



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

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**June 13, 2017  
7:00 p.m.**

**Location: Assembly Chambers, City Hall**

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**1. CALL TO ORDER**

- a. PLEDGE OF ALLEGIANCE led by Assembly Member Steve Prysunka
- b. INVOCATION to be given by Don McConachie
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Certificates of Service, Guest Introduction*
  - i. Presentation of a contribution from the Wrangell Cooperative Association to the Helping Our Parks Community project (Kate Thomas to receive)

**2. ROLL CALL**

**3. AMENDMENTS TO THE AGENDA**

**4. CONFLICT OF INTEREST**

**5. CONSENT AGENDA**

- a. Items (\*) 6a and 7a

**6. APPROVAL OF MINUTES**

- a. Minutes of the Budget Public Hearing and Regular Assembly meetings held May 30, 2017; Minutes of the Special Assembly meeting held June 8, 2017

**7. COMMUNICATIONS**

- a. School Board Minutes from the Regular meeting held April 24<sup>th</sup> and the Special meeting held May 3<sup>rd</sup>, 2017

**8. BOROUGH MANAGER'S REPORT**

**9. BOROUGH CLERK'S FILE**

- Upcoming Vacancies to be listed on the October 3, 2017 ballot
- Election's Calendar

**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**

- a. **PROPOSED ORDINANCE No. 935: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS**

AND ADDING NEW SECTIONS TO CHAPTER 15.04, WATER, OF THE WRANGELL MUNICIPAL CODE (*second reading*)

- b. **PROPOSED ORDINANCE No. 936:** 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*)

### 13. NEW BUSINESS

- a. Discussion and Possible action on the request from Don Sorric, Superior Marine, to connect Water/Sewer services to Lot 7, which is leased from the City, in the Marine Service Center
- b. **PROPOSED RESOLUTION No. 06-17-1366:** A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, LEVYING A GENERAL TAX FOR SCHOOL AND MUNICIPAL PURPOSES UPON ALL TAXABLE PROPERTY WITHIN THE BOROUGH FOR THE TAX YEAR 2017 PURSUANT TO WRANGELL MUNICIPAL CODE SECTION 5.04.010; PROVIDING FOR THE COLLECTION OF TAXES DUE IN 2016 AND PRESCRIBING PENALTIES AND INTEREST FOR DELINQUENT TAXES
- c. **PROPOSED RESOLUTION No. 06-17-1367:** A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADOPTING THE BUDGET FOR ALL FUNDS OF THE CITY OF WRANGELL, ALASKA, FOR THE FISCAL YEAR 2017-2018
- d. Discussion and possible action regarding WMC 15.04.015, Connection to borough water supply required (*added at the request of Assembly Member Mitchell*)
- e. Approval of a Change Order #3 to Bunes Electric for the Wrangell Dock Lighting Project
- f. Approval of a Change Order to PND Engineers for the Shoemaker Bay Harbor Design Project

### 14. ATTORNEY'S FILE – None

### 15. EXECUTIVE SESSION

- a. **Possible EXECUTIVE SESSION** to discuss with the Borough Attorney, the Collective Bargaining Agreement between the City and Borough of Wrangell and the International Brotherhood of Electric Workers (IBEW)
- b. **Possible decision** by the Borough Assembly on the IBEW Collective Bargaining Agreement

### 16. ADJOURNMENT

# Agenda Items 1 - 6

## CITY & BOROUGH OF WRANGELL

### BOROUGH ASSEMBLY

#### AGENDA ITEM

June 13, 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 led by Assembly Member Steve Prysunka
- b. INVOCATION to be given by Don McConachie
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Certificates of Service, Guest Introduction*
  - i. Presentation of a contribution from the Wrangell Cooperative Association to the Helping Our Parks Community project (Kate Thomas to receive)

#### **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 and 7a***

**ITEM NO. 6 APPROVAL OF MINUTES:**

**INFORMATION:**

**\*6a** Minutes of the Public Hearing and Regular Assembly Meeting held May 30, 2017; Minutes of the Special Assembly Meeting held June 8, 2017

**Minutes of the Budget Public Hearing  
Held May 30, 2017**

Mayor David L. Jack called the Budget Public Hearing to order at 6:46 p.m., May 30, 2017, in the Borough Assembly Chambers. Assembly Members Gilbert, Mitchell, Rooney, Decker, Powell, and Prysunka were present. Borough Clerk/Acting Borough Manager Kim Lane was also in attendance.

**Public Hearing Item:**

a. **FY 2017-2017 Budget**

**WRITTEN TESTIMONY** – None

**ORAL TESTIMONY** – None

Public Hearing Meeting adjourned at 6:47 p.m.

\_\_\_\_\_  
David L. Jack, Mayor

ATTEST: \_\_\_\_\_  
Kim Lane, MMC, Borough Clerk

**Minutes of Regular Assembly Meeting  
Held on May 30, 2017 (rescheduled from May 23, 2017)**

Mayor David L. Jack called the Regular Assembly meeting to order at 7:00 p.m., May 30, 2017, in the Borough Assembly Chambers. Assembly Members Rooney, Prysunka, Decker, Gilbert, Powell, and Mitchell were present. Borough Clerk/Acting Borough Manager Kim Lane was also in attendance.

The Pledge of Allegiance was led by Assembly Member Patty Gilbert.

The Invocation was given by a Kay Larson of the Baha'i Faith.

**AMENDMENTS TO THE AGENDA** – None

**CONFLICT OF INTEREST** – None

**CONSENT AGENDA**

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

**APPROVAL OF MINUTES**

The Minutes of the Regular Assembly meeting held May 9, 2017; Minutes of the Board of Equalization meeting held May 15, 2017 were approved as presented.

**COMMUNICATIONS**

- \*a. FY 2017-18 Budget Request from KSTK
- \*b. School Board Action from the May 3, 2017 Regular meeting and the May 15, 2017 Regular meeting
- \*c. School Board Minute from the Special meeting held April 3, 2017

**BOROUGH MANAGER'S REPORT**

Interim Borough Manager Rushmore's report was provided. In addition to the report, Lane provided a brief update to the Water Treatment situation and on the progress of the Solid Waste Facility Cleanup.

**BOROUGH CLERK'S FILE**

Clerk Lane's report was provided.

**MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS**

**10a** Reports by Assembly Members - None

**10b** City Boards and Committees Appointments

As there were no letters of interest received for the vacant seats on the Economic Development Committee and the Wrangell Convention and Visitors Bureau, the Mayor directed the Clerk to continue advertising.

**PERSONS TO BE HEARD**

***Marilyn Mork, 740 Evergreen Ave.,*** Spoke about the sale of Fireworks.

**Bernie Massin, 621 Wrangell Ave.,** Spoke on the Water Treatment plant issue; against water metering; should supplement what we have; well water around town had been tested and is of good quality; other options than spending a million dollars.

**UNFINISHED BUSINESS - None**

**NEW BUSINESS**

**13a** Approval of City Tidelands Annual Five-Year Reassessments

***M/S: Prysunka/Gilbert, moved to approve the five-year City Tidelands Reassessments, as presented. Motion approved unanimously by polled vote.***

**13b PROPOSED ORDINANCE No. 935:** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS OF AND ADDING NEW SECTIONS TO CHAPTER 15.04, WATER, OF THE WRANGELL MUNICIPAL CODE (*first reading*)

***M/S: Mitchell/Gilbert, moved to approve the first reading of Ordinance No. 935 and move to a second reading with a public hearing to be held on June 13, 2017.***

Decker suggested a change to section 15.04.050. By a show of hands, the Assembly agreed by unanimous consent.

Decker also requested that section 15.04.120 be changed so that the wording would be consistent.

Decker questioned the “approval of the Public Works Director” language in section 15.04.160; she questioned why it would require the additional approval if the application met the requirements that are stated in the chapter.

***Motion approved with Gilbert, Prysunka, Rooney, Decker, Powell, and Jack voting yes; Mitchell voted no.***

**13c PROPOSED ORDINANCE No. 936:** 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 (*first reading*)

***M/S: Prysunka/Gilbert, moved to approve the first reading of Ordinance No. 935 and move to a second reading with a public hearing to be held on June 13, 2017. Motion approved unanimously by polled vote.***

**ATTORNEY’S FILE – None**

**EXECUTIVE SESSION**

**15a** Borough Clerk’s Evaluation

***M/S: Decker/Prysunka, moved 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 the Borough Clerk's Evaluation. Motion approved unanimously by polled vote.***

Regular meeting recessed into Executive Session at 7:43 p.m.  
Regular meeting reconvened back into session at 8:16 p.m.

***M/S: Gilbert/Powell, moved to approve a 3% step increase for the Borough Clerk, based on her performance. Motion approved unanimously by polled vote.***

Regular Assembly Meeting adjourned at 8:17 p.m.

\_\_\_\_\_  
David L. Jack, Mayor

ATTEST: \_\_\_\_\_  
Kim Lane, MMC, Borough Clerk



**Minutes of Special Assembly Meeting  
Held June 8, 2017**

Mayor David Jack called the Special Assembly meeting to order at 6:00 p.m., June 8, 2017, in the Borough Assembly Chambers. Assembly Members Gilbert, Rooney and Prysunka were present. Assembly Members Decker, Mitchell and Powell were absent. Interim Borough Manager Carol Rushmore and Borough Clerk Kim Lane were also in attendance.

**CONFLICT OF INTEREST** – None

**PERSONS TO BE HEARD**

Testimony was heard from the following Union Members:

*Mark Armstrong, 611 Evergreen Avenue*  
*Lorne Cooke, 5.4 Mile Shoemaker Loop Road*

Borough Attorney, Bob Blasco provided a brief explanation to the Assembly and the Public of what was expected at this meeting.

Gilbert asked if the Assembly could get a copy of the Resolution that addressed the insurance and Wellness Program.

Clerk Lane left the meeting to make copies of the Resolution for the Assembly and the public.

The Union presented binders (presentation) for the Assembly.

Mayor Jack recessed the Special meeting at 6:35 p.m. so that the Borough Clerk could make copies of the presentation for Management.

Mayor Jack reconvened the Special meeting at 6:47 p.m.

**ITEMS OF BUSINESS**

**5a** Presentation of the International Brotherhood of Electrical Workers (IBEW) Union's presentation of the Union's last offer to the Borough for a new Collective Bargaining Agreement

*Serena Green, IBEW 1547 Attorney*, presented the Assembly and the Public the Unions last offer to the City.

Gilbert requested clarification to the Wage and Table changes.

Gilbert requested clarification to the \$2.50 increase in wages for each Union employee. Prysunka asked how there is a savings to the borough on having the employee pay the insurance premiums if the offer is requesting that the borough pay the union employee the premium cost; stated that she had stated that as a concession for the borough and that he saw that as a net wash, an accounting function.

Rooney asked what the bottom line impact was for a \$2.50 increase in wages.

Borough Finance Director Burgess replied that the three year cost to wages alone was \$360,550.00; cost of benefits which are tied to wages over three years would be \$154,881.00; with the caveat incorporates the new wage and grade table; vacation liability cost would increase \$9,035.00.

In response to Prysunka on if the Assembly could hear the City's side of the offer; Blasco replied that Management could only answer factual questions.

Prysunka asked if the Non-Union employees were tied with what the Union employees received; scales kept similar; questioned what the impact to all city employees would be if implemented for all employees.

Blasco stated that the Union's proposal did not affect the other employees.

Gilbert asked if there were two pay scales.

Burgess stated that yes; they only had the Union's pay scale and that they were somewhat different.

Rooney questioned the Resolution and the health reimbursement arrangement.

Blasco stated that on June 2<sup>nd</sup> the borough received notification that Premera was not going to offer a Wellness program to entities in Alaska.

In response to Rooney, Blasco stated that we would have to address the Resolution in the near future.

**5b Executive Session** – Discuss with the Borough Attorney, the Collective Bargaining Agreement between the City and Borough of Wrangell and the International Brotherhood of Electric Workers (IBEW)

***M/S: Prysunka/Rooney, moved that pursuant to AS 44.62.310 (c), (1), to recess into executive session to discuss matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the Borough, specifically: discussion and consideration of the proposal from the IBEW 1547 for a new Collective Bargaining Agreement. Motion approved unanimously by polled vote.***

Special meeting recessed into Executive Session at 7:21 p.m.  
Special meeting reconvened at 8:40 p.m.

***M/S: Prysunka/Rooney: moved to accept the "Health and Welfare" and "Wage Table Changes" from the IBEW proposal presented to the Borough Assembly tonight; and to reject the section titled "Wages" and request that IBEW and the Borough management return to negotiations regarding this section. Motion approved unanimously by polled vote.***

Special meeting adjourned at 8:41 p.m.

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David L. Jack, Mayor

ATTEST: \_\_\_\_\_  
Kim Lane, Borough Clerk

# Agenda Item 7

## CITY & BOROUGH OF WRANGELL

### BOROUGH ASSEMBLY AGENDA ITEM June 13, 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. School Board Minutes from the Regular meeting held April 24<sup>th</sup> and the Special meeting held May 3<sup>rd</sup>, 2017

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**PROCEEDINGS**

7a

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**MINUTES**  
**WRANGELL SCHOOL BOARD**  
**REGULAR MEETING**  
**April 24, 2017 6:30 PM**  
**Evergreen Elementary School Room 101**

School Board President Georgianna Buhler called the regular meeting of the Wrangell Public School Board to order at 6:34 P.M. on Monday, April 24, 2017.

CALL TO ORDER

A quorum was determined with the following school board members present: Georgianna Buhler, Susan Eagle, Tammy Groshong, Robert Rang and Aleisha Mollen. Also present was Superintendent Patrick Mayer and Recording Secretary Kimberly Powell.

DETERMINE QUORUM

The Pledge of Allegiance was recited, led by Aleisha Mollen.

PLEDGE OF ALLEGIANCE

Board President Georgianna Buhler introduced the new board member, Robert Rang and presented outgoing board member, Rinda Howell with a plaque recognizing her for twelve years of service on the Wrangell Public School Board.

PRESENTATION TO FORMER BOARD MEMBER RINDA HOWELL

High School Students Sophie O'Brien, Tasha Massin and Scythia McQueen shared a presentation from their trip to the Alaska Association of Students Government conference in Juneau. About 300 students were in attendance from 40 different schools. The girls shared activities and agenda items that they participated in. Placards were made to vote on resolutions and other action items. The Governor took time to address the student assembly. The group split up by Regions prior to General Assembly where they could discuss agenda items prior to taking action on them. The students also got a tour of the Capitol Building and the museum while in Juneau. The students and chaperones got to visit the glacier, UAS and the NOAA facility. The Students brought the theme of "The Inspiration of Change" back to Wrangell. They are encouraging other students to get involved and speak about their desires in order to make a change.

SECONDARY STUDENT PRESENTATION: AASG SPRING CONFERENCE

Aleisha Mollen told the other Board Members that she had the honor of chaperoning students to the Youth Advocacy Institute and Legislative Fly-In. Reyn Hutten introduced herself as a senior at Wrangell High School and said that she's headed off to Dartmouth University next year. Alex Angerman also introduced herself to the Board. She is also a senior and is going to Eastern Washington University. Makenna Hammer, another senior, is going to Fort Lewis in the fall. Each girl told the Board their favorite part about Wrangell Public Schools (all three centered around the CTE program). The girls shared a flyer with the Board Members and the audience that they shared with the Legislature. Alex Angerman spoke about HB52, which supported pre-K funding across the state. Makenna Hammer told the audience about HB102 that supports CTE and limited teacher certifications. Alex said Senator Begich suggested using the Performance Scholarship to fund pre-K education. They thanked the Board for supporting this amazing opportunity.

SECONDARY STUDENT PRESENTATION: AASB YOUTH ADVOCACY INSTITUTE/LEGISLATIVE FLY-IN

Reyn Hutten, Student Body President, wished the Board and Community a good evening. She welcomed Mr. Rang to the School Board and wished him a very Happy Birthday! She read the report she had submitted for the Board Packet.

STUDENT REPRESENTATIVE REPORT

Anne Luetkemeyer told the School Board members that she just returned from the Art Festival in Petersburg. Approximately 95 students from 13 schools attended. She will give a presentation at the Board Meeting next month.

GUESTS TO BE HEARD

Arlene Wilson read a letter into the minutes regarding the successes taking place at Evergreen Elementary School.

Dave Wilson said that he's speaking to the board as a concerned citizen. He gets involved with youth in the community. He's lived here for 16 years and has raised six children who have gone through the school system. His daughter is moving back and will be putting four of her children in our schools. Mr. Wilson said that society has changed and children are exposed to adult situations such as negative media, violence and bullying. Three and half years ago, we got a new principal who has made positive changes into the elementary school, teaching students how to cope in a stressful society. He is concerned that her contract is not on the agenda this evening.

In regard to the Graduation Requirements Diane O'Brien asked the Board to raise the bar, not lower it. She said we have an array of resources to help students achieve their potential. Mrs. O'Brien pointed out that an adjustment needs to be made in the High School Advisory Committee Minutes. Band is a priority to the Advisory Committee. She also said that she appreciates the written reports submitted by the Student Council each month.

**GUESTS TO BE HEARD**

The agenda was approved as presented by unanimous consent.

