



**City and Borough of Wrangell
Borough Assembly Meeting
Revised – AGENDA as of
5-9-2018 to remove the Resolution to approve
a lease agreement for the Mariners Memorial**

Tuesday, May 8, 2018
7:00 p.m. – Regular Meeting

**Location: Assembly Chambers
City Hall**

1. CALL TO ORDER

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

2. ROLL CALL

3. PERSONS TO BE HEARD

4. AMENDMENTS TO THE AGENDA

5. CONFLICT OF INTEREST

6. CONSENT AGENDA

Consent Agenda Items:

- a. Approval of Assembly Minutes – April 24, 2018 (Regular) & April 30, 2018 (Special)

Correspondence Items:

- b. School Board Minutes – School Board Action – March 22nd (Regular), March 28th (Special), April 9th (Special), April 18, 2018 (Action-Regular)
- c. WMC Hospital Board Minutes – March 21, 2018 (Regular)

7. BOROUGH MANAGER'S REPORT

- a. Marine Yard Boat Lift Strap Slip Report
- b. Nuisance/Zoning Abatement Draft Plan of Work
- c. Water Treatment System Report

8. BOROUGH CLERK'S FILE

9. MAYOR AND ASSEMBLY BUSINESS

10. MAYOR AND ASSEMBLY APPOINTMENTS – None.

11. PUBLIC HEARING

- a. **ORDINANCE NO. 946** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SUBSECTION 14.11.005(CC), FEE SCHEDULE, CRUISE SHIP SECURITY FEE, OF THE WRANGELL MUNICIPAL CODE (*second reading-PUBLIC HEARING*)
- b. **ORDINANCE NO. 947** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.05.050, TELECONFERENCING, OF THE WRANGELL MUNICIPAL CODE, ASSEMBLY – RULES OF PROCEDURE (*second reading-PUBLIC HEARING*)

12. UNFINISHED BUSINESS – None.

13. NEW BUSINESS

- a. Approval of the FY 2019 Wrangell Public School District Budget
- b. **PROPOSED RESOLUTION NO. 05-18-1411:** A RESOLUTION OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2018 BUDGET IN THE HARBOR FUND BY ACCEPTING \$18,900 IN REVENUE FROM THE SHOEMAKER BAY HARBOR FLOAT DISPOSAL OUTCRY AUCTION AND AUTHORIZING ITS EXPENDITURE
- c. Approval to Purchase Fire Turn-Outs in the amount of \$41,000 from Mallory Safety & Supply, LLC
- d. Approval of Byford Junkyard Treated Material Disposal Recommendation to the Alaska Department of Environmental Conservation

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

15. EXECUTIVE SESSION

16. ADJOURNMENT

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	6	Date	May 8, 2018
Consent Agenda				
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				

INFORMATION:

***Consent agenda.** Items listed on the consent agenda or marked with an asterisk (*) are considered routine and will be passed in one motion; provided, upon the request of any member, the manager, or the clerk, an item on the consent agenda shall be removed from the consent agenda and placed under New Business for assembly action.*

CONSENT AGENDA - RECOMMENDED ACTION:

Move to approve the Consent Agenda as submitted.

Consent Agenda Items:

- a. Approval of Assembly Minutes – April 24, 2018 (Regular) & April 30, 2018 (Special)

Correspondence Items:

- b. School Board Minutes –School Board Action –March 22nd (Regular), March 28th (Special), April 9th (Special), April 18, 2018 (Action-Regular)
- c. WMC Hospital Board Minutes – March 21, 2018 (Regular)

**Minutes of Regular Assembly Meeting
Held on April 24, 2018**

Mayor David L. Jack called the Regular Assembly meeting to order at 7:00 p.m., April 24, 2018, in the Borough Assembly Chambers. Assembly Members Gilbert, Decker, Powell, Larrabee, Howell, and Prysunka were present. Borough Manager Von Barga and Clerk Kim Lane were also in attendance.

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

The Invocation was given by Tim Helton with the Bible Baptist Church.

Mayor Jack recessed the Regular Assembly meeting at 7:03 p.m.; reconvened at 7:30 p.m.

CEREMONIAL MATTERS

Clerk Lane accepted a Proclamation from Mayor Jack for Municipal Clerk's Week.

PERSONS TO BE HEARD

Aleisha Mollen, Accounting Generalist, read a letter by proxy that was emailed from Trident Seafoods Corporation, requesting that the Assembly hold a special assembly meeting to consider allowing their appeal application that was received after the deadline.

The Assembly (by a majority) directed the Borough Clerk to schedule a Special Meeting so that they could consider if the application should be allowed.

AMENDMENTS TO THE AGENDA – None.

CONFLICT OF INTEREST – None.

CONSENT AGENDA

Consent Agenda Items:

- a. Approval of Assembly Minutes – April 10, 2018 (Regular w/PH) & April 12, 2018 (Special)
- b. POA-2018-00135 Application for a Permit with Dept. of the Army for a Driveway and Pad from William Hollett

Correspondence Items:

School Board Minutes – School Board Action – None.

M/S: Gilbert/Prysunka, to approve the Consent Agenda as submitted. Motion approved unanimously by polled vote.

BOROUGH MANAGER'S REPORT

Manager Von Barga's provided a verbal report on the following:

- FY 2018-19 budget planning highlights.
- Wrangell was selected as an Opportunity Zone Designation; 25 total communities in Alaska selected.
- Repairs to water main on Bennett Street completed yesterday; repair for both Bennett Street and Spring Street was estimated at 65,700,000 gallons per year; Gilbert asked that a report be provided on each Assembly meeting in the future so that the Assembly can stay updated.

- Hospital Administrator will be at next meeting; Prysunka asked that someone from the Hospital be at each Assembly meeting to report on the financial status.
- Helping our Parks at City Park.
- Wrangell Volunteer Fire Department successful in obtaining grant for \$7005 to purchase miscellaneous equipment.
- Von Barga asked Jack if one assembly member could sit on each of the department head interviews; Jack agreed that it was a good idea.
- Travel Lift strap slip at the Marine Service Center.
- City staff safety concerns.

Prysunka asked where we were at on the community member clean-up; Von Barga stated that letters were sent out to the public members who were in violation; Prysunka stated that we have given people 6-8 months and we need to live to our own timeline; time that we need to start enforcing it.

Prysunka reported that he had witnessed many employees not wearing seatbelts; Von Barga said that she had met with Department Heads to discuss Safety; Von Barga will have a plan moving forward in the next four weeks; Prysunka stated that the supervisors need to start taking action on the safety violations; safety needs to be our primary concern; Von Barga said that there needs to be a clear expectation coming from her to the staff and have clear direction in her mind.

BOROUGH CLERK’S FILE

Clerk Lane’s report was provided.

MAYOR AND ASSEMBLY BUSINESS

Howell: attended the last Hospital Board meeting; supply spending is down by 6%; currently down to 9 days of spending cash if we were not counting the city’s funding.

Larrabee: stated that he had been approached by residents, asking why the bleachers were not being set up for the movies on a consistent basis; Von Barga said that she would find out and report back.

MAYOR AND ASSEMBLY APPOINTMENTS – None.

PUBLIC HEARING – None.

UNFINISHED BUSINESS

12a PROPOSED RESOLUTION No. 04-18-1404: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA PROVIDING FOR THE AMENDMENT OF THE JOB DESCRIPTION FOR THE POSITION OF GROUNDMAN/METER TECHNICIAN AND THE AMENDMENT OF THE UNION WAGE AND GRADE TABLE

M/S: Prysunka/Powell moved to approve Resolution No. 04-18-1404 providing for the amendment of the job description for the position of Groundman/Meter Technician and the Amendment of the Union Wage and Grade Table.

Powell stated that what the person doing the job was currently doing is what’s in the current job description; not in favor of approving this.

Howell stated that he didn't believe that we were in a position to give more money to someone for doing something that qualified workers that we have were already doing.

Prysunka said that that language in the red-line job description because (as it was explained), this person was doing way more than the current job description; understanding is that the Union doesn't work that way; if you want to add to a job description, you have to get approval from the Union.

Von Bargaen stated that it was clear that in reading the meter reader job description that the position was undervalued, given what that person does; had been told that the position had evolved over time; the request to change the job description and raise the pay is based on what the employee is currently doing.

Gilbert cautioned the Assembly to not talk about the employee but to focus on the job description.

Prysunka stated that this job description was brought up as a negotiation item during the last Union negotiations and the Union didn't want to deal with it at that time but that they wanted to focus on other issues; believed that the time to address this was during Union negotiations, not now; doesn't change the job description, but cleans it up a bit.

After more discussion, ***Motion failed with Howell, Larrabee, Decker, Powell, Prysunka, and Jack voted no; Gilbert voted yes.***

NEW BUSINESS

13a Approval of Amendment to a Contract Zone Agreement, Previously Approved, for Lot A and Lot A-1A Torgramsen-Prunella Subdivision, Zoned Commercial and Single Family Residential

M/S: Prysunka/Howell moved to approve an Amendment to a Contract Zone Agreement, previously approved, for Lot A and Lot A-1A Torgramsen-Prunella Subdivision, Zoned Commercial and Single Family Residential. Motion approved unanimously by polled vote.

13b PROPOSED RESOLUTION No. 04-18-1408 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2018 BUDGET BY ACCEPTING SECURE RURAL SCHOOLS AND COMMUNITY SELF DETERMINATION ACT OF 2000 FUNDING ASSISTANCE IN THE AMOUNT OF \$24,000 FROM THE USDA FOREST SERVICE FOR BIRD EDUCATION AND THE PROMOTION OF BIRDS DURING STIKINE RIVER BIRDING FESTIVAL FOR 2018 – 2020 AND AUTHORIZING ITS EXPENDITURE

M/S: Gilbert/Decker moved to approve Resolution No. 04-18-1408. Motion approved unanimously by polled vote.

13c PROPOSED RESOLUTION No. 04-18-1409 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, AMENDING PERSONNEL POLICY SECTION 105, EMPLOYMENT OF RELATIVES, TO CHANGE THE DEFINITIONS OF RELATIVES AND TO PROVIDE FOR BOROUGH MANAGER APPROVAL AND PROVIDE FOR AN EFFECTIVE DATE

M/S: Prysunka/Howell moved to approve Resolution No. 04-18-1409, amending Personnel Policy Section 105, Hiring of Relatives, to change the definition of relatives and to provide for an effective date. Motion approved unanimously by polled vote.

13d PROPOSED RESOLUTION No. 04-18-1410 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA TO ADD THE PUBLIC WORKS ADMINISTRATIVE ASSISTANT TO THE NON-UNION WAGE AND GRADE TABLE AND PROVIDE FOR AN EFFECTIVE DATE

M/S: Howell/Prysunka moved to approve Resolution No. 04-18-1410. Motion approved unanimously by polled vote.

13e INTRODUCTION OF ORDINANCE No. 946 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SUBSECTION 14.11.005(CC), FEE SCHEDULE, CRUISE SHIP SECURITY FEE, OF THE WRANGELL MUNICIPAL CODE (*first reading*)

M/S: Gilbert/Powell to approve the first reading of Ordinance No. 946 and move to a second reading with a Public Hearing to be held on May 8, 2018. Motion approved unanimously by polled vote.

13f INTRODUCTION OF ORDINANCE No. 947 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.05.050, TELECONFERENCING, OF THE WRANGELL MUNICIPAL CODE, ASSEMBLY – RULES OF PROCEDURE (*first reading*)

M/S: Prysunka/Howell to approve the first reading of Ordinance No. 947 and move to a second reading with a Public Hearing to be held on May 8, 2018.

Decker pointed out a clerical error; Lane stated that she would fix that for the Public Hearing/Second Reading.

Motion approved unanimously by polled vote.

13g Approval of the Senior Tax Exemptions that were received after the March 1st Deadline, but before the Late Filing Grace Period

M/S: Howell/Gilbert moved to approve Senior Tax Exemptions received after the March 1st Deadline, but before the Late Filing Grace Period. Motion approved unanimously by polled vote.

13h Approval of the Property Tax Foreclosures List for Tax years 2013 through 2017, and Authorization to begin the Official Foreclosure Process

M/S: Prysunka/Gilbert moved to approve the Property Tax Foreclosure List for Tax years 2013 through 2017, and authorization to begin the Official Foreclosure Process.

Von Bargaen stated that someone who was on the list did come in and pay off their tax, which reduced the amount by around \$1,000.

Aleisha Mollen, Accounting Generalist stated that there were approximately 245 properties on the list however if someone's property was listed as owing 2016 and 2017, it would be counted twice; there are approximately 245 instances of unpaid property taxes.

Motion approved unanimously by polled vote

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

EXECUTIVE SESSION – None

Regular Assembly Meeting adjourned at 9:04 p.m.

ATTEST: _____
Kim Lane, MMC, Borough Clerk

David L. Jack, Mayor

**Minutes of Special Assembly Meeting
Held on April 30, 2018**

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

CONFLICT OF INTEREST

Decker declared that she might have a conflict of interest since she fished for Trident. Jack stated that he did not see a conflict. There were no objections from the Assembly.

PERSONS TO BE HEARD – None.

ITEM OF BUSINESS

5a Approval to accept the late Property Tax Assessment Appeal Application from Trident Seafoods Corporation

M/S: Prysunka/Howell to approve accepting the late Property Tax Assessment Appeal Application from Trident Seafoods Corporation. Motion approved unanimously by polled vote.

Special Assembly Meeting adjourned at 5:31 p.m.

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David L. Jack, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

PROCEEDINGS

MINUTES WRANGELL SCHOOL BOARD REGULAR MEETING

March 22, 2018 7:00 PM
Evergreen Elementary School Room 101

President Georgianna Buhler called the regular meeting of the Wrangell Public School Board to order at 7:00 P.M. on March 22, 2018.

CALL TO ORDER

A quorum was determined with the following school board members present: Georgianna Buhler, Tammy Groshong, Aleisha Mollen, Jessica Rooney and David Wilson. 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

The District Vision Statement was recited by Georgianna Buhler.

DISTRICT VISION STATEMENT

The agenda was approved as presented by unanimous consent.

APPROVAL OF AGENDA

Mrs. Jenkins, Elementary Student Council Advisor told the Board that the Student Council has been busy. They held a fundraiser that raised \$125.00 for leukemia. The members introduced themselves: Delia Churchill, President; Rhiannon Wenzel, Vice-president; Trevyn Gillen, 5th Grade Class Representative; Reese Corn, 4th Grade Class Representative; Shalyn Nelson, Secretary; Benjamin Houser, Treasurer and Alana Harrison, 3rd Grade Class Representative.

ELEMENTARY STUDENT
COUNCIL PRESENTATION

Helen Decker, Student Body President, said that the student council met with the School Board yesterday to discuss the budget and student concerns. The biggest concern was the lack of parking at the high school. Students offered several options. Today they had another meeting and discussed the parking issues again. Another concern was that the bleachers are not sound. The students are happy to see that the board is addressing the safety issues. Helen said that the students would like to see more challenging AP and college courses. Students discussed the lunch program and would like to see a healthier option offered for school lunch. Students thought a salad or fruit bar would be beneficial or even offering a healthy side option at an additional cost. She also told the Board that the Lady Wolves placed 4th at State Basketball and received the Academic Award and the Sportsmanship Award. Music and Art Festival are coming up within the next month. National Close-up students will be leaving for Washington DC in about a month. The next Student Council Meeting will be held May 8.

STUDENT REPRESENTATIVE
REPORT

Jamie Roberts, Swim Team Coach, read a letter into the minutes in support of adding high school swimming to the list of sponsored extracurricular activities.

GUESTS TO BE HEARD

Diane O'Brien, Parent also spoke in support of a high school swim team. She told the Board that she has been encouraged by discussions at the Strategic Plan Committee meetings improving the class and school culture for faculty and students. Mrs. O'Brien also said that she believes that recent school incident was dealt with appropriately by the administration.

Andrew Hoyt, Parent, spoke as a representative of the Parent Advocates for Wrangell Students Safety (PAWSS) in support of the resolution submitted by the Wrangell Teachers Association in support of student safety. He read a letter into the minutes until his allotted time ran out.

Janel Privett, Community Member, finished reading Mr. Hoyt's letter. She also spoke in support of high school swimming. Mrs. Privett would like to see the Board to continue to strive toward increased communication.

Therese Pempek, Substitute Employee, spoke in support of the administration and the way they handled a recent student incident. She implored the public to make sure that they have all the facts prior to speaking out. Mrs. Pempek also spoke in favor of adding a full time counselor to the staff.

Anne Luetkemeyer, High School teacher echoed Mrs. Pempek's sentiments and spoke in support of the Parent Advocates for Wrangell Students Safety (PAWSS) group formed by parents.

GUESTS TO BE HEARD

Information & Correspondence were accepted by unanimous consent.

