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**Minutes of Regular Assembly Meeting
Held on December 12, 2023**

Mayor Patricia Gilbert called the Regular Assembly meeting to order at 7:00 p.m., December 12, 2023, in the Borough Assembly Chambers. Assembly Member Morrison led the pledge of allegiance.

PRESENT – GILBERT, POWELL, DEBORD, DALRYMPLE, OTTESEN, MORRISON

ABSENT – ROBBINS

Interim Borough Manager Villarma and Deputy Clerk Marshall were also present.

CEREMONIAL MATTERS – Statement on behalf of Mayor Gilbert in relation to the Southeast Landslide

PERSONS TO BE HEARD – None.

AMENDMENTS TO THE AGENDA – None.

CONFLICT OF INTEREST – None.

CONSENT AGENDA

6a Minutes from the November 14, 2023 Regular Assembly Meeting

6b Renewal of Happy Cannabis Cultivation Facility license 10201

6c Renewal of Happy Cannabis Marijuana Store License 10200

6d CORRESPONDENCE - Minutes from the Regular School Board meeting held September 18, 2023

M/S: Powell/Morrison to approve the Consent Agenda, as submitted. Motion approved by polled vote.

BOROUGH MANAGER'S REPORT

Interim Manager Villarma provided his report.

Bennett McGrath provided a report on the "old" Wrangell Hospital.

Amber Al-Haddad provided her Infrastructure report.

BOROUGH CLERK'S REPORT

Clerk Lane was absent however, her written report was provided.

MAYOR AND ASSEMBLY BUSINESS

Dalrymple stated that he and Assembly Member Powell had reviewed the borough manager's resumes that were received to date, and they are not requesting interviews from any of the candidates. He also asked the assembly to allow Interim Manager Villarma the opportunity to continue in his role with the assistance of Deputy Interim Manager Lane for the time being. If it is the will of the assembly, we can look at starting the advertising process in February or March. There were at least four assembly members in favor of this approach.

It was the consensus that we resume advertising for the Borough Manager's position in March.

Powell stated that he attended the Alaska Municipal League annual conference; attended several different meetings offered and they were very informative.

Morrison stated that she had attended several different meetings; lands meeting (SBS) was very informative.

Gilbert tasked the Borough Manager to implement an Emergency Action Plan and maintenance schedule; asking for status update for the second meeting in February.

MAYOR AND ASSEMBLY APPOINTMENTS - None.

PUBLIC HEARING

11a ORDINANCE No 1047 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING CHAPTER 20.53 - ACCESSORY DWELLING UNITS (ADU); AMENDING CHAPTER 20.08 - DEFINITIONS; AND AMENDING SEVERAL SECTIONS IN TITLE 20 - ZONING, TO ADD AND REFERENCE ACCESSORY DWELLING UNITS TO THE WRANGELL MUNICIPAL CODE

Gilbert called the Public Hearing to order and asked for an administrative report.

Kate Thomas, Economic Development Director, provided an overview of the Ordinance.

Gilbert asked if there was anyone who wanted to speak on this item.

Chris Bunes- Spoke on behalf of Stik Built Homes LLC. Offers support to the change in municipal code for the ADU Ordinance

Bill Gaines, resident asked questions in relation to ADU circumstances; spoke on the increase use of utilities by the increase in economic development.

Kate Thomas, Economic Development director explained the ADU ordinance to the resident.

As there were no other people wishing to speak on this item, Gilbert closed the Public Hearing and asked for a motion.

M/S: Morrison/Powell to approve Ordinance No. 1047. Motion approved by polled vote.

UNFINISHED BUSINESS

12a RESOLUTION No. 12-23-1823 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE CONVEYANCE OF PUBLIC TIDELANDS, LOT 24A, BLOCK 83-A, PLAT 2006-6, TO RANDY AND JEANNIE EASTERLY FOR THE APPRAISED VALUE OF \$63,800 PLUS ASSOCIATED FEES

M/S: Powell/Dalrymple to approve Resolution No. 12-23-1823.

Dalrymple asked that the the borough manager develop an application process to purchase land.

Manager Villarma asked Thomas to speak to this.

Thomas stated that there is not currently an application for leases.

Debord stated that he would like to see premiums on purchase of leases.

Motion approved by polled vote.

NEW BUSINESS

13a RESOLUTION No. 12-23-1830 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING A LEASE FOR THE ST. FRANCES ANIMAL RESCUE

M/S: Powell/Morrison to approve Resolution No. 12-23-1830.

Joan Sargent, resident / St. Francis Animal Rescue, spoke in depth on behalf of the St Francis Animal Rescue; agreed with the lease at hand; would recommend an extension of the lease amount due to the complications in place for leases.

