

~~XXXXXXXXXX~~

**Minutes of Regular Assembly Meeting  
Held on January 09, 2024**

Mayor Patricia Gilbert called the Regular Assembly meeting to order at 6:00 p.m., January 9, 2024, in the Borough Assembly Chambers. Assembly Member Robbins led the pledge of allegiance.

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

**ABSENT** – MORRISON

Interim Borough Manager Villarma and Clerk Lane were also present.

**CEREMONIAL MATTERS**

Representative Dan Ortiz provided a report on Legislative Matters.

Gilbert acknowledged the Law Enforcement officers for their hard work and dedication to the community.

**PERSONS TO BE HEARD**

**Tommy Wells, Chamber of Commerce Director** introduced himself.

**AMENDMENTS TO THE AGENDA** – None.

**CONFLICT OF INTEREST** – None.

**CONSENT AGENDA**

6a Minutes from the December 12, 2023, Regular Assembly Meeting

**6b RESOLUTION No. 01-24-1834** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, SUPPORTING THE EFFORTS TO IMPROVE COMPETITIVENESS AND RESILIENCE OF THE ALASKA SEAFOOD INDUSTRY

**6c RESOLUTION No. 01-24-1835** OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2024 BUDGET IN THE GENERAL FUND BY ACCEPTING A GRANT IN THE AMOUNT OF \$1000 FROM THE JUNEAU COMMUNITY FOUNDATION AND AUTHORIZING ITS EXPENDITURE FOR LIBRARY BOOKS

6d CORRESPONDENCE - School Board Minutes from the October 9, 2023 Regular Meeting

6e CORRESPONDENCE - School Board Minutes from the December 18, 2023 Regular Meeting

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

**BOROUGH MANAGER'S REPORT**

Economic Development Director Thomas provided an economic update.

Interim Borough Manager Villarma provided his Borough Manager's Report and discussed also provided a brief update on infrastructure projects.

The Utility and Harbor Accounts Receivable Aging Schedule was also provided.

**BOROUGH CLERK'S REPORT**

~~450~~

Clerk Lane provided her report.

## **MAYOR AND ASSEMBLY BUSINESS**

Borough Manager Goal Setting – 2024

The Assembly expressed the following goals for the Borough Manager:

### **BUSINESS ACTIVITIES**

- Successful CBA with the Union
- Base FY 25 budget on the current mill rate
- Schedule reviews of all contracts 6-months before expiration
- Frequently visit with all departments and engage with employees
- Schedule regular meetings with assembly members
- Emergency Operation Plan
- Hazard Mitigation Plan
- Promote NIXLE
- Establish and maintain community partnerships
- Monitor AR accounts (90-day alert)
- Continue to collaborate with other agencies (MOU with Forest Service)

### **MAINTENANCE**

- Complete regular and scheduled maintenance
- Develop inventory list \$5,000 and above
- Develop inventory location list
- Regularly maintain inventory
- Create a depreciation chart
- Maintain adequate inventory of replacement parts
- Maintain roads / sidewalks
- Install three MG transformers
- Maintain diesel generators

### **ECONOMIC DEVELOPMENT**

- Continue with development of Alder Top Village
- 6-mile mill site
- Old hospital site
- Community addressing
- Secure entitlement lands
- Promote and control tourism and the flow of passengers
- Promote
  - local businesses
  - fishing
  - mariculture
  - logging
  - “pristine” Stikine River
- MOU’s with Forest Service and WCA

- Waterfront Master Plan
- Comprehensive Plan
- Engage frequently with
  - federal lobbyist
  - state lobbyist
  - legislators
- Hire grant writers for projects

**PROJECTS**

- Amy Corps of Permits – Harbor filling
- Dam rehab and bypass
- Water Treatment Plant
- Public Safety Building
- Disposal of old hospital
- Pool siding
- Alder Top Village lots
- Harbor Security Systems
- HH Anodes project
- Underground storage tanks at high school and PSB
- High school elevator
- Mt. Dewey trail extension
- Nolan standby generator
- Airport standby generator
- Fire Department generator fuel tank
- City Park pavilion fireplace
- Shoemaker Park pavilion fireplace
- Transfer station
- 3MW transformers
- Powerplant Rehab
- Meyers Chugach rehab
- AMI installation
- Rehab the three stairways in town
- Senior Center foundation
- Inter harbor rehab
- School repairs (Summer 2024)
- Emergency access road
- Petroglyph beach
- Update Playgrounds
- Remove tire heap at transfer station
- Barge ramp issue
- Efficiency within departments and buildings

**MAYOR AND ASSEMBLY APPOINTMENTS**

Boards & Commissions Vacancy Appointment

With the consent of the Assembly, Gilbert appointed Gary Watkins to fill the vacancy on the Planning & Zoning Commission until October 2026.

