

**Minutes of Regular Assembly Meeting  
Held on August 27, 2024**

Mayor Patricia Gilbert called the Regular Assembly meeting to order at 7:00 p.m., August 27, 2024, in the Borough Assembly Chambers. Assembly Member Powell led the pledge of allegiance.

**PRESENT** – GILBERT, POWELL, DALRYMPLE, ROBBINS, OTTESEN, MORRISON

**ABSENT** – DEBORD

Borough Manager Villarma and Clerk Lane were also present.

**CEREMONIAL MATTERS**

Mayor Gilbert presented a Proclamation to Honor the Wrangell Search and Rescue (SAR) Team for their Exemplary Service and Achievement of Receiving the Mel Nading Award.

**PERSONS TO BE HEARD**

*Eva Fennimore, a resident*, spoke about the new projects that she has noticed being done in the community; thanked several borough employees for various projects around town; also spoke about why she believes that Wrangell should be cherished.

*Tracey Martin* introduced herself as the new Executive Director for the Wrangell Chamber of Commerce.

**AMENDMENTS TO THE AGENDA** – None.

**CONFLICT OF INTEREST** - None.

**CONSENT AGENDA**

- a. Minutes from the July 23, 2024, Regular Borough Assembly Meeting
- b. Minutes from the August 12, 2024, Special Borough Assembly Meeting
- c. **RESOLUTION NO. 08-24-1875 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, DESIGNATING CANVASS BOARD DUTIES TO TWO ASSEMBLY MEMBERS AND ONE QUALIFIED VOTING MEMBER OF THE COMMUNITY FOR CANVASSING THE RESULTS OF THE REGULAR ELECTION TO BE HELD OCTOBER 1, 2024**
- d. Alcohol License renewal for License Number 4618 (Stikine Inn)
- e. CORRESPONDENCE: Minutes from the May 20, 2024, Regular School Board meeting
- f. CORRESPONDENCE: Minutes from the August 19, 2024, Regular School Board Meeting

***M/S: Morrison/Ottesen to approve the Consent Agenda, as submitted. Motion approved by polled vote.***

**BOROUGH MANAGER'S REPORT**

Manager Villarma presented his report.

Kate Thomas, Economic Development Director's report was provided.

Matt Henson, Marketing and Community Development Coordinator acknowledged the OJT work of Ander Edens by showing a short presentation of his work.

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

### **BOROUGH CLERK'S REPORT**

Clerk Lane's report was provided.

### **MAYOR AND ASSEMBLY BUSINESS**

Dalrymple reported that he met with the Forest Service Ranger, Tory Houser to ask questions and gain a better understand of what their fire suppression responsibility is; there is a thorough management suppression map, however it was created several years ago; recommends that the borough continue to engage and work with the Forest Service on fire suppression and other overall important issues; should also take the public comments and views into account; opportunity to do mutual aid between the borough and forest service.

**MAYOR AND ASSEMBLY APPOINTMENTS** - None.

### **PUBLIC HEARING**

**11a ORDINANCE No. 1059** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING AND REPLACING SECTION 3.04.112, CONFLICT OF INTEREST IN ITS ENTIRETY, IN THE WRANGELL MUNICIPAL CODE

Mayor Gilbert called the Public Hearing for Ordinance No. 1059 to order and asked for an administrative report.

Villarma stated that with the hard work from Mayor Gilbert and Assembly Member Morrison, the committee researched and spent a lot of time going through the Conflict-of-Interest code section and we believe that the new section provides for a lot more clarity.

Gilbert asked if anyone 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. 1059. Motion approved by polled vote.***

**11b ORDINANCE No. 1060** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 15.16.080 – UNIFORMITY OF GROUNDS AND MARKERS, IN THE WRANGELL MUNICIPAL CODE

Mayor Gilbert called the Public Hearing for Ordinance No. 1060 to order and asked for an administrative report.

Villarma stated that this ordinance would allow flags to be placed on markers between Memorial Day and the Fourth of July.

