

Minutes of Regular Assembly Meeting

Held on December 14, 2021

Mayor Prysunka called the Regular Assembly meeting to order at 7:00 p.m., December 14, 2021, in the Borough Assembly Chambers. Assembly Member Powell led the pledge of allegiance, and the roll was called.

PRESENT: PRYSUNKA, MORRISON, DEBORD, POWELL, HOWE, DALRYMPLE, GILBERT

ABSENT:

Interim Borough Manager Jeff Good and Borough Clerk Lane were also in attendance.

CEREMONIAL MATTERS

Representative Dan Ortiz provided an update of the State's fiscal situation.

PERSONS TO BE HEARD / PUBLIC CORRESPONDENCE

Applying to the State of Alaska, DOT&PF for a new four-wheeled drive van for the Senior Center; local government support is required in the form of a Resolution; that is what the Assembly has before them.

Prysunka read aloud, each person that had been identified in assisting in some way during and after the November 30th windstorm.

Prysunka also stated how sorry he was to hear about the tragedy that touched Metlakatla.

Prysunka also congratulated the Wrangell Division 1, 2 & 3 Wrestler's on their championship wins; they are off to the State and will be wrestling on Friday and Saturday; congratulated the coaches Jeff Rooney and Jack Carney as well.

AMENDMENTS TO THE AGENDA

CONFLICT OF INTEREST

CONSENT AGENDA

Minutes of the

- a. Minutes of the November 9, 2021 Regular Assembly Meeting
- b. Minutes of the November 12, 2021 Special Assembly Meeting
- c. Approval of Liquor License 1159 (Totem Bar Beverage Dispensary) Renewal
- d. Approval of Liquor License 1160 (Totem Bar Liquor Store) Renewal

M/S: Gilbert/Morrison to approve the Consent Agenda, as presented. Motion approved unanimously by polled vote.

BOROUGH MANAGER'S REPORT

Interim Manager Good provided a verbal Manager's report.

BOROUGH CLERK'S REPORT

Clerk Lane's report was provided.

Lane also thanked Mayor Prysunka for his assistance to me and the community while I was acting manager; he answered his phone each time she called, and she sincerely appreciated that very much.

MAYOR AND ASSEMBLY BUSINESS

Powell thanked the snow removal crews; has traveled recently in other communities and our roads are a lot clearer than what he saw in those other communities.

Prysunka stated that they had a SEAPA Board meeting; board voted to impose a .25 of a cent wholesale rate increase; have not seen a rate increase in almost 20 years; infrastructure is aging and SEAPA has had to replace cables; another rate increase should be expected at the end of next year; this rate increase should be around a \$3 and \$5 increase per month for the next year.

MAYOR AND ASSEMBLY APPOINTMENTS

10a Appointment to fill the Vacancy of the Alternate Member on the SEASWA (Southeast Alaska Solid Waste Authority) Board of Directors

Mayor Prysunka appointed Valerie Massie to fill the vacancy on the SEASWA Board of Directors for the Alternate Board member seat. There were no objections from the Assembly on the appointment.

PUBLIC HEARING

11a Accepting alternative proposals for funding considerations and seeking further citizen views and community comments on proposed projects for funding under the FFY20 Community Development Block Grant-COVID (CDBG-CV) program and selecting a project

A public hearing is required to be held to provide an opportunity for the community to comment on and suggest potential projects eligible for the CDBG-CV funding and to also comment specifically on Borough staff-recommended projects under consideration.

The overall mission of the State of Alaska CDBG-CV Program is to enhance the quality of life for low and moderate-income residents, particularly in rural Alaska by preventing, preparing for, and responding to coronavirus. Wrangell is determined to be 52.8% Low Moderate Income based on an income survey we completed in 2017.

The National goals of the program are to:

- Provide financial resources to communities for community development including building and improvements of public facilities used to prevent, prepare for, and respond to coronavirus; and

- Ensure that the state's CDBG-CV funds will be used to principally benefit low and moderate-income persons.

