jessica Rooney; seconded by Aleisha Mollen. Poll vote: Dave Wilson: Yes; Jessica Rooney: Yes; Aleisha Mollen: Yes; Tammy Groshong: Yes. Motion approved unanimously.

**ACCEPTED THE MIGRANT
LITERACY GRANT
AWARD**

Motion to accept the Indian Education Formula grant award in the amount of \$57,847.00 by Aleisha Mollen, seconded by Jessica Rooney. Poll vote: Jessica Rooney: Yes; Aleisha Mollen: Yes; Dave Wilson: Yes; Tammy Groshong: Yes. Motion approved unanimously.

**ACCEPTED THE INDIAN
EDUCATION FORMULA
GRANT AWARD**

Motion to approve entering into agreement with Sedor, Wendlandt, Evans and Filippi to provide legal services as presented by Jessica Rooney; second by Aleisha Mollen.

DENIED MOTION TO ENTER INTO AGREEMENT WITH SEDOR, WENDLANDT, EVANS AND FILIPPI TO PROVIDE LEGAL SERVICES

Motion to table action until the next meeting by Dave Wilson, seconded by Tammy Groshong. Poll vote: Aleisha Mollen: No; Dave Wilson: Yes; Jessica Rooney: No; Tammy Groshong: Yes. Motion failed.

REQUESTED RECONSIDERATION OF THE MOTION IN SEPTEMBER

Poll vote on original motion: Aleisha Mollen: Yes; Dave Wilson: No; Jessica Rooney: Yes; Tammy Groshong: No. Motion failed.

President Groshong requested that the motion be brought back during the September meeting for reconsideration. The board agreed by unanimous consent.

Motion to accept the first reading of Board Policy 0300, Strategic Plan as presented by Jessica Rooney; seconded by Aleisha Mollen. Poll vote: Dave Wilson: Yes; Jessica Rooney: Yes; Aleisha Mollen: Yes; Tammy Groshong: Yes. Motion approved unanimously.

ACCEPTED THE FIRST READING OF BOARD POLICY 0300, STRATEGIC PLAN

Motion to accept the first reading of Board Policy 4111, Certified Staff Recruitment and Selection as presented by Aleisha Mollen; seconded by Jessica Rooney. Poll vote: Jessica Rooney: Yes; Aleisha Mollen: Yes; Dave Wilson: Yes; Tammy Groshong: Yes. Motion approved unanimously.

ACCEPTED THE FIRST READING OF BOARD POLICY 4111, CERTIFIED STAFF RECRUITMENT

Motion to accept the first reading of Board Policy 4112.6, Personnel Records and Board Policy 4117.2, Resignation of Certificated Personnel as presented by Aleisha Mollen; seconded by Jessica Rooney. Poll vote: Jessica Rooney: Yes; Aleisha Mollen: Yes; Dave Wilson: Yes; Tammy Groshong: Yes. Motion approved unanimously.

ACCEPTED THE FIRST READING OF BOARD POLICY 4112.6, PERSONNEL RECORDS AND 4117.2, RESIGNATION OF CERTIFICATED PERSONNEL

Motion to accept the first reading of Board Policy 4119.12, Harassment and 4119.23, Unauthorized Release of Confidential Information as presented by Jessica Rooney; seconded by Aleisha Mollen. Poll vote: Aleisha Mollen: Yes; Dave Wilson: Yes; Jessica Rooney: Yes; Tammy Groshong: Yes. Motion approved unanimously.

ACCEPTED THE FIRST READING OF BOARD POLICY 4119.12, HARASSMENT AND 4119.23, UNAUTHORIZED RELEASE OF CONFIDENTIAL INFORMATION

Motion to accept the first reading of Board Policy 4131, Certificated Staff Development as presented by Aleisha Mollen; seconded by Jessica Rooney. Poll vote: Dave Wilson: Yes; Jessica Rooney: Yes; Aleisha Mollen: Yes; Tammy Groshong: Yes. Motion approved unanimously.

ACCEPTED THE FIRST READING OF BOARD POLICY 4131, CERTIFICATED STAFF DEVELOPMENT

Motion to accept the first reading of Board Policy 4211, Classified Staff Recruitment and Selection and 4311, Administrative Staff Recruitment and Selection by Jessica Rooney; seconded by Aleisha Mollen. Poll vote: Jessica Rooney: Yes; Aleisha Mollen: Yes; Dave Wilson: Yes; Tammy Groshong: Yes. Motion approved unanimously.

ACCEPTED THE FIRST READING OF BOARD POLICY 4211, CLASSIFIED STAFF RECRUITMENT AND 4311, ADMINISTRATIVE STAFF RECRUITMENT

Motion to accept the second reading of Board Policy 1325, Advertising and Promotion for inclusion in the policy manual by Jessica Rooney, seconded by Aleisha Mollen. Poll Vote: Aleisha Mollen: Yes; vote: Dave Wilson: Yes; Jessica Rooney: Yes; Tammy Groshong: Yes. Motion approved unanimously.

ACCEPTED THE SECOND READING OF BOARD POLICY 1325, ADVERTISING AND PROMOTION

Motion to accept the second reading of Board Policy 7131, Ad Hoc Committees for inclusion in the policy manual by Aleisha Mollen; seconded by Jessica Rooney. Poll vote: Dave Wilson: Yes; Jessica Rooney: Yes; Aleisha Mollen: Yes; Tammy Groshong: Yes. Motion approved unanimously.

ACCEPTED THE SECOND READING OF BOARD POLICY 7131, AD HOC COMMITTEES

The School Board directed Superintendent Lancaster to review the number of allowable days absent and bring Board Policy 5110, Attendance back to the Board with a recommendation.

DIRECTED SUPERINTENDENT LANCASTER TO REVIEW BOARD POLICY 5110, ATTENDANCE

Motion to enter into a contract with Nancy Guthrie to provide Special Education Consulting Services during the 2018-2019 school year as presented by Aleisha Mollen; seconded by Jessica Rooney. Poll vote: Jessica Rooney: Yes; Aleisha Mollen: Yes; Dave Wilson: Yes; Tammy Groshong: Yes. Motion approved unanimously.

ENTERED INTO A CONTRACT WITH NANCY GUTHRIE TO PROVIDE SPECIAL EDUCATION CONSULTING SERVICES

Reviewed the upcoming dates and meeting announcements.

REVIEWED DATES & MTG ANNOUNCEMENTS

Board Member Mollen invited everyone to the Title I Welcome Back Picnic taking place on Wednesday, August 22, 2018. She said she volunteered to help Mrs. Powell organize the picnic and asked them to let her know if they are able to bring a side dish or desert.

BOARD MEMBER COMMUNITY
ACTIVITY REPORTS

Meeting Adjourned at 7:40 P.M.

ADJOURNED AT 7:40 P.M.



SECRETARY/TREASURER

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT


<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	8	<u>Date</u>	October 9, 2018
Clerk’s File				
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				

Mark Your Calendar:

- 10-11 Planning & Zoning Commission Mtg. scheduled for 7 pm in the Assembly Chambers
 10-17 Hospital Board Mtg. scheduled for 5:30 pm in the Assembly Chambers
 10-23 Regular Assembly Mtg. scheduled for 7 pm in the Assembly Chambers

SEAPA Board Meeting is scheduled for December 12-13 in Petersburg

Regular Borough Election of October 2, 2018

I would like to extend a big  to the **Election Workers** for their time and dedication. and to the following City Departments:
The Employees of Public Works
The Nolan Civic Center Staff

The preparations for the Election went very well. As of September 2nd, Wrangell had **1,885** Registered Voters. That voter count was up 165 from last year!

The total number of ballots cast for the October 2nd Regular Election was **763**. The voter turnout was **40%**. Last year's election had a 16% voter turnout.

AML (ACoM, NEO & Conference)

Alaska Municipal League Conference schedule is as follows:

Pre-Conference (NEO-Newly Elected Officials Training)
& Regular Conference

Nov. 12 16, 2018 (_____ attending)

ACoM (Alaska Conference of Mayors) & Regular Conference

Nov. 14 - 16, 2018 (Prysunka attending)

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

I am working on this and will be scheduling this training in the near future.



How about a little test?.....

A Parks & Recreation board meeting needs to be moved to a different location. The Chair texts the board members to let them know and puts a note on the door of the fire hall (normal location) saying the meeting is in the Assembly chambers.

Proper notice, True or False?

False. The notice is improper because notice requirements call for notice that has the **date, time** and **place** of the meeting.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	7	<u>DATE:</u>	October 9, 2018
Borough Manager's Report				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
Lisa Von Bargaen, Borough Manager			Expenditure Required:	
			\$0	
			Amount Budgeted:	
			\$0	
			Account Number(s):	
			N/A	
			Account Name(s):	
<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; 2. Water Report; 3. Public Works/Capital Facilities Report; 4. YTD Insurance Report; 5. Quarterly Permanent Fund Report; 6. Upper Reservoir Geo-Tech Analysis				

RECOMMENDATION:

None. Report only.

SUMMARY STATEMENT:

This Manager's Report is very robust in terms of attachments. Those include:

1. Manager's Report
2. Water Report (Including Upper Reservoir Geo-Tech Analysis – Attached Last)
3. Public Works/Capital Report
4. YTD Insurance Claims Report
5. Quarterly Permanent Fund Report*
6. Quarterly Financial Report**

*The Permanent Fund Report is a historical narrative about the fund and the investment practices. The actual report from Morgan Stanley (the Investment Manager) had not arrived at the time this report had to be finalized, so it will be in the packet for the next meeting. Please note in the report by the Finance Director, that Morgan Stanley is discontinuing its management services for government funds such as ours and the CBW will need to issue an RFP for fund management. We have six months to make this transition.

**I anticipated a quarterly financial report would be ready for this meeting. Those will need to be submitted at the second meeting of the month, following the end of a quarter. Expect that report next meeting as well.

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: October 9, 2018

INFORMATION:

Assembly Requests from September 26th:

Resolution Opposing Ballot Measure 1 – “Stand for Salmon”:

This resolution will be on the agenda for the second meeting of the month.

Permanent Fund Reporting:

A summary report of the history of the fund and the investment practices, prepared by the Finance Director, has been attached to this report. The actual quarterly report from Morgan Stanley had not yet arrived at the time this report had to be prepared. Please note in the report by the Finance Director, that Morgan Stanley is discontinuing its management services for government funds such as ours and the CBW will need to issue an RFP for fund management. We have six months to make this transition.

Telegraph Creek Letter:

The letter was sent by the Clerk immediately following the last Assembly meeting.

Monofill off the End of Spur Road:

Water of suspect color seems to be draining from this monofill. Testing of the water has been conducted and the results are expected this week.

Land & Water Conservation Fund (LWCF) Grant Application:

There is an item on the agenda for consideration for Parks & Recreation to apply for matching grant funds for the Kyle Angerman Park. The FY19 Budget includes \$25,000 for this improvement project. An additional \$5,000 was donated to P&R for this project through WCA with funds from SEARHC. The LWCF is a 50/50 matching grant. The CBW's money could be doubled for this project.

Community Development Block Grant (CDBG) Application:

It is CDBG application time again. Last year the CBW was unsuccessful in an attempt to obtain grant funding for the Fire Department portion of the Public Works Building improvement project. Staff has compiled a list of possible projects for this year's application. The public hearing and action on a preferred project are on the agenda for consideration at this meeting.

Safety Program:

Development of an enterprise wide safety program is a significant priority for the Borough. Greg Meissner has been tasked with pulling together a small group of staff to develop a protocol for reporting safety concerns and how they are formally addressed. Both candidates to whom positions have been offered for Public Works and Electric have strong safety backgrounds Administration looks forward to the expertise they can bring to this program development.

Active Shooter Drill:

The AICS Clinic is going to be sponsoring an Active Shooter Drill on October 17th. Mayor Prysunka is spearheading this effort. Both Fire/EMS and Police from the CBW will be participating to the fullest extent.

Hazard Mitigation Plan;

Staff will be reengaging on this effort with the consultant in the very near future. The Assembly will be kept apprised of the progress.

Water Reservoir Upper Dam Status:

Please see the update in the attached Water Report from the Capital Facilities Director. The report also includes the geo-tech analysis report on the upper reservoir from Shannon & Wilson.

