

**Minutes of Regular Assembly Meeting  
Held on September 09, 2025**

Mayor Patricia Gilbert called the Regular Assembly meeting to order at 6:00 p.m., September 9, 2025, in the Borough Assembly Chambers. Assembly Member Robbins led the pledge of allegiance.

**PRESENT – GILBERT, DALRYMPLE, ROBBINS, DEBORD, MACH**

**ABSENT - POWELL, OTTESEN**

Borough Manager Villarma and Clerk Lane were also present.

**CEREMONIAL MATTERS - None.**

**PERSONS TO BE HEARD**

**AMENDMENTS TO THE AGENDA**

Villarma asked that item 13d be moved up to take place after Item 13a. There were no objections from the Assembly to move the item.

**CONFLICT OF INTEREST**

**CONSENT AGENDA**

6a Minutes from the August 26, 2025 Regular Assembly Meeting

**6b RESOLUTION NO. 09-25-1875 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, DESIGNATING CANVASS BOARD DUTIES TO THREE ASSEMBLY MEMBERS FOR CANVASSING THE RESULTS OF THE REGULAR ELECTION TO BE HELD OCTOBER 7, 2025**

6c Approval of transfer of controlling interest application from William and Cheryl Goodale to Jacob Harris (application 4618)

***M/S: Robbins/Mach to approve the Consent Agenda, as submitted. Motion approved by polled vote.***

**BOROUGH MANAGER'S REPORT**

Manager Villarma provided his report.

The Wrangell Development Newsletter was provided.

The Capital Projects Director report was provided.

**BOROUGH CLERK'S REPORT**

Clerk Lane provided her report.

**MAYOR AND ASSEMBLY BUSINESS**

Robbins reported that City Park looks significantly better, thank you to Park & Recreation.

Robbins stated that she was one of the one hundred women in the State who was selected to attend the Alaska Women's Ascend training this October; received a full scholarship; it's a program that's an intensive training session that is for women who have a future in politics and local government.

Dalrymple reported on SSRAA; recent reports state that they accomplished their goals and improvements; interested to hear that their improvements included Crystal Lake Hatchery; raises the King's that people enjoy fishing for.

Direction on Parks Funding Approach: Villarma stated that a draw from the Permanent Fund to get the Playground venture off the ground; what do we want to do with the next 3-year APRA disbursements.

Gilbert stated that her desire would be for the next three-year APRA annual disbursements to go towards the playgrounds; maybe pull from the Permanent Fund and pay it back with the APRA funds.

Dalrymple stated that he sees the value of our playgrounds, however there are a lot of competing interests; we should come up with a process through; would like to see a playground plan; not sure if we are looking to replace the playgrounds or if we are looking to fix what we have.

DeBord stated that we need to nail down a number; dream would be to get to \$350,000 so that we can try and go out for bids to see what we can get; doesn't make sense to go to a new site however, maybe to fix or replace what is at Shoemaker would be a good start; most likely will need to phase this out.

Manager Villarma was directed to bring an item to the next assembly meeting to pull \$250,000 from the Permanent Fund with the understanding that the four years of APRA disbursements will refund the Permanent Fund.

Meyer's Chuck Port Return on Investment and Oversight: Villarma stated that oversight for those who tie up on the float is difficult to manage.

Villarma stated that enacting a differential tax zone for the Meyer's Chuck community does make sense and the assembly should look at this; they do receive various services from the borough.

The assembly directed the Borough Manager to add an item to the next agenda to consider a differential tax zone for Meyer's Chuck.

Direction on KSTK Request for In-Kind and Cash Contributions: Villarma stated that KSTK submitted an email request (which Villarma read); KSTK is requesting property tax forgiveness for 2025 (\$2368); also asking for an additional \$1000 utility in-kind contribution for the downstairs area; currently receives utility in-kind for the studio is provided.

The assembly directed the Borough Manager to add an item to the next agenda to consider the additional utility in-kind contribution and 2025 property tax forgiveness.