The following objectives guide the Statewide distribution and use of funds:

- Prevent, Prepare for, and Respond to the spread of the coronavirus.

The State of Alaska CDBG-CV Program may only be used to fund community development activities carried out to prevent, prepare for, and respond to coronavirus. By law, use of funds for any other purpose is unallowable.

Additional solicitation for project ideas from the public have been posted via radio, Facebook, website, bulletin boards, radio, and newspaper.

The following are examples of eligible activities:

- Reconfiguration of interior space to reinforce social distancing recommendations.
- Interior physical barriers such as clear plexiglass in public areas.
- Ventilation Systems (high-efficiency particulate air filters, air purifiers, dehumidifiers).
- Temperature, humidity, and air quality sensors to reduce airborne transmission.
- Stand-alone sinks or handwashing stations.
- Replacement of fixed windows with operable windows.
- Accessibility improvements for persons with disabilities that reduce contact.
- Installation of drive-through or walk-up windows.
- Technology improvements to support remote access.
- Modification of roadways and sidewalks to allow for social distancing.
- Creation of outdoor areas with shade covers and seating that ensure physical distancing.
- Exterior physical barriers such as fencing or planters.

Staff prepared a list of projects for consideration by the public and the Assembly. I have only received one additional project idea. The projects are summarized in more detail, but summarized:

1. Recreation Facility HVAC Upgrades: Estimate \$150,000

Replace failed HVAC-related mechanical devices; replace pneumatic controls with direct digital controls for automated building temperature management.

2. Library Carpet Replacement: Estimate \$75,000

The carpet is old, has tears, holes and is a potential source of transmission of infections. Replacement will minimize potential transmission of COVID-19 or other infections, especially for toddler activities such as crafts, reading time, puzzles and other activities that often occur on the floor in the children's play area.

3. Public Safety Building HVAC Upgrades: Estimate \$450,000

The Public Safety Building (PSB) has had heating and ventilation system issues for many years. The 36-year-old pneumatic control system is no longer supported and has failed in many

locations, leaving much of the building in a state that requires manual adjustments by our maintenance staff and with no ability to monitor the status of the system, locally or remotely.

4. Harbor Staging Area for Cruise Ship Passengers: \$100,000

The charter boat operators have recommended a potential covered staging area on City Dock or in the cul-de-sac adjacent to the dock that would help alleviate potential proximity issues and improve the ability to social distance when passengers are staging for boat and bus charters.

5. Childcare Facility. Cost unknown.

Needed to support working parents in the community since there is a lack of childcare options. (The grant is available for childcare infrastructure improvements, not for start-up or wages)

6. Primary School Window Replacement: Estimate \$250,000

Replacement of windows for the primary school has been on the capital projects list due to maintenance issues. While the windows are not a fixed-type of window, some of the wood-framed windows are nailed shut because they will not close and seal properly.

7. Community Center/Emergency Shelter Generator Replacement: Estimate \$750,000

The Community Center is identified in our Hazard Mitigation Plan as an emergency shelter for the community. A standby power generator is necessary for emergency situations. The lack of a standby power generator prevented the building's use as an emergency shelter for people without power during the December 2021 windstorm and power outage event.

8. (D. Sprehe – submitted 12/14/21) Senior Center: Cost Unknown

Investigate alternate space and/or changes to current Senior Center facility to provide larger space for our growing elder population, expand food service and improve access and ventilation to building.

Mayor Prysunka asked if any persons who have alternative project proposals who signed up to talk on this item to be called to the podium. There were none. Mayor asked if there is anyone in the audience that wishes to provide alternative project proposals or offer more support for one of the recommended projects. There were no comments.

The Mayor declared the Public Hearing closed.

Morrison questioned when the application was due and if there were match funding required; Rushmore said that it was due in their office February 4, 2022; would have one year to complete the project so essentially, projects need to be ready to go; no match funding required but is suggested.