**APPROVAL OF AGENDA**

Motion to approve the items on the consent agenda as presented by Susan Eagle; seconded by Tammy Groshong. Poll vote: Aleisha Mollen: Yes; Robert Rang: Yes; Susan Eagle: Yes; Tammy Groshong: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

**ACCEPTED THE ITEMS ON THE CONSENT AGENDA**

- Approved the minutes of the March 13, 2017 Regular School Board Meeting
- Approved the minutes of the April 3, 2017 Special School Board Meeting
- Approved the 2017-2018 Non-tenured Teaching Contracts as presented
- Offered Mrs. Pam Roope a contract to fulfill the responsibilities of Business Manager during the 2017-2018 school year at the appropriate placement on the salary schedule
- Offered Mr. Fred Angerman a contract to fulfill the responsibilities of Maintenance Director during the 2017-2018 school year at the appropriate placement on the salary schedule
- Offered Mr. William Schwan a contract to fulfill the responsibilities of Secondary Principal during the 2017-2018 school year at the appropriate placement on the salary schedule
- Offered Mr. Mathew Gore a contract to fulfill the responsibilities of Technology Director during the 2017-2018 school year at the appropriate placement on the salary schedule
- Reviewed the following letters of resignation as informational items
  - o Stephanie Cartwright, Paraprofessional
  - o Erik Gile, Assistant Baseball Coach
  - o Wilma Lesile, Paraprofessional
  - o Ray Stokes, High School Head Boys' Basketball Coach

Reviewed correspondence as presented

**CORRESPONDENCE**

Information & Reports were accepted by unanimous consent.

**ACCEPTED INFORMATION & REPORTS**

Motion to recess into a Public Hearing to collect public input on the Fiscal Year 2018 School Operating Budget by Tammy Groshong, seconded by Aleisha Mollen. Poll vote: Robert Rang: Yes; Susan Eagle: Yes; Tammy Groshong: Yes; Aleisha Mollen: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

**RECESSED INTO A PUBLIC HEARING AT 7:24 PM**

Mrs. Buhler turned the floor over to Superintendent Mayer to talk about the changes that were made to the proposed budget. Mr. Mayer told the audience about the PER/TRS adjustment, the changes made to the insurance premiums and the changes to employee salary expenditures, which were made in this final budget draft.

Anne Luetkemeyer asked the School Board about the superintendent's contract and when it's up. She wanted to know if the public would have the opportunity to vote on the contract. Mrs. Buhler explained that the public does not vote on the Superintendent's contract. The School Board would take action on any changes to the contract during a public meeting.

Diane O'Brien asked if she understands correctly that the paraprofessionals are getting a pay increase. She said that this has been talked about for a while and she was glad to hear this. Mrs. O'Brien asked Mrs. Buhler if there would be continued efforts to make the budget clearer and easy to read. Mrs. Buhler responded in the affirmative.

Reconvened into regular session at 7:32 PM.

**RECONVENED INTO REGULAR SESSION AT 7:32 PM  
ADOPTED THE FISCAL YEAR 2018**

Motion to adopt the Fiscal Year 2018 School Operating Budget as presented for submittal to Wrangell Borough Assembly for their approval by Susan Eagle; seconded by Aleisha Mollen. Poll vote: Susan Eagle: Yes; Tammy Groshong: Yes; Aleisha Mollen: Yes; Robert Rang: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

Motion to adopt the 2017-2018 School Calendar as proposed by the administration of Wrangell Public Schools by Aleisha Mollen; seconded by Tammy Groshong. The School Board tabled the motion until May by unanimous consent.

**TABLED A MOTION TO ADOPT THE SCHOOL CALENDAR**

Board President Georgianna Buhler appointed the 2017-2018 Advisory Committee Members as presented.

**APPOINTED ADVISORY COMMITTEE MEMBERS**

Motion to adopt the Teacher Evaluation Tool as presented by Aleisha Mollen; seconded by Tammy Groshong. Poll vote: Aleisha Mollen: Yes; Robert Rang: Yes; Susan Eagle: Yes; Tammy Groshong: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

**ADOPTED THE TEACHER EVALUATION TOOL**

Motion to approve the application of and accept the Safe Children's Act Grant Award in the amount of \$1,772.00 by Tammy Groshong; seconded by Susan Eagle. Poll vote: Robert Rang: Yes; Susan Eagle: Yes; Tammy Groshong: Yes; Aleisha Mollen: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

**APPROVED THE APPLICATION OF AND ACCEPTED THE SAFE CHILDREN'S GRANT AWARD**

Motion to accept the Youth Risk Behavior Survey Grant Award in the amount of \$275.98 by Aleisha Mollen; seconded by Tammy Groshong. Poll vote: Susan Eagle: Yes; Tammy Groshong: Yes; Aleisha Mollen: Yes; Robert Rang: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

**ACCEPTED THE YOUTH RISK BEHAVIOR SURVEY GRANT AWARD**

Motion to accept the first reading of Board Policy #0510, School District Report Card to meet the requirements of the federal Every Student Succeeds Act by Susan Eagle; seconded by Aleisha Mollen. Poll vote: Tammy Groshong: Yes; Aleisha Mollen: Yes; Robert Rang: Yes; Susan Eagle: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

**ACCEPTED THE FIRST READING OF BOARD POLICY #0510, SCHOOL DISTRICT REPORT CARD**

Motion to accept the first reading of Board Policy #5112.5, Students Leaving School Premises as presented by Susan Eagle; seconded by Aleisha Mollen. Poll vote: Aleisha Mollen: No; Robert Rang: Yes; Susan Eagle: Yes; Tammy Groshong: No; Georgianna Buhler: No. Motion failed.

**REJECTED THE FIRST READING OF BOARD POLICY #5112.5, STUDENTS LEAVING SCHOOL PREMISES**

Motion to accept the first reading of Board Policy #5145.15, Student Family and Privacy Rights as presented by Aleisha Mollen, seconded by Tammy Groshong. Poll vote: Robert Rang: Yes; Susan Eagle: Yes; Tammy Groshong: Yes; Aleisha Mollen: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

**ACCEPTED THE FIRST READING OF BOARD POLICY #5145.15, STUDENT FAMILY AND PRIVACY RIGHTS AS PRESENTED**

Motion to accept the first reading of Board Policy #6153, Student-Sponsored Trips as presented by Susan Eagle; seconded by Robert Rang. Poll vote: Susan Eagle: Yes; Tammy Groshong: Yes; Aleisha Mollen: Yes; Robert Rang: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

**ACCEPTED THE FIRST READING OF BOARD POLICY #6153, STUDENT-SPONSORED TRIPS AS PRESENTED**

Motion to accept the second reading of Board Policy #3540, Transportation for inclusion in the policy manual by Tammy Groshong; seconded by Susan Eagle. Poll vote: Tammy Groshong: Yes; Aleisha Mollen: Yes; Robert Rang: Yes; Susan Eagle: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

**ACCEPTED THE SECOND READING OF BOARD POLICY 3540, TRANSPORTATION**

Motion to accept the second reading of Board Policy #4119.26, Employee Technology Usage for inclusion in the policy manual by Aleisha Mollen; seconded by Tammy Groshong. Poll vote: Aleisha Mollen: Yes; Robert Rang: Yes; Susan Eagle: Yes; Tammy Groshong: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

**ACCEPTED THE SECOND READING OF BOARD POLICY 4119.26, EMPLOYEE TECHNOLOGY USAGE**

Motion to accept the second reading of Board Policy #5141.41, Sexual Abuse, Sexual Assault and Dating Violence Awareness and Prevention for inclusion in the policy manual by Tammy Groshong, seconded by Susan Eagle. Poll vote: Robert Rang: Yes; Susan Eagle: Yes; Tammy Groshong: Yes; Aleisha Mollen: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

**ACCEPTED THE SECOND READING OF BOARD POLICY 5141.41, SEXUAL ABUSE, SEXUAL ASSAULT AND DATING VIOLENCE AWARENESS**

Motion to accept the second reading of Board Policy #6141.2, Religious Beliefs and Customs for inclusion in the policy manual by Susan Eagle; seconded by Aleisha Mollen. Poll vote: Susan Eagle: Yes; Tammy Groshong: Yes; Aleisha Mollen: Yes; Robert Rang: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

**ACCEPTED THE SECOND READING OF BOARD POLICY 6141.2, RELIGIOUS BELIEFS AND CUSTOMS**

School Board Members reviewed Board Policy #3100, Budget.

**REVIEWED BOARD POLICY #3100, BUDGET**

Reviewed the upcoming dates and meeting announcements.

**REVIEWED DATES & MTG ANNOUNCEMENTS**

Motion to recess into Executive Session to discuss matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the district, more specifically, Negotiations with Wrangell Teachers' Association by Susan Eagle; seconded by Tammy Groshong. Poll vote: Tammy Groshong: Yes; Aleisha Mollen: Yes; Robert Rang: Yes; Susan Eagle: Yes; Georgianna Buhler: Yes. Motion approved unanimously. Board President Buhler invited Superintendent Mayer into part of the Executive Session

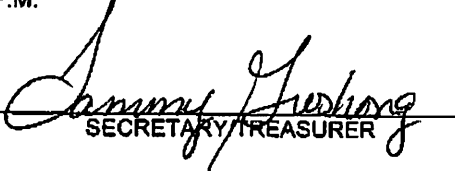
RECESSED INTO  
EXECUTIVE SESSION AT  
8:22 PM

Reconvened into Regular Session at 8:55 PM with no further action taken.

RECONVENED INTO REGULAR  
SESSION

Meeting Adjourned at 8:56 P.M.

ADJOURNED AT 8:56 P.M.

  
SECRETARY/TREASURER



April 24, 2017

Dear School Board Members, Administration,  
Teachers, Parents, and Community Members,

I have been a teacher for 35 years and have taught in elementary schools with over 1000 students to schools with as small as 12 students. There are certain characteristics which make a great school. I would like to share with you what makes Evergreen Elementary a great school today. In the past three and a half years, many changes have taken place:



1. **The school has become a family.** There is an air of connectedness that visitors can sense immediately. I'd describe it as "a community of caring." Teachers and parents feel that our school leader is accessible, and students feel at home in our school and know the principal cares about them. Teamwork is apparent, and just as teachers maintain a family atmosphere in a classroom, our principal has established that same feeling in our school as a whole. Every Friday morning the school gathers to discuss character building traits and qualities which make us better individuals, students, friends, and community contributors. We celebrate accomplishments, show school spirit and pride, and invite parents and community members to join us. Work is fun for everyone in the building.
2. **Teachers are treated as professionals.** We are able to use our knowledge and talents and "teach" without being micro-managed! Our principal guides the staff in the best interest of the student learning. Teachers are given respect and flexibility to provide instruction that is meaningful for the students in of their classrooms. Our administrator was a teacher first, and she hasn't forgotten where she's been! She understands the demands of a teacher! Most of all, she listens to the teachers, their desires, needs, concerns, challenges, and opinions. She seeks our input and respects our thoughts.
3. **In the past three years, our school has become data-driven,** allowing us to see a "big picture" of instructional needs. Through professional development, teachers have been given opportunities to share best practices with each other and also take opportunities to delve further into individual teaching methods. We have been encouraged by our principal to use data with individual students in our classrooms as we plan lessons that promote student growth. Goal setting has become the norm rather than the exception. An academic culture is growing strong and celebrated the past three years at our school.
4. **Reaching out to families** and making an effort to include them in the community of our school has been a focus in the elementary school. Families are called and invited to celebrations and student honors and recognitions. There are other various opportunities for parents, including our Parent Advisory Committee, open house nights, school announcements sent home with the students, Evergreen Elementary Eagles Newsletter, and frequent communication via phone calls/messages, emails, and most importantly, the one to one visits with parents.
5. **Our principal has great reservoirs of energy!** She is at school early in the morning and late at night. She greets the students every morning as they enter the building. She

covers playground duty or crosswalk if needed. She spends her days working with teachers on instruction, dealing with student discipline, and communicating with parents and others in the community. She spends countless hours ensuring that her teachers are equipped to be leaders in the classroom by making sure resources and materials are available. She is not only at our school events, but the middle school and high school events, including sports events, band concerts, fundraisers, and even provides housing for students traveling from other communities. On her "off time," she is reading educational research in an effort to find strategies that will enable her teachers to make a difference in their classrooms.

6. **Our principal promotes school spirit**, whether it is Friday Morning Meetings, or calling each student by his/her first name as she says hello to them in the hallway or visits with them in the lunchroom, breezeway, playground, or in the classroom. Our school has become a happy and safe place to be. Kids have smiles on their faces and actually want to come to school! Teachers and students know they are valued! This was not always the case years ago! There is a pride in our school now. Kids are more positive and self-confident. There is greater respect, personal responsibility, trust, kindness, honesty, and caring taking place in students and staff than ever before.

In summary, Evergreen Elementary has changed dramatically in the past three and a half years, due to the facilitation of a strong principal who has unified both teachers and students and created an academic culture and a caring school community. These are the factors which make our children successful learners and community contributors, not for just this year, but for a lifetime!

Sincerely,

**PROCEEDINGS**

**MINUTES  
WRANGELL SCHOOL BOARD  
SPECIAL MEETING**

**May 3, 2017; 6:30 PM  
Evergreen Elementary School Room 101-Intermediate**

President Georgianna Buhler called the Special meeting of the Wrangell Public School Board to order at 6:30 PM on Monday, May 3, 2017.

**CALL TO ORDER**

A quorum was determined with the following school board members present: Georgianna Buhler, Susan Eagle, Tammy Groshong and Robert Rang. Aleisha Mollen was absent. Also present was Superintendent Patrick Mayer and Recording Secretary Kimberly Powell.

**DETERMINE QUORUM**

Motion to remove from the table the motion to adopt the 2017-2018 school calendar as proposed by the administration by Susan Eagle; seconded by Tammy Groshong. Motion approved by unanimous consent.


**REMOVED THE MOTION TO ADOPT THE 2017-2018 SCHOOL CALENDAR FROM THE TABLE**

Motion to adopt the 2017-2018 School Calendar as proposed by the administration of Wrangell Public Schools by Aleisha Mollen; seconded by Tammy Groshong. Poll vote: Robert Rang: Yes; Susan Eagle: Yes; Tammy Groshong: Yes; Georgianna Buhler: Yes. Motion approved.

**ADOPTED THE 2017-2018 SCHOOL CALENDAR**

Meeting Adjourned at 6:39 P.M.

**ADJOURNED AT 6:39 P.M.**

  
SECRETARY/TREASURER

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

**FROM: Staff**

**RE: BOROUGH MANAGER'S REPORT  
Public Works and Capital Projects Update**

**DATED: June 9, 2017**

**Wrangell Dock Lighting - City Dock Improvements**

Buness Electric continues the construction work for the City Dock Lighting and Electrical project. They remain scheduled for Substantial Completion by June 30, 2016.

**Shoemaker Bay Harbor Float Design**

CBW staff, with Port Commission concurrence, requested that PND Engineers provide an analysis to modify the existing double-gangway configuration to a future, single-gangway layout. Based on PND's analysis for the Single Gangway, and with the understanding that the single gangway does not pose a code violation, we have asked PND to proceed with a redesign as follows:

- The redesign will include design for the all-new, single gangway configuration, including a new concrete abutment, which would be fairly centered along the head float. It would also include the removal and salvage of the old gangways.
- The redesign will include the design of the twelve new units of 3' x20' finger floats, which will be identified as an additive alternate and designed such that if funds were not adequate to include them in this construction project, they could be installed at a later date.
- The redesign will include an additive alternate for the removal of the two existing approach dock structures.

**Evergreen Avenue Reconstruction**

ADOT has reported that four ROW acquisition offers are still outstanding. Residents have been out of town or away for medical and the final negotiations and paperwork is requiring additional time. Additionally, their final design documents are delayed based on certain changes related to the ROW acquisition negotiations. DOT's project manager and design engineer on this project have recently changed. CBW staff continues to be in touch with DOT staff and offer assistance where we can.

The following announcement, issued by DOT on June 8, 2017, has potential to further delay the Evergreen Avenue project:

*DOT ANNOUNCEMENT, FOR IMMEDIATE RELEASE: June 8, 2017*

*Potential Government Shutdown Effects on ADOT&PF Services*

*(JUNEAU, Alaska) – Alaska Department of Transportation and Public Facilities (ADOT&PF)*

*Commissioner Marc Luiken announced today that ADOT&PF is working with the Department of Law (DOL) to analyze the potential effects of a government shutdown.*

*Included in the programs and services which are potentially at risk of being shut down, delayed or interrupted if the legislature fails to pass a fully funded budget before July 1 is:*

*Planning and Design: ADOT&PF planning section is responsible for identifying and designing future road, airport and ferry facility projects. Without continued design work, millions of future federal funding could be at risk. Approximately 55 percent of planning and design functions are contracted out to private companies across Alaska. Without staff this work could not continue.*

### **SEARHC Clinic Access Road Paving**

SEARHC continues to plan for the paving of their medical clinic parking lot, under which project they will list the paving of the hospital-owned access road, leading from Wood Street to SEARHC's Wrangell Medical Clinic, as an additive alternate bid item.

Following CBW review and approval to accept SEARHJC's offer to pave this portion of the hospital property's roadway, CBW staff is developing a cooperative agreement between the parties and the work will be coordinated with CBW staff throughout design and construction on CBW property.

### **Ozone Generators**

Both of the new ozone generators were installed this week and are now in operation. The SCADA contractor will arrive in Wrangell toward the end of this month to complete the associated control work.