Kelly Decker, resident, spoke in depth on behalf of the St Francis Animal Rescue; agreed with the lease at hand; also requested that the lease be extended; commended Kate Thomas on her dedication to the lease agreement at hand.

Powell/Morrison to amend the lease to maximize the lease to a 21-year lease. Amendment approved by polled vote.

Main motion, as amended, was approved by polled vote.

13b ORDINANCE No 1048 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING CHAPTER 10.15 – TRESPASS ON BOROUGH PROPERTY TO TITLE 10 – PUBLIC PEACE, MORALS, AND WELFARE, TO THE WRANGELL MUNICIPAL CODE

M/S: Powell/Morrison to approve First Reading of Ordinance No. 1048 and move to a Second Reading with a Public Hearing to be held on January 9, 2023. Motion approved by polled vote.

13c ORDINANCE No 1049 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE MINOR OFFENSE FINE SCHEDULE IN CHAPTER 1.20, GENERAL PENALTY, OF THE WRANGELL MUNICIPAL CODE

M/S: Powell/Ottesen to approve First Reading of Ordinance No. 1049 and move to a Second Reading with a Public Hearing to be held on January 9, 2024. Motion approved by polled vote.

13d RESOLUTION No. 12-23-1824 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR THE AMENDMENT TO THE CAPITAL FACILITIES DIRECTOR JOB DESCRIPTION

M/S: Morrison/Ottesen to approve Resolution No. 12-23-1824. Motion approved by polled vote.

13e RESOLUTION No. 12-23-1825 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR THE AMENDMENT OF THE PARKS & RECREATION DIRECTOR JOB DESCRIPTION

M/S: Powell/Morrison to approve Resolution No. 12-23-1825. Motion approved by polled vote.

13f RESOLUTION No. 12-23-1826 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR THE AMENDMENT TO THE FACILITY MAINTENANCE SPECIALIST LEAD AND FACILITY MAINTENANCE SPECIALIST JOB DESCRIPTIONS

M/S: Powell/Morrison to approve Resolution No. 12-23-1026. Motion approved by polled vote.

13g RESOLUTION No. 12-23-1827 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR THE AMENDMENT TO THE MAINTENANCE CUSTODIAN JOB DESCRIPTION

M/S: Powell/Morrison, to approve Resolution No. 12-23-1027.

Villaroma asked for an amendment to change the supervision of this position to the Nolan Center Director instead of the Parks & Recreation Director.

Ottesen/Powell to amend the job description to have the supervision be under the Nolan Center Director. Amendment approved by polled vote.

Main motion, as amended, was approved by polled vote.

13h RESOLUTION No. 12-23-1828 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ESTABLISHING THE CAPITAL PROJECT STATE LEGISLATIVE PRIORITIES FOR FY 2025

M/S: Morrison/Powell to approve Resolution No. 12-23-1828. Motion approved by polled vote.

13i No. 12-23-1829 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA ESTABLISHING THE CAPITAL PROJECT FEDERAL LEGISLATIVE PRIORITIES FOR FY 2025

M/S: Morrison/Powell to approve Resolution No. 12-23-1829. Motion approved by polled vote.

13j RESOLUTION No. 12-23-1831 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE WRANGELL AIRPORT LEASE ADA-50976

M/S: Powell/Dalrymple to approve Resolution No. 12-23-1831. Motion approved by polled vote.

Kate Thomas- Speaks about the lease payment between the City and the golf course.

13k RESOLUTION No. 12-23-1832 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE WRANGELL AIRPORT SUBLEASE TO THE WRANGELL GOLF CLUB INC.

M/S: Powell/Ottesen to approve Resolution No. 12-23-1832. Motion approved by polled vote.

13l Approval of the calendar year 2024 Travel Wrangell Marketing Plan

M/S: Powell/Dalrymple to approve the calendar year 2024 Travel Wrangell Marketing Plan. Motion approved by polled vote.

13m Approval of contract with BW Enterprise for Landslide Debris Clearing and Removal for the amount, not to exceed \$249,000

M/S: Powell/Morrison to approve a contract with BW Enterprise for Landslide Debris Clearing and Removal for the amount, not to exceed \$249,000. Motion approved by polled vote.

13n Approval of Change Order No. 3 to Ketchikan Ready Mix & Quarry, Inc. in the amount of \$255,000 for the Alder Top Village Subdivision Site Work project

M/S: Powell/Morrison to Approve Change Order No. 3 to Ketchikan Ready Mix & Quarry, Inc. in the amount of \$255,000 for the Alder Top Village Subdivision Site Work project. Motion approved by polled vote.

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

EXECUTIVE SESSION - None.

Regular Assembly Meeting adjourned at 8:50 p.m.

Patricia Gilbert
Patricia Gilbert, Borough Mayor

ATTEST: *Kim Lane*
Kim Lane, MMC, Borough Clerk

