



City and Borough of Wrangell  
Work Session & Borough Assembly Meeting  
AGENDA

Tuesday, September 14, 2021

Location: Borough Assembly Chambers

Work Session 6:00 PM / Regular Assembly Meeting 7:00 PM

**This Work Session will be held in person. Face coverings are required at all times. If you cannot wear a face mask, face shields will be provided upon entering City Hall.**

**WORK SESSION** (6:00 PM)

a. Water Treatment Ozone System Discussion

**1. CALL TO ORDER**

- a. PLEDGE OF ALLEGIANCE led by Assembly Member Terry Courson
- b. CEREMONIAL MATTERS - None.

**2. ROLL CALL**

**3. PERSONS TO BE HEARD** - *Section WMC 3.05.040 (C) states that: The chair may call to order any person who is breaching the peace or being disorderly by speaking without recognition, engaging in booing or catcalls, speaking vulgarities, name calling, personal attacks, or engaging in other conduct which is determined by the chair to be disruptive of the meeting. Any person so disrupting a meeting of the assembly may be removed and barred from further attendance at the meeting unless permission to return or remain is granted by a majority vote of the assembly.*

**4. AMENDMENTS TO THE AGENDA**

**5. CONFLICT OF INTEREST**

**6. CONSENT AGENDA**

**MOTION ONLY:** *Move to Approve the Consent Agenda, as submitted.*

- a. Minutes of the August 24, 2021 Regular Assembly Meeting
- b. POA-2021-00418 Permit Application from Garrett Gablehouse to Utilize and Maximize the Length of His Property

**7. BOROUGH MANAGER'S REPORT**

- a. COVID-19 Update (Verbal at Meeting)
- b. Monthly Water Quality Report
- c. Harbormaster Report September 2021
- d. Capital Facilities Department Report
- e. OSHA Inspection Reports
- f. Library Report
- g. WML&P Monthly Report (July)
- h. Nolan Center Report 9-1-21

i. Parks & Recreation Directors Report

**8. BOROUGH CLERK'S FILE**

a. Borough Clerk's Report

**9. MAYOR AND ASSEMBLY BUSINESS**

**10. MAYOR AND ASSEMBLY APPOINTMENTS**

**11. PUBLIC HEARING**

a. **ORDINANCE No. 1009** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE ZONING MAP TO EFFECT A CHANGE TO LOT 12-3, ZIMOVIA VIEW SUBDIVISION (PLAT NO. 86-2) FROM LIGHT INDUSTRIAL TO SINGLE FAMILY RESIDENTIAL

b. **RESOLUTION No. 09-21-1607** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA ESTABLISHING THE FEE SCHEDULE FOR THE WRANGELL MUNICIPAL LIGHT & POWER DEPARTMENT

**12. UNFINISHED BUSINESS**

**13. NEW BUSINESS**

a. Discussion Item: Transboundary Rivers Salmon (Requesting Resolution of Support)

b. **RESOLUTION No. 09-21-1606** OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA FOR ACCEPTANCE OF CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS AWARD TO NON-ENTITLEMENT UNITS OF LOCAL GOVERNMENT (NEUS) FROM THE ALASKA DEPARTMENT OF COMMERCE, COMMUNITY & ECONOMIC DEVELOPMENT (HEREINAFTER "DEPARTMENT")

c. Approval of a Contract Award to Heller High Water, LLC in the Amount of \$24,500 for the City Dock Fender Pile Repair Project

d. **RESOLUTION No. 09-21-1608** OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET IN THE GENERAL FUND BY TRANSFERRING \$41,000 FROM GENERAL FUND RESERVES TO THE POLICE DEPARTMENT BUDGET AND AUTHORIZING ITS EXPENDITURE FOR INSURANCE AND 911 SYSTEM SUPPORT

e. Approval of FY 2022 911 System Support Contract with Combix, Inc. in the Amount of \$23,784

f. Approval of Professional Services Agreement for FY 2022 Tax Assessment & Appraisal Services with Appraisal Company of Alaska in the Amount of \$40,000

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

**15. EXECUTIVE SESSION**

a. **EXECUTIVE SESSION** – To obtain legal advice from the Borough Attorney, for the Assembly and its Members, to avoid Future Legal Liability and to also invite the Borough Manager into the Session