Library Fall Story Time:

Fall Story Time began at the Library on October 4th. Story time is from 10am-11am. Following is a schedule of the featured stories: October 11- Snail & Worm; October 18 – Hooray! Piñata!; October 25 – Happy Halloween!; November 1 – Wow! City!; November 8 – The Pout-Pout Fish; November 15 – Turkey Trouble; November 29 – Little Penguins; December 6 – Hello Santa! The Library will also be participating in the Family Resilience Fair hosted by BRAVE (Building Respect and Valuing Everyone) on the evening of October 9th from 6:30- 8:30 at the Nolan Center. The Library will have a table there with information and resources that are available at the public library.

WCA:

WCA and CBW administration committed to having regular meetings. It had been several months. Thankfully we were all able to meet this past Friday to address a number of relevant issues.

Shoemaker Bay:

Please see the update in the Capital Report.

Healthcare Continuum:

Proposition 1 passed overwhelmingly with 95% support. And, a whopping 40% of registered voters participated in the election. Final details of the transition are underway and will continue daily through November 1st when the transition takes place. The full SEARHC Board is scheduled to vote on the matter on October 26th.

Mill Property:

The letter outlining the myriad issues that need to be considered as part of the negotiations of a purchase price was sent to the owner's real estate agent last week. Staff is awaiting a response. As more information becomes available it will be provided to the Assembly.

Personnel Updates:**Public Works Director:**

An offer of employment has been made to a candidate pending action (as required by code) from the Assembly.

Electric Supervisor:

An offer has been made to a candidate. Discussions on the details of employment are in process.

Finance Director:

This position has been reposted. Thankfully, in the interim, Lee Burgess continues to act in his full capacity as Director, albeit working remotely. Review of the applications will come in as they are received.

Facility Maintenance Specialist Lead:

This position posting ends this week and the formal interview process will begin.

Water Treatment:

Please see the update in the Capital Report. The EDA Review Team is scheduled to meet again on October 11th and will consider the Wrangell project for a third time.



Wrangell Water Report **October 5, 2018**

Raw Water Reservoir Levels

The upper reservoir is full and the lower reservoir is about one foot low.

Treated Storage Tank Levels

Both tanks are currently maintaining daily recovery to their set points.

Water Production

Reported as a Daily Average, in Gallons:

- | | |
|--|--|
| - 712,300 gallons – Week of October 2 nd | - 674,142 gallons – Week of March 12 th |
| - 718,714 gallons - Week of October 9 th | - 705,571 gallons – Week of March 19 th |
| - 734,000 gallons – Week of October 16 th | - 676,286 gallons – Week of March 26 th |
| - 755,000 gallons – Week of October 23 rd | - 658,857 gallons – Week of April 1 st |
| - 771,000 gallons – Week of October 30 th | - 704,000 gallons – Week of April 8 th |
| - 759,286 gallons – Week of November 13 th | - 686,000 gallons – Week of April 15 th |
| - 826,857 gallons – Week of November 20 th | - 563,429 gallons – Week of April 22 nd |
| - 730,000 gallons – Week of November 27 th | - 709,664 gallons – Week of April 29 th |
| - 778,429 gallons - Week of December 4 th | - 518,142 gallons – Week of May 6 th |
| - 764,000 gallons - Week of December 11 th | (consumption 329,312 gallons) |
| - 844,143 gallons - Week of December 18 th | - 580,714 gallons - Week of May 13 th |
| - 922,142 gallons – Week of December 25 th | (consumption 357,772 gallons) |
| - 1,062,333 gallons – Week of January 1 st (2018) | 588,285 gallons – Week of May 21 st |
| - 974,000 gallons – Week of January 8 th | (consumption 349,070 gallons) |
| - 946,000 gallons – Week of January 15 th | - 530,857 gallons – Week of May 28 th |
| - 1,049,143 gallons – Week of January 22 nd | (consumption 315,815 gallons) |
| - 1,132,571 gallons – Week of January 29 th | - 565,429 gallons – Week of June 3 rd |
| - 1,151,286 gallons – Week of February 5 th | (consumption 335,281 gallons) |
| - 1,115,857 gallons – Week of February 12 th | - 553,429 gallons - Week of June 10 th |
| - 934,571 gallons – Week of February 19 th | (consumption 378,951 gallons) |
| - 854,000 gallons – Week of February 26 th | - 765,857 gallons – Week of June 17 th |
| - 626,571 gallons – Week of March 5 th | (consumption 596,839 gallons) |

- 765,857 gallons – Week of June 24th
(consumption 596,839 gallons)
- 766,715 gallons – Week of July 1st
(consumption 605,766 gallons)
- 914,571 gallons – Week of July 8th
(consumption 694,689 gallons)
- 758,286 gallons – Week of July 15th
(consumption 674,000 gallons)
- 882,286 gallons – Week of July 22nd
(consumption 302,440 gallons)
- 814,000 gallons – Week of July 29th
(consumption 547,000 gallons)
- 754,286 gallons – Week of August 5th
(consumption 687,136 gallons)
- 658,857 gallons – Week of August 27th
(consumption 484,885 gallons)
- 651,143 gallons – Week of September 3rd
(consumption 464,492 gallons)
- 641,200 gallons – Week of September 10th
(consumption 344,000 gallons)
- 619,571 gallons – Week of September 17th
(consumption 445,857 gallons)
- 623,000 gallons – Week of September 24th
(consumption 405,000 gallons)

Recent Water Projects' News

- *Upper Dam Stability Condition*

Following Kyle Brennon's, Shannon & Wilson Engineers, visit to Wrangell on September 7th to inspect the upper dam and review the seepage occurring, they have provided a written report of their inspection and recommendations.

Shannon & Wilson's site inspection of the upper dam provided for no significant change in the geometry of the dam's structure compared to previous inspections. They noted no signs of vertical or horizontal displacement, as well as no signs of heaving or sinking.

It is Shannon & Wilson's opinion that the stability of the dam has not changed since the 1993 and 2006 stability analysis, and based on their inspection of the piezometers in place, it doesn't appear that the dam's soils are saturated. As for the seeps that have been observed at the toe of the dam, Shannon & Wilson agrees with CBW staff's suggestion that these are not new seeps but rather seeps that have been noted in past inspections which have been obscured by vegetation.

Although Shannon & Wilson believe that the stability of the dams are similar to that found during the last stability analysis, they indicate that the stability of Wrangell's dams will likely continue to be reduced over time due to continual deterioration of the original log crib core and its further effects on fill material loss.

Shannon & Wilson recommends that staff continue monitoring the dams' structure in order to detect changes, which could indicate increased structural

failure. They have provided details of specific observations we will include on our monitoring list.

Shannon & Wilson indicates that although an updated stability analysis could be conducted, they do not believe this will provide a significant increase in our understanding the stability conditions. Further, a subsequent analysis would not be able to characterize continued deterioration of the log crib core.

In closing, Shannon & Wilson recommends that the CBW pursue design and construction to repair the dam and address the instabilities expected to be caused by continued deterioration of the log crib core and the known seismic instability of the dam.

A full copy of Shannon & Wilson's September 28, 2018 report is attached to this report.

- *Reservoir Bypass Project*

The next step in moving this project forward is to perform a camera inspection of the two pipes located in the core of the upper dam. A crude camera inspection, using a push camera, was performed in 2005, which indicated defects in both pipes. A professional camera inspection, using a high-resolution, self-propelled CCTV camera, is required to confirm the existing condition of the two pipes through the upper dam. Only by having this information will the engineers be able to fully assess the conditions to determine the proper repair.

The Anchorage-based camera crew is scheduled to perform the inspection as soon as a diving company is confirmed to assist in plugging the inlet ends of both the 8" and 10" pipes. The Ketchikan-based dive company will be in Wrangell next week to review the site conditions and formulate a dive plan.

This project will offer progress toward making repairs to those known dam deficiencies, effecting their instability as noted in Shannon & Wilson's September 28, 2018 report (attached to this report).

September 28, 2018

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

Ms. Amber Al-Haddad

RE: UPPER DAM SITE VISIT SUMMARY, WRANGELL, ALASKA

This letter presents observations made during a site visit to the Upper Wrangell dam and conclusions and recommendations developed as a result of that site visit. On September 7, 2018, an experienced geotechnical engineer from our Anchorage office (Mr. Kyle Brennan, P.E.) visited the site to observe conditions at the Upper Dam. The site visit was conducted at your request because you had observed apparent new seeps near the toe of the left side of the dam and were concerned with dam stability. The purpose of the site visit was to observe the condition of the Upper Dam and determine if dam stability conditions are changing. To assist us in evaluating the current stability condition of the dam, we reviewed the following documentation:

- *Stability Study, Upper and Lower Water Supply Dams, Wrangell, Alaska*; Shannon & Wilson; 1993
- *Upper and Lower Wrangell Dams, Seismic Safety Report*; United States Army Corps of Engineers; 2006
- *Periodic Dam Safety Inspection Report, Wrangell Upper and Lower Dams*; Shannon & Wilson; 2015

PROJECT BACKGROUND

According to the existing documentation, the Upper Dam was constructed around 1935 as a log crib structure. The structure leaked badly and the reservoir did not retain significant water until it was rehabilitated around 1958. The rehabilitation effort was documented in as-built drawings dated 1965 and 1967. In general, the Upper Dam consists of an earthen berm that was placed, burying the original timber cribbing dam structure. Explorations conducted through the existing

Upper Dam in our 1993 study and for the U.S. Corps of Engineers (COE) in 2006 reveal that the soils in the dam berm consist of medium dense to very dense gravel with sand and silt. Foundation soils appear to consist of up to approximately 30 feet of relatively loose sand and silt soils with significant organic contents in shallower horizons.

Stability analyses conducted by Shannon & Wilson in 1993 and the COE in 2006, yielded relatively consistent results for the Upper Dam. In general, both studies concluded that the Upper Dam meets typical stability criteria for static loading conditions. However, under seismic loading, it appears that the Upper Dam is susceptible to deep seated failures. Both stability studies yielded factors of safety against sliding during a seismic event well below 1.0 and attributed the instability to poor foundations soils under the dam that are potentially liquefiable.

SITE VISIT OBSERVATIONS

During our site visit, our engineer observed the conditions of the Upper Dam and compared them to those included in the most recent Periodic Dam Safety Inspection report conducted in 2015. During our site visit, we observed that the geometry of the Upper Dam appears to be consistent with the latest inspection. No signs of subsidence, surface sloughing, or horizontal/vertical displacement in the berm crest or berm slopes were observed. The downstream face of the dam appeared to be relatively regular with no obvious signs of recent movement or displacement. No obvious signs of bulging or heaving were observed beyond the toe of the dam.

We observed several areas of seepage during our site visit. The apparent new seepage on the left side of the dam appeared to flow from the dam face near the toe of the dam. These seeps appeared to come from a relatively consistent elevation with the left-most seep approximately 1 foot above the toe of the dam and the right-most seep approximately 4 feet above the toe of the dam. The middle of the three seeps was the largest feature and appeared to create the largest flows. The larger reconstructed weir positioned near the bypass piping (Weir W1) at the toe of the dam appeared to be passing seepage water coming directly from the toe of the dam as we did not observe seepage water above the toe of the dam in this area. Both bypass pipes were seeping water during our site visit even though the pipe valves were closed. Water flowing over each of the weirs and out of the bypass piping was clear and did not appear to be transporting sediment

during our site visit. We did also not observe evidence of sedimentation in front of or below the seep areas.

Three new v-notch weirs (Weirs W2 through W4) have been installed near the toe on the left side of the dam within the two weeks prior to our site visit. The approximate locations of these weirs are shown on the site plan in Figure 1 and were positioned by City and Borough of Wrangell (CBW) personnel to collect water from the apparent new seeps at those locations. The larger v-notch weir near the existing bypass piping near the center toe of the dam (Weir W1) had been recently reconstructed, the location of which is also shown on Figure 1. Water column heights above the bottom of the weir notches measured at each of the weirs during a September 16 reading event are provided in the table below.

Weir	Height of Water Above Notch (inches)
W1	2
W2	2
W3	1-3/8
W4	1/2

According to the CBW observations, the water heights have been relatively consistent over time. While on-site, you indicated that the most significant changes in seepage rates is over the large weir adjacent to the bypass piping (Weir W1) when the bypass piping valves are opened. Under this condition, you indicated that the flow over the adjacent weir increases significantly over its normal flow.

Flow from the three seeps on the left side of the dam flow down to cleared sloping ground in front of the dam, where it flows into several small channels toward the primary channel in the valley bottom. Approximately half way between the seeps and the valley bottom, the seepage water flows back into the subsurface and we did not observe whether the water re-surfaces before the valley bottom. The site plan shows the approximate flow path of these seeps. You indicated that the CBW attempted to dye the seepage water and found that at least a portion of the seepage water flows into the large weir at the base of the dam adjacent to the bypass piping.

