

**Minutes of Regular Assembly Meeting
Held on December 16, 2025**

Mayor Patricia Gilbert called the Regular Assembly meeting to order at 6:00 p.m., December 16, 2025, in the Borough Assembly Chambers. Assembly Member Powers led the pledge of allegiance.

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

ABSENT –

Borough Manager Villarma and Clerk Lane were also present.

CEREMONIAL MATTERS – None.

PERSONS TO BE HEARD

EMAILED CORRESPONDENCE – from Joan Sargent

Joan Sargent, resident requested that the Assembly direct staff to send a letter to the delegation, responding to the US Customs and Border Protections, stating that the requirements to apply for a Work Visa could negatively impact the community; responses are due by February 9th,

AMENDMENTS TO THE AGENDA

CONFLICT OF INTEREST

Manager Villarma asked that Item 13c be moved to be considered before 13a.

Powers stated that he may have a conflict of interest to Item 11b since the applicant is his brother in law. Gilbert stated that she did not see a conflict of interest since there was no monetary gain.

Mach stated that he has a conflict of interest on 13e. Gilbert stated that yes, he does have a conflict.

CONSENT AGENDA

6a Minutes from the November 12, 2025 Regular Assembly meeting

6b Minutes from the December 1, 2025 Special Assembly meeting

6c **RESOLUTION No. 12-25-2007** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2026 BUDGET IN THE GENERAL FUND BY ACCEPTING A GRANT IN THE AMOUNT OF \$9,431 FROM THE STATE OF ALASKA DEPARTMENT OF NATURAL RESOURCES OFFICE OF HISTORY AND ARCHAEOLOGY AND AUTHORIZING ITS EXPENDITURE FOR THE STAR OF BENGAL EXHIBIT

6d Approval of Liquor License transfer from Totem Bar & Liquor Store to Rayme's Bar - Liquor Store

6e CORRESPONDENCE: Action from the November 19, 2025 Regular School Board meeting

MS Powell

BOROUGH MANAGER'S REPORT

Manager Villarma provided his report

The following reports were also provided: Harbormasters report; Nolan Center report; Library report; and Police Department report.

BOROUGH CLERK'S REPORT

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

At the request of Villarma, the Assembly directed the Manager to ask the Port Commission to look at live-a-board section of the code and at vessel insurance.

Villarma asked the Assembly to approve allowing the borough offices to close on December 26th; there were no objections; Powell said that he had no problem with this but wanted to make sure that this would not be the norm and shouldn't be added to any upcoming Union negotiations; DeBord stated that he would like to see the resolution mention what would be done for police officers if they were required to work on that day; Gilbert stated that she would like a Resolution to come back to the Assembly in January so to memorialize this action.

Gilbert stated that there would be no SEAPA rate increase for this year.

MAYOR AND ASSEMBLY APPOINTMENTS

10a Code Review Committee Appointments

Gilbert appointed herself and Dalrymple to the Code Review Committee.

10b Finance Committee Appointments

Gilbert appointed DeBord and Mach to the Finance Committee.

PUBLIC HEARING

11a ORDINANCE NO. 1096 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING SECTION 5.04.015 – PROPERTY TAX ON LEASED PROPERTY – POSSESSORY INTEREST APPLIED TO CHAPTER 5.04 – PROPERTY TAX, IN THE WRANGELL MUNICIPAL CODE

Gilbert called the Public Hearing to order and asked for an administrative report. Villarma stated that this Ordinance was a housekeeping item; this is just to formalize this in our code.

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 Ordinance No. 1096. Motion approved by polled vote.

11b Approval to move forward with the sale of borough-owned real property consisting of a portion of a portion of Borough-owned real property identified as Lot A-2 of the Presbyterian - CBW Replat, according to Plat No. 2025-3, zoned Open Space Public

Gilbert called the Public Hearing to order and asked for an administrative report. Villarma stated that this is for a portion of the land we purchased from the Presbyterian Church; requested area is adjacent to his 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 moving forward with the sale of a portion of Borough-owned real property identified as Lot A-2 of the Presbyterian - CBW Replat, according to Plat No. 2025-3, zoned Open Space, to Teniya Morelli. Motion approved by polled vote.

UNFINISHED BUSINESS

NEW BUSINESS

13c Approval of the purchase of a Schwarze street sweeper in the amount of \$386, 814 (*moved up on the Agenda under Amendments to the Agenda*)

M/S: Powell/Ottesen to approve the purchase of a Schwarze Street Sweeper in the amount of \$386,814. Motion approved with Powers and DeBord voting no; Gilbert, Mach, Ottesen, Dalrymple, and Powell voted yes.