### **Water Treatment Plant Roughing Filter Modification Design**

On May 26th, CRW Engineers submitted to ADEC, on behalf of the City and Borough of Wrangell, the Wrangell Roughing Filter Improvements project, plans, and technical specifications for review and Approval to Construct. ADEC acknowledged receipt of the plan review submittal and indicated that they would contact us upon conducting their review. A call to DEC's engineering coordinator indicates that our project has been assigned to one of their review staff; however, they could not at this time anticipate a review completion date. We will contact them again next week for an update.

As part of the engineering work, and following the final design, as submitted to ADEC, CRW Engineers have completed the final construction cost estimate for the roughing filter modifications project. The cost estimate received is in the amount of \$253,000, which represents an increase of \$73,000 to the preliminary cost estimate. This increase is due to the following:

- A 12" thick concrete floor was added to the existing roughing filter basin floor, in order to elevate the equipment and create a sump within the basin.
- A ladder for accessing the basin was added.
- The costs for electrical and controls are more substantial than originally estimated.
- Demolition costs were added.
- An additional backpressure valve was added.

Staff will be requesting an increase in the capital request of the water department's budget for FY18 based on this increased cost estimate for this ongoing project.

The particle count sample report was expected to be complete by May 31st; however, as of the date of this writing, CBW staff and CRW Engineers still await the report. The lab indicates that with the influx of tests with related short hold times (meaning they must be tested within a certain number of hours/days from sampling), the priorities change daily. The lab anticipates Wrangell's particle count report to be complete by the end of this week.

### **Upper Reservoir Bypass Line**

Shannon & Wilson are reviewing their work schedule and staffing levels to determine their ability to provide engineering design services for this project. Meanwhile staff is drafting a scope of work in preparation for requesting a fee proposal from Shannon & Wilson. Shannon & Wilson is the engineering firm who has performed Wrangell's dam inspections and who performed the 2003 observations of the condition of the upper reservoir's dam assessment and at that time proposed options for designing the reservoir tap for the bypass line. If Shannon & Wilson is unable to commit to our proposed time frame for the design period, staff will move forward with a competitive RFP seeking engineering services.

### **Scrap Metal Collection – Reduced Hours of Operation at Transfer Station**

The CBW has entered into an agreement with Channel Construction for the removal and disposal of the municipal stockpile of scrap metal, which is located at the solid waste transfer station (aka the dump). Channel Construction is scheduled to arrive June 19<sup>th</sup> to begin the clearing of the metal from the site.

In order to facilitate this scrap metal removal project, the transfer station will have reduced facility hours for the public during June 19 – 24 as follows:

Tuesday, June 20	2:00 – 4:00 p.m.
Wednesday, June 21	2:00 – 4:00 p.m.
Thursday, June 22	2:00 – 4:00 p.m.
Friday, June 23	2:00 – 4:00 p.m.
Saturday, June 24	2:00 – 4:00 p.m.

We understand that this closure may inconvenience the public; however, it is necessary for the safety and wellbeing of the public and the staff members of Channel Construction and the CBW. Public announcements regarding the facility's reduced hours of operation have been issued to the public. Staff will spoke with those regular, heavy users of the facility, i.e. businesses who utilize the facility almost daily, to ensure they are aware of the change in operating hours that week.

Channel Construction will be using the Ports and Harbors' barge landing on Campbell Drive, and we will be issuing notices to the public regarding the large trucks that will be moving through downtown.

Staff understands that Channel Construction is working with other local parties for the removal of additional scrap metal material throughout Wrangell (i.e. 6-mile mill site, Pat's LTF shoreline, Eilertsen residential property at 12 mile). Staff has contacted local contractors to let them know of Channel Construction's schedule, in an attempt to encourage disposal of any of their scrap metal items during this collection period.

### **Emergency Vehicle Tires**

During the Assembly meeting held on May 30th, the Assembly asked about the age of tires for the emergency vehicles and their replacement schedule. Historically speaking, Wrangell's practice for tire replacement has been to provide regular inspection and replace as necessary for the safety of the driver/passenger and for other life and safety concerns.

In April, spurred by a variety of fire truck accidents in the lower 48, deemed to have been caused by tire failure, the Fire Department provided a list of their equipment's tires and age. The new tire replacement standard is listed as at least every 7 years or more frequently when the tread wear exceeds standards as determined by measuring tread depth. Most of the Fire Department's tires are beyond the 7 year mark. The Garage staff are currently reviewing all tires for Fire Department vehicles and will schedule replacement as necessary. We are also reviewing replacements on a rotational basis, so that the replacements are staggered and are not all necessarily scheduled for replacement in the same year.



## Wrangell Water Plant Status: June 7, 2017

- Raw Water Reservoir Levels:
  - Upper reservoir, for the past week, has maintained a level of two feet below being full.
  - Lower reservoir is currently full and overflowing.
- Treated Storage Tank Levels: Both tanks are full.
- Water Production (Reported as a Daily Average in Gallons):
  - 930,000 April's monthly average
  - 900,286 gallons - Week of May 1<sup>st</sup>
  - 918,000 gallons - Week of May 8<sup>th</sup>
  - 797,714 gallons - Week of May 15<sup>th</sup>
  - 889,286 gallons - Week of May 22<sup>nd</sup>
  - 558,428 gallons - Week of May 29<sup>th</sup> Contributing to this lower water production (lower than the previous week) is that fact that there was little sand filter maintenance performed, hence the saving of water that is discarded each time filters are emptied for cleaning.  
  
*(Production levels are directly related to community consumption and filter maintenance, i.e. the higher the flow to town, the more often filter maintenance has to occur.)*
- Water Flows:

Last week the high and low pressure water line flows were averaging: HP = 525, LP = 165.
- Roughing Filter Maintenance:
  - Both basins were cleaned last week.
- Slow Sand Filter Maintenance:
  - Crab season begins June 15<sup>th</sup>, followed within a few days by seine net season. In speaking with both major processors, they will both be starting up processing soon, Sea Level on June 16<sup>th</sup> and Trident on June 24<sup>th</sup>. At these times, we will see considerable increase in water demand, and we will want to start with as much production capability as possible.



- We plan to push the sand filter cleaning aggressively with the plunging as much as we can without violating our turbidity requirements over the course of the next week. At a point soon, we will have to resume filter maintenance as before, using the ATV. If, with the plunging method, we have achieved sand cleaning to the level that leaves us performing filter maintenance only a couple of filters a week, we should be able to manage this schedule while incorporating plunging on a lessor routine schedule as needed.
- Roughing Filter Modifications Design:
  - On May 26<sup>th</sup>, CRW Engineers submitted to ADEC, on behalf of the City and Borough of Wrangell, the Wrangell Roughing Filter Improvements project, plans, and technical specifications for review and Approval to Construct. ADEC acknowledged receipt of the plan review submittal and indicated that they would contact us upon conducting their review.
  - As part of the engineering work, and following the final design, as submitted to ADEC, CRW Engineers have completed the final construction cost estimate for the roughing filter modifications project. The cost estimate received is in the amount of \$253,000, which represents an increase of \$73,000 to the preliminary cost estimate. This increase is due to the following:
    - A 12" thick concrete floor was added to the existing roughing filter basin floor, in order to elevate the equipment and create a sump within the basin.
    - A ladder for accessing the basin was added.
    - The costs for electrical and controls are more substantial than originally estimated.
    - Demolition costs were added.
    - An additional backpressure valve was added.
  - Staff will be requesting an increase in the capital request of the water department's budget for FY18 based on this increased cost estimate for this ongoing project.
  - The particle count sample report was expected to be complete by May 31st; however, as of the date of this writing, CBW staff and CRW Engineers still await the report. The lab indicates that with the influx of tests with related short hold times (meaning they must be tested within a certain number of hours/days from sampling), the priorities change daily. The lab anticipates Wrangell's particle count report to be complete by the end of this week.
- Ozone Generators:
  - Last week staff spent much of their time on the installation prep for one of the new ozone generators for the purpose of being ready for the arrival of the technician this week. We have one new generator, wired and ready. Once the first generator is up and running, we will shut down the other generator and remove and replace it with the second new generator.

# Agenda Item 9

## CITY & BOROUGH OF WRANGELL

### BOROUGH ASSEMBLY AGENDA ITEM

### CLERK'S REPORT June 13, 2017

Mark Your Calendar:

- 6/13 Public Hearing & Regular Assembly Mtg. scheduled for 7pm in the Assembly Chambers
- 6/21 WMC Board Mtg. scheduled at 5:30pm at the Nolan Center
- 6/27 Regular Assembly Mtg. scheduled for 7pm in the Assembly Chambers
- 6/29 P&Z Mtg. was rescheduled from 6/8 and will take place at 7pm in the Assembly Chambers

6/20-21 SEAPA Board Mtg. to be held in Wrangell, with times TBD

# Some Parliamentary Stuff according to Roberts Rules!!

1. Can the members of the Assembly remove verbiage from the minutes?

Yes, they can be offer a correction to the minutes up for approval, with the consent of the Assembly and I would then state in the minutes that they were "approved as corrected". If the minutes have already been approved, a motion can be offered to "amend something previously adopted". That would (of course) take a roll call vote.

2. When the vote is being taken, the members voting against the proposal state their reasons "for the record." Should the explanations be included in the minutes?

No. Members have no right to debate during the vote. RONR 408

3. If there is no motion offered for an action item, what happens to the item?

A notation should be made in the minutes that the item was not considered; it comes back to the next meeting as unfinished business. RONR 358 - 371

4. An action item receives a 6 yes and 1 no vote, the member who voted no wants to change his vote, can he do that? If so, how?

Usually he has until the result is announced to change; otherwise it can be changed by unanimous consent of the assembly. RONR 48 and 408

RONR (Robert's Rules of Order)

Upcoming vacancies that will appear on the Ballot on  
October 3, 2017

Assembly: Two – (3 year terms) (Mitchell & Prysunka)

**Port Commission: One – (3 year term) (Moorhead)**

School Board: One – (3 year term) (Eagle)

**School Board: One - (2 year unexpired term) (Rang)**

Hospital Board: Two – (4 year terms) (Massin & Henson)

**Hospital Board: One - (2 year unexpired terms) (Conine)**

**REGULAR ELECTION CALENDAR FOR**  
**OCTOBER 3, 2017**

<u>Date</u>	<u>Task to be completed</u>
___ June 27	Introduce and Ballot Propositions in the form of an <b><u>Ordinance</u></b> or Resolution ( <b><u>Approve First Reading</u></b> or Adoption) – If any
___ July 14	<b><u>Publish Declaration of Candidacy Notice</u></b> - <i>Declaration dates: 8/1-8/31/16 as per WMC 2.16.010</i>
___	Select and contact three (3) Election Workers
___ July 21	<b><u>Publish Notice to City Voters</u></b> – Qualifications
___	Write letters to those whose terms expire, i.e. Assembly, Port Commission, WMC Board, and School Board
___ July 25	Hold Public Hearing for any Ballot Propositions (Approve Second Reading) – If any
___ Aug 1	<b>Declaration of Candidacy Filing Begins</b>
___	Write letters to those whose terms expire on the City Boards and Commissions
___ <b>Aug 18</b>	<b><u>Publish Public Notice for Absentee Voting</u></b>
___	<b><u>Publish Public Notice of Regular Election/ Ballot Proposition(s) up until Election Day</u></b>
___ Aug 25	<b><u>Publish Public Notice:</u></b> City Boards and Commissions
___	<b><u>Prepare &amp; Publish:</u></b> Write-in notice
___	<b>Prepare and send Official Ballot, Sample Ballot, and Election Setup Paperwork to Dominion Voting.</b>
___ Aug 31	<b><u>Last Day</u></b> to file Declaration of Candidacy
___ Sept 1	<b><u>Notify KSTK to</u></b> announce my phone number for registering to vote <b><u>deadline is Sept 3<sup>rd</sup>, 2017</u></b>
___	Send letter to Nolan Center confirming use of precinct

- \_\_\_ Send letters to Election workers regarding election workshop date (if needed)
- \_\_\_ Sept 4 Labor Day – City Hall Closed
- \_\_\_ Sept 12 At Assy. Mtg., **adopt Resolution** designating Canvass Board (Jack, Rooney, Powell, Decker or Gilbert)
- \_\_\_ At Assy. Mtg., **approve Special Meeting** to Certify Election for Oct. 9<sup>th</sup> @ noon!
- \_\_\_ **Receipt of memory cards (2) from Dominion Voting**
- \_\_\_ **Possession of sample, test, and official ballots. Test ballots first before using!!**
- \_\_\_ Sept 8 **Publish Sample Ballot** in newspaper and other conspicuous places.
- \_\_\_ Prepare Absentee voting by fax register, and all other absentee voting in person materials
- \_\_\_ **Sept 18 First Day to Absentee Vote in Person, by mail, or by fax (mail out any by-mail ballots to voters)**
- \_\_\_ Send memo to Public Works to deliver election equipment to Nolan Center
- \_\_\_ Sept 15 **Publish Public Notice for Canvass Board**
- \_\_\_ Sept 22 **Publish Public Notice for Special Meeting** to be held on Oct. 12<sup>th</sup> @ noon pm to Certify Election.
- \_\_\_ Sept 29 Train Election Workers @ 1:00 pm (if needed)
- \_\_\_ Last Day to file for Write-Ins ((Send notification to Mayor & Assy & media of who (if any) filed))
- \_\_\_ Oct 2 Last Day to Absentee Vote in Person
- \_\_\_ **Oct 3 ELECTION DAY 8:00 AM TO 8:00 PM at Nolan Center**
- \_\_\_ Oct 4 Send Absentee/Questioned Voters Ballot Review to Division of Elections. Follow-up with confirmation and to let them know that the review sheet needs to be returned prior to the meeting of the Canvass Board on 10/6/2016.

- \_\_\_ Oct 5            **Canvass Board meets** and tallies absentee, questioned, and possible challenged ballots in council chambers (1:00 pm)
- \_\_\_ Oct 9            **Certify Election results and Administer Oath of Office** at **12:00 pm** at Special Assembly meeting.
- \_\_\_ Oct 10          Send letters to those voters whose ballots were not counted.

# Agenda Items 10 a - b

## CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY  
AGENDA ITEM  
June 13, 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 vacancies on the EDC and the WCVB

#### Vacancies:

- One vacancy **Economic Development Committee** (Oct 2019)
- One vacancy **Wrangell Convention & Visitors Bureau** (Oct 2018)

### 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 12a

## CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY  
AGENDA ITEM  
June 13, 2017**

**INFORMATION:**

**PROPOSED ORDINANCE No. 935:** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS AND ADDING NEW SECTIONS TO CHAPTER 15.04, WATER, OF THE WRANGELL MUNICIPAL CODE  
*(second reading)*

Attachments:

1. **PROPOSED ORDINANCE No. 935**

**RECOMMENDED ACTION:**

Move to adopt Ordinance No. 935, as presented.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE No. 935

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS OF AND ADDING NEW SECTIONS TO CHAPTER 15.04, WATER, OF THE WRANGELL MUNICIPAL CODE

BE IT ORDAINED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA:

[The changes to the existing code are shown as follows: the words that are underlined are to be added and the words that are **[bolded and in brackets are to be deleted.]**

SEC. 1. Action. The purpose of this ordinance is to amend certain sections of, and add new sections to, Chapter 15.04, Water, of the Wrangell Municipal Code.

SEC. 2. Amendment of Sections. The list of sections in Chapter 15.04, Water, of the Wrangell Municipal Code is amended to read:

Sections:

- 15.04.010 Supply terms generally.
- 15.04.015 Connection to borough water supply required.
- 15.04.020 Water quality.
- 15.04.030 Borough property.
- 15.04.040 Special contracts.
- 15.04.050 Resale of water.
- 15.04.060 Service preference.
- 15.04.070 Application for service.
- 15.04.080 Credit establishment.
- 15.04.090 Deposits – Terms.
- 15.04.100 Deposits – Forfeiture.
- 15.04.110 Ownership and maintenance.
- 15.04.120 Service connection charge.
- 15.04.130 Size of service pipe – Changes.
- 15.04.140 Length of service pipe.
- 15.04.150 Joint service connections.
- 15.04.160 Number of service connections on premises.
- 15.04.165 Cross Connections.

- 15.04.170 Standby fire protection service – Connections.
- 15.04.180 Standby fire protection service – Charges.
- 15.04.190 Standby fire protection service – Violations of regulations.
- 15.04.200 Other fire protection services.
- 15.04.205 Meters – Where required.
- 15.04.208 Meter deposit required.
- 15.04.210 Meters – Damage prevention.
- 15.04.220 Meters – Control valve and stop.
- 15.04.230 Meters – Ownership and maintenance.
- 15.04.240 Meters – Installation.
- 15.04.245 Meters – Submeters.
- 15.04.250 Meters – Size and type.
- 15.04.260 Meters – Location.
- 15.04.270 Meters – Joint use services.
- 15.04.280 Meters – Changes in size or location.
- 15.04.290 Water rates – Publication.
- 15.04.300 Notices to customer.
- 15.04.310 Notices from customer.
- 15.04.320 Meter readings.
- 15.04.330 Flat rates.
- 15.04.340 Billing period.
- 15.04.350 Bills – Proration of certain.
- 15.04.360 Bills – Separate required – Exception.
- 15.04.363 Bills – Adjustments – Refunds.
- 15.04.370 Bills – Disputes.
- 15.04.380 Bills – Payment by due date.
- 15.04.390 Bills – Delinquency notices.
- 15.04.400 Bills – Turnoff notice for delinquencies.
- 15.04.410 Service turnoff for delinquent accounts – Method.
- 15.04.420 Service turnoff for delinquent accounts – Charges.
- 15.04.430 Installment payments for delinquent accounts.
- 15.04.440 Meter accuracy – Generally.
- 15.04.450 Meter accuracy – Testing upon customer request.
- 15.04.460 Meter accuracy – Testing upon borough request.
- 15.04.470 Meter accuracy – Bill adjustment for inaccuracies.
- 15.04.480 Meter accuracy – Bills for nonregistering meters.
- 15.04.490 Discontinuance of service – Upon customer request.
- 15.04.495 *Repealed.*
- 15.04.500 Discontinuance of service – For nonpayment of bills.
- 15.04.510 Discontinuance of service – For water waste.