We understand that CBW examined the valley bottom downstream of the dam and did not find additional dyed water in any other locations.

While on-site, we measured static water levels in several piezometer sandpipes (Piezometers P1 through P3) that have been installed in the Upper Dam crest. The locations of the piezometers that were measured are shown on Figure 1. Where water was present, levels were consistent with historical readings and near or below the approximate bottom elevation of the base of the dam. Water levels measured during our site visit in the piezometers is included in the table below.

Piezometer	Depth of Water Below Ground Surface (ft*)
P1	Dry
P2	Dry
P3	16.5

*ft = feet

STABILITY EVALUATION

Based on the observations during our site visit, we do not believe that the stability condition of the Upper Dam has changed significantly from the prior stability evaluations conducted in 1993 and 2006. Based on the water level readings in the piezometers, it does not appear that dam soils are saturated or that water levels in the dam fill soils are increasing. Observed seeps appear to be isolated to elevations near the toe of the dam and they do not appear to be transporting or piping dam fill or foundation soils. Continued low water levels in the dam fills is reinforced by the observation that flows over Weir W1 near the bypass piping increase when the piping valves are opened. We believe that this is an indication that pore pressures increase in the dam fills when the valves are open due to leaks in the pipes.

It is unclear if the seeps identified on the left side of the dam are new since the last inspection in 2015. As reported by the CBW, Weir W1 at the toe of the dam near the bypass piping has not appeared to increase in flow since the “discovery” of the seeps. If the seeps were new, we would expect that Weir W1 would have experienced a significant increase in flow as it appears that

these seeps contribute to the flow of Weir W1. It is likely that these seeps previously existed undetected and were masked by vegetation on the ground on the downstream side of the dam.

Though we believe the current stability is likely similar to that found in prior stability studies, we believe that natural processes will continue to reduce the stability of the dam over time. Ongoing deterioration of the timber crib dam core will create voids in the dam fill which will result in increased seepage through the dam and potential piping and loss of dam fill material. Such effects will become evident through increases in seepage from the face of the dam, turbid seepage water, and sedimentation downstream of seeps. Furthermore, we believe that the seismic stability of the dam is likely below established requirements as described in the prior stability analyses.

RECOMMENDATIONS

Based on our observations and review of existing information we recommend that on-going observations at the Upper Dam to detect changes over time. Regular observations should focus on detecting changes to the dam geometry, changes in seepage rates and nature, and water levels inside the dam fill. Observations of the dam should be made and recorded on a weekly basis for the elements listed below. To the extent practicable, the same person or persons should the observations and record conditions.

- **Dam Geometry:** The dam crest and face slope should be observed for areas of movement and settlement. Areas of settlement on the crest of the dam including development of sinkholes, differential vertical displacement, and tension cracks are indicators of reduced stability and should be noted. Likewise, unstable slope conditions on the face of the dam will include slumping or downslope movement of slope soils.
- **Seepage:** The water flow in each of the weirs should be measured and recorded. In addition, the water should be observed to detect turbidity and sedimentation below the seeps. The face of the dam should also be inspected for new seeps, particularly in the face of the dam, above the existing seeps
- **Groundwater:** Water levels in piezometers should continue to be measured and recorded to detect significant increases in water level in the dam fills.

Significant changes in the observed parameters could be indicative of reduction in static stability of the dam. Given the core of the dam is constructed of a filled timber crib, we believe that ongoing deterioration of the timber crib will eventually result in an unstable static condition for this dam. An updated stability analysis could be conducted to refine the understanding of seismic and static stability of the dam, however, we do not believe that this will result in a significant change in our understanding of stability conditions. Furthermore, this stability analysis will not be able to characterize instabilities related to the continued deterioration of the timber crib core. Ultimately, we recommend that work be conducted to design and construct a repair to the dam to address the seismic instability and eventual instabilities caused by deterioration of the timber crib core.

CLOSURE AND LIMITATIONS

This report was prepared for the exclusive use of our client and their representatives for evaluating the site as it relates to the engineering and construction aspects discussed herein. The conclusions contained in this report are based on site conditions as they are depicted in the available information for the site. It is assumed that the existing information is representative of the surface and subsurface conditions throughout the site.

Unanticipated conditions are commonly encountered and cannot fully be determined by merely reviewing information. Such unexpected conditions frequently require that additional expenditures be made to attain a properly designed and constructed project. The conclusions and recommendations included in this report are based on surface observations and existing information regarding soils and condition of the buried timber crib core. Shannon & Wilson has prepared the attachment *Important Information About Your Geotechnical/Environmental Report* to assist you and others in understanding the use and limitations of the reports.

Copies of documents that may be relied upon by our client are limited to the printed copies (also known as hard copies) that are signed or sealed by Shannon & Wilson with a wet, blue ink signature. Files provided in electronic media format are furnished solely for the convenience of the client. Any conclusion or information obtained or derived from such electronic files shall be

Ms. Amber Al-Haddad
City and Borough of Wrangell
September 28, 2018
Page 7 of 7

SHANNON & WILSON, INC.

at the user's sole risk. If there is a discrepancy between the electronic files and the hard copies, or you question the authenticity of the report please contact the undersigned.

We appreciate this opportunity to be of service. Please contact the undersigned at (907) 561-2120 with questions or comments concerning the contents of this report.

Sincerely,

SHANNON & WILSON, INC.
AECC/125

Prepared by:



Kyle Brennan, P.E.
Vice President

Encl: Figure 1 – Site Plan
Figures 2 through 6 – Photo Pages
Important Information About Your Geotechnical/environmental Report

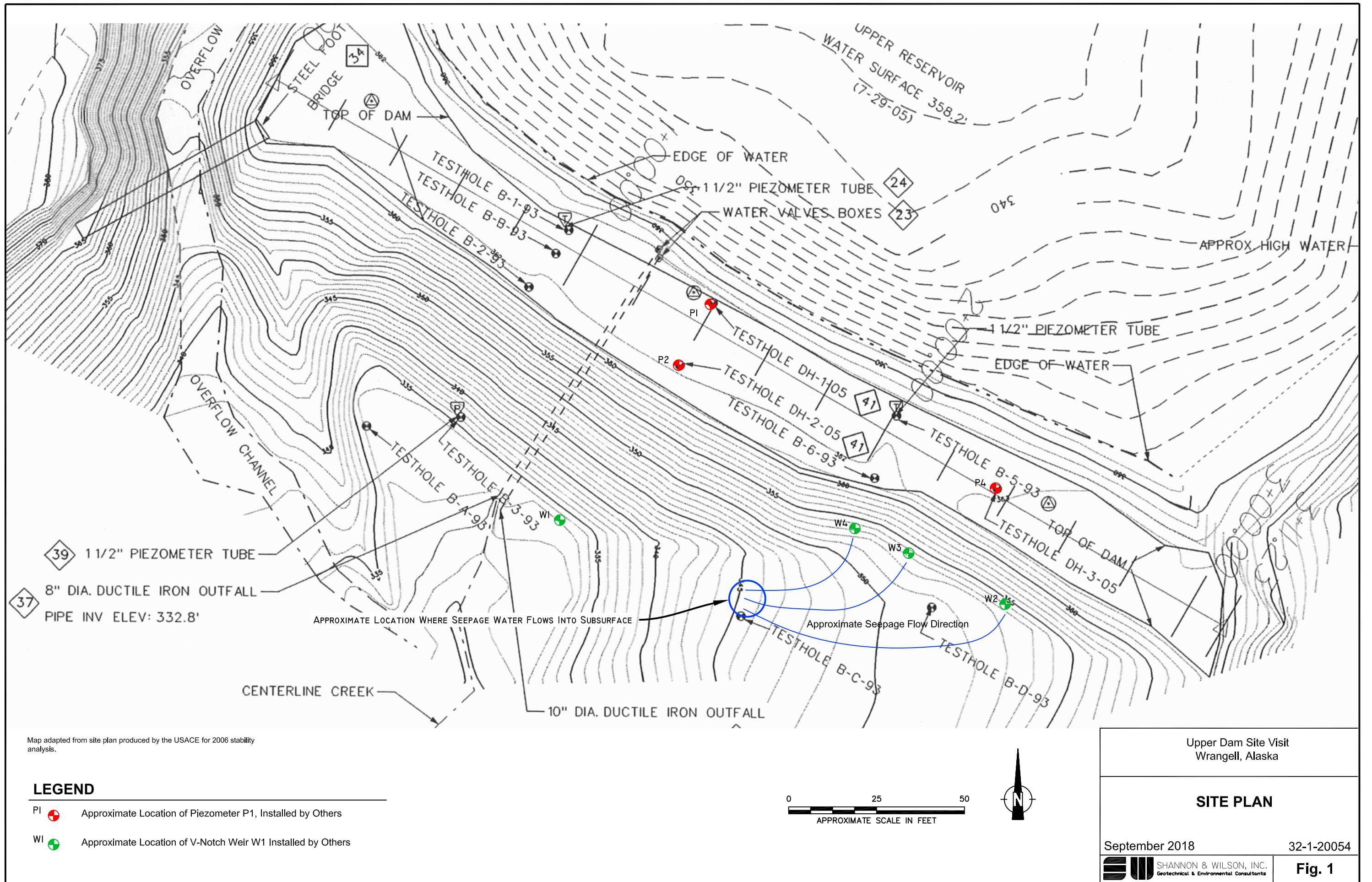




PHOTO 1: DAM FACE FROM BELOW LEFT ABUTMENT



PHOTO 2: CREST FROM LEFT ABUTMENT

Upper Dam Site Visit
Wrangell, Alaska

PHOTOS 1 AND 2

September 2018

32-1-20054



SHANNON & WILSON, INC.
Geotechnical & Environmental Consultants

FIG. 2



PHOTO 3: BYPASS PIPES AND WEIR W1 FROM RIGHT CENTER OF CREST



PHOTO 4: WEIRS W3 (FOREGROUND) AND W2 (BACKGROUND) FROM WEIR W3

Upper Dam Site Visit
Wrangell, Alaska

PHOTOS 3 AND 4

September 2018

32-1-20054



SHANNON & WILSON, INC.
Geotechnical & Environmental Consultants

FIG. 3



PHOTO 5: WEIR W4 FROM WEIR W3



PHOTO 6: WEIR W1

Upper Dam Site Visit
Wrangell, Alaska

PHOTOS 5 AND 6

September 2018

32-1-20054



SHANNON & WILSON, INC.
Geotechnical & Environmental Consultants

FIG. 4



PHOTO 7: WEIR W4



PHOTO 8: WEIR W3

Upper Dam Site Visit
Wrangell, Alaska

PHOTOS 7 AND 8

September 2018

32-1-20054



SHANNON & WILSON, INC.
Geotechnical & Environmental Consultants

FIG. 5



PHOTO 9: WEIR W2

Upper Dam Site Visit
Wrangell, Alaska

PHOTO 9

September 2018

32-1-20054



Date: September 2018
To: City and Borough of Wrangell
Upper Wrangell Reservoir Site Visit
Observations, Wrangell, Alaska

IMPORTANT INFORMATION ABOUT YOUR GEOTECHNICAL/ENVIRONMENTAL REPORT

CONSULTING SERVICES ARE PERFORMED FOR SPECIFIC PURPOSES AND FOR SPECIFIC CLIENTS.

Consultants prepare reports to meet the specific needs of specific individuals. A report prepared for a civil engineer may not be adequate for a construction contractor or even another civil engineer. Unless indicated otherwise, your consultant prepared your report expressly for you and expressly for the purposes you indicated. No one other than you should apply this report for its intended purpose without first conferring with the consultant. No party should apply this report for any purpose other than that originally contemplated without first conferring with the consultant.

THE CONSULTANT'S REPORT IS BASED ON PROJECT-SPECIFIC FACTORS.

A geotechnical/environmental report is based on a subsurface exploration plan designed to consider a unique set of project-specific factors. Depending on the project, these may include: the general nature of the structure and property involved; its size and configuration; its historical use and practice; the location of the structure on the site and its orientation; other improvements such as access roads, parking lots, and underground utilities; and the additional risk created by scope-of-service limitations imposed by the client. To help avoid costly problems, ask the consultant to evaluate how any factors that change subsequent to the date of the report may affect the recommendations. Unless your consultant indicates otherwise, your report should not be used: (1) when the nature of the proposed project is changed (for example, if an office building will be erected instead of a parking garage, or if a refrigerated warehouse will be built instead of an unrefrigerated one, or chemicals are discovered on or near the site); (2) when the size, elevation, or configuration of the proposed project is altered; (3) when the location or orientation of the proposed project is modified; (4) when there is a change of ownership; or (5) for application to an adjacent site. Consultants cannot accept responsibility for problems that may occur if they are not consulted after factors which were considered in the development of the report have changed.