**MAYOR AND ASSEMBLY APPOINTMENTS** – None.

## **PUBLIC HEARING**

11a Authorization for the Borough Manager to enter into a Purchase and Sales Agreement with BW Enterprises to exchange Borough-owned tidelands (Lots 12 and 13, Block 12A, Wrangell Townsite, zoned Waterfront Development) in order to construct an additional parking lot

Gilbert opened up the Public Hearing for this item and asked for an administrative report.

Villarma reported that Mr. Woodbury is asking for two tideland parcels to construct the new area parking lot beside the high school.



Gilbert asked if there were any persons who wished to speak on this item. Hearing none, Gilbert asked for a motion.

***M/S: Robbins/Mach approve authorizing the Borough Manager to enter into a Purchase and Sales Agreement that exchanges Lots 12 and 13, Block 12A for constructing a High School Parking Lot with BW Enterprises. Motion approved by polled vote.***

**UNFINISHED BUSINESS – None.**

## **NEW BUSINESS**

**13a RESOLUTION No. 09-25-1976** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING AN AMENDMENT TO THE FY2026 BUDGET TO APPROPRIATE A COMBINED TOTAL OF \$114,230 TO THE WATER FUND AND SEWER FUND, WITH COSTS TO BE SHARED EQUALLY BETWEEN THE TWO FUNDS

***M/S: Robbins/Mach to approve Resolution No. 09-25-1976.***

Public Works Director Wetor gave an extensive report on the need for this position.

***Motion approved by polled vote.***

**13d Approval of the Revised Water Shortage Management Plan**

***M/S: Mach/Robbins to approve the revised Water Shortage Management Plan. Motion approved by polled vote.***

**13b RESOLUTION No. 09-25-1977** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY2026 BUDGET IN THE PARKS & RECREATION CIP FUND BY ACCEPTING GRANT FUNDS FROM THE ALASKA DEPARTMENT OF FISH & GAME, PROVIDING A LOCAL MONETARY MATCH, AND AUTHORIZING PROJECT EXPENDITURES FOR THE SKEET AND SHOOTING RANGE IMPROVEMENTS PROJECT

***M/S: Robbins/DeBord to approve Resolution No. 09-25-1977. Motion approved by polled vote.***

**13c RESOLUTION No. 09-25-1978** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FISCAL YEAR 2026 BUDGET IN THE GENERAL FUND BY APPROPRIATING AN ADDITIONAL \$50,000 FROM THE GENERAL FUND UNRESTRICTED FUND BALANCE TO THE ECONOMIC DEVELOPMENT PROFESSIONAL SERVICES ACCOUNT, AND AUTHORIZING ITS EXPENDITURE FOR PROFESSIONAL SERVICES IN SUPPORT OF THE EDA DISASTER SUPPLEMENTAL INDUSTRY TRANSFORMATIONAL PATH GRANT APPLICATION

***M/S: Robbins/DeBord to approve Resolution No. 09-25-1978. Motion approved by polled vote.***

**13e Termination of Lease Agreement with Central Council of the Tlingit & Haida Indian Tribes of Alaska**

***M/S: Robbins/Mach to terminate the lease agreement with Central Council of the Tlingit & Haida Indian Tribes of Alaska.***

Villarma stated that when the new lease agreement with the School District and the tribe, this lease agreement will be terminated; there will be no overlap.

***Motion approved by polled vote.***

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

**EXECUTIVE SESSION**

**15a Executive Session:** Discussion on potential land exchange with the City and Borough of Wrangell


***M/S: Robbins/Dalrymple pursuant to AS 44.62.310(c)(1), that we recess into executive session to discuss matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the Borough, and to specifically discuss with the Borough Manager, potential land exchange with the City and Borough of Wrangell. Motion approved by polled vote.***


Recessed into Executive Session at 7:25 p.m.

Reconvened into Regular Session at 8:20 p.m.

Adjourned at 8:21 p.m.

ATTEST:

  
Kim Lane, MMC, Borough Clerk

  
Patricia Gilbert, Borough Mayor

