



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

**April 25, 2017
7:00 p.m.**

Location: Assembly Chambers, City Hall

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member Patty Gilbert
- b. INVOCATION to be given by Nettie Covalt with the Presbyterian Church
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Certificates of Service, Guest Introductions*
 - i. Proclamation - Clerks Week - May 7-13, 2017

2. ROLL CALL

3. AMENDMENTS TO THE AGENDA

4. CONFLICT OF INTEREST

5. CONSENT AGENDA

- a. Items (*) 6a and 13c, 13e, and 13i

6. APPROVAL OF MINUTES

- a. Minutes of the Special Assembly Meeting Minutes from April 6, 2017; Minutes of the Public Hearing and Regular Assembly Meetings held April 11, 2017; Minutes of the Special Assembly Meeting held April 17, 2017

7. COMMUNICATIONS

- a. Minutes of the Wrangell Medical Center's Regular meeting held 3-15-17
- *c. Final Plat approval of the Sealevel Subdivision III
- *e. Final Plat approval for the Woodbury Tidelands Subdivision II
- *i. Final Plat approval for the Jenkins Replat and Storage Easement Vacation

8. BOROUGH MANAGER'S REPORT

9. BOROUGH CLERK'S FILE

10. MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS

- a. Reports by Assembly Members
- b. City Boards and Committees Appointments

11. PERSONS TO BE HEARD

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a. Approval of a Retail Marijuana Store, license #10200 received for Kelsey Martinsen & Sarinee Nuamnui, dba Happy Cannabis

- b. Approval of a Standard Marijuana Cultivation Facility, license #10201 received for Kelsey Martinsen & Sarinee Nuamnui, dba Happy Cannabis
- *c. Final Plat approval of the Sealevel Subdivision III (***Consent Agenda Item***)
- d. Approval of an Appraisal to Modify an existing Tidelands Lease for SEA LEVEL SEAFOODS, LLC., adding Lot 2B, Sea Level Subdivision III to the lease, (as requested by Vern Phillips of Sea Level Seafoods, LLC., owned by the City & Borough of Wrangell)
- *e. Final Plat approval for Woodbury Tidelands Subdivision II (***Consent Agenda Item***)
- f. **PROPOSED RESOLUTION No. 04-17-1364:** A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE CONVEYANCE OF PUBLIC TIDELANDS, A PORTION OF ATS 83, WRANGELL TIDELANDS ADDITION, ADJACENT TO LOT 5A, BLOCK 24A, WRANGELL TIDELANDS ADDITION WRANGELL TOWNSITE, INNER HARBOR AREA, ZONED WATERFRONT DEVELOPMENT TO BRETT WOODBURY
- g. Approval of the Senior Tax Exemptions that were received after the March 1st deadline, but before the late filing grace period
- h. Discussion and possible action regarding the proposed ordinance and suggested changes to the Water rates
- *i. Final Plat approval for the Jenkins Replat and Storage Easement Vacation (***Consent Agenda Item***)
- j. Approval to hold a Special Assembly meeting on Thursday, June 8, 2017 regarding a Union presentation of the Union's last offer to the Borough for a new Collective Bargaining Agreement

14. ATTORNEY'S FILE – Summary report was provided to the Assembly

15. EXECUTIVE SESSION

- a. Approval of the new Borough Manager's Contract

16. ADJOURNMENT

Agenda Items 1 - 6

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY

AGENDA ITEM

April 25, 2017

ITEM NO. 1 CALL TO ORDER:

INFORMATION: *The Mayor, by code, is required to call the meeting to order at 7:00 p.m. in the Borough Assembly Chambers. Special meetings or continued meetings may be called for at differing times but at the same location. Notice of such will be required by the Borough Clerk. The Mayor will call the meeting to order according to such special or continued meeting notice. At all meetings of the assembly, four assembly members or three members and the mayor shall constitute a quorum for the transaction of business, but a smaller number less than a quorum may adjourn a meeting to a later date.*

RECOMMENDED ACTION:

The Mayor, as presiding officer, is to call the meeting of the Borough Assembly to order, with the following actions to follow:

- a. Pledge of Allegiance to be given by Assembly Member Patty Gilbert
- b. Invocation to be given by Nettie Covalt of the Presbyterian Church
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Certificates of Service, Guest Introductions*
 - i. Clerks Week – May 7-13, 2017

ITEM NO. 2 ROLL CALL - BOROUGH CLERK:

INFORMATION: *The Borough Clerk shall conduct a roll call of each elected and duly qualified Assembly Member. Such call shall result in an entry of those present or absent from the meeting. The roll call is primarily utilized in determining if sufficient member(s) are present to conduct a meeting. The Borough Clerk may randomly change the conduct of the roll to be fair to the members of the governing body unless the council determined an adopted procedure for roll call which is different than currently in use.*

RECOMMENDED ACTION:

Borough Clerk to conduct a roll call by voice vote. Each member to signify by saying here, present (or equal) to give evidence of attendance.

ITEM NO. 3 AMENDMENTS TO THE AGENDA:

INFORMATION: *The assembly may amend the agenda at the beginning of its meeting. The outline of the agenda shall be as from time to time prescribed and amended by resolution of the assembly. (WMC 3.04.100)*

RECOMMENDED ACTION:

The Mayor should request of the members if there are any amendments to the posted agenda. ***THE MAYOR MAY RULE ON ANY REQUEST OR THE ASSEMBLY MEMBERS MAY VOTE ON EACH AMENDMENT.***

ITEM NO. 4 CONFLICT OF INTEREST:

INFORMATION: *The purpose of this agenda item is to set reasonable standards of conduct for elected and appointed public officials and for city employees, so that the public may be assured that its trust in such persons is well placed and that the officials and employees themselves are aware of the high standards of conduct demanded of persons in like office and position.*

An elected city official may not participate in any official action in which he/she or a member of his/her household has a substantial financial interest.

ITEM NO. 5 CONSENT AGENDA:

INFORMATION: *Items listed on the Consent Agenda or marked with an asterisk (*) are considered part of the Consent Agenda and will be passed in one motion unless the item has been removed by an Assembly Member or the Mayor and placed on the regular agenda under Unfinished Business.*

RECOMMENDED ACTION:

Move to approve those Agenda items listed under the Consent Agenda and those marked with an asterisk (*) Item:

****6a, 7a, 13c, 13e, and 13i***

ITEM NO. 6 APPROVAL OF MINUTES:

INFORMATION:

- 6a Minutes of the Special Assembly Meeting Minutes from April 6, 2017; Minutes of the Public Hearing and Regular Assembly Meetings held April 11, 2017; Minutes of the Special Assembly Meeting held April 17, 2017

Proclamation

Municipal Clerks Week

May 7 - 13, 2017

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

Whereas, The Municipal Clerk serves as the information center on functions of local government and community; and

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations; and

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

Now, Therefore, I, David L. Jack, Mayor of the City & Borough of Wrangell, do recognize the week of May 7 through May 13, 2017, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Kim Lane and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 25th day of April, 2017

Mayor: _____ Attest: _____

**Minutes of Special Assembly Meeting
Held April 6, 2017**

Mayor David Jack called the Special Assembly meeting to order at 12:00 p.m., April 6, 2017, in the Borough Assembly Chambers. Assembly Members Gilbert, Rooney, Prysunka and Powell, Decker and Mitchell were present. Interim Borough Manager Carol Rushmore and Borough Clerk Kim Lane were also in attendance.

CONFLICT OF INTEREST

Prysunka declared a potential indirect conflict of interest because his daughter is a lifeguard at the swimming pool and since the pool could be shut down for lack of water, she could potentially be out of work and she lives at home.

The Mayor stated that he didn't see that as a Conflict of Interest. There were no objections from the Assembly.

PERSONS TO BE HEARD – None

ITEMS OF BUSINESS

5a Discussion of the Water Plant Issues including Water Shortage Management Plan, Water Rates, and Modification upgrades to the Water Plant

There was extensive discussion regarding the possibility of revising the proposed plan in order to simplify it for the general public.

Decker stated that she would like to see the plan narrowed down and simplified to be a three-stage plan.

Mitchell agreed with the stages and the suggestion to simplify the plan; making the public aware is what's important.

Prysunka voiced that he liked the concrete direction in the plan; could possibly come up with a plan to automatically send out a message for the public in early June to start conserving; agreed that there has to be a penalty if someone doesn't follow the plan.

Rooney agreed with the simplification; needs to have an education plan in place too; also need to be a penalty for not following the plan.

Mitchell stated that he didn't want to see the Boat Yard activities hampered; businesses will be a need to pressure washing boats.

Decker stated that there was an exemption at the end of the plan that could allow for that activity; in practice last year, if someone had a need for water (if associated with a job), Jeff would allow it; depends on the water level.

Decker stated that level one should trigger that there would be no large water sales, for example, to cruise ships.

Prysunka stated that if we raise the water rates, it would not give an incentive to the public conserving water; they would see it as "I am paying a higher rate, I can use however much water I want"; if we metered water to raise the rate by .50, that would make more sense to me than to simply raise the rates.

Gilbert stated that if there were to be penalties when violating the plan, the fine schedule in the code would need to be updated to include those fines.

Decker stated that she would like to hold off on any rate increases until we find out how much it costs to produce water and what some of the usages were for the larger usage organizations.

Interim Borough Manager Rushmore stated that the reservoir levels were low; if we don't get water soon, we will hit stage two of the water shortage plan fast.

Powell asked, what it costs to produce a gallon of water; once we know that, we can figure out what the larger water users should be paying.

Prysunka stated that we must look at including the depreciation of the water plant into the rate structure.

Prysunka also stated that he had received a memo directly in his inbox from the Director of Water that stated:

"Most important of all is our condition of the filters themselves. Each of the four filters is completely clogged from the top to the bottom with dirt and organics and they actually look like dark brown sugar where they used to be as white as a sheet of paper. In such a condition, they are a breeding ground for all kinds of nasty critters and as such, it is very likely that the only thing that is separating us from a public health issue is a little bit of chlorine and some luck".

Prysunka stated that he found was very concerning; does not like the water quality people using the word "luck"; it's a science and it needs to be full proof; if we have a public health crisis because organics or some critter winds up in our water, these are the kinds of things that cause real legal concerns for a municipality; this statement being given to me as a public reprehensive is very concerning; our public cannot be given contaminated water; our most important trust is public safety.

Al-Haddad stated that if the Assembly approved the purchase of sand today, we would be pushing time because when the sand arrived and was set to be installed, we would be right in the middle of our water peak season.

In response to the Assembly, Public Works Director Al-Haddad stated the following points:

- Still working on the dredging; just receive the nozzle and the Public Works crew would get to work on installing that; were finishing up on the Sewer Pump replacement project; will need to install the nozzle and test to see if the dredging would work; should know within the next week.
- Issues with removing, cleaning and replacing that sand had carbon monoxide issues with moving 1200 yards of sand; hand shoveling is not the way to do this; would have material loss as well with this method.
- Replacement of sand replacement to the Wrangell Dock would be \$830,000; estimate to remove and replace the sand is around \$200,000, give or take.

Prysunka asked if the funding could come from the General Reserves.

Burgess stated that our Wrangell Municipal Charter states that Enterprise Funds would be funded from their own means based on rates charges; also USDA has asked us repeatedly “what money was available to assist on the is project (Water Treatment Plant)”? Burgess stated that if we use funds from the General Fund for the purchase of sand, USDA might raise more questions as to why we cannot take funds for the plant from the General Fund.

Powell stated that paying \$250,000 on a “maybe” versus taking money from the General Fund for sand makes more since; taking money from the general fund for the purchase of sand would be because of an emergency order.

Decker requested a breakdown for cost of production for staffing, overhead and by user structure; that would help when we look at if we should raise rates in the future; another possibility might be to have the General Fund “lend” money to the Water Fund and come up with a plan for paying it back; explaining the situation to USDA would be the way to go.

In response to Gilbert, Burgess estimated that if they raised the water rates by 5% it would yield about \$25,000 based on regular annual users.

In response to Powell, Al-Haddad stated that the sand should never have been left in there for this long. Al-Haddad explained the process of the proper cleaning of the sand.

Special Meeting recessed at 12:51 p.m.
Special Meeting reconvened 12:56 p.m.

Al-Haddad went through some short-term options for the Assembly.

Rushmore stated that we were not looking at having the Assembly make a decision today; trying to present options; perhaps Tuesday evening, the Assembly could make a decision

on the plan if the revisions were complete; moving forward on the dredging, that is happening.

Prysunka stated that he wouldn't feel comfortable with making a decision today; requested that Al-Haddad give the Assembly what she felt was the best decision moving forward.

Al-Haddad said that she wanted the Assembly to understand that if they hear that nothing was being done, that's far from the truth; working through all of the options; don't want to make a rash decision.

Decker stated that she had written up some notes on the plan and would like a Word version of the plan to perhaps "red-line" some items in an effort to revise it.

5b Executive Session – Discussion and possible selection for a new Borough Manager

Mitchell/Gilbert, that we move, pursuant to 44.62.320 (c) (2), that we recess into executive session to discuss matters that may tend to prejudice the reputation and character of any person, specifically: discussion of the remaining applicants for the Borough Manager's position and I would like to have Kim and Carol in there as well. Motion approved unanimously by polled vote.

Special meeting recessed in to Executive Session at 1:26 p.m.

Special meeting reconvened back into Special Session at 2:09 p.m.

5c Approval of the negotiation process with regards to the contract for a new borough manager

Rooney/Powell, to approve the Borough Mayor and Assembly Member Gilbert to make an offer of employment to one of the candidates and to negotiate the Borough Manager's contract with the assistance of Interim Borough Manager Rushmore and Clerk Lane, with the final contract to come back to the Borough Assembly for approval.

Special meeting adjourned at 2:11 p.m.

David L. Jack, Mayor

ATTEST: _____

Kim Lane, Borough Clerk

**Minutes of Public Hearing
Held April 11, 2017**

Mayor David L. Jack called the Budget Public Hearing to order at 6:30 p.m., April 11, 2017, in the Borough Assembly Chambers. Assembly Members Gilbert, Rooney, Decker, Powell, and Prysunka were present. Assembly Member Mitchell arrived at 6:48 p.m. Interim Borough Manager Carol Rushmore and Borough Clerk Kim Lane were also in attendance.

Public Hearing Items:

- a. **PROPOSED ORDINANCE No. 931:** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING TITLE 6, BUSINESS TAXES, LICENSES, AND REGULATIONS OF THE WRANGELL MUNICIPAL CODE TO ADD A NEW CHAPTER 6.05 TO BE ENTITLED MARIJUANA *(second reading)*
- b. **PROPOSED ORDINANCE No. 932:** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 6.04.030, ASSEMBLY RECOMMENDATION FOR LICENSE IN CHAPTER 6.04, ALCOHOLIC BEVERAGES *(second reading)*
- c. **PROPOSED ORDINANCE No. 933:** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING A NEW CHAPTER 5.09, EXCISE TAX ON MARIJUANA, TO TITLE 5, REVENUE AND FINANCE, OF THE WRANGELL MUNICIPAL CODE *(second reading)*
- d. **PROPOSED ORDINANCE No. 934:** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE MINOR OFFENSE FINE SCHEDULE IN CHAPTER 1.20, GENERAL PENALTY, OF THE WRANGELL MUNICIPAL CODE *(second reading)*

WRITTEN TESTIMONY – None

ORAL TESTIMONY – None

Public Hearing recessed at 6:33 p.m.

Public Hearing reconvened at 6:55 p.m.

Public Hearing Meeting adjourned at 6:56 p.m.

David L. Jack, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

**Minutes of Regular Assembly Meeting
Held on April 11, 2017**

Mayor David L. Jack called the Regular Assembly meeting to order at 7:00 p.m., April 11, 2017, in the Borough Assembly Chambers. Assembly Members Rooney, Prysunka, Decker, Gilbert, Powell, and Mitchell were present. Interim Borough Manager Carol Rushmore and Borough Clerk Kim Lane were also in attendance.

The Pledge of Allegiance was led by Assembly Member Mark Mitchell.

The Invocation was given by Clay Hammer.

Trey Acteson, SEAPA CEO, provided the Assembly with an organizational update and where we are heading.

*Mayor Jack called a 5 minute recess at 7:50 p.m.
Meeting reconvened at 7:54 p.m.*

AMENDMENTS TO THE AGENDA – None

CONFLICT OF INTEREST

Mayor Jack declared a potential conflict of interest on item 15a since his daughter is an employee of SEARHC and is living in his home. Vice-Mayor Powell asked Mayor Jack if there was any direct financial benefit. Jack stated that there was not. Powell then declared that he did not see that there was a conflict of interest. There were no objections from the Assembly.

Assembly Member Prysunka declared a potential conflict of interest on item 15a since his wife is an employee of SEARCH and is a contractor to the hospital and the Chief of Staff at the hospital. Jack asked if the land use would have any financial benefit. Prysunka stated no. Jack then said that he didn't see a conflict. There were no objections from the Assembly.

CONSENT AGENDA

M/S: Gilbert/Powell, to approve Consent Agenda Items marked with an (*) asterisk; Items 6a, 7a and 7b. Motion approved unanimously by polled vote.

APPROVAL OF MINUTES

The Minutes of the *amended* Special Assembly Meeting Minutes from March 17, 2017; Minutes of the Regular Assembly Meeting held March 28, 2017; Minutes of the Special Assembly Meeting held April 5, 2017 were approved as presented.

COMMUNICATIONS

- *a. Dept. of the Army Corps of Engineers Permit for Donald and Elizabeth McConachie
- *b. School Board Action from the 4-3-17 Special meeting (Wrangell School Board appointment)

BOROUGH MANAGER'S REPORT

Interim Borough Manager Rushmore's report was provided.

Prysunka said that regarding the Union negotiations, I just want to be clear to ensure that people know, we are not receiving any information as this negotiation goes along. He said that

had a Union member today, whom he believes is in an official capacity, corner him and wanted to discuss it; he stated that he had said that number one, he didn't know anything and number two, and they were not supposed to discuss it. Prysunka also said that he told the member that they were supposed to remain neutral. Prysunka asked Rushmore if he was correct in that.

Rushmore replied that yes that was correct; we are not able to share any information with you about the negotiations until the proper time.

Prysunka stated, that's great and that he would just like to say publically that, that is on our end that we are to remain neutral and when we receive the agreement, we will review the agreement and we will make our best judgment at that point. Prysunka also said that on the Union end, he would appreciate it if they respected it conversely and didn't corner him at morning coffee at the Fire Hall to discuss what they discussed last night; he stated that he didn't know anything about it; nothing has been shared at any point, and nor should it, he said that he wanted it to go both ways.

Rushmore commented that she didn't have any comment because she had no idea of what happened.

BOROUGH CLERK'S FILE

Clerk Lane's report was provided.

MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS

10a Reports by Assembly Members

Powell reported that he had received complaints from several residents stating that we need some way of allowing residents to dispose of refuse (tailings, tree trimmings, biomass, etc.); told some people that there was a place out at Spur Road by the shooting range; has seen people dumping this stuff along the roadside.

Rushmore stated that that area was almost full and that the area was intended for commercial use only; don't have room at the dump; it is an issue.

Prysunka reported that he had attended the Regional EMS Conference in Sitka last weekend; excellent conference; Wrangell has one of the strongest EMS groups in the region.

10b City Boards and Committees Appointments

As there were no letters of interest received for the remaining vacant seat on the Economic Development Committee, the Mayor directed the Clerk to continue advertising.

PERSONS TO BE HEARD – None

UNFINISHED BUSINESS

12a PROPOSED ORDINANCE No. 931: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING TITLE 6, BUSINESS TAXES, LICENSES, AND REGULATIONS OF THE WRANGELL MUNICIPAL CODE TO ADD A NEW CHAPTER 6.05 TO BE ENTITLED MARIJUANA (second reading)

M/S: Rooney/Prysunka, to adopt Ordinance No. 931. Motion approved unanimously by polled vote.

12b PROPOSED ORDINANCE No. 932: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 6.04.030, ASSEMBLY RECOMMENDATION FOR LICENSE IN CHAPTER 6.04, ALCOHOLIC BEVERAGES *(second reading)*

M/S: Prysunka/Gilbert, to adopt Ordinance No. 932. Motion approved unanimously by polled vote.

12c PROPOSED ORDINANCE No. 933: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING A NEW CHAPTER 5.09, EXCISE TAX ON MARIJUANA, TO TITLE 5, REVENUE AND FINANCE, OF THE WRANGELL MUNICIPAL CODE *(second reading)*

M/S: Mitchell/Powell, to adopt Ordinance No. 933. Motion approved unanimously by polled vote.

12d PROPOSED ORDINANCE No. 934: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE MINOR OFFENSE FINE SCHEDULE IN CHAPTER 1.20, GENERAL PENALTY, OF THE WRANGELL MUNICIPAL CODE *(second reading)*

M/S: Gilbert/Decker, to adopt Ordinance No. 934. Motion approved unanimously by polled vote.

NEW BUSINESS

13a Discussion and Possible action regarding the Water Shortage Management Plan

There was extensive discussion on the Water Shortage Management Plan, as revised.

Gilbert stated that if this passed, we would need to pass an Ordinance to add these violations into the Fine Schedule.

Gilbert asked how the determination would be made in stage one, up to \$250 and stage two, up to \$500.

Gilbert said that the reference to Phase four (page 3 of 9) would need to be removed.

Rushmore said that we could just make the fines \$250 and \$500.

Decker said that the page numbers would need to be adjusted as well.

M/S: Decker/Prysunka: to adopt the current revised April 10th, 2017 version with the minor changes, as discussed. Motion approved unanimously by polled vote.

13b Discussion and Possible action regarding the Water Treatment Plant Improvements

There was extensive discussion and suggestions on how to clean the sand.

Some of the points that Public Works Director Al-Haddad discussed were:

- Dredging did not work as well as expected
- Engineers suggested replacing with Self-Cleaning Roughing Filters
- Trying Scouring option; seems to be working better
- Need to figure out how to move the water towards the drain; no flow
- Our Charter states that we do not use General Funds for Enterprise Projects

Prysunka asked how much more water would we get if new sand was installed.

Al-Haddad stated that the flow would increase, not sure by how much though.

Prysunka asked if we ordered new sand now, would it arrive in time for the peak season.

Al-Haddad said that yes, she believed it would arrive in time.

Mitchell stated that he had found out that Stough's Trailer Court has a 700 foot well; not used anymore and was capped off; possible option to supplement water.

Gilbert suggested adding Argan soap to sand to help clean it.

Finance Director Burgess stated that in the Water Fund, as of June 30th, there would be around \$280,000 of unrestricted funds; Enterprise Funds should carry a reserve of no less than half of its annual operating expenditures in its reserves; the \$280,000 puts us right there, if not a little below; without a plan to look at a rate increase, it wouldn't be recommended to spend below that base unless it was temporary; \$645,000 of reserved money in the Water Fund was set aside years ago to pay an annual debt service of \$90,000 per year; it would be better though to spend this restricted money instead of reaching over to the General Fund to borrow from there.

In response to Decker, Burgess replied that there was four more years of debt service to pay on the loan (\$90,000 per year).

*Mayor Jack called a 5 minute recess at 9:13 p.m.
Meeting reconvened at 9:18 p.m.*

In response to Rooney, Al-Haddad stated that the self-cleaning roughing filters would be a good option and not a risk.

In response to Powell, Burgess explained that the unrestricted funds that the Water Fund is less than \$300,000; amount of money currently invested in Time Deposits are \$90,000, coming due in about a year and another one for \$550,000 approximately, coming due about a year after that; if we purchased the sand to replace two filters and the roughing filters, it would deplete the Water Fund down to about \$100,000; when the next debt service loan payment came due for \$90,000, that would further deplete the Water Fund down to \$10,000. Burgess said that raising rates by 5% would yield around \$25,000.

Burgess stated that we would need a 15% revenue increase in order to cover the \$90,000 annual debt service amount; wouldn't cover any additional debt service amounts that we will incur for the ozone generator or any critical replacements that we would have to match funds for.

