

Minutes of Regular Assembly Meeting Held on October 24, 2023

Mayor Patricia Gilbert called the Regular Assembly meeting to order at 7:00 p.m., October 24, 2023, in the Borough Assembly Chambers. Assembly Member DeBord led the pledge of allegiance.

PRESENT – ROBBINS, GILBERT, POWELL, DEBORD

ABSENT – DALRYMPLE, OTTESEN, MORRISON

Borough Mayor Good and Clerk Lane were also present.

Mayor Gilbert presented a Proclamation for Alaska Native Heritage Month to Ed Rilatos and Esther Reese.

PERSONS TO BE HEARD

Sage Smiley, resident spoke on the Wrangell Theatre program; urged the community to establish a Theatre Board so that a portion of funds would go back to future theatre productions.

Smiley also thanked the Assembly and community, especially during COVID.

AMENDMENTS TO THE AGENDA

DeBord requested that Item 13a (PSA for Appraisal Services) be pulled from the agenda to that an agreement that would be for three years, be brought back to the Assembly for consideration at a future meeting.

Good stated that he would prefer to see the contract as a one-year contract; would prefer that if it were to be a three-year contract, that it be put out to bid.

After some discussion, Gilbert stated that she would prefer to have it stay on the Agenda.

CONFLICT OF INTEREST – None.

CONSENT AGENDA

6a Minutes from the October 10, 2023 Regular Assembly Meeting

6b Approval of the White-Etolin Replat, a replat of a portion of Lot C, Block 30B, USS 1119 (Plat No. 2019-2), Wrangell Townsite, creating Lot C1 and Lot C2, zoned Single Family Residential, owned and requested by Todd and Catherine White

6c CORRESPONDENCE: Action from the October 9, 2023 Regular School Board Meeting

6d CORRESPONDENCE: Minutes from the August 21, 2023 School Board meeting

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

BOROUGH MANAGER'S REPORT

Manager Good's Report was given.

Capital Facility Director, Al-Haddad gave her Infrastructure Report.

BOROUGH CLERK'S REPORT

Clerk Lane's report was given.

MAYOR AND ASSEMBLY BUSINESS – None.

MAYOR AND ASSEMBLY APPOINTMENTS

10a Appointment to fill open seats on various Boards & Commissions

Gilbert appointed Daniel Harrison to fill the vacancy on the Finance Committee. There were no objections from the Assembly.

10b Appointment of two Assembly Members and One Alternate Assembly Member to sit on the IBEW Collective Bargaining Union Negotiations Team for the City

Gilbert appointed Powell and Gilbert to sit on the IBEW Collective Bargaining Union Negotiations Team for the City and appointed Morrison to sit as the alternate member on the team. There were no objections from the Assembly.

PUBLIC HEARING

11a Accepting Community Comments and Alternative Proposed Proposals for Funding Consideration under the FY23 Community Development Block Grant (CDBG) Program and Selecting a Priority Project

Gilbert declared the Public Hearing open and asked for an Administrative Report.

Amber Al-Haddad, Capital Facilities Director stated that the Public Hearing is to request public input for the purpose of soliciting ideas for projects to be submitted to the Community Development Block Grant (CDBG) program for project funding.

The public hearing would be followed by an Assembly decision and action based on public input.

The mission of the Community Development Block Grant (CDBG) program is to enhance the quality of life for low-income and moderate-income residents. Federal regulations require 51% of the persons who benefit from a funded project must be low- and moderate-income persons as defined by HUD. Wrangell has been determined to be comprised of at least 52.8% low- and moderate-income residents.

The national goals of the program include providing financial resources to communities for public facilities, planning, and special economic development activities that encourage community self-sufficiency; reducing costs of essential community services; reducing or eliminating conditions that are detrimental to the health and safety of residents; and assisting in the creation or retention of jobs for low- and moderate-income persons.