**16. ADJOURNMENT**

**CITY & BOROUGH OF WRANGELL, ALASKA  
BOROUGH ASSEMBLY AGENDA STATEMENT**

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 14, 2021
	<u>Agenda Section</u>	<b>WS</b>

Water Treatment Ozone System Discussion

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

<b>Expenditure Required: \$XXX Total</b>		
FY 20: \$	FY 21: \$	FY22: \$
<b>Amount Budgeted:</b>		
	FY20 \$XXX	
<b>Account Number(s):</b>		
	XXXXX XXX XXXX	
<b>Account Name(s):</b>		
	Enter Text Here	
<b>Unencumbered Balance(s) (prior to expenditure):</b>		
	\$XXX	

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Summary Report; 2. Technical Detail Info on Ozone System; 3. Primazone Report

**SUMMARY STATEMENT:**  
 This work session is to discuss the issues the Water Treatment Plant has been having with the Ozone portion of the water treatment system. The issues have been on-going for a period of time, but the Borough requested an inspection by the manufacturer a few weeks ago. Adding that information to the local operator knowledge and current operating circumstances allows us to provide a comprehensive summary to the Assembly as solution options are recommended and considered.

There are three documents attached. The first is a summary report provided by Tom Wetor, Public Works Director. It is quite lengthy at 10 pages, but contains relevant information. The second document, also provided by Mr. Wetor provides much more technical information about the Ozone system for anyone who would like the additional data. The third item is the written report from Primazone, the Ozone system manufacturer, that summarizes their recommendations following their inspection.

Mr. Wetor will be providing a summary PowerPoint presentation at the Assembly Work Session to walk us through the details systematically. The PowerPoint will also include important budget estimates which are not included in the narrative.

# City and Borough of Wrangell Water Treatment Plant

## Ozone Technical Details explained

9/10/2021

### OZONATION PROCESS EXPLAINED FURTHER

Ozone is born out of oxygen. An oxygen molecule contains two oxygen atoms (O<sub>2</sub>), while an ozone molecule contains three oxygen atoms (O<sub>3</sub>). When electricity or ultraviolet light stream through air, their energy splits oxygen molecules into two oxygen atoms. The loose oxygen atoms then recombine with ordinary oxygen molecules to form ozone. In the upper atmosphere, sunlight interacts with oxygen to produce earth's protective ozone layer. While closer to the surface, ozone is created when lightning strikes and electricity cuts through oxygen rich air. Both processes are mimicked in ultraviolet and electrical ozone generators, which make ozone water treatment possible.

Electrical ozone generators produce ozone through corona discharge, which mirrors the way ozone is created during a thunderstorm. Instead of lightning, a high voltage electrical discharge is passed through clean and dry air inside a glass, ceramic, or steel chamber. This facilitates the breakdown of molecular oxygen into atomic oxygen and allows for the formation of ozone. The ozone is then either bubbled into water or vacuumed in through a venturi tube and the oxidation process begins immediately eliminating contaminants.

Ozone is destructed when the destructor units heat the air which causes the ozone to degrade more quickly (than colder air). Ozone is an unstable gas that will readily degrade back to oxygen, and during this transition a free oxygen atom, or free radical form. The free oxygen radical is highly reactive and short lived, under normal conditions it will only survive for a matter of milliseconds up to 30 minutes depending on the water chemistry and temperature. Due to its instability Ozone is not able to be stored and must be generated on site.

The first documented use of Ozone for water treatment was in France in 1906. The CT value (Concentrate of the oxidizer multiplied by the Time in minutes) for disinfecting water of viruses is 6. 6 minutes at 1 PPM chlorine concentration. Whereas for ozone the CT value is less than 1 (1 PPM with 1 minute of contact time) so disinfection and oxidation occur faster than chlorine or peroxide.

## TECHNICAL SPECIFICATIONS

- Previous correspondence from the manufacturer reported the following information regarding the efficiency of injection vs diffusion.
  - “Facts of MTE = Mass transfer Efficiency (based of literature and own experience)
  - **New installation:**  
Diffuser = 90-95% MTE  
Venturi Injector =95 MTE  
Static Mixer 85-99% MTE (mostly depending on producer and the gas pressure)
  - **5-year old installation (Drinking Water)**  
Diffuser = 70-80% MTE  
Venturi Injector =95 MTE  
Static Mixer 85-99% MTE (mostly depending on producer and the gas pressure)
  - As you can see from the above a static mixer or a venturi injector does not loose MTE over time. The biggest difference of a static mixer compared to Venturi is that you have some head loss in the static mixer vs needing energy (Pump) to overcome the under pressure that the Venturi is creating.
  - Diffusers always loses MTE over time, which means that you need to produce more ozone to compensate for that. In the worst case the poor MTE causes large gas bubbles that will go straight up to the surface and create a lot of off-gas.
  - If you control your process by measuring off-gas you will screw up your water treatment results...
  - We have seen diffusers lose as much as 40% MTE in 5-years, so that’s why we (Primozone) always suggests to use side stream injection with Venturi or a Mainstream mixer with direct injection!”