Gilbert stated that she was hesitant to vote because she didn't have facts; operates on facts.

M/S: Prysunka/Decker, to authorize the City Manager to immediately purchase the self-cleaning roughing filters for the water plant as well as to purchase new sand for one filter to be ordered, delivered and installed as per requirements.

M/S: Gilbert/Decker, to amend the motion to say that the funds to come from unrestricted and restricted water funds.

Amendment passed unanimously by polled vote.

Main motion, as amended, passed with Gilbert, Prysunka, Rooney, Decker, and Jack voting yes; Powell and Mitchell voted no.

ATTORNEY'S FILE – None

EXECUTIVE SESSION

15a Discuss with the Borough Attorney, the City's options regarding the disposal of Borough Property and the proposed draft agreement, as revised and submitted by the Borough

M/S: Prysunka/Gilbert, moved that pursuant to AS 44.62.310 (c), (1), that we recess into executive session with the Interim Borough Manager and the Borough Attorney to discuss matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the Borough, specifically the City's the options regarding the disposal of Borough Property and the draft Agreement, as revised and submitted by the Borough. Motion approved unanimously by polled vote.

Regular meeting recessed into Executive Session at 10:04 p.m.

Regular meeting reconvened back into session at 10:53 p.m.

15b Selection and discussing the offer for a new Borough Manager

M/S: Prysunka/Rooney, moved that pursuant to AS 44.62.310 (c), (2), that we recess into executive session to discuss matters that may tend to prejudice the reputation and character of any person, specifically: selection and discussing the offer for a new Borough Manager. Motion approved unanimously by polled vote.

Regular meeting recessed into Executive Session at 10:54 p.m.

Regular meeting reconvened back into session at 10:55 p.m.

M/S: Prysunka/Rooney, to allow the Manager Rushmore and Clerk Lane into the Executive Session. Motion approved unanimously by polled vote.

Regular meeting recessed into Executive Session at 10:55 p.m.

Regular meeting reconvened back into session at 11:02 p.m.

M/S: Prysunka/Gilbert, moved to offer the position of Borough Manager to Lisa Von Barga, and that the conditions of the contract to be negotiated by Mayor Jack and Assembly Member Prysunka with the assistance of Interim Borough Manager Rushmore and Clerk Lane. Motion approved unanimously by polled vote.

Regular Assembly Meeting adjourned at 11:03 p.m.

David L. Jack, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

**Minutes of Special Assembly Meeting
Held April 17, 2017**

Mayor David Jack called the Special Assembly meeting to order at 12:00 p.m., April 17, 2017, in the Borough Assembly Chambers. Assembly Members Gilbert, Rooney, Prysunka and Powell, Decker and Mitchell were present. Interim Borough Manager Carol Rushmore and Borough Clerk Kim Lane were also in attendance.

CONFLICT OF INTEREST – None

PERSONS TO BE HEARD – None

ITEM OF BUSINESS

5a IN ACCORDANCE WITH WMC 3.05.100 (C), WRITTEN NOTIFICATION WAS GIVEN OF A MOTION FOR RECONSIDERATION OF THE VOTE THAT WAS TAKEN BY THE ASSEMBLY AT THE REGULAR ASSEMBLY MEETING HELD APRIL 11, 2017 ON THE FOLLOWING MOTION THAT WAS ADOPTED ON AGENDA ITEM 13B, TO AUTHORIZE THE CITY MANAGER TO IMMEDIATELY PURCHASE THE SELF-CLEANING ROUGHING FILTERS FOR THE WATER PLANT AS WELL AS TO PURCHASE NEW SAND FOR ONE FILTER TO BE ORDERED, DELIVERED AND INSTALLED AS PER REQUIREMENTS, WITH THE FUNDS TO COME FROM UNRESTRICTED AND RESTRICTED WATER FUNDS

M/S: Prysunka/Powell, Moved to call up the motion for reconsideration, the amended motion that was made, seconded, and passed on April 11, 2017 to reconsider the vote that was taken by the Assembly at said meeting, the following motion, as amended: Authorize the City Manager to immediately purchase the self-cleaning roughing filters for the water plant as well as to purchase new sand for one filter to be ordered, delivered and installed as per requirements, with the funds to come from unrestricted and restricted water funds. Motion approved unanimously by polled vote.

Clerk Lane stated that since the Assembly has voted on the reconsideration, they are now at the point right before the vote was taken.

Prysunka stated that he wasn't aware when he made the motion that it would take so long to evaluate and purchase them.

Powell stated that if you replace the sand in one filter, the manufacturer told him that you should replace all; sand was never intended to be cleaned as much as we were cleaning it.

Amber Al-Haddad, Public Works Director stated that yes that was correct; it was designed to be discarded.

Powell stated that we cannot put more sand in there unless we do the roughing filters first; we need to do something different for this season.

Wayne McHolland, Water Treatment Plant Leadman explained for the Assembly, how the plant was producing. McHolland stated that they would continue plunging the sand; was pretty effective; there is no flushing mechanism right now; plant was designed to produce 300 gallons of water per minute, per filter; capability of 1200 gallons of water per minute, for all four filters is there with clean sand; without new roughing filters, it's a waste of money to replace the sand.

Interim Borough Manager Rushmore stated that the main reason why we started looking at a new plant was because we are at our maximum capacity for demand.

Decker stated that she had spoken with John Webby with Trident and Mr. Webby stated that when he met with the City, Jeff had said that the City was going to change the roughing filter and probably change sand in one bay. Rushmore stated that she was there and that was incorrect.

In response to Decker, Rushmore stated that the roughing filter timeline dilemma is because DEC has to review if the proposed filter will work; took three months for them to approve the previous roughing filter option that we were looking at before.

In response to Gilbert, Al-Haddad stated that our engineers need to develop the plans for the roughing filters; once plans are done, plans will be submitted to DEC; not sure how long that will take; would procure once DEC approval was received.

In response to Gilbert, McHolland stated that they were plunging the sand, rather than scrubbing it; seems to be working better; need to stick with it and not do a rush job; will improve our situation; will increase flow through the system.

Gilbert requested that there be a report given at each Assembly meeting as to where the water level is at; we need to start a PSA (Public Service Announcement) as well.

Rushmore stated that the PSA was almost ready to go.

Al-Haddad stated that if we replace the media in the roughing filters with interlocking aggregate, the aggregate would have to be NSF Certified; cannot just replace it with materials locally; DEC has given us a pass for now but what's in there was not approved; if we had to order in new media, the proposed cost would be \$35,000.

Prysunka stated that it appears that we don't have many options; surprised to hear that we are out of compliance; would change the entire tone about the DEC grant for the treatment plant.

In response to Jack and Powell, McHolland and Al-Haddad stated that what they were doing now (with the filters and sand) was all they could do right now to get us through.

Rooney said that we need to look at storing the water now, when the water demand wasn't so high.

Mitchell asked if the plan for the plumbing from reservoir no. 1 into the plant and reservoir no. 2 so that they were independent.

Al-Haddad stated that no, we have not done that.

In response to Mitchell, Al-Haddad and McHolland stated that both reservoir's had probably never been cleaned.

Mitchell questioned why we haven't done this.

Al-Haddad replied that there is a lot of work to be done to put together an RFP for an engineer to do this work; issues with the corps of engineers; corps shut the project down; haven't had the time to do this project. Al-Haddad stated that she was one person who manages five departments; takes a lot of time to work on this.

Mitchell stated that this was a priority; need to find someone to help you get this done.

In response to Prysunka, Al-Haddad stated that the Admin Assistant that had been hired is a temporary person because there were Union questions that have not been answered; this person does clerical stuff.

Prysunka stated that we need Al-Haddad to do the heavy lifting stuff and another person who can do the non-heavy lifting stuff.

Jack stated that he would like to see a plan on what has been done on the Bypass and what we are looking at going forward with a timeline.

Prysunka stated that the last thing he wanted to do was to task Amber with something that is down the road; much rather see us come up with an immediate plan; need to get through the next five months.

Decker asked if the self-cleaning roughing filters could be used in the new plant; also, what about new sand; will the new plant operate with the sand.

McHolland stated that the new sand would be completely useless in a new plant; firmly believe that if the roughing filters were chosen properly, they could be used in the new plant.

Al-Haddad stated that the new roughing filters could be used in the interim when the old plant was taken off line and the new plant was brought on line; have not explored if they could be used in the new plant.

Mitchell stated that we have a motion on the floor and we should deal with that motion.

Gilbert suggested that we kill the motion and start over; suggested that the plant continued to scrub the sand and clean the filters and hire new people.

M/S: Rooney/Prysunka, to postpone this item indefinitely. Motion approved unanimously by polled vote.

Decker requested that something be written up and provided to the Assembly from the engineer about the idea of purchasing one bay of new sand, or two, or three, or four and how that in combination with the roughing filter in the fall would make any difference or not, in writing since we aren't going to do anything for this season.

M/S: Gilbert/Prysunka, to direct the City Manager to contact CRW Engineers about our current situation and have them provide suggestions to us, with the money to come from the previously sequestered \$50,000.00 that was dedicated to the water fund.

After further discussion, Gilbert requested that her motion be withdrawn. There were no objections from the Assembly.

M/S: Gilbert/Rooney, to authorize the City Manager to contact CRW Engineers concerning our present problem with the water supply in an amount not to exceed \$30,000.00, money to come from the unrestricted funds of the water fund.

Decker requested that if we have to spend money for Public Service Announcements, we need to do that.

Clerk Lane said that we pay an annual amount to KSTK for announcements; newspaper would be more.

Rooney stated that PSA's are free.

Motion approved unanimously by polled vote.

Special meeting adjourned at 1:02 p.m.

David L. Jack, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

Agenda Item 7

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 25, 2017

COMMUNICATIONS:

INFORMATION: The Assembly may receive items for Communications, reasons only which do not require separate action. This is an avenue to keep the Assembly informed, for the public to enter items on the record, if necessary. The Assembly also receives agenda communications directly by their constituents, Borough Manager, other agencies' Officers and Department Directors.

A MAIL BOX IS ALSO AVAILABLE IN THE BOROUGH CLERK'S OFFICE FOR EACH MEMBER OF THE ASSEMBLY AND SHOULD BE CHECKED ON A ROUTINE SCHEDULE.

All items appearing under Communications on the Agenda have been approved under the Consent Agenda unless removed by an Assembly Member or the Mayor and placed on the regular agenda under Unfinished Business.

- a. Minutes of the Wrangell Medical Center's Regular meeting held 3-15-17
 - *c. Final Plat approval of the Sealevel Subdivision III
 - *e. Final Plat approval for the Woodbury Tidelands Subdivision II
 - *i. Final Plat approval for the Jenkins Replat and Storage Easement Vacation



**WRANGELL MEDICAL CENTER
BOARD OF DIRECTORS MEETING MINUTES
March 15, 2017 - 5:30 p.m.
Location: Nolan Center**

CALL TO ORDER: Meeting was called to order at 5:30 by Vice President Bernie Massin

ROLL CALL:

Present: Barb Conine, Bernie Massin, Patrick Mayer, and Maxi Wiederspohn
 Attending electronically: Marlene Messmer
 Absent: Olinda White, Terri Henson,
 Quorum established
 Assembly representative Becky Rooney was not present

AMENDMENTS TO THE AGENDA: None

CONFLICT OF INTEREST: None

CONSENT ITEMS:

Motion made by Barb Conine to approve consent item 5.a minutes of the regular meeting held February 15, 2017 and item 5.b Statistics for February 2017, Maxi Wiederspohn seconded, passed unanimously.

PERSONS TO BE HEARD: None

CORRESPONDENCE: None

REPORTS AND COMMUNICATIONS FROM WMC STAFF:

- a. Quality Report:
 - Quality Director, Cathy Gross, recapped the written report, highlighting:
 - One question that often is answered poorly is the amount of noise – this is a function of the building layout and ‘hard surfaces’ and is difficult to control
 - With small numbers of survey responses, one poor response can make a big difference (as seen in August when there was one unhappy patient)
 - The number of questions/type of questions may be a barrier to folks answering the survey so we’re looking at changing some of the questions.
- b. Compliance Report:
 - Compliance Officer, Scott Glaze, recapped the written compliance report, calling out that, of the 5 complaints over the last quarter, 4 were unsubstantiated and one was a case of staff needing more training.
 - Glaze also recapped the written Risk Report noting that 2 EEOC complaints were dismissed in January and that there were 3 falls in February that required more than “first aid”, two were residents and one was someone who slipped in the parking lot.
 - Long Term Care Patient/Family satisfaction survey: the response was only 5 out of 14 surveys sent out – it’s difficult to know for certain what the results mean when the response rate is so low, however some possible areas of improvement (many tied to the building/resources available) are: consistency of information offered by different staff members; helping residents find opportunities to use their talents/skills; not enough food choices and the dining experience wasn’t ‘special’.

OUR MISSION: To Enhance The Quality of Life For All We Serve!

BOARD OF DIRECTORS MEETING

March 15, 2017 - 5:30 p.m.

- c. CFO Report: Doran Hammett, CFO, introduced Michael Congedo from BDO (accounting firm) who is in town to start working on the financial feasibility study for the new building. Hammett then elaborated on the written financial report, and added:
 - The monthly payment of \$10,000 has gone to the city, bringing the total due to \$50,000 (it is hoped that the balance will be paid by the new fiscal year).
 - February was not a great revenue month due to a number of factors including the shorter month, two open beds in LTC, and the bill for work related to the underground fuel storage tank, but the revenue cycle team is working hard to improve the system and the Chargemaster changes should begin making a difference soon.
 - March will be a difficult month with 3 pay periods
 - There is currently a 'payable' of \$100K on the books – in anticipation of adjustments by Medicaid during the interim rate review (which could come due in March or April).
- d. CEO Report: Robert Rang, CEO, recapped the written report and added:
 - Erica Sherwood will start tomorrow as one of the final nursing positions to be filled
 - Health Fair Blood Draws: 267 draws have been done to date. Part of keeping cost low has been to encourage the providers to either use the portal to get the lab results, or to wait to schedule appointments until after folks have their health fair results – it seems that requests for early release of the results have greatly decreased.
 - With the change to DR in the mammography dept, there has been a decrease of 30-40% in the radiation doses which patients get through the process.
 - With 2 LTC discharges in Feb, Sherri has been working to fill the beds from a waitlist.
 - Kudos to Katrina for her work on the LTC EMR conversion – by all accounts it was a smooth transition.

MEDICAL STAFF REPORT: None this month, though Robert Rang, reported that Dr Harrison has signed a 4-year contract with AICS and is due to start work in August; Dr. Moore resigned and her last day of work will be March 31st.

ACTION ITEMS: None this Month

DISCUSSION ITEMS:

- Joann Lott and Wayne Jensen, architects with Jensen Yorba Lott, recapped their two days of work with staff and community members. The next step is to pull together a “space program” – a list of all the spaces needed and the relative sizes of those spaces to determine the final size of the building in order to determine the cost. Lott cautioned that this is very preliminary and the building will change quite a bit over the process of coming up with the final design. The space program should be completed and ready to look at in about 3 weeks, the cost estimate will take about 1.5 weeks (part of that will include new equipment and new furnishings).
- Michael Congedo, of BDO, briefly explained the feasibility study project which will be in two phases – the first to determine how much debt load the hospital can take on (should be available at the end of the month) and secondly to do an in depth feasibility study of the project overall (this would take from 30-60 days).

INFORMATION ITEMS:

- a. Hospital project update: Robert Rang, CEO, reported that the Army Corps of Engineers permit has been extended through 2022 (another 5 years)

OUR MISSION: To Enhance The Quality of Life For All We Serve!

BOARD OF DIRECTORS MEETING

March 15, 2017 - 5:30 p.m.

BOARD COMMENTS:

Patrick Mayer: I'm glad to see us move forward with the hospital project.

(Barb Conine & Maxi Wiederspohn added their support as well)

Bernie Massin: is there anything we can do to work with the assisted living facility that recently opened?

(Sherri Austin replied that they have to provide a nurse for their license and have already hired a nurse; Rose Shymanski has also stated that they want to "stand alone" – at least initially; Robert Rang added that he's hoping they're successful as it would provide a natural "feeder" for the Long Term Care).

ADJOURN: With no further business, the regular meeting adjourned at 6:17 p.m.

Marlene Messmer

Kris Reed,

Date Certified:

MEMORANDUM

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

**FROM: MS. CAROL RUSHMORE
INTERIM BOROUGH MANAGER**

SUBJECT: BOROUGH MANAGER REPORT

DATE: April 25, 2017

Tourism: Stikine River Birding Festival is April 26-30. The schedule of events is online at stikinebirding.org. Birds are definitely starting to show up. So a reminder to get any great bird photos in by the due date for the annual photo contest.

First cruise ship of the season, Wilderness Adventurer, is due on Tuesday morning, April 25.

Evergreen Road Project: DOT reports that they are still working on a few ROW issues and hope to complete those soon. If these go well, they say advertising could happen in mid-late May.

Wrangell Hazardous Household Clean up will be held May 12 and 13. Fliers are posted around town and information is available on the City's website as to what materials will be accepted and when.

HOP: Helping Our Parks: Parks and Recreation is holding a Volunteer Park Clean up Day on April 22 as part of their volunteer HOP IN program. Meet by 9:30am Saturday to clean up, do some basic maintenance, and help improve one of the most popular and heavily used Parks. The Department has been fund raising to do needed activities outside of their budget capability, including repairing Mt. Dewey Trail and resurfacing Volunteer Park Trail. Wrangell Cooperative Association through their Transportation Program has committed \$7000 to the program, Alaska Vistas \$2000, Wrangell Convention and Visitor Bureau \$1750, Wells Fargo and First Bank have each contributed \$1000 and community members together have contributed \$2000. We extend a huge thanks to all sponsors and all donators will be recognized fully! http://wrangellrec.com/info/activities/program_details.aspx?ProgramID=29859.

Wrangell Dock Lighting - City Dock Improvements Bunes Electric has begun the construction work for the City Dock Lighting and Electrical project. They are currently scheduled for Substantial Completion by June 30, 2016.

Shoemaker Bay Harbor Float Design Following completion of PND's 65% level design drawings for the Shoemaker Bay Harbor Float Design project, staff provided review comments, allowing PND to continue with design toward the 90% level plan review drawings. Once fully designed, the water system will need to be submitted to ADEC to obtain their Approval to Construct (ATC). As well, the Fire Marshall will provide a plan review following the 90% design completion. The extension to the Corps of Engineers Permit for dredging and filling and in water work has been submitted and just awaiting the final approval for an additional 5 year extension.

Evergreen Avenue Reconstruction DOT reports that they are still working on a few ROW issues and hope to complete those soon. If these go well, they say advertising could happen in mid-late May.

Community Income Survey to establish eligibility for the Community Development Block Grant program is almost completed. Kassee Emmons and Lori Bauer have been the surveyors on this project over the last two months. I want to thank them as well as the community members who have responded. We have to have almost 400 responses to the questions. They have easily called twice that many or visited the residence and we are almost to the end of the survey. Some mapping of the information and tallying will still need to happen but we are close to completions.

Water Works

1. The first sand filter's scouring with the water and air occurred on Thursday, April 20th. A substantial amount of particulate trapped in the sand was brought to the surface and was flushed. Temporary help for the rest of the sand cleaning is being pursued now, and we will continue with the sand cleaning until we have run through each filter a couple of times. After completing this effort, we will be able to track the filter run times to full head pressure for a clear picture of the benefits to the cleaning. Pictures of Thursday will be provided separately.
2. PSAs are being developed for a variety of approaches (i.e. water management plan and water conservation)
3. CRW is moving forward with the engineering for the self-cleaning filters. They did speak with DEC who indicated that they didn't have any objections to our approach for the design. The fact that the Forsta Filters (self-cleaning filters) are constructed of all stainless steel wetted materials is considered an acceptable substitute to NSF 61 certification (for drinking water system components). They wouldn't give an exact timeframe for review as it sounds like they are fairly busy with construction season approaching, but they did indicate that they will do their best to perform an expedited review.
4. We have asked CRW Engineers to provide Wrangell with an opinion as to the efficiency of one sand filter's sand replacement, working in conjunction with the other three sand filters that would maintain their old sand. We asked them to speak to the effectiveness of replacing the sand in only one sand filter, both in terms of filter flow rate and particulate loading rate.
5. Staff began sifting through the various dam and reservoir files at public works, city hall, and in storage to gather the history of previous engineering efforts toward the upper reservoir bypass line. This project was started in the mid 90's and went through various transformations and engineers. Several files related to past work on the Reservoir Bypass Line have been located. We are also discussing this project with Todd White as he was the contractor in the late 1990s who began installation of the line but was stopped due to a US Army Corps of Engineer's stop work order. We will continue to determine where the project ended and where it needs to be picked up. A draft RFP for engineering has begun and could be issued following more knowledge of the work in place to date, work remaining, and additional drilling considerations needed to determine the dam's condition.

Legislative Actions I spoke with Ray Matiashowski on Friday. Things have slowed down in the Legislature as there are significant differences to a fiscal resolution between the House and Senate. The regular session is 90 days, but they can Constitutionally go for a total of 120 days which will be May 17. Not expecting the capital budget for a while – that is where the funding for the Harbor Replacement Fund program is located. A close eye is being kept on that should something change from the existing \$5million funding of the program which would go towards Shoemaker Bay replacement.

2016 annual police report is available for your review and provided separately.

Agenda Item 9

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM

CLERK'S REPORT April 25, 2017

Mark Your Calendar:

- 4/26 Public Hearing - Notice of Intent to File and Application to USDA Rural Development at 5:30pm in the Assembly Chambers
- 5/3 P&R Mtg. scheduled at 7pm in the Assembly Chambers
- 5/4 Port Commission Mtg. scheduled at 7pm in the Assembly Chambers
- 5/9 Borough Assembly at 6:30pm in the Assembly Chambers
- 5/11 P&Z Mtg. scheduled at 7pm in the Assembly Chambers
- 5/16 Budget Workshop at 5:30pm in the Assembly Chambers

- 6/21-22 SEAPA Board Mtg. to be held in Wrangell, with times TBD

Informal meetings

Any gathering where public business is considered may become a meeting subject to the OMA act.

- **Dinner** before or coffee after a formally scheduled meeting.
- **Informal gatherings** are treated the same as formally called meetings.
- **Work sessions** are treated the same as regular meetings.

Furthermore, it does not matter whether the government called the meeting, an individual or a private business called the meeting, or nobody called the meeting. No matter where, when, or how it occurs, it is a meeting if a sufficient number of members of a covered body get together and collectively consider a subject upon which the body is empowered to act.

Agenda Items 10 a - b

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY
AGENDA ITEM
April 25, 2017

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** Reports by Assembly Members

➤ **Item 10b** City Boards and Committee Appointments

There were no letters of interest received for the two vacancies on the EDC

Vacancies:

- Two vacancies Economic Development Committee (Oct 2019)

Recommended Action:

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 _____.

Agenda Item 13a

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 25, 2017

INFORMATION:

Approval of a Retail Marijuana Store, license #10200 received for Kelsey Martinsen & Sarinee Nuamnui, dba Happy Cannabis

Attachments:

1. Memo from Clerk Lane
2. Retail Marijuana Store, license #10200 State notification
3. Application submitted by Kelsey Martinsen to AMCO
4. **Memo from Carol Rushmore (Zoning provisions-Conditions Listed)**
5. **Letter to be sent to the State, approving with conditions**
6. Notification from Finance Department
7. 3 AAC 360.060 State Provisions

RECOMMENDED ACTION:

I move that, in accordance with WMC 6.05.010, that the attached letter is sent to the Alcohol, Marijuana and Control Office to approve with condition the Marijuana Retail Facility License #10200, submitted by Kelsey Martinsen and Sarinee Nuamnui, dba Happy Cannabis, advising AMCO that the condition of approval is dependent on issuance of the Wrangell Building Permit

MEMORANDUM

TO: Honorable Mayor & Borough Assembly

FROM: Kim Lane, MMC
Borough Clerk

SUBJECT: Assembly review of State Marijuana License #'s 10200 & 10201

DATE: April 25, 2017

Summary:

Kelsey Martinsen & Sarinee Nuamnui, dba Happy Cannabis submitted a completed application to the Alcohol Marijuana Control Office (AMCO) for a Retail Marijuana Store, license #10200 and a Standard Marijuana Cultivation Facility, license #10201 to be located at 225 South Front Street in Wrangell. AMCO provided notice of the application to the Borough Clerk on March 3, 2017. In order to protest the application pursuant to 3 AAC 306.060, a written statement for the reason for the protest must be submitted to AMCO within 60 days of that notice (by May 3, 2017).