SUBSURFACE CONDITIONS CAN CHANGE.

Subsurface conditions may be affected as a result of natural processes or human activity. Because a geotechnical/environmental report is based on conditions that existed at the time of subsurface exploration, construction decisions should not be based on a report whose adequacy may have been affected by time. Ask the consultant to advise if additional tests are desirable before construction starts; for example, groundwater conditions commonly vary seasonally.

Construction operations at or adjacent to the site and natural events such as floods, earthquakes, or groundwater fluctuations may also affect subsurface conditions and, thus, the continuing adequacy of a geotechnical/environmental report. The consultant should be kept apprised of any such events, and should be consulted to determine if additional tests are necessary.

MOST RECOMMENDATIONS ARE PROFESSIONAL JUDGMENTS.

Site exploration and testing identifies actual surface and subsurface conditions only at those points where samples are taken. The data were extrapolated by your consultant, who then applied judgment to render an opinion about overall subsurface conditions. The actual interface between materials may be far more gradual or abrupt than your report indicates. Actual conditions in areas not sampled may differ from those predicted in your report. While nothing can be done to prevent such situations, you and your consultant can work together to help reduce their impacts. Retaining your consultant to observe subsurface construction operations can be particularly beneficial in this respect.

A REPORT'S CONCLUSIONS ARE PRELIMINARY.

The conclusions contained in your consultant's report are preliminary because they must be based on the assumption that conditions revealed through selective exploratory sampling are indicative of actual conditions throughout a site. Actual subsurface conditions can be discerned only during earthwork; therefore, you should retain your consultant to observe actual conditions and to provide conclusions. Only the consultant who prepared the report is fully familiar with the background information needed to determine whether or not the report's recommendations based on those conclusions are valid and whether or not the contractor is abiding by applicable recommendations. The consultant who developed your report cannot assume responsibility or liability for the adequacy of the report's recommendations if another party is retained to observe construction.

THE CONSULTANT'S REPORT IS SUBJECT TO MISINTERPRETATION.

Costly problems can occur when other design professionals develop their plans based on misinterpretation of a geotechnical/environmental report. To help avoid these problems, the consultant should be retained to work with other project design professionals to explain relevant geotechnical, geological, hydrogeological, and environmental findings, and to review the adequacy of their plans and specifications relative to these issues.

BORING LOGS AND/OR MONITORING WELL DATA SHOULD NOT BE SEPARATED FROM THE REPORT.

Final boring logs developed by the consultant are based upon interpretation of field logs (assembled by site personnel), field test results, and laboratory and/or office evaluation of field samples and data. Only final boring logs and data are customarily included in geotechnical/environmental reports. These final logs should not, under any circumstances, be redrawn for inclusion in architectural or other design drawings, because drafters may commit errors or omissions in the transfer process.

To reduce the likelihood of boring log or monitoring well misinterpretation, contractors should be given ready access to the complete geotechnical engineering/environmental report prepared or authorized for their use. If access is provided only to the report prepared for you, you should advise contractors of the report's limitations, assuming that a contractor was not one of the specific persons for whom the report was prepared, and that developing construction cost estimates was not one of the specific purposes for which it was prepared. While a contractor may gain important knowledge from a report prepared for another party, the contractor should discuss the report with your consultant and perform the additional or alternative work believed necessary to obtain the data specifically appropriate for construction cost estimating purposes. Some clients hold the mistaken impression that simply disclaiming responsibility for the accuracy of subsurface information always insulates them from attendant liability. Providing the best available information to contractors helps prevent costly construction problems and the adversarial attitudes that aggravate them to a disproportionate scale.

READ RESPONSIBILITY CLAUSES CLOSELY.

Because geotechnical/environmental engineering is based extensively on judgment and opinion, it is far less exact than other design disciplines. This situation has resulted in wholly unwarranted claims being lodged against consultants. To help prevent this problem, consultants have developed a number of clauses for use in their contracts, reports, and other documents. These responsibility clauses are not exculpatory clauses designed to transfer the consultant's liabilities to other parties; rather, they are definitive clauses that identify where the consultant's responsibilities begin and end. Their use helps all parties involved recognize their individual responsibilities and take appropriate action. Some of these definitive clauses are likely to appear in your report, and you are encouraged to read them closely. Your consultant will be pleased to give full and frank answers to your questions.

The preceding paragraphs are based on information provided by the
ASFE/Association of Engineering Firms Practicing in the Geosciences, Silver Spring, Maryland

City and Borough of Wrangell

Public Works and Capital Improvement Projects Report

October 5, 2018

- **Evergreen Avenue Rehabilitation and Pedestrian Access (CBW-owned, DOT-managed project)**

SECON has finished paving of the main roadway corridor, complete with stripping, and they continue to work to finalize headwalls, guardrails, stairwell reconstructions, and signs. Substantial completion is expected within a couple of weeks.

- **Shoemaker Bay Harbor Replacement**

Tamico-RNR JV has completed the removal of all of the old floats and all floats have now been collected by their respective owners (from the surplus disposal of the floats). Following removal of all floats, the Contractor has begun the demolition of the two existing concrete abutments and their respective walkways, as well as beginning preparation for the new abutment area. The pre-dredge survey is currently underway in advance of the basin dredging, which is scheduled to begin next week. Dredging spoils are scheduled to be deposited at the CBW's Monofill site located on Ishiyama Drive.

- **Diesel Generation Plant Controls Upgrades**

Electric Power Systems, Inc. (EPS) is in the process of acquiring the controls for the diesel plant's upgrades, replacing the relay-based technology with PLC technology in the generator switchgear's controllers. The Contractor is scheduled to complete the project by November 1, 2018, and has committed to an earlier completion date if the control equipment is received sooner than expected.

- **Non-Motorized Transportation System (Mt Dewey Trail Extension)**

As a supporting partner on the Non-Motorized Transportation System project, the USFS has begun their NEPA support work, which will be used toward Federal Highway's final NEPA decision. In the meantime, CBW staff will be submitting a US Army Corps of Engineers' permit application. The design of the portion of the trail that traverses the wetland area will be dependent on discussions with the Corps and their mitigation requirements, as well as Federal Highway's final NEPA decision. Following an approved Corps permit, the trail's selected design will be identified, along with its associated costs. The standard design-bid-construct delivery method will be utilized as follow-on project tasks.

- **North Country Trailhead Road Repair**

As a supporting partner on the North Country Trailhead Road Repair (Spur Road) project, the USFS has begun their NEPA support work on this project, which will be used toward Federal Highway's final NEPA decision. Following receipt of Federal Highway's final NEPA decision, the standard design-bid-construct delivery method will be utilized as follow-on project tasks.

- **Church Street Paving Repairs**

SECON completed the Church Street paving repairs between St. Michael Street and Weber Street in one days' time last week. The existing pavement was milled and tack-prepped for a minimum of 2" of hot mix asphalt. Special consideration was given to an area where the roadway had settled and which has historically held a pool of water on the surface with the tendency to become ice during freezing temperatures.

- **Water treatment Plant Improvements**

During staff's latest conversation with EDA's Alaska representative, they relayed that the most recent delays to our project's review is related to their loss of staff from their project review committee, i.e. the previous-reviewing engineer and environmental officer, and stated that EDA's leadership had indicated that this project is more complicated than the staff they currently have to deal with it.

EDA's Alaska representative has been working to bring the new, acting staff up to speed on our project in advance of EDA's October 11th IRC meeting, at which time they are scheduled to review Wrangell's project application once again.

When asked, the EDA Alaska representative indicated that there are no outstanding requests for additional information from the CBW; however, staff encouraged them to contact us anytime with questions, as they continue to review our project.

- **Water Report (attached)**

MEMORANDUM

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

**FROM: LISA VON BARGEN
BOROUGH MANAGER**

SUBJECT: INSURANCE REPORT

DATE: October 9, 2018

INFORMATION:

Administration believes it is important for the Assembly to see the insurance claims for the City & Borough of Wrangell. This will become a quarterly report, being provided the first or second regular meeting following the end of the quarter. There are four types of possible insurance claims: Automobile, General Liability, Property and Workers Compensation. This report includes the year-to-date claims for 2018. Please note there is no sheet for Property Claims as there have been none so far this year.

2018 YTD Automobile Claims

Claim Number	Claimant	Claim Description	Date of Loss	Status	Paid By APEI	Estimated Outstanding	Total Incurred
66.9253	NA-no collision ins	garbage truck hit passenger car	4/13/2018	Open	\$ 8,021.00	\$ 1,979.00	\$ 10,000.00
		city truck clipped fire hydrant	6/24/2018	Closed	\$ -	\$ -	\$ -
66.9456		garbage bin scraped car when it slipped from truck	8/24/2018	Open	\$ -	\$ -	\$ -
66.9479		garbage truck hit parked vehicle	9/13/2018	Open	\$ -	\$ 4,541.00	\$ 4,541.00

2018 YTD General Liability Claims

Claim Number	Claimant	Claim Description	Date of Loss	Status	Paid By APEI	Estimated Outstanding	Total Incurred
66.9277		minor damage to front left panel of car from wire	4/25/2018	Open	\$ -	\$ 1,500.00	\$ 1,500.00
NA - no claim		small laceration due to faulty exercise bike	8/1/2018	Closed	\$ -	\$ -	\$ -

2018 YTD Workers Compensation Claims

Claim Number	Claimant	Department	Claim Description (from AKPEI)	Date of Loss	Status	Paid By APEI	Estimated Outstanding	Total Incurred
66.9218		WMLP	inj lt knee cutting down tree, placed foot on stump for support and knee gave out	3/22/2018	Closed	\$ 2,609.00	\$ -	\$ 2,609.00
66.9224		WPD	inj right shoulder diving off block - arm popped out and back in	3/24/2018	Closed	\$ 274.00	\$ -	\$ 274.00
66.9228		Public Works	inj rt ring finger - pinched between pipe and mount	3/30/2018	Closed	\$ 659.00	\$ 991.00	\$ 1,650.00
66.9242		Public Works	Fumes from fuel heater caused nausea	4/6/2018	Open	\$ 2,305.00	\$ 8,695.00	\$ 11,000.00
66.9254		WVFD	infected lt eye due to makeup for EMS drill	4/11/2018	Open	\$ 789.00	\$ 861.00	\$ 1,650.00
66.9293		WPD	inj lt heel running for midterm PT Test	4/28/2018	Open	\$ -	\$ 1,650.00	\$ 1,650.00
66.9387		Harbor	stepping out of company vehicle hip popped	7/27/2018	Open	\$ -	\$ -	\$ -
66.9448		Public Works	inj lt eye when brach poked him while searching for water line	8/29/2018	Open	\$ -	\$ -	\$ -
66.9484		Public Works	bruised ribs from repetitive motion injury and strain	9/12/2018	Open	\$ -	\$ -	\$ -
		Harbor	lt hand pinched when boat plate stand fell	9/20/2018	Open	\$ -	\$ -	\$ -



Quarterly Report on Wrangell Permanent Fund **City and Borough of Wrangell** **Quarter ending: 9/30/2018**

Background

The Permanent Fund was created in 1997 with \$5 million from federal Southeast Economic Timber Relief Funds. In 2015, approximately \$1 million was added to these investments which is exclusively for the benefit of the Swimming Pool.

Investment Guidelines (WMC 5.20.130)

Allowable Assets

Cash Equivalents.

- Treasury bills;
- Money market funds;
- STIF funds;
- Commercial paper;
- Banker's acceptances;
- Repurchase agreements;
- Certificates of deposit.

Fixed Income Securities.