ACCEPTED INFORMATION & CORRESPONDENCE

Motion to approve the items on the consent agenda as presented by Aleisha Mollen; seconded by Jessica Rooney. Poll vote: Aleisha Mollen: Yes; Jessica Rooney: Yes; Dave Wilson: Yes; Tammy Groshong: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

APPROVED THE ITEMS ON THE CONSENT AGENDA

- Approved the minutes of the February 19, 2018 Regular Board Meeting
- Offered Bill Schwan a principal contract for the 2018-2019 school year with appropriate placement on the salary schedule
- Offered contracts to all tenured teachers in the district for the 2018-2019 school year
- Offered Fred Angerman a contract to serve as maintenance director for the 2018-2019 school year with appropriate placement on the salary schedule
- Offered Matthew Gore a contract to serve as technology director for the 2018-2019 school year with appropriate placement on the salary schedule
- Offered Pam Roope a contract to serve as Business Manager for the 2018-2019 school year with appropriate placement on the salary schedule
- Offered Anya Ritchie an extracurricular contract to coach Middle School Volleyball during the 2018 season, pending receipt of a satisfactory criminal background check and a drug test
- Approved the hire of Shanna Mall as Fine Arts Teacher beginning with the 2018-2019 school year; with appropriate placement on the salary schedule
- Approved the hire of Jennifer Ingman as Secondary Math Teacher beginning with the 2018-2019 school year, with appropriate placement on the salary schedule
- Approved the hire of Virginia Tulley, Elementary Principal, beginning with the 2018-2019 school year, with appropriate placement on the salary schedule
- Offered Mrs. Therese Pempek a long-term substitute teacher contract at her per diem rate for actual time worked (approximately April 25-May 25, 2018)
- Reviewed the resignation letter from Leeann Wiggins-Martin, IT Coordinator as an item of information

Elementary Principal Gail Taylor reported that about 90% of parents showed up for parent/teacher conferences. During the Read Across America movement, many family members participated during Power Hour to read with children.

ADMINISTRATIVE REPORTS

Secondary Principal, Bill Schwan told the Board that we did receive a First Bank Grant Award for spirit in the amount of \$500.00. He also said that Helen Decker's piece, "Living Beautifully" was selected for the Echoes publication. Band Students have been assisting the elementary students with tuning their instruments.

Superintendent Mayer told the Board about conferences he has attended regarding personalized learning. This is a large paradigm shift in education and ties into our new Strategic Plan. Today, the district received information from Senator Murkowski's office to let us know that the past two years of Secure Rural Schools has been funded. Mr. Mayer gave the Board information about our inservice on Safety to be held on March 30, 2018. He also congratulated the Lady Wolves on their success at the State tournament.

Motion to postpone action on Resolution 18-01 supporting Alaska's Education Challenge until the April 12, 2018 Regular Board Meeting by Jessica Rooney, seconded by Dave Wilson. Poll vote: Jessica Rooney: Yes; Dave Wilson: Yes; Tammy Groshong: Yes; Aleisha Mollen: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

POSTPONED ACTION ON RESOLUTION 18-01, SUPPORTING ALASKA'S EDUCATION CHALLENGE

Motion to accept the fiscal year 2018 Special Education Grant Award in the amount of \$107,025.93 by Aleisha Mollen, seconded by Tammy Groshong. Poll vote: Dave Wilson: Yes; Tammy Groshong: Yes; Aleisha Mollen: Yes; Jessica Rooney: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

ACCEPTED THE FISCAL YEAR 2018 SPECIAL EDUCATION GRANT AWARD

School Board Members discussed Budget Draft II.

DISCUSSED BUDGET DRAFT II

Motion to accept the first reading of Board Policy 1260, Visits to the School as presented by Aleisha Mollen, seconded by Jessica Rooney. Poll vote: Tammy Groshong: Yes; Aleisha Mollen: Yes; Jessica Rooney: Yes; Dave Wilson: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

ACCEPTED THE FIRST READING OF BOARD POLICY 1260

Motion to accept the first reading of Board Policy 4117.2, Resignation of Certificated Personnel and 4117.3, Personnel Reduction by Jessica Rooney, seconded by Tammy Groshong. Poll vote: Aleisha Mollen: Yes; Jessica Rooney: Yes; Dave Wilson: Yes; Tammy Groshong: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

ACCEPTED THE FIRST READING OF BOARD POLICY 4117.2 AND 4117.3

Motion to accept the first reading of Balanced Governance Policies #7020, #7021, #7022, #7262, #7263 and #7264 as presented by Jessica Rooney, seconded by Aleisha Mollen. Poll vote: Jessica Rooney: Yes; Dave Wilson: Yes; Tammy Groshong: Yes; Aleisha Mollen: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

ACCEPTED THE FIRST READING OF BOARD POLICY 7020, 7021, 7022, 7262, 7263 AND 7264

Motion to accept the second reading of Balanced Governance policies #7001, Global Governance, #7014, Unity of Control and #7130, Board Committees for inclusion in the policy manual by Tammy Groshong, seconded by Aleisha Mollen. Poll vote: Dave Wilson: Yes; Tammy Groshong: Yes; Aleisha Mollen: Yes; Jessica Rooney: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

ACCEPTED THE SECOND READING OF BALANCED GOVERNANCE POLICIES 7001, 7014, AND 7130,

The School Board reviewed Board Policy #1323, Contests and Awarding of Prizes to Students.

REVIEWED BOARD POLICY #1323

Board Member Wilson requested that we pull Board Policy #4117.4, Dismissal of Teachers to review during a work session.

PULLED BOARD POLICY 4117.4 FOR A WORK SESSION

The School Board reviewed Board Policy #4117.6, Nonretention of Teachers.

REVIEWED BOARD POLICY 4117.6

School Board Members requested that we pull Board Policy #4118, Suspension/Disciplinary Action to review during a work session.

PULLED BOARD POLICY 4118 FOR A WORK SESSION

Reviewed the upcoming dates and meeting announcements.

REVIEWED DATES & MTG ANNOUNCEMENTS

Board Member Mollen summarized the report provided to the board regarding training she and Board Member Rooney received during the AASB Annual Conference in November 2017.

BOARD MEMBER COMMUNITY ACTIVITY REPORTS

Georgianna Buhler told the board that she hopes to have a written report about the Jurassic Parliament training that she, Board Member Rooney and Parliamentarian Kim Powell attended.

Mrs. Buhler said that she has been involved with the AAU Middle School Basketball team and is in the process of helping develop a 501 (c) 3

Aleisha Mollen was elected as Vice-president of Hannah's Place. She's also the local contact for the Southeast Alaska State Fair in Haines. She is also heading up Lemonade Day that will take place on June 2

Meeting Adjourned at 7:50 P.M.

ADJOURNED AT 7:50 P.M.


SECRETARY/TREASURER

Re: Proposal to approve a High School Swim Team
Date: March 22, 2018

Good Evening, my name is Jamie Roberts. I am a member of the coaching staff of the Wrangell Swim Club.

I am here tonight to ask the Wrangell School Board for support and assistance in forming a Wrangell High School Swim Team, to be in place at the beginning of the 2018-19 school year. Swimming is already a sanctioned activity under ASAA. I am requesting that the School Board give the necessary approval to add it to the list of activities that are currently offered to high school students. I am also requesting that a HS Swim Team be added to the extracurricular pay scale.

The Wrangell Swim Club began as a Senior Project in 2012. At that time there was no established swim program. Mikayla Stokes shared her passion for sports and swimming, and developed a semester-long swim program. She had 18 swimmers!

When her project ended, parents and volunteer coaches continued the program so that it could grow with the students' love of swimming.

Today the Wrangell Swim Club is in its sixth year and has grown to 43 swimmers, ages 6 through 14! We are in our second year of competitive swimming, including local, Regional & State meets and Junior Olympics.

Our supporters believe that a High School Swim Team would be a viable and sustainable program that would be built by the younger swimmers of the Wrangell Swim Club - a club which has shown progress and continuity over the last 6 years.

In the past when students reached high school they typically left the club because there wasn't an opportunity to compete at the high school level.

We have a group of Middle School swimmers moving into High School beginning next year. They need your official approval to compete at the high school level.

I am here today, with the support of the swimmers and their families and friends to ask your assistance in making that happen.

Youth programs are a critical part of engaging our youth in fun, active programs that builds healthy lifestyles, confidence and community.

Swimming is a lifelong sport.

Swimming is also an inclusive sport, where athletes with intellectual disabilities can compete. In fact, one of our swimmers will be attending their second year of the Special Olympic Summer Games in June.

A few important pieces that we already have in place include:

- qualified coaches
- a partnership with Wrangell Parks and Recreation Department
- a dedicated group of students
- working relationships with swim team coaches around the state
- and a strong support group of families, friends and community members.

We need your support & guidance to outline the steps to lead us forward and make this happen for our youth. I am requesting that this proposal be added as a future agenda item if that is the next step.

I have discussed this proposal with Superintendent Mayer, Principal Schwan, Business Manager, Mrs. Roope, WTA President Mr. Howe, ASAA Board President Mr. Cabral and Activities Director, Mrs. Rooney. I am preparing a brief report that addresses questions that were brought up in those meetings. I would also like to address any questions that you may have tonight.

I have copies of this letter for each of you. My contact information is included. Please send me any questions you would like me to address in my report.

I look forward to working with you to provide this opportunity for our youth. Thank you for your time and consideration.

With gratitude,

Jamie Roberts
Wrangell Swim Club
jreimer@aptalaska.net
874-2811 (home)
470-4844 (cell)

Parent Advocates for Wrangell Students Safety (PAWSS)

03/22/2018

I stand before you this evening as a representative for myself, my children, other concerned parents, and members of the community to convey my appreciation of the Wrangell Teachers Associations request to take action in improving policies and procedures regarding the safety of students, teachers and staff of Wrangell Public Schools.

Not only am I glad to see the WTA's resolution to address areas of concern regarding school safety that the "teachers are unsatisfied with", but I am also pleased to find the topic on the boards agenda this evening.

As a representative of PAWSS I can say that we agree with the WTA's position that there are improvements that can be made to the current policies for ensuring safety in our schools. I am also very pleased to see that the WTA has included parents, teacher's community members and local law enforcement officials as necessary contributors to the review and implementation of newer and more substantial safety recommendations. It is my belief that these entities can and should work collaboratively to find solutions to the concerns of all involved.

While the WTA's resolution calls for the review of several current policies to which we as a group agree attention needs to be paid, it is also our opinion that some of these policies do not go far enough in deterring threats to school safety, and further that the policies aimed at the use of firearms by members of the community and/or students themselves should be more inclusive of any *threat* to safety through the use of any type of weapon currently outlined in the school boards banned items list; these include knives, clubs, explosives, etc.

The impetus for the creation of PAWSS stems from an incident which took place at the Wrangell High School on February 12th of this year. More specifically the threats made by a student to bring explosives to the school and detonate them. These threats were of such concern to other students who were present, while they were being made, that the students recorded the threats via use of the schools audio/visual equipment in the Digital Literacy classroom. This recording was then turned over to instructors by the students who at that time expressed their concerns and fears resulting from the threats. It is disheartening to see that this incident is not mentioned in either the school Superintendents report, or the high school administrators report to the board this month.

Parent Advocates for Wrangell Students Safety (PAWSS)

03/22/2018

Our primary concerns as a group are not only the fact that these threats were made but also the methods and measures used by school officials to administer discipline to the threat maker. It is our understanding that the student who made the threats was given a three day In School Suspension (ISS) and was then allowed back into the general student population while "reflecting" on his actions and words. It would be an understatement to say that this reintegration into the student population was disconcerting to the students who reported the incident. It is also very disconcerting to those students' parents and others within the community that the existence of the video was said to be merely a "rumor" by school officials when confronted about it by a concerned parent; furthermore the administrations seemingly punitive actions towards the students who recorded the video is by any measure inappropriate.

We live in a world where individuals are instructed that "if you see something, say something." These students did exactly that; yet they have lost their ability to work independently with the schools audio/video equipment and further instructed by school staff "not to take their cell phones out for any reason during Digital Literacy class" after the video itself made its way into the possession of parents of school students within the community. These kids should be praised for their courage in taking action to report this incident; not sanctioned. And, the use of cell phones and similar devices to record the threats of anyone to harm students or destroy school property should be encouraged, not curbed.

It is our understanding that in cases such as the one that took place in February, any student who may be involved has certain rights; this applies to the *threat maker* as well as to the students who felt threatened enough to record the threats and voice their concerns. I believe these rights include the ability to have their case heard by means of an executive session of the school board.

It is therefore PAWSS request that an executive session be held not only to discuss the threats made, but also the measures taken by administration officials in disciplining the student who made the threats. We also feel attention should be paid to the administration's handling of the situation in regards to parents and students concerns about the matter. And further it is our groups hope that a series of workshops can be arraigned in which all entities mentioned prior can work together to find solutions that will prevent such actions, as the threat of sanctions against

Parent Advocates for Wrangell Students Safety (PAWSS)

03/22/2018

student reporters may in fact prevent them from speaking up in the future should another instance of threatening behavior occur.

In closing it is my hope that voicing our concerns is received by the school board in the manner in which they are meant; that being as a beginning to collaborative joint efforts to curb violence and the threat of violence by any member of the community towards school students and/or the schools themselves.

Thank you for your time and attention in hearing our views; and it is our hope that we can work together in the future for the betterment of school policies and student safety.

Parent Advocates for Wrangell Students Safety (PAWSS)

Andrew J. Hoyt

P. O. Box 2101

Wrangell, Alaska, 99929

Ph. 907-305-0987

Email: drew.hoyt@gmail.com

PROCEEDINGS

**MINUTES
WRANGELL SCHOOL BOARD
SPECIAL MEETING**

March 28, 2018; 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 Thursday, March 28, 2018.

CALL TO ORDER

A quorum was determined with the following school board members present: Georgianna Buhler, Tammy Groshong, Dave Wilson and Aleisha Mollen. Jessica Rooney was absent, excused. Also present was Recording Secretary Kimberly Powell.

DETERMINE QUORUM

Motion to recess into executive session to discuss matters the immediate knowledge of which may prejudice the reputation and character of any person more specifically to review the superintendent applicants by Aleisha Mollen; seconded by Tammy Groshong. Poll vote: Aleisha Mollen: Yes; Dave Wilson: Yes; Tammy Groshong: Yes; Georgianna Buhler: Yes; Motion approved. Timi Tullis from the Association of Alaska School Boards was invited into the Executive Session.

**RECESSED INTO
EXECUTIVE SESSION AT
6:36 PM.**

Reconvened into Regular Session at 9:24 P.M.

**RECONVENED INTO REGULAR
SESSION AT 9:24 PM.**

Motion to direct Timi Tullis, Search Consultant from AASB to contact the finalists determined by the board to see if they would come to Wrangell for an interview on April 9 & 10 by Aleisha Mollen; seconded by Tammy Groshong. Voice vote: all in favor, none opposed. Motion approved.

**DIRECTED TIMI TULLIS TO
CONTACT THE
SUPERINTENDENT FINALISTS
TO SEE IF THEY WILL COME TO
WRANGELL.**

Meeting Adjourned at 9:25 P.M.

ADJOURNED AT 9:25 PM.



SECRETARY/TREASURER

PROCEEDINGS

**MINUTES
WRANGELL SCHOOL BOARD
SPECIAL MEETING
April 9, 2018; 1:00 PM
Evergreen Elementary School Room 101-Intermediate**

President Georgianna Buhler called the Special Meeting of the Wrangell Public School Board to order at 12:59 PM on Monday, April 9, 2018.

CALL TO ORDER

A quorum was determined with the following school board members present: Georgianna Buhler, Dave Wilson, Jessica Rooney and Aleisha Mollen. Tammy Groshong was absent, excused. Also present was Recording Secretary Kimberly Powell.

DETERMINE QUORUM

Motion to recess into executive session to conduct interviews for the Superintendent of Wrangell City School District which may prejudice the reputation and character of any person by Aleisha Mollen; seconded by Dave Wilson. Poll vote: Aleisha Mollen: Yes; Dave Wilson: Yes; Jessica Rooney: Yes; Georgianna Buhler: Yes; Motion approved. Lon Garrison from the Association of Alaska School Boards was invited into the Executive Session.

RECESSED INTO EXECUTIVE SESSION AT 1:00 PM.

Recessed the Executive Session at 5:03 PM.

RECESSED THE EXECUTIVE SESSION

Resumed the Executive Session at 8:30 AM, Tuesday, April 10, 2018.

RESUMED THE EXECUTIVE SESSION

Motion to move into regular session by Dave Wilson; seconded by Aleisha Mollen. Poll vote: Aleisha Mollen: Yes; Dave Wilson: Yes; Jessica Rooney: Yes; Georgianna Buhler: Yes; Motion approved.

RECONVENED INTO REGULAR SESSION AT 12:51 PM, APRIL 10, 2018

Motion to appoint Deborah Lancaster for the position of Superintendent of Wrangell Public School District for three years starting at \$107,000.00 by Aleisha Mollen, seconded by Jessica Rooney. Poll vote: Jessica Rooney: Yes; Aleisha Mollen: Yes; Dave Wilson: Yes; Georgianna Buhler: Yes; Motion approved.

APPOINTED DEBORAH LANCASTER FOR THE POSITION OF SUPERINTENDENT

Meeting Adjourned at 12:52 P.M.

ADJOURNED AT 12:52 P.M.