Through the adoption of Ordinance No. 931 which adopted WMC 6.050.01, the Assembly identified criteria for the review of the issuance, renewal, and transfer of marijuana establishment licenses within the Borough. In determining whether to protest an application for the issuance, renewal, or transfer of a marijuana establishment license, the following criteria was reviewed:

6.05.010 Assembly review of license applications.

(A) Any person seeking the review and recommendation by the assembly, prior to issuance of a new license or renewal or transfer of a license for a marijuana facility, shall present to the assembly a copy of the application submitted to the state for a license or renewal or transfer of a license, fully completed and executed.

(B) The assembly may protest the issuance, renewal, or the transfer of a marijuana facility license as provided in state law, AS 17.38, and state regulations, 3 AAC 306.060. The protest shall cite any of the following criteria that the assembly determines to be pertinent:

(1) The business operated under the license is, on the date the assembly considers the license, delinquent in the payment of any borough tax or penalty or interest on any borough tax arising out of the operation of the licensed facility;

(2) There are delinquent property taxes or local improvement district assessments or penalty or interest thereon arising out of real property owned in whole or in part by the person named in the application as an applicant, or by the licensee on the license which is to be renewed or transferred, where such property is used, or is to be used, in whole or in part in the business conducted or to be conducted under the license;

(3) There is a delinquent charge or assessment owing the borough by the applicant or licensee for a borough service provided for the business conducted or to be conducted under the license, or at the request of or arising out of an activity of the business conducted or to be conducted under the license;

(4) The business operated or to be operated under the license is violating or would violate the zoning code of the borough;

(5) Failure of the applicant to secure a borough permit required for operation of the business to be licensed, or if the licensee is in violation of any borough permit required for operation of the licensed facility;

(6) The business operated under the license is, on the date the assembly considers the application, in violation of state or borough fire, health, or safety codes; a criminal conviction for the violation is not required for a protest under this section;

(7) The applicant or licensee has violated a provision of AS 17.38 or the state regulations on marijuana, 3 AAC Chapter 306, or a condition imposed by the Marijuana Control Board on the license, or if issuance of the license would violate a provision of state law or regulations;

(8) Any factor identified by state law or regulation as appropriate grounds for a protest;

(9) Any other factor the assembly determines is generally relevant or relevant to the particular application.

(C) If the assembly determines that a licensed facility has violated a provision of AS 17.38, or 3 AAC Chapter 306, or a condition the state Marijuana Control Board has imposed on the licensee, the borough shall notify the Marijuana Control Board.

Additionally, the Clerk's Office distributed the license application and requested departmental reviews from the Planning & Zoning Commission and the Finance Department.

The Economic Development Director's memo is attached (Zoning Code provisions).

The Finance Department responded that there were no outstanding debts for the applicant.



March 2, 2017

City and Borough of Wrangell
Attn: Borough Clerk
VIA Email: clerk@wrangell.com

License Number:	10200
License Type:	Retail Marijuana Store
Licensee:	KELSEY J MARTINSEN; SARINEE NUAMNUI
Doing Business As:	HAPPY CANNABIS
Physical Address:	225 South Front Street Wrangell, AK 99929
Designated Licensee:	KELSEY J MARTINSEN
Phone Number:	907-305-0292
Email Address:	diamondchotel@gci.net

- New Application** **Transfer of Ownership Application** **Renewal Application**
 Onsite Consumption Endorsement

AMCO has received a completed application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under 3 AAC 306.025(d)(2).

To protest the approval of this application(s) pursuant to 3 AAC 306.060, you must furnish the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of the date of this notice, and provide AMCO proof of service of the protest upon the applicant.

3 AAC 306.010, 3 AAC 306.080, and 3 AAC 306.250 provide that the board will deny an application for a new license if the board finds that the license is prohibited under AS 17.38 as a result of an ordinance or election conducted under AS 17.38 and 3 AAC 306.200, or when a local government protests an application on the grounds that the proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the marijuana establishment, unless the local government has approved a variance from the local ordinance.

This application will be in front of the Marijuana Control Board at our **April 5, 2017** meeting.

Sincerely,

Sara Chambers, Interim Director
amco.localgovernmentonly@alaska.gov

Alcohol & Marijuana Control Office

License Number: 10200**License Status:** New**License Type:** Retail Marijuana Store**Doing Business As:** HAPPY CANNABIS**Business License Number:** 1033845**Designated Owner:** Kelsey J Martinsen**Email Address:** diamondchotel@gci.net**Latitude, Longitude:** 56.471000, -132.383000**Physical Address:** 225 South Front Street
Wrangell, AK 99929
UNITED STATES**Owner #1****Owner Type:** Individual**Name:** SARINEE NUAMNUI**SSN:** [REDACTED]**Date of Birth:** [REDACTED]**Phone Number:** 9073050292**Email Address:** diamondchotel@gci.net**Mailing Address:** po box 110
Wrangell, AK 99929
UNITED STATES**Owner #2****Owner Type:** Individual**Name:** KELSEY J MARTINSEN**SSN:** [REDACTED]**Date of Birth:** 11/02/1981**Phone Number:** 9073050292**Email Address:** diamondchotel@gci.net**Mailing Address:** po box 110
Wrangell, AK 99929
UNITED STATES**Affiliate #1****Owner Type:** Individual**Name:** Kelsey Martinsen**SSN:** [REDACTED]**Date of Birth:** 11/02/1981**Phone Number:** 9073050292**Email Address:** diamondchotel@gci.net**Mailing Address:** po box 110
Wrangell, AK 99929
UNITED STATES**Affiliate #2****Owner Type:** Individual**Name:** Sarinee Nuamnui**SSN:** [REDACTED]**Date of Birth:** 05/19/1984**Phone Number:** 9073050292**Email Address:** diamondchotel@gci.net**Mailing Address:** po box 110
Wrangell, AK 99929
UNITED STATES

MEMORANDUM

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

**FROM: MS. CAROL RUSHMORE
INTERIM BOROUGH MANAGER**

SUBJECT: Assembly review of State Marijuana License #'s 10200 & 10201

DATE: April 19, 2017

BACKGROUND:

On April 11, 2017, the Assembly adopted Ordinance 931 creating WMC 6.05 Marijuana which establishes Assembly review of all marijuana license applications. WMC 6.050.01 identifies criteria for the review of the issuance, renewal, and transfer of marijuana establishment licenses within the Borough.

On March 2, 2017 the Borough received notice of application from the State per 3 AAC 306.060. The local government may protest the application, approve, or approve with conditions.

In April, the license was “approved with delegation” by the State Board, meaning that until the inspection is passed, there is no operational license.

FINDINGS:

The only local requirements that the proposed marijuana business Happy Cannabis required for operation of their licensed marijuana facility was a conditional use permit for operation of each requested license and a building permit for facility modifications.

The Conditional Use permits were granted by the Planning and Zoning Commission for the cultivation licensed facility and the retail licensed facility in December 2016.

The building permit for the necessary building modifications proposed by the applicant has not yet been issued. All commercial construction must be reviewed by the State Fire Marshall. Prior to the City issuing a local building permit, the Building Official must receive a copy of the State Fire Marshall approval. The plans may be reviewed as part of the building permit application.

RECOMMENDED ACTION:

13a I move that, in accordance with WMC 6.05.010, that the attached letter is sent to the Alcohol, Marijuana and Control Office to approve with condition the Marijuana Retail Facility License #10200, submitted by Kelsey Martinsen and Sarinee Nuamnui, dba Happy Cannabis, advising AMCO that the condition of approval is dependent on issuance of the Wrangell Building Permit

13b I move that, in accordance with WMC 6.05.010, that the attached letter is sent to the Alcohol, Marijuana and Control Office to approve with condition the Marijuana Cultivation Facility License #10201, submitted by Kelsey Martinsen and Sarinee Nuamnui, dba Happy Cannabis, advising AMCO that the condition of approval is dependent on issuance of the Wrangell Building Permit

ATTACHMENTS:

1. Draft Letter to AMCO approving with condition
2. 3 AAC 360.060



13a-5
CITY AND BOROUGH OF WRANGELL

INCORPORATED MAY 30, 2008

P.O. BOX 531 (907)-874-2381
Wrangell, AK 99929 FAX (907)-874-3952
www.wrangell.com

April 26, 2017

Erika McConnel, Director
Alcohol and Marijuana Control Office
550 West 7th Ave, Suite 1600
Anchorage, AK 99501

also emailed to: amco.localgovernmentonly@alaska.gov

Re: City and Borough of Wrangell review of State Marijuana License #'s 10200 and 10201

Dear Director McConnel:

The City and Borough of Wrangell approves with condition License Nos. 10200 and 10201 for Happy Cannabis Cultivation and Retail licensed facilities.

The Conditional Use permits were granted by the Planning and Zoning Commission for the cultivation licensed facility and the retail licensed facility in December 2016.

The building permit for the necessary building modifications proposed by the applicant has not yet been issued. All commercial construction must be reviewed by the State Fire Marshall. Prior to the City issuing a local building permit, State Fire Marshall approval must be obtained so those plans may be reviewed as part of the building permit application. Once the local building permit has been issued, the City and Borough of Wrangell approves the Licenses.


Sincerely,

Carol Rushmore
Interim Borough Manager

cc: Kelsey Martinsen and Sarinee Nuamnui, dba Happy Cannabis
diamondchotel@gci.net & PO Box 110 Wrangell, AK 99929

**City and Borough of
Wrangell**

Memo

To: Kim Lane, Borough Cler
From: Lavonne Klinke, Accounting Technician 
cc:
Date: April 18, 2017
Re: Kelsey Martinsen & Sarinee Naumnui

This is to confirm that the Kelsey Martinsen and Sarinee Naumnui owners of Parcel #02-011-101 are current on their property taxes with the City and Borough of Wrangell. Taxes for 2017 will be due in full on October 16, 2017.

13a-6

Finance Notification

**CITY AND BOROUGH
OF WRANGELL**

INCORPORATED MAY 30, 2008



P.O. BOX 531 (907)-874-2381
Wrangell, AK 99929 FAX (907)-874-3952

April 14, 2017

Regarding: Diamond C Café, Sales Tax

All quarters for City Sales Tax for the year 2015 and 2016 have been submitted by Mr. Martinsen dba as Diamond C Café. Mr. Martinsen used the Diamond C Hotel forms in error for the 1st, 2nd 3rd for 2015 and 2nd for 2016 quarters which should have been Diamond C Café. Notes have been made in Fundware and Mr. Martinsen has surrendered a letter for the date that the Diamond C Hotel stopped doing business in the City and Borough of Wrangell.

Thank you,

Dorthea Rooney
Collections Clerk

RECEIVED

APR 14 2017

WRANGELL CITY HALL

Kelsey Martinsen
PO Box 110
Wrangell, AK 99929
April 14, 2017

City of Wrangell:

The Diamond C Café, Breakfast, and Hotel stopped selling hotel rooms at the end of 2014.

Sincerely,



Kelsey J. Martinsen

establishment license may not be relocated to any other premises. A holder of a marijuana establishment license that wishes to operate a marijuana establishment at a different location must submit a new application for any new premises, and must surrender an existing license for any premises where the marijuana establishment does not intend to continue its operation. (Eff. 2/21/2016, Register 217)

Authority: AS 17.38.010 AS 17.38.150 AS 17.38.200
AS 17.38.070 AS 17.38.190 AS 17.38.900
AS 17.38.121

3 AAC 306.055. Criminal justice information and records. (a) When filing an application for a new marijuana establishment license or transfer of a license, the applicant, including each individual listed in 3 AAC 306.020(b)(2), must submit the person's fingerprints and the fees required by the Department of Public Safety under AS 12.62.160 for criminal justice information.

(b) The director shall submit the fingerprints to the Department of Public Safety to obtain a report of criminal justice information under AS 12.62. The board will use the information obtained under this section to determine if an applicant is qualified for a marijuana establishment license.

(c) In this section, "criminal justice information" has the meaning given in AS 12.62.900. (Eff. 2/21/2016, Register 217)

Authority: AS 17.38.010 AS 17.38.150 AS 17.38.200
AS 17.38.070 AS 17.38.190 AS 17.38.900
AS 17.38.121

3 AAC 306.060. Protest by local government. (a) Not later than 60 days after the

director sends notice of an application for a new marijuana establishment license, renewal of a marijuana establishment license, or transfer of a marijuana establishment license to another person, a local government may protest the application by sending the director and the applicant a written protest and the reasons for the protest. The director may not accept a protest received after the 60-day period. If a local government protests an application for a new or renewal license or for a transfer of a license to another person, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

(b) A local government may recommend that the board approve an application for a new license, renewal of a license, or transfer of a license to another person subject to a condition. The board will impose a condition a local government recommends unless the board finds the recommended condition is arbitrary, capricious, and unreasonable. If the board imposes a condition a local government recommends, the local government shall assume responsibility for monitoring compliance with the condition unless the board provides otherwise.

(c) If a local government determines that a marijuana establishment has violated a provision of AS 17.38, this chapter, or a condition the board has imposed on the licensee, the local government may notify the board. Unless the director finds that the local government's notice is arbitrary, capricious, and unreasonable, the director shall prepare the determination as an accusation against the licensee under AS 44.62.360 and conduct proceedings to resolve the matter as provided under 3 AAC 306.820. (Eff. 2/21/2016, Register 217)

Authority: AS 17.38.010 AS 17.38.150 AS 17.38.200
 AS 17.38.070 AS 17.38.190 AS 17.38.900
 AS 17.38.121

3 AAC 306.065. Public participation. A person may object to an application for a new

Agenda Item 13b

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 25, 2017

INFORMATION:

Approval of a Standard Marijuana Cultivation Facility, license #10201 received for Kelsey Martinsen & Sarinee Nuamnui, dba Happy Cannabis

Attachments:

1. Memo from Clerk Lane
2. Standard Marijuana Cultivation Facility, license #10201 State notification
3. Application submitted by Kelsey Martinsen to AMCO
4. **Memo from Carol Rushmore (Zoning provisions-Conditions Listed)**
5. **Letter to be sent to the State, approving with conditions**
6. Notification from Finance Department
7. 3 AAC 360.060 State Provisions

RECOMMENDED ACTION:

I move that, in accordance with WMC 6.05.010, that the attached letter is sent to the Alcohol, Marijuana and Control Office to approve with condition the Marijuana Cultivation Facility License #10201, submitted by Kelsey Martinsen and Sarinee Nuamnui, dba Happy Cannabis, advising AMCO that the condition of approval is dependent on issuance of the Wrangell Building Permit.

MEMORANDUM

TO: Honorable Mayor & Borough Assembly

FROM: Kim Lane, MMC
Borough Clerk

SUBJECT: Assembly review of State Marijuana License #'s 10200 & 10201

DATE: April 25, 2017

Summary:

Kelsey Martinsen & Sarinee Nuamnui, dba Happy Cannabis submitted a completed application to the Alcohol Marijuana Control Office (AMCO) for a Retail Marijuana Store, license #10200 and a Standard Marijuana Cultivation Facility, license #10201 to be located at 225 South Front Street in Wrangell. AMCO provided notice of the application to the Borough Clerk on March 3, 2017. In order to protest the application pursuant to 3 AAC 306.060, a written statement for the reason for the protest must be submitted to AMCO within 60 days of that notice (by May 3, 2017).

Through the adoption of Ordinance No. 931 which adopted WMC 6.050.01, the Assembly identified criteria for the review of the issuance, renewal, and transfer of marijuana establishment licenses within the Borough. In determining whether to protest an application for the issuance, renewal, or transfer of a marijuana establishment license, the following criteria was reviewed:

6.05.010 Assembly review of license applications.

(A) Any person seeking the review and recommendation by the assembly, prior to issuance of a new license or renewal or transfer of a license for a marijuana facility, shall present to the assembly a copy of the application submitted to the state for a license or renewal or transfer of a license, fully completed and executed.

(B) The assembly may protest the issuance, renewal, or the transfer of a marijuana facility license as provided in state law, AS 17.38, and state regulations, 3 AAC 306.060. The protest shall cite any of the following criteria that the assembly determines to be pertinent:

(1) The business operated under the license is, on the date the assembly considers the license, delinquent in the payment of any borough tax or penalty or interest on any borough tax arising out of the operation of the licensed facility;

(2) There are delinquent property taxes or local improvement district assessments or penalty or interest thereon arising out of real property owned in whole or in part by the person named in the application as an applicant, or by the licensee on the license which is to be renewed or transferred, where such property is used, or is to be used, in whole or in part in the business conducted or to be conducted under the license;

(3) There is a delinquent charge or assessment owing the borough by the applicant or licensee for a borough service provided for the business conducted or to be conducted under the license, or at the request of or arising out of an activity of the business conducted or to be conducted under the license;

(4) The business operated or to be operated under the license is violating or would violate the zoning code of the borough;

(5) Failure of the applicant to secure a borough permit required for operation of the business to be licensed, or if the licensee is in violation of any borough permit required for operation of the licensed facility;

(6) The business operated under the license is, on the date the assembly considers the application, in violation of state or borough fire, health, or safety codes; a criminal conviction for the violation is not required for a protest under this section;

(7) The applicant or licensee has violated a provision of AS 17.38 or the state regulations on marijuana, 3 AAC Chapter 306, or a condition imposed by the Marijuana Control Board on the license, or if issuance of the license would violate a provision of state law or regulations;

(8) Any factor identified by state law or regulation as appropriate grounds for a protest;

(9) Any other factor the assembly determines is generally relevant or relevant to the particular application.

(C) If the assembly determines that a licensed facility has violated a provision of AS 17.38, or 3 AAC Chapter 306, or a condition the state Marijuana Control Board has imposed on the licensee, the borough shall notify the Marijuana Control Board.

Additionally, the Clerk's Office distributed the license application and requested departmental reviews from the Planning & Zoning Commission and the Finance Department.

The Economic Development Director's memo is attached (Zoning Code provisions).

The Finance Department responded that there were no outstanding debts for the applicant.

3. Memo from Carol Rushmore (Zoning provisions)
4. Notification from Finance Department



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

13b-2
Department of Commerce, Community,
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

March 3, 2017

City and Borough of Wrangell
Attn: Borough Clerk
VIA Email: clerk@wrangell.com

License Number:	10201
License Type:	Standard Marijuana Cultivation Facility
Licensee:	KELSEY J MARTINSEN; SARINEE NUAMNUI
Doing Business As:	HAPPY CANNABIS
Physical Address:	225 South Front Street Wrangell, AK 99929
Designated Licensee:	Kelsey Martinsen
Phone Number:	907-305-0292
Email Address:	diamondchotel@gci.net

- New Application** **Transfer of Ownership Application** **Renewal Application**
 Onsite Consumption Endorsement

AMCO has received a completed application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under 3 AAC 306.025(d)(2).

To protest the approval of this application(s) pursuant to 3 AAC 306.060, you must furnish the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of the date of this notice, and provide AMCO proof of service of the protest upon the applicant.

3 AAC 306.010, 3 AAC 306.080, and 3 AAC 306.250 provide that the board will deny an application for a new license if the board finds that the license is prohibited under AS 17.38 as a result of an ordinance or election conducted under AS 17.38 and 3 AAC 306.200, or when a local government protests an application on the grounds that the proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the marijuana establishment, unless the local government has approved a variance from the local ordinance.

This application will be in front of the Marijuana Control Board at our **April 5, 2017** meeting.

Sincerely,

Sara Chambers, Interim Director
amco.localgovernmentonly@alaska.gov

Alcohol & Marijuana Control Office

License Number: 10201**License Status:** New**License Type:** Standard Marijuana Cultivation Facility**Doing Business As:** HAPPY CANNABIS**Business License Number:** 1033845**Designated Owner:** Kelsey J Martinsen**Email Address:** diamondchotel@gci.net**Latitude, Longitude:** 56.471000, -132.383000**Physical Address:** 225 South Front Street
Wrangell, AK 99929
UNITED STATES**Owner #1****Owner Type:** Individual**Name:** KELSEY J MARTINSEN**SSN:** [REDACTED]**Date of Birth:** 11/02/1981**Phone Number:** 9073050292**Email Address:** diamondchotel@gci.net**Mailing Address:** po box 110
Wrangell, AK 99929
UNITED STATES**Owner #2****Owner Type:** Individual**Name:** SARINEE NUAMNUI**SSN:** [REDACTED]**Date of Birth:** 05/19/1984**Phone Number:** 9073050292**Email Address:** diamondchotel@gci.net**Mailing Address:** po box 110
Wrangell, AK 99929
UNITED STATES**Affiliate #1****Owner Type:** Individual**Name:** Sarinee Nuamnui**SSN:** [REDACTED]**Date of Birth:** 05/19/1984**Phone Number:** 9073050292**Email Address:** diamondchotel@gci.net**Mailing Address:** po box 110
Wrangell, AK 99929
UNITED STATES**Affiliate #2****Owner Type:** Individual**Name:** Kelsey Martinsen**SSN:** [REDACTED]**Date of Birth:** 11/02/1981**Phone Number:** 9073050292**Email Address:** diamondchotel@gci.net**Mailing Address:** po box 110
Wrangell, AK 99929
UNITED STATES

MEMORANDUM

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

**FROM: MS. CAROL RUSHMORE
INTERIM BOROUGH MANAGER**

SUBJECT: Assembly review of State Marijuana License #'s 10200 & 10201

DATE: April 19, 2017

BACKGROUND:

On April 11, 2017, the Assembly adopted Ordinance 931 creating WMC 6.05 Marijuana which establishes Assembly review of all marijuana license applications. WMC 6.050.01 identifies criteria for the review of the issuance, renewal, and transfer of marijuana establishment licenses within the Borough.

On March 2, 2017 the Borough received notice of application from the State per 3 AAC 306.060. The local government may protest the application, approve, or approve with conditions.

In April, the license was “approved with delegation” by the State Board, meaning that until the inspection is passed, there is no operational license.

FINDINGS:

The only local requirements that the proposed marijuana business Happy Cannabis required for operation of their licensed marijuana facility was a conditional use permit for operation of each requested license and a building permit for facility modifications.

The Conditional Use permits were granted by the Planning and Zoning Commission for the cultivation licensed facility and the retail licensed facility in December 2016.

The building permit for the necessary building modifications proposed by the applicant has not yet been issued. All commercial construction must be reviewed by the State Fire Marshall. Prior to the City issuing a local building permit, the Building Official must receive a copy of the State Fire Marshall approval. The plans may be reviewed as part of the building permit application.

RECOMMENDED ACTION:

13a I move that, in accordance with WMC 6.05.010, that the attached letter is sent to the Alcohol, Marijuana and Control Office to approve with condition the Marijuana Retail Facility License #10200, submitted by Kelsey Martinsen and Sarinee Nuamnui, dba Happy Cannabis, advising AMCO that the condition of approval is dependent on issuance of the Wrangell Building Permit

13b I move that, in accordance with WMC 6.05.010, that the attached letter is sent to the Alcohol, Marijuana and Control Office to approve with condition the Marijuana Cultivation Facility License #10201, submitted by Kelsey Martinsen and Sarinee Nuamnui, dba Happy Cannabis, advising AMCO that the condition of approval is dependent on issuance of the Wrangell Building Permit

ATTACHMENTS:

1. Draft Letter to AMCO approving with condition
2. 3 AAC 360.060

**CITY AND BOROUGH OF WRANGELL**

INCORPORATED MAY 30, 2008

P.O. BOX 531 (907)-874-2381
Wrangell, AK 99929 FAX (907)-874-3952
www.wrangell.com

April 26, 2017

Erika McConnel, Director
Alcohol and Marijuana Control Office
550 West 7th Ave, Suite 1600
Anchorage, AK 99501

also emailed to: amco.localgovernmentonly@alaska.gov

Re: City and Borough of Wrangell review of State Marijuana License #'s 10200 and 10201

Dear Director McConnel:

The City and Borough of Wrangell approves with condition License Nos. 10200 and 10201 for Happy Cannabis Cultivation and Retail licensed facilities.