### **GM 48 General Ozone Concentration specifications: 10 to 20 % by weight (adjustable)**

- Output: 150 lbs/day @ 10% wt.
- 104 lbs/day @ 17% wt.
- 75 lbs.day @ 20 % wt.
- Oxygen Requirement: 12.1 ft<sup>3</sup>/min @ 30-70 psig, (10 % wt.) 6.1 ft<sup>3</sup>/min @ 20-70 psig, (20 % wt)
- Cooling Water: 23.3 GPM @ 10 C

### **OZONE CONCENTRATION DOSING EXPLAINED**

- ozone dosing at 20% (75 pounds per day), and 10% (150 pounds per day).
- Maximum flow for us at the CBW plant is 1,400,000 gallons per day.
- 1,400,000 gallons per day = 5,299,000 liters (one gallon = 3.785 liters). 3.785 x 1,400,000 = 5,299,000 liters per day.

- 75 pounds (20% production level) = 453,492 (milligrams per pound) x 75 = 34,011,900 milligrams.

Using the above numbers:

- Dosing at 20% = volume in milligrams (at 20%) / volume of water = 34,011,900 (milligrams of ozone) / 5,299,000 (liters of water) = 6.42 mg/L dose at 20%.
- 150 pounds (10% production level) = 453,492 (milligrams per pound) x 150 = 68,023,800 milligrams.
- Dosing at 10% = volume in milligrams (at 10%) / volume of water = 68,023,800 (milligrams of ozone) / 5,299,000 (liters of water) = 12.84 mg/L dose at 10%.

The higher flow of air/ozone at 10% equates to 4 times as much gas (ozone) to come into contact with the same column of water (in this case, the contact chamber).

More flow = more available ozone to come into contact with the constituents in the water: iron, manganese, color, and turbidity. This equals more removal of *all* of them.

While we can run both ozone generators at 20% with a single compressor, even with two generators, the contact is not as good because the gas flow is so low that poor diffusion results (our system is rated for a minimum flow of 138 liters per minute of gas flow). Even with two generators at 20%, it cannot equal the gas flow potential of one generator at 10%.

While we can run one generator at 10%, the gas flow required to do so is around 140 liters per minute higher than our oxygen generators can produce. The result is a steady decline in gas flow until the generator shuts down. The highest production we can get out of each of our oxygen concentrators is about 160 liters per minute of flow. This is roughly 140 liters per minute shy of the ozone generators capability. The air septs operate around 2.3 barometers (this is the psi inside the air chamber). When we try to run the compressors for 10% concentration the compressor tanks run out of air. When this happens, the barometers drop and the ozone generator shuts down.

We can run one generator at 10% (higher production), if we use both oxygen generating systems to do so, this again leaves us short of ozone capability during times like late summer and fall and no ability to make use of the other ozone generator for the extra needed ozone.

# City and Borough of Wrangell Water Treatment Plant Concerns and Primozone recommendations follow up

9/10/2021

## SECTION 1: Introduction, Background and Process Explained

With the prospect of a new water treatment plant being 2-3 years out and potentially in question all together there are several issues at the Water Treatment Plant that need to be addressed. For some time, the City and Borough of Wrangell has been experiencing issues with the current ozone generators at the plant. After our inspection from NTL Alaska this spring for interim water quality solutions the CBW asked the Ozone System Manufacturer, Primozone, to come to Wrangell for an inspection of the equipment that has been troublesome.

There are two primary issues that need to be addressed. The air compressors are at the end of their manufacturer recommended life span and beginning to pass oil and the Ozone generators, (primarily generator 2) are not functioning as they should.