SECRETARY/TREASURER

BOARD ACTION

WRANGELL PUBLIC SCHOOL BOARD REGULAR MEETING APRIL 12, 2018

FOR DETAILS, CONTACT:
PATRICK MAYER,
SUPERINTENDENT
DIRECT PHONE: 907-874-2347

- Approved the Agenda as presented
- Approved the Items on the Consent Agenda as presented
 - Accepted the Minutes of March 22, 2018 Regular School Board Meeting
 - Accepted the Minutes of March 28, 2018 Special School Board Meeting
 - Accepted the Minutes of April 9, 2018 Special School Board Meeting
 - Offered Matthew Nore and Aimee Romeijn Teaching Contracts
 - Offered Odile Meister and Virginia Oliver 26.5 fte Teaching Contracts
 - Offered Shane Phillips a Teaching Contract
 - Offered Susan Brown a Long-term Substitute Teaching Contract
 - Approved Removing the Broken Inventory from the Inventory List
 - Approved Removing Laptops that are no longer operational from Inventory
- Took from the table, the motion to adopt Resolution 18-01 Supporting Alaska's Education Challenge
- Adopted Resolution 18-01 Supporting Alaska's Education Challenge
- Adopted the 2018-2019 School Calendar for Submittal to the Department of Education and Early Development for their approval
- Reviewed the Crisis Plan and discussed forming an ad hoc committee of the School Board to review School Discipline & Safety Policies
- Approved the FY 2019 Budget
- Sanctioned a High School Swim Team with no district funding
- Accepted the second reading of:
 - Board Policy 1260, Visits to the School
 - Board Policy 4117.2, Resignation of Certificated Personnel
 - Board Policy 4117.3, Personnel Reduction
 - Board Policy 7020, Board Standards
 - Board Policy 7021, Governing Style
 - Board Policy 7022, Board Responsibilities
 - Board Policy 7262, Board Participating in Activities
 - Board Policy 7263, School Board Use of Electronic Mail and Social Media
 - Board Policy 7274, Board Member/Superintendent Progressive Response
- Accepted the first reading of:
 - Board Policy 7400, Evaluation of School Board
- Adjourned



**WRANGELL MEDICAL CENTER
BOARD OF DIRECTORS MEETING MINUTES
March 21, 2018 - 5:30 p.m.
Location: Assembly Chambers, City Hall**

CALL TO ORDER: Meeting was called to order at 5:30 by President, Patrick Mayer

ROLL CALL:

Present: Maxi Wiederspohn, Jennifer Bates, Don McConachie, Marlene Messmer, Patrick Mayer, Olinda White
Absent: Rebecca (Lynne) Christiansen
Quorum established
Assembly representative Rolland Howell was present.

AMENDMENTS TO THE AGENDA: None

CONFLICT OF INTEREST: None

CONSENT ITEMS:

Motion made by Maxi Wiederspohn to approve consent item 5.a minutes of the regular meeting held February 21, 2018, and item 5.b minutes of the special meeting held March 9, 2018 and 5.c statistics for February 2018, Don McConachie seconded, passed unanimously.

PERSONS TO BE HEARD:

Rose Shymanski: Spoke in favor of SEARHC's potential management of WMC.

CORRESPONDENCE: None

REPORTS AND COMMUNICATIONS FROM WMC STAFF:

QUALITY REPORT

- CEO Robert Rang recapped the written report.

COMPLIANCE REPORT

- With no quarterly report due, Scott Glaze informed the Board of upcoming ALICE training on March 22 and 23 and noted that the LTC Satisfaction Survey saw two responses from family and four from residents of the 12 surveys distributed. Survey results will be made available at the April regular meeting.

CFO REPORT: In addition to the written report:

- Currently have 26 days cash on hand, 13 days not including the line of credit from the Borough and the gift from Foundation of \$150K.
- Expenses are under budget 6% year-to-date
- Accounts receivable has dropped from 88 days last year to 66 days this year, approaching 50-60 day goal.
- Reported upcoming change of signers, removal of Kris Reed and addition of Aaron Angerman.

BOARD OF DIRECTORS MEETING

March 21, 2018 - 5:30 p.m.

REPORTS AND COMMUNICATIONS FROM WMC STAFF (CONTINUED):

CEO REPORT: In addition to the written report:

- Thanked the WMC Foundation for a gift of \$150K that will help purchase a new ultrasound machine and partially cover the cost of some new scopes equipment. Ultrasound equipment provides hundreds of thousands of dollars annually and is an important diagnostic tool for the medical staff. While acquiring the new equipment is mission-critical, the purchase is on hold pending clarity in the Medicare situation. If not able to acquire the equipment, the money will be returned to the Foundation.
- Health Fair blood draws began Monday, March 5. There have been 304 draws as of March 20.
- ASHNHA meeting, met with Dan Ortiz and Bert Stedman to outline the needs of hospitals state-wide. Ortiz was able to fast-track a bill to make Medicare payments available for another three months.
- CNO Ginger Watko added that four nursing applications were received this week, two interviews have been scheduled for next week. A new recruiter is making headway in finding applicants that are a good fit for WMC.

MEDICAL STAFF REPORT: No report this month

ACTION ITEMS:

- a. Motion to approve AD 301 Financial Assistance Policy made by Olinda White, seconded by Maxi Wiederspohn;
Discussion: Doran clarified that all who receive Medicare/Medicaid must have the policy and made widely available to the public. Robert continued that the only change from last year is to the federal guideline for poverty level.
Poll Vote: Passed unanimously with six votes, one absent.
- b. Motion to approve AD 302 Prompt Payment Plan made by Don McConachie, seconded by Maxi Wiederspohn.
Discussion: Doran noted significant difference in payments received in Petersburg hospital with increase from 10% to 20% prompt payment discount. Don asked if the discount increased those who were less likely to pay, to which Doran answered it's hard to track who will or won't pay. Doran did continue that those who want to pay, but can't, will pay, and payments are not strung out over six months, but paid all at once. Robert added that payments in full cut down on monthly invoices and money comes in the door quicker.
Poll Vote: Passed unanimously with six votes, one absent.

DISCUSSION ITEMS:

- Robert reminded the Board that his contract is up in August and just wanted to get the conversation started as to how the Board wanted to move ahead.

INFORMATION ITEMS:

- a. New Hospital Project Update:
 - City Manager, Lisa Von Bargaen, notified the Board of a special Assembly meeting March 22 which will address the Letter of Intent between SEARHC and the CBW.
 - The Borough Assembly approved the steering committee at the March 13 meeting, appointing Assembly members Patty Gilbert and Rolland Howell to the committee.

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

BOARD OF DIRECTORS MEETING
March 21, 2018 - 5:30 p.m.

BOARD COMMENTS:

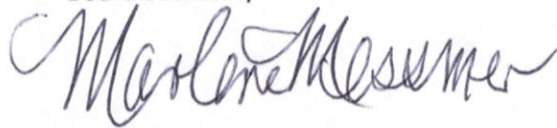
Olinda White: Had her blood draw and things moved well.

Don McConachie: Welcome to Aaron.


Patrick Mayer: Thank you to Kris.

ADJOURN: With no further business, the regular meeting adjourned at 6:02 p.m.

Marlene Messmer
Board Secretary



Aaron Angerman
Date Certified:


4-18-18



**WRANGELL MEDICAL CENTER
BOARD OF DIRECTORS MEETING MINUTES
March 21, 2018 - 5:30 p.m.
Location: Assembly Chambers, City Hall**

CALL TO ORDER: Meeting was called to order at 5:30 by President, Patrick Mayer

ROLL CALL:

Present: Maxi Wiederspohn, Jennifer Bates, Don McConachie, Marlene Messmer, Patrick Mayer, Olinda White
Absent: Rebecca (Lynne) Christiansen
Quorum established
Assembly representative Rolland Howell was present.

AMENDMENTS TO THE AGENDA: None

CONFLICT OF INTEREST: None

CONSENT ITEMS:

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CORRESPONDENCE: None

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BOARD OF DIRECTORS MEETING

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

BOARD OF DIRECTORS MEETING
March 21, 2018 - 5:30 p.m.

BOARD COMMENTS:

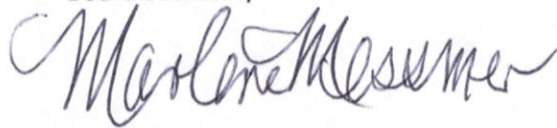
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Don McConachie: Welcome to Aaron.


Patrick Mayer: Thank you to Kris.

ADJOURN: With no further business, the regular meeting adjourned at 6:02 p.m.

Marlene Messmer
Board Secretary



Aaron Angerman
Date Certified:


4-18-18

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	7	<u>DATE:</u>	May 8, 2018
Borough Manager's Report				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
Lisa Von Bargaen, Borough Manager			Expenditure Required:	
			\$0	
			Amount Budgeted:	
			\$0	
			Account Number(s):	
			N/A	
			Account Name(s):	
			N/A	
<u>Reviews/Approvals/Recommendations</u>			N/A	
	Commission, Board or Committee	Unencumbered Balance(s) (prior to expenditure):		
<u>Name(s)</u>		N/A		
	Attorney			
	Insurance			
ATTACHMENTS:				
1. Manager's Report; 2. Marine Yard Report 3. Nuisance/Zoning Abatement 4. Water Treatment System Report				

RECOMMENDATION:

None. Report only.

SUMMARY STATEMENT:

Please see the attached Borough Manager's Report.

Also attached are:

- Nuisance Abatement Report
- Boat Yard Travel Lift Strap Slip Report
- Water Report
- Public Works & Capital Projects Report

MEMORANDUM

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

**FROM: LISA VON BARGEN
BOROUGH MANAGER**

SUBJECT: MANAGER'S REPORT

DATE: April 24, 2018

INFORMATION:

FY 2019 Budget:

The Assembly had the first of three budget work sessions last Wednesday. Two more are scheduled for this upcoming week. The official public hearing is scheduled for May 22nd, with approval of the budget scheduled for June 12th.

Water Treatment:

Please see the attached comprehensive water report from the Public Works Director.

Nuisance Abatement:

Please see the attached report.

Healthcare Continuum:

SEARHC has received the new hospital concept plan. Copies of the concept will be emailed out to the Assembly. The cost numbers are favorable. SEARHC has met with their board who provided direction to keep moving with this project as planned. Wold Architects will be back in Wrangell on May 20th and 21st. On Sunday the 20th Wold will meet with the Steering Committee and Stakeholder Group, and on the 21st there will be another public meeting. SEARHC would like to move as expediently as possible to assume hospital operations while concurrently finalizing the specifics of the new facility. The SEARHC attorney is in the process of developing the next round of documents for the process. Those will be provided to our attorneys as soon as we have them.

Wrangell Junkyard Cleanup:

The Assembly will be taking action at this meeting on a recommendation to ADEC regarding the placement of the material. Please see the comprehensive agenda statement in the packet. Absent the funding being made available in the next few days, ADEC is planning to begin work on the monofill this coming week. They are having a public meeting on Monday about the project at the Nolan Center.

Shoemaker Bay Harbor Project Update:

The bid package is on the street, schedule to open in early June. This is more comprehensively discussed in the Public Works report that is attached.

Personnel Updates:

The positions of Nolan Center Director, Electric Supervisor, and Finance Director have been posted for quite some time. Interviews will begin this week for the Nolan Center Director position. More information will be provided verbally at the meeting. Additionally, this week I will be brining on Jim Nelson, former Electric Supervisor, to act as the interim Supervisor to ensure we are sufficiently staffed to get work accomplished in the field, especially during the June diesel run.

MEMORANDUM

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

**FROM: LISA VON BARGEN
BOROUGH MANAGER**

SUBJECT: NUISANCE ABATEMENT REPORT

DATE: May 8, 2018

INFORMATION:

One of the Assembly priorities for the Borough is Nuisance Abatement. When a community decides to make this a priority the urge expectation is often that town can be “cleaned up” in very short order. This cannot be further from the truth. This report sets some reasonable expectations, and outlines a path forward that is achievable. It also outlines the commitment required by the Assembly.

Almost without exception, in the history of the whole world, has anyone served with an official abatement notice and order ever said, “Thank you for advising me of this. I will begin cleanup immediately.” In fact, most of the time responses are very heated and often involve language inappropriate for use in a report to the Assembly. The point here is that abatement enforcement is a long, cumbersome, uncomfortable and often expensive venture for municipalities; which is why enforcement is an issue. Below is a reasonable scenario to expect:

- First Notice Abatement Enforcement Mailed – Usually a “friendly reminder”
- It is ignored, or the person pays a visit to city hall mildly to severely irritated
- Nothing happens
- Second Notice, Official Abatement Notice & Order – Mailed & Posted at Property
- It is ignored, or there is another uncomfortable visit to city hall; usually elected officials are involved by the property owner
- Property owner may or may not come to an Assembly meeting to discuss how unfairly they are being treated and how terrible the staff is
- Assembly sides with property owner and directs staff to “go easy on that person”; or Assembly supports staff and person goes away angry
- Third Notice, Second Official Notice stating that if action isn’t taken fines can be levied and court action can be taken
- It is ignored, or the property owner takes a “bring it on” attitude
- Borough gets attorney involved
- Attorney sends an additional notice that failure to act will result in court action
- It is ignored
- Attorney files motion in court asking the court to compel the property owner to clean up
- Judge issues such order given sufficient evidence
- Sometimes this works, sometimes not
- If it works, the property is cleaned up by the property owner
- If it doesn’t work, the Attorney goes back to court asking the judge to issue an order allowing the Borough access to the private property to clean it up
- If judge agrees, judgment allowing Borough access to property to abate the nuisance
- Borough bears cost off cleanup and then places lien on the property in hopes of recouping the money spent on abatement

Whew! The commitment by the Assembly has to be to go all the way. If at any point along the way resolve is lost then it becomes clear any property owner can just wait it out with the Assembly.

The time, staff resources and financial commitment to go through nuisance abatement is considerable – even in the best cases. Therefore, Administration is recommended choosing between 4-6 critical properties within the “visual corridor” of town and focusing on those. It is a manageable number and if successful it proves to the community the Borough has the stamina to go the distance on enforcement. This sets the tone and usually subsequent abatement enforcement is easier because they know the Borough is serious.

Staff can begin on this in fairly short order, but the Wrangell Municipal Code is not very prescriptive in its abatement enforcement procedure. This can lead to serious issues down the line if the court get involved. I partially rewrote the abatement code in Valdez a number of years ago and recommend adopting a new ordinance similar. Please see the attached section of the Valdez Municipal Code related to the nuisance abatement enforcement process.

Chapter 9.08 NUISANCES

Sections:

- [9.08.010](#) Defined.
- [9.08.020](#) Prohibited – Abatement generally.
- [9.08.030](#) Burial.
- [9.08.040](#) Slaughterhouses and similar operations.
- [9.08.050](#) Water pollution.
- [9.08.060](#) Maintaining gutters free of obstructions.
- [9.08.070](#) Offensive drains.
- [9.08.080](#) Accumulations of rubbish and materials prohibited.
- [9.08.090](#) Certain conditions declared nuisances.
- [9.08.100](#) Remedies not exclusive.
- [9.08.110](#) Notification of offenders by police chief – Abatement.
- [9.08.120](#) Penalty for violation.

9.08.010 Defined.

For purposes of this chapter, “nuisance” means any act or creation which is injurious to the public health, or which prevents or obstructs the free and comfortable enjoyment of life and property or which is dangerous to surrounding property. [Ord. 227 § 5, 1969; prior code § 42.60.010.]

9.08.020 Prohibited – Abatement generally.

A. It is unlawful for any person, firm or corporation to permit or maintain the existence of any nuisance on any property under his or its control.

B. Whenever a nuisance is deemed to exist it shall be abated by the health officer or chief of police at the expense of the person maintaining such nuisance. [Ord. 227 § 5, 1969; prior code § 42.60.010.]

9.08.030 Burial.

It is unlawful for any person to bury any person within the borough limits except in an established cemetery. [Ord. 227 § 5, 1969; prior code § 42.60.020.]

9.08.040 Slaughterhouses and similar operations.

A. No person shall establish or maintain a slaughterhouse; keep herds of more than five swine or goats; cure or keep hides, skins or pelts; slaughter cattle, swine, sheep or any other kind of animals; pursue or carry on any other business offensive to the senses or prejudicial to the public health or comfort in any part of the borough.

B. Any person maintaining stables, stockyards, or hogpens in which livestock are confined shall be required to keep the same free from accumulations of filth so that the same shall not be prejudicial to the public health.

[Ord. 227 § 5, 1969; prior code § 42.60.030.]

9.08.050 Water pollution.

It is unlawful for any person to throw, empty out or deposit in any gutter or ditch or near any inhabited place, the suds or filthy water resulting from the washing of clothes, slops from kitchens or other foul or filthy matter or allow the same to stand on his own premises or to seep into the premises of another. [Ord. 227 § 5, 1969; prior code § 42.60.040.]

9.08.060 Maintaining gutters free of obstructions.

It shall be the duty of every owner of any property to keep the gutter in front of such property at all times clean and free from all obstructions to the free passage of water, and to remove all dirt, filth, garbage or rubbish that may have accumulated on the street or alley adjoining the property, to the middle of the street or alley. [Ord. 227 § 5, 1969; prior code § 42.60.050.]

9.08.070 Offensive drains.

No person shall permit any cellar, pool, sewer, water closet or private drain belonging to him to become nauseous, foul or offensive and prejudicial to the public health and comfort. [Ord. 227 § 5, 1969; prior code § 42.60.060.]

9.08.080 Accumulations of rubbish and materials prohibited.

No owner, lessee, agent, tenant, or occupant shall allow or permit any junk vehicles, junk, debris, or indiscriminate storage of machinery, equipment parts, lumber, or other material, or any accumulation of garbage, manure, offal, rubbish, stagnant water, or any filthy liquid or substance, or anything that is or may become putrid or offensive to be or remain upon his yard, lot or premises, or upon any yard, lot or premises controlled by him. [Ord. 600 § 4, 1995; Ord. 227 § 5, 1969; prior code § 42.60.070.]

