

CITY & BOROUGH OF WRANGELL

BOROUGH CLERK'S REPORT

Office 907-874-2381 | Email: clerk@wrangell.com



TO: BOROUGH ASSEMBLY MEMBERS AND MAYOR GILBERT
FROM: KIM LANE, BOROUGH CLERK
SUBJECT: October 8th CLERK'S REPORT

Upcoming Meetings & Other Informational dates:

Other City Boards/Commissions:

October 10 – Planning & Zoning Commission mtg at 5:30 pm in the Assembly Chambers

October 15 – Wrangell Convention & Visitors Bureau mtg at NOON in the Assembly Chambers

Community Events:

October 14 – **20-Year Anniversary of the James & Elsie Nolan Center (Celebration will be at the Nolan Center at 6PM)**

Wrangell Harvest Celebration – US Capitol Christmas Tree Schedule:

FRIDAY, OCTOBER 25TH

Evening Shopping Event with Beverages and Cookies | TBA

KSTK Halloween Bash at the Elks | 8:00 PM to 12:00 AM (Contact KSTK for more info), Wrangell Elks Lodge BPOE 1595

SATURDAY, OCTOBER 26TH

Wrangell Chamber of Commerce Pumpkin Patch | 10:00 AM to 1:00 PM, the James & Elsie Nolan Center (contact Wrangell Chamber of Commerce for more info, (907) 874-3901.)

Official US Capitol Christmas Tree Blessing and Celebration | 1:30 PM, the James & Elsie Nolan Center

Harvest Celebration Concert and Community Event | 2:00 PM to 4:00 PM, the James & Elsie Nolan Center

Stikine Inn Special Dinner Menu | All Evening, The Stikine Inn and Restaurant

Rayme's Halloween Bash and Concert | Rayme's Bar, 9:00 PM to 12:30 AM.

SUNDAY, OCTOBER 27TH

Christmas Tree Walk & Fun Run | Times & Locations TBA

Brunch at the Elks | Times TBA, Wrangell Elks Lodge BPOE 1595

For more information regarding the US Capitol Christmas Tree click the button below!

[US CAPITOL CHRISTMAS TREE](#)

**Upcoming Work Sessions (scheduled), Public Hearings (scheduled),
Regular Assembly Meetings, and Other Meetings (scheduled)**

<i>DATE</i>	<i>TIME</i>	<i>PURPOSE</i>
<i>October 22 (WS for Data Centers)</i>	<i>6pm WS</i>	<i>Regular Assembly Meeting (7pm)</i>
<i>November 12 (no work session scheduled)</i>	<i>6pm</i>	<i>Regular Assembly Meeting</i>
<i>November 19th (W/S with School Board and Staff)</i>	<i>5:30pm</i>	
<i>December 3rd (rescheduled from December 10)</i>	<i>6pm</i>	<i>Regular Assembly Meeting</i>
<i>January 14th (no work session scheduled)</i>	<i>6pm</i>	<i>Regular Assembly Meeting</i>
<i>January 28th (no work session scheduled)</i>	<i>6pm</i>	<i>Regular Assembly Meeting</i>
<i>February 11th (no work session scheduled)</i>	<i>6pm</i>	<i>Regular Assembly Meeting</i>
<i>February 25th (no work session scheduled)</i>	<i>6pm</i>	<i>Regular Assembly Meeting</i>
<i>March 11th (no work session scheduled)</i>	<i>6pm</i>	<i>Regular Assembly Meeting</i>
<i>March 25th (no work session scheduled)</i>	<i>6pm</i>	<i>Regular Assembly Meeting</i>
<i>April 8th (no work session scheduled)</i>	<i>6pm</i>	<i>Regular Assembly Meeting</i>
<i>April 22nd (no work session scheduled)</i>	<i>6pm</i>	<i>Regular Assembly Meeting</i>

Regular Borough Election of October 3, 2023



I would like to extend a big **Election Workers** for their time and dedication and the following City Departments:

The Capital Facilities Staff and

The Nolan Center Staff

I would also like to say THANK YOU to the Incoming and Outgoing Elected Officials. We truly appreciate each one of you!



This years' Election went very well. As of September 1st, Wrangell had **1,970** registered voters. That voter count was up by 12 from last year.

The total number of ballots cast for the October 1st Regular Election was **546**. The voter turnout this year was **28%**.

Last year's election had a 11% voter turnout (216 voted).

It is extremely important to borough staff, the assembly, and residents to encourage everyone to sign up to receive local NIXLE alerts. Please open the link above to register.



Nixle Community Information Service allows us to create and publish messages to be delivered to subscribed residents instantly via cell phone text message and/or email. Notifications can also be accessed online at Nixle's website.

The service is secure and reliable for Wrangell residents to use. Wrangell emergency services will be utilizing NIXLE for critical situations such as severe weather events or evacuation alerts.

INTERESTED IN PURCHASING OR LEASING BOROUGH-OWNED PROPERTY?

Applying to purchase or lease borough-owned land can be a bit confusing. We have created applications for both purchasing and leasing in order to make the process easier. Below are the steps one would take to lease or purchase borough-owned land.

[Steps for Leasing Borough-Owned Real Property as per WMC 16.10](#)

[Steps for Leasing Borough-Owned Tidelands as per WMC 16.08](#)

Applications for tidelands leases shall be submitted to the borough clerk and then shall be submitted to the borough manager, planning and zoning and port commissions before being presented to the borough assembly for consideration.