The Ozone Generators are only producing about half the ozone that they should be. In addition, on an almost daily basis components within the system go into fault and are not operating as they should. With so many variables it was necessary to have the manufacturer work with our operators to try and trouble shoot these issues. Over the last 6 months our operators have worked with Primozone, NTL Alaska, WMLP, Morrison Engineering, Techpro, Alaska Department of Environmental Conservation, and local electricians to try and pinpoint these issues.

## BACKGROUND

- Ozone generators and compressors were included in the original design of the plant in 1998 including plans for potentially expanding to a 3<sup>rd</sup> ozone generator, compressor, and oxygen concentrator unit.
- At the time of installation 2 ozone generators and compressors were included in construction when the plant came online in 1999.
- By May of 2017 both original ozone generators were replaced with an updated GM48 model and were expected to last 15-20 years. At the time compressors had several years left in their manufacturer recommended useful life span and were not replaced.
- A Power conditioner unit was approved by the assembly in the 2017 budget but was never installed.
- Correspondence dating back to 2013 with the manufacturer seem to be in contradiction to more recent reports we have received. For instance, in a 2013 email correspondence between Ozone Water Systems and City and Borough of Wrangell staff, the



manufacturer discussed a plant they were working with using sea water for cooling instead of a closed loop system. They stated this system lasted approximately 7 years before needing to be replaced. This same email thread references ozone units being on ships supporting oil platforms in the Northern Sea where it is stormy, and the diesel generated power experiences many power fluctuations. (This was in response to our operators bringing their concerns on equipment sensitivity to power fluctuations). At the time CBW staff were assured this equipment can handle power fluctuations.

- Ozone water systems believed at the time that one compressor would have been enough to provide air to the new GM48 ozone generators for a 20% production level. In addition, CBW staff were Initially told ozone injection would be best for our system. Injection would remove the need for diffusion and that would have required less flow from compressors for optimal performance.
  - o Ozone and impurities in the air affect the stones in the diffusers over time. Every year we soak them to remove a brown sludge that forms on them. While this is happening, we put in another set. June of 2017 was the last time new diffusers were purchased.
- Shortly after installation it was recognized that 20% ozone production was not sufficient for removal during late summer and early fall months when color, turbidity and other contaminants are at their highest levels in our source water. Over the years our operators have worked with the manufacturer to implement solutions to get better performance out of our ozone system including adjusting the flows, physical alterations to equipment, shuffling components to try and rule out potential problem sources, flushing the machines, troubleshooting electrical connections, environmental adjustments in the control room, maintenance and upkeep, reprogramming Programmable Logic Controller's (PLC's), replacing parts in the machine, and 2 site visits. In the last 2 years we replaced 45 minisepts for a total of over \$60,000, half of which were donated by Primozone.
- As you will see in the report the manufacturer recommended in June of 2021 a power conditioner, a closed loop cooling system, a new generator skeleton and increased compressor capacity to address the concerns with our system.

## **OZONATION PROCESS EXPLAINED**

Ozone water treatment begins with the creation of ozone in an ozone generator. Air Compressors feed air into the generators where the oxygen in the air is turned into ozone. An alternative is to use pure oxygen from pressurized tanks to feed the generators. Then, ozone is injected into water beginning the oxidation process.

Ozone oxidizes organic material in the membranes of bacteria, viruses, and parasites. This weakens, ruptures, and kills their cells, eliminating the troublesome contaminants. Ozone also oxidizes iron, manganese, and copper into solid particles that can be easily filtered from

water by mechanical filtration or certain activated carbon filters. Through oxidation, ozone water treatment systems can even rid water of turbidity and bad tastes and odors caused by chlorine.

When ozone production is reduced, the removal of organics and other constituents in the raw water is reduced as these are directly correlated. This results in more contaminants in the treated water. The remaining contaminants then cause a loss of chlorine in the water, as the chlorine gets used up oxidizing the contaminants.

This loss requires dosing adjustments to the chlorine (adjustments that are done manually), as this component of the treatment system is not controlled automatically by the SCADA system (the operators use their experience to calculate how much chlorine is needed). Most often this works out, but if flows drastically change unexpectedly or in short order occasionally it can be off.

This manual adjustment happens daily, the frequency is dependent on community demand and water quality (quality that is directly linked to ozone production). Inconsistencies in ozone production that result in a SCADA alarm lead to operator callouts, averaging 2 times a week during times of peak demand.

## **SECTION 2: Follow up conversations with our WTP operators**

When staff go on the computer, we can see why minisepts are faulting. Mostly, they fault due to overheating in the septs. They are not getting cooled the way they should.