- U.S. government and agency securities;
- Corporate notes and bonds;
- Mortgage backed bonds;
- Preferred stock;
- Fixed income securities of foreign governments and corporations;
- Planned amortization class collateralized mortgage obligations (PAC CMOs) or other "early tranche" CMOs.
- Mutual funds (which invest as allowed above)
- GICs

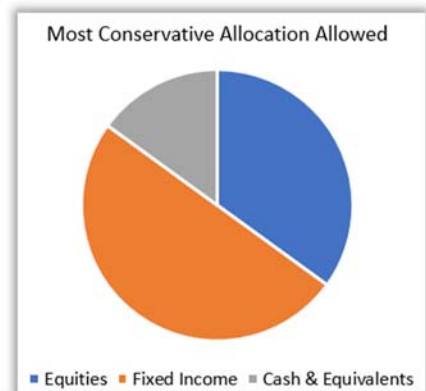
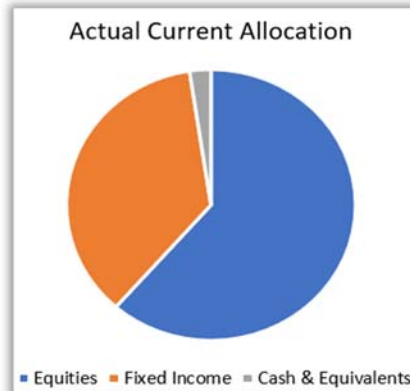
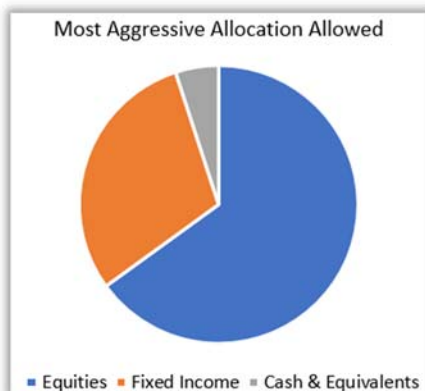
Prohibited Assets

- Commodities and future contracts;
- Private placements;
- Options;
- Limited partnerships;
- Venture-capital investments;
- Real estate properties;
- Interest-only (IO), principal-only (PO), and residual tranche CMOs;
- Derivative investment.

Prohibited Transactions

- Short selling
- Margin transactions

Asset Allocation Guidelines, per Wrangell Municipal Code



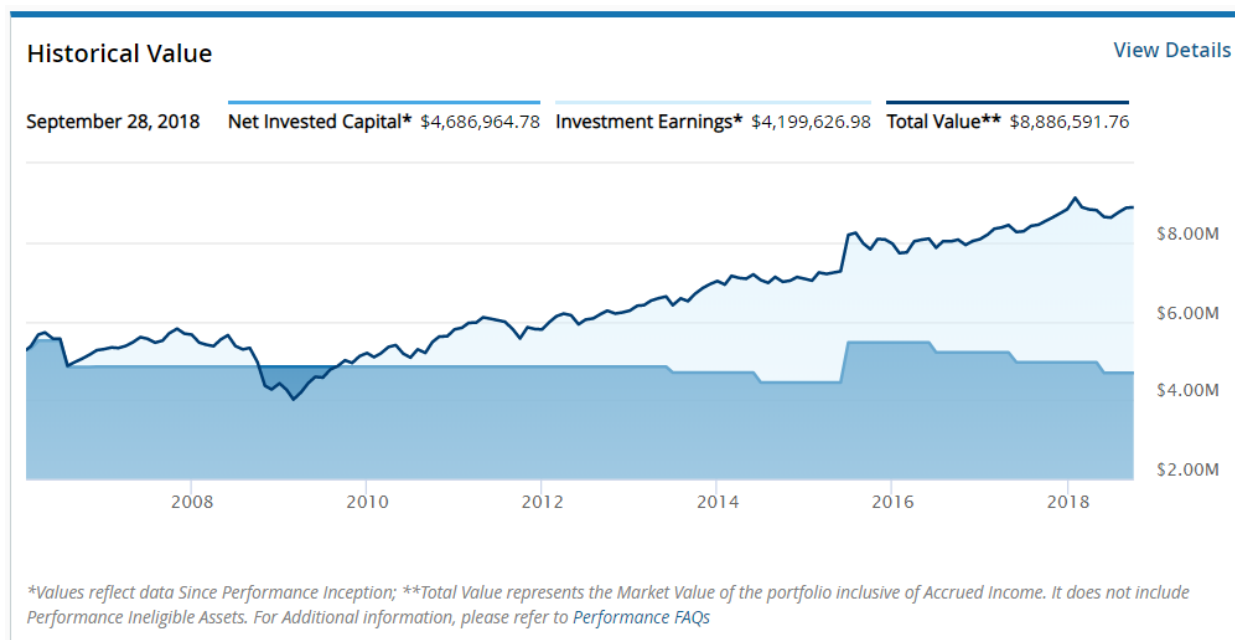
Investment goals

Wrangell Municipal Code establishes an investment goal of annual aggregate returns of 9.5%, to allow for up to 5.5% distributions to the General Fund annually, inflation-proofing of 3% and fund growth of 1%.

Performance since 2016

Acting on advice of the Borough's Permanent Fund Investment Manager, Tom Konop of Morgan Stanley, allocation changes were authorized in late 2016 and 2017 to increase the Permanent Fund's equity allocation (i.e., to slightly increase the aggressiveness of the fund's asset allocation, while staying within the parameters of the investment policy). Since this allocation change, as of quarter ending 9/30/2018, the total increase in value in the Permanent Funds since this reallocation has been \$863,000 (even after two annual distributions to the General Fund of \$250,000 each).

Long-term performance



Since inception with Smith Barney/Morgan Stanley (2007), the Permanent Fund has technically met its investment and growth targets, however this is due significantly to managerial investment decisions and lower-than-expected inflation, rather than actual investment earnings.

- Inflation (Anchorage CPI) has averaged 1.93%, rather than the originally assumed 3% per year.
- No distributions to the General Fund were taken for the first 5 years, due to adequate General Fund performance and a desire to allow the Permanent Fund to recover its losses from the 2008 financial crisis and recession.
- Despite Permanent Fund growth, distributions to General Fund have thus far been kept constant at \$250,000 per year, instead of 5.5% of the fund per year.

As a result of the above factors, the Permanent Fund has exceeded its growth target since inception with Morgan Stanley by almost \$1 million (not counting the addition of Swimming Pool Reserve). But if, on the other hand, distributions had been taken in the first five years, and inflation had been 3% per year on average instead of 1.93%, then the Permanent Fund would have fallen short of its fund growth goal by roughly \$1,160,000.

Investment Policy Review

Wrangell Municipal Code suggests that the Permanent Fund's investment policy will be reviewed annually. This review has historically been informal and in the context of updates provided by the investment manager to the Finance Director, and associated discussions.

Within this fiscal year, the investment policy will be reviewed by management and in consultation with the Permanent Fund investment manager, in particular to reevaluate whether the earnings target in the Borough's investment policy (aggregate 9.5% per year) remains appropriate relative to the asset allocation guidelines and restrictions. If it is determined that the earnings target is too optimistic relative to investment policy parameters, it may be advised to adjust down the assumed earnings goal.

Some public entities have from time to time chosen to loosen their investment guidelines to allow for more aggressive asset allocations, which are more likely to achieve higher average returns over the long term. Such decisions can be controversial as they involve assuming considerably greater risk of losses during stock market contractions, and public funds investing is typically relatively risk averse. This is not currently being recommended by management, rather it is only included for sake of discussion and information.

Important upcoming changes to Permanent Fund Management

On October 2, 2018, Morgan Stanley (national headquarters) delivered notification to the Borough and its investment manager, Mr. Tom Konop) that, effective March 29th, 2019, the firm will no longer manage the Borough's Permanent Fund. No explanation was provided in the letter other than "Serving the investment needs of clients within the Government Entity business is highly specialized and complex." According to Mr. Konop, no further elaboration was provided to him either. My speculative opinion is that the revenue Morgan Stanley is able to generate from management of (relatively) small governmental funds investments has been deemed not worth the expense and/or perceived liability to Morgan Stanley, in the opinion of its leadership.

Therefore, management will very soon begin the process of drafting a Request for Proposals to select a new investment manager for the Permanent Fund.

It was intended that the Quarterly Report Summary as provided by Morgan Stanley would be attached. The formal report from the investment manager, or a similar Quarterly Report will be provided in the first or second meeting after each quarter end. Unfortunately, at the time this report had to be released the Quarterly Report from Morgan Stanley had not yet been received. That report should be received in time to be on the next agenda.

Respectfully Submitted,

Lee Burgess
Finance Director

CITY & BOROUGH OF WRANGELL, ALASKA				
BOROUGH ASSEMBLY AGENDA STATEMENT				

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	9	<u>Date</u>	October 9, 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.

REVISED

CITY & BOROUGH OF WRANGELL, ALASKA				
BOROUGH ASSEMBLY AGENDA STATEMENT				
<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	10	<u>Date</u>	October 9, 2018
Mayor and Assembly Appointments				
<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.

➤ **Item 10a:** City Boards and Committee Appointments

- Planning & Zoning Commission
- Planning & Zoning Commission
- **Haig Demerjian** Parks & Recreation Board
- **Annya Ritchie** Parks & Recreation Board
- **Keeleigh Morelli** Parks & Recreation Board
- **Brooke Leslie** Economic Development Committee
- **Brooke Leslie** Wrangell Convention & Visitors Bureau

Please note that there were three letters of interest received for the two vacancies on the Parks & Recreation Board.

Recommended Action:

Mayor: If there are no objections to the above appointments to the City Boards and Committees, I will declare them appointed for terms ending October 2021.

If there are seats that are left vacant (no letters received), the Borough Clerk will advertise for the vacancies.

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

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

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

➤ **Item 10b:** Nomination of Vice-Mayor

RECOMMENDED ACTION:

Assembly Member: I move to nominate _____ ??? _____ for Vice-Mayor until October 2019.

There needs to be a second to the motion.

Kim Lane

From: Haig Demerjian <haig@aptalaska.net>
Sent: Thursday, September 06, 2018 5:39 AM
To: Kim Lane
Subject: Parks and Recreation Board

Good Morning Kim,

My term on the P+R board is up. I would like to be considered again. Is this letter sufficient? Thanks.

Haig Demerjian=

Kim Lane

From: Annya Ritchie <annyadawn@gmail.com>
Sent: Tuesday, October 02, 2018 8:30 AM
To: clerk@wrangell.com
Subject: Letter of Interest for P&R Advisory Board

Good Morning Kim,

I am interested in being considered for the Parks and Recreation Advisory Board. I have utilized P&R services since I was a child and find the value in growing and maintaining a healthy community which is strengthened by having a flourishing P&R Department. I strongly believe my values in growing and supporting our community through volunteerism and collaboration merge well with the mission and goals of P&R.

I hope to bring an additional helping hand and strategic mind to the group and would be honored to be considered a part of the team.

Thank you for the opportunity and consideration.

Sincerely,
Annya Ritchie

October 3, 2018

Dear City and Borough of Wrangell,

I would like this letter to serve as my *letter of interest* to serve on the Park & Recreation Advisory Board. I'm an active member of the community who works for KSTK – Stikine River Radio as the Development Director & Program Director, I also just finished my term and ended in the role as President for the Wrangell Chamber of Commerce. I have a young child who is coming of age for Park and Recreation activities and I would like to add input and help advisor for the future of our youth.

Thank you for your consideration,

Keeleigh Morelli

Po Box 1134

Wrangell, AK 99929

509-951-1373

keeleigh@gmail.com

October 5, 2018

Office of the Borough Clerk
City & Borough of Wrangell
PO Box 531
Wrangell, AK 99929

To Whom It May Concern:

I am interested in serving as a committee person for the Wrangell Convention & Visitors Bureau. I believe with my education, experience in the tourism industry and as a local business owner in Wrangell, I would be able to offer valuable insight to this advisory committee.

Thank you for your consideration.

Kindly,

Brooke Y Leslie
PO Box 2158
Wrangell, AK 99929
(907) 305 – 0990
brooke@alaskawaters.com

October 5, 2018

Office of the Borough Clerk
City & Borough of Wrangell
PO Box 531
Wrangell, AK 99929

To Whom It May Concern:

I am interested in serving as a committee person for the Wrangell Economic Development Committee. I believe with my education and experience as a local business owner in three industries in Wrangell, I would be able to offer valuable insight to this advisory committee.

Thank you for your consideration.

Kindly,

Brooke Y Leslie
PO Box 2158
Wrangell, AK 99929
(907) 305 – 0990
brooke@alaskawaters.com

PUBLIC HEARING ITEM

<p align="center">CITY & BOROUGH OF WRANGELL, ALASKA</p> <p align="center">BOROUGH ASSEMBLY AGENDA STATEMENT</p>			
<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	11a	<u>DATE:</u> October 9, 2018
<p>Project Selection for Application to the Community Development Block Grant</p>			
<u>SUBMITTED BY:</u>		<u>FISCAL NOTE:</u>	
		Expenditure Required: Yes 25% of project cost	
Carol Rushmore, Economic Development Director		Amount Budgeted: Depends on selected project	
		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. CDBG application information 2. Memo of potential projects.			