The Conditional Use permits were granted by the Planning and Zoning Commission for the cultivation licensed facility and the retail licensed facility in December 2016.

The building permit for the necessary building modifications proposed by the applicant has not yet been issued. All commercial construction must be reviewed by the State Fire Marshall. Prior to the City issuing a local building permit, State Fire Marshall approval must be obtained so those plans may be reviewed as part of the building permit application. Once the local building permit has been issued, the City and Borough of Wrangell approves the Licenses.


Sincerely,

Carol Rushmore
Interim Borough Manager

cc: Kelsey Martinsen and Sarinee Nuamnui, dba Happy Cannabis
diamondchotel@gci.net & PO Box 110 Wrangell, AK 99929

**City and Borough of
Wrangell**

Memo

To: Kim Lane, Borough Clerk
From: Lavonne Klinke, Accounting Technician 
cc:
Date: April 18, 2017
Re: Kelsey Martinsen & Sarinee Naumnui

This is to confirm that the Kelsey Martinsen and Sarinee Naumnui owners of Parcel #02-011-101 are current on their property taxes with the City and Borough of Wrangell. Taxes for 2017 will be due in full on October 16, 2017.



**CITY AND BOROUGH
OF WRANGELL**

INCORPORATED MAY 30, 2008

P.O. BOX 531 (907)-874-2381
Wrangell, AK 99929 FAX (907)-874-3952

April 14, 2017

Regarding: Diamond C Café, Sales Tax

All quarters for City Sales Tax for the year 2015 and 2016 have been submitted by Mr. Martinsen dba as Diamond C Café. Mr. Martinsen used the Diamond C Hotel forms in error for the 1st, 2nd 3rd for 2015 and 2nd for 2016 quarters which should have been Diamond C Café. Notes have been made in Fundware and Mr. Martinsen has surrendered a letter for the date that the Diamond C Hotel stopped doing business in the City and Borough of Wrangell.

Thank you,

Dorthea Rooney
Collections Clerk

RECEIVED

APR 14 2017

WRANGELL CITY HALL

Kelsey Martinsen
PO Box 110
Wrangell, AK 99929
April 14, 2017

City of Wrangell:

The Diamond C Café, Breakfast, and Hotel stopped selling hotel rooms at the end of 2014.

Sincerely,



Kelsey J. Martinsen

establishment license may not be relocated to any other premises. A holder of a marijuana establishment license that wishes to operate a marijuana establishment at a different location must submit a new application for any new premises, and must surrender an existing license for any premises where the marijuana establishment does not intend to continue its operation. (Eff. 2/21/2016, Register 217)

Authority: AS 17.38.010 AS 17.38.150 AS 17.38.200
AS 17.38.070 AS 17.38.190 AS 17.38.900
AS 17.38.121

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(b) The director shall submit the fingerprints to the Department of Public Safety to obtain a report of criminal justice information under AS 12.62. The board will use the information obtained under this section to determine if an applicant is qualified for a marijuana establishment license.

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Authority: AS 17.38.010 AS 17.38.150 AS 17.38.200
 AS 17.38.070 AS 17.38.190 AS 17.38.900
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3 AAC 306.065. Public participation. A person may object to an application for a new

Agenda Item *13c

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
AGENDA ITEM
April 25, 2017**

INFORMATION:

Final Plat approval of the Sealevel Subdivision III
(Consent Agenda Item)

Attachments:

1. Memo from P&Z Commission
2. Final Plat (displayed in the Assembly Chambers)

RECOMMENDED ACTION:

~ Approved under the Consent Agenda~

Memo

To: Kim Lane, Borough Clerk

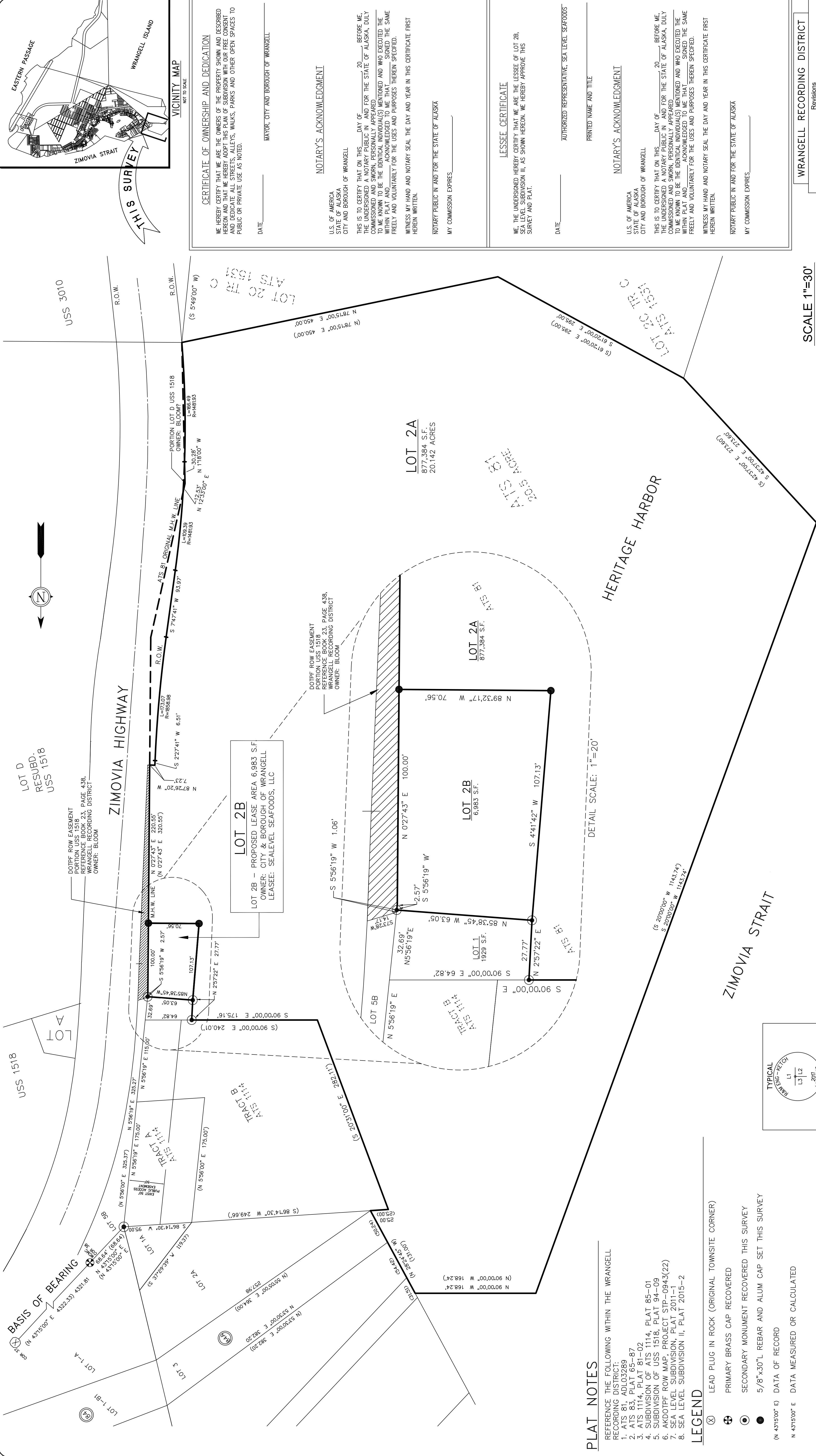
From: Lavonne Klinke, Planning & Zoning Secretary

CC: City of Wrangell Assembly Members

Date: 4/14/2017

RE: Final Plat Approval of Sea Level Subdivision III, the subdivision of Lot 2, Sea Level Subdivision II, creating Lot 2A and Lot 2B, zoned Waterfront Development, requested by Sea Level Seafoods LLC, owned by the City and Borough of Wrangell.

The Planning & Zoning Commission at their regular meeting on April 13, 2017 approved unanimously Final Plat of Sea Level Subdivision III, the subdivision of Lot 2, Sea Level Subdivision II, creating Lot 2A and Lot 2B, zoned Waterfront Development, requested by Sea Level Seafoods LLC, owned by the City and Borough of Wrangell.



CERTIFICATE OF OWNERSHIP AND DEDICATION
 WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED ABOVE AND THAT WE HEREBY DEDICATE TO THE PUBLIC THE STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO THE 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 TO KNOW TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT HE/SHE SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.
 WITNESS 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: _____

LESSEE CERTIFICATE
 WE, THE UNDERSIGNED HEREBY CERTIFY THAT WE ARE THE LESSEE OF LOT 2B, SEA LEVEL SUBDIVISION III, AS SHOWN HEREON. WE HEREBY APPROVE THIS SURVEY AND PLAT.

DATE: _____ AUTHORIZED REPRESENTATIVE, SEA LEVEL SEAFOODS
 PRINTED NAME AND TITLE _____

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 TO KNOW TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT HE/SHE SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.
 WITNESS 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: _____

WRANGELL RECORDING DISTRICT

No.	Date	Description

Revisions

RSM
 RAM ENGINEERING-KETCHIKAN, INC.
 355 Cabellana Lake Road
 Ketchikan, AK 99901
 Phone: (907) 225-7917
 Fax: (907) 225-3441

CRAG OFFICE
 P.O. BOX 1273
 CRAIG, AK 99921
 Phone: (907) 826-2294

CERTIFICATE OF AUTHORIZATION #: G576

PROJECT:
 SEA LEVEL SUBDIVISION III
 THE SUBDIVISION OF LOT 2, SEA LEVEL
 SUBDIVISION II, CREATING LOT 2A AND LOT 2B,
 SEA LEVEL SUBDIVISION III, WRANGELL
 RECORDING DISTRICT

SCALE 1"=30'
 THIS DRAWING MAY BE REDUCED. VERIFY SCALE BEFORE USING.
 0 30 60 120 180 240 FEET
 0 6 12 18 24 30 60 72 METERS
 1 METER = 3.2808333 U.S. SURVEY FEET
 1 U.S. ACRE = 0.4047 HECTARES

STATE OF ALASKA
 49th
 Notary Public
 No. 107552
 CHRISTOPHER G. PIBURN

SURVEYOR'S CERTIFICATE
 I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN 2017 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: _____ DATE: _____
 CHRISTOPHER G. PIBURN LS 107552

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION
 (FIRST JUDICIAL DISTRICT) I
 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, AND THAT THE PLAT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT CLERK, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

DATE: _____ DATE: _____
 CHAIRMAN, PLANNING COMMISSION
 SECRETARY

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION
 (FIRST JUDICIAL DISTRICT) II
 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, AND THAT THE PLAT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT CLERK, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

DATE: _____ DATE: _____
 CHAIRMAN, PLANNING COMMISSION
 SECRETARY

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 AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT CLERK, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

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

CLIENT:
 SEA LEVEL SEAFOODS, LLC
 P.O. BOX 2085
 WRANGELL, ALASKA 99929

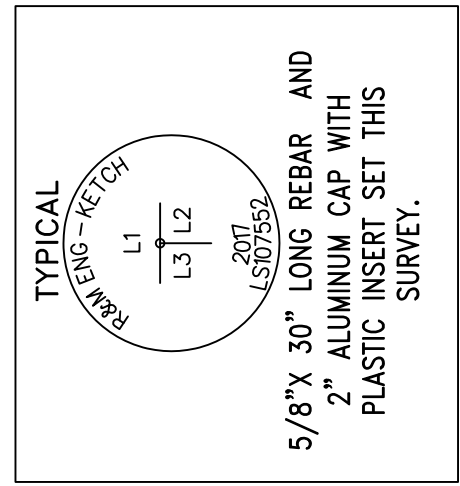
DRAWN BY: MCH
CHECKED BY: COP
DATE PLATTED: FEB 2017
DATE SURVEYED: JAN. 30, 2017
SCALE: 1"=60'
SURVEYED BY: MCH
PROJ. NO.: 172707

PLAT NOTES

- REFERENCE THE FOLLOWING WITHIN THE WRANGELL RECORDING DISTRICT:
1. ATS 81, ADL03289
 2. ATS 83, PLAT 65-87
 3. ATS 1114, PLAT 81-02
 4. SUBDIVISION OF ATS 1114, PLAT 85-01
 5. SUBDIVISION OF USS 1518, PLAT 94-09
 6. AKDOT/FW MAP, PROJECT STP-0943(22)
 7. SEA LEVEL SUBDIVISION, PLAT 2011-1
 8. SEA LEVEL SUBDIVISION II, PLAT 2015-2

LEGEND

- ⊗ LEAD PLUG IN ROCK (ORIGINAL TOWNSITE CORNER)
- ⊕ PRIMARY BRASS CAP RECOVERED
- ⊙ SECONDARY MONUMENT RECOVERED THIS SURVEY
- 5/8"x30" L REBAR AND ALUM CAP SET THIS SURVEY
- (N 43°15'00" E) DATA OF RECORD
- (N 43°15'00" E) DATA MEASURED OR CALCULATED



DETAIL SCALE: 1"=20'

SCALE 1"=30'

THIS DRAWING MAY BE REDUCED. VERIFY SCALE BEFORE USING.

1 METER = 3.2808333 U.S. SURVEY FEET
 1 U.S. ACRE = 0.4047 HECTARES

STATE OF ALASKA
 49th
 Notary Public
 No. 107552
 CHRISTOPHER G. PIBURN

SEA LEVEL SUBDIVISION III
 THE SUBDIVISION OF LOT 2, SEA LEVEL
 SUBDIVISION II, CREATING LOT 2A AND LOT 2B,
 SEA LEVEL SUBDIVISION III, WRANGELL
 RECORDING DISTRICT

WRANGELL RECORDING DISTRICT

Agenda Item 13d

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 25, 2017

INFORMATION:

Approval of an Appraisal to Modify an existing Tidelands Lease for SEA LEVEL SEAFOODS, LLC., adding Lot 2B, Sea Level Subdivision III to the lease, (as requested by Vern Phillips of Sea Level Seafoods, LLC., owned by the City & Borough of Wrangell)

Attachments:

1. Memo from Clerk Lane and Lavonne Klinke, P&Z
2. Original Request from Mr. Phillips, SEA LEVEL SEAFOODS, LLC., to modify his existing Tidelands Lease
3. Modified Tidelands Lease (2015)
4. Summary Appraisal for the proposed area
5. Map of the Proposed area

RECOMMENDED ACTION:

Move to approve the appraisal for the modification to the existing Tidelands Lease, adding Lot 2B, Sea Level Subdivision III to the lease, as requested by Vern Phillips of Sea Level Seafoods, LLC., owned by the City & Borough of Wrangell with the following conditions:

1. That the Lease only be for surface storage and parking, not for the construction of a building.

and to increase the annual lease amount from \$4,236.00 to \$5,868.00 as presented.

MEMORANDUM

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

**FROM: KIM LANE, MMC
BOROUGH CLERK**

**SUBJECT: Modification to existing Tidelands Lease for SEALEVEL
SEAFOODS, LLC- creating Lot 2B to be added to the lease modification**

DATE: April 25, 2017

BACKGROUND:

On April 26, 2016, The Borough Assembly approved the modifications for the Tidelands Lease with Vern Phillips, Sealevel Seafoods, LLC. with the following conditions:

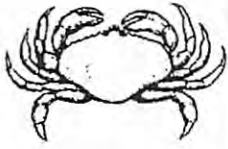
1. That the Lease only be for surface storage and parking, not for the construction of a building.

A survey paid for by Mr. Phillips. An appraisal was ordered and paid for by Mr. Phillips.

The annual amount is calculated using the following formula: $\$7,200.00 \times 6\% = \432.00 (\$432.00 annual amount for new area + existing tidelands lease amount of $(\$4,236.00 + \$1,632 = 5,868.00$ per year).

After approval of the modification to the existing Tidelands Lease, the Clerk will revise Tidelands Lease Agreement for Mr. Phillips to sign.

Sea Level Seafoods, LLC



SHRIMP • SALMON • CRAB • HALIBUT • BOTTOMFISH
FRESH • FROZEN • LIVE



P.O. BOX 2085
WRANGELL, ALASKA 99929

(907) 874-2401, 874-2274, 874-3530
FACSIMILE (907) 874-2158, 874-3526

March 1, 2016

City of Wrangell
Box 531
Wrangell, Alaska 99929

To Whom it May Concern:

Enclosed please find drawings of area of Heritage Harbor Parking lot that Sea Level Seafoods would like to purchase/lease from the City of Wrangell. Please forward to the appropriate committees for consideration. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Vern Phillips".

Vern Phillips
General Manager

Lease Agreement

This Lease Agreement (Agreement) is made effective as of February 24, 2015 ("Effective Date") between SEALEVEL SEAFOODS, LLC, whose mailing address is P.O. Box 2085, Wrangell, AK 99929 ("Lessee"), and the City and Borough of Wrangell, a municipality, whose mailing address is PO Box 531, Wrangell, AK 99929 ("Borough") (each a "Party" and collectively, the "Parties").

WHEREAS, the Borough owns the property described below; and

WHEREAS, the Borough wishes to lease this parcel of land to SEALEVEL SEAFOODS, LLC. and;

The Borough and Lessee desire to enter into a lease agreement with respect to the following described property hereinafter referred to as the Premises which is depicted in Attachment A and is more particularly described as follows:

LEGAL DESCRIPTION

- (1) Tract "A", Alaska Tidelands Survey No. 1114, located within protracted Section 25, Township 62 South, Range 32 East, Copper River Meridian, containing 0.376 acres, more or less.
- (2) Tract "B", Alaska Tidelands Survey No. 1114, located within protracted Section 25, Township 62 South, Range 83 East, Copper River Meridian, containing 1.564 acres, more or less.
- (3) Lot 1 Sealevel Subdivision II, A Portion of ATS 81, Wrangell Alaska, containing 1929 square feet.

Located in the Wrangell Recording District, First Judicial District, State of Alaska.

(Tract A and B) The Lessee, Sea Level Seafoods, LLC., applied for an extension of term for the above referenced leases, which was officially approved by the Wrangell City Council on September 24, 2002.

(Lot 1) The Lessee, Sea Level Seafoods, LLC., applied for a modification to their existing Tidelands Lease, which was officially approved by the Wrangell Borough Assembly on January 27, 2015. The Wrangell Borough Assembly has the authority to modify a tideland lease upon application and a showing of good cause, pursuant to Wrangell Municipal Code Ordinance 16.08.250. Application having been made, good cause having been shown, the Borough Assembly approved the modification to the existing tidelands lease with the term expiring on March 12, 2052.

1. **LEASE TERM.** The term of this lease shall begin on February ____, 2015 and shall continue until March 12, 2052. ("Lease Term"). The expiration or termination of the Lease Term shall not terminate or otherwise extinguish any liability or obligation (including, without limitation, defense and indemnification obligations) of either party hereto involving any act, omission, breach or default occurring prior to such expiration or termination.
2. **RENTAL.** During the Lease Term, Lessee shall pay the Borough rent for the Premises ("Rent") in the amount of Four Thousand, Two hundred, and Thirty-six dollars (\$4,236.00) per month. All Rent shall be payable in advance on the first day of each month at the address below in the Notice Section of this Agreement. Sales tax payable on amounts due under this Agreement shall be paid by Lessee in addition to, and concurrently with, the payment of the monthly amounts above provided. Lessee shall pay all property taxes assessed against the leased Premises.

In accordance with WMC 16.08.220 the annual rental payable pursuant to any lease issued under the provisions of this chapter shall be subject to adjustment by the assembly on the fifth anniversary of the date of the lease and each anniversary date thereafter which is divisible by the number five. All adjusted rates shall be computed at six percent on the fair market value of the land and improvements owned by the borough and leased thereunder. Such value shall be determined by an appraisal made by the borough assessor and reviewed and determined by the assembly as provided in WMC 16.08.100.

3. **OPERATION AND MAINTENANCE**

- 1) Lessee shall keep and maintain the leased premises in good and substantial repair and condition.
- 3) Lessee shall pay all taxes, fees, or assessments as may be required.
- 4) Lessee shall not suffer or permit any lien to be filed against the Premises or Lessee's leasehold interest, by reason of work, labor, services or materials performed or supplied to Lessee or anyone holding the Premises or any part thereof under Lessee. If any such lien is filed, Lessee shall cause the lien to be discharged of record at least (30) days prior to any scheduled lien foreclosure sale. If the Lessee fails to discharge the lien within 30 days, such failure constitutes a material breach of the lease and a default.

4. **TERMS AND CONDITIONS**

- A. Lease Utilization. Leased lands shall be utilized only for purposes within the scope of the applicable land use classification and the terms of the lease, and in conformity with the ordinances of the Borough, including any zoning ordinance. Utilization or development for other than the allowed uses shall constitute a violation of the lease and subject the lease to cancellation by the Borough at any time.
- B. Subleasing and Assignment. The Lessee shall not sublease any part of the Premises. The Lessee shall not assign the lease without approval of the Borough Assembly and written consent to the assignment. The assignee shall be subject to all of the provisions of the original lease, and the assignor shall not be relieved of its obligations during the entire Lease Term. No proposed assignment to an LLC will be approved by the Borough without Sealevel Leafoods, LLC., agreeing to guarantee the obligations of the assignee as part of the assignment or a member of the assignee personally guaranteeing performance of the proposed assignee.
- C. Modification. This Lease shall not be modified orally or in any manner other than by an agreement in writing signed by the Lessee and the Borough. Lessee specifically understands and agrees that no Borough employee, Assembly member, or the Mayor has any actual or apparent authority to verbally modify this lease and any modifications must be in writing approved by the Assembly.
- D. Improvements. The Lessee shall construct improvements suitable for the use of which the land is classified of a specified minimum value within two years from the date of the lease and that a Corps of Engineers permit shall be obtained prior to construction when required. Improvements in the limited context of the tidelands leasing provisions may include a parking lot with fill or surfacing, drainage, ingress and egress as the assembly shall require. The applicant shall be notified of the amount of the minimum annual rental and the value of the improvements required to be constructed thereon.
- E. Indemnification and Insurance

1) Indemnification of Lessor:

Lessee agrees to indemnify, defend and save Lessor harmless against and from any and all claims, actions and proceedings or any kind and any nature by or on behalf of any person, entity or corporation, arising from the conduct or management of or from any work or thing whatsoever done in or about the leased Premises, or arising out of or related in any way to the

Lessee's use of the Premises, beginning February ____, 2015, regardless of when such claims may have occurred, arose or accrued, which in any way relate to the leased premises, including, without limitation, in connection with Hazardous Materials. Lessee also agrees to indemnify, defend and save Lessor harmless against and from any and all claims arising during the lease term from any condition of the leased property. Lessee also agrees to indemnify, defend and save harmless Lessor from any and all claims, including but not limited to physical injury, death, property damage, special damages, consequential damages, expenses, costs, and attorneys fees, directly or indirectly arising out of, in connection with, or incident to the operation of the leased Premises or arising from any breach or default on the part of Lessee in the performance of any covenant or agreement on the part of Lessee to be performed, pursuant to the terms of this lease, or arising from Lessee's failure to comply with any law, ordinance or regulation of any governmental body, or arising from any negligent act or omission of Lessee or any of its agents, contractors, servants, employees, licensees, guests and sublessees and any agents, contractors, servants, employees, licenses and guess of its sublessees. Lessee' obligation to defend, indemnify and save Lessor harmless shall include Lessee's payments of reasonable actual attorneys' fees.