- 15.04.520 Discontinuance of service – For detrimental service.
- 15.04.530 Discontinuance of service – For fraud or abuse.
- 15.04.540 Discontinuance of service – For noncompliance with regulations.
- 15.04.545 Turn-on and turn-off fee.
- 15.04.550 Unauthorized turning on or off of service.
- 15.04.560 *Repealed.*
- 15.04.570 Unusual water demands.
- 15.04.580 Access to premises for inspections.
- 15.04.590 Nonliability of borough for damages – Customer responsibilities.
- 15.04.600 Equipment remains borough property – Access.
- 15.04.610 Customer responsibility for damage to borough equipment.
- 15.04.620 Fire hydrant restrictions.
- 15.04.630 Service connection charges.
- 15.04.640 Monthly water rates.
- 15.04.650 Water Shortage Management Plan.
- 15.04.660 Penalty for violation.

SEC. 3. Amendment of Sections. Sections 15.04.010, 050, 060, 070, 080, 090, 110, 120, 130, 140, and 160 of Chapter 15.04 the Wrangell Municipal Code are amended to read:

**15.04.010 Supply terms generally.**

A. The borough will exercise reasonable diligence and care to deliver a continuous and sufficient supply of water to the customer at a proper pressure and to avoid any shortage or interruption in delivery.

B. The borough will serve water at the pressure available and will reduce the pressure where necessary to protect the piping and, within reasonable limits, as satisfactory to the customer. Where pumping is required to serve a customer at too high an elevation to be served by gravity, the borough may, at its option, require the customer to provide a suitable pump as a condition of service. The installation shall be subject to approval by the **[water superintendent]**Public Works Director.

**15.04.050 Resale of water.**

Resale of water ~~to cruise ships~~ shall only be permitted under special contract, in writing, between the assembly and the person or party selling the water.

**Comment [K1]:** Removed by consensus of the Assembly on 5-30-17

**15.04.060 Service preference.**

In case of shortage of supply, the borough reserves the right to give preference in the matter of furnishing service to customers and interests of the borough from the standpoint of public health, safety, convenience or necessity. Water service to persons or entities not connected to the water utility shall be subject to the prior and superior rights of the customers connected to the water system. **[Water service to users outside the borough boundaries shall, at all times, be subject to the prior and superior rights of the customers within the borough.]**

#### **15.04.070 Application for service.**

Each applicant for water service shall sign an application form provided by the borough giving date of application, location of premises, whether they have been served before, the date on which applicant desires to have service begin, the purpose for which service is to be used, the address for mailing or delivery of bills, the applicant's address (owner, tenant, or agent), the class and size of service, and such other information as the borough may reasonably require. In signing the application, the customer agrees to abide by the borough code. The application is merely a written request for service and does not bind the borough to serve.

The borough may refuse to install new services between October 15th and April 1st due to frozen ground or "spring thaw" conditions that would adversely affect borough utilities and/or rights-of-way.

The borough may refuse to install new services where municipal water mains do not already exist.

#### **15.04.080 [Credit establishment] Deposit Required.**

All customers requesting new water service shall be required to establish an account with the borough and make a deposit before service is rendered in the amount of \$25.

The deposit on the customer's account will be refunded, less any amount due the borough for service, when the water service is discontinued.

**[A. At the time application for service is made, the applicant shall establish his credit with the borough.**

**B. The credit of the applicant will be deemed established as follows:**

- 1. If the applicant makes a cash deposit with the borough to secure payment of bills for service; the deposit shall be a sum equal to the estimated bill for two billing periods but not less than \$10.00;**
- 2. If the applicant has promptly paid all accounts due the borough for a period of 12 consecutive billing periods;**
- 3. If the applicant can otherwise convince the borough that all bills will be paid when due.]**

**15.04.090 Deposits – Terms.**

At the time the deposit is given to the borough, the applicant will be given a receipt for the same. The deposit is not to be considered as a payment on account. The deposit will be returned to the customer, less any amount due the borough for service, when service to the customer is discontinued. The borough may, at its option, return the deposit without application, provided all bills have been paid promptly for twelve (12) consecutive billing periods.

...

**15.04.110 Ownership of System and Equipment – Service and maintenance.**

The borough shall own, install, and maintain all **[services]** water distribution services and installations; and maintenance and connections shall only be performed by authorized employees or agents of the borough. The customer shall own, install, and maintain the customer service line.

**15.04.120 Service connection charge.**

A. At the time the applicant files for any service where no service previously existed, or if the applicant is filing for a change in service size or location, [he] the applicant shall submit with [his] their application [the service connection charge.] a deposit in an amount, as estimated by the Public Works Director, to cover the direct costs for installation from the water distribution main to the property line, including a new service connection charge, as determined by the borough in the current published water rate schedule.

Comment [K2]: Made minor corrections to make paragraph more consistent

The deposit must be made before a connection is made. Any additional cost over the estimated amount shall be billed to the property owner and any excess from the estimated amount shall be returned to the property owner.

A. The property owner is responsible for all costs for installation of a new service line or fire line from the water main to the property line.

B. Only the Public Works Department personnel or its agents shall perform the installation of a new service line from the water distribution main to the property line. Installation of a new service line from the property line to the property owner's structure shall be performed by the property owner or the property owner's private contractor.

C. All water installations shall be made according to the Uniform Plumbing Code as adopted by the borough in Chapter 18.08 Plumbing Code of this code, and the property owner shall obtain a permit from the borough's building official, prior to installation.

D. Upon completion of the new service line from the water distribution main to the property line, the Public Works Department or its agents shall make the connection to the property owner's service line at the property line.

**15.04.130 Size of service pipe – Changes.**

A. The borough will furnish and install a service of such size and at such locations as the applicant requests, provided such requests are reasonable and that the minimum size of service pipe shall be three-quarters of an inch. The borough may refuse to install a service line which is undersized or oversized.

B. Permanent changes in the size of the service line requested by the customer shall be paid by the customer, based on the actual cost of labor, materials and equipment for installation, plus fifteen percent (15%) overhead for making the change.

**15.04.140 Length of service pipe.**

A. Where the water distribution main is in a public right-of-way, the service valve [meter] will be placed at the right-of-way line nearest the property to be served **[for the standard connection fee, provided the length of service does not exceed the width of the right-of-way.]**

B. Where the main is on an easement or publicly owned property other than designated rights-of-way, the service valve shall be installed to the boundary of the easement or public property nearest the property to be served [by the borough, provided the length of service does not exceed 30 feet].

**[C. If, in either case cited in subsection (A) or (B) of this section, the length of service line to the meter location exceeds the maximum stated, the applicant shall pay the extra cost of the line on the basis of actual cost to the borough for labor, materials and equipment rental, plus fifteen percent (15%).]**

...

**15.04.160 Number of service connections on premises.**

The owner of a single parcel of property may apply for and receive as many services as he and his tenants require, provided his application or applications meet the requirements stated in this chapter and the approval of the Public Works Director.

Comment [K3]: PW Director had no issues with removing this language.

SEC. 4. New Section. Chapter 15.04, of the Wrangell Municipal Code is amended by the addition of a new Section 15.04.165 to read:

15.04.165 Cross-connections.

No water service connection to any premises shall be installed or continued in use unless the water supply is protected by all necessary backflow prevention devices as required by the Uniform Plumbing Code as adopted by the borough in Section 18.08 Plumbing Code of this code. Backflow prevention devices shall be installed on any premises where, in the judgment of the Public Works Director, the nature and extent of the activities, or the materials used or stored on the premises, could present a hazard to the water supply in the event a cross-connection were to be made. All costs for purchase and installation of the backflow prevention device will be paid by the property owner and/or customer. Such devices shall be inspected annually, after it has been serviced for any reason, and immediately after it have been installed. A copy of the inspection report shall be provided to the borough.

SEC. 5. New Section. Chapter 15.04, of the Wrangell Municipal Code is amended by the addition of a new Section 15.04.208 to read:

15.04.208 Meter Deposit Required.

All customers requesting a water meter shall be required to deposit with the borough a water meter deposit in the sum of \$100.00.

SEC. 6. Amendment of Sections. Sections 15.04.245, 250, 260, 300, 310, 350, 390, 420, 430, 450, 470, 480, 510, 545, 550, 570, 580, 590, 600, 610, 620 and 630 of Chapter 15.04 of the Wrangell Municipal Code are amended to read:

**15.04.245 Meters – Submeters.**

The utility shall install one meter for multiple-occupancy buildings owned by a single entity or individual. If the owner desires individual meters for each unit, the owners shall install meters at the owner's expense, **[and]as well as** read and bill the tenants at the owner's cost. The utility shall have no interest or responsibility for the maintenance, upkeep, or reading of any submeters or any other facility on the customer line except as provided herein.

**15.04.250 Meters – Size and type.**



Applicant may request and receive any size meter regularly stocked or furnished by the borough, provided the request is reasonable; and further provided, that the meter is not greatly oversized or undersized, as determined by the **[superintendent]** Public Works Director. The borough reserves the right to determine the type of meter to be installed.

#### 15.04.260 Meters – Location.

The property owner shall provide a place for installation of the meter that is acceptable to the water utility. The meter will be installed wherever the applicant desires within reason, but the location must be approved by the borough. The meter will not be located in driveways or other locations where drainage to the meter or its related parts may occur. The meter must be located in an area that is heated, dry, and accessible for repair and replacement of the meter, **[as determined]** by the water utility. A shutoff valve shall be installed by the property owner ahead of the meter yoke. The water utility may install a remote readout; a suitable place for the remote unit shall be provided by the owner and shall be satisfactory to the water utility.

...

#### 15.04.300 Notices to customer.

Notices from the district to the customer will normally be given in writing and either mailed or delivered to him at his last known address. Where conditions warrant, and in emergencies, the borough may notify customers either by telephone, social media or other generally acceptable means of communicating with a large group of residents.**[or messenger]**

#### 15.04.310 Notices from customer.

Notices from the customer to the borough may be given by the customer or his authorized representative **[orally or]** in writing at the office of the borough or to an agent of the borough duly authorized to receive notices or complaints.

#### 15.04.350 Bills – Proration of certain.

Opening or closing bills, or bills that for any other reason cover a period containing **[10] ten** percent more days or **[10] ten** percent less days than in the normal billing period, shall be prorated.

#### 15.04.390 Bills – Delinquency notices.

A reminder of account delinquency shall be sent, at the discretion of the **[superintendent]**borough to each delinquent account on or about 30 days after the account becomes delinquent.

15.04.420 Service turnoff for delinquent accounts – Charges.

In all instances where water has been turned off because of account delinquency, a minimum \$35.00 disconnect service charge shall be imposed; a minimum reconnect service charge of \$35.00 shall be made for the restoration of service, in which case replacement of the cash deposit, as stated in this chapter, will be required.

15.04.430 Installment payments for delinquent accounts.

In cases of extreme hardship, the **[superintendent]**borough shall have the discretion of renewing service to a delinquent account upon receipt of a satisfactory installment plan for the payment of the overdue account.

...

**15.04.450 Meter accuracy – Testing upon customer request.**

A customer may, giving not less than seven days' notice, request the borough to test the meter serving his premises. The borough will require the customer to deposit the testing fee. This fee shall be \$[2]35.00 for meters one inch and smaller and for meters larger than one inch shall be an estimate of the cost of testing the meter as determined by the **[superintendent]**Public Works Director. The deposit will be returned to the customer if the test reveals the meter to overregister more than five percent under conditions of normal operation. If the meter is operating satisfactorily or if the meter underregisters more than five percent under the standard test conditions, the deposit shall be forfeited to the borough. Customers may, at their option, witness any meter tests which they request.

**15.04.460 Meter accuracy – Testing upon borough request.**

If, upon comparison of past water usage, it appears that a meter is not registering properly, the district may, at its option, test the meter and adjust the charges accordingly if the meter either over registers or under registers. No charge for meter testing will be made to the customer for the meter test under these conditions.

**15.04.470 Meter accuracy – Bill adjustment for inaccuracies.**

A. When, upon test, a meter is found to be registering more than five percent fast under normal operating conditions, the borough will refund to the customer the full amount of the overcharge, based on corrected meter readings, for those billing periods that the meter was in use where good cause can be shown for the adjustment, and where the customer has notified the borough in writing of the need for the test. In no case shall refunds be made in excess of the applicable statute of limitations period.

B. When, upon test, a meter is found to be registering more than ~~[10]ten~~ percent slow, the borough may bill the customer for the amount of the undercharge, based upon corrected meter readings, for those billing periods that the meter was in use where good cause could be shown for the adjustment. In no case shall the customer be charged for a period in excess of the applicable statute of limitations period.

C. Nonregistering Meters. The borough will bill for water consumed while the meter was not registering. The bill will be computed upon an estimate of consumption based either upon the comparison with the customer's prior use during the same season of the previous year, or upon a reasonable comparison with the use of other customers receiving the same class of service during the same season and under similar circumstances and conditions, or both.

**[15.04.480 Meter accuracy – Bills for nonregistering meters.**

**The borough will bill the customer for water consumed while the meter was not registering. The bill will be computed upon an estimate of consumption based either upon the customer's prior use during the same season of the previous year, or upon a reasonable comparison with the use of other customers receiving the same class of service during the same season and under similar circumstances and conditions, or both.]**

**15.04.510 Discontinuance of service – For water waste.**

Where water is wastefully or negligently used on a customer's premises, **[seriously affecting the general service,]** the borough may discontinue service if such conditions are not corrected after due notice by the borough.

...

**15.04.545 Turn-on and turn-off fee.**

Except for the initial turn-on that occurs when a property is connected to the municipal water system for the first time, each customer or applicant for service shall pay all costs for turning on

or turning off the water service to the property, whether the turn-on or turn-off is due to the customer's or applicant's request, nonpayment, interruption due to unsafe facilities, water waste, fraud, abuse, or noncompliance with any of the provisions of this chapter. The fee shall be computed at actual costs to the borough for labor, materials, and equipment, plus fifteen percent overhead, with a minimum charge of \$35.00, and the actual call-out labor cost, plus fifteen percent (15%) for responses after business hours.

**15.04.550 Unauthorized turning on or off of service.**

A. [If]It is a violation for any person, not specifically authorized to do so, to turn the water service [is turned] on or to turn[ed] it off at the [curb stop]municipal valve. [by any person not specifically authorized to do so by the water utility, a fee of \$100.00 shall be paid by the property owner.

B. Where water service has been discontinued for any reason and the water is turned on by the customer or other unauthorized person, the water may then be shut off at the main, the meter removed, or other preventative measures put into place. The charges for instituting these measures shall be computed at actual cost to the borough plus fifteen percent (15%) overhead, but not less than \$~~[2]~~35.00. These charges shall be billed to the offending customer and water shall not be furnished to the premises until such charges are paid and the borough has reasonable assurances that the violation will not recur, at which time the offending customer will be billed any costs associated with re-establishing service, plus fifteen percent (15%) overhead, but not less than \$~~[2]~~35.00, and the actual call-out labor cost, plus fifteen percent (15%) for responses after business hours.

...

**15.04.570 Unusual water demands.**

A. When an abnormally large quantity of water is desired for filling a swimming pool, log pond, tank, or for other purposes, arrangements must be made with the utility prior to taking such water.

B. Permission to take water in unusual quantities will be given only if the borough facilities and other consumers are not inconvenienced.

C. Payment for such water will be in accordance with the regular schedule for water rates if service is through a meter or will be fixed by the assembly in the case of a nonmetered service.

**15.04.580 Access to premises for inspections.**

The duly appointed employees of the borough, under the direction of the [superintendent] Public Works Director, shall have free access at all reasonable hours of the day to any and all parts of structures and premises in which water is or may be delivered for the purpose of inspecting connections, the conditions of conduits and fixtures, and the manner and extent in which the water is being used. The borough does not, however, assume the duty of inspecting the customer's line, plumbing, and equipment, and shall not be responsible therefor.

**5.04.590 Nonliability of borough for damages – Customer responsibilities.**

A. The borough shall not be liable for any loss or damage of any nature whatsoever caused by any defect in the customer's line, plumbing, or equipment, nor shall the borough be liable for loss or damage due to interruption of service or temporary changes in pressure.

B. The customer shall be present on site, and responsible for valves on his premises being turned off to protect their property, when [the] water service is requested to be turned on.

...

**15.04.600 Equipment remains borough property – Access.**

Borough equipment on the customer's premises remains the property of the borough and may be repaired, replaced, or removed by the borough employees or agents at any time without consent of the customer. No payment will be made to the property owner for the right to install, maintain, replace, or remove borough equipment, and the property owner must in no way interfere with its operation. The property owner must keep vicious dogs or other animals secured or confined to avoid interference with the utility operation and maintenance.