Procedure: 1) Mayor Prysunka shall declare the Public Hearing open. 2) The Mayor shall ask if there is any administrative report on the Public Hearing Item. 3) Economic Development Director Rushmore shall provide information regarding the Community Development Block Grant Program, the types of projects that can be funded, and potential local projects for consideration. 4) Clerk Lane shall retrieve the list of those who signed up to speak. When the item comes up, Persons on the list will be called by the mayor to speak in the order in which they signed up for the Public Hearing Agenda Item. 5) If there are no alternative proposals submitted, Mayor Prysunka will clearly state this fact for the minutes.

Mayor Prysunka shall declare the Public Hearing closed before the Assembly takes action on the item.

RECOMMENDATION:

Approve an application for Community Development Block Grant funds to the Alaska Department of Commerce, Community, and Economic Development for _____.

SUMMARY STATEMENT:

Every fall, the State of Alaska accepts project proposals for funding through their Community Development Block Grant program. This is a highly competitive statewide program with approximately \$2.6 million federal funds available to award. Eligibility is based on the community's income level – the community must be a low moderate income (LMI) community based on State's income levels per number in household. Submitted project proposals must meet the eligibility criteria for the three project categories: Community Development, Planning, or Special Economic Development.

Last year, because we were identified as not meeting eligibility requirements, Wrangell initiated an income survey of residents. Staff worked with Alaska Department of Commerce, Community and Economic Development to meet their rigorous survey requirements to determine if Wrangell has a higher percentage of LMI residents than previously reported. A minimum of 396 households needed to respond to the survey to provide a statistically valid result. From those responses, it has been determined that Wrangell is 52.8% LMI, thus making Wrangell eligible to apply for CDBG funding until the census 2020.

At least one public hearing is required to receive public comment and ideas as to what project is submitted for funding. The first hearing is October 9, 2018, and if additional information or time for decision is required, a follow-up hearing could be held at the Assembly regular meeting of October 23.

Each project is required to provide some matching funds, with the minimum match amount being 25% of total project costs. Staff has developed some initial project ideas for discussion, including the Fire Truck replacement, Reservoir Bypass and Dam Deficiencies' Improvements, and Mill Property acquisition. Staff has provided an estimated cost and source for the required match.

The public hearing is an opportunity for the community to offer additional project ideas and needs that might be eligible for funding via the CDBG grant. The website for Wrangell's CDBG information is: <http://www.wrangell.com/economicdevelopment/community-development-block-grant-cdbg-2018>

Final application is due in Fairbanks by December 7, 2018. A resolution for the project, the project amount, and match will be required prior to the application submittal.

F. ELIGIBLE PROJECT CATEGORIES & ACTIVITIES

The State of Alaska CDBG Program may be used to fund projects in three categories: **Community Development, Planning, and Special Economic Development**. The following summary, identifying the common types of eligible activities in each category, is for general reference only. A complete list of eligible and ineligible activities can be found in Title I of the Housing and Community Development Act of 1974, as amended.

Each applicant is expected to consult with CDBG Program staff about project eligibility prior to submission of an application. It is important that applications be submitted under the appropriate category.

Community Development

Under Section 105(a)(2),(4),(5),(14)&(15), CDBG grant funds may be used for:

Public Facilities

- | | |
|-----------------------------------|-----------------------------------|
| ✓ Health Clinics | ✓ Acquisition |
| ✓ Daycare Centers | ✓ Construction |
| ✓ Homeless Shelters | ✓ Reconstruction |
| ✓ Water & Sewer Systems | ✓ Installation |
| ✓ Solid Waste Disposal Facilities | ✓ Improvements |
| ✓ Flood & Drainage Facilities | ✓ Electrical Distribution Lines |
| ✓ Docks & Harbors | ✓ Fuel & Gas Distribution Systems |

Transportation Improvements

- | | |
|-----------------------|--------------------|
| ✓ Local Service Roads | ✓ Barge Facilities |
| ✓ Boardwalks | ✓ Airports |

Access to Public Facilities & Structures

- | | |
|---|--|
| ✓ Removal of architectural barriers in conjunction with current renovations | ✓ Improve access for handicapped & elderly persons |
|---|--|

Real Property

- | | |
|--------------------|--------------|
| ✓ Acquisition | ✓ Clearance |
| ✓ Building Removal | ✓ Demolition |
| ✓ Improvements | |

Fire Protection Facilities & Equipment

- | | |
|----------------|------------------|
| ✓ Acquisition | ✓ Rehabilitation |
| ✓ Design | ✓ Purchase |
| ✓ Construction | |

Note: Community Development activities do not include the purchase of any personal property or any equipment unless it is attached to a facility or building and considered an “integral structural feature.” Fire protection equipment is the only exception.

Planning

Under Section 105(a)(12), CDBG grant funds may be used for:

- ✓ Data Collection
- ✓ Analysis
- ✓ Plan Preparation
- ✓ Marketing Studies
- ✓ Feasibility Studies
- ✓ Community Economic Development Plans
- ✓ Community Land Use Plans
- ✓ Capital Improvement Plans
- ✓ Plan Updates

Note: Planning activities do not include engineering, architectural, and design costs related to a specific project activity. These activities may be eligible under the Community Development category.

Special Economic Development

“Special Economic Development,” as used in the CDBG Program, must meet the criteria below. See “Unique Requirements of Special Economic Development Projects” on page 9 for more information about the specific requirements for projects under this funding category.

Under Section 105(a)(14) CDBG grant funds may be used for:

- ✓ Commercial or Industrial Improvements
- ✓ Carried out by Grantee or Non-Profit Recipient
- ✓ Involving Commercial or Industrial Buildings, Structures, and Other Real Property Equipment & Improvements
- Includes:
 - ✓ Acquisition
 - ✓ Construction
 - ✓ Reconstruction
 - ✓ Rehabilitation
 - ✓ Installation

Under Section 105(a)(17), CDBG funds may be used for:

- ✓ Assistance (through eligible applicant) to an identified private, for-profit entity or entities
- The project must:
 - ✓ Create and maintain jobs for low or moderate income persons
 - ✓ Assist businesses that provide goods or services needed by and affordable to low and moderate income residents

Special Economic Development Projects must fit under one of those two categories.

If your project is not for the purpose of acquisition, construction, reconstruction, rehabilitation, or installation of commercial or industrial buildings, structures, and other real property equipment and improvements, OR it is not for the purpose of providing assistance to an identified private for-profit entity **IT IS NOT** appropriate to submit it under the Special Economic Development category.

Note: The examples provided under each of the three funding categories are for general information only and are not intended to be all-inclusive. Each community is encouraged to consult with CDBG Program staff about project eligibility and structure.

Unique Requirements of Special Economic Development Projects

The State of Alaska primarily targets Community Development and Planning projects, but it will also consider Special Economic Development projects. Projects considered under this category assist commercial, industrial, or other businesses and organizations that provide an overall economic benefit to low and moderate income communities. Special Economic Development projects have unique requirements which are outlined below. We highly recommend you contact our office if you plan to apply under this category.

If you are applying under this category, you must document in your application that your project provides a public benefit using the following criteria:

1. Creates or retains at least **one full-time equivalent permanent job per no more than \$50,000 of CDBG funding used**; or
2. Provides goods or services to residents of an area in which the number of low- and moderate-income persons served equals **no more than \$1,000 of CDBG funds used per resident**.

If your project serves to both create jobs and provide goods and services, it only has to meet one of the criteria listed above.

Under **no circumstances** will CDBG funds be used to fund projects that include any of the following activities:

1. General promotion of the community as a whole (as opposed to the promotion of specific areas and programs)
2. Assistance to professional sports teams
3. Assistance to privately-owned recreational facilities serving predominantly higher-income clientele, where the benefit to members clearly outweighs employment or other benefits to low- and moderate-income persons
4. Acquisition of land for which the specific proposed use has not been identified
5. Assistance to a for-profit business while that business or any other business owned by the same individual or entity has unresolved findings or noncompliance related to previous CDBG funding

Applicants under this category should conduct a **financial evaluation** of their project using the below suggested criteria:

1. Are project costs reasonable?
2. Are all sources of project financing committed?
3. To the extent practicable, are CDBG funds not being substituted for non-federal financial support?
4. Is the project financially feasible?
5. To the extent practicable, will the owner's equity investment not be unreasonably high?
6. To the extent practicable, will the CDBG funds be disbursed in proportion to other funds?

*Above are only some of the requirements of Special Economic Development applications. Please **contact our office** if you plan to apply under this category.*

G. INELIGIBLE PROJECT ACTIVITIES

The following activities are not eligible for CDBG funding:

- ☒ **Equipment:** The purchase or repair of motor vehicles, equipment (including computer equipment), personal property, or furnishings not permanently attached to a building, except when such vehicles or equipment are utilized for fire protection.
- ☒ **Government Buildings:** Government buildings such as courthouses, city halls, borough administrative buildings, city offices and other buildings used for the general conduct of government, except for the removal of architectural barriers.
- ☒ **Regular Government Operations:** The ongoing responsibilities of general local government.
- ☒ **Maintenance and Operation:** Operation and maintenance expenses of public or community facilities.
- ☒ **Political Activities:** Use of facilities or equipment for political purposes or to engage in other partisan political activities.

The above listing of ineligible activities is not intended to be considered all-inclusive. Please contact CDBG Program staff if you have any question about project eligibility or the correct funding category.

H. SPECIAL REQUIREMENTS & FUNDING LIMITATIONS

The following special requirements and funding limitations apply to all CDBG applications. Actions necessary to address these special requirements are detailed in the Appendices or the application packet instructions as appropriate.

- ✓ **Minimum Benefit:** Each CDBG grant activity proposed must meet the National Objective of benefiting populations or targeting areas which consist of at least 51% low and moderate income persons, as defined by census data and DCCED. See Appendix B1 - B3 for detailed instructions and forms for use in determining if your project meets this requirement. **Your project cannot be considered for funding if this requirement is not satisfied. You must submit Appendix B1 with your application. If you are applying under the Special Economic Development category, you must also submit Appendix B2.**
- ✓ **Public Benefit Standards:** Each CDBG assisted economic development activity proposed under the Special Economic Development category and some activities proposed under the Community Development section, must ensure that a minimum level of public benefit is obtained from expenditure of CDBG funds. These public benefit standards are on page 9 of this Handbook.
- ✓ **Single-Purpose Projects:** CDBG funds will address **single-purpose projects** only. If more than one activity is proposed, each must directly relate to and address the single need identified.

MEMORANDUM

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

**FROM: MS. CAROL RUSHMORE
ECONOMIC DEVELOPMENT DIRECTOR**

SUBJECT: COMMUNITY DEVELOPMENT BLOCK GRANTS (CDBG)

DATE: OCTOBER 5, 2018

POTENTIAL PROJECTS FOR CONSIDERATION:

The public hearing on October 9, 2018 is to provide an opportunity for the community to comment on potential projects eligible for CDBG funding and specifically on staff recommended project(s). Solicitation for project ideas from the public have been posted via radio, Facebook, website and bulletin boards.

1. Fire Truck Replacement: Estimated cost for a relatively new used pumper truck is \$315,000 to \$450,000. Wrangell's Firefighting fleet is reaching its useful lifespan and the department is working on vehicle replacements. The emergency safety response priority is for a new pumper. Wrangell's municipal water service terminates at 6 mile Zimovia Highway, leaving an additional 8 miles of structures dependent on a 33 year old pumper truck of the Wrangell Volunteer Fire Department. The current pumper truck, housed at 5.5 mile Zimovia Highway is beginning to show signs of repairs and equipment malfunction, only allows 500 GPM, and no longer qualifies under ISO as a pumper. It can only be considered and used as a support vehicle. It is imperative that we have functioning firefighting equipment, not only for the safety of the residents and businesses along Zimovia Highway without municipal water service, but also to protect the safety of the volunteer fire fighters responding to emergencies. The proposed new engine pumper will be a 4 wheel drive, 1000 gallon tank and 60 gallon AFFF holding tank, a 1500 GPM pump and CAFS capabilities. In conversations with CDBG officials, there is no actual restriction on whether the acquired vehicle is a "new" used vehicle or a brand new vehicle. For either, justification as to the condition, the type of vehicle and its components must be clearly delineated within the application. Match for a \$450,000 vehicle would require a match of \$112,500. There is currently \$25,000 within the Fire Department Reserve fund but the additional match would need to be designated.