Applications for real property leases shall be submitted to the borough clerk and then shall be submitted to the borough manager and the planning and zoning commission for review before being presented to the borough assembly for consideration.

The applicant shall provide additional information, including a development plan, designs, and specifications, as the planning and zoning and/or port commissions may request. The planning and zoning and port commissions may require the applicant to amend its development plan. All fees associated with the lease shall be paid by the applicant. Such fees include but are not limited to an application fee, survey, assessment, public notices, and recording fees.

For procedural questions, please contact City Hall at (907) 874-2381 Kim Lane (Borough Clerk) by email to clerk@wrangell.com.

For land questions and documents, please contact City Hall at (907) 874-2381 or Kate Thomas (Economic Development Director) by email to kthomas@wrangell.com.

APPLICATION FEE: \$250.00. All fees must be paid at time of filing and are non-refundable.

- Application submitted to the borough clerk
- Fee of \$250 (to the borough clerk)
- Clerk sends to planning & zoning commission and port commission (for tidelands) for recommendations/comments
- Appraisal required (ordered by the borough clerk)
- Notice of publication for appeal process (borough clerk will publish)
- Lease (negotiated by the borough manager) created and approved by borough attorney
- To borough assembly for approval or rejection
- Letter to applicant with decision and fees required

[Steps for Purchasing Borough-Owned Property or Tidelands for Economic Development Purposes as per WMC 16.12.012](#)

- Application (to the borough clerk)
- Fee (\$250) (to the borough clerk)
- To planning & zoning, economic development board, and port commission for comments/recommendations (if Tidelands)
- Public Hearing scheduled (publication period - 14 days) (borough clerk will publish)
- Appraisal required (ordered by the borough clerk)
- To borough assembly Public Hearing and approval or rejection by resolution to convey
- Letter to applicant with decision and fees required

[Steps for Purchasing Borough-Owned Real Property or Tidelands as per WMC 16.12](#)

Applications to purchase borough-owned real property or borough-owned tidelands shall be submitted to the borough clerk. The borough clerk shall submit the application to the planning and zoning commission and if borough-owned tidelands, to the port commission for comments in favor or against the sale.

After the report(s) have been received by the borough clerk from the planning and zoning commission or the port commission (if borough-owned tidelands), the borough clerk shall place the request for purchase on an upcoming regular borough assembly agenda, as a public hearing item, for the assembly to approve moving forward with the sale. All property owners within 300 feet shall be notified by mail regarding the public hearing.

For procedural questions, please contact City Hall at (907) 874-2381 Kim Lane (Borough Clerk) by email to clerk@wrangell.com.

For land questions and documents, please contact City Hall at (907) 874-2381 or Kate Thomas (Economic Development Director) by email to kthomas@wrangell.com

APPLICATION FEE: \$250.00. All fees must be paid at time of filing and are non-refundable.

To Purchase Real Property:

- Application with complete proposal & \$250 application fee
- Clerk sends to planning & zoning commission for comments/recommendations
- Public Hearing (for Assembly) to be scheduled and property owners within a 300 ft radius notified of the request to purchase (borough clerk will publish)
- To assembly for Public Hearing to approve moving forward with or rejecting the sale
 - If approved to move forward, proceed with the following steps.
- Clerk to send applicant a letter with estimated costs (appraisal, publications, recording fee)
- Appraisal required (ordered by the borough clerk)
- If survey is required, applicant is required to obtain from licensed surveyor at applicants' expense
- Publish notice of sale for 3 weeks with final publication of sale one week prior to consideration by assembly for anyone wishing to protest the sale
- After publication period has been satisfied, take to assembly for approval or rejection by resolution to convey
- Letter to applicant with decision and final fees required

To Purchase Tidelands:

16.12.060 (Restriction on sale of tidelands and sufficiency of proof)

No sale of tidelands shall occur except upon public hearing as per WMC [16.12.040\(A\)\(2\)](#). At the public hearing, the applicant must clearly demonstrate the benefits of sale of the subject tidelands tract that could not be realized by the borough through leasing; a determination by the assembly adverse to the applicant may not be appealed unless clearly erroneous. An applicant for purchase of tidelands must conclusively demonstrate the outright sale of the nominated tidelands tract, as contrasted with the lease of such tract, is in the borough's best interest. The borough reserves the right to refuse sale of any tidelands tracts, regardless of sufficiency of proof.

- Application with complete proposal & \$250 application fee
- To planning & zoning commission and port commission for comments/recommendations
- Public Hearing (for assembly) to be scheduled and property owners within a 300 ft radius notified of the request to purchase (borough clerk will publish)
- To assembly for Public Hearing to approve moving forward with the sale
 - If approved to move forward, proceed with the following steps.
- Clerk to send applicant letter with estimated costs (appraisal, publications, recording fee)
- Appraisal required (ordered by the borough clerk)
- If survey is required, applicant is required to obtain from licensed surveyor at applicants' expense
- Publish notice of sale for 3 weeks with final publication of sale one week prior to consideration by assembly for anyone wishing to protest the sale
- After publication period has been satisfied, take to assembly for approval or rejection by resolution to convey
- Letter to applicant with decision and final fees required

General Election.....

The General Election (Presidential) will be held on November 5, 2024. Absentee voting for this election will take place in the Borough Assembly chambers from October 21, 2024 through November 4, 2024. You can find the most up-to-date information on the General Election on the Alaska Division of Elections webpage here: <https://www.elections.alaska.gov/election-information/#GENR>