**15.04.610 Customer responsibility for damage to borough equipment.**

The customer shall be liable for the full replacement cost of any damage to equipment owned by the borough which is caused by an act of the customer, his tenants, agents, employees, contractors, licensees, or permittees. Damage to equipment shall include but not be limited to breaking of seals and locks, tampering with meters, injury to meters, including but not limited to damage by hot water or steam, and damaged meter boxes, curb stops, meter stops, and other service appurtenances.

**15.04.620 Fire hydrant restrictions.**

It is unlawful for any [No] person or persons other than those designated and authorized by the borough to [shall] open any fire hydrant belonging to the borough, attempt to draw water from it, or in any manner damage or tamper with it. **[Any violation of this regulation will be**

**prosecuted according to law.]** No tool other than special hydrant wrenches shall be used to operate a hydrant valve. In cases where a temporary service has been granted and water is received through a fire hydrant, an auxiliary external valve will be provided to control the flow of water.

**15.04.630 Service connection charges.**

A. All service connections to customers shall be charged at the actual cost of materials, equipment, and labor, plus fifteen percent (15%) overhead, with the following minimum charges per connection:

**SERVICE CONNECTION CHARGES**

<b>Size of Service (in inches)</b>	<b>Minimum Charges</b>
3/4	\$350.00
1	\$4 <del>06</del> <u>50</u> .00
2	\$ <del>594</del> <u>600</u> .00
3 and over	\$ <del>650</del> <u>700</u> .00

B. Any additional charges including service connection charges for services larger than those stated will be based on the actual cost of labor, materials and equipment for installation, plus fifteen percent (15%) overhead.

SEC. 7. Amendment of Table. The Table of Monthly Water Rates in Section 15.04.640 of the Wrangell Municipal Code is amended in its entirety to read:

**TABLE 15.04.640  
Monthly Water Rates**

<b>Metered Service Type</b>		<b>7/1/2017</b>	<b>7/1/2018</b>	<b>7/1/2019</b>
Residential Metered	Monthly base charge first 4,000 gallons	28.63	29.77	30.96
	Charge additional 1,000 gallons	2.69	2.79	2.90
Commercial Metered	Monthly base charge first 4,000 gallons	28.63	29.77	30.96
	Charge per additional 1,000 gallons	2.69	2.79	2.90
Large Commercial Metered	Monthly base charge first 5,000 gallons	429.57	446.75	464.62
	Per additional 1,000 gallons	1.75	1.82	1.89
<b>Unmetered Services Type</b>		<b>7/1/2017</b>	<b>7/1/2018</b>	<b>7/1/2019</b>
Residential		43.60	45.34	47.15
Commercial / Industrial				
Bakeries		165.07	171.67	178.54
Bars		165.07	171.67	178.54
Barbershop – one chair		41.24	42.89	44.60
Barbershop – per each additional chair		33.02	34.34	35.71
Beauty Shop – one basin		41.24	42.89	44.60
Beauty Shop – per additional basin		33.02	34.34	35.71
Bed and Breakfast within Single-Family Residential – per rental unit		8.72	9.07	9.43
Churches		41.24	42.89	44.60
Cleaners and Cleaning Plant		82.35	85.64	89.07
Clubs, Lodges – w/o Bar or Restaurant Facilities		41.24	42.89	44.60
Clubs, Lodges – w/ Bar or Restaurant Facilities		82.48	85.77	89.21
Cold Storage Plants		880.09	915.29	951.90
Convenience Stores		23.84	24.79	25.78
Vehicle and Marine Service Stations, Car Lots – w/o Wash Racks		82.35	85.64	89.07
Grocery Stores – w/o Meat Market		61.70	64.16	66.73
Grocery Stores – w/ Meat Market		127.74	132.85	138.16
Hospital		328.02	341.14	354.79
Hydrants, Fire Each		26.15	27.20	28.28
Hotels and Motels – 10 Rooms or Less		123.78	128.73	133.88
Hotels and Motels – Over 10 Rooms, per additional room		9.18	9.55	9.93
Laundromats, Self Service – Under 30-lb. capacity, per machine		50.38	52.39	54.49
Laundromats, Self Service – 30 lbs. or over capacity, per machine		87.89	91.41	95.06
Multifamily per unit (4 units and above)		33.41	34.74	36.13
Office Building – Base Rate first plumbed space		43.60	45.35	47.16
Office Building – Each additional plumbed space		27.25	28.34	29.48
Offices w/ additional laboratory and/or X-Ray Unit		87.20	90.69	94.32
Dental offices w/o laboratory and/or X-Ray Unit		43.60	45.35	47.16
Plane Floats		82.35	85.64	89.07
Public Showers – First two stalls		44.07	45.84	47.67
Public Showers – Per additional stall		10.74	11.17	11.62
Ranger District		422.82	439.73	457.32
Restaurant, Lunch Counters, Etc. – Up to and including 30 seats		123.78	128.73	133.88
Restaurant, Lunch Counters, Etc. – Over 30 seats		165.08	171.68	178.55
Fountain only		41.24	42.89	44.60
Schools, per Classroom		27.25	28.34	29.48
Shops and Stores		41.24	42.89	44.60
Everything Else		43.60	45.35	47.16
Standby Fire Protection		26.15	27.20	28.28

	<b>[6%</b>	<b>6%</b>	<b>6%</b>	<b>6%</b>	<b>6%</b>
<b>Present Rate</b>	<b>7/1/2011</b>	<b>7/1/2012</b>	<b>7/1/2013</b>	<b>7/1/2014</b>	<b>7/1/2015</b>

**Residential****Metered Residential**

Base Charge (per month)	\$	20.00	\$	21.20	\$	22.47	\$	23.82	\$	25.25	\$	26.76
Volume Charge (\$ per 1,000 gallons)												
First 4,000 gallons	\$	–	\$	–	\$	–	\$	–	\$	–	\$	–
Over 4,000 gallons	\$	1.88	\$	1.99	\$	2.11	\$	2.24	\$	2.37	\$	2.52

**Unmetered Residential**

Flat Rate Charge (per month)	\$	30.45	\$	32.28	\$	34.21	\$	36.27	\$	38.44	\$	40.75
Vacation Rate	\$	–	\$	9.00	\$	9.00	\$	9.00	\$	9.00	\$	9.00

**Commercial****Metered Commercial**

Base Charge (per month)	\$	20.00	\$	21.20	\$	22.47	\$	23.82	\$	25.25	\$	26.76
Volume Charge (\$ per 1,000 gallons)												
First 4,000 gallons	\$	0	\$	–	\$	–	\$	–	\$	–	\$	–
Over 4,000 gallons	\$	1.88	\$	1.99	\$	2.11	\$	2.24	\$	2.37	\$	2.52

**Metered Large Commercial**

Base Charge (per month)	\$	300.00	\$	318.00	\$	337.08	\$	357.30	\$	378.74	\$	401.47
Volume Charge (\$ per 1,000 gallons)												
First 500,000 gallons	\$	–	\$	–	\$	–	\$	–	\$	–	\$	–
Over 500,000 gallons	\$	0.63	\$	0.67	\$	0.71	\$	0.75	\$	0.80	\$	0.84

**Unmetered Commercial/Industrial**

Bakeries	\$	115.28	\$	122.20	\$	129.53	\$	137.30	\$	145.54	\$	154.27
Bars	\$	115.28	\$	122.20	\$	129.53	\$	137.30	\$	145.54	\$	154.27
Barbershop – one chair	\$	28.80	\$	30.53	\$	32.36	\$	34.30	\$	36.36	\$	38.54
Barbershop – per each additional chair	\$	23.06	\$	24.44	\$	25.91	\$	27.46	\$	29.11	\$	30.86
Beauty Shop – one basin	\$	28.80	\$	30.53	\$	32.36	\$	34.30	\$	36.36	\$	38.54
Beauty Shop – per additional basin	\$	23.06	\$	24.44	\$	25.91	\$	27.46	\$	29.11	\$	30.86
Bed and Breakfast within Single-Family Residential – per rental unit	\$	–	\$	6.46	\$	6.85	\$	7.32	\$	7.69	\$	8.15
Canneries – Fish Processing	\$	614.63	\$	651.51	\$	690.60	\$	732.04	\$	775.96	\$	822.51
Canneries – Rinsing and Packaging Only	\$	115.28	\$	122.20	\$	129.53	\$	137.30	\$	145.54	\$	154.27
Canneries – Saltwater Process Only	\$	115.28	\$	122.20	\$	129.53	\$	137.30	\$	145.54	\$	154.27
Churches	\$	28.80	\$	30.53	\$	32.36	\$	34.30	\$	36.36	\$	38.54



Cleaners and Cleaning Plant	\$	57.51	\$	60.96	\$	64.62	\$	68.50	\$	72.61	\$	76.96
Clubs, Lodges – w/o Bar or Restaurant Facilities	\$	28.80	\$	30.53	\$	32.36	\$	34.30	\$	36.36	\$	38.54
Clubs, Lodges – w/ Bar or Restaurant Facilities	\$		\$	61.06	\$	64.72	\$	68.60	\$	72.72	\$	77.08
Cold Storage Plants	\$	614.63	\$	651.51	\$	690.60	\$	732.03	\$	775.96	\$	822.51
Convenience Stores	\$	16.65	\$	17.65	\$	18.71	\$	19.83	\$	21.02	\$	22.28
Docks	\$	143.95	\$	152.59	\$	161.74	\$	171.45	\$	181.73	\$	192.64
Docks or Marinas for Small Boats, Including Oil Docks	\$	96.08	\$	101.84	\$	107.96	\$	114.43	\$	121.30	\$	128.58
Garage, Service Station, Car Lots – w/o Wash Racks	\$	57.51	\$	60.96	\$	64.62	\$	68.50	\$	72.61	\$	76.96
Grocery Stores – w/o Meat Market	\$	43.09	\$	45.68	\$	48.42	\$	51.33	\$	54.40	\$	57.66
Grocery Stores – w/ Meat Market	\$	89.21	\$	94.56	\$	100.24	\$	106.25	\$	112.63	\$	119.38
Hospital	\$	229.08	\$	242.82	\$	257.39	\$	272.84	\$	289.21	\$	306.56
Hydrants, Fire Each	\$	18.26	\$	19.36	\$	20.52	\$	21.75	\$	23.05	\$	24.44
Hotels and Motels – 10 Rooms or Less	\$	86.44	\$	91.63	\$	97.12	\$	102.95	\$	109.13	\$	115.68
Hotels and Motels – Over 10 Rooms, per Room	\$	6.71	\$	6.79	\$	7.20	\$	7.63	\$	8.09	\$	8.58
Laundromats, Self Service – Under 30-lb. capacity, per machine	\$	35.18	\$	37.29	\$	39.53	\$	41.90	\$	44.41	\$	47.08
Laundromats, Self Service – 30 lbs. or over capacity, per machine	\$	61.38	\$	65.06	\$	68.97	\$	73.10	\$	77.49	\$	82.14
Multifamily per unit (4 units and above)	\$	23.33	\$	24.73	\$	26.21	\$	27.79	\$	29.45	\$	31.22
Office Building – Per employee	\$	1.88	\$	1.99	\$	2.11	\$	2.24	\$	2.37	\$	2.52
Office Building – Each additional plumbed office	\$	28.80	\$	30.53	\$	32.36	\$	34.30	\$	36.36	\$	38.54
Office Building – Each additional unplumbed office	\$	6.71	\$	7.11	\$	7.54	\$	7.99	\$	8.47	\$	8.98
Offices – Medical	\$	97.96	\$	103.84	\$	110.07	\$	116.67	\$	123.67	\$	131.09
Offices – Dental – w/ laboratory and/or X-Ray Unit	\$	97.96	\$	103.84	\$	110.07	\$	116.67	\$	123.67	\$	131.09
Offices – Dental – w/o laboratory and/or X-Ray Unit	\$	28.80	\$	30.53	\$	32.36	\$	34.30	\$	36.36	\$	38.54
Plane Floats	\$	57.51	\$	60.96	\$	64.62	\$	68.50	\$	72.61	\$	76.96
Public Showers – First two stalls	\$	30.78	\$	32.63	\$	34.58	\$	36.66	\$	38.86	\$	41.19
Public Showers – Per additional stall	\$	7.50	\$	7.95	\$	8.43	\$	8.93	\$	9.47	\$	10.04
Ranger District	\$	295.29	\$	313.01	\$	331.79	\$	351.70	\$	372.80	\$	395.16
Restaurant, Lunch Counters, Etc. – Up to and including 30 seats	\$	86.44	\$	91.63	\$	97.12	\$	102.95	\$	109.13	\$	115.68
Restaurant, Lunch Counters, Etc. – Over 30 seats	\$	115.28	\$	122.20	\$	129.53	\$	137.30	\$	145.54	\$	154.28
Fountain only	\$	28.80	\$	30.53	\$	32.36	\$	34.30	\$	36.36	\$	38.54

Schools, per Classroom	\$	19.03	\$	20.17	\$	21.38	\$	22.67	\$	24.02	\$	25.47
Shops and Stores	\$	28.80	\$	30.53	\$	32.36	\$	34.30	\$	36.36	\$	38.54
Swimming Pool, Public	\$	390.21	\$	413.62	\$	438.44	\$	464.75	\$	492.63	\$	522.19
Everything Else	\$	-	\$	30.53	\$	32.36	\$	34.30	\$	36.36	\$	38.54

Note A: The residential schedule is restricted to service used exclusively for general domestic purposes.

Note B: Where central laundry facilities are furnished for the exclusive use of tenants in apartment buildings or trailer courts, no charge in addition to above will be made. It is the responsibility of the owner that only their tenants are using the facility. If it is found that others are using the facility for laundry the owner will be charged under the commercial rate.

**Note C: [Vacation Rates Definition: A customer can apply for vacation rates if there is no one living in the household in excess of 30 consecutive days. The customer is only eligible if they apply in advance in writing showing when they are leaving and when they will return. Falsification of the information concerning vacation rates may result in forfeiting the ability to apply for vacation rates in the future.]**Customer who have their water turned off by the borough will pay the shutoff fee, but then will not pay any monthly fee for water.

Note D: Nonmetered rates herein apply to the average monthly usage. No adjustments will be made for seasonal use.

Note E: All commercial enterprises consisting of more than one facility shall be charged the sum of the applicable rates for each facility.

Note F: The monthly rate for any establishment not herein designated shall be determined by the borough assembly. Until such rate may be established, the rate deemed by the water department and approved by the borough manager to be most applicable shall apply, subject to adjustment.

SEC. 8. New Sections. Chapter 15.04 of the Wrangell Municipal Code is amended by the addition of new Section 15.04.650, Water Management Plan and 15.04.660, Penalty for violation to read:

**15.04.650 Water Shortage Management Plan.**

The City and Borough of Wrangell Water Shortage Management Plan dated April 11, 2017, as the same may be amended from time to time, is adopted by reference and made a part of this Chapter 15.04. All water customers of the City and Borough must comply with the Water Shortage Management Plan. The Water Shortage Management Plan shall be enforced as

provided in the Violations and Charges section of the Plan. A paper copy or electronic copy of the Water Shortage Management Plan may be obtained upon request from the Borough Clerk.

**15.04.660 Penalty for violation.**

Any person violating any provision of this chapter is guilty of an infraction and shall be punished by the fine established in the WMC 1.20.050 fine schedule if the offense is listed in that fine schedule or by a fine of up to \$500 if the offense is not listed in the WMC 1.20.050 fine schedule. For violations of the Water Shortage Management Plan, the fine shall be assessed as a charge added to the customer's water bill, as provided in the Violations and Charges section of the Plan.

SEC. 9. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 10. Severability. If any portion of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

SEC. 11. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: May 30, 2017

PASSED IN SECOND READING: \_\_\_\_\_, 2017

\_\_\_\_\_  
David L. Jack, Mayor

ATTEST: \_\_\_\_\_  
Kim Lane, Borough Clerk

# Agenda Item 12b

## CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY  
AGENDA ITEM  
June 13, 2017**

**INFORMATION:**

**PROPOSED ORDINANCE No. 936:** 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)*

**Attachments:**

- 1. PROPOSED ORDINANCE No. 936**

**Additional Information:** This ordinance is being brought forward so that the fines that are listed in Ordinance No 935 are listed in the Fine Schedule, as required by the Alaska Court System.

**RECOMMENDED ACTION:**

Move to adopt Ordinance No. 936, as presented.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 936

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

BE IT ORDAINED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA:

[The changes to the existing code are shown as follows: the words that are underlined are to be added and the words that are **[bolded and in brackets are to be deleted]**.]

SEC. 1. Action. The purpose of this ordinance is to amend the Minor Offense Fine Schedule in Section 1.20.050 of Chapter 1.20, General Penalty, of the Wrangell Municipal Code to add to the fine schedule Section 15.04.510, water waste, and Section 15.04.650, Water Shortage Management Plan, and amend the fine provisions for Chapter 20.92 relating to zoning violations.