We should be getting 300lbs of ozone per day with the GM48 generators, but we are only getting about 130lbs per day because we don't have the air needed to produce more ozone. We can make higher percentage ozone, but there would be insufficient gas flow for our diffusion system, and the higher percentage tends to be more corrosive to the onsite plumbing and fixtures.

The original/current oxygen generation equipment was designed for the original ozone generators. The new ozone generators are capable of producing 150lbs a piece per day whereas the old ozone generators were designed to produce around 80lbs a piece of ozone per day. This aging equipment is currently run at full speed to produce as much ozone as possible given the current configuration.

Also having 8-10 septs consistently offline in each generator is keeping us from getting the maximum capacity. Below is a photo of one of the GM 48 ozone generators. Inside the cabinet you are looking at reactors and minisepts, the PLC is the box connected to the left side of the main housing.



Our operators are concerned that dirty air could be blocking airway passages in the generators and contributing to the generators not functioning properly. Primozone thinks it's a cooling issue, they think flow through the machine should be fast enough that clogging from dirty air wouldn't happen. This could be superficial, but our operators believe there is only one place it could come from, air septs and air. When taking the old generators apart for annual cleaning, they typically had a sludge coating in the air passageways.

Turbidity never goes away even in our treated water; we always have some. It took a few years to clog reactors, and this could have primarily been done last year with the abnormal rain and turbidity levels seen at the WTP. None the less any amount of turbidity or organic material in the water will eventually contribute to the system clogging and overheating. Additionally, the use of cooling air that is already at high temperatures from the compressors and other equipment raising the ambient air temperature in the control room exacerbates this issue.

### **SECTION 3: Follow Up Questions and Concerns Regarding Primozone Recommendations, Alternatives to Recommendations.**

#### **What is the average Life span of compressors/generators?**

According to the manufacturer 20 years and 150,000 hours is considered the maximum capacity for these compressors with excellent upkeep. Current video evidence shows that oil is passing through the compressors and likely contributing to fouling of the absorbent material within the oxygen generating equipment. The photo below is a filter for the compressors that typically gets changed every 6 months, this is how it looked when it was changed this summer after 3 months. The discoloration is from oil passing through the system.



The Ozone Generators that were replaced in the last 5 years should last for many more years. However both generators are cooled with treated water (which still has some impurities in it). This water is contributing to the clogging of cooling passageways within the reactors, and likely the machines themselves, thus impacting the cooling. Inconsistencies with the electricity making it to the machines is also believed to be impacting the operation of, and therefore the lifespan of both machines.

Cooling systems are typically an issue if not a closed loop system. This is highly recommended by the manufacturer as they see this issue in other places that do not use the closed loop cooling system. There shouldn't be any sediment getting in and photos of our reactors show they are very dirty and clogged. As per the manufacturers direction we have tried to flush them several times with a light acid but since we continue to use treated plant water this is only temporary. The closed loop system uses an aluminum safe product inside to further protect equipment.

### Is there another ozone company that could consult or do this work?

Through our research we found that there are other companies in North America that do Ozone but for the most part they are on a residential scale. For what is available on the large-scale side of things ozone systems are not cheap any way you go.

In order to confirm this with 100% certainty we would need to develop a scope of work and put this project out to bid for design of a replacement ozone system.

Primozone felt that replacing the generator skeleton will be the most economical way to approach our issues. Primozone is competitive in their pricing. We may find cheaper equipment but short of an entire system overhaul we won't be able to integrate another manufacturer into the system while maintaining some Primozone equipment.

If we replaced the entire generator and not just the skeleton the cost would be twice as expensive as to what we have been quoted for the generator skeleton replacement. Primozone reiterated they tried to be creative and as economically conscious as possible in their recommendations. They are proposing brand new equipment for us with an extended warranty.

As for the compressors and Oxygen concentrator units, the max capacity of the current system is not sufficient to drive one ozone generator. Larger oxygen concentrators and compressors would allow standby for generators.

### Is there an ability for a 3<sup>rd</sup> party inspection of the ozone generators?

Primozone does not offer any 3<sup>rd</sup> party inspection for generators. Generators are inspected in Sweden. When we spoke recently with Primozone they are confident this is not a manufacturer issue and is likely a cooling issue but could be related to power or something else. Primozone said no one else will have as intimate knowledge as they would on their own equipment and therefore likely wouldn't be able to perform diagnostics to confirm or deny their suspicions.