13a RESOLUTION No. 12-25-2005 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA APPROVING A FY2026 BUDGET AMENDMENT FOR THE FULL PAYMENT OF THE CONTRACT WITH E-FORCE RMS AND CAD SOFTWARE FOR THE POLICE DEPARTMENT

M/S: Powell/Ottesen to approve Resolution No. 12-25-2005. Motion approved by polled vote.

13b RESOLUTION No. 12-25-2006 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, TO AMEND THE FY2026 BUDGET IN THE AMOUNT OF \$18,364 TO ALLOW FOR THE PURCHASE OF A COBRA FIRING SYSTEM FOR THE FOURTH OF JULY FIREWORKS CELEBRATION

M/S: Powell/Ottesen to approve Resolution No. 12-25-2006. Motion approved by polled vote.

~~13c Approval of the purchase of a Schwarze street sweeper in the amount of \$386, 814 moved to be considered before Item 13a~~

13d RESOLUTION No. 12-25-2008 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AFFIRMING THE BOROUGH'S COMMITMENT TO PARTNERSHIP WITH THE ALASKA MENTAL HEALTH TRUST LAND OFFICE AND SUPPORTING CONTINUED PROGRESS TOWARD A MUTUALLY BENEFICIAL LAND EXCHANGE

M/S: Powell/Ottesen to approve Resolution No. 12-25-2008. Motion approved by polled vote.

13e RESOLUTION No. 12-25-2009 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2026 BUDGET TO APPROPRIATE \$17,837 FOR COLD STORAGE MAINTENANCE COSTS PURSUANT TO THE SIXTH LEASE AMENDMENT WITH TRIDENT SEAFOODS, AND AUTHORIZING ITS EXPENDITURE FROM THE MARINE SERVICE CENTER – PORT & HARBOR FUND

M/S: Powell/Ottesen to approve Resolution No. 12-25-2009. Motion approved by polled vote. Mach did not vote.

13f RESOLUTION No. 12-25-2010 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY2026 BUDGET IN THE INDUSTRIAL CONSTRUCTION FUND BY ACCEPTING THE REVENUE FROM THE SALE OF INDUSTRIAL LOTS 11 AND 12, BLOCK 66 OF THE INDUSTRIAL REPLAT FOR THE AMOUNT OF \$50,000

M/S: Powell/Ottesen to approve Resolution No. 12-25-2010. Motion approved by polled vote.

13g Approval of a Memorandum of Understanding between JAG Marine Group, LLC & The City and Borough of Wrangell for Long-Term Maritime Industrial Development at the 6-Mile Deepwater Port

M/S: Powell/Ottesen to approve a Memorandum of Understanding between JAG Marine Group & the City and Borough of Wrangell. Motion approved by polled vote.

13h RESOLUTION No. 12-25-2011 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING FY2026 BUDGET IN THE PORT AND HARBOR CIP FUND BY ACCEPTING GRANT FUNDS FROM THE PORT INFRASTRUCTURE DEVELOPMENT PROGRAM AND AUTHORIZING PROJECT EXPENDITURES FOR THE DEEP-WATER PORT DEVELOPMENT PROJECT

M/S: Mach/Ottesen to approve Resolution No. 12-25-2011. Motion approved by polled vote.

13i Approval of the Professional Services Agreement with NorthWind Architects for the Architectural and Engineering Design Services for the Public Safety Building Rehabilitation Project in the amount of \$667,028

M/S: Powell/Ottesen to Approve the Professional Services Agreement with NorthWind Architects for the Architectural and Engineering Design Services for the Public Safety Building Rehabilitation Project in the amount of \$667,028. Motion approved by polled vote.

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

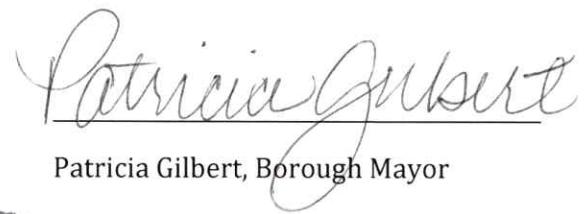
EXECUTIVE SESSION None.

Regular Assembly meeting adjourned at 7:43 p.m.

ATTEST:



Kim Lane, MMC, Borough Clerk



Patricia Gilbert, Borough Mayor