Prysunka asked that the Borough Manager check with the School on the windows that are nailed shut; poses an emergency threat.

Gilbert stated that the school does have a CIP fund to pay for such things and that she does know that the window replacement has been on the CIP list for some time.

Rushmore stated that for the Recreational Facility HVAC project, one of the requirements is that we would have to have site control for the site. Rushmore stated that this is the top project that staff was going to recommend, but we have discovered we cannot find the deed or patent, although we built a school there in the 50's or 60's with State assistance. We are working to acquire the documentation but cannot guarantee we will have it in time.

Gilbert asked if the projects were prioritized.

Rushmore stated that they were not.

Gilbert asked if there was a cost estimate on the submitted Senior Center project.

Rushmore stated that no, there was not a cost estimate submitted.

Prysunka stated that based on the recent work session, he would be hesitant to see the Assembly spend money on the Public Safety Building controls since we do not know what we are doing with the building; would rather see the carpet at the library replaced instead.

Morrison asked about the childcare project that was submitted.

Rushmore stated that childcare is a growing concern among the communities; we have a childcare issue here in town; pilot project in Juneau right now, that tribe may be looking to bring here.

Prysunka stated that there is an issue with childcare in our community.

Morrison agreed.

Gilbert suggested that the elementary school carpet be added to the library carpet replacement project.

Amber Al-Haddad, Capital Facilities Director stated that we cannot propose two different facilities; we can only qualify for one project.

Rushmore stated that if the Assembly had a decision or direction on the project that they would like to see submitted, that would be the next step. Rushmore said that we might have to have a Special Assembly meeting if no action happened tonight.

Rushmore stated that the Recreation Facility was the project that we were leaning towards however since site control was not a definite, the next project was the Public Safety Building, but based on the work session last night that is no longer feasible and after that, possibly the library carpet replacement or the newly suggested school carpet replacement.

Al-Haddad stated that based on her knowledge, the proposed project should be the Recreational Facility Controls & Upgrades; the only issue is the uncertainty on the site control; suggested offering a match for the project, to make the approval more possible.

Al-Haddad stated that for the carpet replacement, she had learned previously with CARES money, that it was highly recommended it would need to be replaced with microbial infused carpet. At that time, we could not find microbial commercial carpet out on the market, it's all residential. However, the Fire Chief indicated they replaced the Fire Department's training room carpet with commercial microbial carpet.

Margaret Villarma, Librarian stated when asked, that a hard surface would not work because of the sound issues.

Al-Haddad stated that the Harbor Staging project concern is that there is not enough existing space for it and no design work yet; whatever project is submitted, the planning for the project should be complete.

Powell asked why the carpet and the windows cannot be replaced at the same time. It was stated that the windows need to be fixed, otherwise they could be in the elementary school.

Al-Haddad stated that for the childcare facility, the requirement is for improvements to an existing facility, not a new facility.

Al-Haddad stated that the school windows would most likely be considered a maintenance issue since they are not considered "fixed" windows but are just nailed shut due to settling issues with the building.

Al-Haddad stated that the generator for the community center would be for a backup power; still, there is the issue of site control for that facility.

Gilbert asked if we could dedicate a generator for the Senior Center; do we have site control for that building?

Rushmore stated that the City does own that building and property but would need to confirm the deed for that building.

Al-Haddad stated that she didn't believe that a portable generator would be allowed.

Prysunka asked that if we were going to do a generator, why wouldn't we do one for City Hall.

Al-Haddad stated that it's because the purpose for this grant must be COVID related, and we must show that it serves the people.

Al-Haddad stated that the school multipurpose room has been talked about for replacement; they want to replace it with a hard surface.

Prysunka questioned if that was a designated shelter area.

Captain Sprehe indicated it was an alternate care site. Al-Haddad stated it would qualify to minimize transmission since it was used by kids.

Prysunka said that he wants Staff to come back to the Assembly solid options.