SEC. 2. Amendment. Section 1.20.050 of the Wrangell Municipal Code is amended to read:

**1.20.050 Minor Offense Fine Schedule.**

In accordance with AS 29.25.070(a), citations for the following offenses may be disposed of as provided in AS 12.25.195-.230, without a court appearance, upon payment of the fine amounts listed below plus the state surcharge required by AS 12.55.039 and AS 29.25.074. Fines must be paid to the police department. If an offense is not listed on a fine schedule, the defendant must appear in court to answer the charges. The Alaska Court System's Rules of Minor Offense Procedure apply to all offenses listed below. Citations charging these offenses must meet the requirements of Minor Offense Rule 3. If a person charged with one of these offenses appears in court and is found guilty, the penalty imposed for the offense may not exceed the fine amount for that offense listed below.

The fine amounts listed below are doubled for motor vehicle or traffic offenses committed in a highway work zone or traffic safety corridor, as those terms are defined in AS 28.90.990 and 13 AAC 40.010(b).

An offense listed in this schedule may not be disposed of without court appearance if the offense is in connection with a motor vehicle accident that results in the death of a person.

<b>Section</b>	<b>Offense</b>	<b>Penalty/Fine</b>
6.05.005	Hours of operation – licensed marijuana facility	\$500.00 fine for each offense.
7.04.010	Cruelty – Abandonment	\$200
7.04.020	Animals at large prohibited	First offense - \$15, second offense - \$50, third offense - \$100. Fourth and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$200 and a maximum fine of \$500.00.
7.08.010	Licensing	\$25.00 fine for each offense.
7.08.020	Dog Vaccination required	\$50.00 fine for each offense.
7.08.030	At large – Prohibited – Nuisance declared	First offense - \$15, second offense - \$50, third offense - \$100. Fourth and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$200 and a maximum fine of \$500.00.
7.08.035	Objectionable animals	First offense - \$15, second offense - \$50, third offense - \$100. Fourth and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$200 and a maximum fine of \$500.00.
7.08.040	Restraint requirements	First offense - \$15, second offense - \$50, third offense - \$100. Fourth and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$200 and a maximum fine of \$500.00.
7.08.045 & 7.08.050	Off-leash areas & Off –leash area rules	First offense - \$15, second offense - \$50, third offense - \$100. Fourth and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$200 and a maximum fine of \$500.00.
7.08.115	Potentially dangerous and dangerous dogs: violation of restrictions, confinement requirements, and sign requirements	First offense - \$200. Second and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.
7.08.120	Biting dog – Confinement	First offense - \$200. Second and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.
7.08.140	Proclamation to confine all dogs during epidemic	First offense - \$200 Second and subsequent offenses are mandatory

		court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.
7.08.150	Interference with animal enforcement agents	First offense - \$200 Second and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.
9.08.080	Accumulations of rubbish & materials prohibited	\$100.00 fine for each offense.
9.12.020, 9.12.030, & 9.12.040	Fireworks where prohibited; sale where prohibited; display violations	First offense - \$200. Second and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.
9.16.020	Deposit in public places	0-1 pound = \$50.00 fine, 1-5 pounds = \$150.00 fine, 6-10 pounds = \$250.00, 11-15 pounds = \$350.00 fine, 15 + pounds = \$500.00 fine.
9.16.030	Maintaining sidewalks free of litter.	\$75.00 fine for each offense.
9.16.040	Deposit from vehicles prohibited	\$75.00 fine for each offense.
9.16.050	Operating litter-generating vehicles prohibited	0-1 pound = \$50.00 fine, 1-5 pounds = \$150.00 fine, 6-10 pounds = \$250.00, 11-15 pounds = \$350.00 fine, 15 + pounds = \$500.00 fine.
9.16.060	Deposit on private property prohibited	0-1 pound = \$50.00 fine, 1-5 pounds = \$150.00 fine, 6-10 pounds = \$250.00, 11-15 pounds = \$350.00 fine, 15 + pounds = \$500.00 fine.
9.16.070	Property owner's responsibility to maintain premises	\$75.00 fine for each offense.
9.16.080	Handbills – Restrictions generally	\$75.00 fine for each offense.
9.16.090	Handbills – Distribution on private property	\$75.00 fine for each offense.
9.16.100	Posting notices prohibited	\$50.00 fine for each offense.
10.18.010	Abuse of 911 system	First offense - \$200. Second and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.
10.36.010	Discharge of firearms and other weapons prohibited within certain areas	First offense - \$200. Second and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.

10.44.010	Possession, Control, or Consumption of Alcoholic Beverages by persons under 21 years of age	\$500.00 fine for each offense.
10.46.010(A)(1)	Consumption of marijuana in a public place prohibited	\$100.00 fine for each offense.
10.46.010(A)(2)	Consume marijuana outdoors adjacent public place without consent of property owner	\$100.00 fine for each offense.
10.48.010	Possession of tobacco by a minor under 19 years of age	\$75.00 fine for each offense.
11.28.020	Prohibited parking places	\$50.00 fine for each offense.
11.28.030	Red-painted curbs and signs – No parking	\$50.00 fine for each offense.
11.28.040	Time-limit parking	\$50.00 fine for each offense.
11.28.080	Blocking roadway prohibited	\$50.00 fine for each offense.
11.28.090	Bus stop and passenger zone – Parking prohibited	\$50.00 fine for each offense.
11.28.100	Loading and unloading materials	\$50.00 fine for each offense.
11.28.130	Method of parking – Loading permits	\$50.00 fine for each offense.
11.30.030	Parking in excess of posted time limit – Parking lots	\$50.00 fine for each offense.
11.30.040	Proper parking required – Parking lots	\$50.00 fine for each offense.
11.30.050	Vehicles and objects prohibited – Parking lots	\$75.00 fine for each offense.
11.36.060	Stop when traffic obstructed	\$75.00 fine for each offense.
11.36.070	Bicycle restrictions on sidewalks	\$50.00 fine for each offense.
11.36.080	U-turns prohibited	\$50.00 fine for each offense.
11.36.100	Dragging objects prohibited	\$50.00 fine for each offense.
11.36.110	Projecting loads on passenger vehicles	\$50.00 fine for each offense.
11.36.160	Use of coaster, rollerskates, skateboards, sleds and skis	\$50.00 fine for each offense.
11.36.170	Excessive acceleration	\$50.00 fine for each offense.
11.64.010	Sound trucks – permit required	\$100.00 fine for each offense.
11.68.020	Registration required	\$50.00 fine for each offense.
11.68.030	Required equipment	\$50.00 fine for each offense.
11.68.040	Snowmobile operation restricted	\$50.00 fine for each offense.
11.68.050	Designated right-of-way	\$50.00 fine for each offense.
11.76.020	Junk vehicles unlawful	\$50.00 fine for each offense. Each 10 days shall constitute a separate violation.
14.09.005	Speeding	\$150.00 fine for each offense.
14.09.015	Hazard to navigation	\$100.00 fine for each offense.



14.09.020	Failure to register	\$25.00 fine for each offense.
14.09.025	Improper mooring	\$25.00 fine for each offense.
14.09.030	Inadequate equipment	\$50.00 fine for each offense.
14.09.035	Improper use of facilities	\$50.00 fine for each offense.
14.09.040	Improper waste disposal	\$50.00 fine for each offense.
14.09.045	Improper petroleum product disposal	\$100.00 fine for each offense.
14.09.050	Improper care and control of animals	\$25.00 fine for each offense.
14.09.055	Water sports	\$25.00 fine for each offense.
14.09.065	Improper use of seaplane float	\$50.00 fine for each offense.
14.09.070	Improper use of a loading zone	\$25.00 fine for each offense.
14.09.075	Improper use of fire equipment	\$100.00 fine for each offense.
14.09.080	Improper use of utilities	\$50.00 fine for each offense.
14.09.085	Tampering and defacing signs	\$25.00 fine for each offense.
14.09.090	Nuisance	\$100.00 fine for each offense.
14.09.095	Failure to comply with rules, regulations or procedures.	\$100.00 fine for each offense.
14.09.100	Obstruct or impede use of any launch ramp	\$50.00 fine for each offense.
<u>15.04.550</u>	<u>Unauthorized turning on or off of service</u>	<u>\$250.00 fine for each offense.</u>
<u>15.04.620</u>	<u>Fire hydrant restrictions</u>	<u>\$250.00 fine for each offense.</u>
<u>15.04.650</u>	<u>Water Shortage Management Plan – Violations and Charges – non-industrial/non-commercial water customers</u>	<u>Stage II water shortage: First offense - written warning. Second and subsequent offenses - \$250.00 fine for each offense.</u>
<u>15.04.650</u>	<u>Water Shortage Management Plan – Violations and Charges – non-industrial/non-commercial water customers</u>	<u>Stage III water shortage: First offense – written warning. Second and subsequent offenses - \$500.00 fine for each offense.</u>
<u>15.04.650</u>	<u>Water Shortage Management Plan – Violations and Charges – industrial or commercial water customers</u>	<u>Stage II water shortage: First offense - written warning. Second and subsequent offenses - \$750.00 fine for each offense.</u>
<u>15.04.650</u>	<u>Water Shortage Management Plan – Violations and Charges – industrial or commercial water customers</u>	<u>Stage III water shortage: First offense – written warning. Second and subsequent offenses - \$1,500.00 fine for each offense.</u>
15.18.030	Refuse containers – Required	\$150.00 fine for each offense.
15.18.032	Refuse containers – Maintained	\$150.00 fine for each offense.
15.18.050	Disposal of offensive refuse prohibited	\$150.00 fine for each offense.
15.18.052	Burning of certain materials prohibited	\$150.00 fine for each offense.

15.18.075	Monofill disposal permit and fees	\$150.00 fine for each offense.
20.92.020	<b>[Violations deemed nuisance]</b> <u>Building/Structure declared unlawful &amp; a public nuisance</u>	\$100.00 fine for each offense. <b>[Fine may accumulate on a daily basis.]</b>
<b>[20.92.030</b>	<b>Permits not deemed approval of violations</b>	<b>\$100.00 fine for each offense. Fine may accumulate on a daily basis.]</b>

SEC. 3. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 4. Severability. If any portion of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

SEC. 5. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN SECOND READING: May 30, 2017

PASSED IN SECOND READING: \_\_\_\_\_, 2017

\_\_\_\_\_  
David L. Jack, Mayor

ATTEST:

\_\_\_\_\_  
Kim Lane, Borough Clerk

# Agenda Item 13a

## CITY & BOROUGH OF WRANGELL

### BOROUGH ASSEMBLY AGENDA ITEM June 13, 2017

#### INFORMATION:

Discussion and Possible action on the request from Don Sorric, Superior Marine, to connect Water/Sewer services to Lot 7, which is leased from the City, in the Marine Service Center *(added at the request of Assembly Member Mitchell)*

#### Additional Information:

1. Letter from Clay Hammer, Port Commission
2. WMSC Lease, Lot 7

#### RECOMMENDED ACTION:

Assembly Discussion and Possible Action.

To: Borough Assembly, City and Borough of Wrangell

From: Wrangell Port Commission

Re: Water and sewer service, Superior Marine Machine Shop

CITY CLERK  
MAY 12 2017  
RECEIVED

Honorable Members,

The Wrangell Port Commission would like to take this time to advocate on behalf of Mr. Sorric and Superior Marine for water and sewer service at his newly built Machine Shop and Office facility constructed on lease lot #7 within the Marine Service Facility. At the time the leases were let out to bid there appeared to be water and sewer services stubbed out to this lot and this was a factor in choosing this location. Mr. Sorric maintains a number of leases within The Yard but unlike the other sites he holds, this is to be the location of his Machine Shop and Office.

A long-term investment, this is a permanent style structure with provisions for sanitary considerations, not a container shed. Simply put, his expectation was that after construction was complete he would be able to have a place to conduct business with access to water for a sprinkler system to protect his investment, his own indoor flush toilet as well as such simple amenities as a place to wash his hands and work clothes without having to travel off site and use other facilities.

So far this has not materialized and there does not appear to be a time frame for when it might happen. To date Superior Marine has invested more than \$250,000 in just this one location. This represents a considerable commitment to the viability of our Marine Service Center and the partnership that exists between our vendors and the facility as a whole.

Superior Marine is WMSC's largest employer providing year-round jobs and services while contributing heavily to the Wrangell tax base. The Wrangell Port Commission asks that every consideration possible be made to making these basic services a priority for this business.

Thank You, Clay Hammer

Chairmen, Wrangell Port Commission

**WRANGELL MARINE SERVICE CENTER (WMSC)  
FACILITY LEASE AGREEMENT**

This Lease is entered into on the 1<sup>st</sup> day of January, 2014, by and between the City and Borough of Wrangell (hereinafter "Lessor"), a municipal corporation, and Don Sorric, dba Superior Marine (hereinafter "Lessee"), a business owner, doing business in the State of Alaska, for purpose of leasing borough-owned land in Wrangell. The parties hereby agree to the following conditions:

**1. DURATION**

This Lease shall be in effect for a five year term, more specifically, from the date above until the 31<sup>st</sup> day of December, 2018.

**2. LEASED PROPERTY**

The property subject to this Lease is described as: Boat Yard Lot 7, 50 feet x 60 feet (3000 sq. ft.)

**3. PERMISSIBLE USES**

A. Lessee shall utilize the property only for the purpose of placing a small building in the space, for the purpose of doing fiberglass and wood work. Accessory uses of the property are allowed if pre-approved in advance in writing by the Borough Assembly and/or Port Commission.

B. Lessee agrees to abide by all Federal, State, and local laws in the operation and maintenance of the permitted commercial activity.

C. The Lessor does not warrant that the property is suitable for the purposes sought. Lessee assumes all risks associated with the location of the leased premises.

**4. CONDITIONS OF LEASING**

A. Lease payments shall be in the amount of \$475.00, payable in advance on the 10th day of each month.

B. Lessee shall comply with all rules and yard Best Management Practices as set forth by the Harbor Department or Port Commission.

C. Lessee must sign and agree to fully comply with the WRANGELL MARINE SERVICE CENTER (WMSC) FACILITY USE AGREEMENT.

**5. RENEWAL**

A. The Lease may be renewed at the option of the Lessor upon written request by the Lessee within at least sixty (60) days of the expiration of the current term, provided that the Lessee is current in the payment of all fees, and that the Lessee has been compliant with all yard rules and all provisions of this agreement as determined by the Port Commission.

B. The terms and conditions of this Lease for each renewal term shall be identical with the original term except for the lease payment.

**6. OPERATION AND MAINTENANCE**

A. Lessee shall at all times provide sufficient personnel to operate and maintain the leased premises. Lessee shall keep and maintain the leased premises in good, clean, safe, and sanitary condition.

B. Items stored on the leased premises must be directly related to the commercial business operating on the property.

C. Lessee shall be responsible for any and all special assessments for public improvements which may be made against the leased premises during the term of this Lease or any option to renew by the Lessee.

D. Lessee shall pay all property taxes owed on the leased premises in accordance with the Wrangell Municipal Code. Lessee shall also collect and remit sales tax in accordance with Wrangell Municipal Code.

E. Lessee shall promptly repair, rebuild, or restore the leased premises, facilities or surrounding property damaged or destroyed by any event whatsoever, with the exception of events caused by the act, error, or omissions of Borough employees, contractors or representatives, or by inherent condition of normal wear and tear.

F. Lessor may, at all reasonable times and without prior notice, enter upon and inspect the leased premises. If the Lessor demonstrates that the Lessee has failed to perform maintenance or repair work required under the Lease, and if the Lessee, after prior notice of the deficiencies, fails to correct the deficiency or to begin corrective action within a reasonable time, the Lessor may enter any part of the Leased premises and perform the necessary work. The Lessee shall reimburse the Lessor for all reasonable expenses incurred by this work.

## **7. INDEMNITY AND INSURANCE**

A. Lessee shall defend, indemnify, and hold harmless the Lessor from any and all claims or actions for injuries or damages sustained by any person or property arising, or in connection with, or incident to the operation of the leased premises.

B. Lessee shall provide adequate liability property and personal injury damage insurance as described below. The insurance shall not contain any exclusion for pollution, environmental impairment, or nuisance. The Lessor shall be listed as an additional insured on this policy. Proof of such insurance shall be provided to the Lessor as a condition of entering into the Lease. Lessee must notify the Lessor thirty (30) days in advance of any cancellation or alteration of such insurance. Failure to maintain insurance as specifically described in this section shall constitute default by Lessee.

C. Lessee shall keep the leased premises insured at Lessee's expense against fire and other risks covered by a standard fire insurance policy with an endorsement for extended coverage. Lessee covenants that it shall maintain at all times and pay the premiums on such policy or policies of casualty insurance to the building and leased premises designated the Lessor as loss payee, said policy to be in such amount and contain such terms as shall be from time to time determined sufficient by the Lessor. Lessee shall furnish the Lessor with a copy of said policy and all amendments or modifications thereto.

### **D. INSURANCE REQUIREMENTS**

**The Lessee shall not commence with use of the City and Borough's facility/land until the Lessee has obtained the insurance required under this contract. All coverage shall be with insurance carriers licensed and admitted to do business in the State of Alaska. All coverage shall be with carriers acceptable to the City and Borough of Wrangell. The required lines and limits of insurance are as follows:**

1. **General Liability Insurance:** The User shall procure and maintain during the life of this agreement, General Liability Insurance on an "occurrence basis" with limits of liability not less than **\$ 1,000,000** per occurrence and/or aggregate combined single limit, personal injury, bodily injury and property damage.
2. **Motor Vehicle Liability Insurance:** The user shall procure and maintain during the life of this agreement, Motor Vehicle Liability Insurance, including applicable no fault coverages, with limits of liability of not less than \$1,000,000 per occurrence combined single limit. If the vehicle is a boom truck or is a boom truck combination, the policy must contain **LOAD/UNLOAD** coverage.