9.08.090 Certain conditions declared nuisances.

In addition to other public nuisances declared by other sections of this code, the nonexclusive following are declared to be public nuisances:

A. The sale or offering for sale of unwholesome food or drink; or places where such sales or offerings are made;

B. The exposure, display, sale, or distribution of obscene pictures, books, pamphlets, magazines, papers, documents, or objects;

C. The public exposure of a person having a contagious disease;

D. The keeping of an animal that causes a disturbance by noise after being informed that this noise is having that effect and the noise continues;

E. The operation or use of any electrical apparatus or machine which materially and unduly interferes with radio or television reception by others;

F. Any use of a street or sidewalk or a place adjacent thereto which causes crowds of people to gather so as to obstruct traffic on such street or sidewalk, or which otherwise obstructs traffic thereon, except as may be authorized by law or ordinance;

G. All ditches, drains, wells, pools, cisterns, bodies, or containers of water in which mosquitoes breed or are likely to breed, or which are so constructed, formed, conditioned, or situated as to endanger the public health or safety;

H. Rank weeds or grass; carcasses; accumulations of manure, refuse or other things, which are, or are likely to be, breeding places for flies, mosquitoes, vermin, or disease germs;

I. Any pit, hole, or other thing which is so constructed, formed, conditioned, and/or situated as to endanger the public safety;

J. Any fire or explosion hazard which endangers the public peace, health, safety, or welfare;

K. Any occupation or activity which endangers the public peace, health, safety, morals, or welfare. [Ord. 683 § 4, 2000; Ord. 227 § 5, 1969; prior code § 42.60.080.]

9.08.100 Remedies not exclusive.

Nothing in this chapter shall interfere with remedies provided in other sections of this code for the abatement of nuisances, or with the remedies provided in the building code, or with any other remedy afforded by the laws of the state. The board or mayor of the borough may, at their option, choose any method or combination of methods provided for in this chapter, or provided by law, in order to enforce the provisions of this chapter. [Ord. 683 § 4, 2000; Ord. 227 § 5, 1969; prior code § 42.60.220.]

9.08.110 Notification of offenders by police chief – Abatement.

It shall be the duty of the chief of police upon receiving notice of any violation of the provisions of this chapter immediately to notify the offender to abate and remove the same within such time as he may deem proper, not to exceed 24 hours. If the nuisance has not been removed or abated within the time specified in the notice, the chief of police shall cause the same to be removed and the expense thereof shall be paid by the borough and recovered from the owner by an action at law. [Ord. 683 § 4, 2000; Ord. 227 § 5, 1969; prior code § 42.60.230.]

9.08.120 Penalty for violation.

In addition to the remedies provided by this chapter against any such building or other structure, any person, firm, association or corporation who willfully violates any provision of this chapter, or who willfully fails or refuses to comply with final order, determination, decision or judgment of the board of adjustment made in accordance with the provisions of this chapter, or any final intermediate order made in accordance with the provisions of this chapter by the borough manager, fire chief, chief of police, building inspector, or health officer, or other authorized officer or employee of the borough shall be punishable as provided for in WMC [1.20.010](#). 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 \$500.00 if the offense is not listed in the WMC [1.20.050](#) fine schedule. [Ord. 909 § 2, 2015; Ord. 833 § 61, 2009; Ord. 683 § 4, 2000; Ord. 227 § 5, 1969; prior code § 42.60.240.]

Valdez Municipal Code Nuisance Abatement Enforcement Procedures

8.20.080 Abatement—Commencement of proceedings.

The city manager, community and economic development director, fire chief, police chief or their designated representatives are authorized to enforce the provisions of this chapter. When used in this chapter, “abatement official” shall include these officials or their designated representatives.

Whenever the abatement official has inspected any activity, condition or property and has found and determined that such activity, condition or property constitutes a public nuisance, he shall commence proceedings to have the public nuisance abated by rehabilitation, repair or other appropriate action. The procedures set forth in this chapter shall not in any manner limit or restrict the city from enforcing city ordinances or abating public nuisances in any other manner provided by law or by the common law. (Ord. 11-02 § 1 (part); Ord. 05-05 § 5; prior code § 16-8)

8.20.090 Abatement—Standards to be followed.

The abatement official, and the board of appeals if an appeal is taken, shall order the means best calculated to abate wholly the nuisance with the least costs of abatement, and demolition shall not be ordered if repair or removal may accomplish the abatement. (Ord. 11-02 § 1 (part); prior code § 16-9)

8.20.100 Abatement—Notice and order.

A. Issuance—Contents. The abatement official shall issue a notice and order directly to the record owners of the affected property, or the person committing, creating or maintaining the public nuisance. The notice and order shall contain:

1. The street address and legal description sufficient for identification of the affected property;
2. The statement that the abatement official has found the property affected with a public nuisance with a brief and concise description of the public nuisance as defined in this chapter;
3. A statement of the action required to be taken as determined by the abatement official to abate the public nuisance by rehabilitation, repair, demolition or other action sufficient to cause the nuisance to be wholly abated;
4. A statement advising that if any required abatement is not commenced or completed within the time specified, the abatement official may either:

- a. Proceed to cause the necessary work to be done and charge the cost thereof against the property or its owner; or
- b. As provided by AS [29.25.070](#), submit to the court an application for action to enjoin the violation. On application for injunctive relief and a finding of a violation or a threatened violation, the superior court shall grant the injunction.

5. Statements advising:

- a. That any person having record title or legal interests in the property may appeal from the notice and order by filing with the city clerk within fifteen days (unless such abatement will materially affect a building or structure permanently attached to real property, in which case thirty days shall be allowed) from the date of service of such notice and order an appeal in writing in accordance with the appeal procedure as provided in Sections [8.20.180](#) through [8.20.210](#); and
- b. Failure to appeal will constitute a waiver of all right to administrative hearing and determination of the order, and will result in the abatement official proceeding with the remedies provided in subsections (A)(4)(a) and (b) of this section.

B. Service of Notice and Order.

1. The notice and order and any amended or supplemental notice and order shall be served upon the record owner and posted on the property affected by the public nuisance, and one copy thereof shall be served on each of the following if known to the abatement official or disclosed from official public records:
 - a. The holder of any mortgage or deed of trust or other lien or encumbrance of record;
 - b. The owner or holder of any lease of record;
 - c. The owner of any other estate or legal interest of record in or to the property affected by the public nuisance.
2. The failure of the abatement official to serve any person required to be served shall not invalidate any proceedings herein as to any other person duly served or relieve any such person from any duty or obligation imposed on him by the provisions of this section. No notice is required for abatement of a public nuisance occurring on the public streets and rights-of-way, city properties and parks, or for summary abatement when permitted.

C. Method of Service. Service of the notice and order shall be made upon all persons entitled thereto either personally or by mailing a copy of such notice and order by registered or certified mail, postage prepaid, return receipt requested, to each such person at his address as it appears on the last equalized assessment roll of the city or as known to the abatement official. If no address of any such person so appears or is known to the abatement official, any copies of notice or order shall be so mailed addressed to such person, at the address of the property involved in these proceedings. The failure of any such person to receive such notice shall not affect the validity of any proceedings taken under this section. Service by certified or registered mail in the manner provided in this section shall be effective on the date of mailing.

D. Proof of Service. Proof of service of the notice and order shall be certified to at the time of the service by written declaration under penalty of perjury executed by the person effecting service, declaring the time, date and manner in which service was made. The declaration, together with any receipt card returned as acknowledgement of receipt by certified or registered mail, shall be affixed to the copy of the notice and order retained by the abatement official. (Ord. 11-02 § 1 (part): prior code § 16-10)

8.20.110 Abatement—Notice and order—Recordation.

A. If compliance is not had with the order within the time specified therein, and no appeals are properly and timely filed, the abatement official shall have filed in the office of the Valdez recording district a certificate describing the property and certifying:

1. That the property is affected by a public nuisance;
2. That the owner has been so notified.

B. Whenever the public nuisance has been abated on a property described in the certificate, the abatement official shall file a new certificate with the office of the Valdez recording district certifying that the public nuisance has been abated. (Ord. 11-02 § 1 (part): prior code § 16-11)

8.20.120 Abatement—Notice and order—Extension of time limit.

Upon receipt of an application from the person required to conform to the order and agreement in writing by such person that he will comply with the order if allowed additional time, the abatement official may, at his discretion, grant an extension of time within which to abate the public nuisance, if the abatement official determines that such an extension of time will not create or perpetuate a situation dangerous to life or property. The abatement official's authority to extend time is limited to the abatement of the public nuisance and will not in any way affect or extend the time to appeal his notice and order. (Ord. 11-02 § 1 (part): prior code § 16-12)

8.20.130 Abatement—Notice and order—Posting.

- A. Required. Every order of compliance shall, in addition to being served as provided in Section [8.20.100\(B\)](#), be posted in a conspicuous place upon the affected property.
- B. Compliance. No person shall remove or deface any such notice after it is posted until the required abatement has been completed. Any person violating this subsection shall be guilty of a misdemeanor. (Ord. 11-02 § 1 (part): prior code § 16-13)

8.20.140 Abatement—Enforcement of order—Generally.

- A. Violation. After any order of the abatement official or the city council, acting as a board of appeals, shall have become final, no person to whom any such order is directed shall fail, neglect or refuse to obey any such order. Any such person who fails to comply with any such order shall be guilty of a misdemeanor.
- B. Failure to Obey Order. If, after any order of the abatement official or the city council acting as a board of appeals has become final, any person to whom such order is directed shall fail, neglect or refuse to obey such order, the abatement official may:
1. Cause such person to be prosecuted under subsection A of this section;
 2. Institute any appropriate action to abate such public nuisance under Section [8.20.100\(A\)\(4\)\(a\)](#) and (b);
 3. Do both 1 and 2.
- C. Failure to Commence Work. Whenever the required abatement is not commenced within fifteen or thirty days, as provided in Section [8.20.100\(A\)\(5\)\(a\)](#), after the notice and order issued under this code becomes effective, the abatement official may, in addition to any other remedy herein provided, cause the public nuisance to be abated with the cost of such abatement to be paid and recovered in the manner and method provided in Section [8.20.170](#). (Ord. 11-02 § 1 (part): prior code § 16-14)

8.20.150 Abatement—Enforcement of order—Procedure—Costs.

- A. Procedure. When any abatement of a public nuisance is to be done pursuant to Section [8.20.140\(C\)](#) of this chapter, the abatement official shall issue his order therefor to the director of public works or the director of capital facilities and the work shall be accomplished by city personnel or by private contract under the direction of such director.

B. Costs. The costs, including incidental expenses of abatement of such public nuisance, shall be a lien against the property involved or may be made a personal obligation to the property owner, whichever the city shall determine is appropriate. (Ord. 11-02 § 1 (part): prior code § 16-15)

8.20.160 Abatement—Enforcement of order—Interference prohibited.

No person shall obstruct, impede or interfere with any officer, employee, contractor or authorized representative of the city or with any persons who own or hold any estate or interest in the premises affected by the public nuisance which has been ordered abated, whenever such officer, employee, contractor or authorized representative of the city, or person having any interest or estate in the affected premises, is performing the necessary acts preliminary or incidental to such work authorized or directed pursuant to Section [8.20.140](#). (Ord. 11-02 § 1 (part): prior code § 16-16)

8.20.170 Abatement—Recovery of costs.

A. The abatement official shall keep an account of the costs, including incidental expenses, of abating each public nuisance, including each separate lot or parcel of land where the abatement is done, and shall render an itemized report in writing to the city council showing the costs of abatement and manner of abatement of each public nuisance, including any salvage value relating thereto.

B. Upon the completion of the abatement work, the abatement official shall prepare and file with the city clerk a report specifying the work done, itemizing the total cost of the work, the description of the property affected by the public nuisance and the names and addresses of the persons entitled to notice pursuant to Section [8.20.100](#)(B). Before the report is submitted to the city council, a copy of a report shall be posted for at least five days upon the affected premises, together with a notice of the time when the report shall be heard by the city council.

C. The term “incidental expenses” shall include, but not be limited to, the actual expenses and costs of the city in the preparation of notices, specifications, contracts, overhead and inspection of the work and the cost of printing and mailing required hereunder.

D. The costs shall be recovered as provided in Section [8.20.150](#)(B). All monies recovered for the costs of the abatement shall be paid into the general fund. (Ord. 11-02 § 1 (part): Ord. 96-22 § 1; prior code § 16-17)

8.20.180 Abatement—Appeal.

Any person entitled to service under Section [8.20.100\(B\)](#) may appeal from the notice and order or any action of the abatement official concerning abatement of a public nuisance. (Ord. 11-02 § 1 (part); Ord. 96-22 § 2: prior code § 16-18)

8.20.190 Appeal to the planning and zoning commission.

- A. Filing Limit. An appeal from the notice and order or action of the abatement official in enforcement of this title may be taken to the planning and zoning commission by any person entitled to service under Section [8.20.100\(B\)](#). The written appeal must be filed within fifteen days (unless such abatement will materially affect a building or structure permanently attached to real property, in which case thirty days shall be allowed) of the notice and order. The appeal must be filed with the office of the city clerk.

- B. Report. A report concerning each case appealed to the planning and zoning commission shall be prepared by the abatement official and filed with the city clerk. Such report shall state the decision and recommendations of the commission together with reasons for the decision and recommendations. All data pertaining to the case shall accompany the report.

- C. Stay of Proceedings. The filing of an appeal shall stay all proceedings in the matter until a determination is made by the planning and zoning commission, unless the court issues an enforcement order based on a certificate of imminent peril to life or property. (Ord. 11-02 § 1 (part))

8.20.200 Appeal to the board of adjustment.

- A. Filing Limit. An appeal from any action or decision of the planning and zoning commission may be taken by any person or persons entitled to service under Section [8.20.100\(B\)](#). The appeal shall be in the form of a written statement, and state how the appellant will be affected or aggrieved by the action. The appeal must be filed within ten days of the date of the action or decision by the planning and zoning commission. The notice of appeal must be filed with the city clerk.

- B. Report. A report concerning each case appealed to the board of adjustment shall be prepared by the planning and zoning commission and filed with the city clerk. Such report shall state the decision and recommendations of the commission together with reasons for the decision and recommendations. All data pertaining to the case shall accompany the report.

- C. Stay of Proceedings. The filing of an appeal shall stay all proceedings in the matter until a determination is made by the board of adjustment, unless the board or a court issues an

enforcement order based on a certificate of imminent peril to life or property. (Ord. 11-02 § 1 (part))

8.20.210 Appeal to superior court.

An appeal from any action, decision, ruling, judgment or order of the board of adjustment may be taken by any person or persons entitled to service under Section [8.20.100\(B\)](#), or any officer, commission or board of the city, to the superior court by filing with the court, with a copy to the city clerk, within thirty days from the date of the action appealed from, a notice of appeal which shall specify the grounds of such appeal. Failure to file the notice of appeal in the manner and time specified shall forfeit any right to appeal. The filing of an appeal shall stay all proceedings in the matter until a determination is made by the court, unless the court issues an enforcement order based on a certificate of imminent peril to life or property. (Ord. 11-02 § 1 (part))

8.20.220 Summary abatement in emergency.

The abatement official may abate any public nuisance without notice in an emergency where the public safety, comfort or repose is seriously annoyed, injured or endangered to the point where immediate action is necessary and notice cannot be timely given. All other abatement proceedings, except the necessity and the manner and method of giving notice, shall apply to the nuisance summarily abated, including the recovery of the costs of the summary abatement. (Ord. 11-02 § 1 (part): prior code § 16-19. Formerly 8.20.190)

8.20.230 Remedies.

The remedies provided for in this chapter shall be cumulative and in addition to other remedies or procedures provided elsewhere in this code or by common law. In addition, a public nuisance may be abated by the city in a civil action. (Ord. 11-02 § 1 (part): prior code § 16-20. Formerly 8.20.200)



Wrangell Water Report
May 3, 2018

Raw Water Reservoir Levels

Both the upper and lower reservoirs are full and overflowing. This level of supply results in a flushing action of both reservoirs and greatly assists us with treatment, as the water quality entering the plant is better and offers longer filter run times.

Treated Storage Tank Levels

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

Water Production

Reported as a Daily Average, in Gallons:

- 930,000 April's monthly average (2017)
- 900,286 gallons - Week of May 1st
- 918,000 gallons - Week of May 8th
- 797,714 gallons - Week of May 15th
- 889,286 gallons - Week of May 22nd
- 558,428 gallons - Week of May 29th
- 1,030,142 gallons – Week of June 5th
- 862,429 gallons – Week of June 12th
- 1,045,857 gallons - Week of June 19th
- 962,000 gallons – Week of June 26th
- 1,227,143 gallons – Week of July 2nd
- 974,857 gallons – Week of July 9th
- 1,115,571 gallons – Week of July 23rd
- 1,007,857 gallons – Week of July 30th
- 1,007,857 gallons – Week of August 7th
- 897,142 gallons – Week of August 14th
- 763,857 gallons – Week of August 21st
- 694,000 gallons – Week of August 28th
- 756,143 gallons – Week of September 4th
- 810,000 gallons – Week of September 11th
- 859,000 gallons – Week of September 18th
- 784,000 gallons – Week of September 25th
- 712,300 gallons – Week of October 2nd
- 718,714 gallons - Week of October 9th
- 734,000 gallons – Week of October 16th
- 755,000 gallons – Week of October 23rd
- 771,000 gallons – Week of October 30th
- 759,286 gallons – Week of November 13th
- 826,857 gallons – Week of November 20th
- 730,000 gallons – Week of November 27th
- 778,429 gallons - Week of December 4th
- 764,000 gallons - Week of December 11th
- 844,143 gallons - Week of December 18th
- 922,142 gallons – Week of December 25th
- 1,062,333 gallons – Week of January 1st (2018)
- 974,000 gallons – Week of January 8th
- 946,000 gallons – Week of January 15th
- 1,049,143 gallons – Week of January 22nd
- 1,132,571 gallons – Week of January 29th
- 1,151,286 gallons – Week of February 5th
- 1,115,857 gallons – Week of February 12th
- 934,571 gallons – Week of February 19th
- 854,000 gallons – Week of February 26th

- 626,571 gallons – Week of March 5th
- 674,142 gallons – Week of March 12th
- 705,571 gallons – Week of March 19th
- 676,286 gallons – Week of March 26th
- 658,857 gallons – Week of April 1st
- 704,000 gallons – Week of April 8th
- 686,000 gallons – Week of April 15th
- 563,429 gallons – Week of April 22nd

Review of the Water Treatment Plant’s Water Waste

Wayne has recently started to track the amount of water produced during the water plant’s routine O&M procedures vs. actual community consumption. Below is the data he has collected to provide us a clearer understanding of how much water (either fully treated, or partially treated) is needed to provide the actual water that the community uses.