UNFINISHED BUSINESS – None.

Recessed at 8:18 pm

Reconvened at 8:25 pm

NEW BUSINESS

13a EMERGENCY ORDINANCE No. 1014 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA EXTENDING THE BOROUGH'S DECLARATION OF EMERGENCY RELATED TO THE NOVEL CORONAVIRUS (COVID-19) PANDEMIC AND GRANTING AUTHORIZATION TO TAKE ACTIONS NECESSARY TO PROTECT PUBLIC HEALTH DURING THE EMERGENCY THROUGH JUNE 28, 2022

M/S: Howe/Powell to Approve Emergency Ordinance No. 1014.

DeBord questioned why we need this when this is not a funding requirement.

Manager Good stated that it makes it easier for us to be reimbursed through FEMA.

Captain Sprehe stated that the State scrutinizes our requests for reimbursement if we do not have an emergency declaration in place.

Motion approved with Gilbert, Howe, Powell, Dalrymple, Morrison, and Prysunka voting yes; DeBord voted no.

13b ORDINANCE No. 1015 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.05.020, ORDER OF BUSINESS AND TO REPEAL AND REENACT SECTION 3.05.100 RECONSIDERATION OF THE WRANGELL MUNICIPAL CODE

M/S: Morrison/Gilbert to approve first reading of Ordinance No. 1015 and move to a Second Reading with a Public Hearing to be held on January 11, 2022.

Lane gave an administrative report on why this Ordinance was being proposed.

Motion approved unanimously by polled vote.

13c RESOLUTION No. 12-21-1639 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, SUPPORTING THE WRANGELL COORDINATED TRANSPORTATION PLAN TO BE SUBMITTED TO THE STATE OF ALASKA, DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

M/S: Powell/Morrison to approve Resolution No. 12-21-1639.

Lane stated that Catholic Community Services updated their Wrangell Coordinated Transportation Plan and identified a new four-wheel drive wheelchair accessible van as their top priority need; this Resolution of support and the updated plan is required to submit to the State of Alaska Department of Transportation and Public Facilities for grant consideration.

Motion approved unanimously by polled vote.

13d RESOLUTION No. 12-21-1640 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ESTABLISHING THE PRIORITY CAPITAL PROJECTS FOR SUBMISSION TO THE STATE OF ALASKA DESIGNATED LEGISLATIVE GRANTS PROGRAM (CAPSIS) FOR FY 2023

M/S: Gilbert/Howe to approve Resolution No. 12-21-1640.

Amber Al-Haddad, Capital Facilities Director gave an overview on the list; based on the critical need for the community; Water Treatment plant shortfall funding is at the top of the list.

There was extensive discussion and shuffling of projects, placing the water projects as the top four projects.

The Assembly approved the renumbering of projects by a consensus.

Motion approved unanimously by polled vote.

13e RESOLUTION No. 12-21-1641 OF THE CITY AND BOROUGH OF WRANGELL ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE FY22 SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING THAT THIS ALLOCATION METHOD FAIRLY REPRESENTS THE DISTRIBUTION OF SIGNIFICANT EFFECTS OF FISHERIES BUSINESS ACTIVITY IN FMA 18: CENTRAL SOUTHEAST AREA

M/S: Powell/Howe to approve Resolution No. 12-21-1641. Motion approved unanimously by polled vote.

13f RESOLUTION No. 12-21-1642 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET IN THE GENERAL FUND AND TRANSFERRING \$19,292 FROM GENERAL FUND RESERVES TO FINANCE DEPARTMENT SALARIES AND WAGES AND TRANSFERRING \$7,287 FROM GENERAL FUND RESERVES TO THE FINANCE DEPARTMENT PERSONNEL BENEFITS ACCOUNT

M/S: Powell/Morrison to approve Resolution No. 12-21-1642. Motion approved unanimously by polled vote.