The Statewide objectives for using the funds is to: provide potential for long-term positive impact and to increase community self-sufficiency; reduce threats and conditions detrimental to the health and safety of local residents; construct and improve public facilities and reduce maintenance costs; design, engineering, architectural or feasibility plans; business development; inclusion in a local community economic or capital improvement plan; use local resources in combination with CDBG funding.

A public meeting was held on October 11, 2023 to provide an opportunity for the community to comment on potential projects eligible for FY23 CDBG funding and as well on staff recommended

projects under consideration. We did receive one suggestion and that project was added to the list of potential projects below. The CDBG grant funds can be used for the following types of projects:

- Community Development
 - Public Facilities: Daycare Centers; Water & Sewer Systems; Solid Waste Disposal Facilities; Docks & Harbors; Electrical Distribution Lines; Acquisition or Construction
 - Transportation Improvements: Local Service Roads; Barge Facilities
 - Access to Public Facilities: Improve access for persons with disabilities.
 - Real Property: Acquisition; Building Removal/Demolition; Improvements.
 - Fire Protection Facilities/Equipment: Design; Construction; Rehabilitation; Purchase
- Planning
 - Data Collection; Analysis; Marketing Studies; Feasibility Studies; Economic Development Plans; Land Use Plans; Plan Updates
- Special Economic Development
 - Commercial or Industrial Improvements
 - Acquisition or Construction
 - Assistance (through eligible applicant) to an identified private, for-profit entity, or entities for projects that create and maintain jobs for low to moderate income persons, or that assist business that provide goods or services needed by and affordable to low- and moderate-income residents.

The following activities are not eligible for CDBG funding:

- Equipment: The purchase or repair of motor vehicles, personal property, or furnishings not permanently attached to a building, except when such vehicles or equipment are utilized for fire protection.
- Government Buildings such as courthouses, city halls, borough administrative buildings, city offices and other buildings used for the general conduct of government, except for the removal of architectural barriers.
- Regular Government Operations
- Regular Maintenance and Operations of a public or community facility
- Political Activities

The program will fund up to \$850,000 and as a recipient, we must be able to match funding in the amount of 25%.

The following projects were identified as possible projects that are eligible:

A. Stikine Middle School Roof Replacement. Estimate \$1,475,000. The roof system as included in the 2023 schools condition assessment. Much of the roof was replaced in 1995. At year 28 since installation, the primary insulated roofing system is at the end of its useful

life. Water leakage was observed at penetrations and where laps have come unglued. OSB substrate has absorbed water and is swelling, "pillowing" in all roof areas. This in turn has resulted in membrane adhesion being compromised, loss of thermal integrity through water saturated insulation and occasional water damage in spaces below. The older ballasted membrane canopy roofs suffer from similar seam delamination, and surface degradation of the visible membrane surfaces is apparent. Some areas have heavy vegetated growth in the rock ballast material.

Replacement of all (insulated roof and canopy roof) membrane roof areas with PVC or TPO roofing systems, including sheathing, is recommended. While no rotten roof sheathing was observed, it is assumed that there may be some due to the condition of the roofing. Replace rotten roof sheathing in kind when roofing is replaced.

B. High School Parking Lot Acquisition and Development. Estimate \$500,000. Purchase a lot sized 76' x 266' on Reid Stret and construct a parking lot. There is limited parking available for the Wrangell High School. This project could provide as many as 25-30 additional parking spaces to reduce or eliminate the parking congestion and safety hazards that the current situation presents.

C. Second Avenue Sidewalk. Estimate \$692,500. Construct an approximate 1,200-foot sidewalk. The Second Avenue Sidewalk project will improve accessibility by constructing a new sidewalk on Second Avenue and provide connectivity from Mission Street and its residential feeder roads to Bennett Street. Without a sidewalk, pedestrians are required to walk in the path of the heavily traveled roadway.