2. Reservoir Bypass and Dam Deficiencies' Improvements: Estimated cost of project \$500,000 - \$1,900,000. The future Reservoir Bypass project provides for a direct water supply connection between the upper reservoir and the water treatment plant. Although the CBW was awarded \$600,000 by the State of Alaska for the Reservoir Bypass project, initial estimates for the various delivery alternatives proposed by Shannon & Wilson, (through their Task I Design Phase) range from \$500,000 – \$1,900,000. Depending on which alternative is selected as the preferred option, additional funds may be required to continue pursuit of the project's design and construction. Additional funds could also provide for an opportunity to make repairs to certain dam deficiencies, both in the upper and lower dams. Deficiencies have been identified in previous dam

inspection reports, and we continue to receive encouragement from the State Dam Safety Office to pursue those corrections, since Wrangell has the second-highest hazard dams in the State. The monetary match required for the CDBG grant is proposed to be the State of Alaska, DCCED, grant that we have for this Reservoir Bypass project.

3. Mill Property Acquisition: Estimated cost - still in negotiations. One of the borough's top priorities is to improve and expand the marine service center. The boat yard has proven to be a bright spot in the community's economic foundation. A property assessment and feasibility study of the former mill site was completed in June 2016. The recommendation of the analysis was that for the long term redevelopment perspective, it made sense for Wrangell to purchase the property. This year Wrangell was also designated an Opportunity Zone that could provide tax benefits for businesses investing in Wrangell. The purchase and redevelopment is not without challenges and additional costs – extending utility infrastructure and redeveloping the dock, providing multiple use and access to the waterfront being priority capital needs. While this is a future project with potential economic returns to the community, the CBW is still in negotiations and the actual details are not known for a CDBG application at this time. Match for purchase would come from the funds already designated for purchase. The CDBG may also be a good source as a Planning grant to develop the site once the acquisition is completed.

4. Pool facility improvements: Estimated \$1,700,000. The Pool Facility Improvements project provides for the necessary upgrades to the existing Swimming Pool facility, which, built in 1985, is now 30 years old and showing signs of deterioration. This facility is in need of fairly extensive repairs and renovations to major deficiencies addressed within architectural, structural, electrical, and mechanical building systems, as well as within specialized pool infrastructure and related components. The pool is a large consumer of energy and would benefit greatly from efficiencies that modern mechanical upgrades could provide. Because there would not be enough money to complete the entire project, it would need to be identified specifically what improvements will be addressed. To date, the necessary funds for the match have not been identified.

5. Public Safety and Fire Department Building Rehabilitation (PSB rehab), specifically all areas affecting the Fire Department facilities. Total building rehabilitation project cost is \$589,728, estimated cost associated with the Fire Department is \$225,405 Estimated minimum match required is \$147,432 (25% of total project costs). External walls and windows of the PSB have needed replacing since a building assessment 13 years ago. Only a small portion (south wall of the building) of the identified work has been completed to date. Recently, after work crews found carpenter ants, mold, and wood rot as a result of addressing a visual leak, a structure building envelope assessment was completed by Jenson Yorba Lott in September 2017. Their summary is available in a separate report, but they found extensive dry rot, structural failures, leakages, sealants broken, and assembly roof components nonfunctioning. While the CDBG program cannot provide funding for court buildings or public safety buildings, they can fund Fire Department facilities and equipment. The cost estimate for the PSB rehab was broken down to identify those items specific to the Fire Department facility for the CDBG grant application.

Application was made for this project in 2017 and just barely missed the funding threshold. \$490,000 has been budgeted for priority areas of the PSB in the FY2019 budget and the need remains. These funds could be used as match as long as the work being performed under the Grant project is for the Fire Department portion of the building only.

6. Water Treatment Facility Construction: Estimated cost \$10,000,000. The rehabilitation of the Water Treatment Plant is the top priority of the community. The City and Borough of Wrangell (CBW) is pursuing the design and construction of a new DAF water treatment plant to increase water treatment capacity, improve the quality of drinking water and improve our production capacity to meet the community's growing water demand, as potable water is essential to the health and safety of Wrangell's residents, businesses and visitors and continued economic growth. Either the engineering design of the plant, or construction of the plant, but not both, is eligible for an application. The bulk of the project funding is coming from USDA Rural Development via a \$3,821,000 loan and \$3,161,000 grant. Any grant funding received from other sources reduces the Rural Development grant funds and must be spent first. The EDA grant application for the remaining \$3,000,000 of project costs is being reviewed by their review committee on October 10. Should the Borough not be successful with the EDA grant request and we make application for CDBG, we would still be short \$2,150,000 for the full project scope. The USDA Rural Development loan could be used as match for the CDBG grant.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13a	<u>DATE:</u>	October 9, 2018
Approve Authorization of a Waiver of the Requirements of WMC Section 3.04.112 (F)(1) Post-Employment Restrictions regarding an Offer of Employment to Assembly Member Rolland Howell				
<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>				
<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>				

RECOMMENDATION MOTION:

Move to Approve Authorization of a Waiver of the Requirements of WMC Section 3.04.112 (F)(1) Post Employment Restrictions regarding an Offer of Employment to Assembly Member Rolland Howell.

SUMMARY STATEMENT:

Section 3.04.122 (F)(1) of the Wrangell Municipal Code (WMC) titled Post-Employment Restrictions states, "No current or former elected borough official may be employed by the borough for a period for six months after leaving office." However, Sub-section (F)(2) states, "The assembly may, by majority vote, authorize a waiver from the requirements of subsections (F)(1) or (F)(2) of this section." Assembly Member Howell applied for the position of Public Works Director, participated in a competitive process with five other candidates, and has been offered the position. As Mr. Howell is a seated member of the Assembly, a majority vote of the Assembly members (excluding Mr. Howell) is necessary for his

employment with the Borough to be authorized. Below is a description of the competitive process used to make the decision for this position.

Following the creation of the Capital Facilities Director position as of July 1st, it was necessary to post the position of Public Works Director. The position was posted and 17 applications were received. The field of candidates was narrowed to six who were interviewed. Five candidates were interviewed by committee (three via Skype and two in person) on September 5 and 6. On September 10th candidates were provided with the written/oral exercise and given until September 17th to respond (as the Manager was at Southeast Conference during that week). Four of the five candidates submitted written exercise responses. One candidate withdrew from the process at that time. A panel employees sat as a “mock” Assembly on September 18th while the four candidates defended their written submissions. For this phase two participated electronically and two were in person.

One candidate was unable to be interviewed with the original group due to his work schedule. That candidate was interviewed by phone by the Manager as the interview committee was not available over the weekend. That candidate did not participate in a written/oral exercise.

A top candidate was selected and was offered the position. This candidate declined the position as it was not the right time for his family to move. At that point Administration re-evaluated all of the candidates and narrowed it to two, one of whom was Mr. Howell. Administration had follow-up questions for both candidates. Mr. Howell met in person with the Manager. The other candidate who lives out-of-state answered the questions by phone. The Manager anticipated weighing all factors and making a decision. At the end of the follow-up conversation with the out-of-state candidate, he too said this was not the right time for his family to move and withdrew from consideration. Therefore, as the second choice candidate remaining, Mr. Howell was offered the position.

Obviously Assembly member Howell will need to recuse himself from the vote as it directly relates to an employment offer to him. If the remaining Assembly members vote in favor of the waiver the next item on the agenda is accepting Assembly member Howell’s resignation as of October 31st. If the Assembly does not approve the waiver, Mr. Howell would like to remain on the Assembly.

To clarify, this action by the Assembly is not to approve the Manager’s choice of candidate, as that is prohibited by code. This action by the Assembly is to determine if an impartial, fair, and competitive selection process was used in the hiring, the outcome of which is an offer of employment to a seated Assembly member.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13b	<u>DATE:</u>	October 9, 2018
Acceptance of the Resignation from the Borough Assembly from Rolland Howell				
<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>				
<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) Resignation Letter				

RECOMMENDATION MOTION:

Move to Accept the Resignation from the Borough Assembly from Rolland Howell.

SUMMARY STATEMENT:

Resignation from the Borough Assembly is contingent on the approval of item 13a. If the Assembly does not approve the waiver and allow Rolland Howell to be hired as the Public Works Director, he would like to remain on the Borough Assembly.

Kim Lane

From: Rolland Howell <rollandh74@gmail.com>
Sent: Monday, October 08, 2018 5:23 PM
To: Kim Lane
Cc: Lisa Von Bargen
Subject: Rolland Howell resignation letter

Kim,

Please accept my letter of resignation from my position of Assembly Member as of the end of our regular meeting on October 9th.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13c	<u>DATE:</u>	October 9, 2018
Discussion Item: Assembly Direction regarding Borough Attorney Professional Services Agreement				
<u>SUBMITTED BY:</u>		<u>FISCAL NOTE:</u>		
Lisa Von Bargaen, Borough Manager		Expenditure Required:		
		N/A		
		Amount Budgeted:		
		N/A		
		Account Number(s):		
		N/A		
<u>Reviews/Approvals/Recommendations</u>		Account Name(s):		
		N/A		
<input type="checkbox"/>	Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure):	
Name(s)			N/A	
<input type="checkbox"/>	Attorney			
<input type="checkbox"/>	Insurance			
<u>ATTACHMENTS:</u>				
1. Hoffman/Blasco Professional Services Agreement				

RECOMMENDATION MOTION:

None. Discussion Item only.

SUMMARY STATEMENT:

The CBW entered into a Professional Services Agreement (PSA) with Hoffman & Blasco, LLC for municipal legal services on November 1, 2015. That agreement ends on October 31, 2018 unless extended in writing by agreement of both parties. The Borough first began the relationship with the firm in 2008. Administration would like a discussion with the Assembly to determine if the Assembly would like Administration to 1) solicit proposals from qualified legal firms; or 2) negotiate directly with Hoffman & Blasco on a renewal of the existing contract.

The Borough currently pays a monthly retainer in the amount of \$3,500 or \$42,000 annually. From time to time there is work outside the scope of the retainer and that is billed at \$190/hr for an

attorney and \$75/hr for legal assistant time. For example, the Borough is going through the formal foreclosure process for the tax years 2013-2017. This work is outside the retainer. Typically the Borough budgets a small amount for "outside retainer" work each year.

A copy of the agreement is attached for review by the Assembly. If the Assembly would like to go through a competitive process issuing a Request for Proposals from qualified legal firms, we can work with Hoffman & Blasco to extend the existing contract month-to-month until a firm has been selected.

HOFFMAN & BLASCO, LLC

JUNEAU

9360 GLACIER HIGHWAY
SUITE 202
JUNEAU, ALASKA 99801
PHONE: (907) 586-3340
FACSIMILE: (907) 586-6818

ANCHORAGE & CRAIG

PO BOX 809
CRAIG, ALASKA 99921
PHONE: (907) 826-2453

Jeff Jabusch
Borough Manager
City & Borough of Wrangell
P.O. Box 531
Wrangell, Alaska 99929
Ph: 907-874-2381
Fax: 907-874-3952

ATTORNEYS AT LAW

November 2, 2015
via E-Mail and U.S. First Class Mail

ATTORNEYS

PAUL M. HOFFMAN*
ROBERT P. BLASCO
MEGAN J. COSTELLO
BARBARA J. RITCHIE*
MARIANNA C. CARPENETI

PROFESSIONAL STAFF

DOLORES A. OWEN**
SHANNON K. COSTELLO+

* OF COUNSEL
** BUSINESS MANAGER
+LEGAL ASSISTANT

Re: Legal Services Agreement

Dear Jeff:

We consider it an honor and privilege to serve the Borough as borough attorneys. The present association with our firm began in 2008 with our former associate, Amy Gurton Mead. The Assembly has extended that agreement with us since that time.

We have taken the context of the original agreement and incorporated those provisions into this engagement letter for review by you and the Assembly. As the original agreement was seven years ago, we are proposing a slight modification to the retainer and attorney rates.

I will be the responsible attorney for all Borough matters. It is expected I may be assisted by other attorneys in the firm: Barbara Ritchie, Megan Costello and Mari Carpeneti. Our legal assistant is Shannon Costello.

A. Nature of Employment

Our firm is prepared to render to the Borough and its authorized officers all legal advice, to represent the Borough and its authorized officers, during and throughout the continuance of this agreement, in all matters brought by or against the Borough, that may be pending or that may hereafter be filed in any courts in the State of Alaska, in the courts of the United States located within the State of Alaska, and before all administrative agencies and departments of the government, and to prepare all contracts, to undertake all collections as requested, and to render legal opinions and all other services to the Borough or any of its authorized officers as may be requested or required.

