

**Minutes of Regular Assembly Meeting  
Held on April 09, 2024**

Mayor Patricia Gilbert called the Regular Assembly meeting to order at 6:00 p.m., April 9, 2024, in the Borough Assembly Chambers. Assembly Member Ottesen led the pledge of allegiance.

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

**ABSENT** – MORRISON, ROBBINS

Interim Borough Manager Villarma and Clerk Lane were also present.

**CEREMONIAL MATTERS** - None.

**PERSONS TO BE HEARD**

A letter from Don Pickett was provided to the assembly and included in the packet regarding Harbor Insurance.

*Sven Westergard, IBEW Assistant Business Representative* spoke to the assembly regarding the Union Collective Bargaining Agreement; stated that the membership had approved this proposed agreement.

*Alice Rooney, resident*, read a statement regarding the proposed sale of the old Wrangell Medical Center; spoke regarding the possibility of a condominium being built; stated that she has several concerns with the sale of the old Wrangell Medical Center to Mr. Johnson.

*Christina Florschutz, resident*, spoke on her concern on if Mr. Johnson has done his due diligence on engineering; needs to be carefully examined by the assembly.

**AMENDMENTS TO THE AGENDA**

Dalrymple requested to move Item 6b to Unfinished Business.

Villarma requested that Items 13 e, f, & g be moved to the top of New Business.

There were no objections from the assembly on any of the amendments.

**CONFLICT OF INTEREST**

Ottesen stated that he has a potential conflict of interest to the appointment to the Wrangell Convention and Visitors Bureau item. Gilbert stated that because there is no monetary gain, she did not see a conflict. There were no objections from the assembly.

**CONSENT AGENDA**

6a Minutes from the March 26, 2024 Regular Assembly Meeting

~~6b Acceptance of FY 2023 Audit~~ moved to Unfinished Business

6c Renewal of Wrangell IGA Liquor Store Application (License #108)

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

**BOROUGH MANAGER'S REPORT**

Reports from the Library and Nolan Center were provided in the packet.

Villarma gave a verbal Manager's Report.

**BOROUGH CLERK'S REPORT**

Clerk Lane's report was provided.

**MAYOR AND ASSEMBLY BUSINESS** – None.

**MAYOR AND ASSEMBLY APPOINTMENTS**

Appointment to fill open seats on various City Boards

Mayor Gilbert appointed Kimberly Ottesen to the Wrangell Convention and Visitors Bureau for the term ending October 2025; Grace Wintermyer to the Wrangell Convention and Visitors Bureau for the term ending October 2024; and Austin O'Brien to the Economic Development Board for the term ending October 2025. There were no objections from the assembly.

**PUBLIC HEARING**

11a **RESOLUTION No. 04-24-1850** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, APPROVING THE CONVEYANCE OF THE OLD WRANGELL MEDICAL CENTER AND REAL PROPERTY AS DESCRIBED AS LOT A, BLOCK 54 OF THE W.M.C. REPLAT, PARCEL 02-031-351, ZONED OPEN SPACE, TO WAYNE JOHNSON, DBA WRANGELL HERITAGE HOUSE DEVELOPMENT, LLC, AND TO APPLY WMC 16.12.012 – DISPOSITION OF REAL PROPERTY FOR ECONOMIC DEVELOPMENT PURPOSES FOR A FIXED AMOUNT OF \$200,000 FOR THE PURPOSE OF DEMOLISHING THE OLD WRANGELL MEDICAL CENTER

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

Villarma provided a rough timeline on when the Old Wrangell Medical Center was vacated; stated that this Resolution is for the approval to sell the Old Wrangell Medical Center to Wayne Johnson for \$200,000; stated that the proposal first went before the Economic Development Board and Planning & Zoning Commission; both approved selling the building and property; the Economic Development Board approved selling for economic development purposes.

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

Hearing none, Gilbert closed the Public Hearing and asked for a motion.

***M/S: Powell/Ottesen to approve Resolution No. 04-24-1850. Motion approved by polled vote.***

11b **RESOLUTION No. 04-24-1851** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, APPROVING A LONG-TERM TIDELANDS LEASE TO CHANNEL CONSTRUCTION, INC., IDENTIFIED AS LOTS 7 AND USS3000, OF THE USS 3534 SUBDIVISION, ZONED WATERFRONT DEVELOPMENT ACCORDING TO PLAT 29-20, FOR THE PURPOSE OF CONSTRUCTING TWO SHOPS FOR EQUIPMENT AND OTHER CONSTRUCTION ACTIVITIES

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

Villarma stated that this Resolution is for the approval of a long-term lease for a portion of the Mill Site Property to Channel Construction (CCI); outlined the business activities that CCI intended for the property.

