

## MEMORANDUM

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

**FROM: JEFF GOOD  
BOROUGH MANAGER**

**SUBJECT: MANAGER'S REPORT**

**DATE: October 10, 2023**

### **INFORMATION:**

- I will be out of the office October 12<sup>th</sup> to October 23<sup>rd</sup>.
- SEAPA does not plan to have a rate increase in 2024. Robert Siedman has requested a work session to give an update to the Assembly and we have that scheduled for October 24<sup>th</sup>.
- Cyni Crary has offered her resignation with her last day on December 15<sup>th</sup>. I would like to thank Cyni for her hard work and dedication to the Nolan Center and to the community of Wrangell. We will be advertising for her replacement and hopefully will have some overlap of her position.

### **Harbormasters report September 2023**

#### **Maintenance/Repairs Completed in September:**

- Airplane float: The float was repaired and new decking was installed. A new nonskid surface was also applied to enhance safety.
- Shoemaker Harbor boat launch ramp: Maintenance work was carried out on the boat launch ramp. However, some concrete panel repairs are still required to ensure its optimal condition.
- Crane hydraulic repairs at Shoemaker: The crane underwent necessary hydraulic repairs to ensure its efficient and safe operation.
- **Updates:**
  - Harbor Administrative Assistant position: We are currently advertising for the position of Harbor Administrative Assistant. In the meantime, Jeffery Rooney has been cross-trained and will be filling in until a new team member is hired.
  - Anode project bid opening was October 2<sup>nd</sup> the winning bid was global Diving and Salvage in the amount of \$880,294. Estimated project was \$1.5M
  - Trident Seafoods operations: Trident Seafoods has completed its operations, and as a result, the MSC is now available for winter vessel maintenance projects and winter boat storage. The MSC is filling up rapidly with these projects.
  - Cruise ship season: The cruise ship season is coming to an end, with the last ship scheduled to arrive in October.
  - Summer floats: The summer floats have been removed from City dock.
  - Security Cameras: Chatham Electric will begin installation the first week of November 2023.

#### **Upcoming Event:**

- Steve attended the fall AAHPA conference during the week of 9/24/2023. This conference provided an excellent opportunity to network with other Harbormasters and vendors in Alaska. We had industry speakers, including engineers, Coast Guard representatives, State of Alaska DOT officials, and DEC as well as the US Navy among others.

## **City and Borough of Wrangell Public Works Department Update October 2023**

### **Overall**

- Public works will be short handed throughout the hunting season

### **Streets**

- Erik Scheib has started in the Streets Department filling the open Maintenance Specialist position. Erik had been working for Parks and Recreation and we are excited to have him over at Public Works. Erik comes in with maintenance and equipment operation experience.
- There have been a number of water turn offs with people heading south for the winter.
- By the end of October staff will begin work on winter mobilization of equipment for snow removal.
- Assisted WMLP setting poles for the AMI program.
- 1 water service valve installation in the industrial lot was complete. Another service valve repair was complete along Zimovia Hwy.
- 2 other leaking services were investigated and found to be on the homeowners side of the ROW.
- Some final brushing was done before the end of the season.
- 1 major sewer service installation was complete.
- With the change in weather and increase in rain staff have also been staying on top of ensuring clogged storm drains are cleared.

### **Water**

- Wayne McHolland has retired from the Water Lead Position after 22 years with the City. Wayne leaves big shoes to fill and we wish him well in his future endeavors.
- Our August water quality sampling results came in. We did exceed regulatory limits for disinfection by products again, specifically Haa5. We are not over our running average for the year so we are not out of compliance at this time however the public should be informed that results from our last sample were high. Disinfection by products occur when chlorine reacts with organic material in the water. After this reaction you are left with disinfection by products (DBP). We are required by law to maintain a chlorine residual in our distribution system to ensure water is safe to drink. Historically we have struggled with DBP during our August and November sampling. Since 2015, our 2023 results are the second highest on record. We believe there are a number of factors that impacted these test results being high.