We will undertake assignments from the Borough Manager in writing, or verbally, or by the Mayor, or by any Assembly member or department head, as approved by the Borough Manager. The Borough shall have access to our files on Borough projects as requested by the Borough Manager.

We will undertake assignments directly from the Chief Executive Officer of the Wrangell Medical Center, and the Board President, or any other Board member or WMC staff, if authorized by the CEO or Board President.

B. Scope of Work

We will represent the Borough in all civil proceedings assigned by you or the Assembly, or authorized by you or the Assembly.

All general Borough work will be provided in accordance with a monthly retainer. Our firm will assure that our resources are available to the Borough and our work for the Borough will be a priority of the firm. We expect that the general Borough work under the retainer will involve at least twenty (20) hours of attorney time per month.

Requests for our legal services related to routine and general matters of the Borough shall be authorized by the Mayor or the Borough Manager. Legal services related to the WMC shall be authorized by the CEO or the Board President. Legal services that are complex, or of a special nature, as opposed to routine Borough services, or involving Court, Administrative or Arbitration proceedings, shall be approved by the Assembly, or by the Borough Manager as designated by the Assembly. It is our intent that the firm not be involved in policy decisions of the Manager or Assembly, or be involved in differences related to policy as between Assembly members or between the Manager and other departments. The firm will not be required to attend every Assembly meeting. We will attend Assembly meetings as needed and requested by the Borough Manager or Mayor. The firm agrees to attend four (4) Assembly meetings per year within the scope of the retainer, and in doing so would also attend the WMC Board meeting if so coordinated.

If any work assigned by the Borough creates a conflict of interest, we will immediately advise the Borough Manager. The firm will not be required to undertake any work that involves a conflict of interest. For work involving a conflict of interest, the Borough will retain outside counsel at the Borough's expense without any reduction in the monthly retainer.

Statements of account will be sent monthly, detailing the services provided, billing attorney, and hours of work. Disbursements include expenses such as long distance telephone calls, faxes, postage, courier deliveries, travel expenses, photocopies, and all other reasonable out-of-pocket expenses. We will automatically render an account for disbursements when each monthly statement is prepared. Expenses shall be paid by the Borough directly and are not included in the monthly retainer. We will separately itemize time and expenses for the WMC and provide that monthly

statement directly to the CEO. The firm considers the detail in the services provided by our attorneys to be attorney-client privilege information.

If it becomes necessary to retain any experts, our firm does not advance the costs of those experts. When the Borough authorizes us to retain experts, the Borough will be responsible for paying the retainers for those experts directly and to pay all invoices and bills from those experts directly, unless the Borough requests us to pay those invoices with agreement to reimburse the firm, so long as it is reasonable for the firm to undertake such advancement of expenses. All expenses related to experts are at the Borough's expense and not included in the monthly retainer. These provisions related to experts apply to the WMC as included in the Borough.

In the course of representation, our firm may store and access information through a secured cloud site. Unless you direct us otherwise in writing, your acceptance of this engagement letter provides us with authorization to do so. It may also be necessary to access e-mail communications while traveling on a public Wi-Fi network. Unless you direct us otherwise in writing, your acceptable of this engagement letter provides us with authorization to do so.

Our firm maintains all necessary professional malpractice insurance.

C. Compensation

We propose a monthly retainer amount of \$3,500.00. This retainer proposal is a modest increase from the retainer amount set in 2008 at \$3,333.00 per month.

Special projects, complex matters, court and litigation matters, administrative proceedings and arbitration, and any other project which the Borough agrees is sufficiently outside the general Borough work, shall be billed at \$190.00 per hour for attorney time and \$75.00 per hour for our legal assistant. We will not charge the Borough for any attorney travel time.

We will provide all legal services as requested by the Wrangell Medical Center at the attorney rate of \$225.00 per hour. As to any matter involving the Wrangell Medical Center that we feel is not within the expertise of our attorneys, we will immediately advise the CEO of the Wrangell Medical Center and assist in obtaining outside counsel and work with outside counsel as requested by the CEO. Services provided by outside counsel will be billed directly by outside counsel to the Wrangell Medical Center.

D. Term

This Agreement for Legal Services shall extend for a period of three years (3) beginning on November 1, 2015, and ending on October 31, 2018, unless otherwise extended in writing as agreed between the firm and the Borough.

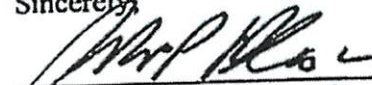
Legal Services Agreement
City and Borough of Wrangell
November 1, 2015

The Borough has the right, with or without cause, to terminate our services upon written notice to that effect. Subject to the fulfillment of our obligations to maintain proper standards of professional conduct, we reserve the right to terminate our services at any time, with or without cause, upon reasonable written notice to you.

If this Legal Services Agreement is acceptable to the Borough, please sign below.

We appreciate the trust and confidence the Borough has placed in our firm since 2008. We welcome the opportunity to continue to provide the Borough the highest quality, cost effective legal services.

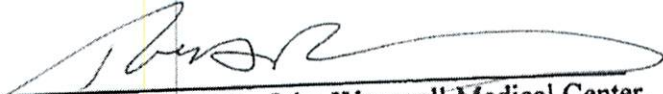
Sincerely,


Robert P. Blasco, Managing Member

AGREED TO this 12th day of November, 2015.


Jeff Jabusch, Borough Manager, as authorized
by the City and Borough Assembly

AGREED TO this 12th day of November, 2015.


Robert Rang, CEO of the Wrangell Medical Center,
as authorized by the City and Borough Assembly and
the Wrangell Medical Center Board

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13d	<u>DATE:</u>	October 4, 2018
PROPOSED RESOLUTION NO. 10-18-1429: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA PROVIDING THE AUTHORIZATION OF THE LAND AND WATER CONSERVATION FUND GRANT FOR THE KYLE ANGERMAN PARK AND PLAYGROUND IMPROVEMENT PROJECT				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
Kate Thomas, Director of Parks and Recreation			Expenditure Required:	
			\$25,000 CBW; \$5,000 (SEARHC/WCA Grant)	
			Amount Budgeted:	
			\$25,000	
			Account Number(s):	
			Account Name(s):	
<u>Reviews/Approvals/Recommendations</u>			P&R CIP Budget	
<input checked="" type="checkbox"/>	Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure):	
Name(s)	Borough Assembly			
			\$25,000/\$5,000	
<input type="checkbox"/>	Attorney			
<input type="checkbox"/>	Insurance			
<u>ATTACHMENTS:</u>				
1. Resolution No. 10-18-1429				

RECOMMENDATION MOTION:

Move to approve Resolution 10-18-1429 providing for the authorization of the Land and Water Conservation Fund Grant application for the Kyle Angerman Park and Playground Improvement project.

SUMMARY STATEMENT:

The Land and Water Conservation Fund (LWCF) is a federal grant program administered by the Department of Interior, National Park Service (NPS). LWCF consists of two parts or sides: the federal and the state side. The latter, administered in partnership with individual states and U.S. territories, provides grants for projects featuring “close-to-home” outdoor recreational opportunities for the public.

More than \$37 million in LWCF grants has been invested in over 350 projects in Alaska since inception of the program in 1965. Locally sponsored projects vary widely. Examples include a skate park in Sitka, ball fields in Barrow, a rifle range in Kodiak, community garden in Bethel, tot lot in Kotzebue, ski area in Cordova, and a swim beach in Fairbanks. High priority project types include:

- Trail and facility upgrades or improvements (includes support facilities, restrooms, campsites)
- Improved access to recreation areas (parking, boat launches, trailheads, signage, etc.)
- Meet ADA accessibility standards

The application deadline is November 9th.

Applicants are required to agree to the following certifications, the most important of which is the obligation to maintain in perpetuity (as a recreation area) the property enhanced with use of LWCF funding. This obligation is specifically identified as a condition in the authorizing resolution.

Match & Reimbursement: A municipality must certify a match is available for this LWCF 50-50 matching grant program. Grant funds are paid on a reimbursable basis upon submittal of acceptable backup documentation and narrative progress reports to the State of Alaska.

Indirect Costs and Retainage: State of Alaska indirect costs may be assessed on each project billing, and the State will withhold at least 10% of the award until approval of final documents at project completion.

6(f) Dedication: Properties receiving LWCF assistance must be maintained, ***in perpetuity***, for public outdoor recreation. The municipality must record on the real property title that it has been dedicated to public outdoor recreation in perpetuity per section 6(f) of the Land and Water Conservation Fund Act, prior to receiving reimbursement under this program.

Inspections and Conversions: LWCF-assisted properties shall be inspected at least once every five years after project completion, and may be conducted in conjunction with State of Alaska and/or National Park Service (NPS) staff. Inspection reports shall be forwarded to the State for monitoring and adherence to LWCF guidelines. If non-public recreation use is discovered, or is proposed on the property, our entity will work with State and NPS LWCF staff to determine and resolve any potential conversion issues.

Cooperation: Municipalities must adhere to all applicable local, state and federal laws and regulations, as well as guidelines governing the LWCF program.

During the FY19 budget cycle the Kyle Angerman Park and Playground was identified as a capital project priority due to the necessary safety upgrades and improvements identified in a previous site inspection. \$25,000 in capital funds were approved for the project. An additional \$5,000 was awarded to the project through the SEARHC Healthy is Here grant distributed by the Wrangell Cooperative Association. There is a total of \$30,000 available as a match for the Land and Water Conservation Fund (LWCF) grant requirements. As this grant is a 50/50 match the CBW can apply for up to \$30,000 in grant funding.

The project priorities include: decommission of the existing wooden structure, site preparation, asphalt resurfacing, new (existing) slide installation, soft surface installation under play equipment, new play equipment purchase. The existing funding amount is prioritized for the equipment decommission, site preparation, and slide and soft surfacing installation. If awarded the LWCF grant, the match will allow Parks and Recreation to expand the project scope to include the purchase of new and diverse play equipment for installation.

Forward motion in the grant application requires Assembly authorization to submit the grant application, maintain the project site in perpetuity for public outdoor recreation and leverage the \$30,000 of existing funds a match as a grant requirement.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION No. 10-18-1429

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL,
ALASKA PROVIDING FOR AUTHORIZATION OF THE LAND AND WATER
CONSERVATION FUND GRANT APPLICATION FOR THE KYLE ANGERMAN PARK AND
PLAYGROUND IMPROVEMENT PROJECT

WHEREAS, the State of Alaska, Department of Natural Resources, Division of Parks and Outdoor Recreation administers the Land and Water Conservation (LWCF) grant program; and

WHEREAS, LWCF provides up to 50% matching funds for public outdoor recreation projects; and

WHEREAS, Kyle Angerman Park and Playground is a popular area near downtown, previously designated for public outdoor recreation use and is in need of upgrades; and

WHEREAS, the City & Borough of Wrangell is a qualified applicant for the LWCF grant assistance, and Kyle Angerman Park and Playground has been identified in the City's capital project priorities for needed upgrades; and

WHEREAS, the City & Borough of Wrangell proposes to use \$30,000 in LWCF grant funds to assist with upgrades in Kyle Angerman Park and Playground; and

WHEREAS, the City & Borough of Wrangell intends to use allocated capital funds, donations and a Wrangell Cooperative Association grant as match to the LWCF grant; and

WHEREAS, the City & Borough of Wrangell commits to maintaining Kyle Angerman Park and Playground in perpetuity for public outdoor recreation.

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

SECTION 1: The Borough Assembly authorizes submission of a Land and Water Conservation Fund grant application for the Kyle Angerman Park & Playground Improvement Project.

SECTION 2: The City Manager is authorized to negotiate, execute and administer all documents required for the application and acceptance of the LWCF grant, and to manage those funds on behalf of the City & Borough of Wrangell

SECTION 3: The Assembly commits to maintaining Kyle Angerman Park and Playground in perpetuity for public outdoor recreation and will record such commitment as a restriction to the deed for the property.

SECTION 4: The Assembly authorizes the use of matching funds from allocated capital funds, donations and a Wrangell Cooperative Association grant.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA THIS 9TH DAY OF OCTOBER 2018.

CITY & BOROUGH OF WRANGELL, ALASKA

Stephen Prysunka, Mayor

ATTEST: _____

Kim Lane, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA				
BOROUGH ASSEMBLY AGENDA STATEMENT				

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	14	<u>Date</u>	October 9, 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>	October 9, 2018
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Executive Session – None.				
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<u>SUBMITTED BY:</u>	

Kim Lane, Borough Clerk	
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