In comparing production to consumption, between April 1st –24th, the water plant’s influent meter registered 16,105,000 gallons (this is the raw water entering the plant for treatment). During that same time frame, the distribution meter registered 9,795,213 gallons (this is the treated water that left the plant toward town).

Plant’s Influent meter	16,105,000 gallons
Town’s Distribution meter	<u>- 9,795,213 gallons</u>
Difference is what the Plant uses	6,309,787 gallons

This indicates that the plant uses approximately 40% of the water that we treat during filter maintenance, both the roughing filters and the sand filters, and also includes the amount of water needed to “head up” the sand filters with water to force the needed water through each filter as it builds toward plugging up during its run time. This is also includes the water needed to maintain full tank levels on a daily basis. Due to the lack of meters that would need to be in place throughout the treatment plant’s system in order to track these various criteria, it is extremely difficult to track these ever-fluctuating volumes. So while these numbers are not 100% exact, they do represent, fairly accurately, the tremendous amount of water that our existing water treatment system needs to sustain itself.

Slow Sand Filter Freeboard Water Capture Improvements

The CBW experiences significant water shortage issues and as a result requests the public to ration water use. One issue associated with water shortage concerns is the loss of water that results from regular cleaning of the slow sand filters. As the slow sand filters develop a schmutzdecke layer on their media surfaces, and as the upper sand media layers clog with solids, the freeboard depth of water increases above the filters. When the freeboard depth reaches about 5.5 feet above the surface of the filter media, filtering operations are stopped and the freeboard water is drained through the filter media and sent to waste. Approximately 135,000 gallons of water is wasted every time a filter is taken off line for cleaning.

Instead of wasting this freeboard water, CBW has proposed to capture most of this water by diverting it into the clearwell. This diversion will be accomplished through some simple piping revisions. With exception to capturing the freeboard water instead of wasting it for media cleaning, the proposed improvements do not change filtering or media cleaning operations. This work can be installed while the filters are in service, because ordinary filter operations do not depend on this piping to function as it has previously. The CBW received an Approval to Construct Permit Application from the ADEC and is in the process of material procurement to implement this water saving project.

Leak Detection

From March 27th – 30th, Utility Services of America (USA) performed a leak detection survey for the CBW, during which they were able to survey a total of thirteen miles of water mains. The project was broken down into two different phases:

- *Survey Phase*

Leak detection professionals use sounding of appurtenances and record all leak anomalies detected, for further investigation. As a result of our survey, USA detected and recorded nine leak type noises for reinvestigation during the pinpointing phase. All indications of leaks found during the survey were verified a second time, after which the leaks were pin pointed with a computer based sound correlator, when possible.

- *Pinpointing Phase*

Leak detection professionals pin point all of the anomalies that were earlier detected. A total of three leaks, at two locations, were pin pointed during this phase of the project. The two leaks were estimated at a total of 35 gpm.

USA also prioritizes the leaks they identify by class, with class I being those leaks which may undermine the surface above or cause damage to other utilities or properties, class II being those leaks that indicate water loss significant enough to be monitored on a regular repair schedule, and class III which indicates small leaks that should be repaired as workloads permit.

The two leaks detected, one on Spring Street (estimated by USA to be 10 gpm), the other on Bennett Street (estimated by USA to be 25 gpm), were identified as class II leaks and were immediately explored further by the Public Works staff. The leak on Spring Street was estimated by CBW staff to have been leaking approximately 30 gpm, and the leak on Bennett Street was estimated to have been leaking approximately 50-70 gpm.

Further, a third leak was discovered in April on a residential service, unrelated to the leak detection. The water service was installed for a new home which has been under construction since 2014. As the owner recently resumed construction and called for water, they were led to investigate a low water pressure issue, which further led to discovery of the leak. The leak was repaired and estimated at leaking about 30 gpm.

Based on the estimated 130 gpm combined for these three leaks, the related water loss on an annual basis is 68,328,000 gallons of water. Staff recommends that prudent leak detection be implemented on a regular basis to ensure water leaks are kept to a minimum, to benefit water operations' costs, water revenues and water conservation.

Water Treatment System Solution

- *New DAF Water Treatment Facility*

Staff submitted the pre-application to the Economic Development Administration (EDA), who has informed the CBW that the Proposal Review Committee has determined that our proposal was responsive to the requirements specified by their current Notice of Funding Availability for the applicable federal funding program, and they have invited us to advance to the next phase of the review process. Staff is drafting the final application with the intent to submit it to EDA by May 14th. Moving forward with the new DAF water treatment plant is dependent on receiving the balance of the money necessary to fund the project.

- *Forsta Filter System to Replace Existing Roughing Filters*

For near-term improvements, the CBW decided to move forward with the roughing filters' replacement based on the Forsta Filters' self-cleaning mechanical filters option, based on being able to achieve significant improvements to the treatment process until a final water treatment plant improvement project is fully implemented.

Concurrent with the final engineering work by CRW Engineering, and ADEC's plan review for the Forsta Filters project, CBW staff has been operating a Forsta Filter pilot filter to evaluate the filters' performance within our current water treatment process for the last five weeks.

Part of CRW Engineering's work is to assist with the extrapolation of data, from the pilot/performance test, and implementation of the findings into the final project. Below is an update on the pilot project to date.

During the pilot filter's first couple of weeks in operation, both influent and effluent samples were shipped out to be tested for TSS (total suspended solids) to tell us the effectiveness of the filter when used with our water. At the same time we also sent influent and effluent samples from our roughing filters to be tested for TSS so that would have a direct comparison to the effectiveness of both. Our initial assessment is that the Forsta filter is working, in that it does plug up after a short run, which initiates a backwash sequence as designed. But to what degree it is working for us we will not know until all of the lab results are complete. The lab data plus the onsite data will give us a reasonably solid idea if it will work as desired, and if it will do so within acceptable parameters such as TSS removal and water waste.

By the middle of April, we received the first TSS test results. Without exception, all samples, including the roughing filter samples taken for comparison, were below the method reporting limit for TSS, tested to determine efficiency of the Forsta system. The engineers discussed the results with Forsta to see if there is an alternate parameter we can use for measuring the performance of these filters. It appears we are dealing with relatively clean raw water, despite the fact that the Forsta filter is capturing solids and automatically backwashing at regular intervals.

We decided to continue with the Forsta pilot for as long as possible in order to gain enough data on which to base a sound decision to move forward with this costly project.

Wayne located a second lab that had the ability to alter the test to include a smaller 0.45 micron filter for the same test. The 0.45 micron filter pad is small enough in pore size to capture all of the suspended material. This should give us a quantifiable set of data points with which to judge the effectiveness of the Forsta system as compared to the performance of our current roughing filters, in a direct removal comparison. This altered testing method is a "non-standard" method, but the lab is certified and it will be done according to the protocols for a TSS test.

Wayne also ran another test with the Forsta to ascertain its viability with our raw water, with the hope that the Forsta might serve to remove solids from our raw water in advance of a future DAF plant. If this were a variable treatment method, it could result in a reduction in chemical expense to treat the incoming raw water.

While we do not yet have the results from the lab, Wayne spoke to the lab last week and through his conversation the lab indicated that even though the 0.45 micron filter appears to visibly capture particulates, the level of particulates captured were very small and may be well inside the lower detection limit of 1mg/L.

Based on the engineers' assessment, we are struggling with the relatively clear water that the water plant often encounters this time of year. If a 0.45 micron filter is capturing only a tiny amount of solids, then that seems to indicate the solids concentration is very low in the influent. Particle sizes that pass through a 0.45 micron filter would be considered in the "dissolved" or colloidal range of solids, which are better removed by other methods that target this range more effectively than filtration alone, such as the addition of a polymer.

We still need to see similar tests for water sampled upstream of the ozonation to confirm this (i.e. the "raw water" samples mention). This data would help evaluate why the pilot test is automatically backwashing frequently, even though the solids concentration is measuring in the difficult-to-measure range. This evaluation includes making sure the filter screens are getting cleaned well by the backwashing process. If this isn't happening, then the filtering durations would be prematurely shortened.

There is another issues related to the Forsta filter project. There is great concern regarding the amount of water loss during the filters' backwash cycles. Wayne has extrapolated the volume of water expected to be lost during the full size filter assembly, based on the water loss with the pilot filter to be around 118,000 gallons, or more, per day. This is nearly equivalent to dumping almost an entire sand filter's worth of water on a daily basis. This volume of water loss is not sustainable with our limited water supply.

Again, Wayne has come up with an idea to use the roughing filter bays as clarifying basins for the discharge of the Forsta filters' backwash water, and then return this water to the head of the filter. It's possible that both roughing filter basins could be used to increase the volume of discharged water, which would be held for return, and extend the detention time for even better settling. In either case, some additional engineering effort would be necessary to modify the Forsta filters' discharge piping, as well as the basins to act as clarifiers. If both basins were to be used, this would also necessitate decking over one of the basins, at a minimum, in order to house the Forsta filter assembly on top of it.

A further issue has developed with Jim O'Brien, the contractor with which we have agreed to sole source this project with. His bonding capacity has been reduced, and he has asked if CBC Construction (the general contractor for Wrangell's recent sewer pump station project) could bond the project. In speaking with the Borough's insurance agent, I learned that having a separate contractor bond for another is becoming more popular as companies' bonding capacities are reduced. Our insurance agent recommended this as a potential for Wrangell to pursue, if we are comfortable utilizing the secondary contractor (without competitive bidding), but that the secondary contractor should be the

prime contractor on the project, with whom our agreement is made. Jim O'Brien would therefore become CBC Construction's subcontractor. This would require the assembly to reauthorize a sole source contractor for the project in lieu of moving to competitive bidding for the project.

I spoke with CBC Construction briefly and learned that they would be agreeable to bonding the project as a prime contractor. (CBC Construction was the Prime contractor on Wrangell's recent sewer pump replacement project, which Jim O'Brien performed the majority of work as their subcontractor). CBC Construction has already been planning to perform the concrete work for Jim O'Brien and are already familiar with the roughing filter replacement project.

One piece of good news is that we have received ADEC's approval to construct this Roughing Filter Improvements project if Wrangell decides to move forward with the project.

Although this project is currently in flux, staff are awaiting the data from the TSS test results and the follow-on of engineers' and manufacturer's further evaluation of the filter's performance efficiency with Wrangell's water. If the test results are available by Tuesday, May 8th, we will report those at the Assembly meeting.

Water Education in the Schools

Laura Davies, grade 5 teacher for Evergreen Elementary School, recently implemented Water Conservation into her teaching curriculum. Her goals was to have students produce public education pieces such as art, poems, podcasts/videos, etc.

Mrs. Davies class also toured the water plant and reported that the students "LOVED their trip to the water plant" and that she enjoyed watching their excitement of the tour. Wayne McHolland, Wrangell's Lead Water Treatment Operator, reported that he also enjoyed providing the tour for the class and educating the student about Wrangell's water treatment efforts. Mrs. Davies shared a link with a few photos of the students at the plant. Website: <https://sites.google.com/wpsd.us/wrangell-5th-grade/water-mini-unit/water-plant-field-trip?authuser=0>



Mrs. Davies' students are working on their final project on Water Conservation. Some students made posters, comics, wrote a story, and two students even made a movie. Here is the link to view some of those: <https://sites.google.com/wpsd.us/wrangell-5th-grade/water-mini-unit/water-mini-unit-final-project?authuser=0>

City and Borough of Wrangell

Public Works and Capital Improvement Projects Report

May 3, 2018

Department Highlights during the month of April 2018 (this is not a comprehensive list of the tasks performed within each department. We offer a cursory list of some of the highlight projects or significant routine tasks)

Garage / Fleet Maintenance

- Vehicle/equipment replacement schedule development
- Winter tire removal on all vehicles
- Rebuilt front end on Line Crew's primary bucket truck
- Lead mechanic assisting WML&P with diesel generation mechanical work as needed in preparation for the June maintenance diesel run

Wastewater Treatment/Collection Department

- Performing weekly safety meetings
- Issues with new Flygt pump in Node 4; pump was removed and sent to Alaska Pump for warranty work
- Routine pump maintenance; staff visits all pumps sites a couple of times a week to check and clean floats, ties, check electrical/control cabinet relay and wires, ensure no abnormalities in pump operation and/or run times
- Staff replaced a booster pump at the swimming pool during their shut down – used this opportunity to train new staff, both with P&R and wastewater departments, on pumps' operation, maintenance and replacement
- Rebuilt a Flygt pump for Node 10 due to a compromised seal

Water Treatment Department

- Performing weekly safety meetings
- Maintained/cleaned sand filters ten times and roughing filters sixteen times
- Operating Forsta Filter pilot filter to determine efficiency of this proposed replacement for the existing roughing filters

Public Works Department - Streets/Water Distribution/Wastewater Collection

(We lost one full time staff who is on medical leave for the month of April and have lost a second staff for two+ weeks filling in for Sanitation staff on vacation)

- Investigation and repair of two significant leaks in the water distribution main lines.
- Investigated and revamped one residential service, which facilitated a service lateral leak estimated to have been leaking for approximately 3-1/2 – 4 years.
- Repair of one water main break

- Rehabilitated two water services
- Providing locates for several new homes' construction
- W/S connection (with locates and installation of sewer lateral)
- Provided a new sewer connection for a customer who wasn't connected to the sewer system
- Performed two burials
- Roadway sweeping
- Roadway grading (halted due to grader communication error, requiring outside technician)
- Water service assists
- Assisting Line Crew with locates and tracing for pole installations on Church Street
- 2 tons of asphalt patch placed in roadway potholes
- Water sampling for ADEC/EPA compliance

Building Maintenance

- Monthly maintenance of PSB's pumps, motors and routine generator operations
- Installed replacement electrical cord reels for the Fire Department's primary apparatus bay
- Replaced #5 circulation heat pump for electrical boiler in PSB
- Clearing jail's wastewater lines (which are corroding and require constant clearing)
- Added lighting to aid with container placement in the building bay at the Solid Waste Transfer Station
- Replaced light fixtures in all Garage bays to improve work lighting
- Assisting Garage staff with winter tire replacement during regular staff's absence
- Assisted Sanitation staff during regular staff's absence
- Assisted Pool with various types of valve replacements, flushing mechanical systems, and replacing other compromised mechanical components, etc. during their annual maintenance shutdown – used this opportunity to train new P&R maintenance staff on mechanical maintenance

Sanitation Department

(One full time staff was on vacation for two weeks, requiring staff to be pulled from other departments to fill-in at the transfer station each day)

- Began preparing vehicle and marine batteries for shipping a full container worth of batteries for recycling.
- Providing new and seasonal garbage service with container deliveries
- Daily consolidation of waste stream; shipped 107 tons of solid waste in March 2018
- Received six new vehicles this week toward our scrap metal cleanup efforts.
- Metal Scrap - The Sanitation Department continues to accept scrap metal at no cost to the public. We have been working with Channel Construction to return to Wrangell for a second round of metal scrap collection. Channel has recently communicated that they are gearing up to mobilize into Wrangell during the month of May to collect scrap metal

from Wrangell's Sanitation Department, as well as from a couple of other high density private scrap collections in Wrangell. Channel Construction's owner has offered to pay for a CBW employee to travel to Juneau to visit their scrap metal yard to see how Channel organizes their metal. This is a generous offer and we are considering the visit to their Juneau metal yard so that following subsequent metals removal, we can begin to better organize future metals received at the transfer station.

In other scrap metal news, we are reviewing with counsel the Waste Management-proposed Industrial Master Service Agreement (IMSA), which, following entering into this agreement, would allow Wrangell the opportunity to participate in a SEASWA communities' combined scrap metal collection. Because last year Wrangell did not have the stockpile of scrap metal for collection participation when the other SEASWA communities were moving forward with their IMSAs, we do not have this agreement in place to date. The Wrangell Sanitation Department would like to have the IMSA with Waste Management in place to allow us the opportunity to move forward with waste disposal through all of Waste Management's services, not only metals, depending on our future needs. The Borough's attorney is reviewing the Waste Management Industrial Master Service Agreement prior to the Assembly's review for approval.

