

**Minutes of Regular Assembly Meeting
Held on April 14, 2026**

Mayor Patricia Gilbert called the Regular Assembly meeting to order at 7:00 p.m., April 14, 2026, in the Borough Assembly Chambers. Assembly Member DeBord led the pledge of allegiance.

PRESENT – GILBERT, DALRYMPLE, DEBORD, POWELL, POWERS, MACH, OTTESEN

ABSENT –

Borough Manager Villarma and Clerk Lane were also present.

CEREMONIAL MATTERS

A Proclamation for Municipal Clerk's Week was presented to Clerk Lane.

PERSONS TO BE HEARD

Terri Henson, resident spoke in opposition to removing the Heat Rate that is embedded in our municipal code; heat rate was never supposed to be phased out.

Tony Haubrich, resident spoke on behalf of the community market; asked the assembly to consider dropping the peddler rules; these are handmade items, not purchased items that can be marked up; if this goes through, it will most likely kill the community market.

AMENDMENTS TO THE AGENDA

Mayor Gilbert stated that she would like to suspend the rules and have the Assembly consider the Structure MOU (Item 13a) after the Consent Agenda. There were no objections from the Assembly.

CONFLICT OF INTEREST

Powell stated that he has a perceived conflict of interest to item 13g (School MOU) since his wife works at the school. Gilbert stated that since this is not a monetary item, he does not have a conflict.

Powers stated that he has a perceived conflict of interest to items 13g (School MOU since he is on the School Board) and 13j (Milk Run MOU since he receives compensation from the Milk Run activities). Gilbert stated that he does not have a conflict of interest on either item.

DeBord stated that he has a perceived conflict of interest to item 13g (School MOU) since his wife has had a contract with the school district. Gilbert stated that he does not have a conflict.

There were no objections from the assembly.

CONSENT AGENDA

6a Minutes from the March 24, 2026 Regular Assembly Meeting

6b **RESOLUTION No. 04-26-2035** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2026 BUDGET IN THE AMOUNT OF \$10,000 BY ACCEPTING A NATIVE AMERICAN LIBRARY SERVICES BASIC GRANT (2025), IN PARTNERSHIP WITH WRANGELL COOPERATIVE ASSOCIATION, FOR THE IRENE INGLE PUBLIC LIBRARY

6c **RESOLUTION No. 04-26-2036** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2026 BUDGET BY ACCEPTING A GRANT IN THE AMOUNT OF \$10,000

FROM THE AMERICAN LIBRARY ASSOCIATION LIBRARIES TRANSFORMING COMMUNITIES:
ACCESSIBLE SMALL AND RURAL COMMUNITIES FOR THE IRENE INGLE PUBLIC LIBRARY

6d **RESOLUTION No. 04-26-2037** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2026 BUDGET BY ACCEPTING GRANT FUNDS IN THE AMOUNT OF \$20,000 FROM THE ALASKA COMMUNITY FOUNDATION 2026 CAMP INITIATIVE, FOR THE IRENE INGLE PUBLIC LIBRARY

6e Final Plat approval of a Subdivision of Lot 6 and Lot 7 of USS 3534; Lot 10 and Lot PSS of USS 2589; and USS 3000 according to Plat No. 29-20, creating Parcels A and B of the CBW Deep Water Port Subdivision, zoned Waterfront Development, owned by the City and Borough of Wrangell and requested in partnership with Tideline Construction

6f Final Plat approval of a subdivision of Lot 5A, Block 61 (APN 02-028-204) of the Industrial Park Subdivision, according to Plat No. 2001-7, creating Lots 5A-1 and 5A-2 of the Woodbury Subdivision, zoned Industrial, owned and requested by Brett Woodbury

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

BOROUGH MANAGER'S REPORT

Manager Villarma provided his report.

The Nolan Center Director's report was included in the packet.

The Library Director's report was included in the packet.

The FY26 Third Quarter report and receivables were included in the packet.

The FY2025 Audit Plan for review was included in the packet.

BOROUGH CLERK'S REPORT

The Borough Clerk's report was provided.

MAYOR AND ASSEMBLY BUSINESS

Dalrymple stated that the Forest Service is going to be having a public meeting on the Forest Service plan next Tuesday at 5:30pm at the Nolan Center.

MAYOR AND ASSEMBLY APPOINTMENTS – None.

