

**Minutes of Regular Assembly Meeting
Held on September 23, 2025**

Mayor Patricia Gilbert called the Regular Assembly meeting to order at 6:00 p.m., September 23, 2025, in the Borough Assembly Chambers. Assembly Member Ottesen led the pledge of allegiance.

PRESENT – GILBERT, DALRYMPLE, ROBBINS, DEBORD, MACH (via zoom), POWELL, OTTESEN
ABSENT -

Borough Manager Villarma and Clerk Lane were also present.

CEREMONIAL MATTERS – None.

PERSONS TO BE HEARD

Val Massie, community member read a letter to the assembly regarding two focus groups that she conducted on abuse in Wrangell; willing to share with anyone who would like to see it; asking if the Assembly had the opportunity to take part in the community response, that would be great.

AMENDMENTS TO THE AGENDA – None.

CONFLICT OF INTEREST– None.

CONSENT AGENDA

- 6a Minutes from the September 9, 2025 Regular Assembly meeting
- 6b CORRESPONDENCE: School Board Action from the September 15, 2025 regular meeting

M/S: Robbins/Powell to Approve the Consent Agenda, as submitted. Motion approved by polled vote.

BOROUGH MANAGER'S REPORT

Manager Villarma provided his report.

The Harbormasters report was provided.

The Nolan Center Director's report was provided.

The August 2025 Accounts Receivable (Utilities and Ports & Harbor) were provided.

The Cash Disbursements as of August 2025 were provided.

BOROUGH CLERK'S REPORT

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

Manager Villarma asked for direction on the following and direction, if given is as follows:

- Direction on Combining Port Security Officer Position with a seasonal Facility Maintenance Worker - The Assembly agreed to hold a work session for this item.
- Direction on Back-up Generation - Seeking dates for Work Session - The Assembly agreed to hold a work session for this item.

The Manager and Assembly discussed possible Topics for the upcoming CBW/WPS Joint Work Session.

Powell stated that this would be a work session between the School Board and the Assembly, not an open forum for Persons to be Heard; Robbins stated that for work sessions, its at the discretion of the chair on if there would be Persons to be Heard but there should be no dialogue between the board/assembly and the public.

MAYOR AND ASSEMBLY APPOINTMENTS

Mayor Gilbert nominated Assembly Member Dalrymple for the Municipal SSRAA Board Seat for Calendar Years 2026 and 2027. There were no objections from the Assembly.

Dalrymple stated that he believed that there is an evolution to the SSRAA Board; they appear to recognize the value and relationships with the communities; reaching out and supporting all communities, not just Ketchikan.

PUBLIC HEARING – None.

UNFINISHED BUSINESS

12a Approval of a Purchase and Sales Agreement between Brett Woodbury, dba BW Enterprises and the City and Borough of Wrangell for the exchange of Lots 12 and 13, Block 12A, Wrangell Townsite, zoned Waterfront Development for the construction of a parking lot on borough property

M/S: Robbins/Ottesen to approve a Purchase and Sales Agreement between Brett Woodbury, dba BW Enterprises and the City and Borough of Wrangell for the exchange of Lots 12 and 13, Block 12A, Wrangell Townsite, zoned Waterfront Development for the construction of a parking lot on borough property.

Villarma stated that this would be for the exchange of two tideland lots for the construction of a parking lot on borough property.

Motion approved by polled vote.

NEW BUSINESS

13a ORDINANCE No. 1090 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE ZONING MAP TO EFFECT A CHANGE TO LOT 7A OF THE MITCHELL-BUHLER REPLAT, FROM INDUSTRIAL TO RURAL RESIDENTIAL I

M/S: Robbins/Powell to approve first reading of Ordinance No. 1090 and move to a second reading with a public hearing to be held on October 14, 2025. Motion approved by polled vote.

13b ORDINANCE No. 1091 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE ZONING MAP TO EFFECT A CHANGE TO LOT 6A OF THE MITCHELL-BUHLER REPLAT, FROM INDUSTRIAL TO RURAL RESIDENTIAL I

M/S: Powell/Robbins to approve first reading of Ordinance No. 1091 and move to a second reading with a public hearing to be held on October 14, 2025. Motion approved by polled vote.

13c RESOLUTION No. 09-25-1979 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMEND THE FY2026 BUDGET IN THE SANITATION FUND BY TRANSFERRING \$14,004.59 FROM SANITATION FUND RESERVES TO THE SANITATION

FACILITY REPAIR AND MAINTENANCE ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR BURN RACKS AND A DOCK LEVELER

M/S: Robbins/Ottesen to approve Resolution No. 09-25-1979. Motion approved by polled vote.