- Household Hazardous Waste Event - Carson Dorn, who has been serving as Wrangell's environmental consultants for the annual Household Hazardous Waste event, is dissolving their firm. In light of Carson Dorn stepping away from this work, the SEASWA member communities have selected a new environmental firm, through an RFP selection process, to take over the environmental work of the Household Hazardous Waste events. Clean Harbors is the company selected to manage the HHW events for the SEASWA communities.

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

The DOT managed Evergreen Road Improvements & Pedestrian Access project bid on April 12, 2018. DOT's engineer's estimate for the construction was \$5,687,605.94. There were two responsive bidders, SECON (Juneau) with a bid of \$4,674,097 and K&E Alaska, Inc. (Sitka) with a bid of \$4,759,310.71, an overall spread in the two bids of \$85,213.71.

On May 1, 2018, DOT issued a Letter of Intent to award the Evergreen Road Improvements & Pedestrian Access project to SECON in a project amount of \$4,674,097. Construction will begin following DOT's subsequent issuance of a Notice to Proceed. The contract completion date is October 31, 2018.

DOT's plan is to send a team of six to Wrangell to manage the project, five of whom will be DOT employees with one contracted consultant. The team lead is a DOT employee. A construction schedule is expected within a couple of weeks of the award. CBW staff have requested a coordination meeting with the DOT management team and their Contractor as soon as it is feasible within their contract administration process.

Shoemaker Harbor Replacement

The Shoemaker Harbor Replacement project is scheduled to begin advertising for competitive bids on May 7, 2018, with a pre-bid meeting scheduled for May 22nd at 11:00 a.m. in Assembly Chambers. Given this later bid date, which has been delayed primarily due to the investigations and design concerns related to the dredge materials, we are looking at a staggered substantial completion date, requiring the Contractor to complete Floats C, D and E by May 17, 2019 and Floats A and B by June 15, 2019, with a final full project completion date of July 15, 2019. This staggered completion schedule is projected to allow resident vessels to return to their home slips at an earlier timeframe and free up the transient space for those visiting vessels.

Staff and PND engineers evaluated the two alternate dredge material disposal sites selected by the Borough Assembly at the February 6th Assembly meeting, and have evaluated the sites for costs related to using each site. Based on the necessary construction of a containment dike at the former Institute site and a reevaluation of the Monofill site, indicating that no dike construction would be necessary (based on the terrain associated with existing site development), with little road construction, there was estimated no cost savings to using the Institute site as a disposal site over the Monofill site.

With the Monofill site earlier identified as our preferred disposal site and after receiving confirmation from the US Army Corps of Engineers that the CBW is authorized to continue to fill within the footprint of the area where wetlands have been impacted to date, the Monofill site has further been identified as a *mandatory* disposal site for all of the dredge material from the Shoemaker Harbor Replacement project, and the Institute property has been removed from consideration as a disposal site.

Public Safety Building

In March, the City and Borough of Wrangell learned that we were not successful in obtaining grant funding from the CDBG agency for the Public Safety Building's siding replacement project. The CBW plans to move this project forward, even if it is a phased approach; however, because there are less funds than necessary to complete the full exterior siding replacement project, and given that there are additional considerations that should be given to the project before proceeding, we have asked JYL to investigate the issues as we also request additional fund to be able to complete the full project through the upcoming FY19 CIP budget.

Advance Look's work addressed air quality sampling and moisture survey in the building. Their report indicates that interior wallboard and flooring systems were in fair to good condition, with minimal areas suffering from high moisture content, and the interior drywall was reported to be functioning as designed. In other parts of Advance Look's report, they address moisture intrusion in the exterior wall system, which was also documented through Jensen Yorba Lott's building envelope assessment.

The issues for additional project consideration mentioned above are related to Advance Look's recommendations moisture remediation efforts be implemented during the future siding replacement project, including consideration of the IICRC S520 Mold Remediation Standard, a review of our air intake system, roofing repairs (although JYL's exterior building assessment only identified the parapet walls' portion of the flat roofs as a problem associated with moisture intrusion, for which the design for these repairs needs to be added to the design), reconsideration of the reuse of an exterior gypboard sheathing material, and the extent of replacement work associated with structurally-damaged framing members and its potential to effect interior drywall work.

We have discussed the Advance Look report with JYL and have asked them to review it thoroughly to address air intake concerns, the effects of the unknown but potential re-framing efforts, and remediate mold properly. We also discussed the flat roofs in an effort to ensure that the design of the parapet walls' repairs in the siding project will offer effective reconstruction coordination for a future roof replacement project.

JYL will review the issues noted above and provide us with a change order fee proposal to include necessary additional design criteria for the construction of the siding project. Through their change order work, they would provide a revised construction cost estimate for the full project accounting for any new or modified project tasks.

We currently have funding for the siding project in an amount of approximately \$170,000 (proposed in FY18 for a phase I siding project). Staff have included in the draft FY19 budget a request for reallocating funds from two roof replacement projects (PSB and Pool) and providing for the balance of funds estimated to complete a full building siding replacement project.

If, following the budget process, there remains a shortfall in funding to replace the entire building's siding system, a phased approach would prioritize the walls in the worst condition, those being the east and west walls, which are in line with the flat roof's parapet walls. Additionally, the north wall's eyebrow structure is identified as critical for replacement due to its potential for structural failure.

MEMO

To: Lisa Von Bargaen

From: Greg Meissner

Date: May 2, 2018

Re: Vessel drop in Boatyard

On Tuesday April 24th at approximately 11:55 am the F/V North Cape slipped while in the straps and made contact with the washdown pad.

Prior to the accident Steve Miller hauled the F/V North Cape out of the water to go into the boatyard. Part of the process is to let the vessel hang in the straps over the washdown pad so it can be pressure washed. The washdown crew needed the vessel to be lowered closer to the ground so they could reach higher on the hull. Steve had the pressure washing crew move away from the vessel while he lowers it closer to the ground. While he was lowering the vessel, one of the 3 straps located toward the bow of the vessel slipped forward. When the sling slipped it created slack in the straps and the vessel's bow dropped approximately 6-8 inches downward and made contact with the concrete washdown pad. At that time Steve contacted the owner who was at the time not on scene and requested his presence. Steve also contacted me so I could respond. Steve then lifted the vessel back to a level position.

Upon arrival Steve told me what happened and he and I inspected the vessel from the outside and did not notice any damage. The owner showed up and inspected the vessel both inside and out for damage. He did so along with his contractor Tyler Thompson and they also reported no damage.

It is mandatory that the vessel owner sign a haul out request that states they are responsible for strap placement. The owner in this case also stated that the straps were in the only place they could be.

In the end we could only determine that the vessel must have changed its angle just enough for the strap to slip. There was never a time where staff either private or city was in danger of injury but we did have a follow up safety meeting to cover the incident and stress the importance of personnel under vessels. Keep in mind staff does have to go under vessels to block them and as well as launch them. We do take every precaution keep staff as safe as we can.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

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

CALENDAR:

- 5-10 Planning & Zoning Commission mtg. @ 7pm in the Assembly Chambers
- 5-14 2 of 3 Budget Work Session @ 5:30pm in the Assembly Chambers
- 5-15 3 of 3 Budget Work Session @ 5:30pm in the Assembly Chambers
- 5-22 Regular Assembly mtg. @ 7pm in the Assembly Chambers
- 5-23 WMC Hospital Board mtg. @ 5:30pm in the Assembly Chambers (rescheduled from 5-16)

SEAPA Scheduled for June 19-20 in Wrangell



How to handle “Call the Question!”

This motion may be the most commonly misunderstood motion. Many people mistakenly believe that if someone shouts out “call the question!” the group must take a vote immediately. This would give a single individual the right to shut down the debate and make everyone vote. Such an outcome would violate the principle that all members have equal rights, privileges and obligations.

This motion means that one person believes it is time to stop debate and vote immediately on the pending question. It is a request, not an order.

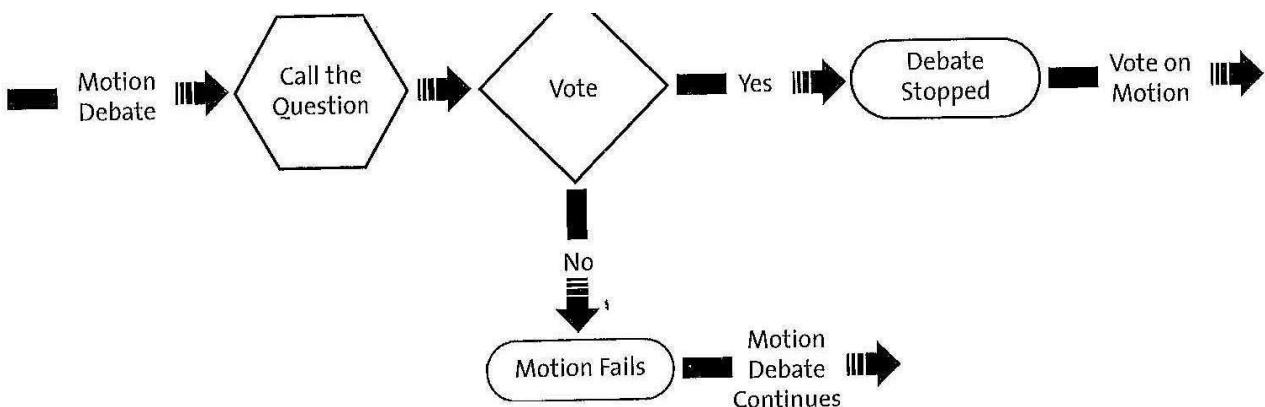
Members must be recognized before calling the question. Don’t let someone shout out “question” or “call the question” and take over the meeting without having obtained permission to speak.

When the question is called, the chair asks, “is there a second?” If someone seconds the motion, the vote is taken immediately on the pending question. It takes two-thirds in favor for this motion to pass.

Call the question:

- needs a second,
- cannot be debated,
- cannot be amended, and
- takes a two-thirds vote to pass. (Under Robert’s rules of order a two thirds vote is normally required when members’ rights are being limited or expanded.)

Here is how this motion looks.....



CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	9	<u>Date</u>	May 8, 2018
Mayor and Assembly Business				
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				
<u>ATTACHMENTS:</u>				
None.				

MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS:

INFORMATION: This agenda item is reserved for the mayor and assembly to provide reports or comments and to introduce items not previously on the agenda which need to be brought to the attention of the entire assembly or the staff. Assembly members may hold limited discussion on these topics or ask the borough manager or the borough clerk for clarifying information. By majority consent of the assembly, the mayor or assembly may give direction to the borough manager or the borough clerk to add an item for consideration for the next regular assembly meeting. Other than as described in this subsection I, no action may be taken by the assembly under this agenda item.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	10	<u>Date</u>	May 8, 2018
Mayor and Assembly Appointments				
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				
<u>ATTACHMENTS:</u>				

MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS:

INFORMATION: This agenda item is reserved for the Mayor and Assembly Member's special reports. Such information items as municipal league activities, reports from committees on which members sit, conference attendance, etc., are examples of items included here.

There are no appointments to be filled.

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH ASSEMBLY PUBLIC HEARING AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	11a	<u>DATE:</u>	May 8, 2018
ORDINANCE No. 946 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SUBSECTION 14.11.005(CC), FEE SCHEDULE, CRUISE SHIP SECURITY FEE, OF THE WRANGELL MUNICIPAL CODE <i>(second reading – PUBLIC HEARING)</i>				
<u>SUBMITTED BY:</u>		<u>FISCAL NOTE:</u>		
Kim Lane, Borough Clerk For Harbormaster Greg Meissner		Expenditure Required: none		
		Amount Budgeted: none		
		Account Number(s): none		
		Account Name(s): n/a		
<u>Reviews/Approvals/Recommendations</u>				
<input checked="" type="checkbox"/>	Port Commission	Unencumbered Balance(s) (prior to expenditure):		
Name(s)		n/a		
<input checked="" type="checkbox"/>	Attorney			
n/a	Insurance			
<u>ATTACHMENTS:</u>				
1. Ordinance No. 946. 2. Port Commission Memo.				

➤ See Public Hearing sheet for process.....

RECOMMENDATION MOTION:
Move to Adopt Ordinance No. 946.

SUMMARY STATEMENT:

At the meeting held on April 24th, the Assembly asked if the increase from \$20 to \$25 would cover the total cost of the PT employee. Lee Burgess, Finance Director was asked to provide the “fully loaded” rate for a temporary employees. The additional costs for a temp employee are approximately 12%. At an hourly wage of \$16, the fully-loaded cost is \$17.92. If overtime is required at the \$16 hourly wage, the overtime cost, fully loaded is \$26.88. If paying overtime, the Borough is losing \$1.88 per hour. However, during straight time the Borough is clearing \$7.08. This more than makes up for the loss during overtime hours.

The remaining portion of this agenda statement remains unchanged from the April 24th meeting.

Currently the Harbor Department charges the cruise ship \$20 per hour for the security personnel we are required to provide. We pay the person \$16 per hour which just barely covers the total cost of the temporary employee. Most of the ships require more than 8 hours which pushes the employee into overtime. When we are paying overtime to the employee we are losing money so after discussions with Lee it was decided that we should charge the ships \$25 per hour to make sure we are covering the actual cost of the employee.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 946

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SUBSECTION 14.11.005(CC), FEE SCHEDULE, CRUISE SHIP SECURITY FEE, OF THE WRANGELL MUNICIPAL CODE

[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 Subsection 14.11.005(CC), Fee schedule for cruise ship security fee.

SEC. 2. Amendment. Subsection 14.11.005(CC) of the Wrangell Municipal Code is amended to read:

14.11.005 Fee schedule.

...

CC. Port Security Personnel.

Cruise Ship Security Fee	20 <u>25</u> .00 per hour for a security person at the dock while a cruise ship is moored to the CBW dock.
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...

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 FIRST READING: April 24 _____, 2018.

PASSED IN SECOND READING: _____, 2018.

David L. Jack, Mayor

ATTEST:

Kim Lane, Borough Clerk

Wrangell Port Commission

MEMO

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

FROM: SHERRI COWAN, PORT RECORDING SECRETARY

SUBJECT: CRUISE SHIP SECURITY PERSONNEL RATE CHANGE

DATE: APRIL 16, 2018

At their April 16, 2018 Regular Meeting, the Port Commission made the motion to approve the Proposed Ordinance Change: Amending Section 14.11.005(CC), Fee Schedule. Amendment of the Wrangell Municipal Code is amended to read: Port Security Personnel Cruise Ship Fee from \$20 to \$25 per hour for a security person at the dock while a cruise ship is moored to the CBW dock.

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH ASSEMBLY PUBLIC HEARING AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	11b	<u>DATE:</u>	May 8, 2018
ORDINANCE No. 947 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.05.050, TELECONFERENCING, OF THE WRANGELL MUNICIPAL CODE, ASSEMBLY – RULES OF PROCEDURE (second reading – PUBLIC HEARING)				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
Kim Lane, Borough Clerk			Expenditure Required: none	
			Amount Budgeted: none	
			Account Number(s): none	
			Account Name(s): n/a	
<u>Reviews/Approvals/Recommendations</u>				
n/a	Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure):	
Name(s)			n/a	
<input checked="" type="checkbox"/>	Attorney			
n/a	Insurance			
<u>ATTACHMENTS:</u>				
1. Ordinance No. 947.				

➤ See Public Hearing sheet for process.....

RECOMMENDATION MOTION:
Move to Adopt Ordinance No. 947.

SUMMARY STATEMENT:

At the Assembly meeting held on April 10th, the Assembly (by consent) directed the Clerk to draft an Ordinance for the Assembly’s consideration to allow for the Assembly to call into Executive Sessions.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 947

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.05.050, TELECONFERENCING, OF THE WRANGELL MUNICIPAL CODE, ASSEMBLY – RULES OF PROCEDURE

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

SEC. 1. Action. The purpose of this ordinance is to amend section 3.05.050, Teleconferencing, of the Wrangell Municipal Code.

SEC. 2. Amendment. Section 3.05.050 Chapter 3.05 of the Wrangell Municipal Code is amended to read:

3.05.050 Teleconferencing.

A. The mayor or an assembly member who will be absent from a meeting, including public hearings and work sessions of the assembly, including an executive session, may participate in the meeting by telephone or other electronic means as provided in this section and provided the following circumstances are met:

1. The meeting is held with a quorum of members physically present;
2. Reasonable technical capabilities are available at the meeting location to allow the member to participate by teleconference, including being able to hear and engage in discussion, and being audible to all persons participating in the meeting;
3. Prior to the meeting reasonable efforts will be made to ensure that the member participating by teleconference is provided with the meeting agenda and other pertinent documents to be discussed and acted upon; access to the agenda and documents from the borough's website will be considered sufficient access.

4. For any executive session, the member participating by teleconference shall acknowledge that there is no other person with the member or in close enough proximity to hear the meeting discussion.

B. Participation of Mayor and Assembly Members by Teleconference.

1. An assembly member may request to participate in any meeting of the assembly by notifying the clerk to arrange for teleconference participation by 4:00 p.m. on the Friday before the Tuesday regular assembly meeting, and at least 12 hours before any special assembly meeting.
2. The mayor, or the presiding officer in the absence of the mayor, may request to participate in any meeting of the assembly by notifying the clerk to arrange for teleconference participation by 4:00 p.m. on the Friday before the Tuesday regular assembly meeting, and at least 12 hours before any special assembly meeting.
3. The mayor and any assembly member participating by teleconference shall be deemed to be present at the assembly meeting for all purposes, including for quorum and voting; provided[,] that:
 - [a.]The mayor, or the presiding officer in the absence of the mayor, shall not preside over the assembly meeting when participating by teleconference;
 - [b. Participation by teleconference shall not be allowed for any executive session by the mayor or any assembly member.]**
4. The mayor and any assembly member participating by teleconference shall have the same right to participate in any matter[, **other than an executive session,**] as if physically present at the assembly meeting, including debate under WMC 3.05.060, adjudicatory matters, and presentations. Reasonable efforts shall be made to make available to the mayor and any assembly member participating by teleconference any pertinent documents that are to be discussed and/or acted upon, including the assembly packet.