For one, we had a very dry July followed by a very wet August. A dry July means organics build up in the environment as they are not being consistently washed away. Heavy rains wash this build up into our reservoirs. In August a lot of plants start to die off as the weather changes so this is not unusual but with the dry July it seems it could have compounded the level of impact. Additionally, this was the first year in the last 4 years where all canneries were still processing fish into August. Higher flows mean we have to increase flows through the water plant. This gives less time for the treatment process to work. Due to low reservoir levels flushing of water mains was reduced for a portion of the summer and did not increase until after the heavy August rains. The longer water sits in a water main the more time the chlorine has to react which means more DBP. Flushing reduces the age of the water and the risk for DBP. And lastly, we have aging infrastructure at our water plant. With the investment in spare parts for the ozone machines last spring we have had better, more consistent use out of them. However we still have compressors with over 160,000 hours and they are only able to support the ozone system to half capacity due to the level of air they are able to provide for creating the ozone. We also have a manual vs automated system which is increasingly difficult in August to get the chlorine dosing perfect. As flows change (for example in August some processing days at the canneries are busier than others), our staff have to manually adjust the chlorine dosing which they base off previous experience comparing raw water quality and flow rates and dosing accordingly. An automated system would adjust the chlorine in real time as water quality and flows change. Considering flows change often, throughout the day or week, we do not always have someone there to make those adjustments in real time as conditions change. The combination of all of these factors have likely contributed to the higher numbers we are currently seeing. Staff are doing everything in our power to keep the ozone running to the highest capacity we can. We have slowed the flow of the plant as much as possible to allow for the treatment process to be more effective, we are keeping a close eye on chlorine levels, and we are flushing distribution mains as much as we can without increasing flows too much.

## **Waste Water**

- We continue to wait for our 301H waiver permit to be issued.
- With a new lead and another new employee, staff have gone through and rearranged the facility, and they have been going through our inventory and documentation to reorganize or fill any gaps that are found.
- We recently filled the last open W/WW apprentice operator position. Jon Campbell Wright will begin work with the City on October 12<sup>th</sup>. Jon will come in with some mechanical experience. At that time PW will be back to fully staffed after a number of staff transitions/hires this summer.
- We have begun getting our new employees to the necessary trainings for them to get certified as a W/WW Operator.

## **Sanitation**

- On October 6<sup>th</sup> there was a rock slide that destroyed the burn pit area at the transfer station. Fortunately no one was injured. There appears to be more material that is loose and is likely to come down. As a result the area has been barricaded off and is

closed to the public. We are unable to accept large burnable materials (such as green alders) at this time. The facility is still open and we are still accepting paper and cardboard. Small amounts of brush (a couple of trash bags worth) can still be baled, some wood waste like construction debris can still be disposed of in the open top. Large beams, logs or full trees/bushes is what we are unable to handle. Once the area is safe to work, we will salvage what we can and rebuild the burn pit area. We plan on moving it a little further towards the old landfill where the cliff is not as high and the rock appears to be more stable. We will need to look at the rest of the cliffside to try and determine if anything needs to be done to ensure similar incidents do not happen in the future.



## Wrangell Parks & Recreation Director's Report

- EMPLOYEE UPDATES
  - Recreation & Aquatics Coordinator Devyn Johnson continues to collaborate with locals, firing up the ever-popular Youth Basketball program, along with ASL courses, pickleball, youth open gym, community connections at the community center (starting in October), Dance Class, Jump Rope Club, Skate Night, Dance Hour and more. Devyn is currently facilitating a Senior and Youth Fitness Class, which supports her certifications through NASM.
  - Parks & Maintenance (New FT position: Parks Custodian Light Maintenance) Erik Scheib has resigned from his position with Wrangell P&R, transferring to the Public Works department. Although we will miss working with Erik, we do wish him the best during his future endeavors. The job has been posted internally and will be posted to the public on Thursday, October 5<sup>th</sup>. For now, Alex Riordan is helping fill the gap so that Lane can continue to focus on crucial maintenance projects.
  - Recreation Maintenance Specialist Lane Fitzjarrald is busy managing the pool, providing janitorial and maintenance services, working with contractors on the heating and ventilation system, and tackling various projects. Lane continues to be an asset to the regular operations, ensuring the pool and community center are running smoothly. This fall and winter, Lane will work with the P&R team to identify important facility projects, along with performing routine maintenance. Currently, Lane is focused on wrapping up the parks and closing the public restrooms. We will push pause on closing the downtown restrooms and the Petroglyph Beach restrooms until the last cruise ship visits Wrangell.