D. Lower McKinnon Street Reconstruction. Estimate \$1,500,000. This project will rehabilitate a minor arterial road, (lower) McKinnon Street, and associated sidewalks and storm drainage system. This 250-foot road section is one of the only a few primary roads leading to and from Front Street, Wrangell's principal downtown business corridor. Due to its width, it is the road that the barge line containers route through to the barge facility. The hard pavement surfacing of this road is rapidly deteriorating. There is currently a combination of asphalt and concrete surfacing. The asphalt surfacing has been crack-sealed and pothole-filled through maintenance efforts over the years, but the deterioration has been occurring at a higher rate over the last few years. Utilities in McKinnon include water, sewer, data and telecom; therefore, minor utility work will be addressed.

E. Design for Inner Harbor Replacement. Estimate \$1,421,000. Inner Harbor was originally a log stringer float system constructed by the State of Alaska DOT in 1936, with a 1960's float replacement and harbor expansion. The lack of dredging causes the floats to become grounded from time to time, creating further and faster deterioration. In some cases, it causes inaccessible boat slips during certain low tides. Finger piers and primary docks are starting to sink from the deteriorating float system. Rotten wood planks along the docking system creates unsafe walking conditions, continual maintenance needs, and unsafe conditions. Through engineering design efforts, an analysis of moorage space and the new floats reconfiguration will be performed to determine how best to accommodate current and future vessel requirements. The facility is aged and is experiencing failures of critical components. It has exceeded its life expectancy and is in need of replacement. Engineering design and construction would begin as soon as funding is secured.

F. Alternatives Analysis for Wastewater Treatment Plant (WWTP) Alternatives Analysis. Estimate \$100,000. Our renewed EPA permit will contain more stringent bacteria limits

that will require upgrades to the existing plant, requiring that effluent disinfection be added to the WWTP process. An alternatives analysis would evaluate feasibility of disinfection alternatives including capital and O&M costs with a life cycle benefit analysis. In 2022, the Borough was provided five years to comply with the new requirements.

G. Swimming Pool Roof Replacement (flat roofs). Estimate \$475,000. This project provides for the replacement of the flat roof sections of the Swimming Pool facility, built in 1985. The flat roof sections would receive a full removal and replacement with roof sheathing, insulation, PVC roofing, metal coping and associated work.

H. Community Center Life & Safety Upgrades. Estimate \$825,000. The Community Center, built in 1951, is now 72 years old. The facility, while in fairly good structural condition, is in need of fairly extensive renovations. This facility acts as a multi-purpose facility and is widely used by the community for a multitude on both on-going community programs and special events. While there is a broader need to rehabilitate this facility, the State Fire Marshall has deemed the lower half of the facility unusable by the public until code compliance for life and safety systems are upgraded. With the lower level of this building out of use, there is a 7,000 square foot loss of community space. The proposed project involves the renovation of the electrical feeders, service, and distribution, replacement of the analog fire alarm system (manual pull stations and limited horns for occupant notification), and communications to support a new addressable fire alarm system.

I. Kyle Angerman Playground. Estimate \$350,000. The Kyle Angerman Playground is near downtown and adjacent to the Irene Public Library. The park is heavily used by residents in the connecting neighborhoods and community members. In a 2016 Parks & Recreation needs assessment, Wrangell residents listed park and playground improvements and sustainable development as a top priority. The project would replace existing play equipment with modern fixtures and improve site surfacing; decommission of existing play equipment, wood fill removal, drain system trenching, subsurface base installation, safety surfacing, complete chain link fencing around park perimeter, and new equipment and signage.

J. Yées Dei (English translation: "New Trail") extension to Petroglyph Beach. Estimate \$650,000. The CBW is currently working to extend the existing Mt Dewey (historical) Trail to Bennett Street. A portion of the cross-muskeg trail is called the Yées Dei Trail. The proposed project would extend the Yées Dei Trail, by approximately 0.7 mile, to Evergreen Avenue. Trail development through this proposed investment project will provide enhancements to pedestrian connectivity and accessibility, the visitor experience, economic and community development, and the promotion of recreational opportunities within the region.

