



## **Minutes of Regular Assembly Meeting Held on May 13, 2025**

Mayor Patricia Gilbert called the Regular Assembly meeting to order at 7:00 p.m., April 22, 2025, in the Borough Assembly Chambers. Assembly Member Powell led the pledge of allegiance.

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

**ABSENT** –

Borough Manager Villarma and Clerk Lane were also present.

### **CEREMONIAL MATTERS**

Mayor Gilbert honored Art teacher, Tawney Crowley for receiving the Rick Mills (Art Fest) Award.

### **PERSONS TO BE HEARD**

***Emailed Correspondence from Tanner Smith*** re: Opposition to SB161

***Emailed Correspondence from Garrett Evridge*** (SEAMARK) re: Opposition to SB161

***Sylvia Ettefagh, resident***, spoke in favor of working with barge lines and also with American Cruise Lines to come to an agreeable option for the community; investing and expanding our community is a win-win for the community.

***Mary Montoy, resident***, spoke in opposition to the proposal to build a 16-unit building on her street (regarding Item 11b).

***Job Montoy, resident***, spoke in opposition to the area that's being proposed for the 16-unit apartment complex; there are other areas that would be a better fit.

***Julie Decker, resident***, spoke to the letter that is on the agenda this evening (SB161); asked the assembly to approve signing the letter of opposition to SB161.

### **AMENDMENTS TO THE AGENDA**

Gilbert requested that Item 13u (Discussion and Possible Action or Direction on the Waterfront Master Plan) be moved to take place before 13a. There were no objections from the assembly.

Dalrymple asked that Item 13a (Ord 1084) be moved to the next agenda to allow for more time to review. Gilbert stated that she would like to see it left on the agenda; there is value in discussing. The item remained

### **CONFLICT OF INTEREST**

DeBord stated that his wife has a contract with the school and therefore has a perceived conflict of interest to Item 13f (School Contribution).

Powell stated that his wife is an employee of the school and therefore has a perceived conflict of interest on 13f (School Contribution).

Gilbert ruled that both DeBord and Powell has a conflict of interest and will not participate or vote on the item. There were no objections from the assembly.

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## CONSENT AGENDA

- 6a Minutes from the April 22, 2025 Regular Assembly Meeting
- 6b Approval to write off and send Harbor Lady Gudny Accounts Receivable Delinquent Account to Collections
- 6c Minutes from the Board of Equalization Hearing held May 7, 2025
- 6d CORRESPONDENCE: School Board action from the April 23, 2025 meeting
- 6e CORRESPONDENCE: School Board Action from the April 30, 2025 Regular Meeting
- 6f CORRESPONDENCE: Minutes from the February 24, 2025 School Board Meeting
- 6g CORRESPONDENCE: Minutes from the March 17, 2025 School Board Meeting
- 6h CORRESPONDENCE: School Board Action from the May 7, 2025 meeting

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

## BOROUGH MANAGER'S REPORT

Manager Villarma provided his report.

- Voter ratification to approve alcohol and tabaco tax
- Charter Amendment: attn governance fiscal matters
- Charter Amendment: to remove the wording in the Charter to allow to draw on the Permanent Fund.

Capital Projects Director Al-Haddad's report was provided.

## BOROUGH CLERK'S REPORT

Clerk Lane provided her report.

## MAYOR AND ASSEMBLY BUSINESS

After discussion regarding whether or not to submit a letter to Oppose SB161.

DeBord stated that he believed that there should be a vessel length applied to this opposition letter.

Gilbert and Robbins stated that there should be amendments forthcoming.

The assembly gave consent to approve and send the letter.

Powell stated that he attended the school Spring Concert; thanked Ms. Moorse for what she does; attended the Hooligan Reading Fair with granddaughter – was awesome; attended the Stikine Stories Festival that Ms. Laura Davies held – was very impressive; thanked the borough manager for investing in students – truly making a difference in their lives.

Dalrymple asked that the assembly consider restricting financing for the Aldertop Village sale so that financing would only be available to Wrangell residents.

Ottesen thanked Public Works for the visible maintenance happening around town.

Robbins gave a shout-out to Chief Meek for working hard on drug enforcement.