13g RESOLUTION No. 12-21-1643 OF THE CITY AND BOROUGH OF WRANGELL, ALASKA CREATING THE PROPERTY AND SALES TAX ACCOUNTING CLERK JOB DESCRIPTION WITHIN THE FINANCE DEPARTMENT AND AMENDING THE NON-UNION WAGE AND GRADE TABLE

M/S: Morrison/Gilbert to approve Resolution No. 12-21-1643. Motion approved unanimously by polled vote.

13h RESOLUTION No. 12-21-1644 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET IN THE IMLS FEDERAL GRANT REVENUE FUND BY ACCEPTING A GRANT IN THE AMOUNT OF \$14,040

M/S: Gilbert/Howe to approve Resolution No. 12-21-1644. Motion approved unanimously by polled vote.

13i RESOLUTION No. 12-21-1645 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA, APPROVING THE TEMPORAY PART-TIME LIBRARY ASSISTANT I JOB DESCRIPTION AND AMENDING THE NON-UNION WAGE AND GRADE TABLE

M/S: Gilbert/Morrison to approve Resolution No. 12-21-1645. Motion approved unanimously by polled vote.

13j RESOLUTION No. 12-21-1646 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2022 BUDGET IN THE GENERAL FUND BY ACCEPTING THE EASY ARPA GRANT IN THE AMOUNT OF \$5,916 AND AUTHORIZING ITS EXPENDITURE FOR THE PURCHASE OF A NEW TESTING COMPUTER WORKSTATION AND THE PURCHASE OF LIBRARY BOOKS

M/S: Powell/Morrison to approve Resolution No. 12-21-1646. Motion approved unanimously by polled vote.

13k RESOLUTION No. 12-21-1647 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET IN THE PORT AND HARBOR FUND BY TRANSFERRING FUNDS FROM THE MEYERS CHUCK RESERVE ACCOUNT TO THE MEYERS CHUCK HARBOR REPLACEMENT CAPITAL PROJECT ACCOUNT IN THE AMOUNT OF \$250,253 AND AUTHORIZING ITS EXPENDITURES

M/S: Morrison/Powell to approve Resolution No. 12-21-1647. Motion approved unanimously by polled vote.

13l RESOLUTION No. 12-21-1648 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY2022 BUDGET BY TRANSFERRING FUNDS FROM THE CARES ACT FUND TO THE AIRPORT RUNWAY LIGHTING BACKUP GENERATOR CAPITAL PROJECT ACCOUNT AND AUTHORIZING ITS EXPENDITURE

M/S: Morrison/Powell to approve Resolution No. 12-21-1648. Motion approved unanimously by polled vote.

13m RESOLUTION No. 12-21-1649 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET BY TRANSFERRING \$30,000 FROM THE

INDUSTRIAL CONSTRUCTION FUND RESERVES TO THE INDUSTRIAL CONSTRUCTION FUND
PROFESSIONAL SERVICES ACCOUNT

M/S: Gilbert/Morrison to approve Resolution No. 12-21-1649. Motion approved unanimously by polled vote.

13n Approval of a contract award to Bunes Electric in the amount of \$38,448 for the Pool Lighting Replacement Project

M/S: Powell/Morrison to approve a contract award to Bunes Electric in the amount of \$38,448 for the Pool Lighting Replacement project. Motion approved unanimously by polled vote.

13o RESOLUTION No. 12-21-1650 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY2022 BUDGET BY TRANSFERRING FUNDS FROM THE SALES TAX, HEALTH, SANITATION, EDUCATION RESERVE TO THE UPPER DAM STABILIZATION ALTERNATIVES ANALYSIS CAPITAL PROJECT ACCOUNT AND AUTHORIZING ITS EXPENDITURE

M/S: Powell/Morrison to approve Resolution No. 12-21-1650. Motion approved unanimously by polled vote.