K. Senior Center Building Renovations Estimate \$390,000. The Senior Center building, owned by the Borough, is in need of repair and renovation work. An initial assessment by the Borough indicates that in order to preserve the building, significant structural repairs and/or replacement are necessary, as are replacing the flooring system (from vapor barrier to finished flooring), foundation skirting, doors and windows replacement, installing rain gutters, downspouts, and a perimeter drain system, replacing rotten eave fascia, bathroom remodel for ADA compliance, kitchen renovation to meet DEC requirements for food preparation, dishwasher with sanitizer, and electrical panel replacement.

Al-Haddad stated that the local match contribution will be further identified and reviewed at the Borough Assembly's regularly scheduled meeting on November 14, 2023.

Public input was requested, encouraging comments to the proposed projects and ideas for additional projects for consideration.

Josh Blatchley spoke in support on the Stikine Middle School Roof Replacement as being the selected project for this opportunity.

M/S: Powell/Robbins to approve the Stikine Middle School Roof Replacement project as the selected priority project for the FY 2023 Community Development Block Grant (CDBG) Program.

DeBord stated that Wrangell has received 2.1 million dollars in the last decade years; nervous that demographically, Wrangell is only 1.8% away from not being eligible.

Motion approved by polled vote.

UNFINISHED BUSINESS – None.

NEW BUSINESS

13a Approval of a Professional Services Agreement with Appraisal Company of Alaska, LLC in the Amount of \$48,000 for city assessments

M/S: Powell/DeBord to approve a Professional Services Agreement with Appraisal Company of Alaska, LLC in the Amount of \$48,000 for city assessments.

Good stated that it does provide a benefit to having the same company do the assessments again for next year.

DeBord stated that he would like to see a three-year contract possibly for next year.

Motion approved by polled vote.

13b Approval for a sole source procurement in conformance with WMC 5.10.050 (I, F) for the Public Works Department with BSI Equipment for a Sewer Equipment of America Model 900-ECO 12-yard Vac Truck, totaling \$521,909.15

M/S: Powell/Robbins to approve a sole source procurement in conformance with WMC 5.10.050 (I, F) for the Public Works Department with BSI Equipment for a Sewer Equipment of America Model 900-ECO 12-Yard Vac Truck totaling \$521,909.15.

Tom Wetor, Public Works Director stated that we did secure a couple of quotes; we pay into a membership with Sourcewell and have done so for the several years; they actually go through the bid process for us which is one of the benefits to the program.

Motion approved by polled vote.

13c Approval to appoint Finance Director, Mason Villarma Interim Borough Manager, and the amendment to his contract

M/S: Powell/Robbins to approve the appointment of Finance Director Mason Villarma as Interim Borough Manager and to amend his contract, as presented.

Powell stated that looking into this, it will cost the borough any way you look at it; probably \$16,000 to \$18,000 per month; this would keep the projects moving forward and would be the smoothest transition.

Motion approved by polled vote.

13d Approval to appoint Borough Clerk, Kim Lane as Deputy Interim Borough Manager, and to approve the First Amendment to the Borough Clerk's contract

M/S: Powell/Robbins to approve the appointment of Borough Clerk, Kim Lane as Deputy Interim Borough Manager and to approve the First Amendment to the Borough Clerk's contract, as presented.

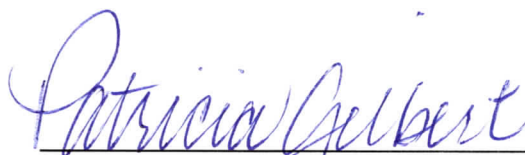
Gilbert stated that this amendment would mirror the Interim Borough Manager's amendment; currently the acting borough manager, in the absence of the Borough Manager.

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 8:23 p.m.


 Patricia Gilbert, Borough Mayor

ATTEST:


 Kim Lane, MMC, Borough Clerk