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

Hearing none, Gilbert closed the Public Hearing and asked for a motion.

***M/S: Powell/Ottesen to approve Resolution No. 04-24-1851. Motion approved by polled vote.***

11c **RESOLUTION No. 04-24-1852** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, APPROVING A SHORT-TERM TIDELANDS LEASE TO CHANNEL



CONSTRUCTION, IDENTIFIED AS A PORTION OF LOT PSS, OF THE USS3534 SUBDIVISION, ZONED WATERFRONT DEVELOPMENT ACCORDING TO PLAT 29-20, FOR THE PURPOSE OF USING THE EXISTING SHOP FOR PARTS STORAGE AND WORKING ON REPAIRS TO CONSTRUCTION EQUIPMENT

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

Villarma stated that this Resolution is for the approval of a short-term lease for a portion of the Mill Site Property to Channel Construction (CCI) until the improvements are completed on the long-term lease property.

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

Hearing none, Gilbert closed the Public Hearing and asked for a motion.

***M/S: Powell/Ottesen to approve Resolution No. 04-24-1852. Motion approved by polled vote.***

#### **UNFINISHED BUSINESS**

**12a RESOLUTION No. 04-24-1853** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, APPROVING THE CONVEYANCE OF THE SALE OF BOROUGH OWNED REAL PROPERTY WITHIN WRANGELL TOWNSITE (LOTS 2, 3, 4, 5, 8 AND 9), OF SUBDIVISION PLAT BLOCK 54, ACCORDING TO PLAT NO. 68-81, ZONED OPEN SPACE, TO WAYNE JOHNSON

***M/S: Powell/Ottesen to approve Resolution No. 04-24-1853.***

Villarma stated that these lots are adjacent to the Old Wrangell Medical Center site; these lots are being sold at fair market value.

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

**6b** Acceptance of FY 2023 Audit (*moved from the Consent Agenda*)

***M/S: Dalrymple/Powell to approve the FY 2023 Audit.***

Dalrymple stated that he wanted this item to be moved to unfinished business to acknowledge the lower findings.

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

#### **NEW BUSINESS**

**13e** Approval of the Collective Bargaining Agreement with the International Brotherhood of Electrical Workers (IBEW) 1547 (*under Amendments to the Agenda, this item was moved up to be considered first under New Business*)

***M/S: Powell/Ottesen to approve the Collective Bargaining Agreement with the International Brotherhood of Electrical Workers (IBEW), effective July 1, 2024, as presented.***

Villarma stated that this agreement will be effective July 1, 2024; very productive year; several changes in the approach in negotiations; there were several inconsistencies in positions; addressed the root of the problem and tried to address the specific position; addressed the specific amendments to the agreement.

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

**13f RESOLUTION No. 04-24-1855** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR SEVERAL AMEDEMMENTS TO UNION JOB DESCRIPTIONS AND

AMENDING THE UNION WAGE AND GRADE TABLE AND PROVIDING FOR AN EFFECTIVE DATE (*under Amendments to the Agenda, this item was moved up to be considered second under New Business*)

***M/S: Powell/Ottesen to approve Resolution No. 04-24-1855.***

Villarma stated that this resolution would amend the Union Wage and Grade table and the update job descriptions so that they match the new Union Agreement.

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

**13g RESOLUTION No. 04-24-1856** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR SEVERAL AMEDEMMENTS TO NON-UNION JOB DESCRIPTIONS AND AMENDING THE NON-UNION WAGE AND GRADE TABLE AND PROVIDING FOR AN EFFECTIVE DATE (*under Amendments to the Agenda, this item was moved up to be considered third under New Business*)

***M/S: Powell/Ottesen to approve Resolution No. 04-24-1856.***

Villarma stated that this resolution would amend the Non-Union Wage and Grade Table and several job descriptions for Non-Union employees; re-graded several positions based on other like communities; explained the proposed grade structure in detail.