**MAYOR AND ASSEMBLY APPOINTMENTS - None.**



## PUBLIC HEARING

**11a ORDINANCE No. 1076** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 5.10.035 - PURCHASES AND SALES AND SECTION 5.10.062- DISPOSITION OF PERSONAL PROPERTY FOR ECONOMIC DEVELOPMENT PURPOSES TO UPDATE THE MUNICIPAL CODE FOR CONSISTENCY AND BASED, IN PART, UPON THE RECOMMENDATION AND LEGAL OPINION OF THE BOROUGH ATTORNEY THAT SECTIONS OF 5.10.035 AND 5.10.062 ARE UNCONSTITUTIONAL AND NOT LEGALLY ENFORCEABLE

Mayor Gilbert called the Public Hearing for Ordinance No. 1076 to order and asked for an administrative report.

Manager Villarma stated that this was to remove the \$1M provision in Title 5.

Gilbert asked if anyone wanted to speak to this item.

**DJ McConachie, resident**, questioned what the process would be if the borough wanted to sell property. Villarma responded that since it was ruled unconstitutional, it would not go to a vote of the people but that the assembly would need to approve it.

Gilbert closed the public hearing and asked for a motion.

***M/S: Powell/Ottesen to approve Ordinance No. 1076. Motion approved by polled vote.***

**11b** Approval of moving forward with the request from Jiaying Lu to purchase Borough Owned Real Property within Wrangell Townsite, Lots 2, 3, 4, 5, 8, and 9 of the Subdivision Plat Block 54, according to Plat No. 68-81, zoned Open Space/Public (located behind the old Wrangel Medical Center) with the additional provisions of a 3-year time-to-build requirement and an access agreement contingency

Mayor Gilbert called the Public Hearing for the approval to move forward with the six-lots to Jiaying Lu to order and asked for an administrative report.

Manager Villarma stated that Ms. Lu had completed the required application and paid the fee. Villarma stated that for two of the lots, he spoke with the applicant, and they agreed to a time-to-build provision as well as an access agreement contingency.

Gilbert asked if anyone wanted to speak to this item.

**Charity Hommel, resident**, spoke in opposition to this item; it doesn't seem like it's the right fit.

**Bernie Massin, resident**, spoke in opposition to the way this is being sold; should go up for bid.

**Kelly Decker, resident**, agreed with Mr. Massin on the way this was being sold; has no problem building in the area however, and is concerned with the amount of structures proposed; don't believe that we have enough information to make a decision.

**Levi Miller, applicant**, stated that regarding the access, the four lots that are on the opposite side of the school was where they are wanting to put the structures; would work with the borough to work out traffic plans; planning on purchasing six lots and building on only four of them; planning to store maintenance equipment and overflow on the other two lots.

Gilbert closed the public hearing and asked for a motion.

***M/S: Powell/Ottesen to approve moving forward with the request from Jiaying Lu to purchase Borough Owned Real Property within Wrangell Townsite, Lots 2, 3, 4, 5, 8, and 9 of the Subdivision Plat Block 54, according to Plat No. 68-81, zoned Open Space/Public (located behind the old***

***Wrangel Medical Center) with the additional provisions of a 3-year time-to-build requirement and an access agreement contingency.***

Mach stated that he does agree that the traffic is a consideration; it is important that the plans be worked out before the final approval.

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

11c Approval of moving forward and approval of the Purchase and Sales Agreement with William Tonsgard of Tideline Construction, LLC. to purchase Borough-owned real property and tidelands identified as a portion of the 6-Mile Mill Site area, for Economic Development Purposes

Mayor Gilbert called the Public Hearing for Ordinance No. 1076 to order and asked for an administrative report.

Mayor Gilbert called the Public Hearing for the approval to move forward and approving a Purchase and Sales Agreement with William Tonsgard of Tideline Construction LLC, to purchase borough-owned tidelands at the Mill Site location and asked for an administrative report.

Manager Villarma stated that he has been working with Mr. Tonsgard on the purchase and sales agreement and that both their attorney and our attorney approved the agreement; stated that once the work has been completed, as stated in the agreement, we will bring a Resolution to convey the property, back to the Assembly for approval.

Gilbert asked if anyone wanted to speak to this item.

***Mr. Tonsgard, applicant,*** stated that he was excited to have the opportunity to have the opportunity to clean the Mill Site cleaned up and to be able to base his operations out of Wrangell; gave an overview of what the operations would be, if approved.

Gilbert closed the public hearing and asked for a motion.