**PUBLIC HEARING**

**11a RESOLUTION No 01-24-1833 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, APPROVING AMENDED FEES AND RATES IN THE HARBOR DEPARTMENT SPECIFICALLY CRUISE SHIP LIGHTERING AND SECURITY RATES**

Gilbert called the Public Hearing to order and asked for an administrative report.

Villarma stated that the Port Commission reviewed and approved the flat rate amount for the security fee and adjusted the fee for lightering; also stated that a Public Hearing is required by code whenever the request to amend the borough-wide fee and rate schedule is made.

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/Robbins to approve Resolution No. 01-24-1833.***

Dalrymple stated that he disagreed with the statement that fees should take precedence; need to stay competitive; most mobile industry we have; also what are other communities charging for this.

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

**11b ORDINANCE No 1048 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING CHAPTER 10.15 - TRESPASS ON BOROUGH PROPERTY TO TITLE 10 - PUBLIC PEACE, MORALS, AND WELFARE, TO THE WRANGELL MUNICIPAL CODE**

Gilbert called the Public Hearing to order and asked for an administrative report.

Villarma stated that this Ordinance was necessary to ensure trespassing on borough property was stated in our municipal 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. 1048. Motion approved by polled vote.***

**11c ORDINANCE No 1049 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE MINOR OFFENSE FINE SCHEDULE IN CHAPTER 1.20, GENERAL PENALTY, OF THE WRANGELL MUNICIPAL CODE**

Gilbert called the Public Hearing to order and asked for an administrative report.

Villarma stated that this Ordinance was necessary to list the fines associated with violating the provisions of Ordinance 1048 in our fine schedule.

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/Robbins to approve Ordinance No. 1049. Motion approved by polled vote.***

**UNFINISHED BUSINESS - None.**

**NEW BUSINESS**

**13a RESOLUTION No. 01-24-1836** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2024 BUDGET IN THE FIRE DEPARTMENT UNDER THE GENERAL FUND BY INCREASING AUTHORIZED EXPENDITURES TO THE NON-CAPITAL EQUIPMENT LINE ITEM IN THE AMOUNT \$42,190 FOR PURCHASING EMERGENCY SERVICES RADIOS AND EQUIPMENT

***M/S: Powell/Robbins to approve Resolution No. 01-24-1836.***

This request was at the request of the Assembly from the last work session; during the 11-mile landslide, we noted deficiencies in our current communications.

Chief Bunes explained what the quote entailed and what would be upgraded; would be set up so that all radios were compatible; some fire department fire radios have recording capabilities as well.

In response to Dalrymple on sole-source, Bunes stated that this was not a sole-source but was purchased using a national-wide bidding process.

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

**13b** Approve a Professional Services Agreement with PND Engineers for Engineering Services for the Wrangell Harbor Basin Float System Replacement Project

***M/S: Powell/Robbins to approve a Professional Services Agreement with PND Engineers for the Wrangell Harbor Basin Float System Replacement. Motion approved by polled vote.***


**13c RESOLUTION No. 01-24-1837** OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2024 BUDGET IN THE PORT AND HARBOR FUND BY TRANSFERRING FUNDS FROM THE PORT AND HARBOR RESERVE ACCOUNT TO THE WRANGELL HARBOR BASIN FLOAT SYSTEM REPLACEMENT CAPITAL PROJECT ACCOUNT IN THE AMOUNT OF \$80,000 AND AUTHORIZING ITS EXPENDITURES

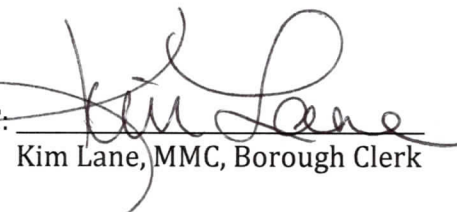
***M/S: Powell/Robbins to approve Resolution No. 01-24-1837. Motion approved by polled vote.***

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

**EXECUTIVE SESSION** - None.

Regular Assembly Meeting adjourned at 7:50 p.m.

  
Patricia Gilbert, Borough Mayor

ATTEST:   
Kim Lane, MMC, Borough Clerk