Powell asked that the Parks & Recreation Director grade increase be reevaluated if the additional facility maintenance supervision duties go away.

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

**13a ORDINANCE No. 1054** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING SECTION 1.20.045 TITLED "DISPOSITION", ADDING SECTION 1.20.046 TITLED PAYMENT OF FINE WITHOUT COURT APPEARANCE AND AMENDING SECTION 1.20.050, MINOR OFFENSE FINE SCHEDULE, IN THE WRANGELL MUNICIPAL CODE

***M/S: Powell/Ottesen to approve first reading of Ordinance No. 1054 and move to a Second Reading with a Public Hearing to be held on April 23, 2024.***

Villarma explained that this ordinance was so that the Wrangell PD could submit citations electronically to the state; will streamline the process for submitting citations.

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

**13b ORDINANCE No. 1055** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SEVERAL SECTIONS IN CHAPTER 15.12 - ELECTRICITY, IN THE WRANGELL MUNICIPAL CODE

***M/S: Powell/Ottesen to approve first reading of Ordinance No. 1055 and move to a Second Reading with a Public Hearing to be held on April 23, 2024. Motion approved by polled vote.***

**13c RESOLUTION No. 04-24-1854** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, COMMITTING \$243,750 FROM PORT & HARBOR FUND UNRESTRICTED FUND BALANCE TO THE SHOEMAKER BOAT LAUNCH RAMP REPLACEMENT PROJECT FOR THE PURPOSE OF SERVING AS A 25% MATCH TO THE ALASKA DEPARTMENT OF FISH AND GAME RECREATIONAL BOATING ACCESS PROGRAM FUNDED THROUGH THE DINGELL-JOHNSON ACT

***M/S: Powell/Ottesen to approve Resolution No. 04-24-1854. Motion approved by polled vote.***

**13d RESOLUTION No. 04-24-1857** OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, CREATING THE SENIOR PROJECT MANAGER JOB DESCRIPTION WITHIN THE CAPITAL FACILITIES DEPARTMENT AND AMENDING THE NON-UNION WAGE AND GRADE TABLE



**M/S: Powell/Ottesen to approve Resolution No. 04-24-1857.**

Powell stated that he would like to have a report at six months and one year to see if this position is effective.

**Motion approved by polled vote.**

*Items 13 e, f, & g were moved up to be considered before Item 13a under New Business.*

~~13e Approval of the Collective Bargaining Agreement with the International Brotherhood of Electrical Workers (IBEW) 1547~~

~~13f RESOLUTION No. 04-24-1855 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR SEVERAL AMENDEMENTS TO UNION JOB DESCRIPTIONS AND AMENDING THE UNION WAGE AND GRADE TABLE AND PROVIDING FOR AN EFFECTIVE DATE~~

~~13g RESOLUTION No. 04-24-1856 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR SEVERAL AMENDEMENTS TO NON UNION JOB DESCRIPTIONS AND AMENDING THE NON UNION WAGE AND GRADE TABLE AND PROVIDING FOR AN EFFECTIVE DATE~~

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

#### **EXECUTIVE SESSION**

**15a EXECUTIVE SESSION:** Discussion on the Proposed Borough Manager's Contract

Discussion on the Proposed Borough Manager's Contract

**M/S: Powell/DeBord pursuant to 44.62.320 (c) (2), that we recess into executive session to discuss matters that may tend to prejudice the reputation and character of any person, specifically to discuss the Borough Manager's proposed contract. Motion approved by polled vote.**


*Entered executive session at 7:19 p.m.*

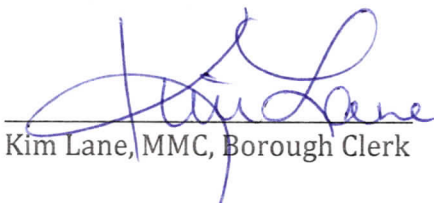
*Reconvened into regular session at 7:52 p.m.*

**15b** Approval to hire Mason Villarma as the new Borough Manager and to approve the Borough Manager's Contract, as presented

**M/S: DeBord/Ottesen to approve hiring Mason Villarma as a new Borough Manager and to approve the Borough Manager's contract, as presented. Motion approved by polled vote.**

Meeting adjourned at 7:52 p.m.

  
Patricia Gilbert, Borough Mayor

ATTEST:   
Kim Lane, MMC, Borough Clerk



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