2) Insurance:

Lessee shall provide to the Borough a certificate of insurance showing that the Lessee has obtained at least one million dollars (\$1,000,000.00) general liability insurance, which covers the Lessee's operations on the leased Premises. Lessee shall provide the Certificate of Insurance, naming the Borough as an additional insured, at the time of the effective date of the lease. Failure to maintain such insurance shall constitute a material breach of the terms and conditions of the lease and a default. Lessee shall notify the Borough twenty (20) days before the policy is canceled or terminated and unless the Lessee provides a new Certificate of Insurance within 30 days of cancellation or termination, the Borough may immediately terminate this lease without further notice at its sole option. Any violation of this provision constitutes a material breach of the lease.

3) Hazardous Waste Responsibility and Indemnification:

Lessee represents and warrants that the leased Premises will never be used for the generation, manufacture, storage, treatment, disposal, release, or threatened release of any hazardous waste or substance. The term "Hazardous Waste or Substance" means hazardous or toxic substances,

materials or wastes, including but not limited to any substance, material or waste which is (i) petroleum; (ii) asbestos; (iii) polychlorinated biphenyls (PCBs); (iv) toxic or hazardous substances as defined in Alaska Statute 18.60.105 or 46.03.826, and associated regulations; (v) designated as a "Hazardous Substance" pursuant to the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. ' 9601, et. seq.; (vi) designated as a "Hazardous Waste" pursuant to the Resource Conservation and Recovery Act, 42 U.S.C. ' 6901, et. seq.; (vii) designated as a "Hazardous Substance" under the Clean Water Act, 33 U.S.C. ' 1321, or listed pursuant to 33 U.S.C. § 11317; (viii) listed by the U.S. Department of Transportation at 49 C.F.R. Part 302; and (ix) any other substance, waste or material which is regulated as hazardous or dangerous by any Federal, State or local agency. Lessee agrees to hold Lessor harmless and to indemnify and defend Lessor against any and all claims and losses resulting from Lessee's breach of this Section, including, but not limited to, any loss, damage, liability, cost, or expense, including reasonable actual attorneys' and consultants' fees and expert fees, and including without limitation (i) any claims of third parties for personal injury, death, property damage, or other harm, and (ii) any response costs, costs of remedial, restoration or clean-up actions, fines suffered or incurred by Lessor arising out of or related to the presence of Hazardous Materials in, on, or under the property, or out of any such use of the property, or due to the incorporation of such materials. This obligation to indemnify, defend and hold Lessor harmless shall survive the term of this lease and include any claim, cause of action or administrative regulatory enforcement action in which Lessee or Lessor are determined or alleged to be a potentially responsible party.

E. Default, Cancellation and Forfeiture.

- 1) The Lease may be canceled in whole or in part, at any time, upon mutual written agreement by Lessee and the Borough. The Lease may be terminated at anytime by either party upon ninety (90) days' written notice in writing to the other party before the end of a monthly rental period. The lease shall terminate automatically on March 12, 2052.
- 2) If the lessee defaults in the performance or observance of any of the lease terms, covenants or stipulations, or any portion of Borough code as applied to the property, the Lessee is automatically in default on the lease by operation of law. If such default continues for thirty (30) calendar days after service upon lessee of written notice of default by the Borough without remedy by Lessee of the default, the Borough Manager shall take such action as is necessary

to protect the rights and best interests of the Borough, including the exercise of any or all rights after default permitted by the lease. No improvements may be removed by Lessee or any other person during any time the Lessee is in default.

- 3) The Borough may cancel the lease if it is used for any unlawful purpose.
- 4) Failure to make substantial use of the land, consistent with the proposed use, within one year shall with the approval of the Borough constitute grounds for cancellation.

- F. Remedies Cumulative. The specified remedies to which the Borough may resort under the terms of this Agreement are cumulative and are not intended to be exclusive of any other remedies or means of redress to which the Borough may lawfully be entitled in case of any breach or threatened breach by Lessee of any provision of this Agreement. In addition to the other remedies in this Agreement provided, the Borough shall be entitled to the restraint by injunction of the violation, or attempted or threatened violation, of any of the covenants, conditions, or provisions of this Agreement.
- G. Notice or Demand. Any notice or demand, which under the terms of the lease or under any statute must be given or made by the parties shall be in writing, and be given or made by registered or certified mail, addressed to the other party at the address of record. However, either party may designate in writing such new or other address to which such notice or demand shall thereafter be so given, made or mailed. A notice given hereunder shall be deemed delivered when deposited in the U.S. mails enclosed in a registered or certified mail prepaid envelope addressed as herein provided.
- H. Entry and Reentry. In the event the lease is terminated, or in the event that the leased Premises, or any part thereof, are abandoned by the Lessee during the lease term, the Borough or its agents or representative, may, immediately or any time thereafter, reenter and resume possession of the Premises and remove all persons and property either by summary proceedings or by a suitable action or proceeding at law without being liable for any damages to the Lessee or any other person or entity. No reentry by the Borough shall be deemed an acceptance of a surrender of the lease.

- I. Re-Lease. In the event that the lease is terminated, the Borough may offer the Premises for lease or other disposal in accordance with the Borough code.
- J. Forfeiture of Rental. In the event that the lease is terminated because of any breach by the Lessee, the monthly rental payment last made by the Lessee shall be forfeited and retained by the Borough.
- K. Written Waiver. The receipt of rent by the Borough with knowledge of any breach of the lease by the Lessee, or of any default on the part of the Lessee in observance or performance of any of the conditions or covenants of the lease, shall not be deemed to be a waiver of any provision of the lease. No failure on the part of the Borough to enforce any covenant or provision contained in this Agreement, nor any waiver of any right by the Borough unless in writing, shall discharge or invalidate the covenants or provisions of this lease or otherwise affect the right of the Borough to enforce the lease in the event of any subsequent breach or default. The receipt by the Borough of any other sum of money after the termination in any manner, of the lease term or after the giving by the Borough of any notice to effect termination, shall not reinstate, continue or extend the resultant lease term or destroy or in any manner impair the efficiency of any such notice or termination as may have been given by the Borough to the Lessee prior to the receipt of any sum of money or other consideration, unless so agreed to in writing and signed by the Borough manager.
- L. Expiration of Lease. Unless the lease is renewed or sooner terminated, as provided herein, the Lessee shall peaceably and quietly leave and surrender to the Borough all of the leased Premises on the last day of the term of the lease.
- M. Renewal of Lease:
 - 1) Upon the expiration of the lease term or the cancellation of the lease by mutual consent of the Borough and the Lessor, the Borough may grant a new lease to the Lessee provided:
 - a. The Lessee makes written application at least ninety (90) days prior to expiration of the lease term;
 - b. The Lessee is not in default under the lease;

- c. The use to which the land is to be put is compatible with the current use classification and zoning provisions of the Borough code;
- 2) This lease does not grant to the Lessee any renewal preference or right to a renewal of the lease or to a new lease and the Lessee has no right to a renewal of the lease or to a new lease.

N. Removal or Reversion of Improvements upon Termination of Lease:

Improvements owned by the Lessee may within sixty (60) calendar days after the termination of the lease be removed by the Lessee, provided, such removal will not cause injury or damage to the lands or improvements on the Premises. All periods of time granted the Lessee to remove improvements are subject to the Lessee paying to the Borough pro rata lease rentals for such periods. If any improvements and/or chattels are not removed within the time allowed, such improvements and/or chattels shall revert to, and absolute title shall vest, in the Borough.

O. Compliance with Regulations and Code:

- 1) The Lessee shall comply with all regulations, rules, and the Borough code and with all state and federal regulations, rules and laws.
- 2) The lessee shall comply with all provisions of the Borough code which are promulgated for the promotion of sanitation, life safety and public health. The leased premises shall be kept in a neat, clean and sanitary condition, and every effort shall be made to prevent pollution.
- 3) Fire protection. The Lessee shall take all reasonable precaution to comply with provisions of the Borough code concerning fire protection applicable to the area of the leased Premises.

P. Inspection: The Lessee shall allow an authorized representative of the Borough to enter the leased land at any reasonable time for the purposes of inspecting the land and improvements thereon.

Q. Use of Material: All coal, oil, gas and other minerals, and all deposits of stone, earth or gravel valuable for extraction or utilization, are reserved by the Borough and shall not be removed from the land except with written permission of the Borough. The Lessee shall not sell or remove for use elsewhere any timber, stone, gravel, peat moss, topsoil, or any other material valuable for building or commercial purposes; provided,

however, that material required for the development of the leasehold may be used, if its use is first approved by the Borough in writing.

- R. Rights-of-Way: The Borough expressly reserves the right to grant easements or rights-of-way across leased land if it is determined in the best interest of the Borough to do so. If the Borough grants an easement or right-of-way across any of the leased land, the Lessee shall be entitled to damages for all lessee- owned improvements destroyed or damaged. Damages shall be limited to the value of improvements only and the value shall be determined by fair market value. Monthly rentals may be adjusted to compensate the Lessee for the loss of use.
- S. Warranty: The Borough does not warrant by its classification or leasing of land that the land is ideally suited for the use authorized under the classification or lease and no guaranty is given or implied that it will be profitable to employ land to be used by the Lessee.
5. **ENTIRE AGREEMENT.** This Lease Agreement contains the entire and integrated agreement of the parties and supersedes all other prior leases, agreements, and oral or written communications or negotiations. If any term of this Agreement is held to be invalid, void or unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall be valid and binding upon the parties. This Agreement shall be binding upon the parties and upon their respective executors, administrators, legal representatives, successors and assigns.
6. **GOVERNING LAW, JURISDICTION AND VENUE.** The Superior Court for the State of Alaska, First Judicial District at Wrangell, Alaska shall be the exclusive jurisdiction and venue for any action of any kind or any nature arising out of or relating in any way to this Lease Agreement and the use of the leased Premises.
7. **TITLES AND HEADINGS.** Titles and headings to sections are inserted for convenience of reference only and are not intended to be a part of or to affect the meaning or interpretation of this Agreement.
8. **REPRESENTATIONS BY LESSEE.** Lessee acknowledges and agrees that Lessee is not relying on any representations by any Borough employee, officer, assembly member, mayor, consultant or attorneys. Lessee acknowledges and agrees that Lessee has had a full opportunity to consult with Lessee's own attorney before entering this Lease.
9. **NOTICE.** All notices and requests in connection with this lease shall be in writing and shall be addressed as follows:

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

Lessee: Sealevel Seafood, LLC.
P.O. Box 2082
Wrangell, Alaska 99929

IN WITNESS WHEREOF, the parties hereto have executed this lease as of the date first written above.

Sealevel Seafoods, LLC

By: 

Name: Vern Phillips

Title: General Manager

Date: 2-24-2015

City of Borough of Wrangell

By: 

Name: Jeff Jabusch

Title: BOROUGH MANAGER

Date: 2/24/15

SUMMARY APPRAISAL OF
LOT 2B SEA LEVEL SUBDIVISION III (PROPOSED)
WRANGELL, ALASKA

FOR
KIM LANE
BOROUGH CLERK
CITY AND BOROUGH OF WRANGELL
P. O. BOX 531
WRANGELL, ALASKA 99929

VALUATION DATE
APRIL 13, 2017

FILE 17-3379

BY
MICHAEL C. RENFRO,
PARTNER

APPRAISAL COMPANY OF ALASKA, LLC
3940 ARCTIC BOULEVARD - SUITE 103
ANCHORAGE, ALASKA 99503

Appraisal Company of Alaska

3940 ARCTIC BOULEVARD, SUITE 103
ANCHORAGE, ALASKA 99503
office@appraisalalaska.com

April 13, 2017

Kim Lane, Borough Clerk
City and Borough of Wrangell
P. O. Box 531
Wrangell, AK 99929

Re: Lot 2B Sea Level Subdivision III (proposed)
to be leased to Sea Level Seafoods, LLC
Wrangell, Alaska

Dear Ms. Lane:

As requested, I have prepared a summary appraisal report on the fair market value of the above referenced lot as if vacant. The appraisal date is April 13, 2017. The purpose of the report is to determine the fair market value for a possible lease. A description and valuation follows.

As a result of the investigation and analysis, subject to the assumptions and limiting conditions, and **extraordinary conditions, on the next page**, it is my opinion the market value of the property as of April 13, 2017 is:

Twenty Seven Thousand Two Hundred Dollars

(\$27,200)

This is a summary report, intended to meet the current Uniform Standards of Professional Appraisal Practice as formulated by the Appraisal Foundation, and conform to the Appraisal Standards for Federally Related Transactions adopted by the Office of the Comptroller of the Currency (OCC).

A description of the sites and the analysis which lead to the fair market value conclusion follows. A complete description of the comparable data is included in a separate report which is retained in the appraiser's work file.

If you have any questions regarding this summary appraisal report please do not hesitate to call me.

Sincerely,

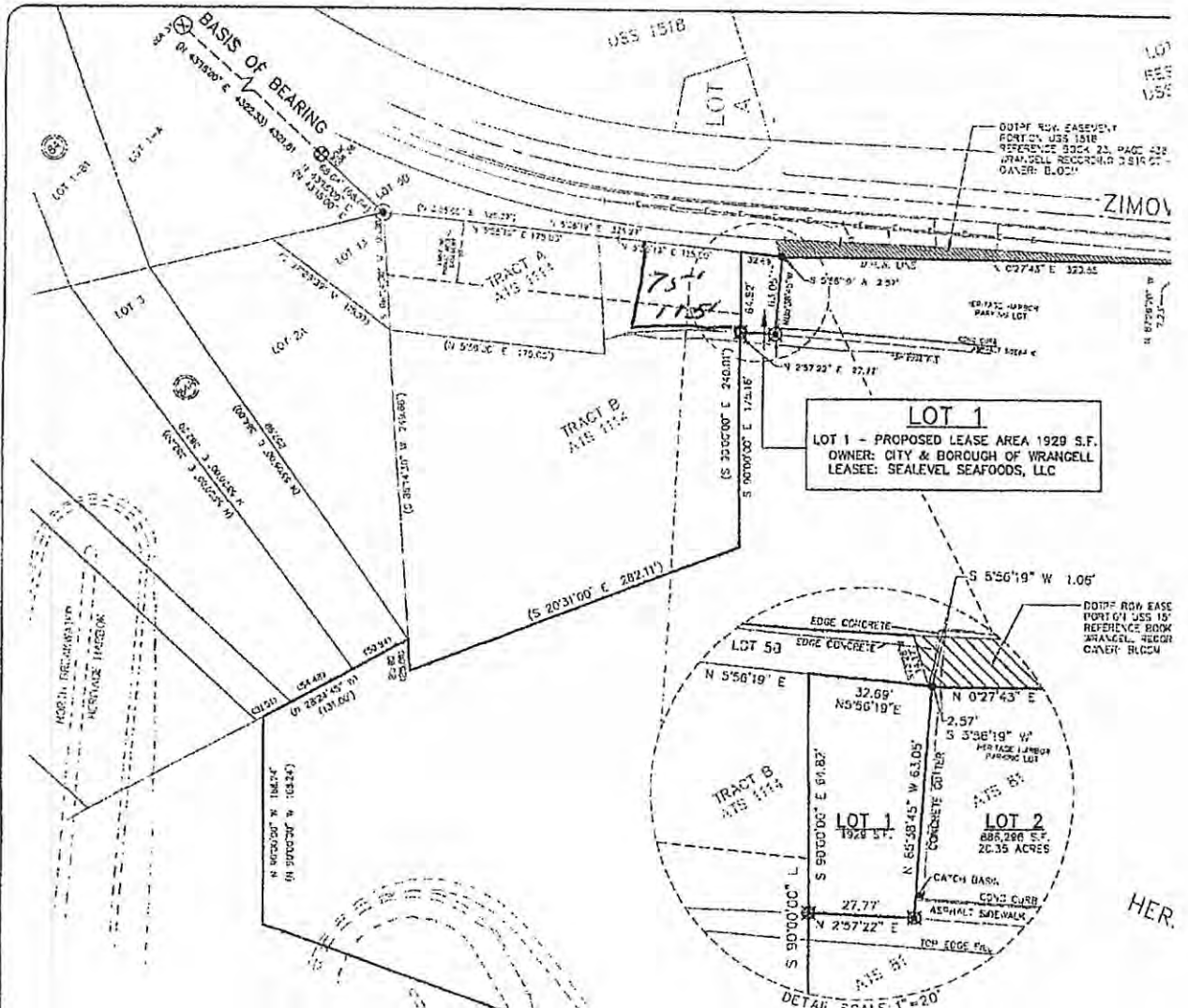
APPRAISAL COMPANY OF ALASKA



Michael C. Renfro
Partner

EXTRAORDINARY CONDITIONS

1.) The subject lot is valued as vacant and unimproved.



PLAT NOTES

- REFERENCE THE FOLLOWING WITHIN THE WRANGELL RECORDING DISTRICT:
1. ATS 81, ADL03289
 2. ATS 83, PLAT 65-87
 3. ATS 1114, PLAT 81-02
 4. SUBDIVISION OF ATS 1114, PLAT 85-01
 5. SUBDIVISION OF USS 1518, PLAT 94-09
 6. AKDOTIF ROW MAP, PROJECT STP-0943(22)
 7. SEA LEVEL SUBDIVISION, PLAT 2011-1

LEGEND

- ⊗ LEAD PLUG IN ROCK (ORIGINAL TOWNSITE CORNER)
 - ⊕ PRIMARY BRASS CAP RECOVERED
 - ⊙ SECONDARY MONUMENT RECOVERED (REBAR AND YELLOW PLASTIC CAP)
 - 1.5" YELLOW PLASTIC CAP SET IN CONCRETE THIS SURVEY
 - ⊠ 1.0" YELLOW PLASTIC CAP SET IN ASPHALT THIS SURVEY
 - ⊞ 5/8"x30"L REBAR AND ALUM CAP SET THIS SURVEY
- (v 42°53'00" E) DATA OF RECORD
 (v 42°15'00" E) DATA MEASURED OR CALCULATED

CLIENT: SEA LEVEL SEAFOODS, LLC
 P.O. BOX 2085
 WRANGELL, ALASKA 99929



DRAWN BY: JLS
 CHECKED BY: GSS
 DATE PLATTED: DEC 31, 2014
 DATE SURVEYED: AUG-DEC 2014
 SCALE: 1"=60'
 SURVEYOR: GREGORY G. SCHEFF
 PROJ NO.: 142746

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN AUG-SEP 2014 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.

1-7-15
 Gregory G. Scheff
 GREGORY G. SCHEFF LS 6700



CERTIFICATE OF APPROVAL

I HEREBY CERTIFY THAT THE SUBMISSION OF THIS PLAT WITH THE REQUIRED RECORDING FEES AND THE CITY RECORDING FEE HAS BEEN RECEIVED AND THAT THE PLAT ENJOYS HERETON THE SAME RIGHTS OF RECORD AS ANY OTHER PLAT OF RECORD IN THE CITY OF WRANGELL.

1-7-2015
 Kim Lane
 CITY CLERK

CITY AND BOROUGH OF WRANGELL, ALASKA

- NOT EXACT -



1 inch = 166.666667 feet
Date: 4/14/2016



DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY.
PROPERTY LINES ARE APPROXIMATE.



Agenda Item *13e

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
AGENDA ITEM
April 25, 2017**

INFORMATION:

Final Plat approval for Woodbury Tidelands Subdivision II
(Consent Agenda Item)

Attachments:

1. Memo from P&Z Commission
2. Final Plat (displayed in the Assembly Chambers)

RECOMMENDED ACTION:

~ Approved under the Consent Agenda~

Memo

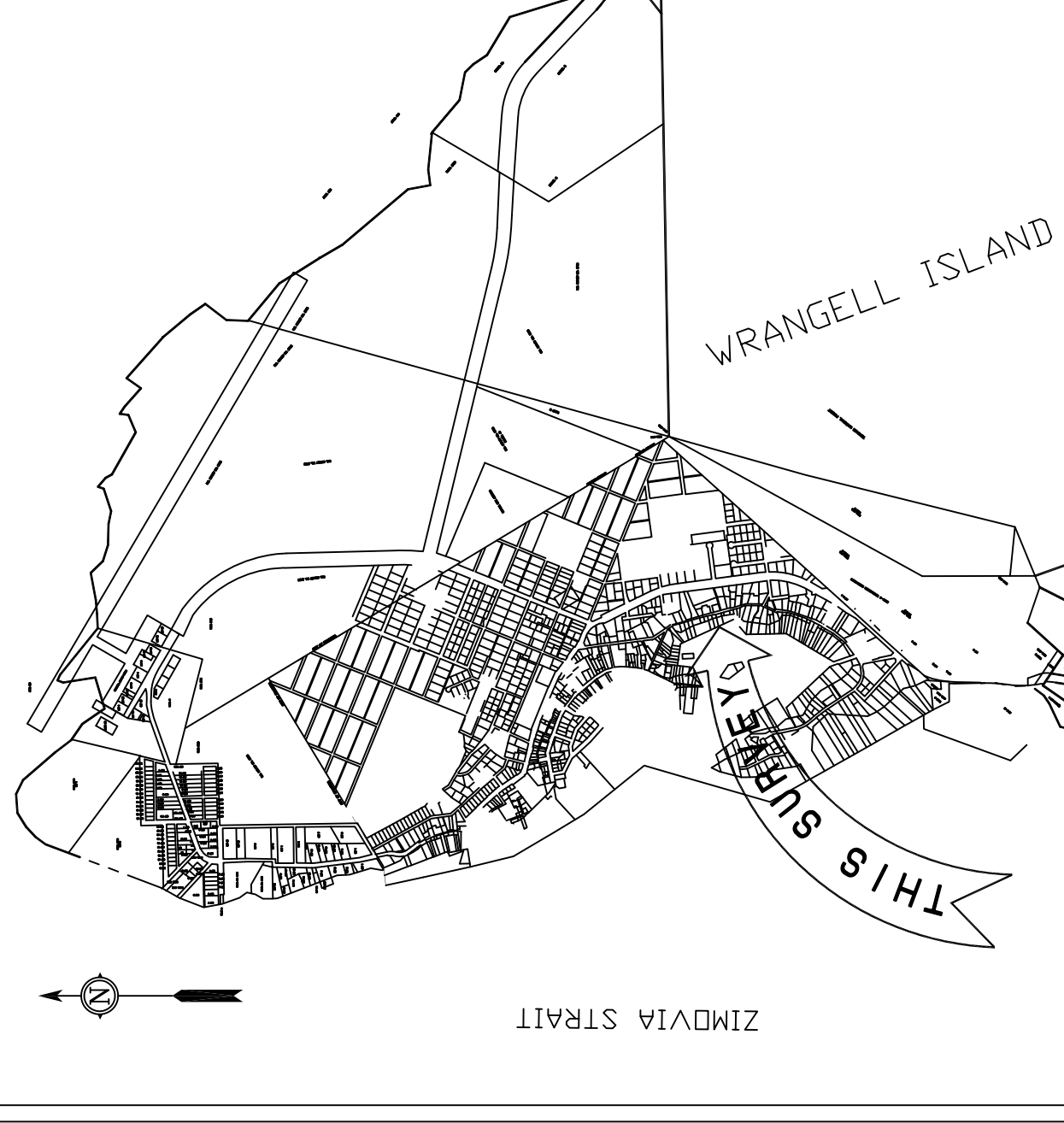
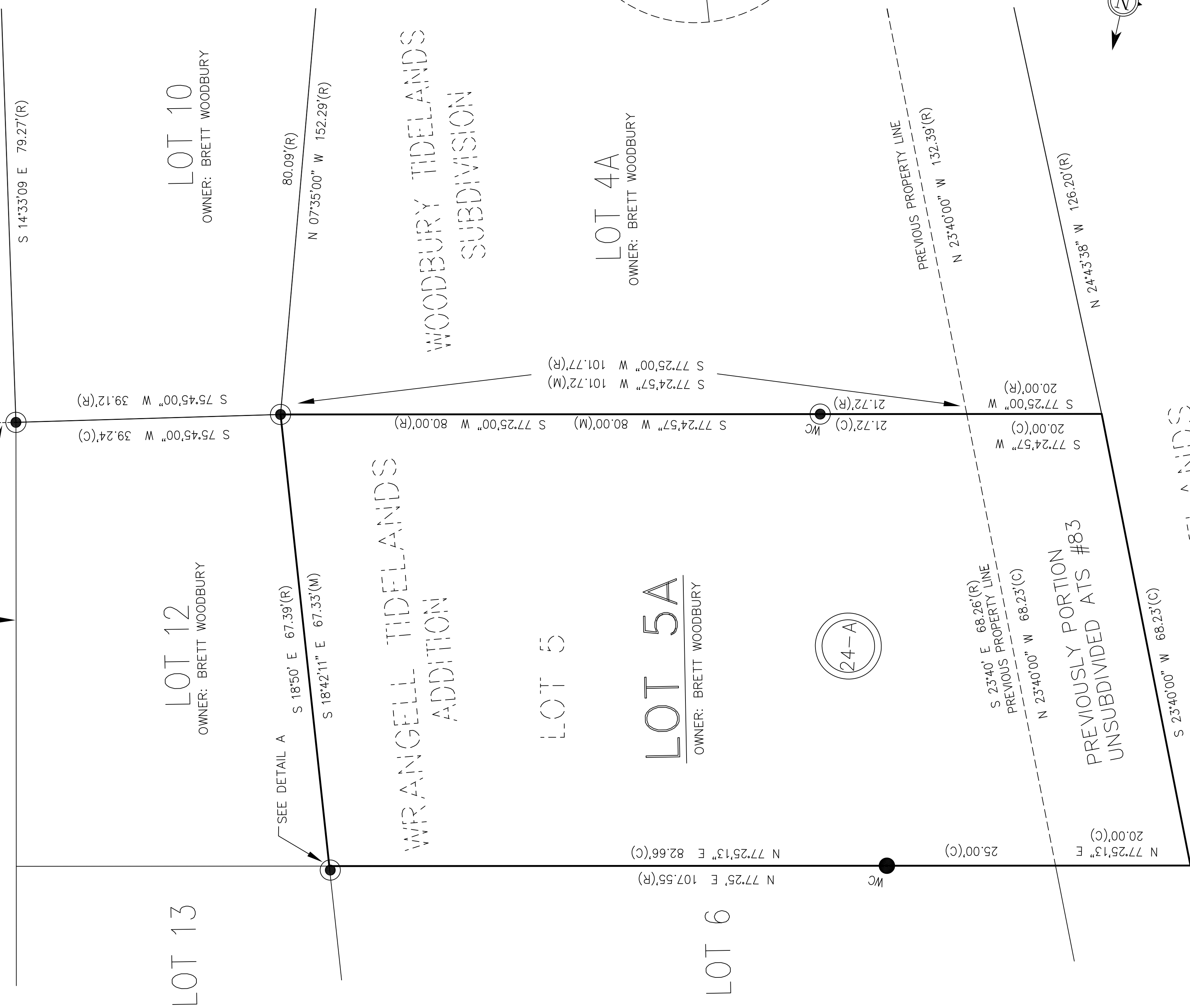
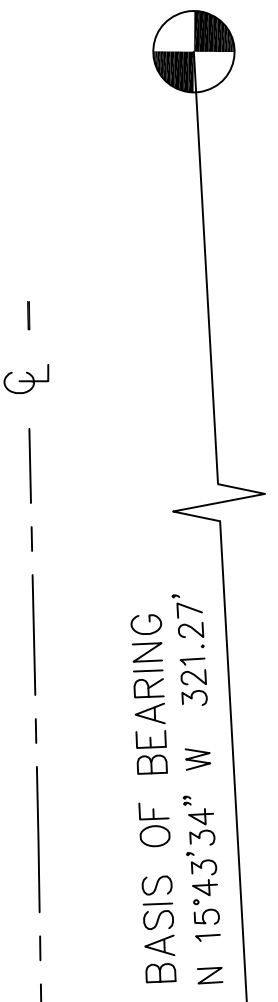
To: Kim Lane, Borough Clerk
From: Lavonne Klinke, Planning & Zoning Secretary
CC: City of Wrangell Assembly Members
Date: 4/14/2017
RE: Final Plat Approval of Woodbury Tidelands Subdivision II, the replat of Lot 5 block 24A, Wrangell Tidelands Addition (USS 1119) and a subdivision of an unsubdivided portion of ATS #83 creating Lot 5A, Block 24A, zoned Waterfront Development, requested by Brett Woodbury, owned by the City and Borough of Wrangell.

The Planning & Zoning Commission at their regular meeting on April 13, 2017 approved unanimously the Final Plat of Woodbury Tidelands Subdivision II, the replat of Lot 5 block 24A, Wrangell Tidelands Addition (USS 1119) and a subdivision of an unsubdivided portion of ATS #83 creating Lot 5A, Block 24A, zoned Waterfront Development, requested by Brett Woodbury, owned by the City and Borough of Wrangell.

CASE AVENUE

CENTERLINE OF EXIST R.O.W.

H&W #452



VICINITY MAP: SCALE: NOT TO SCALE

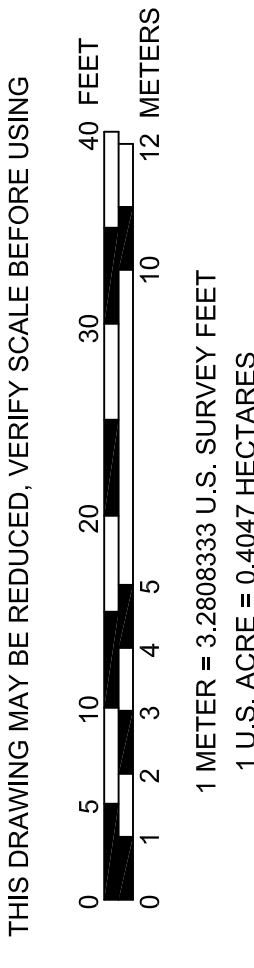
PLAT NOTES

- THE BASIS OF BEARING IS THE ACCEPTED BEARING OF N 15°43'37\" W BETWEEN H&W BRASS CAPS NO. 452 & 450. THE TIE FROM H&W NO. 450 TO THE SOUTHEAST CORNER OF LOT 12 IS S 76°25' W AND A DISTANCE OF 5.00 FT.
- REFERENCE CITY OF WRANGELL TIDELANDS ADDITION PLAT PERFORMED BY HUBBELL AND WALLER, A.T.S. #83.
- REFERENCE WITHIN RECORDING DISTRICT 104-WRANGELL.
 - PLAT #2003-10
 - DEED #2016-000055-0
 - PLAT #65-87 (TIDELANDS ADDITION TO U.S.S. 1119)
- THIS REPLAT WILL ADD A PORTION OF PREVIOUSLY UNSUBDIVIDED TIDELANDS TO LOT 5, BLOCK 24A TO FORM LOT 5A.
- BRETT WOODBURY CURRENTLY OWNS LOT 5, BLOCK 24A, & IS LOOKING TO PURCHASE A PORTION OF UNSUBDIVIDED A.T.S. #83 FROM THE CITY & BOROUGH OF WRANGELL.

LEGEND

- SECONDARY MONUMENT RECOVERED THIS SURVEY
- REBAR AND ALUM. CAP SET THIS SURVEY
- PRIMARY BRASS CAP RECOVERED
- WITNESS CORNER
- (R) RECORD INFORMATION
- (C) CALCULATED INFORMATION
- (M) MEASURED INFORMATION

SCALE 1"=10'



THIS DRAWING MAY BE REDUCED, VERIFY SCALE BEFORE USING

1 METER = 3.2808333 U.S. SURVEY FEET
1 U.S. ACRE = 0.4047 HECTARES

No.	Date	Description	Revisions
WRANGELL RECORDING DISTRICT			
R&M ENGINEERING-KETCHIKAN, INC. Phone: (907) 225-7917 355 Chatham Lake Road Ketchikan, AK 99901 Fax: (907) 225-3441			
CRAIG OFFICE P.O. BOX 1273 CRAIG, AK 99921 Phone: (907) 826-2284			
CERTIFICATE OF AUTHORIZATION # G576 PROJECT: WOODBURY TIDELANDS SUBDIVISION II			
THE REPLAT OF LOT 5, BLOCK 24A, WRANGELL TIDELANDS ADDITION (U.S.S. 1119), & A SUBDIVISION OF AN UNSUBDIVIDED PORTION OF A.T.S. #83, CREATING LOTS 5A, BLOCK 24A, WITHIN THE CITY AND BOROUGH OF WRANGELL			

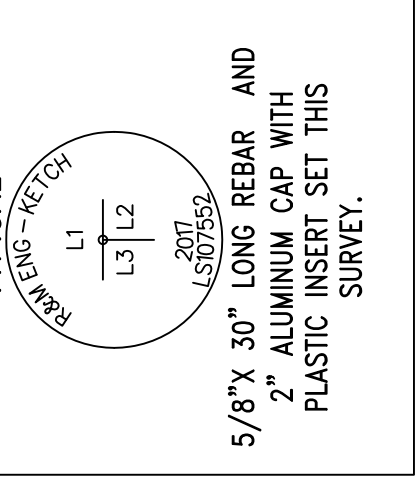
CLIENT: BRETT WOODBURY
 BOX 2121
 WRANGELL, ALASKA 99929



SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN 2017 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.

CHRISTOPHER G. PIBURN LS 107552 DATE _____



WRANGELL HARBOR

UNSUBDIVIDED TIDELANDS AT S #83

CERTIFICATE OF OWNERSHIP AND DEDICATION

WE HEREBY CERTIFY THAT WE ARE THE LESSEES OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADOPT THIS PLAN 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 _____ BRETT WOODBURY

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 THEREIN SPECIFIED.

WITNESS 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 OWNERSHIP AND DEDICATION

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADOPT THIS PLAN 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 _____ 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 THEREIN SPECIFIED.

WITNESS 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 STATE OF ALASKA (FIRST JUDICIAL DISTRICT)

I THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND AN ACTING ASSESSOR FOR THE CITY AND BOROUGH OF WRANGELL, HEREBY CERTIFY THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY AND BOROUGH OF WRANGELL, IN THE NAME OF _____ 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 _____, 20____, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

DATE _____ CHAIRMAN, PLANNING COMMISSION _____
 SECRETARY _____

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 _____ MAYOR, CITY AND BOROUGH OF WRANGELL _____
 CITY CLERK _____

DRAWN BY: MCH
 CHECKED BY: COP
 DATE PLATTED: FEB 2017
 DATE SURVEYED: JAN. 29, 2017
 SCALE: 1"=10'
 SURVEYED BY: MCH
 PROJ NO.: 172706

Agenda Item 13f

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
AGENDA ITEM
April 25, 2017**

INFORMATION:

PROPOSED RESOLUTION No. 04-17-1364: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE CONVEYANCE OF PUBLIC TIDELANDS, A PORTION OF ATS 83, WRANGELL TIDELANDS ADDITION, ADJACENT TO LOT 5A, BLOCK 24A, WRANGELL TIDELANDS ADDITION WRANGELL TOWNSITE, INNER HARBOR AREA, ZONED WATERFRONT DEVELOPMENT TO BRETT WOODBURY

Attachments:

1. **Proposed Resolution No. 04-17-1364**
2. Summary appraisal for the Tidelands
3. Original request from Mr. Woodbury
4. Map of the area

RECOMMENDED ACTION:

Move to approve Resolution No. 04-17-1364.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO: 04-17-1364

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE CONVEYANCE OF PUBLIC TIDELANDS, A PORTION OF ATS 83, WRANGELL TIDELANDS ADDITION, ADJACENT TO LOT 5A, BLOCK 24A, WRANGELL TIDELANDS ADDITION WRANGELL TOWNSITE, INNER HARBOR AREA, ZONED WATERFRONT DEVELOPMENT TO BRETT WOODBURY

WHEREAS, the Borough Assembly, at their meeting held January 10, 2017 approved the sale of City Tidelands known as tidelands that are adjacent to Mr. Woodbury's property, A portion of ATS 83, Wrangell Tidelands Addition, Adjacent to Lot 5A, Block 24A, Wrangell Tidelands Addition, Wrangell Townsite, Inner Harbor Area, Zoned Waterfront Development; and

WHEREAS, the Borough Assembly is approving the sale of the above described tideland to Brett Woodbury, P.O. Box 2121, Wrangell, Alaska 99929, for the amount of \$1350.00; and

WHEREAS, the conditions of the sale of tidelands are considered as stated in Wrangell Municipal Code Section 16.12.070 and that Section 16.12.040, Paragraph's B and C were waived.

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

Section 1. The Mayor and Borough Clerk are authorized to execute a quit claim deed to Brett Woodbury to convey the following public tidelands, when full price is paid for:

A portion of ATS 83, Wrangell Tidelands Addition, Adjacent to Lot 5A, Block 24A, Wrangell Tidelands Addition, Wrangell Recording District.

ADOPTED: _____, 2017

David L. Jack, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

SUMMARY APPRAISAL OF
A PORTION of ATS 83
WRANGELL TIDELANDS ADDITION
ADJACENT to LOT 5A BLOCK 24A
WRANGELL TIDELANDS ADDITION
WRANGELL, ALASKA

FOR
KIM LANE
BOROUGH CLERK
CITY AND BOROUGH OF WRANGELL
P. O. BOX 531
WRANGELL, ALASKA 99929

VALUATION DATE
APRIL 13, 2017

FILE 17-3378

BY
MICHAEL C. RENFRO,
PARTNER

APPRAISAL COMPANY OF ALASKA, LLC
3940 ARCTIC BOULEVARD - SUITE 103
ANCHORAGE, ALASKA 99503

Appraisal Company of Alaska

3940 ARCTIC BOULEVARD, SUITE 103
ANCHORAGE, ALASKA 99503
office@appraisalalaska.com

April 13, 2017

Kim Lane, Borough Clerk
City and Borough of Wrangell
P. O. Box 531
Wrangell, AK 99929

Re: A Portion of ATS 83
Wrangell Tidelands Addition
Adjacent to Lot 5A Block 24A
Wrangell Tidelands Addition
Wrangell, Alaska

Dear Ms. Lane:

As requested, I have prepared a summary appraisal report on the fair market value of the above referenced lots as if vacant. The appraisal date is April 13, 2017. The purpose of the report is to determine the fair market value for a possible sale. A description and valuation follows.

As a result of the investigation and analysis, subject to the assumptions and limiting conditions, and **extraordinary conditions, on the next page**, it is my opinion the market value of the property as of April 13, 2017 is:

ONE THOUSAND THREE HUNDRED FIFTY DOLLARS

(\$1350.00)

This is a summary report, intended to meet the current Uniform Standards of Professional Appraisal Practice as formulated by the Appraisal Foundation, and conform to the Appraisal Standards for Federally Related Transactions adopted by the Office of the Comptroller of the Currency (OCC).

A description of the sites and the analysis which lead to the fair market value conclusion follows. A complete description of the comparable data is included in a separate report which is retained in the appraiser's work file.

If you have any questions regarding this summary appraisal report please do not hesitate to call me.

Sincerely,

APPRAISAL COMPANY OF ALASKA



Michael C. Renfro
Partner

EXTRAORDINARY CONDITIONS

1.) The subject lot is valued as vacant and unimproved.

SUMMARY APPRAISAL

This is a Summary Appraisal Report. As such, it presents only summary discussion of the data, reasoning, and analyses that were used in the appraisal process to develop the appraiser's opinion of value. Supporting documentation concerning the data, reasoning and analyses is retained in the appraiser's work file. The depth of discussion contained in this report is specific to the needs of the client and for the intended use stated below. The appraiser is not responsible for unauthorized use of this report.

CLIENT: Kim Lane, Borough Clerk
City and Borough of Wrangell
P.O. Box 531
Wrangell, Alaska 99929

APPRAISER: Michael C. Renfro, Partner
Appraisal Company of Alaska
3940 Arctic Boulevard, Suite 103
Anchorage, Alaska 99503

SUBJECT: Fee Simple Estate
Land Only – 1339 sq. ft.
A Portion of ATS 83 Wrangell
Tidelands Addition Adjacent to Lot 5A
Block 24A Wrangell Tidelands Addition
Wrangell, Alaska 99929

OWNER: City and Borough of Wrangell

PURPOSE OF THE APPRAISAL: The purpose of this appraisal is to estimate the fair market value of the subject property. **Market value** is defined by the federal financial institutions regulatory agencies as follows:

"The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in the definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

- (1) buyer and seller are typically motivated;
- (2) both parties are well informed or well advised, and acting in what they consider their own best interests;
- (3) a reasonable time is allowed for exposure in the open market;
- (4) payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
- (5) the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

INTENDED USE OF REPORT:

This appraisal is intended to assist the client in determining the subject's value for possible sale.

INTEREST VALUED: Fee Simple estate which is defined as "Absolute ownership unencumbered by any other interest or estate; subject only to the limitations of eminent domain, escheat, police power, and taxation."

EFFECTIVE DATE OF VALUE: April 13, 2017

DATE OF REPORT: April 13, 2017

SALES HISTORY: No sales of the subject property have occurred within the past three years.

APPRAISAL DEVELOPMENT AND REPORTING PROCESS: In preparing this appraisal, the appraiser:

- Michael C. Renfro inspected the subject property prior to April 13, 2017.
- Reviewed available records.
- Applied the market approach to arrive at an indication of value.

The appraiser believes the primary approach to value is the market approach. The appraisal process therefore involved no departures from Standards Rule 1-4(b) i,ii,iv,v and vi.

BRETT WOODBURY

Box 2121

Wrangell AK 99929

11/14/2016

Kim Lane

Clerk

P.O, Box 531

Wrangell AK 99929

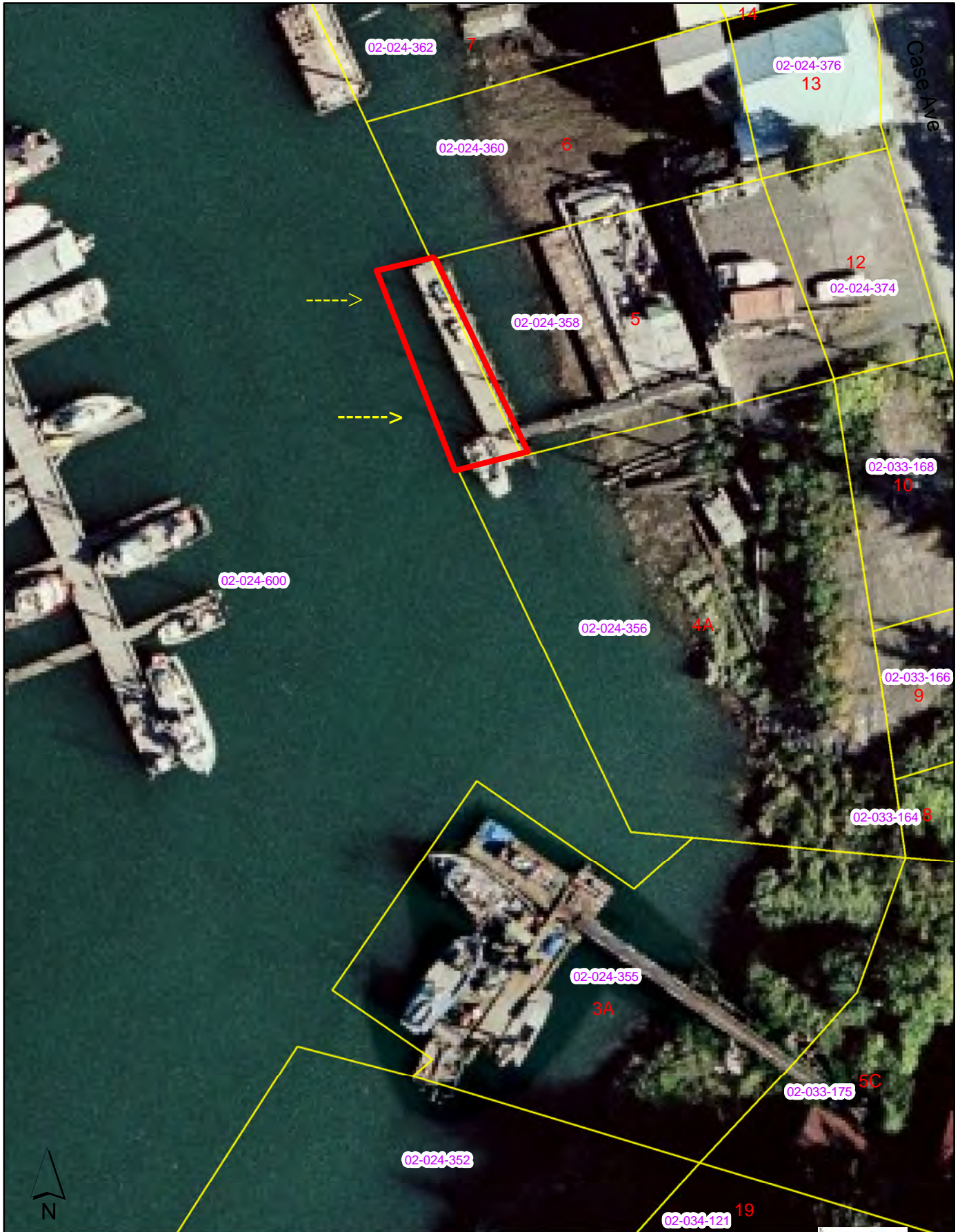
Kim

This is to propose purchase of Borough tide lands in the inner harbor in front of my lot 5 (previously owned by John Ellis). The area is approximately 20'x67' 1340sq ft. or .03 acres, shown on the attached map. This will permit me to extend my existing dock to include the newly acquired Lot 5 property.

Sincerely,

Brett Woodbury

CITY AND BOROUGH OF WRANGELL, ALASKA



1 inch = 41.666667 feet
Date: 1/5/2017

Public Map

DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY.
PROPERTY LINES ARE APPROXIMATE.



Woodbury Request to purchase tidelands inner harbor:



Agenda Item 13g

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 25, 2017

INFORMATION:

Approval of the Senior Tax Exemptions that were received after the March 1st deadline, but before the late filing grace period

Attachments:

1. Memorandum from Interim Borough Manager Rushmore
2. 2017 Senior Citizen-Disabled Veteran Property Tax Exemption

Applications and requests from:

- a. Josie Olsen
- b. Donna Wellons
- c. Olga Norris
- d. Sandra Stuart
- e. Barre Gadd, Sr.
- f. Joan Kading
- g. Elodie Freeman
- h. Alice Leslie (Bjorge) Madden
- i. Alonso De Granda

RECOMMENDED ACTION:

Move to approve the 2017 Senior Tax Exemptions that were received after the deadline of March 1, 2017, but before the allowed grace period for: Josie Olsen, Donna Wellons, Olga Norris, Sandra Stuart, Barre Gadd Sr., Joan Kading, and Elodie Freeman, Alice Leslie (Bjorge) Madden, and Alonso De Granda.

MEMORANDUM

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

**FROM: CAROL RUSHMORE
INTERIM BOROUGH MANAGER**

SUBJECT: SENIOR PROPERTY TAX EXEMPTION LATE FILINGS

DATE: April 25, 2017

BACKGROUND:

The annual deadline for filing Senior Property Tax Exemption Forms is March 1st of each year. The assessment notices are mailed on March 20th. The assessment notice shows the assessed value of property and also shows the amount of the exemption for Senior Exemptions. The assembly adopted an ordinance under WMC 5.04.040 B (2) that provided for a grace period for seniors to file by April 15th. The reason for the grace period was so that if they had not filed by March 1st, receiving their assessment notice could be the reminder to them that it was not filed.