3. **Workers Compensation Insurance:** If the facility user has employees, they shall procure and maintain during the life of this agreement, Workers Compensation Insurance, including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Alaska.
4. **Additional Insured:** General liability insurance and vehicle liability insurance, as described above, shall include an endorsement stating the following shall be an Additional Insured:

The City and Borough of Wrangell, its elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof.

This coverage shall be primary to the Additional Insured's, and not contributing with any other insurance or similar protection available to the Additional Insured's, whether the other available coverage is primary, contributing or excess.

5. **Cancellation Notice:** General liability insurance and vehicle liability insurance, as described above, shall include an endorsement stating the following: "Sixty" (60) days advance written notice of cancellation, non-renewal, reduction and/or material change shall be sent to: Greg Meissner, Harbormaster, City and Borough of Wrangell, PO Box 531, Wrangell, AK 99929
6. **Proof of Insurance Coverage:** Prior to commencement of any seafood processing activities at the WMSC, the user shall provide the City and Borough of Wrangell with certificates of insurance and/or policies, acceptable to the City and Borough of Wrangell, for each of the insurance policies described above.

## 8. ENVIRONMENTAL INDEMNITY

A. Lessee acknowledges and agrees that environmental contamination may exist on or adjacent to the leased premises. Lessor has not made, and Lessee has not relied on, any representations as to the presence, absence, nature, or extent of any such environmental contamination by Lessor. Lessee hereby expressly assumes the risk that any such environmental contamination may cause loss of or damage to Lessee's real and personal property and improvements and may render the leased premises unfit for Lessee's purposes.

B. Lessee shall use, store, handle, and deal with all Environmental Substances (as defined below) in compliance with all Environmental Laws (as defined below). Lessee shall take prompt and responsible action to correct any noncompliance reported by Lessee or alleged by DEC or EPA with any requirements of any Environmental Law or any contamination or pollution caused by a release (as defined below) of an Environmental Substance. Lessee shall obtain all necessary permits, licenses, and other authorizations issued pursuant to Environmental Laws required for Lessee to own or operate the leased premises. Operation of the leased premises shall be in compliance with any terms and/or conditions of such permits, license, and other authorizations. "Environmental Laws" means all federal, State, or local laws, statutes, ordinance, codes, rules, regulations, orders, decrees, and directives imposing liability or standards of conduct for or relating to the protection of health, safety, or the environment. "Environmental Substances" include without limitation any substance, material, waste, pollutants, contaminant or chemical, regardless of how it is referred to or defined, that is regulated in, or pursuant to, any Environmental Laws. "Release" includes an actual or potential discharge, deposit, spill, leak, pumping, pouring, emission, emptying, injection, escape, leaching,

seepage, or disposal which is or may be in breach of any Environmental Law, regardless of cause. "Lessee" includes Lessee, any subsidiaries of the Lessee, any partnership or joint ventures involving the Lessee, Lessee's agents, representatives, employees, invitees, or contractors or any agents, representatives, employees, invitees, or contractors of Lessee's subsidiaries, partnerships, or joint ventures.

C. Lessee acknowledges and agrees that the creation, use, handling, storage, release, and disposal of waste, garbage, pollutants, and toxic or hazardous substances, and the investigation, remediation, and clean-up of environmental contamination, are governed by a wide variety of Environmental Laws. Lessee shall comply with all Environmental Laws and exercise the highest degree of care in the use, handling, and storage of hazardous substances and Environmental Substances and shall take all practicable measures to minimize the quantity and toxicity of hazardous substances and Environmental Substances used, handled, or stored on the leased premises.

D. Lessee shall defend, indemnify, and hold harmless Lessor from and against all claims, including nuisance described in 9 of this Lease, liabilities, suits, obligations, fines, judgments and penalties (and any other expenses, including attorneys' fees and other costs of litigation, raised, sought, or imposed by third parties in connection with Lessee's violation of any Environmental Laws or in connection with Lessee's creation, use, handling, storage, release, or disposal of any waste, garbage, pollutants, or toxic or hazardous substances (regardless of whether such creation, use, handling, storage, release, or disposal violated an Environmental Law) on the leased premises or in connection with Lessee's use of the leased premises or by any persons or entity associated with the Lessee as outlined in paragraph 8.B above.

E. Nothing in this Lease alters any obligation Lessor or Lessee may have to investigate, remediate, or clean up any environmental contamination that may exist on the leased premises.

#### **9. WASTE AND NUISANCE PROHIBITED**

During the term of this Lease, Lessee shall comply with all federal, State, and local laws affecting the leased premises, the breach of which might result in any penalty on Lessor or forfeiture of Lessor's title to the leased premises. Lessee shall not commit, or suffer to be committed, any waste on the leased premises, or any nuisance. Lessee shall not operate the leased premises in any manner which might constitute a nuisance.

#### **10. ABANDONMENT OF LEASED PREMISES**

Lessee shall not vacate or abandon the leased premises at any time during the term of this Lease. If Lessee shall abandon, vacate, or surrender the leased premises, or be dispossessed by process of law or otherwise, any personal property belonging to Lessee and left on the leased premises shall be deemed to be abandoned, and at the option of the Lessor, the personal property shall become the property of the Lessor, except such property as may be encumbered to the Lessor. Lessee agrees to defend, indemnify, and hold harmless the Lessor for any harm, damage, or injury to person or property, alleged to arise out of the actions of the Lessee in vacating or abandoning the leased premises, and as to any harm, damage, or injury to person or property arising out of the condition of the property at the time of vacating or abandoning the leased premises.

#### **11. LIENS**

Except with respect to activities for which Lessor is responsible, Lessee shall pay all claims for work done on and for services rendered or material furnished to the leased premises, and shall keep the leased premises free from any liens. If Lessee fails to pay such claims or to



discharge any lien, the Lessor may do so and collect the cost as additional rent. Any amount so added shall bear interest at the highest legal rate as allowed by law from the date of payment by the Lessor. Any amount paid by the Lessor on behalf of the Lessee shall be payable on demand. Such action by the Lessor shall not constitute a waiver of any right or remedy which the Lessor may have on account of Lessee's default.

**12. LESSOR'S RIGHTS UNDER THIS LEASE**

A. The Lessor may sue periodically to recover damages during the period corresponding to the remainder of the Lease term, and no action for damages shall bar a later action for damages subsequently accruing.

B. If Lessee fails to perform any obligation under this Lease, the Lessor shall have the option to do so after twenty (20) days written notice to Lessee. All of the Lessor's expenditures to correct the default shall be reimbursed by Lessee on demand with interest at the highest legal rate of interest allowed by law from the date of payment by the Lessor. Such action by the Lessor shall not waive any other remedies available to the Lessor because of the default.

C. All remedies in this Lease shall be in addition to and shall not exclude any other remedy available to the Lessor under any applicable law.

**13. GOVERNING LAW**

The laws of the State of Alaska shall govern the construction and interpretation of this Lease. The Superior Court for the State of Alaska, First Judicial District at Wrangell, Alaska, shall be the exclusive court for jurisdiction and venue of any and all actions of any kind and any nature arising out of or related to this Lease. The parties agree that trial of any action filed shall be in Wrangell, Alaska.

**14. DEFAULT**

If the Lessor determines that the provisions of the Lease are not being met and attempts to resolve the dispute in a reasonable manner are unsuccessful, written notice shall be given to the Lessee stating the nature of the deficiency and the necessary corrective action. Lessee shall either take immediate corrective action or respond to the Lessor within ten (10) calendar days stating the reason for the noncompliance and a schedule for compliance. If the Lessor determines that this response is unacceptable, the Lessor shall give Lessee written notice of default and the Lease is terminated. Lessee shall have a reasonable amount of time to remove all personal property. If the personal property is not removed within the time stated in the notice of default, the Lessor may take possession of the property.

**15. TERMINATION**

Each party shall have the right to terminate this Lease upon providing written notice of the intent to terminate sixty (60) days prior to the date of termination.

**16. NOTICE**

All notices and requests concerning this lease shall be in writing and addressed as follows:

Lessee: Don Sorric  
dba Superior Marine  
P.O. Box 2296, Wrangell, AK 99929

Lessor: City and Borough of Wrangell  
P.O. Box 531, Wrangell, AK 99929

17. MISCELLANEOUS

A. This lease cannot be assigned without prior written consent of the other party.

B. The failure of either party at any time to enforce a provision of this lease shall in no way constitute a waiver of the provision, nor in any way affect the validity of the lease or any part of the lease, or any right of the party thereafter to enforce each and every provision hereof.

C. If any term of this lease is held to be invalid, void or unenforceable by a court of competent jurisdiction, the remaining provisions of the lease shall be valid and binding upon the parties.

D. The provisions of this lease are and will be for the benefit of the Lessor and Lessee only and are not for the benefit of any third party, no third party shall have the right to enforce the provisions of this lease.

The Lessee acknowledges that the Lessee has read and understands the terms of this lease and has had the opportunity to review this lease with counsel of his/her choice, and is executing this lease of his/her own free will.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by the duly authorized representative(s) signing below.

Date: 1-27, 20 14

City and Borough of Wrangell, Alaska  
Lessor

Attest:

Kim Lane  
Kim Lane  
Borough Clerk

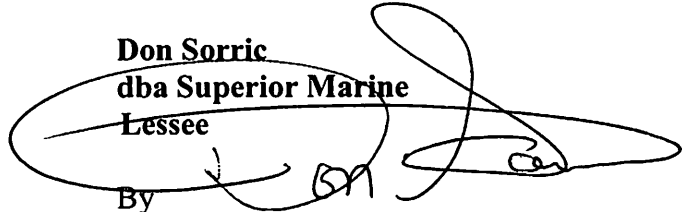
By Jeff Jabusch  
Jeff Jabusch  
Borough Manager

The foregoing instrument was acknowledged before me this 27th day of January, 20 14, by **Jeff Jabusch** and **Kim Lane**, Borough Manager and Borough Clerk, respectively, of the City and Borough of Wrangell, Alaska, an Alaska home rule municipal corporation, on behalf of the corporation.

\_\_\_\_\_  
Notary Public for Alaska  
Commission expires: \_\_\_\_\_


Date: \_\_\_\_\_, 20 \_\_\_\_

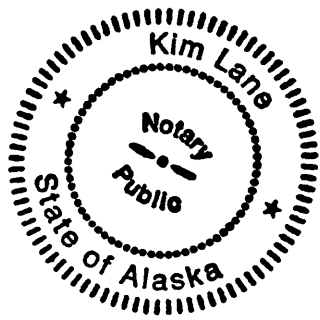
**Don Sorric**  
**dba Superior Marine**  
**Lessee**



By \_\_\_\_\_  
Don Sorric  
Owner  
Title

The foregoing instrument was acknowledged before me this 13<sup>th</sup> day of January, 2014,  
by Don Sorric

  
\_\_\_\_\_  
Notary Public for Alaska  
Commission expires: 7-27-17



Lease Modification

Modification of Facility Lease Agreement  
to Wrangell Marine Service Center (WMSC)  
Facility Lease Agreement

This first modification to extend the Facility Lease Agreement is made and entered into as of November     , 2015 by and among:

January 6, 2016

Don Sorric, dba Superior Marine, P.O. Box 2296 Wrangell, Alaska 99929, and the City and Borough of Wrangell, Alaska, P.O. Box 531, Wrangell, Alaska 99929.

Now therefore, both parties agree as follows:

- A. Don Sorric entered into an original WMSC Facility Lease Agreement dated January 1, 2014 with the City and Borough of Wrangell as follows: Boat Yard Lot 7 – originally 50 feet x 60 feet (3000) square feet. the Permissible Uses in the agreement are as follows:

3. PERMISSIBLE USES

- A. Lessee shall utilize the property only for the purpose of placing a small building in the space, for the purpose of doing fiberglass and wood work. Accessory uses of the property are allowed if pre-approved in advance in writing by the Borough Assembly and/or Port Commission.

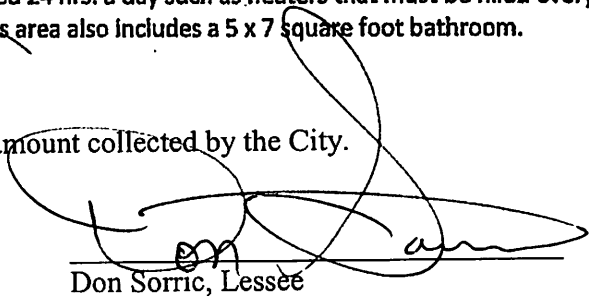
- B. **The Port Commission granted a modification on November 5, 2015, to boat yard lease as follows:**

**The Port Meeting held November 5, 2015 to recommend the approval of the intended purpose of Don Sorric – Lot 7 Metal Building Office Area in the Marine Service Center.**

- C. **This amendment is reflected in the original agreement as follows as per Mr. Sorric’s request:**

- 11 x 10 square foot area down stairs is used as an office.
- 10 x 20 square foot area down stairs is to be used as a meeting room.
- 15 x 10 square foot area upstairs is to be used as a resting area for nights when work is being done in the yard that needs to be supervised 24 hrs. a day such as heaters that must be filled every few hours on projects where heat is needed. This area also includes a 5 x 7 square foot bathroom.

There is no change to the monthly lease amount collected by the City.



Don Sorric, Lessee

1-6-16  
Date



Greg Meissner, Harbormaster  
City and Borough of Wrangell

1-6-16

Date

Attest:

  
\_\_\_\_\_  
Kim Lane, MMC, Borough Clerk

Date:

1-6-16

# Agenda Item 13b

## CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY  
AGENDA ITEM  
June 13, 2017**

**INFORMATION:**

**PROPOSED RESOLUTION No. 06-17-1366:** A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, LEVYING A GENERAL TAX FOR SCHOOL AND MUNICIPAL PURPOSES UPON ALL TAXABLE PROPERTY WITHIN THE BOROUGH FOR THE TAX YEAR 2017 PURSUANT TO WRANGELL MUNICIPAL CODE SECTION 5.04.010; PROVIDING FOR THE COLLECTION OF TAXES DUE IN 2016 AND PRESCRIBING PENALTIES AND INTEREST FOR DELINQUENT TAXES

**Attachments:**

- 1. PROPOSED RESOLUTION No. 06-17-1366**

**RECOMMENDED ACTION:**

Move to approve Resolution No. 06-17-1366.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 06-17-1366

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, LEVYING A GENERAL TAX FOR SCHOOL AND MUNICIPAL PURPOSES UPON ALL TAXABLE PROPERTY WITHIN THE BOROUGH FOR THE TAX YEAR 2017 PURSUANT TO WRANGELL MUNICIPAL CODE SECTION 5.04.010; PROVIDING FOR THE COLLECTION OF TAXES DUE IN 2016 AND PRESCRIBING PENALTIES AND INTEREST FOR DELINQUENT TAXES

WHEREAS, the Borough Assembly sitting as the Board of Equalization has regularly assessed and equalized all real property within the City and Borough of Wrangell and has fixed a time at which the taxes levied shall be paid, and has fixed the date of delinquency, and has established that taxes remaining unpaid after the delinquent date shall be collected and have penalties and interest added thereto in accordance with law. The Borough Assembly has provided herein for payment and the date of delinquency of all taxes levied on the property assessed on the tax rolls.

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

Sec. 1. There is hereby levied upon all taxable real property in the City and Borough of Wrangell, Alaska, as previously taxed by the City of Wrangell, except such property as is exempt by law from taxation, a mill rate of 12.75 mills for the tax year 2017, for the Wrangell Service Area, 4.0 mills for property outside the Service Area, and 4.0 mills for the tax differential zone as described in 5.04.310 (a).

Sec. 2. Taxes levied pursuant to this resolution shall be due and payable on or before October 16, 2017. Penalty and interest shall accrue on an unpaid installment from 5:00 p.m. on the date the payment becomes due.

Sec. 3. Taxes remaining unpaid after the delinquent date shall be collected and have penalties and interest added thereto in accordance with law.

Sec. 4. This resolution shall become effective upon its passage and adoption.

ADOPTED: June 13, 2017

\_\_\_\_\_  
David L. Jack, Mayor

ATTEST: \_\_\_\_\_  
Kim Lane, MMC, Borough Clerk

# Agenda Item 13c

## CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY  
AGENDA ITEM  
June 13, 2017**

**INFORMATION:**

**PROPOSED RESOLUTION No. 06-17-1367:** A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADOPTING THE BUDGET FOR ALL FUNDS OF THE CITY OF WRANGELL, ALASKA, FOR THE FISCAL YEAR 2017-2018

**Attachments:**

- 1. PROPOSED RESOLUTION No. 06-17-1367**
2. Memo from Finance Director Burgess

**RECOMMENDED ACTION:**

Move to approve Resolution No. 06-17-1367.



## MEMORANDUM

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

**FROM: LEE BURGESS  
FINANCE DIRECTOR**

**SUBJECT: Approval of 2016-2017 Fiscal Year Budget**

**DATE: June 9, 2017**

The resolution to approve the budget for next year is a combination of the proposed budget previously provided to the assembly and an addendum of changes since the proposed budget summarized in the attached list.

If approved, this budget includes or assumes:

1. Property tax mill rate remaining at 12.75 mills.
2. No increases or reductions to permanent staffing levels.
3. No changes to operating hours or level of services.
4. General fund expenditures, including capital improvements and purchases, in excess of general fund revenues by the amount of \$457,311 in the current year, to be taken from reserves accumulated from prior year general fund surpluses. This intent and plan was communicated in last year's version of this memo.
5. No significant changes to major general fund revenue sources.