5. The mayor and any assembly member participating by teleconference shall have the same right to vote on any matter as if physically present at the assembly meeting. All voting at the meeting shall be by roll call vote. The assembly member who is participating by teleconference, or the mayor when participating by teleconference, determines whether the member or the mayor has had the opportunity to evaluate all pertinent information, including any testimony and/or evidence, and is prepared to vote.
6. Teleconference participation at any assembly meeting by each assembly member or by the mayor is limited to four times during the 12-month period commencing January 1st each year. However, teleconference participation by a member or the mayor will not be allowed consecutively for more than two regular meetings. Participation in a meeting by teleconference while out of town on municipal business does not count toward the four times for which teleconference participation is permitted or toward the two consecutive regular meetings limit on participation by teleconference.

C. All votes taken at the meeting are by roll call of the members physically present at the meeting and the members participating by teleconference.

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 FIRST READING: April 24, 2018.

PASSED IN SECOND READING: _____, 2018.

David L. Jack, Mayor

ATTEST:

Kim Lane, Borough Clerk

Yes: _____

No: _____

Absent: _____

Abstaining: _____

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13a	<u>DATE:</u>	May 8, 2018
Approval of the FY 2019 Wrangell Public School District Budget				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
Kim Lane, Borough Clerk			Expenditure Required: none	
			Amount Budgeted: none	
			Account Number(s): none	
			Account Name(s): none	
<u>Reviews/Approvals/Recommendations</u>				
n/a	Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure):	
Name(s)			none	
<input type="checkbox"/>	Attorney			
n/a	Insurance			
<u>ATTACHMENTS:</u>				
1. Wrangell Public School District FY 2019 Budget – School Board Approved				

RECOMMENDATION MOTION:

Move to approve the FY 2019 Wrangell Public School District budget, as presented.

SUMMARY STATEMENT:

The School Board has submitted the FY 2019 Budget for Wrangell Public School District. The statutory deadline for submittal of the school district budget to the Assembly is May 1. The School Board submitted the budget well before the deadline, on April 19th.

Alaska Statute Section 14.14.060. (c) states:

“Except as otherwise provided by municipal ordinance, the borough school board shall submit the school budget for the following school year to the borough assembly by May 1 for approval of the total amount. Within 30 days after receipt of the budget the assembly shall determine the total amount of

money to be made available from local sources for school purposes and shall furnish the school board with a statement of the sum to be made available. If the assembly does not, within 30 days, furnish the school board with a statement of the sum to be made available, the amount requested in the budget is automatically approved. Except as otherwise provided by municipal ordinance, by June 30, the assembly shall appropriate the amount to be made available from local sources from money available for the purpose.”

The Assembly, therefore, has until May 19 to determine the amount that will be made available to the school district from local sources. The school budget includes local revenue from the Borough in the amount of \$667,799. It also includes \$848,488 in revenue from Secure Rural Schools.

Following the determination of the amount of local contribution, the Borough must send official notification to the Board.

Wrangell Public School
 FY19 Budget
 Student count 311

13a-1

RECEIVED
 APR 19 2018
 WRANGELL CITY HALL

	FY19
	<u>Original</u>
	<u>Budget</u>
Revenues	
City Contributions	\$667,799.00
Interest	600.00
Other Local Revenue	16,000.00
Student Activity Revenue	14,250.00
eRate	74,984.00
QSI Grants	1,1903.00
Foundation Support	3,834,221.00
On Behalf of TRS	344,413.00
On Behalf of PERS	62,418.00
Impact Aid	2,500.00
Timber Receipts/Secure Rural S	848,488.00
Transfer from other Funds	290,000.00
Beginning Operating Capital/inv	<u>525,000.00</u>
Total Revenue	<u>6,692,576.00</u>
Total Expenditures	
Superintendent Contract	107,000.00
Salaries - Principal	191,969.00
Director	15,000.00
Salaries - Teachers	1,708,294.00
Extra Duty Pay	30,426.00
Salaries - Activities director	21,468.00
Extra Duty Pay N C	47,275.00
Salaries - Aides	249,880.00
Support Staff	456,330.00
Custodian	274,415.00
Substitutes/Temporaries	111,900.00
Payroll Benefits	1,789,479.00
Transportation Allowance	5,100.00
Professional & Technical	301,635.00
Staff Development	5,000.00
Staff Travel	73,320.00
Student Travel	135,900.00
Student State Travel	15,000.00
Utility Services	30,970.00
Communications	140,560.00
Electricity	90,474.00
Heating Oil	115,000.00
Advertising or Other Purchased	5,075.00
Contracted Construction	1,000.00
Equipment Repair & Maintenanc	95,300.00
Insurance and Bond Premiums	64,000.00
Supplies	220,020.00
Testing Supplies	3,750.00
Textbooks	20,725.00
Library Books	5,600.00
Periodicals	1,225.00
Dues and Fees	76,050.00
Indirect Costs	(40,469.00)
Service Charge	1,000.00
Equipment	137,410.00
Transfer to other Funds (FS/BUS)	<u>105,350.00</u>
Total Expenditures	<u>6,612,431.00</u>
Brief Summary	
Operating Capital	525,000.00
Total Revenues	6,167,576.00
Total Expenditures	<u>6,612,431.00</u>
Ending Operating Capital	80,145.00
% for Operating capital	1.21%
Capital Improvement Project Fund \$708,396	

Budget Line Item Descriptions

Operating Capital: Undesignated unreserved fund balance, this is carried over from the previous fiscal year.

Superintendent Salary: 1 Superintendent

Principal Salaries: 1 Middle/High School principal, 1 Elementary principal

Director Salaries: Part-time Curriculum Director

Teacher Salaries: 24 Fulltime Teachers and any additional contracts for summer school and part-time teachers.

Extra Duty Pay Certified: Extra-Curricular pay as described in the negotiated agreement. Coaching and advisors are examples.

Activities Director: 1 part time employee 5 hours a day 215 days

Non-Certified Extra Duty pay: Extra-Curricular pay as described in the negotiated agreement. Coaching and advisors are examples

Aides: 16 part-time staff that includes classroom, special education, food service, and library aides.

Support Staff: 4.25 Secretaries, 1 Business Manager, 1 Technology Director, 1 Tech Coordinator, 1 part time AP clerk.

Custodian: 1 Maintenance Director and 4 Custodians

Substitutes & Temporaries: substitutes for any of the above job titles

Payroll Benefits: Teacher Retirement System, Public Employees Retirement System, FICA: Medicare & Social Security, Health Insurance, Life Insurance, Workers Compensation, Unemployment Insurance.

Transportation Allowance: Moving allowance for new staff if needed

Professional-Technical: Expenditures for services, which can only be performed by persons or firms with specialized skills and knowledge. Included are: attorney fees, audit fees, inspector's fees, software support fees, testing fees and medical/psychology fees.

Staff Development: This line is for Department of Education Staff Development Activities which includes State standards committee, District Test Coordinator Training, CTE meeting, SPED meetings, Migrant required training.

Utility Services: Water, Sewer, and Garbage Services.

Communications: Phone services, postage, and advertising.

Electricity: Electricity for school facilities

Heating Oil: Heating oil for school and pool facilities. City reimburses the pool fuel/energy use.

Equipment Repair and Maintenance: Expenditures for contracted repairs and maintenance service.

Insurance: Insurance on building, property, and general liability.

Supplies: Paper, software, workbooks, classroom supplies, copier supplies, small equipment, art, music, and office supplies.

Testing Supplies: Supplies for tests required by State or Federal.

Textbooks: New textbooks for classrooms after Board process and approval or replacement of current textbooks.

Library Books: New books for the elementary and HS/MS Library purchased annually.

Dues & Fees: Membership dues to various organizations and background check fees, coaching certification, and drug testing.

Indirect costs: Expenditures related to indirect cost recovery on grants and the corresponding credit to the General Fund.

Equipment: Expenditures for furnishings, classroom or office computers and equipment, vehicles, and generators are examples of equipment. One of the criteria for equipment to be coded equipment is that it must cost more than \$500.00.

Transfer to other funds: This is to cover the *additional* cost of Student bus transportation and food service program.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13b	<u>DATE:</u>	May 8, 2018
PROPOSED RESOLUTION NO. 05-18-1411 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2018 BUDGET IN THE HARBOR FUND BY ACCEPTING \$18,900 IN REVENUE FROM THE SHOEMAKER BAY HARBOR FLOAT DISPOSAL OUTCRY AUCTION AND AUTHORIZING ITS EXPENDITURE				
<u>SUBMITTED BY:</u>			<u>FISCAL NOTE:</u>	
			Expenditure Required: none	
Amber Al-Haddad Director of Public Works and Capital Projects			Amount Budgeted: none	
			Account Number(s): none	
			Revenue allocated to the Harbor Department's Shoemaker Replacement Project's CIP account, 74310-000-4380	
n/a	Attorney			
n/a	Insurance			
<u>ATTACHMENTS:</u>				
1. Resolution No. 05-18-1411				

RECOMMENDATION:

Move to approve Resolution No. 05-18-1411 amending the FY 2018 Budget in the Harbor Fund by accepting \$18,900 in revenue from the Shoemaker Bay Harbor Float Disposal Outcry Auction and authorizing its expenditure.

SUMMARY STATEMENT:

The Borough authorized the disposal of the Shoemaker Bay Harbor existing floats by outcry auction by way of Resolution No. 01-18-1389. On February 16th, the CBW held the public outcry auction and disposed of the eleven sections of the existing float system, which are scheduled to be removed and salvaged by the Contractor in the upcoming harbor rehabilitation project. The outcry auction resulted in a total of \$18,900 in revenue.

Prior to approval of this revenue allocation, current funding available in the FY18 Shoemaker Harbor's CIP fund (74310) is \$989,478.95. Staff recommends allocating the \$18,900 harbor-related revenue to the Shoemaker Harbor Replacement project's CIP account to help offset construction costs during the upcoming rehabilitation project.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 05-18-1411

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2018 BUDGET IN THE HARBOR FUND BY ACCEPTING \$18,900 IN REVENUE FROM THE SHOEMAKER BAY HARBOR FLOAT DISPOSAL OUTCRY AUCTION AND AUTHORIZING ITS EXPENDITURE

WHEREAS, the City and Borough of Wrangell, Alaska's Resolution No. 12-17-1389 authorized the surplus disposition by outcry auction of the existing Shoemaker Bay Harbor Floats; and

WHEREAS, the outcry auction held on February 16, 2018 resulted in a total of \$18,900 in revenue.

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

Section 1: The FY 2018 Budget in the Harbor Fund is amended by accepting \$18,900 in revenue from the Float Disposal Surplus Auction into the Shoemaker Bay Harbor Replacement CIP Account (74010-000-7900) and authorizing its expenditure.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA this 8th Day of May, 2018.

CITY & BOROUGH OF WRANGELL, ALASKA

David L. Jack, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13c	<u>DATE:</u>	May 8, 2018
Approval to Purchase 20 Sets of Fire Turnouts from Mallory Safety & Supply LLC in the Amount of \$41,000				
<u>SUBMITTED BY:</u>		<u>FISCAL NOTE:</u>		
		Expenditure Required: \$41,000		
		Amount Budgeted: \$24,000		
Fire Chief Tim Bunes		Account Number(s): CIP - \$24,000 012-XXXX - \$5,800 Turnout/Uniform 012-7505 - \$5,500 Travel and Training 012-7001 - \$3,000 Materials and Supplies 012-7010 - \$2,700 Equipment Repair & Maint		
		Account Name(s): CIP, Turnout/Uniform, Travel and Training, Materials and Supplies, and Equipment Repair and Maintenance		
<u>Reviews/Approvals/Recommendations</u>				
<input type="checkbox"/>	Commission, Board or Committee		Unencumbered Balance(s) (prior to expenditure): \$24,000;	
Name(s)				
<input type="checkbox"/>	Attorney			
<input type="checkbox"/>	Insurance			
<u>ATTACHMENTS:</u>				
1. Mallory Safety Quote				

RECOMMENDATION MOTION:

Move to Approve the Purchase of 20 Set of Fire Turnouts from Mallory Safety & Supply LLC in the Amount of \$41,000.

SUMMARY STATEMENT:

With the recent denial of our grant application, Assistance to Firefighters Grant (AFG) through FEMA, we are requesting to move funds from the above accounts to support the purchase of 20 sets of turnouts. There will remain a need to purchase 7 additional sets in the coming year.

With the ever-increasing amount of cancer in the fire service, the International Association of Fire Fighters (IAFF) and National Institute for Occupational Safety and Health (NIOSH) have researched how to protect fire service personnel from cancer causing carcinogens that we are exposed to. With this information, NFPA 1971 and 1851 has revised the Standard on Personal Protective Equipment to include changes to the ensemble. Some of these include the materials used for the coat and pants, as well as the need for all of the PPE sets to include the Drag Rescue Device (DRD). Currently our PPE do not include the DRD. The department's turnouts were made with materials that are no longer deemed adequate for protection from the environments faced, made at a time when manufacturers did not look at the particulate and carcinogen exposure and reduction of this by use of different materials. In addition, 100 % of our turnout gear is over 15 years old, some are from 1993. NFPA requires turnouts to be retired at 10 years.

We are requesting that these turnouts are purchased using the U.S. Communities Government Purchasing Alliance, as this has already been competitively solicited and the bidding is done for the purchase. Previously purchased globe turnout gear, which was under the old standards, but was more expensive as well with a cost of \$3300 per set. Using the U.S. Communities Government Purchasing Alliance, will allow the City to purchase 20 sets at a lower cost (\$2,050) and be NFPA compliant.

At the next meeting there will likely be a resolution moving all of the money into the CIP fund so the purchase is tracked out of one account, not several.

Mallory Safety & Supply LLC

PO Box 2068, Longview, WA 98632-9190
 (360) 636-5750 • Fax: (360) 577-4244

QUOTATION

Purchase Order Address:
 PO Box 2068
 Longview, WA 98632

Order Number	
2249867	
Order Date	Page
3/22/2018 00:00:00	1 of 1
Estimated Date:	
3/21/2018 00:00:00	

Bill To:

WRANGELL VOLUNTEER FD
 ATTN: ACCOUNTS PAYABLE
 PO BOX 794
 WRANGELL, AK 99929

Ship To:

WRANGELL VOLUNTEER FD
 4310 ZIMOVIA HWY
 WRANGELL, AK 99929

Quote Expires On 6/22/2018

Requested By: Mr. TIM BUNESS

Customer ID: 109048 Carrier: UPS Ground commercial

Freight: CUSTOMER DOES NOT PAY FREIGHT

PO Number		Ship Route		Taker					
TECGEN 71 QUOTE				MCASSIDY					
Order Line	Quantities			UOM Unit Size	Disp.	Item ID Item Description	Pricing UOM Unit Size	Unit Price	Extended Price
	Ordered	Shipped	Remaining						

Delivery Instructions: FOB DESTINATION

1	20.0000			EA		FIRED-FXRCOAT Custom Bunker Coat Per Firewriter #61648. Coat will include hook or loop attachment for existing name panels.Type and size TBD.	EA	1,212.00	24,240.00
					1.0			1.0	
2	20.0000			PR		FIRED-FXR PANTS Custom Bunker Pants	PR	838.00	16,760.00
					1.0			1.0	

Total Lines: 2

SUB-TOTAL: 41,000.00
TAX: 0.00
AMOUNT DUE: 41,000.00

Dispositions: C = Cancelled B = Backordered P = Production Item

U.S. Dollars

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	13d	<u>DATE:</u>	May 8, 2018
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APPROVAL OF BYFORD JUNKYARD TREATED MATERIAL DISPOSAL RECOMMENDATION TO THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION

<u>SUBMITTED BY:</u>	<u>FISCAL NOTE:</u>
	Expenditure Required: N/A
	Amount Budgeted: N/A
Lisa Von Bargaen, Borough Manager	Account Number(s): N/A
	Account Name(s): N/A
<u>Reviews/Approvals/Recommendations</u>	
<input type="checkbox"/> Commission, Board or Committee	Unencumbered Balance(s) (prior to expenditure):
Name(s)	N/A
<input type="checkbox"/> Attorney	
<input type="checkbox"/> Insurance	
ATTACHMENTS:	
1. NRC Shipping and Disposal Cost Estimate 2. Side-by-side costs w/the two options from DEC (provided 5-4-18)	

RECOMMENDATION MOTION:

Move to Approve Byford Junkyard Treated Material Disposal Recommendation to the Alaska Department of Environmental Conservation:

1. If an additional \$5 Million is allocated in the Capital Budget for this project, the CBW Assembly recommends the material be shipped off island to an appropriate disposal site. The Assembly acknowledges the impact this will have on the community and infrastructure.
2. If money is not allocated in the Capital Budget, the CBW Assembly recommends disposal of the material in the proposed Pats Lake Pit with appropriate on-going monitoring.