- Lifeguards & Recreation Assistants Anika Herman, Kalee Herman, Johanna Sanford and Christina Johnson completed the American Red Cross Lifeguard Course. They continue to play a crucial role in assisting with basic janitorial tasks and recreation programming. With this experience, we look forward to working with this team of young adults.
  - Jamie Roberts continues to provide support through project-oriented tasks, office related duties and aquatics programming planning. We look forward to working with Jamie as we swing into the pool re-opening and engage our community of swimmers. Jamie will play a crucial role in our ability to provide quality aquatics programming to our community. Jamie begins coaching the WHS Swim Team, starting on August 2<sup>nd</sup>. Swim Club will begin shortly thereafter. Both programs are an important piece to the viability of the P&R aquatics programming, with many young swimmers joining our team as lifeguards and recreation assistants.
  - Darren Shilts has stepped back into the Lifeguard position, while on break from college. He will continue to work for P&R through December 2023. Darren is an asset to the team, with year of lifeguard and P&R experience. It's great to have him back.
- Lucy Robinson and Devyn Johnson co-instructed an American Red Cross lifeguard course, certifying 4 new lifeguards, and providing a re-certifying 3 current lifeguards. The Lifeguard Course participants gain knowledge and skills to prevent, recognize, and respond to aquatic emergencies, and provide care for breathing and cardiac emergencies, injuries, and sudden illness until emergency medical services personnel take over. The importance of properly trained employees is crucial to the health and safety of our team and our patrons.
  - Mad Hesler and Lea Bucknell have joined the crew, providing much-needed office coverage in the evenings, along with fill-in work throughout the winter months. Mad will help kick off the community center's regular hours by providing support to the activity. We will promote the new activity and keep the people posted on how it's going. If the interest is high, we'll increase the hours and continue with the activity.

#### RECREATION & AQUATICS: CURRENT AND UPCOMING

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|--|--|
| <input type="checkbox"/> Pickleball                          | <input type="checkbox"/> Jump Rope Open Gym                            |
| <input type="checkbox"/> Arthritis Class                     | <input type="checkbox"/> Open Gym Basketball                           |
| <input type="checkbox"/> Water Aerobics                      | <input type="checkbox"/> Mommy & Me Workout                            |
| <input type="checkbox"/> Jiu Jitsu                           | <input type="checkbox"/> Scavenger Hunts: Trails and Community         |
| <input type="checkbox"/> Mushroom Foraging                   | <input type="checkbox"/> Cooking Class: Sourdough Beginners Course     |
| <input type="checkbox"/> Wilderness Activities               | <input type="checkbox"/> Senior Fitness Program                        |
| <input type="checkbox"/> GORUCK Hiking Club                  | <input type="checkbox"/> Youth Fitness Program                         |
| <input type="checkbox"/> Open Gym Volleyball                 | <input type="checkbox"/> Community Connections at the Community Center |
| <input type="checkbox"/> Youth Open Gym                      | <input type="checkbox"/> Volunteer Program                             |
| <input type="checkbox"/> Skate Skills Camp                   | <input type="checkbox"/> ASL: youth and adults                         |
| <input type="checkbox"/> Adult & Youth Sign Language Classes | <input type="checkbox"/> Youth Basketball                              |
| <input type="checkbox"/> HIIT Training                       | <input type="checkbox"/> Dance Class                                   |
| <input type="checkbox"/> Barbell Technique Training          |  |
| <input type="checkbox"/> Youth Barbell Technique Training    |  |
| <input type="checkbox"/> Youth Pull-Up Class                 |  |

#### ● FACILITIES

- The maintenance crew will wrap up the community center surplus project by removing the items that did not sell through the surplus system. For future organizational purposes, staging areas will be created for sorting: To Be Sorted; Surplus Items; Second-Hand Store Items; and Garbage. This will help to eliminate the buildup of clutter. The community center basement hallway storage will be reorganized, while the entrance and stairway will be completely cleared of items to ensure easy access in the event of an emergency.