Compressors could be inspected in the United States, and this may be possible to be done by a 3<sup>rd</sup> party as this equipment is not as specific to Primozone. This could address the concern that the compressors are at the end of their useful lifespan but it will not help with lower than needed air flow or the other equipment that is sized to fit the compressors.

### **Power conditioner options**

Tech pro had initially quoted the City about \$70,000 for a SOLA HD power conditioner and uninterruptable power supply back in 2017. Public works had a chance to visit with Mark Morris, an electrical engineer out of Juneau recently while he was in town working on another project for the city. Mark did not believe the equipment Techpro was suggesting would solve our power issues at the water plant. Mark felt like a Transient voltage surge suppressor first, followed by a double conversion uninterruptable power supply would be best.

Standard UPS systems have limitations. For one they filter out a range of power fluxes, typically +/- 10%-25%. Meaning if the voltage drops below this level a standard UPS will not protect our equipment. Additionally, a standard UPS doesn't filter out harmonics and other factors that contribute to "dirty energy".

Whereas a TVSS and a double conversion UPS can address all electrical anomalies. Essentially power is rectified from AC to DC power and then inverted back to AC power to produce consistent and clean energy.

While in town Mr. Morris went to the WTP and Mark was able to gather some information and photos while there as well as speak to our operators on the issues we are experiencing. Morrison Engineering has proposed a \$5,000 fee for inspection that could be complete by the end of September. Morrison Engineering has estimated that the entire system could cost close to \$160,000.

Our operators have already configured a miniature UPS for the Programmable Logic Controller (PLC's) but this does not cover everything and is limited in its function. The PLC is the main control panel on the ozone generators, the mini septs communicate with the PLC. Without a backup generator to run our water treatment plant this has helped keep PLC's on during brown and black outs.



## OZONE ALTERNATIVES

1. Potassium permanganate is a chemical oxidant that is used during pretreatment similar to ozone. From our research we were able to determine that new dosing equipment would be required, and filter media would need to be changed to manganese treated green sand or anthracite to properly handle water treated with potassium permanganate. Potassium permanganate is a very strong chemical that leaves a pink color in the finished product.
2. Activated charcoal or a carbon filter could be installed. This has been explored in the past and would require significant engineering, building modifications, the maintenance would be more labor intensive, flow capabilities would be a concern, and more water would be needed for backwashing the filters. Water that has been used for backwashing is no longer suitable for consumption, put another way it would be more wasted water.
3. Increased chlorine is another option. Please see the information above as to the concerns with increasing chlorine in our system. A non-halogen option was the recommendation from Mike Pollen, ozone and potassium permanganate were the only 2 he was aware of.

## Additional Plan B Alternatives to Address Current Ozone Limitations

- Media replacement in the roughing filters and/or slow sand filters. Previously looked at but not pursued due to cost.

- Build a new plant or start over with funding for a new plant.

### **Results that may occur due to a lack of action on the current ozone system**

If we lose enough ozone generation, turbidity and organic loading will go up. There will be a direct correlation between less ozone and increased turbidity and color. Consequently, the higher the turbidity and color making it through the plant the higher the chlorine dosage that will be required. Organic material essentially uses up or consumes chlorine as it oxidizes and we are required to maintain a residual chlorine in the distribution system. More chlorine and more organics in the water will increase the levels of disinfection by products in the distribution system.

The absence of a chlorine residual, and/or the presence of coliforms or increased levels of disinfection by products would put Wrangell out of compliance with drinking water standards.

We have a 4-log removal requirement from DEC for giardia and other viruses. The log-reduction terminology was developed by engineers as a way to express levels of decreased biological contamination in water by factors of 10 that could be easily converted to percent reduction. Log reduction relates to the percentage of microorganisms physically removed or inactivated by a given process.

1-log reduction = 90%

2-log reduction = 99%

3-log reduction = 99.9%

4-log reduction = 99.99%

All our systems combined contribute to our log removal (Ozone 1, roughing filter 1, slow sand filter 1, chlorination 1). Taking away any aspect of our treatment process would lower the value of the water treatment plant. If we take one process away, we will no longer meet the required log removal for viruses and would be required to add a different process.

For any major modifications made to the treatment process at the water treatment plant the State of Alaska may require we prove it works before being able to implement changes. This would likely require pilot testing any new processes with our source water.