***M/S: Robbins/Powell to approve moving forward and approval of the Purchase and Sales Agreement with William Tonsgard of Tideline Construction, LLC. to purchase Borough-owned real property and tidelands identified as a portion of the 6-Mile Mill Site area, for Economic Development Purposes. Motion approved by polled vote.***

## **UNFINISHED BUSINESS**

**12a RESOLUTION NO. 05-25-1940** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE SALE OF PUBLIC LAND ON THE PUBLIC SURPLUS WEBSITE IN CONFORMANCE WITH WRANGELL MUNICIPAL CODE CHAPTER 16.12, SPECIFICALLY, LOTS 2 THROUGH 22 (EXCLUDING LOT 10), SHOEMAKER BAY SUBDIVISION II, WRANGELL RECORDING DISTRICT, AND REPEALING RESOLUTION NO. 04-25-1937

***M/S: Robbins/Mach to approve Resolution No. 05-25-1940.***

Dalrymple asked if it would be possible to limit borough financing for residents only. Villarma stated that he would get a legal opinion on whether this would be legal and bring it back to the next meeting.

***Brook Leslie, resident*** spoke on a three-day summit in Sitka that she had participated in; asked if the assembly is interested in forming a land trust; homes are one type and are sold at fair market value; concerned that the resolution does not restrict if the purchaser will consider this their first home or not.

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



## NEW BUSINESS

13u Discussion and Possible Action or Direction on the Waterfront Master Plan (*moved up to occur before Item 13a, under amendments to the agenda*).

**Charity Hommel, resident** stated that she is not opposed to tourism; does see a lot of potential in Wrangell for tourism; concerned about leasing to an individual for so long; wanting the public to understand that these are big decisions for the community; we need to think hard on what we want to see; the Waterfront Master Plan is ten years old; wants to make sure that the public is aware and giving their input; moving the barge ramp service takes a lot of logistics; would be impacts to moving out to 6-mile; a lot more trucking would be involved; need to think about how product would be moved in and out of town.

Gilbert stated that she is in favor of exploring options.

Mach, Powell, and Dalrymple stated that we should look into the financing options to fill the waterfront area. There were no objections from the assembly to give Villarma the direction to explore financial options to filling out the waterfront area.

**13a ORDINANCE No. 1084** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING AND REENACTING TITLE 18 – BUILDING AND CONSTRUCTION, AND ALL OF THE CHAPTERS OF TITLE 18, IN ITS ENTIRETY, IN THE WRANGELL MUNICIPAL CODE

***M/S: Powell/Robbins to approve first reading of Ordinance No. 1084 and move to a second reading with a Public Hearing to be held on May 27, 2025.***

***M/S: Dalrymple/DeBord to postpone this item until the next meeting. Amendment approved with Robbins, Mach, Ottesen, Dalrymple, and DeBord voting yes; Powell and Gilbert voted no.***

**13b RESOLUTION No. 05-25-1941** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY25 BUDGET IN THE MUNICIPAL LIGHT & POWER FUND BY TRANSFERRING \$70,000 FROM THE FUND RESERVES TO THE CAPITAL EXPENDITURES ACCOUNT AND AUTHORIZING ITS EXPENDITURES FOR THE DIESEL GENERATOR #1 ENGINE REHABILITATION PROJECT

***M/S: Robbins/Powell to approve Resolution No. 05-25-1941. Motion approved by polled vote.***

13c Approval of Change Order No. 1 to the Contract with Marine Systems, Inc. (MSI), in the amount of \$86,203.64, for Generator Unit #1 Engine Rehabilitation Project

***M/S: Powell/Robbins to approve Change Order No. 1 to the Contract with Marine Systems, Inc. (MSI), in the amount of \$86,203.64, for Generator Unit #1 Engine Rehabilitation Project. Motion approved by polled vote.***

**13d RESOLUTION No. 05-25-1942** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2025 BUDGET BY INCREASING AUTHORIZED EXPENDITURES IN THE ALDER TOP VILLAGE SUBDIVISION PROPERTY DEVELOPMENT ACCOUNT IN THE RESIDENTIAL CONSTRUCTION FUND FOR THE ALDER TOP VILLAGE SUBDIVISION PHASE I ROADWAY AND UTILITIES PROJECT IN THE AMOUNT OF \$545,680

***M/S: Powell/Robbins to approve Resolution No. 05-25-1942. Motion approved with Robbins, Mach, Ottesen, Dalrymple, Powell and Gilbert voting yes; DeBord voted no.***