SUMMARY STATEMENT:

The Assembly held a work session with ADEC at the last meeting regarding an update on the disposal of treated material from the Byford Junkyard site. ADEC staff provided an update on the responses to

the concerns raised in the report by CSP2. ADEC staff additionally talked about how the project will progress if the material is disposed of at the proposed Pats Lake Monofill.

ADEC staff also shared that the Governor's office (through OMB) requested \$5 million be included in the Capital budget for this project. If successful in being funded, this would provide enough money for the material to be shipped off island.

On Thursday, April 26th representatives from WCA and the Borough Manager testified on the Capital Budget respectfully requesting the money be included in the bill, as it was not at that time. It is staff's understanding the Governor made a second request this week that the money be included in the Capital Budget. As of the time this agenda statement was written the money had not been added.

When put in context of everything else the Governor has on his plate, and the myriad unfunded needs around the State, it is quite exceptional the Governor has put this much energy toward this issue. Specifically with that in mind, the recommendation was written as presented to support the off island disposal if the funding comes through.

ADEC has asked that the Assembly take action on a recommendation, especially given there may be more than one option now. ADEC has also requested that any recommendation about off island disposal from the Assembly be accompanied by an acknowledgement of the impact the transportation of material to the barge site for shipping will have. ADEC provided the following summary and map.

Duration, Scale and Transportation Routes of the Shipping and Disposal Option

Transportation activity for shipping and disposal of polluted soil from the Wrangell Junkyard site is estimated to take up to 28 weeks (7 months) to complete. It is estimated that ~1300-1400 individual containerized units @ ~21.5 tons each will be required for the ~18,500 cy for about ~27,750 total tons to move. The assumption is that each cubic yard of treated soil will average 1.5 tons or 3,000 pounds of material weight.

Hauling would occur on every day of the week available including Saturdays and Sundays, but not on days with heavy precipitation or when no containers are available. Truck traffic would begin at 7:30 or 8am in the morning, contingent on AML's schedule, and the frequency would be about one truck, or two trips per hour (1 round trip) for 8-10 hours a day, for 28 weeks (7 months), to ship 50 or so containers a week using the existing weekly barge schedule to take away full containers and restock with empty containers. If we can get a second tractor trailer and do more trips per hour then we will. **Truck route #1** would be used when shipping seafood is a priority. Outside of seafood processing season, the **Truck route #2** would be used.

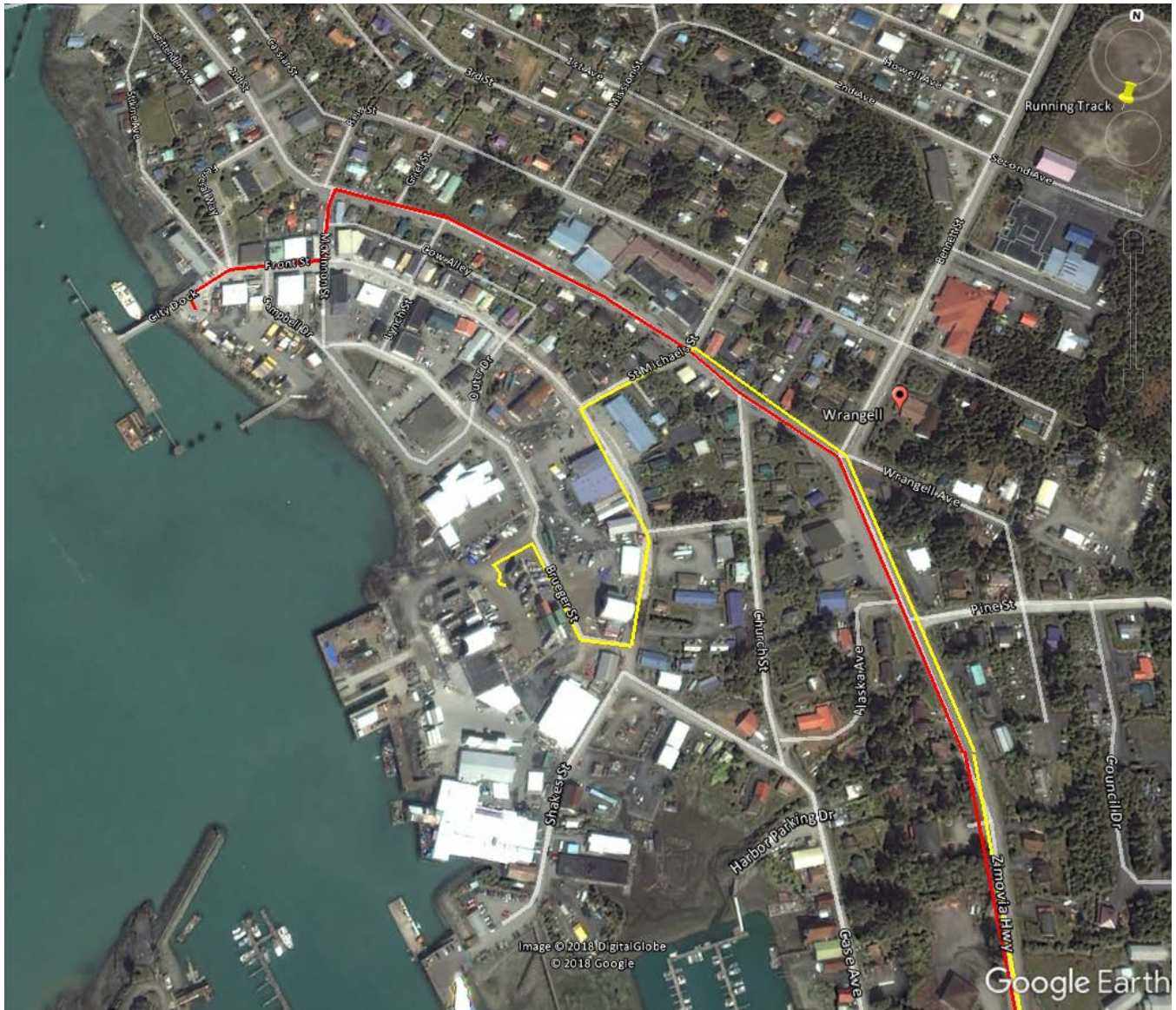
AML will only commit to allowing us to ship 50 containers a week. This allows the small port facility at Wrangell and the adjacent Boat Storage yard to not get overwhelmed, especially during the critical seafood processing season when barge space is a valuable commodity. They may some weeks allow us to ship 55 containers, or some greater number, but they won't commit to that. AML has pledged to work with us by utilizing what space is available to keep up with that production rate of 50 containers.

This schedule does not preclude shipping additional containers from the BW Enterprises dock loading area to an additional barge. This would do several things: 1) increase the number of containers moving through town by as many as an additional 5 containers per day for a maximum total of 15 containers per day or 30 one-way truck trips through town; 2) shorten the duration of the project; and 3) increase costs because a small lightering barge

would have to be used at BW Enterprises dock that would then offload and transfer containers in either Petersburg or Ketchikan to a larger sea-going barge to Seattle.

Please share with all City Assembly Members and let me know if you have questions or want me on the line during the meeting next Tuesday.

Truck Route #1 is shown in red. Truck Route #2 is shown in yellow.



The original NRC cost estimate from October 2017 is attached. It is important to note (as reported by ADEC) the 30% rate increases reported at the meeting last week are only for Samson Tug and Barge. Alaska Marine Lines is the shipper proposed for use in the October 2017 cost estimate attached. AML's rates have gone up about 8%. Other cost increases for Lower '48 truck and rail transport to the final disposal location are unknown. The cost estimate does not consider costs for developing a barge ramp at another location, contracting with an independent barge, and obtaining containers for that option.

There is no doubt this will be of significant impact to the community in many ways. The Assembly should also be mindful that a recommendation in favor of moving the material off the island will significantly impact some businesses who are subcontractors on the monofill contract. A substantial amount of prep work has been completed to provide material for the job, which now will not be used or purchased – if the material goes off island. There are real financial impacts based on a change in the disposal methodology.

As it stands now, there is no additional money for shipping the material away. ADEC plans to begin work on the monofill this coming week and will be holding a public meeting at the Nolan Center on Monday, the 7th.



October 30, 2017

Ms. Sally Schlichting
Contaminated Sites Unit
State of Alaska - Department of Environmental Conservation
Sally.Schlichting@alaska.gov

**RE: TRANSPORTATION AND DISPOSAL SERVICES FOR LEAD CONTAMINATED SOIL FROM
THE WRANGELL JUNKYARD CLEANUP, WRANGELL, ALASKA**

Dear Ms. Schlichting,

NRC Alaska, LLC is pleased to provide the following information to the State of Alaska Department of Environmental Conservation (ADEC) for alternative remedial measures to be performed at the above referenced site in Wrangell, Alaska. This includes details of this approach broken out by estimated costs.

The Scope of Work for this approach involves the following elements:

- 1) Package Contaminated Soil in intermodal Bulk Containers
- 2) Transporting treated waste material from the former Junkyard Site
- 3) Dispose of Treated soil at an EPA Approved Solid Waste Landfill facility
- 4) Remove and dispose of all previously used liner and cover materials
- 5) Restore former junkyard site by removing containment cell berms by recontouring the site following the removal and disposal of the stockpile.

Our total cost estimate for containerizing the existing stockpile, shipping it out of the Wrangell Port and Boat Yard dock on a weekly basis, for final disposal at an EPA Permitted Subtitle D landfill facility in Oregon, is **\$9,029,977**.

This number is conservative in nature - meaning that this approach stresses regulatory compliance and risk mitigation with a focus on pollution prevention during the long journey by road, barge, and rail to an accepting facility 1,200 miles away.

Overview Summary

Sealed individual intermodal containers of treated soil will travel on intermodal chassis through downtown Wrangell pulled by Semi Tractor truck units for storage in the Downtown Wrangell Boat Yard. The filled containers will then be loaded onto the weekly AML barge and towed to the Port of Seattle. From the AML Terminal in Seattle they will again be transported by Semi Tractor truck to the Union Pacific Argo rail switching yard. The UPRR operates a unit train to the South-Eastern Oregon, town of Arlington daily for delivery of solid waste to the Waste Management Columbia Ridge landfill. The Containers are off loaded from the train at the Landfill switching yard and sent by truck to the active landfill face for dumping. Empty containers are returned to the storage area of the landfill or are taken back to the rail yard for the journey back to Seattle and back to Wrangell to be repeated.

This containerized method represents a very safe and secure method of movement for this volume of material, and we would say has the least amount of risk if shipping off site was pursued.



Duration and Scale

This activity is estimated to take up to 28 weeks (7 months) to complete, moving 8-10 containers per day through town, and shipping 50 or so containers a week using the existing weekly barge schedule to take away full containers and restock with empty containers. This allows the small port facility at Wrangell and the adjacent Boat Storage yard to not get overwhelmed, especially during the critical seafood processing season when barge space is a valuable commodity. AML has pledged to work with us by utilizing what space is available to keep up with that production rate. They cannot commit to any more. The balance at the City run Port of Wrangell can be easily upset by overwhelming the infrastructure with too many loads per week.

It is estimated that ~1300 individual containerized units @ ~21.5 tons each will be required for the ~18,500 cy for about ~27,750 total tons to move. The assumption is that each cubic yard of treated soil will average 1.5 tons or 3,000 pounds of material weight.

Breakdown by Task:

Site Work Estimated Cost - \$2,262,978

This includes a crew of up to 6 individuals and all necessary equipment needed to load containers at the Junkyard site with the soil currently in the Stockpile. This number also includes site supervision, shipping paper preparation, waste tracking, transportation coordination, site safety oversight, equipment operators, and laborers needed to uncover, line, secure, and recover each container. All external surfaces will be inspected and decontaminated prior to their departure from the stockpile area. This work will be performed in an area purpose built and constructed to allow as much protection from the elements as possible.

Equipment utilized during these activities include a track excavator, wheel loader, small track bulldozer, sweeper for ensuring decontamination, semi-tractor truck units to facilitate container movements, and the fuel, oil, and grease need to maintain the equipment.

Included in this Task is the cost for necessary equipment delivery, personal protective equipment for on-site labors and operators, materials to ensure that containers are leakproof, as well as all travel, meal, and lodging charges for non-local personnel. Removal and proper disposal of the existing stockpile liner and cover, as exposed during the container loading operations, is included in this Task.

NRC Alaska's Project Team will follow a Work Plan which will describe how the overall Project will be conducted. The Plan will include special provisions to maintain Best Management Practices during the transport of materials from the former Junkyard site on the Zimovia Highway to the City of Wrangell Dock and Port facility.

Following an approved Work Plan, personnel will load contaminated soil from the stockpile area into poly lined and tarp covered 20-foot, "half high" intermodal bulk soil containers. Special care and coordination will be taken to prevent any contamination from exiting the site during these operations. Weights of each soil container will be monitored to maximize the container capacity and avoid overloaded containers.



Transportation and Disposal Estimated Cost- \$6,745,783

This includes rental of the 20-foot intermodal containers, chassis to move containers by road and all rental equipment required to safely lift, load, weigh, unload and stack containers at the City of Wrangell Dock and boatyard facility. Marine transportation of the empty containers weekly from Seattle to Wrangell and the return marine transportation to Seattle of the filled containers is included in this price. Repositioning fees charged by AML for shift and diversion from the Wrangell City Port dock to Wrangell City Boat Yard dock, the provision of a seasonal Feeder Barge, and all docking fees and Fuel Surcharges (FSC) estimated for 2018 is included.

Containerized materials will be classified by AML for shipment over water as contaminated soil, not requiring an EPA Manifest, in a Shipper loaded, counted and secured 20' container not exceeding 22 tons net weight per container.

This also includes the cost for the container transportation by Semi Tractor truck from the AML Seattle terminal to the Union Pacific Railroad (UPRR) rail switching yard. The UPRR operates the unit train that operates daily between Seattle and Arlington Oregon.

This also includes the disposal of the materials including fees and taxes at Columbia Ridge Landfill.

Site Restoration - \$21,216

This includes labor and equipment needed to recontour the former junkyard site, removing and repositioning the berms installed to contain the stockpile and facilitate proper drainage of surface water away from the stockpile area. This operation will take place at the conclusion of container loading and is estimated to take less than one week to complete to the satisfaction of the ADEC and the site's owner, the City of Wrangell. This will be performed giving careful consideration to the surrounding neighbors on adjacent lots to the former junkyard site.

Our calculations for containerized T&D are approximately \$325 per ton – that is “all in” including all on-site work (labor and equipment) all containers, shipping, handling, disposal, and management cost including site restoration. This compares to \$198/ton for disposing at the monofill as designed and proposed at the Pats Creek rock pit.

NRC Alaska assures the ADEC that we have the ability and experience to successfully perform this project. We appreciate the opportunity to present this proposal and look forward to discussing the project with you and your team.

Respectfully,

A handwritten signature in black ink, appearing to read "W. Paul Nielsen III".

W. Paul Nielsen III
Director of Sales & Marketing
NRC Alaska, LLC.
Direct line: 907-646-5005
E-mail: PNielsen@nrcc.com

EXCELLENCE IN ENVIRONMENTAL & EMERGENCY SOLUTIONS

Wrangell Byford Junkyard Cleanup And Disposal
Side by Side of Project Costs with Two Disposal Options
May 4, 2018

Year	Phase	Funder	Disposal Option 2 -		
			Disposal Option 1 - Monofill on Island*	Shipping and Disposal ESTIMATED**	
2000	Preliminary Assessment	EPA	\$ 20,000.00	\$ 20,000.00	
2002	Site Characterization and Cost Estimate	DEC	\$ 50,000.00	\$ 50,000.00	
2012	Removal of scrap and debris	CBW	\$ -	\$ -	
2014	Targeted Brownfield Assessment	EPA	\$ 190,000.00	\$ 190,000.00	
2016	Cleanup	DEC	\$ 6,599,214.00	\$ 6,599,214.00	
2016-2018	Stockpile Maintenance and inspections	DEC	\$ 281,695.00	\$ 281,695.00	
2016	Option I Leachability Assessment	DEC	\$ 111,495.00	\$ 111,495.00	SUNK COSTS
2017	Option I Monofill Design	EPA	\$ 99,000.00	\$ 99,000.00	SUNK COSTS
2017-2018	Monofill Site Preparation, Permits, Modeling	DEC	\$ 1,900,000.00	\$ 1,900,000.00	SUNK COSTS
2017-2018	Option I Monofill Construction	DEC	\$ 3,640,784.00	\$ 2,262,978.00	Option 2 Loading Containers (estimated)
2017-2018	Option I Construction Inspection	DEC	\$ 227,525.00	\$ 6,745,783.00	Option 2 Transportation and Disposal (estimated)
2018-19	Byford Site Restoration	DEC	\$ 21,216.00	\$ 21,216.00	Byford Site Restoration
TOTALS:			13,140,929	18,281,381	ESTIMATED

Total by Funder to

date: (Option I)

*Additional costs are being or will be incurred for Option I to address CSP2's concerns and schedule delays.

CBW	\$	-
EPA	\$	309,000.00
DEC	\$	12,831,929.00

** Costs for Option 2 are estimates only; actuals will likely be more

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	14	<u>Date</u>	May 8, 2018
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				

INFORMATION:

ATTORNEY'S FILE – The latest attorney's billing is available for the Borough Assembly to view in the Clerk's office.

CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>NO.</u>	15	<u>Date</u>	May 8, 2018
None.				
<u>SUBMITTED BY:</u>				
Kim Lane, Borough Clerk				