PUBLIC HEARING

11a RESOLUTION No. 04-26-2032 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, APPROVING THE FY 2027 SALES TAX-FREE DAYS

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

Villarma reported that this item requires a Public Hearing, with approval for the requested FY2027 Sales-Tax Free days, requested by the Wrangell Chamber of Commerce; these are non-cruise ship days.

Gilbert asked if anyone wanted to speak on this item. There was no one who wished to speak and therefore Gilbert asked for a motion.

M/S: Powell/Mach to approve Resolution No. 04-26-2032. Motion approved by polled vote.

11b RESOLUTION No. 04-26-2033 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, APPROVING THE AMENDED BOROUGH-WIDE FEE AND RATES SCHEDULE AS PER WMC 5.14.025

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

Villarma reported that this was for the required Public Hearing and approval; Villarma spoke to all of the fee and rate changes.

Gilbert asked if anyone wanted to speak on this item.

Terri Henson, resident, stated that the heat rate incentive for her separately metered heat and hot water was around \$100 per month savings.

After all persons spoke on this item, Gilbert asked for a motion.

Terri Henson, resident, stated that she was not in favor of removing the heat rate or the electric rate incentive.

M/S: Powell/Mach to approve Resolution No. 04-26-2033.

M/S: Powell/Mach to amend the motion to remove the proposed amendment to take out the Rate for separately metered heat and hot water from the Fee & Rate Schedule until it can be better explained. Amendment approved by polled vote.

Main motion as amended, was approved by polled vote.

11c ORDINANCE NO. 1099 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING CHAPTER 6.08 – PEDDLERS AND ITINERANT MERCHANTS, IN THE WRANGELL MUNICIPAL CODE

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

Villarma reported that this was to remove this section of the code in its entirety.

Gilbert asked if anyone wanted to speak on this item.

Kathy Watkins, resident stated that she supports keeping this item but she understands that administratively, it's a lot of work.

After all persons spoke on this item, Gilbert asked for a motion.

M/S: Powell/Mach to approve Ordinance No. 1099. Motion approved by polled vote.

UNFINISHED BUSINESS

12a RESOLUTION NO. 04-26-2042 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE CONVEYANCE OF PUBLIC LAND and TIDELANDS, FOR PARCEL "A" OF THE CBW DEEPWATER PORT SUBDIVISION CONTAINING 9.11 ACRES MORE OR LESS WITHIN THE WRANGELL RECORDING DISTRICT TO TIDELINE CONSTRUCTION, LLC

M/S: Powell/Powers to approve Resolution No. 04-26-2042. Motion approved by polled vote.

NEW BUSINESS

13a Approval of Memorandum of Understanding (MOU) between the City and Borough of Wrangell and Structure, Inc. *This item moved up and was considered after the Consent Agenda.*

M/S: Powell/DeBord to approve the Memorandum of Understanding between the City and Borough of Wrangell and Structure. Motion approved by polled vote.

13b ORDINANCE NO. 1101 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SEVERAL SECTIONS IN CHAPTER 5.08 – SALES TAX, IN THE WRANGELL MUNICIPAL CODE

M/S: Powell/Dalrymple to approve first reading of Ordinance No. 1101 and move to a second reading with a public hearing to be held on May 12, 2026.

Kathy Watkins, resident, asked the Assembly to consider a brick-and-mortar business and a hobby; asked that the Assembly consider a Senior Sales Tax exemption; questioned why a local business license was required when the State of Alaska exempts hobby sellers.

MS: Powell/Mach to amend section 5.08.005 "F" to remove July 4 and add July 2nd, 3rd, 4th. Amendment approved by polled vote.

Main Motion as amended, was approved by polled vote.

13c ORDINANCE NO. 1100 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING CHAPTER 6.09 – LOCAL BUSINESS LICENSE, IN THE WRANGELL MUNICIPAL CODE

M/S: Powell/Powers to approve first reading of Ordinance No. 1100 and move to a second reading with a public hearing to be held on May 12, 2026.

Motion approved by polled vote.

13d Approval of a Contract Award to IP Mechanical Contractors, LLC, for the Stikine Middle School Boiler Replacement Project

M/S: Powell/Powers to approve a contract award to IP Mechanical Contractors, LLC for the Stikine Middle School Boiler replacement project. Motion approved by polled vote.