Although we advertise the senior exemption requirements in the paper, we generally have a handful of seniors that do not get their filings in on time. Some of the reasons include medical and not remembering that it is an annual requirement. Each year we try and make an effort to help those that qualify for the exemption, as paperwork is difficult for people generally and can be more challenging as we get older.

We have reviewed the exemptions and letters that you have before you and they qualify for the exemption.

Recommended Action by Staff

Move to approve the 2017 Senior Tax Exemptions that were received after the deadline of March 1, 2017, but before the allowed grace period for: Josie Olsen, Donna Wellons, Olga Norris, Sandra Stuart, Barre Gadd Sr., Joan Kading, and Elodie Freeman, Alice Leslie (Bjorge) Madden, and Alonso De Granda.

March 30, 2017

Wrangell Borough Assembly,

Please consider approval for my late submission of my Senior Exemption Application for 2017.

Thank you in advance,

Joie Olsen

Wrangell, AK 99929



CITY AND BOROUGH OF WRANGELL
 P.O. Box 531 Wrangell, AK 99929
 907-874-2381 ~ www.wrangell.com
 73-160-3016

**2017 CITY AND BOROUGH OF WRANGELL
 SENIOR CITIZEN-DISABLED VETERAN
 PROPERTY TAX EXEMPTION
 APPLICATION**
 Wrangell Municipal Code 5.04.040

DUE BY MARCH 1, 2017

JOSIE OLSEN	Birth date 7/26/1951	Soc Sec # [REDACTED]
	Birth date	Soc Sec #
P.O. BOX 1311 WRANGELL, AK 99929	Residential Address: SPACE 16 BLOOMS TRAILER PARK	
Phone Number:		

Please check one of the following:

- I am applying as a senior citizen age 65 or older by January 1st of the current Tax Year
- I am a widow or widower, age 60-64, of a previously qualified applicant
- I am applying as a disabled veteran (50% or more service related disability)

Documentation (copy of either a passport or birth certificate):

- PREVIOUSLY SUBMITTED
- ENCLOSED

Type of dwelling:	Is your home on land you own?
<input type="checkbox"/> Single family <input type="checkbox"/> Condominium <input checked="" type="checkbox"/> Mobile home <input type="checkbox"/> Duplex <input type="checkbox"/> Other	<input type="checkbox"/> Yes, percentage: _____ % <input checked="" type="checkbox"/> No, owner's name <u>Walter & Beverly Blooms</u>
	Is any portion of this property used for commercial or rental purposes?
	<input type="checkbox"/> Yes, percentage: _____ % <input checked="" type="checkbox"/> No

Please check all that apply:

- This is my primary residence and permanent place of abode
- I received or was eligible for a 2016 permanent fund dividend.
- I am eligible to apply or have applied for a 2017 permanent fund dividend.

Certification: I hereby certify that the answers given on this application are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Date: <u>3/20/2017</u>	Signature of Applicant: <u>Josie Olsen</u>
---------------------------	---

Following for Local Assessor/Clerk Use Only

Property Value:	Adjustments:	Total Value _____
Land Value: _____	Ownership % _____ \$ _____	Adjustments (_____)
Improvement: _____	Commercial/Rental % _____ \$ _____	Subtotal _____
Total Value: _____	Total Adjustments _____	If subtotal exceeds \$150,000, then use \$150,000 as the exempt value.
Approved By:	Total Value Exempt	

3/15/17

RECEIVED

MAR 15 2017

WRANGELL CITY HALL

To whom it may concern:

Due to family medical issues, I overlooked sending in my Property tax exemption form.

I hope you would reevaluate my Property tax ~~error~~^{error} exemption form, and also Resubmit it.

Thank-you

Sincerely

Donna J. Wellons



CITY AND BOROUGH OF WRANGELL
 P.O. Box 531 Wrangell, AK 99929
 907-874-2381 ~ www.wrangell.com

2017 CITY AND BOROUGH OF WRANGELL SENIOR CITIZEN-DISABLED VETERAN PROPERTY TAX EXEMPTION APPLICATION

Wrangell Municipal Code 5.04.040

DUE BY MARCH 1, 2017

NAME <i>Donna J Wellons</i>	Birth date <i>09/07/1954</i>	[REDACTED]
MAILING ADDRESS	Birth date	Soc Sec #
Phone Number: <i>907-660-7044</i>	Residential Address: <i>2 mile Zimovia Hy</i>	

Please check one of the following:

- I am applying as a senior citizen age 65 or older by January 1st of the current Tax Year
- I am a widow or widower, age 60-64, of a previously qualified applicant
- I am applying as a disabled veteran (50% or more service related disability)

Documentation (copy of either a passport or birth certificate):

- PREVIOUSLY SUBMITTED
- ENCLOSED

RECEIVED

MAR 15 2017

WRANGELL CITY HALL

Type of dwelling: <input checked="" type="checkbox"/> Single family <input type="checkbox"/> Condominium <input type="checkbox"/> Mobile home <input type="checkbox"/> Duplex <input type="checkbox"/> Other _____	Is your home on land you own? <input checked="" type="checkbox"/> Yes, percentage: <i>100%</i> <input type="checkbox"/> No, owner's name _____ Is any portion of this property used for commercial or rental purposes? <input type="checkbox"/> Yes, percentage: _____ <input checked="" type="checkbox"/> No
--	--

Please check all that apply:

- This is my primary residence and permanent place of abode
- I received or was eligible for a 2016 permanent fund dividend.
- I am eligible to apply or have applied for a 2017 permanent fund dividend.

Certification: I hereby certify that the answers given on this application are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Date: <i>3/15/17</i>	Signature of Applicant: <i>Donna J. Wellons</i>
-------------------------	--

Following for Local Assessor/Clerk Use Only

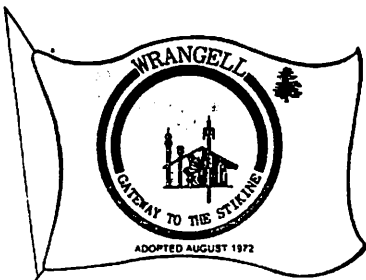
Property Value: Land Value: _____ Improvement: _____ Total Value: _____	Adjustments: Ownership % _____ \$ _____ Commercial/Rental % _____ \$ _____ Total Adjustments _____	Total Value _____ Adjustments (_____) Subtotal _____ If subtotal exceeds \$150,000, then use \$150,000 as the exempt value.
Approved By: _____		Total Value Exempt _____

3/16/17

To whom it concerns

Please accept my Sr Exemption
Application for Consideration and
Approval for Late Submission
As original was lost or misplaced.

Olego Norris



CITY AND BOROUGH OF WRANGELL
 P.O. Box 531 Wrangell, AK 99929
 907-874-2381 ~ www.wrangell.com
 02-010-113

**2017 CITY AND BOROUGH OF WRANGELL
 SENIOR CITIZEN-DISABLED VETERAN
 PROPERTY TAX EXEMPTION
 RECEIVED APPLICATION**
 Wrangell Municipal Code 5.04.040
MAR 16 2017

WRANGELL CITY HALL

DUE BY MARCH 1, 2017

OLGA NORRIS	Birth date 11/4/1928	Soc Sec # [REDACTED]
	Birth date	Soc Sec #
P.O. BOX 675 WRANGELL, AK 99929	Residential Address: 115 MCKINNON	
Phone Number:		

Please check one of the following:

- I am applying as a senior citizen age 65 or older by January 1st of the current Tax Year
- I am a widow or widower, age 60-64, of a previously qualified applicant
- I am applying as a disabled veteran (50% or more service related disability)

Documentation (copy of either a passport or birth certificate):

- PREVIOUSLY SUBMITTED
- ENCLOSED

Type of dwelling:

- Single family
- Condominium
- Mobile home
- Duplex
- Other _____

Is your home on land you own?

- Yes, percentage: 100 %
- No, owner's name _____

Is any portion of this property used for commercial or rental purposes?

- Yes, percentage: _____ %
- No

Please check **all** that apply:

- This is my primary residence and permanent place of abode
- I received or was eligible for a 2016 permanent fund dividend.
- I am eligible to apply or have applied for a 2017 permanent fund dividend.

Certification: I hereby certify that the answers given on this application are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Date: Nov 16, 2017

Signature of Applicant: Olga Norris

Following for Local Assessor/Clerk Use Only

Property Value: Land Value: _____	Adjustments: Ownership % _____ \$ _____	Total Value _____
Improvement: _____	Commercial/Rental % _____ \$ _____	Adjustments (_____)
Total Value: _____	Total Adjustments _____	Subtotal _____
Approved By: _____		If subtotal exceeds \$150,000, then use \$150,000 as the exempt value.
		Total Value Exempt _____

To Whom it may Concern

I am writing this in regards to my
Property Tax Exemption Application. I miss
the deadline due to medical emergency.

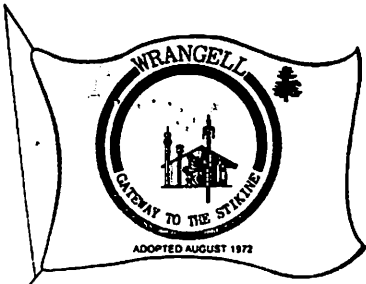
I had A heart Attack, and then Surgen

Thank you
Sandia Stewart

RECEIVED

MAR 30 2017

WRANGELL CITY HALL



CITY AND BOROUGH OF WRANGELL
 P.O. Box 531 Wrangell, AK 99929
 907-874-2381 ~ www.wrangell.com

**2017 CITY AND BOROUGH OF WRANGELL
 SENIOR CITIZEN-DISABLED VETERAN
 PROPERTY TAX EXEMPTION
 APPLICATION**

RECEIVED Wrangell Municipal Code 5.04.040

MAR 30 2017

WRANGELL CITY HALL

DUE BY MARCH 1, 2017

Sandra J Stuart		Birth date	5-25-1951
Po. Box 1492 Wrangell AK 99929		Birth date	
Phone Number:	Residential Address:		
907-874-3160	12 mi Zimovia Hwy		

Please check one of the following:

- I am applying as a senior citizen age 65 or older by January 1st of the current Tax Year
- I am a widow or widower, age 60-64, of a previously qualified applicant
- I am applying as a disabled veteran (50% or more service related disability)

Documentation (copy of either a passport or birth certificate):

- PREVIOUSLY SUBMITTED
- ENCLOSED

Type of dwelling:

- Single family
- Condominium
- Mobile home
- Duplex
- Other

Is your home on land you own?

- Yes, percentage: _____ %
- No, owner's name _____

Is any portion of this property used for commercial or rental purposes?

- Yes, percentage: _____ %
- No

Please check all that apply:

- This is my primary residence and permanent place of abode
- I received or was eligible for a 2016 permanent fund dividend.
- I am eligible to apply or have applied for a 2017 permanent fund dividend.

Certification: I hereby certify that the answers given on this application are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Date: 3-30-17 Signature of Applicant: *Sandra J Stuart*

Following for Local Assessor/Clerk Use Only

Property Value: Land Value: _____	Adjustments: Ownership % _____ \$ _____	Total Value _____
Improvement: _____	Commercial/Rental % _____ \$ _____	Adjustments (_____)
Total Value: _____	Total Adjustments _____	Subtotal _____
Approved By: _____		If subtotal exceeds \$150,000, then use \$150,000 as the exempt value.
		Total Value Exempt _____

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MAR 20 2017
WRANGELL CITY HALL

DEAR Assembly

I'm requesting LATE Submission for
consideration. I've had a LOT on my
plate lately.

Thanks

BR Graddis



CITY AND BOROUGH OF WRANGELL
 P.O. Box 531 Wrangell, AK 99929
 907-874-2381 ~ www.wrangell.com
 02-032-103

**2017 CITY AND BOROUGH OF WRANGELL
 SENIOR CITIZEN-DISABLED VETERAN
 PROPERTY TAX EXEMPTION
 APPLICATION**
 Wrangell Municipal Code 5.04.040

DUE BY MARCH 1, 2017

BARRE R. GADD, SR.	Birth date 9/13/1947	Soc _____
	Birth date	Soc Sec #
P.O. BOX 1402 WRANGELL, AK 99929	Residential Address: 106 PINE STREET	RECEIVED MAR 20 2017 WRANGELL CITY HALL
Phone Number:		

Please check one of the following:

- I am applying as a senior citizen age 65 or older by January 1st of the current Tax Year
- I am a widow or widower, age 60-64, of a previously qualified applicant
- I am applying as a disabled veteran (50% or more service related disability)

Documentation (copy of either a passport or birth certificate):

- PREVIOUSLY SUBMITTED
- ENCLOSED

Type of dwelling:	Is your home on land you own?
<input checked="" type="checkbox"/> Single family	<input checked="" type="checkbox"/> Yes, percentage: <u>100%</u> %
<input type="checkbox"/> Condominium	<input type="checkbox"/> No, owner's name _____
<input type="checkbox"/> Mobile home	
<input type="checkbox"/> Duplex	Is any portion of this property used for commercial or rental purposes?
<input type="checkbox"/> Other	<input type="checkbox"/> Yes, percentage: _____ %
_____	<input checked="" type="checkbox"/> No

Please check all that apply:

- This is my primary residence and permanent place of abode
- I received or was eligible for a 2016 permanent fund dividend.
- I am eligible to apply or have applied for a 2017 permanent fund dividend.

Certification: I hereby certify that the answers given on this application are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Date: <u>4/20/17</u>	Signature of Applicant: <u>BR Gadd Sr.</u>
-------------------------	---

Following for Local Assessor/Clerk Use Only

Property Value: Land Value: _____	Adjustments: Ownership % _____ \$ _____	Total Value _____
Improvement: _____	Commercial/Rental % _____ \$ _____	Adjustments (_____)
Total Value: _____	Total Adjustments _____	Subtotal _____
		If subtotal exceeds \$150,000, then use \$150,000 as the exempt value.
Approved By:		Total Value Exempt _____

3-14-2017

LaVonne,

Here is my Senior
Citizen Property Tax

Exemption Application.
Thanks for calling,

Jeanne Kady

P. S. Let me know if you
find the one submitted
in Feb.



CITY AND BOROUGH OF WRANGELL
 P.O. Box 531, Wrangell, AK 99929
 907-874-2381 ~ www.wrangell.com

2016 CITY AND BOROUGH
 OF WRANGELL
 SENIOR CITIZEN/DISABLED VETERAN
 PROPERTY TAX EXEMPTION
 APPLICATION
 Wrangell Municipal Code 5.04.040

DUE BY MARCH 1, 2016

Name of Applicant: Joan V. Kading	Birth date: 7-10-1944	[REDACTED]
Name of Spouse: Eric A. Kading	Birth date: 11-07-1949	Social Security #: 471-62-2495
Mailing Address: P.O. Box 641 Wrangell, AK 99929	Residential Address: 210 Bengt St. Wrangell, AK 99929	
Phone Number: home 874-3256 cell 508-274-6078		

Please check one of the following:

- I am applying as a senior citizen age 65 or older by January 1st of the Tax Year applying for
- I am a widow or widower, age 60-64, of a previously qualified applicant
- I am applying as a disabled veteran (50% or more service related disability)

Documentation (copy of either a passport or birth certificate):

- PREVIOUSLY SUBMITTED
- ENCLOSED

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 WRANGELL CITY HALL

Type of dwelling: <input checked="" type="checkbox"/> Single family <input type="checkbox"/> Condominium <input type="checkbox"/> Mobile home <input type="checkbox"/> Duplex <input type="checkbox"/> Other _____	Is your home on land you own? <input checked="" type="checkbox"/> Yes, percentage: _____ % <input type="checkbox"/> No, owner's name _____
	Is any portion of this property used for commercial or rental purposes? <input type="checkbox"/> Yes, percentage: _____ % <input checked="" type="checkbox"/> No

Please check all that apply:

- This is my primary residence and permanent place of abode
- I received or was eligible for a 2015 permanent fund dividend.
- I am eligible to apply or have applied for a 2016 permanent fund dividend.

Certification: I hereby certify that the answers given on this application are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Date: 3-14-2017	Signature of Applicant: Joan V. Kading
---------------------------	--

Following for Local Assessor/Clerk Use Only

Property Value: Land Value: _____ Improvement: _____ Total Value: _____	Adjustments: Ownership % _____ \$ _____ Commercial/Rental % _____ \$ _____ Total Adjustments _____	Total Value _____ Adjustments (_____) _____ Subtotal _____ If subtotal exceeds \$150,000, then use \$150,000 as the exempt value.
Approved By: _____		Total Value Exempt _____

13h-2g

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APR -3 2017

WRANGELL CITY HALL

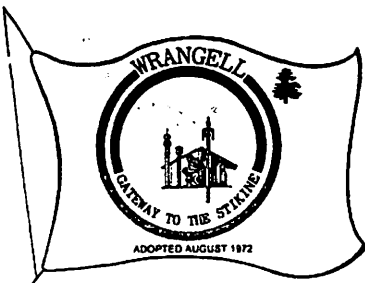
April 3, 2017

To Wrangell Borough Assembly,

Please consider my enclosed application for consideration for approval for the Sr. Exemption for 2017. The original was lost or misplaced and I am re submitting my application.

Thank you,

Eddie L Freeman



CITY AND BOROUGH OF WRANGELL
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**2017 CITY AND BOROUGH OF WRANGELL
 SENIOR CITIZEN-DISABLED VETERAN
 PROPERTY TAX EXEMPTION
 APPLICATION**
 Wrangell Municipal Code 5.04.040

DUE BY MARCH 1, 2017

<i>Elodie C Freeman</i>		Birth date <i>12-29-31</i>	Soc
		Birth date	Soc Sec #
Phone Number: <i>874-3626</i> <i>305 0308</i>		Residential Address: <i>H. 5th. Zimovia Hwy</i>	

Please check one of the following:

- I am applying as a senior citizen age 65 or older by January 1st of the current Tax Year
- I am a widow or widower, age 60-64, of a previously qualified applicant
- I am applying as a disabled veteran (50% or more service related disability)

Documentation (copy of either a passport or birth certificate):

- PREVIOUSLY SUBMITTED
- ENCLOSED

Type of dwelling: <input checked="" type="checkbox"/> Single family <input type="checkbox"/> Condominium <input type="checkbox"/> Mobile home <input type="checkbox"/> Duplex <input type="checkbox"/> Other _____	Is your home on land you own? <input checked="" type="checkbox"/> Yes, percentage: <i>100</i> % <input type="checkbox"/> No, owner's name _____
	Is any portion of this property used for commercial or rental purposes? <input type="checkbox"/> Yes, percentage: _____ % <input checked="" type="checkbox"/> No

Please check all that apply:

- This is my primary residence and permanent place of abode
- I received or was eligible for a 2016 permanent fund dividend.
- I am eligible to apply or have applied for a 2017 permanent fund dividend.

Certification: I hereby certify that the answers given on this application are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Date: <i>4-3-17</i>	Signature of Applicant: <i>Elodie Freeman</i>
------------------------	--

Following for Local Assessor/Clerk Use Only

Property Value: Land Value: _____	Adjustments: Ownership % _____ \$ _____	Total Value _____
Improvement: _____	Commercial/Rental % _____ \$ _____	Adjustments () _____
Total Value: _____	Total Adjustments _____	Subtotal _____
		If subtotal exceeds \$150,000, then use \$150,000 as the exempt value.
Approved By: _____		Total Value Exempt _____

April 4, 2017

Wrangell Borough Assembly

Please find my last submission for the Senior Property Tax Exemption for 2017. I forgot to apply and am requesting that my application be considered for approval. Thank you in advance for your consideration.

Alise Luslic (Bjorge) Madden



CITY AND BOROUGH OF WRANGELL
 P.O. Box 531 Wrangell, AK 99929
 907-874-2381 ~ www.wrangell.com

**2017 CITY AND BOROUGH OF WRANGELL
 SENIOR CITIZEN-DISABLED VETERAN
 PROPERTY TAX EXEMPTION
 APPLICATION**

Wrangell Municipal Code 5.04.040

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APR - 4 2017
 WRANGELL CITY HALL

DUE BY MARCH 1, 2017

Alice Leslie (Bjorge) Madden		Birth date	9-25-51	[REDACTED]
Box 66		Birth date		DOC SEC #
Phone Number: 907-874-3656 Cell-907-738-1471		Residential Address: 207 Weber St Wrangell		

Please check one of the following:

- I am applying as a senior citizen age 65 or older by January 1st of the current Tax Year
- I am a widow or widower, age 60-64, of a previously qualified applicant
- I am applying as a disabled veteran (50% or more service related disability)

Documentation (copy of either a passport or birth certificate):

- PREVIOUSLY SUBMITTED
- ENCLOSED

Type of dwelling:

- Single family
- Condominium
- Mobile home
- Duplex
- Other _____

Is your home on land you own?

- Yes, percentage: All %
- No, owner's name _____

Is any portion of this property used for commercial or rental purposes?

- Yes, percentage: _____ %
- No

Please check **all** that apply:

- This is my primary residence and permanent place of abode
- I received or was eligible for a 2016 permanent fund dividend.
- I am eligible to apply or have applied for a 2017 permanent fund dividend.

Certification: I hereby certify that the answers given on this application are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Date:

4-4-17

Signature of Applicant:

Alice Leslie (Bjorge) Madden

Following for Local Assessor/Clerk Use Only

Property Value:	Adjustments:	Total Value _____
Land Value: _____	Ownership % _____ \$ _____	Adjustments (_____)
Improvement: _____	Commercial/Rental % _____ \$ _____	Subtotal _____
Total Value: _____	Total Adjustments _____	If subtotal exceeds \$150,000, then use \$150,000 as the exempt value.
Approved By: _____		Total Value Exempt _____

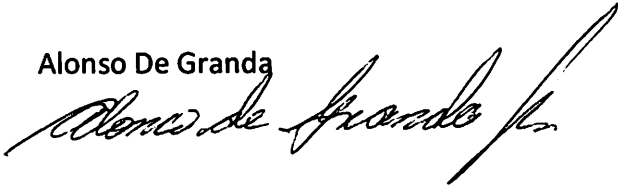
April 4, 2017

Wrangell Borough Assembly

RECEIVED
APR - 4 2017
WRANGELL CITY HALL

Please find my last submission for the Senior Property Tax Exemption for 2017. I forgot to apply and am requesting that my application be considered for approval. Thank you in advance for your consideration.

Alonso De Granda

A handwritten signature in cursive script, appearing to read "Alonso De Granda". The signature is written in black ink and is positioned below the printed name.



CITY AND BOROUGH OF WRANGELL
 P.O. Box 531 Wrangell, AK 99929
 907-874-2381 ~ www.wrangell.com

**2017 CITY AND BOROUGH OF WRANGELL
 SENIOR CITIZEN-DISABLED VETERAN
 PROPERTY TAX EXEMPTION
 APPLICATION**
 Wrangell Municipal Code 5.04.040

RECEIVED
APR - 4 2017
 WRANGELL CITY HALL

DUE BY MARCH 1, 2017

Alonso de Granda		Birth date	11-06-1935	Soc Se	[REDACTED]
P.O. Box 2151 Wrangell		Birth date		Soc Sec #	
Phone Number: 907-305-1087		Residential Address: EVER GREEN TR. P. 54			

Please check one of the following:

- I am applying as a senior citizen age 65 or older by January 1st of the current Tax Year
- I am a widow or widower, age 60-64, of a previously qualified applicant
- I am applying as a disabled veteran (50% or more service related disability)

Documentation (copy of either a passport or birth certificate):

- PREVIOUSLY SUBMITTED
- ENCLOSED

Type of dwelling:	Is your home on land you own?
<input checked="" type="checkbox"/> Single family	<input type="checkbox"/> Yes, percentage: _____%
<input type="checkbox"/> Condominium	<input type="checkbox"/> No, owner's name <u>Evergreen trailer Part</u>
<input type="checkbox"/> Mobile home	
<input type="checkbox"/> Duplex	Is any portion of this property used for commercial or rental purposes?
<input type="checkbox"/> Other _____	<input type="checkbox"/> Yes, percentage: _____%
	<input checked="" type="checkbox"/> No

Please check all that apply:

- This is my primary residence and permanent place of abode
- I received or was eligible for a 2016 permanent fund dividend.
- I am eligible to apply or have applied for a 2017 permanent fund dividend.