Gilbert asked if anyone 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. 1060. Motion approved by polled vote.***

**11c ORDINANCE No. 1061** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING ORDINANCE 1027 and REPLACING IT WITH ORDINANCE 1061 by

AMENDING THE ZONING MAP TO EFFECT A CHANGE TO A PORTION OF TRACT Y, U.S.S. 2321, PARCEL NO. 03-006-305, FROM LIGHT INDUSTRIAL TO RURAL RESIDENTIAL 1

Mayor Gilbert called the Public Hearing for Ordinance No. 1061 to order and asked for an administrative report.

Villarma stated that this was to correct an error in the previously adopted Ordinance because it did not accurately reflect the intended zoning change for the property of interest.

Gilbert asked if anyone wanted to speak on this item. Hearing none, Gilbert closed the Public Hearing and asked for a motion.

***M/S: Robbins/Morrison to approve Ordinance No. 1061. Motion approved by polled vote.***

**11d ORDINANCE No. 1063 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, SUBMITTING TO QUALIFIED VOTERS A PROPOSITION TO AMEND SECTION 2-3 OF THE HOME RULE CHARTER FOR THE CITY AND BOROUGH OF WRANGELL**

Mayor Gilbert called the Public Hearing for Ordinance No. 1063 to order and asked for an administrative report.

Villarma stated that if approved, this question would be placed on the ballot for the community to vote on. Gilbert asked if anyone wanted to speak on this item. Hearing none, Gilbert closed the Public Hearing and asked for a motion.

***M/S: Morrison/Ottesen to approve Ordinance No. 1063.***

Dalrymple stated that the title of the Ordinance should have been more descriptive so that the public would know what was being considered; spoke in opposition to assembly compensation.

***Motion approved with Robbins, Morrison, Ottesen, Powell and Gilbert voted yes; Dalrymple voted no.***

**11e ORDINANCE No. 1065 OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE BOROUGH TO ISSUE GENERAL OBLIGATION BONDS TO FINANCE THE MAJOR RENOVATION OF THE PUBLIC SAFETY BUILDING AND OTHER RELATED CAPITAL IMPROVEMENTS, AND TO SUBMIT THE QUESTION OF ISSUING THE BONDS TO THE QUALIFIED VOTERS OF THE BOROUGH AT THE REGULAR ELECTION TO BE HELD ON OCTOBER 1, 2024**

Mayor Gilbert called the Public Hearing for Ordinance No. 1065 to order and asked for an administrative report.

Villarma stated that if approved, this question would go on the ballot for the community to vote on.

Gilbert asked if anyone wanted to speak on this item. Hearing none, Gilbert closed the Public Hearing and asked for a motion.

***M/S: Powell/Morrison to approve Ordinance No. 1065 Motion approved by polled vote.***

**UNFINISHED BUSINESS - None.**

**NEW BUSINESS**

**13a ORDINANCE No. 1064 OF THE ASSEMBLY OF THE BOROUGH AND BOROUGH OF WRANGELL, ALASKA, REPEALING AND REPLACING CERTAIN SECTIONS OF CHAPTER 5.10 -**

PURCHASE AND SALES, IN THE WRANGELL MUNICIPAL CODE

***M/S: Powell/Morrison to approve first reading of Ordinance No. 1064 and move to a second reading with a Public Hearing to be held on September 10, 2024. Motion approved by polled vote.***

**13b RESOLUTION NO. 08-24-1874** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2025 BUDGET IN THE GENERAL FUND ADMINISTRATION DEPARTMENT FOR PROFESSIONAL SERVICES RELATED TO DRAFTING A NEW EMERGENCY OPERATIONS PLAN

***M/S: Morrison/Robbins to approve Resolution No. 08-24-1874. Motion approved by polled vote.***

**13c RESOLUTION No. 08-24-1876** OF THE ASSEMBLY OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2025 BUDGET BY COLLECTIVELY ACCEPTING SUPPLEMENTAL GRANT FUNDS FROM THE STATE OF ALAKSA, DIVISION OF HOMELAND AND SECURITY AND EMERGENCY MANAGEMENT AND FROM THE GENERAL FUND RESERVES FOR THE CITY PARK PAVILION REPLACEMENT AND AUTHORIZING ITS EXPENDITURES