### **SECTION 4: Summary**

To summarize, there are 2 primary issues.

- Compressors are undersized for our current equipment and are at the end of their life cycle.



- New and larger compressors would provide the air needed to maximize ozone generation
- Generator 2 is not functioning properly and regularly goes into fault. This may be caused by a combination of various issues. The manufacturer believes this is a cooling issue but has not ruled out electrical anomalies.
  - A new Generator Skeleton has been proposed
  - A closed loop cooling system should reduce clogging in the system
  - A power conditioner or uninterruptable power supply would filter out electrical issues
  - Spare reactor blocks (included by the manufacturer at no charge in the full quote)

Public Works recommends replacing the air compressors as they are at the end of their life span and they are not capable of providing the flow needed to maximize output. In addition, at least one of the 3 solutions proposed for the ozone generators should be addressed.

Cooling and power issues will each continue to be a problem and have both been recommended by several parties that were consulted with. However, if the machine itself is already compromised addressing cooling or power still may not solve all the issues. If there is something faulty with the generator itself a new generator skeleton would address a potentially faulty machine, but it would not solve the power or cooling issue. Considering the uncertainty with the status of the ozone generator skeleton until it is fully inspected, and that power fluctuations while frequent and ongoing they may not be happening as consistently as cooling which is a constant issue every minute of every day. As the most consistent and certain issue a closed loop cooling system is recommended.

## Quote

Quote number  
**QS51303**

Customer code  
WRANGELL

Item a.

Quote date  
2021-06-04

Date  
2021-06-25

Our reference  
Jim Baker

Your reference  
Wayne McHolland

Your VAT no.

Your inquiry number  
System upgrade

### Delivery address

City and Borough of Wrangell  
205 Brueger Street  
Wrangell AK 99929-0531  
USA

### Mailing address

City and Borough of Wrangell  
P.O. Box 531  
Wrangell AK 99929  
USA

### Terms of delivery

DAP

### Delivery method

Airfreight

### Valid through date

2021-09-02

### Terms of payment

50% DP 10 days, 50% prior shipment 30 days

### Delivery time

10 weeks after order recieved

Pos.	Part no.	Name	Qty	Price	%	Amount
10	400902	GM48 Main sub assembly 2.0	1.00 pcs	48,900.00		48,900.00
Special unit for replacement of S1-6-48-089 (?) /-097 (?). Supplied <u>without</u> control cabinet and MiniSEPT's, these are to be disassembled from the old unit and assembled to this unit by customer. Warranty limited to 12 months after delivery date and valid only for the scope of supply as mentioned above. 8 blocks of each 6 reactors included.						
20	300768	Transport Box GM48 (1250x1020x2320)	1.00 pcs	400.00		400.00
30	100862	Reactor Block 2.0	8.00 pcs	10,537.00	100.00	0.00
40	OXYGENASK	Oxygen Generation System Airsep AS-K	2.00 pcs	75,000.00		150,000.00

Item Number	Description
AS106-1	AIRSEP AS-K OXY GEN STD 120V~50/60HZ SPECS: 750 SCFH, 55 PSIG, 93% PURITY BELOW ITEMS INCLUDED IN PRICE OF GENERATOR S/n# - 2710758-1 2710759-1
SHIPPING AND HANDLING	Freight
TA152-1	TANK ASSY 290 GALLON OXYGEN AS-K,AS-L S/n# - 902425 902426
K0414-2	KIT ACCESSORY MEDICAL SYSTEM 290 GAL TANK,AS-K,AS-L
TA144-1	TANK ASSY 290 GALLON AIR 110/120V 50/60HZ,AS-K,AS-L S/n# - 902423 902424
CO576-1	COMPRESSOR, INGERSOLL RAND AIR RS371, 125PSI, W/DRYER, 460/60/3

50	101985	CSM 7 1P SS 2.0 (GM24-48) Fresh water	2.00 pcs	37,800.00		75,600.00
----	--------	---------------------------------------	----------	-----------	--	-----------

Cooling Skid Module (GM24-48)  
Fresh Water 1 pump, 50Hz,  
230V/400V 3-fas

Drawing number: 101985 Drawing revision: A

### Mailing address

Primozone Production AB  
Terminalvägen 2  
24642 Löddeköpinge  
SWEDEN

### Visiting address

Primozone Production AB  
Terminalvägen 2  
24642 Löddeköpinge  
SWEDEN

Phone: +46 46 704570

Fax: +46 46 704580

Corp.no: 556597-8862

VAT no: SE556597886201

Dom.: Skåne län, Kävling

Approved for F-tax

BankGiro: 5127-6418

BIC: HANDSESS

IBAN: SE0960000000000052046699

Handelsbanken, Malmö, Sweden

## Quote

Quote number  
**QS51303**

Customer code  
WRANGELL

Item a.