13e Approval of a contract award to Rock-N-Road Construction, Inc. in the amount of \$2,295,680 for the Alder Top Village Subdivision Phase I Roadway and Utilities Project

***M/S: Powell/Ottesen to approve a contract award to Rock-N-Road Construction, Inc. in the amount of \$2,295,680 for the Alder Top Village Subdivision Phase I Roadway and Utilities Project. Motion approved with Robbins, Mach, Ottesen, Dalrymple, Powell and Gilbert voting yes; DeBord voted no.***

13f Approval of FY 2026 Wrangell Public Schools Budget and Local Funding Contribution in the Amount of \$1,425,841

***M/S: Robbins/Ottesen to approve the FY 2026 Wrangell Public Schools Budget and Local Funding Contribution in the Amount of \$1,425,841.***

Robbins stated that although she understands that we cannot fund the maximum amount but she wishes that we could.

***Motion approved by polled vote. (Powell and DeBord did not participate or vote)***

**13g ORDINANCE No. 1077** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 16.08 - TIDELANDS LEASES, TO REPEAL AND REPLACE SEVERAL SECTIONS IN CHAPTER 16.08 IN ITS ENTIRETY, IN THE WRANGELL MUNICIPAL CODE

***M/S: Powell/Robbins to approve first reading of Ordinance No. 1077 and move to a second reading with a Public Hearing to be held on May 27, 2025. Motion approved by polled vote.***

**13h ORDINANCE No. 1078** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SEVERAL SECTIONS OF CHAPTER 16.10 – REAL PROPERTY LEASES, TO REPEAL AND REPLACE SECTIONS IN CHAPTER 16.10 IN ITS ENTIRETY IN THE WRANGELL MUNICIPAL CODE

***M/S: Ottesen/Robbins to approve first reading of Ordinance No. 1078 and move to a second reading with a Public Hearing to be held on May 27, 2025. Motion approved by polled vote.***

**13i ORDINANCE No. 1079** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 16.12 – DISPOSITION OF PUBLIC LANDS AND TIDELANDS, TO REPEAL AND REPLACE SEVERAL SECTIONS OF CHAPTER 16.12 IN ITS ENTIRETY, IN THE WRANGELL MUNICIPAL CODE

***M/S: Mach/Robbins to approve first reading of Ordinance No. 1079 and move to a second reading with a Public Hearing to be held on May 27, 2025. Motion approved by polled vote.***

**13j ORDINANCE No. 1080** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING A NEW CHAPTER 6.13, FREE FLOATING SHARED MICROMOBILITY PROGRAMS, TO TITLE 6, BUSINESS TAXES, LICENSES, AND REGULATIONS, OF THE WRANGELL MUNICIPAL CODE

***M/S: Ottesen/DeBord to approve first reading of Ordinance No. 1080 and move to a second reading with a Public Hearing to be held on May 27, 2025. Motion approved by polled vote.***

**13k ORDINANCE No. 1081** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING A NEW CHAPTER 11.39, MICROMOBILITY DEVICES, TO TITLE 11, VEHICLES AND TRAFFIC, OF THE WRANGELL MUNICIPAL CODE

***M/S: Mach/Powell to approve first reading of Ordinance No. 1081 and move to a second reading with a Public Hearing to be held on May 27, 2025.***

In response to Mach on code regulations in our code, Chief Meek stated that if it's not listed in our code, we would defer to State Statute.



Mach stated that he is in favor of protecting children and the interest of the borough, however, believes that the age restriction and speed limits are too restrictive; would like to see this point more towards parental or owner responsibility; may be hard to enforce this, as written.

Chief Meek stated that he and the attorney worked on several aspects of this code; the ordinance errors on the side of safety; most kids are on the e-scooters and not really on bicycles; does agree that it will be difficult to enforce the 14 and older provision.

Dalrymple stated that he believes that requiring a driver's license and the parental responsibility sections are overreaching.