13e RESOLUTION No. 04-26-2041 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2026 BUDGET BY TRANSFERRING \$25,000 FROM THE MILL PROPERTY DEVELOPMENT FUND TO THE DEEP-WATER PORT SITE PLANNING PROJECT AND AUTHORIZING EXPENDITURES

M/S: Powell/Mach to approve Resolution No. 04-26-2041. Motion approved by polled vote.

13f RESOLUTION No. 04-26-2034 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, APPROVING A 2% COST OF LIVING ADJUSTMENT (COLA) INCREASE TO THE NON-UNION EMPLOYEE WAGE AND GRADE TABLE AND ADDING GRADE 12 UNDER THE TEMPORARY/PART-TIME/SEASONAL EMPLOYEES SECTION

M/S: Powell/DeBord to approve Resolution No. 04-26-2034. Motion approved by polled vote.

13g RESOLUTION No. 04-26-2038 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, APPROVING AN MEMORANDUM OF UNDERSTANDING BETWEEN WRANGELL PUBLIC SCHOOLS AND THE CITY AND BOROUGH OF WRANGELL

M/S: Powell/Powers to approve Resolution No. 04-26-2038. Main motion as amended, was approved by polled vote.

13h RESOLUTION No. 04-26-2039 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY2026 BUDGET IN THE RESIDENTIAL CONSTRUCTION FUND BY ACCEPTING THE REVENUE FROM THE SALE OF THE ALDER TOP SUBDIVISION LOT 8, BLOCK 1 OF THE ALDER TOP SUBDIVISION IN THE AMOUNT OF \$87,100

M/S: Powell/Powers to approve Resolution No. 04-26-2039. Motion approved by polled vote.

13i RESOLUTION No. 04-26-2040 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR AN AMENDMENT TO THE EMPLOYEE HANDBOOK, TO ADD SUBSECTION 5.7.12 PAID PARENTAL LEAVE

M/S: Powell/Mach to approve Resolution No. 04-26-2040.

M/S: DeBord/Powell made an amendment to the motion to add a section in the Subsection that states that the employee or employees must hold continuous employment for 2 years with the Borough after this benefit has been taken. Amendment was approved by polled vote.

Main Motion as amended, was approved by polled vote.

13j Approval of a Memorandum of Agreement (MOA) between the City and Borough of Wrangell and Milk Run Music Festival Corp for the organization and operation of the 2026 Milk Run Music Festival

M/S: Powell/Powers to approve a Memorandum of Agreement between the City and Borough of Wrangell and Milk Run Music Festival Corp for the 2026 Milk Run Music Festival. Motion approved by polled vote.

13k RESOLUTION No. 04-26-2043 OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING AN APPLICATION TO THE U.S. DEPARTMENT OF TRANSPORTATION MARITIME ADMINISTRATION'S FY 2026 SMALL SHIPYARD GRANT PROGRAM, AND COMMITTING MATCHING FUNDS FROM THE PORTS AND HARBOR ENTERPRISE FUND UNRESTRICTED FUND BALANCE

M/S: Powell/DeBord to approve Resolution No. 04-26-2043. Motion approved by polled vote.

13l RESOLUTION No. 04-26-2044 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE TEMPORARY CRUISE SHIP FACILITY SECURITY OFFICER JOB DESCRIPTION AND PROVIDING FOR AN EFFECTIVE DATE


M/S: Powell/Powers to approve Resolution No. 04-26-2044. Motion approved by polled vote.

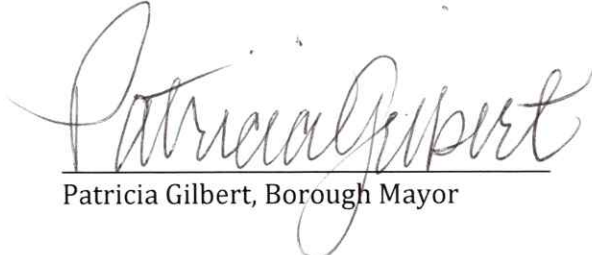
ATTORNEY'S FILE – Available for Assembly review in the Borough Clerk's office

EXECUTIVE SESSION – None.

Regular Assembly meeting adjourned at 9:14 p.m.

ATTEST:


Kim Lane, MMC, Borough Clerk


Patricia Gilbert, Borough Mayor