Certification: I hereby certify that the answers given on this application are true and correct to the best of my knowledge. I understand that a willful misstatement is punishable by a fine or imprisonment under AS 11.56.210. By my signature below I hereby authorize the City and Borough of Wrangell to obtain access to records pertaining to me in possession of the State of Alaska as needed to verify my residency, age, and permanent fund status.

Date: <u>04-04-2017</u>	Signature of Applicant: <u>Alonso de Granda P.O.</u>
----------------------------	---

Following for Local Assessor/Clerk Use Only

Property Value:	Adjustments:	Total Value _____
Land Value: _____	Ownership % _____ \$ _____	Adjustments (_____)
Improvement: _____	Commercial/Rental % _____ \$ _____	Subtotal _____
Total Value: _____	Total Adjustments _____	If subtotal exceeds \$150,000, then use \$150,000 as the exempt value.
Approved By:		Total Value Exempt _____

Agenda Item 13h

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 25, 2017

INFORMATION:

Discussion and possible action regarding the suggested changes to the Water rates

Attachments:

1. Memo from Interim Borough Manager Rushmore
2. Water Comparison Rate Sheet
3. Water Cost Rate Analysis

RECOMMENDED ACTION:

Assembly Discussion and Possible Action.

MEMORANDUM

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

**FROM: MS. CAROL RUSHMORE
INTERIM BOROUGH MANAGER**

SUBJECT: PROPOSED CHANGES TO WATER RATES

DATE: April 19, 2017

BACKGROUND:

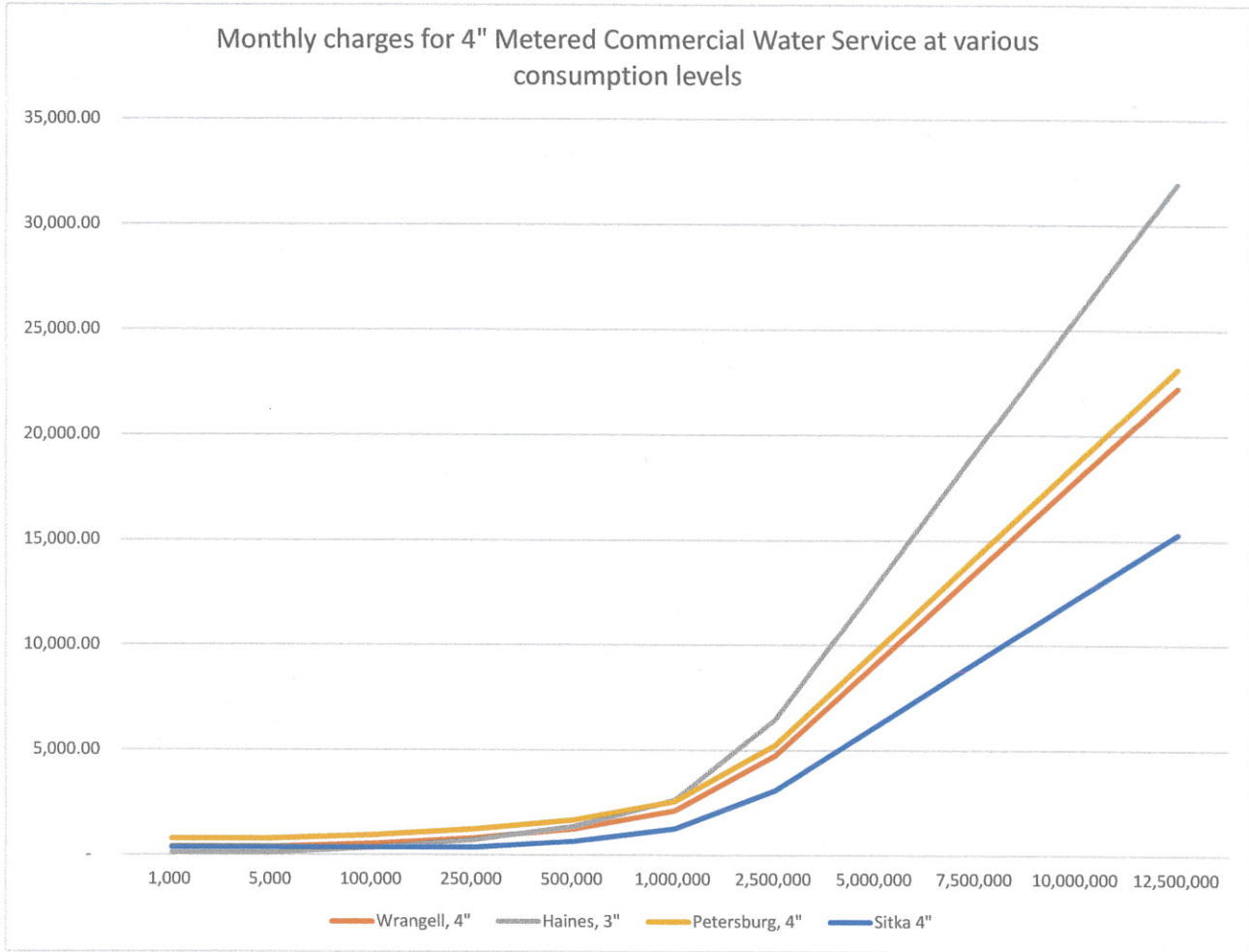
At the recent series of meetings concerning the water treatment plant, discussion regarding the cost to produce water and the rates charged for water consumption have been intertwined in the discussions. Below are proposed rates for the Assembly to consider and use to begin discussion.

The last increase to water rates occurred July 1, 2015.

The proposal for water rate increases suggested to the Assembly for discussion is as follows:

- 5% increase to flat rates - *staff is recommending incremental increases annually. The Water fund financial situation is not going to improve in the near future. Smaller increases help financial adjustments over a single large increase.*
- Small commercial, metered - \$31.75 for first 4,000 gallons plus \$2.75 per additional 1,000 gallons. *Currently, rate is only the base charge of \$26.76 for the first 4000 gallons plus \$2.52 per additional 1,000 gallons.*
- Large commercial, metered - \$401.47 for first 5,000 gallons plus \$1.75 per additional 1,000 gallons. *Currently, rate is base charge of \$401.47 for the first 500,000 gallons plus \$.84 per additional 1000 gallons. This fee structure would put Wrangell comparable to the other three towns (orange line on attached graph):*

Community Comparisons using proposed rate changes for Wrangell metered commercial accounts
(large)



Consumption	Wrangell, 4"	Haines, 3"	Petersburg, 4"	Sitka 4"
1,000	401.47	106.20	797.12	369.11
5,000	401.47	106.20	804.28	369.11
100,000	567.72	348.45	974.33	369.11
250,000	830.22	730.95	1,242.83	369.11
500,000	1,267.72	1,368.45	1,690.33	674.11
1,000,000	2,142.72	2,643.45	2,585.33	1,284.11
2,500,000	4,767.72	6,468.45	5,270.33	3,114.11
5,000,000	9,142.72	12,843.45	9,745.33	6,164.11
7,500,000	13,517.72	19,218.45	14,220.33	9,214.11
10,000,000	17,892.72	25,593.45	18,695.33	12,264.11
12,500,000	22,267.72	31,968.45	23,170.33	15,314.11

@ \$1.75 per additional 1000 gallons

Wrangell: \$401.47 for first 500,000 gallons, \$0.84 per 1,000 gallons thereafter -- current rate structure
 Sitka: \$769.11 for first 250,000 gallons, \$1.22 per 1,000 gallons thereafter
 Petersburg: \$797.12 for first 1,000 gallons, \$1.79 per 1,000 gallons thereafter
 Haines: \$106.20 for first 5,000 gallons, \$2.55 per 1,000 gallons thereafter

Water production cost and rate analysis for Metered Commercial City & Borough of Wrangell

Fiscal Year	Total operating expenses incl depreciation*	Volume of Water Produced by Plant	Cost per Gallon	Cost per 500,000 gallons	Large Commercial base rate for 500,000 gallons	Large Commercial rate per additional 1,000 gallons	Cost to produce additional 1,000 gallons
2011	895,474	337,829,000	0.0027	1,325.34	401.47	0.84	2.65
2012	944,777	296,036,000	0.0032	1,595.71	401.47	0.84	3.19
2013	997,459	262,644,000	0.0038	1,898.88	401.47	0.84	3.80
2014	1,087,837	297,953,000	0.0037	1,825.52	401.47	0.84	3.65
2015	1,079,137	321,389,000	0.0034	1,678.86	401.47	0.84	3.36
2016	1,231,427	290,883,000	0.0042	2,116.70	401.47	0.84	4.23
2017**		360,433,830					

Large Commercial Metered

Gallons consumed	Cost to produce (2016)	Cost to consumer	Profit/(Loss)
1	0.00	401.47	401.47
100	0.42	401.47	401.05
1,000	4.23	401.47	397.24
100,000	423.34	401.47	(21.87)
119,565	506.17	401.47	(104.70)
500,000	2,116.70	401.47	(1,715.23)
750,000	3,175.06	611.47	(2,563.59)
1,000,000	4,233.41	821.47	(3,411.94)
1,200,000	5,080.09	989.47	(4,090.62)
1,500,000	6,350.11	1,241.47	(5,108.64)
5,000,000	21,167.05	4,181.47	(16,985.58)
10,000,000	42,334.10	8,381.47	(33,952.63)
15,000,000	63,501.15	12,581.47	(50,919.68)

Commercial Metered

Gallons consumed	Cost to produce (2016)	Cost to consumer	Profit/(Loss)
1	0.00	26.76	26.76
100	0.42	26.76	26.34
1,000	4.23	26.76	22.53
4,000	16.93	26.76	9.83
6,000	25.40	31.80	6.40
8,000	33.87	36.84	2.97
9,737	41.22	41.22	(0.00)
10,000	42.33	41.88	(0.45)
12,000	50.80	46.92	(3.88)
15,000	63.50	54.48	(9.02)
25,000	105.84	79.68	(26.16)
50,000	211.67	142.68	(68.99)
100,000	423.34	268.68	(154.66)
150,000	635.01	394.68	(240.33)

*Total operating expense is per fiscal year audited financial statements

**FY 2017 volume produced based on actual production through 4/7/17, extrapolated to a full 365 days

Agenda Item *13i

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
AGENDA ITEM
April 25, 2017**

INFORMATION:

Final Plat approval for the Jenkins Replat and Storage Easement
Vacation *(Consent Agenda Item)*

Attachments:

1. Memo from Carol Rushmore
2. Final Plat (displayed in the Assembly Chambers)

RECOMMENDED ACTION:

~ Approved under the Consent Agenda~

City and Borough of Wrangell, Alaska

Date: April 19, 2017

To: Mayor and Assembly

From: Carol Rushmore, Economic Development Director

Re: Final Plat review of Replat and Storage Easement Vacation within Lot 3, Block 1, Sortyard Subdivision and Lots 10, 11, and 12 Block 5A, ATS 83, Zoned Waterfront Development, owned by Christine and Charles Jenkins.

BACKGROUND:

In August of 2015 Mr. Jenkins, on behalf of his mother, submitted a preliminary plat request, replatting 4 lots into 2 lots to create a lot with frontage on Front Street and a lot that fronts Silvernail Work Road. Easements where City utilities were created or widened to accommodate actual infrastructure. Both lots are zoned Waterfront Development.

Mr. Jenkins also requested a vacation of a storage easement across what is now Lot 3 Block A Sortyard Subdivision. The easement was granted to Mr. Jenkins when the land was unfilled tidelands owned by the City, prior to the area being filled. After it was filled, the City subdivided the land and sold off several parcels on the east side of Silvernail Work Road. The land is now owned by Christine Jenkins and Charles Jenkins and the storage easement is no longer necessary. The Assembly approved the vacation of the storage easement in September of 2015.

The City had to correct the deed that was issued to Ms. Jenkins because the legal description on the deed that the City sold to her fronting Silvernail had omitted the Block the lot was located in, so there could be future confusion on the title. That was done in 2016.

The final plat is now ready to be approved and recorded.

Staff recommends approval of the Final Plat.

CITY AND BOROUGH OF WRANGELL, ALASKA



Public Map

1 inch = 41.666667 feet
Date: 4/19/2017

DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY.
PROPERTY LINES ARE APPROXIMATE.



CERTIFICATE OF OWNERSHIP AND DEDICATION
 WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADAPT THIS PLAN 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: _____
 CHRISTINE JENKINS
 (CHRISTINE C. JENKINS)
 (CHRISTINE F. JENKINS)

DATE: _____
 CHARLES JENKINS JR.

NOTARY'S ACKNOWLEDGMENT
 U.S. OF AMERICA
 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 BE KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE FOREGOING PLAN AND ACKNOWLEDGED TO ME THAT THEY SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS 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 OWNERSHIP AND DEDICATION
 WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADAPT THIS PLAN 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: _____
 CITY & BOROUGH OF WRANGELL

DATE: _____
 PRINTED NAME AND TITLE

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 BE KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE FOREGOING PLAN AND ACKNOWLEDGED TO ME THAT THEY SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS 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 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 _____, 20____, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

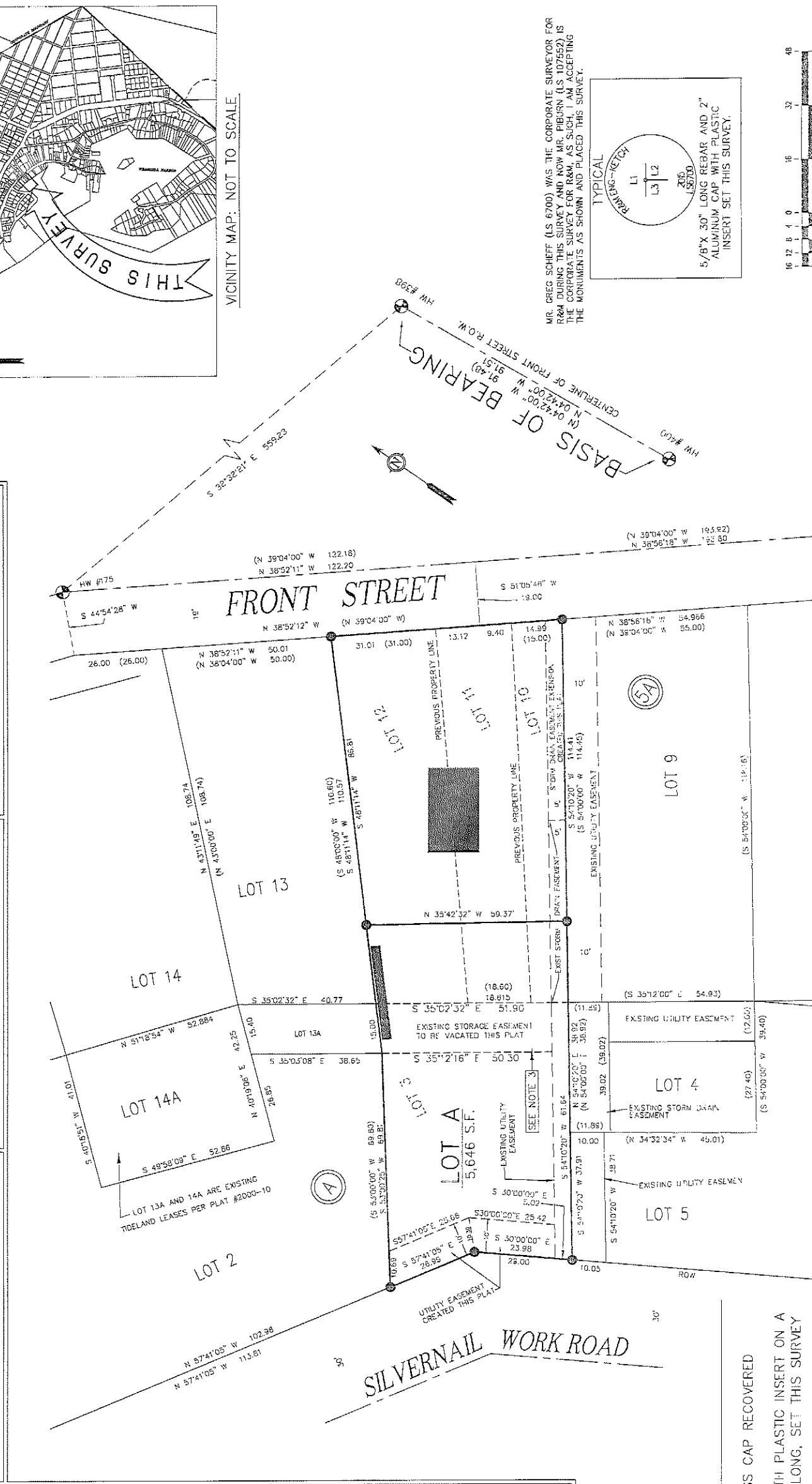
DATE: _____
 SECRETARY

CERTIFICATE STATE OF ALASKA (FIRST JUDICIAL DISTRICT)
 I THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND AN ACTING ASSESSOR OF THE CITY AND BOROUGH OF WRANGELL, HEREBY CERTIFY THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY AND BOROUGH OF WRANGELL, IN THE NAME OF _____ 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 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 AND THAT SAID PLAT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

DATE: _____
 ATTEST:
 CITY CLERK



LEGEND

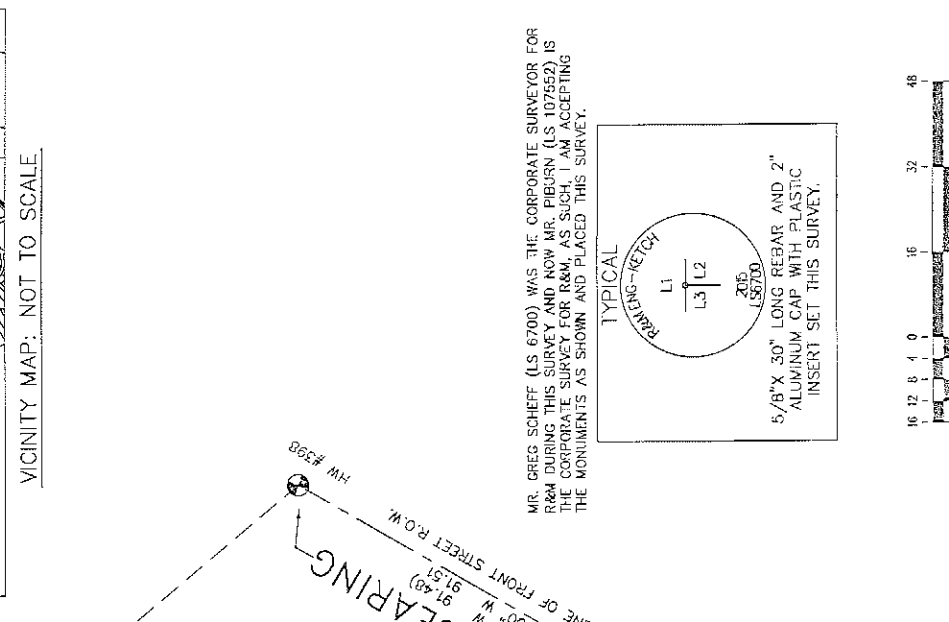
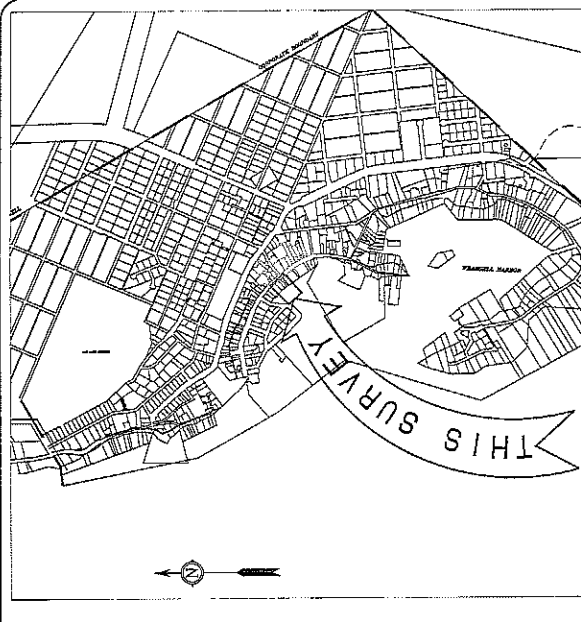
- PRIMARY 2" BRASS CAP RECOVERED
- 2" ALUM. CAP WITH PLASTIC INSERT ON A 5/8" REBAR 30" LONG, SET THIS SURVEY DATA OF RECORD
- N 04°42'00" W 91.48 DATA MEASURED
- N 04°42'00" W 91.51 DATA MEASURED

PLAT NOTES

1. PROPERTY ZONED WATERFRONT DEVELOPMENT.
2. RECORDED WITHIN THE WRANGELL RECORDING DISTRICT.
 - A. SORTYARD SUBD. PLAT# 2001-3
 - B. BOOK 32 PAGE 803
 - C. BOOK 26 PAGE 385
 - D. BOOK 19 PAGE 411
 - E. BOOK 15 PAGE 998
3. EXISTING STORAGE EASEMENT, PER FIG. 32 PAGE 803, TO BE VACATED THIS PLAT.

CLIENT: CHARLES JENKINS JR.
 BOX 1483
 WRANGELL, AK 99929

DRAWN BY: JLS
 CHECKED BY: OSP
 DATE PLATTED: 04-05-2016
 DATE SURVEYED: AUGUST 2015
 SCALE: 1"=100'
 SURVEYOR: G. SURET
 PROJ. NO.: 19728



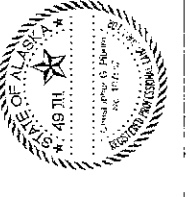
SCALE IN FEET
 16 12 8 4 0 16 32 48

WRANGELL RECORDING DISTRICT

R&M ENGINEERING-KELICHMAN, INC.
 355 Carlianna Lake Road
 Ketchikan, AK 99901
 Phone: (907) 226-7817
 Fax: (907) 226-3441

WRANGELL OFFICE
 P.O. BOX 700
 Wrangell, AK 99929
 Phone: (907) 874-2177
 Fax: (907) 874-2747

PROJECT:
 REPLAT AND STORAGE EASEMENT VACATION
 WITH: LOT 3, BLOCK A SORTYARD
 SUBD. & LOTS 10, 11, & 12 BLK.
 SA, ATS 83 WRANGELL, AK.



SUPERVISOR'S CERTIFICATE
 I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR LICENSED IN THE STATE OF ALASKA AND THAT IN AUGUST 2015 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: _____
 SURVEYOR: _____

Agenda Item 13j

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM April 25, 2017

INFORMATION:

Approval to hold a Special Assembly meeting on Thursday, June 8, 2017 regarding a Union presentation of the Union's last offer to the Borough for a new Collective Bargaining Agreement

Attachments:

1. None.

RECOMMENDED ACTION:

Move to approve holding a Special Assembly Meeting on Thursday, June 8, 2017 at 6:00 p.m. regarding a Union presentation of the Union's last offer to the Borough for a new Collective Bargaining Agreement

Agenda Item 14

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
AGENDA ITEM
April 25, 2017**

INFORMATION:

ATTORNEY'S FILE – Summary Report was provided to the Assembly.

Agenda Item 15 a

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
AGENDA ITEM
April 25, 2017**

INFORMATION:

15a Approval of the new Borough Manager's Contract

Note: This item may or may not be ready for this evening. I wanted this on here though, just in case it was.

RECOMMENDED ACTION:

I move that pursuant to AS 44.62.310 (c), (2), that we recess into executive session to discuss matters that may tend to prejudice the reputation and character of any person, specifically: the discussion of the new Borough Managers Contract.