***M/S: Dalrymple/Ottesen proposed an amendment to drop the drivers license requirement. Amendment failed with Robbins, Ottesen, and Dalrymple voting yes; Mach, Powell, DeBord, and Gilbert voted no.***

***Original motion approved with Robbins, Mach, Powell, DeBord and Gilbert voting yes; Ottesen and Dalrymple voted no.***

**13l ORDINANCE No. 1082** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE MINOR OFFENSE FINE SCHEDULE IN CHAPTER 1.20, GENERAL PENALTY, IN THE WRANGELL MUNICIPAL CODE

***M/S: Mach/Robbins to approve first reading of Ordinance No. 1082 and move to a second reading with a Public Hearing to be held on May 27, 2025. Motion approved by polled vote.***

**13m ORDINANCE No. 1083** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SEVERAL SECTIONS OF CHAPTER 5.08 TO INCREASE THE SALES TAX EXEMPTION CAP TO \$5,000 FOR GOODS AND SERVICES, ESTABLISH A \$50,000 EXEMPTION CAP FOR MARINE SERVICE CENTER SERVICES, AND APPLY SALES TAX TO ALL CRUISE VESSEL SALES OCCURRING WITHIN BOROUGH BOUNDARIES, IN THE WRANGELL MUNICIPAL CODE

***M/S: Mach/Powell to approve first reading of Ordinance No. 1083 and move to a second reading with a Public Hearing to be held on May 27, 2025. Motion approved by polled vote.***

**13n ORDINANCE No. 1085** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING SECTION 5.10.055 – DUTY TO TIMELY SUBMIT INVOICES FOLLOWING FISCAL YEAR END, TO CHAPTER 5.10 PURCHASES AND SALES, IN THE WRANGELL MUNICIPAL CODE

***M/S: Powell/Robbins to approve first reading of Ordinance No. 1085 and move to a second reading with a Public Hearing to be held on May 27, 2025. Motion approved by polled vote.***

**13o** Approval of a Purchase for a 2025 CAT 308 Excavator for Public Works in the amount of \$165,785

***M/S: Powell/Ottesen to approve purchasing a 2025 CAT 308 Excavator for the Public Works Department in the amount of \$165,785, specifically to increase capacity for road deconstruction/construction and maintenance. Motion approved by polled vote.***

**13p ORDINANCE No. 1086** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING SECTION 5.10.045 – CONTRACTOR AND PROFESSIONAL SERVICES PERFORMANCE EVALUATION AND DISQUALIFICATION, TO CHAPTER 5.10 PURCHASES AND SALES, IN THE WRANGELL MUNICIPAL CODE

***M/S: Mach/Powell to approve first reading of Ordinance No. 1086 and move to a second reading with a Public Hearing to be held on May 27, 2025. Motion approved by polled vote.***

13q Approval of the Timber Appraisal Contract with O'Brien ForestTree LLC

***M/S: Powell/Ottesen to Approve the Timber Appraisal Contract with O'Brien ForestTree LLC.***

13r Approval of the City and Borough of Wrangell's Communications Plan

***M/S: Robbins/Mach to approve the City and Borough of Wrangell's Communications Plan. Motion approved by polled vote.***

13s Approval of the City and Borough of Wrangell's Social Media Policy

***M/S: Powell/Ottesen to approve the City and Borough of Wrangell's Social Media Policy. Motion approved by polled vote.***

13t Approval of the City and Borough of Wrangell's Artificial Intelligence Policy

***M/S: Robbins/Ottesen to approve the City and Borough of Wrangell's Artificial Intelligence Policy. Motion approved by polled vote.***

13u Discussion and Possible Action or Direction on the Waterfront Master Plan (*moved to Item 13a under amendments to the agenda*)

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

#### **EXECUTIVE SESSION**

**15a Executive Session:** Borough Manager's Annual Evaluation

***M/S: Powell/Robbins pursuant to 44.62.310 (c)(2), that we recess into an executive session and invite the Borough Clerk and Borough Manager into the session, to discuss matters that may tend to prejudice the reputation and character of any person, specifically the Borough Clerk's and Borough Manager's Evaluation. Motion approved by polled vote.***

*Recessed into executive session at 11:59 p.m.*

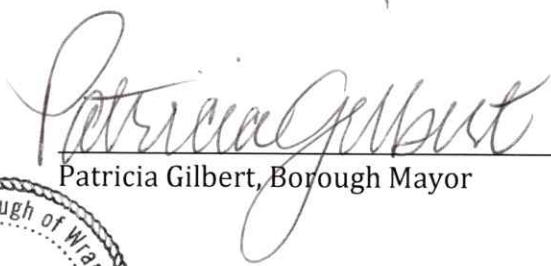
*Reconvened out of executive session at 12:53 a.m.*

No action was taken.

*Regular meeting adjourned at 12:23 a.m.*

ATTEST:

  
Kim Lane, MMC, Borough Clerk

  
Patricia Gilbert, Borough Mayor