13p RESOLUTION NO. 12-21-1651 OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY2022 BUDGET OF THE WRANGELL MUNICIPAL LIGHT AND POWER DEPARTMENT (WML&P) BY TRANSFERRING \$24,158.15 FROM WML&P'S CASH RESERVES TO THE P&L CAPITAL PROJECTS EQUIPMENT AND VEHICLES ABOVE \$5,000 ACCOUNT FOR THE PURPOSE OF CONTRACTING WITH MARINE SYSTEMS, INC. (MSI) TO INSTALL A NEW GEAR DAMPER IN GENERATOR UNIT #1

M/S: Morrison/Howe to approve Resolution No. 12-21-1651. Motion approved unanimously by polled vote.

Gilbert/Morrison to amend the body of the Resolution reflect the FY 2022 Budget. Amendment approved unanimously by polled vote.

Main motion, as amended, was approved unanimously by polled vote.

13q Approval of Amendment No. 1 to the Professional Services Agreement with Shannon & Wilson for the Upper Dam Stabilization Alternatives Analysis Project in the amount of \$100,384

M/S: Powell/Gilbert to approve Amendment No. 1 to the Professional Services Agreement with Shannon & Wilson for the Upper Dam Stabilization Alternatives Analysis Project in the amount of \$100,384. Motion approved unanimously by polled vote.

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

M/S: Gilbert/Morrison to approve the Collective Bargaining Agreement with the International Brotherhood of Electrical Workers (IBEW), as presented to be effective upon approval of the Union Wage & Grade Table to be considered at a future Special Assembly and upon receipt of the Union Negotiation hours worked.

M/S: Gilbert/Powell to table the main motion until after the Executive Session. Motion approved unanimously by polled vote.

13s ORDINANCE No. 1016 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 15.12.192, 15.12.200, 15.12.210, AND 15.12.215 IN CHAPTER 15.12, ELECTRICITY, IN THE WRANGELL MUNICIPAL CODE

M/S: Powell/Morrison to approve first reading of Ordinance No. 1016 and move to a second reading with a Public Hearing to be held on January 11, 2021.

Powell questioned why we are not looking at raising the rate to \$.01 (full penny) increase and not just the \$.0025 (one-quarter of a penny) proposed increase, looking after our infrastructure with the additional increase.

M/S: Powell/Howe to raise the proposed quarter of a penny to a whole penny .0025 to .01 per kwh.

Prysunka stated that this would allow for the .0025 increase to SEAPA and a .0075 increase for the Electric Enterprise Fund.

Amendment approved unanimously by polled vote.

Main motion, as amended, was approved unanimously by polled vote.

ATTORNEY'S FILE

14 Available for Assembly review in the Borough Clerk's office.

EXECUTIVE SESSION

a. To discuss the possible Acquisition of Land

M/S: Gilbert/Powell I move, pursuant to AS 44.62.310 (c)(1), that we recess into executive session and invite the Borough Manager and the CFO into the Session, to discuss matters in which the immediate knowledge would clearly have an adverse effect upon the finances of the borough, specifically to discuss the possible acquisition of land. Motion approved unanimously by polled vote.

b. Executive Session: Discussion on the Proposed IBEW Collective Bargaining Agreement

M/S: Gilbert/Powell moved, Pursuant to AS 44.62.310 (c)(3), to approve that we go into Executive Session, and invite the Borough Collective Bargaining Team, Borough Manager, and CFO, and Attorney (if needed), to discuss the proposed Collective Bargaining Negotiations, a

matter "which by law, municipal charter, or ordinance" is required to be confidential. Motion approved unanimously by polled vote.


Regular meeting recessed into Executive Session at 10:00 p.m.

Regular meeting reconvened back into Regular Session at 11:14 p.m.

M/S: Gilbert/Morrison to remove Item 13r from the Table to Consider it. Motion approved unanimously by polled vote.

Regular Assembly meeting adjourned at 11:15 p.m.

ATTEST:


Kim Lane, MMC, Borough Clerk


Stephen Prysunka, Borough Mayor