### **Budget Summary:**

We have been able to balance the budget and ultimately result in general fund surpluses each of the last several years despite cuts in revenue sharing, jail funding, and consistent increases in personnel costs. One of the primary ways this has been accomplished has been by deferring funding most of the capital purchases and improvements that have been identified as priorities, some of which are recommended to be funded in this budget.

Significant uncertainties remain that could affect this budget, some positively and others negatively. For example, if Wrangell meets income requirements to re-qualify for Community Development Block Grant funding, some of the capital items recommended for funding may be removed from the City's capital funding plan and applied toward this potential grant source, which will reduce the pressure on the general fund and/or enterprise funds. We will not look to purchase or complete any capital items, even if approved by passage of this budget, unless management is confident there are no readily available source of grant and loan funding assistance available and that the purchase or project is necessary to sustain operations and services.

Uncertainties that could foreseeably negatively impact the Borough primarily involve actions that may be taken by the State legislature regarding raising taxes, PERS contribution rates, or taking other actions which could affect the Borough's finances directly or its economy indirectly.

### **Recommend Motion:**

Move to approve Resolution No. 06-17-1367, adopting the 2017-2018 Fiscal Year Budget which includes the draft budget and all recommended changes, as presented.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 06-17-1367

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADOPTING THE BUDGET FOR ALL FUNDS OF THE CITY OF WRANGELL, ALASKA, FOR THE FISCAL YEAR 2017-2018

WHEREAS, the Borough Assembly sitting as the Board of Equalization on May 15, 2017, assessed and equalized all real property within the City and Borough of Wrangell; and

WHEREAS, taxes levied upon boats; taxes on taxable property; delinquent date for payment of taxes and penalty and interest for late payment of taxes are provided in Wrangell Municipal Code, Chapter 5; and

WHEREAS, the Assembly at their regular meeting held June 13, 2017, approved a mill rate of 12.75 mills for the Wrangell Service Area, 4.0 mills for property outside the Service Area, and 4.0 mills for the tax differential zone as described in 5.04.310 (a); and

WHEREAS, the Assembly of the City and Borough of Wrangell, Alaska has been presented with the proposed budget for the fiscal year 2017-2018 in accordance with the Wrangell City Charter Section 5-2; and

WHEREAS, the Assembly held public hearings on May 9, May 30, and June 13, 2017, on the proposed budget in accordance with Wrangell City Charter Section 5-3; and

WHEREAS, the Assembly has approved the proposed budget as presented and/or amended.

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

- Sec. 1. That the General Fund Budget, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 13,302,821 is hereby adopted.
- Sec. 2. That the Capital Project Fund Budget, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 696,500 is hereby adopted.
- Sec. 3. That the Miscellaneous Grants Fund Budget, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 0 is hereby adopted.

- Sec. 4. That the Nolan Center Operating Fund, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 509,482 is hereby adopted.
- Sec. 5. That the Sales Tax Fund Budget, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 3,922,819 is hereby adopted.
- Sec. 6. That the Theater Fund, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 107,999 is hereby adopted.
- Sec. 7. That the Parks & Recreation Fund Budget, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 1,607,946 is hereby adopted.
- Sec. 8. That the Borough Organizational Fund, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 316,498 is hereby adopted.
- Sec. 9. That the Transient Tax Fund Budget, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 275,133 is hereby adopted.
- Sec. 10. That the Secure Schools Budget, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 5,073,842 is hereby adopted.
- Sec. 11. That the Economic Recovery Fund, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 1,451,799 is hereby adopted.
- Sec. 12. That the Permanent Fund, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 7,592,193 is hereby adopted.
- Sec. 13. That the Debt Service Fund Budget, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 267,325 is hereby adopted.
- Sec. 14. That the Residential Construction Fund, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 11,726 is hereby adopted.
- Sec. 15. That the Industrial Construction Fund, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 246,025 is hereby adopted.
- Sec. 16. That the Sewer Utility Revenue Fund Budget, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 1,159,051 is hereby adopted.
- Sec. 17. That the Sanitation Fund, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 826,796 is hereby adopted.
- Sec. 18. That the Electric Utility Enterprise Fund budget, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 6,927,446 is hereby adopted.

Sec. 19. That the Water Utility Enterprise Fund Budget, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 1,361,804 is hereby adopted.

Sec. 20. That the Port Utility Enterprise Fund Budget, reserves and transfers, for the fiscal year 2017-2018, in the amount of \$ 7,794,790 is hereby adopted.

Sec. 21. That a copy of the final budget, as approved, be attached hereto and adopted by reference.

ADOPTED: \_\_\_\_\_, 2017

\_\_\_\_\_  
David L. Jack, Mayor

ATTEST: \_\_\_\_\_  
Kim Lane, MMC, Borough Clerk

# Agenda Item 13d

## CITY & BOROUGH OF WRANGELL

### BOROUGH ASSEMBLY AGENDA ITEM June 13, 2017

#### INFORMATION:

Discussion and possible action regarding WMC 15.04.015, Connection to borough water supply required *(added at the request of Assembly Member Mitchell)*

#### Additional Information:

#### **WMC 15.04.015 Connection to borough water supply required.**

The owner of all houses, buildings or properties used for human occupancy, employment, recreation or other purposes situated within the borough or on borough property and abutting any street, alley or right-of-way in which there is now located or may be in the future located a public water supply of the borough is required at his expense to install facilities therein and to connect such facilities directly with the proper public water supply in accordance with the provisions of this chapter within 14 days after date of official notice to do so; provided, that the public water supply is within 200 feet of the property line. [Ord. 608 § 4, 1995.]

#### **RECOMMENDED ACTION:**

Assembly Discussion and Possible Action.

# **Agenda Item 13e**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY AGENDA ITEM June 13, 2017**

#### **INFORMATION:**

Approval of a Change Order #3 to Bunes Electric for the Wrangell Dock Lighting Project

#### **Additional Information:**

1. Memo from Public Works Director Al-Haddad
2. Change Order #3

#### **RECOMMENDED ACTION:**

Move to authorize the Borough Manager to issue Change Order #3, in the total credit amount of -\$12,359.50 to Bunes Electric for changed electrical conditions to the City Dock Lighting project. This credit amount will be applied to, first, the Ports and Harbors FY17 Capital Projects fund, as utilized to cover project shortfalls, and then project grant from the State of Alaska DCCED.

## **MEMORANDUM**

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

**FROM: AMBER AL-HADDAD  
PUBLIC WORKS DIRECTOR**

**SUBJECT: CITY DOCK LIGHTING PROJECT  
CHANGE ORDER #3**

**DATE: June 8, 2017**

### **BACKGROUND**

The City and Borough of Wrangell is under contract with Bunes Electric to perform the construction work of the City Dock Lighting project for which project costs are funded by a grant from the State of Alaska DCCED.

This project is underway, and several design and material items were reviewed for modifications as follows:

1. Install approximately 270' of Owner-supplied 4" conduit for the new 480 electrical service from the City Dock's approach dock equipment rack to the transformer. This additional item also includes all materials to stub-out the three conduit runs from the new dock lighting breaker assembly to the dock's edge as indicated on the drawings "to be installed by Owner." It was the Owner's intent to hire a contractor to perform this work ahead of the City Dock Lighting project; however, due to scheduling, it worked out to issue a change order to Bunes Electric to perform the work as part of this contract. (Cost \$3,025.00)
2. Labor and materials to relocate the new light pole on the approach dock. This relocation allows for better dock clearance for pedestrians and vehicles. (Cost \$510.00)
3. Material credit to eliminate the contract-required spare parts, such as breakers, receptacles, and plugs. (Credit -\$15,894.50)

### **RECOMMENDATION**

Staff recommends the Assembly authorize the Borough Manager to issue Change Order #3, in the total credit amount of -\$12,359.50 to Bunes Electric for changed electrical conditions to the City Dock Lighting project. This credit amount will be applied to, first, the Ports and Harbors FY17 Capital Projects fund, as utilized to cover project shortfalls, and then project grant from the State of Alaska DCCED.

### **ATTACHMENTS**

1. Draft Change Order #3 prepared for issue to Bunes Electric.

# CHANGE ORDER

OWNER   
CONSTRUCTION MANAGER   
ARCHITECT   
CONTRACTOR   
FIELD   
OTHER

PROJECT:

**Wrangell Dock Lighting**

City and Borough of Wrangell, Alaska  
P.O. Box 531, Wrangell, Alaska 99929

CHANGE ORDER NO: 3

INITIATION DATE: 06/08/17

TO CONTRACTOR:

**Buness Electric**

PO Box 66, Wrangell, Alaska 99929

THE CONTRACT IS CHANGED AS FOLLOWS:

1. Install approximately 270' of Owner-supplied 4" conduit for the new 480 electrical service from the City Dock's approach dock equipment rack to the transformer. This additional item also includes all materials to stub-out the three conduit runs from the new dock lighting breaker assembly to the dock's edge as indicated on the drawings "to be installed by Owner."	\$3,025.00
2. Labor and materials to relocate the new light pole on the approach dock, allowing for more pedestrian and vehicular clearance on the dock.	\$510.00
3. Material credit to eliminate the contract-required spare parts.	<u>(\$15,894.50)</u>
TOTAL CHANGE TO CONTRACT THIS CHANGE ORDER:	<u><u>(\$12,359.50)</u></u>

**Not valid until signed by the Owner, Construction Manager, Architect, and Contractor.**

The original Contract Sum was:	\$ 254,440.00
Net change by previously authorized Change Orders:	\$ 2,501.03
The contract Sum prior to the Change Order was:	\$ 256,941.03
The contract Sum will be <input type="checkbox"/> (increased) <input checked="" type="checkbox"/> (-decreased) <input type="checkbox"/> (unchanged) by this Change Order:	\$ (12,359.50)
The new Contract Sum including this Change Order will be:	<u>\$ 244,581.53</u>
The Contract Time will be <input type="checkbox"/> (increased) <input type="checkbox"/> (-decreased) <input checked="" type="checkbox"/> (unchanged) by:	

CONTRACTOR

**Buness Electric**

P.O. Box 66, Wrangell, Alaska 99929

OWNER

**City and Borough of Wrangell**

P.O. Box 531, Wrangell, AK 99929

BY \_\_\_\_\_ DATE \_\_\_\_\_ BY \_\_\_\_\_ DATE \_\_\_\_\_





# Agenda Item 13f

## CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY  
AGENDA ITEM  
June 13, 2017**

**INFORMATION:**

Approval of a Change Order to PND Engineers for the Shoemaker Bay Harbor Design Project

**Additional Information:**

1. Memo from Public Works Director, Amber Al-Haddad
2. PND Engineering's fee proposal

**RECOMMENDED ACTION:**

Move to approve PND's fee proposal and authorize the Borough Manager to issue a contract amendment to PND Engineers for the Shoemaker Bay Harbor Replacement Design, in a T&M, not-to-exceed, amount of \$51,227, with the engineering contract scheduled to be obligated from the Borough's DCCED grant for the aforementioned project.

## **MEMORANDUM**

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

**FROM: AMBER AL-HADDAD  
PUBLIC WORKS DIRECTOR**

**SUBJECT: SHOEMAKER BAY HARBOR REPLACEMENT DESIGN;  
CONTRACT AMENDMENT FOR ADDITIONAL DESIGN SERVICES  
RELATED TO A SINGLE GANGWAY AND ADDITIONAL FLOATS**

**DATE: June 8, 2017**

### **BACKGROUND:**

The City and Borough of Wrangell is under contract with PND Engineers to perform the engineering design work of the Shoemaker Bay Harbor Replacement Design project for which project costs are funded by a grant from the State of Alaska DCCED.

CBW staff, with Port Commission concurrence, requested that PND Engineers provide an analysis to modify the existing double-gangway configuration to a future, single-gangway layout. Based on PND's analysis for the Single Gangway, and with the understanding that the single gangway does not pose a code violation, we have asked PND to proceed with a redesign as follows:

- The redesign will include design for the all-new, single gangway configuration, including a new concrete abutment, which would be fairly centered along the head float. It would also include the removal and salvage of the old gangways.
- The redesign will include the design of the twelve new units of 3'x20' finger floats, which will be identified as an additive alternate and designed such that if funds were not adequate to include them in this construction project, they could be installed at a later date.
- The redesign will include an additive alternate for the removal of the two existing approach dock structures.

PND has developed a fee proposal, which is attached hereto and is inclusive of all work related to performing additional design services identified above. The proposal is based on T&M, and shall not exceed the amount of \$51,227.00.

### **RECOMMENDATION:**

We recommend the Assembly approve PND's fee proposal and authorize the Borough Manager to issue a contract amendment to PND Engineers for the Shoemaker Bay Harbor Replacement Design, in a T&M, not-to-exceed, amount of \$51,227. This engineering contract is scheduled to be obligated from the Borough's DCCED grant for the aforementioned project.

### **SUPPORTING DOCUMENTATION:**

1. PND Engineering, Inc.'s Additional 90% Tasks Engineering Services Fee Proposal for Shoemaker Bay Harbor Replacement Design dated June 5, 2017.



**PND Engineers, Inc.**  
**Shoemaker Bay Harbor Replacement**  
**Additional 90% Tasks - Engineering Services Fee Proposal**  
**PND Proposal No. 152018**  
**6/5/2017**



**Scope of Services Description**

Senior Engr VII	Senior Engr VI	Senior Engineer II	Senior Engineer I	Staff Engineer V	CAD Designer VI	Tech V	Line Item Costs	Task Subtotal Costs
\$180.00	\$165.00	\$130.00	\$120.00	\$115.00	\$115.00	\$115.00		

**Task 5.1: Additional 90% Engineering Tasks Associated with Implementing Single Approach and Gangway**

5.1.1 Project Management: Coordination w/ CBW and PND Staff.	4	4						\$1,380	
5.1.2 Uplands Civil Work: Scoping and coordination w/ CBW and MEG; demolition plan for existing civil, electrical, etc. features in uplands; revise upland site plan/base map, grading and drainage, and routing of utilities; revise construction costs; additional specification development.	2	2	50			16	2	\$9,260	
5.1.3 Cast-in-Place Concrete Abutment: Layout and configuration coordination w/ CBW and MEG; armor rock and slope protection design and layout; structural and stability calculations; design drawings for abutment, perimeter safety railing and signage, revise construction costs; specification development.	2	2	24	4		24	4	\$7,510	
5.1.4 120-ft Long Covered Gangway: Coordination w/ MEG for support and configuration of additional electrical cables; structural calculations; revise design drawings for gangway and abutment connection, revise construction costs; revise specifications.		2	16	2		24	2	\$5,640	
5.1.5 Gangway Landing Float: Coordination w/ MEG for layout, configuration and routing of additional electrical cables; revise floatation calculations for increased gangway deadload; revise design drawings for larger float and additional cable capacity/routing; revise construction costs.		2	16			16		\$4,250	
5.1.6 Headwalk Float: Coordination w/ MEG for configuration/routing of additional electrical cables; revise floatation calculations; revise design drawings for additional cable capacity/routing and additional electrical pedestal support installation; revise mooring pile layout; revise float module layout to coordinate w/ additional fingers; revise construction costs.		2	24			16		\$5,290	
5.1.7 Finger Float Additive Alternate: Coordination w/ CBW for layout of additional finger floats; revise design drawings; revise construction cost estimate for additive alternate; revise specifications for additive alternate.		2	4			4	2	\$1,540	
5.1.8 Existing Dock Demolition Additive Alternate: Develop and revise design drawings; revise construction cost estimate for additive alternate; revise specifications for additive alternate.		2	4			4	2	\$1,540	\$36,410
<b>Total Estimated Man-hours</b>	8	18	138	6		104	12		

**Estimated Third Party Expenses**

1. MEG	Electrical Engineering per MEG proposal attached.	\$12,695	
2. Travel for site visit Recon of Uplands at Abutment location	(1) RT airfare, lodging (1 night), per diem (1 day), vehicle rental (1 day)	\$750	
3. Misc.	Reproduction and consumables	\$25	
4. Administrative markup on expenses	10% on 3rd party expenses	\$1,347	\$14,817

**Total Estimated Fee (T&M)**

**\$51,227**

# **Agenda Item 14**

## **CITY & BOROUGH OF WRANGELL**

**BOROUGH ASSEMBLY  
AGENDA ITEM  
June 13, 2017**

INFORMATION:

ATTORNEY'S FILE – None.

# Agenda Item 15a

## CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY  
AGENDA ITEM  
June 13, 2017**

**Executive Session** – Possible Executive Session with the Borough Attorney, the Collective Bargaining Agreement between the City and Borough of Wrangell and the International Brotherhood of Electric Workers (IBEW)

### **RECOMMENDED ACTION:**

I move that pursuant to AS 44.62.310 (c), (1), that we recess into executive session to discuss matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the Borough, specifically: discussion and consideration of the proposal from the IBEW 1547 for a new Collective Bargaining Agreement.

# Agenda Item 15b

## CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY  
AGENDA ITEM  
June 13, 2017**

**INFORMATION:**

**Possible decision** by the Borough Assembly on the IBEW Union's last offer to the Borough for a new Collective Bargaining Agreement

**RECOMMENDED ACTION:**

Possible decision by the Borough Assembly.