13d RESOLUTION No. 09-25-1980 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE PROVISIONS OF THE SALE OF PUBLIC LAND, SPECIFICALLY TO EXTEND THE SALE FOR LOTS 2 THROUGH 22 (EXCLUDING LOT 10), SHOEMAKER BAY SUBDIVISION II

M/S: Powell/Robbins to approve Resolution No. 09-25-1980.

Villarma asked that the Assembly amend the provisions for the sale of the Alder Top Subdivision lots to remove the Borough financing option because the banks are more competitive; also, the banks are looking at a promotional offer to purchasers so that they would be able to lend with a lower down payment; don't want to compete with the banking industry.

Motion approved by polled vote.

13e RESOLUTION No. 09-25-1983 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY25 BUDGET IN THE PORT FUND BY TRANSFERRING \$65,000 FROM THE FUND RESERVES TO THE PROFESSIONAL SERVICES ACCOUNT AND AUTHORIZING ITS EXPENDITURES FOR THE WATERFRONT BATHYMETRY AND FILL DESIGN

M/S: Robbins/DeBord to approve Resolution No. 09-25-1983. Motion approved by polled vote.

13f Approval of a contract with Tideline Construction for processing scrap metal

M/S: Robbins/Powell to approve the contract with Tideline Construction for processing scrap metal. Motion approved by polled vote.

13g Approval of amendment 1 to the Purchase Sales Agreement with Tideline Construction LLC.

M/S: Robbins/Ottesen to approve Amendment 1 to the Purchase Sales Agreement with Tideline Construction LLC. Motion approved by polled vote.

13h RESOLUTION No. 09-25-1981 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE BOROUGH MANAGER TO WITHDRAW THE MAXIMUM SUSTAINABLE DISTRIBUTION IN ACCORDANCE WITH WMC § 5.20.095 (DISTRIBUTION OF PERMANENT FUND EARNINGS) FOR PURPOSES OF RECAPITALIZING PARKS & RECREATION ASSETS

M/S: Robbins/Powell to approve Resolution No. 09-25-1981.

M/S: Powell/Robbins to amend the Resolution by removing the "Maximum" wording and replace it with \$424,153.96. Amendment approved by polled vote.

Main Motion, as amended, was approved by polled vote.

13i RESOLUTION No. 09-25-1982 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, URGING FEDERAL AND STATE ACTION TO IMPLEMENT THE 2023 SUPREME COURT DECISION ON WETLANDS, CALLING FOR AMENDMENTS TO CLEAN WATER ACT SECTION 404 REGULATIONS, AND REDUCING COMPENSATORY MITIGATION REQUIREMENTS DURING THE INTERIM PERIOD

M/S: Powell/Robbins to approve Resolution No. 09-25-1982. Motion approved by polled vote.

13j Approval of a Memorandum of Agreement between Tidal Network & the City and Borough of Wrangell

M/S: Powell/Robbins to approve a Memorandum of Agreement between Tidal Network & the City and Borough of Wrangell. Motion approved by polled vote.

13k ORDINANCE No. 1092 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS OF CHAPTER 5.04 – PROPERTY TAX, TO DEFINE DIFFERENTIAL TAX ZONES, IN THE WRANGELL MUNICIPAL CODE

M/S: Powell/Robbins to approve first reading of Ordinance No. 1092 and move to a second reading with a public hearing to be held on October 14, 2025. Motion approved by polled vote.

13l Approval to cancel the November 25th and December 9th, Regular Assembly Meetings and hold only one Regular Meeting in November and December on Wednesday, November 12, 2025 and December 16, 2025

M/S: Robbins/DeBord to approve cancelling both November 25th and December 9th Regular Assembly Meetings and hold only one Regular Meeting in November and December on Wednesday, November 12, 2025 and December 16, 2025. Motion approved by polled vote.

13m Approval to hold a Special Assembly meeting on October 9, 2025 for the purpose of Certifying the October 7, 2025 Regular Local Election

M/S: Robbins/Dalrymple approve holding a Special Assembly meeting on October 9, 2025, at 5:30pm, for the purpose of Certifying the October 7, 2025, Regular Local Election. Motion approved by polled vote.

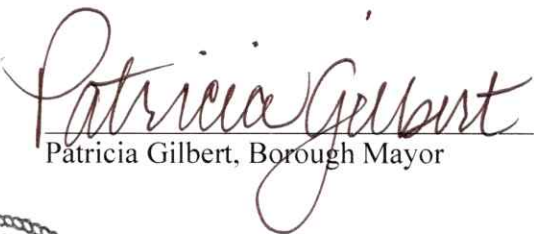
ATTORNEY'S FILE – Available for Assembly review in the Borough Clerk's office

EXECUTIVE SESSION – None.

Assembly meeting adjourned at 8:40 p.m.

ATTEST:


Kim Lane, MMC, Borough Clerk


Patricia Gilbert, Borough Mayor