- American Red Cross Lifeguard Course scheduled for Thursday, October 6<sup>th</sup> through Sunday, October 9<sup>th</sup>, with five participants currently registered. Devyn and Lucy will co-teach the course. This is a large task, as both Devyn and Lucy will work their regular shifts, then co-teach on Thursday and Friday evenings, along with full days on Saturday and Sunday.
- The community center continues to see an increase in usage, with youth basketball, adult and family-focused activities, WHS PE classes, and high school sports practice sessions. We aim to re-organize much of the recreation equipment storage, paint, and add hooks for hanging decorations, etc. Devyn and Lucy will reach out to the community for historic photos of events, activities, and programming that took place in the community center over the years, creating a photo collage, along with stories, that can be hung on the walls throughout the space. A dedication ceremony is planned for March, dedicating the community center to athletes past, present, and future.
- Expanded hours continue: P&R weight room, cardio, and the court, Sundays, 12:00pm-5:00pm. Sundays have been successful, with 10-15 people utilizing the weight room, cardio equipment, and The Court.
- The four broken windows that separate the lobby were replaced. During the replacement process, Lane discovered that the metal framing was seriously deteriorating due to the corrosive environment. Lane has repaired much of the framing with an automotive bondo, followed by paint. A sealant has been applied to protect against future deterioration. There are nine windows that did not need to be replaced but the framing will be repaired and sealed to avoid future cracking.
- P&R purchased a new sound system. We will use the system during events, activities, and programs.
- Monthly in-service training for the lifeguard team is scheduled for one Sunday, each month, allowing for focused training and team development, enhancing skills, and promoting unity. Allow for 1 hour per week of endurance swimming and partner in-water skills training.
- The pool siding project continues to move forward, with much of the siding on the north side of the building. The color matches well with the community center gray. We look forward to continued progress. A reminder to the public that parking is tight, with much of the equipment and materials stored in the lower-level community center parking lot.

- **PARKS, TRAILS & GREEN SPACES**

- Helping Our Parks: Create public education and promotional materials. Engage community. Adopt-A-Park opportunity. Seek funding through grants, business donations, and local fundraising. Target corporations and businesses that profit from Wrangell's business.
- Adopt-A-Garden: Community outreach was successful. With help from the P&R advisory board, we aim to create a seasonal wrap-up and start-up schedule. This season's wrap-up will need to be coordinated with the current list of volunteers.
- Parks, Trails & Green Spaces: Shoemaker RV Site: Further develop the micro cabin concept for this site. A micro cabin, or cabins, could help to bolster revenue from visitors and locals who want a camping experience, with an easy access option. This concept will require research and development. This site is not being utilized due to the failing Alaska Marine Highway system, and the expense of RV travel. To revitalize this space, we are hoping to re-brand and get the people excited about the concept.
- Playground replacement planning. Seek public input through community meetings, questionnaires, etc. Identify needs. Create a funding initiative. Keep the community engaged through public fundraising events and Adopt-A-Park programs.
- The Petroglyph Beach access ramp will need a thorough QA. It is important that the ramp remains safe for public use. We tackled a broken step and completed a pressure wash, last week.
- The parks crew will continue to QA the parks, shelters, benches, fire pits, and green spaces. They will focus on shelter assessment, cleaning debris from the roofs, checking for rot/rust, and hardware replacement needs. We will also utilize the local tree management company,



requesting a walk-through of all trails and parks to determine tree stability – removing trees that pose a risk.

- The Mt. Dewey trail needs to be repaired in several areas. Also, the metal mesh that covers most of the trail may need to be replaced due to slip risk. The suggested material is netting, which has proven to work well on the local Forest Service-managed trails. Lucy will work with the Forest Service trail crew to determine the best solution.
- The Volunteer Trail has several areas where drainage is an issue. Lucy will consult with the Forest Service trail crew for suggestions regarding repair.
- Lane Fitzjarrald, along with Glen Decker with Wrangell Island Tree Service, performed a tree stability assessment, hiking Mt. Dewey Trail and the Nature Trail, along with City Park, Petroglyph Beach, and Shoemaker. A full report will be available soon. This report will be used to determine which trees should be removed to ensure public safety and reduce possible maintenance issues due to downed trees