***M/S: Morrison/Ottesen to approve Resolution No. 08-24-1876. Motion approved by polled vote.***

13d Approval of a contract award to McG Constructors, Inc. in the amount of \$263,000 for the City Park Pavilion Replacement Design-Build Project

***M/S: Robbins/Morrison to approve a contract award to McG Constructors, Inc. in the amount of \$263,000 for the City Park Pavilion Replacement Design-Build Project. Motion approved by polled vote.***

**13e RESOLUTION No. 08-24-1877** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2025 BUDGET BY TRANSFERRING \$271,300 FROM THE GENERAL FUND RESERVES TO THE HIGH SCHOOL ELEVATOR CIP FUND AND AUTHORIZING ITS EXPENDITURES

***M/S: Robbins/Morrison to approve Resolution No. 08-24-1877. Motion approved by polled vote.***

13f Approval of a contract award to McG Constructors, Inc. in the amount of \$483,000 for the Wrangell High School Elevator Replacement Project

***M/S: Morrison/Robbins to approve a contract award to McG Constructors, Inc. in the amount of \$483,000 for the Wrangell High School Elevator Replacement Project.***

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

13g Approval of a Professional Services Agreement with Katmai Solutions in the Amount of \$37,939

***M/S: Powell/Morrison to approve a Professional Services Agreement with Katmai Solutions for \$37,939 for purposes of redrafting the Emergency Operations Plan.***

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

13h Approval of Professional Services Agreement with Smith & Malek Attorneys for Municipal Legal Services

***M/S: Powell/Robbins to approve a Professional Services Agreement with Smith & Malek Attorneys for Municipal Legal Services. Motion approved by polled vote.***

13i Approval of a sole source procurement with NC Machinery for grader transmission repairs for \$54,074

***M/S: Powell/Morrison to approve a Sole Source procurement with NC Machinery for Grader Transmission repairs for \$54,074, in accordance with WMC 5.10.050 (F). Motion approved by polled vote.***

13j Approval of a Sole Source Contract with Marine Systems, Inc. (MSI), in conformance with Wrangell Municipal Code, Section 5.10.050 in the amount of \$488,660.96 for Generator Unit #1 Center Section Overhaul

***M/S: Morrison/Robbins to approve a Sole Source Contract with Marine Systems, Inc. (MSI), in conformance with Wrangell Municipal Code, Section 5.10.050 in the amount of \$488,660.96 for Generator Unit #1 Center Section Overhaul. Motion approved by polled vote.***

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

#### EXECUTIVE SESSION

15a **Executive Session:** To review the performance of the Borough Manager

***M/S: Robbins/Morrison, pursuant to 44.62.310 (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 review the performance of the Borough Manager. Motion approved by polled vote.***

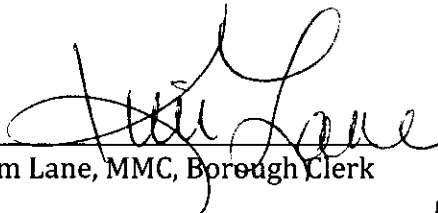
Recessed into Executive Session at 9:11 p.m.

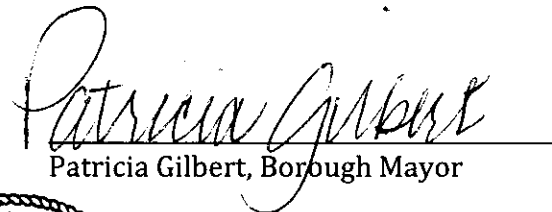
Reconvened back into Regular Session at 9:49 p.m.

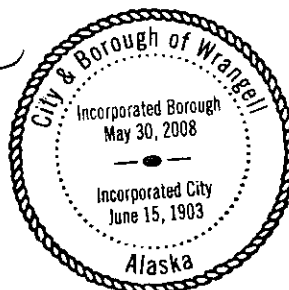
Gilbert stated that no decision was made in Executive Session.

Regular Assembly meeting adjourned at 9:50 p.m.

ATTEST:

  
Kim Lane, MMC, Borough Clerk

  
Patricia Gilbert, Borough Mayor



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