Quote date  
2021-06-04

Date  
2021-06-25

Our reference  
Jim Baker

Your reference  
Wayne McHolland

Your VAT no.

Your inquiry number  
System upgrade

Pos.	Part no.	Name	Qty	Price	%	Amount
55	302395	Transport Box for CSM 4 and 7 1260x880x1180 mm	2.00 pcs	240.00		480.00
60	- OTHER COST	Start up	1.00 pcs	7,600.00		7,600.00
70	- FREIGHT OUTSIDE E	DAP, US Airport will be invoiced excl taxes	1.00 pcs	0.00		0.00
80	- FREIGHT OUTSIDE E	Domestic US ex work Buffalo	1.00 pcs	0.00		0.00

### PRICE

Net, excluding VAT, import duties and local taxes.  
Prices are based on the exchange rate with reservation for currency adjustments.

**Total excl. VAT (USD) 282,980.00**

### Delivery Conditions

All deliveries are in accordance with Incoterms 2020.

NL09 for delivery to Nordic countries.

Orgalime S2012 for international deliveries.

### Delivery time

Primozone defines delivery time as the time from received down payment or agreed terms of payment, to goods packed and ready for shipment.

### Mailing address

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Terminalvägen 2  
24642 Löddeköpinge  
SWEDEN

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Handelsbanken, Malmö, Sweden



Primozone Production AB  
Terminalvägen 2  
SE-246 42 Löddeköpinge  
Sweden

Wrangell, Alaska WTP, Site visit June 9,10

Two GM 48s SI-6-48-097 (generator 2) & SI-6-48-89 (generator 1). These were started up June 8, 2017

Process steps:

Pre-ozonation, roughing filter, slow sand filtration, post chlorination with on-site hypochlorite.

Pre-ozonation here is effective for color reduction and disinfection by product formation prevention.

Peak flow 1000 GPM, minimum flow 200 GPM.

Peak demand for ozone is when the canneries start operations in the summertime (July, Aug, Sep).

Peak Dosage is indicated to be 10 mg ozone/liter (Operator reports even more than that could be beneficial)

Based on the above, peak ozone demand will be 120 lbs/day ozone (and potentially more).

### **Assessment of existing system**

#### **Ozone Generators**

The two ozone generators here have been problematic. Both generators have multiple miniSEPT failures, and many MiniSEPTs have been replaced over time. These problems seem to be far worse in Generator 2 than in Generator 1.

While on site (June 9) the island power switched from generator power back to hydroelectric power, a live transfer, and the morning of the 10<sup>th</sup>, on Generator 1, 14 MiniSepts were flashing green, and on Generator 2, 16 MiniSpets were flashing green.

We cycled the power and this resets most of the MiniSepts.

Wayne has configured an uninterruptable power supply to feed both generators PLCs and this has drastically improved operation of generator 1, however there are still ongoing issues with generator 2.

On generator 2, the lower right block consistently has failures (positions 43-48). I suspect fouling within the generator that has not been resolved by reverse flow citric acid wash.

Based on the challenges with generator 2, and significant effort to resolve these issues in the field, we recommend the skeleton of generator 2 be replaced (This would be the new frame with new reactors, the control panel and most of the MiniSEPTs would be reused, this would be far more economical than a new generator).

The old frame will be returned to Primozone for evaluation of manufacturing or operation defects.

### **Uninterruptible power supplies**

Uninterruptible power supplies are recommended for both generators control panels.

In addition, we recommend monitoring humidity inside the generator cabinet. Primozone recommends < 70% R.H. The existing cabinets do have a dry air purge which should be sufficient, but monitoring is recommended.

### **Cooling System**

The existing cooling water supply for the generators is plant water, plant finish water. Although the quality of the water is quite good, in our experience, once through cooling water systems are universally problematic to the ozone generators. The Primozone ozone generator have many narrow passageways within the frame and reactors, and especially in generator 2, fouling is suspected. Therefore, we recommend closed loop cooling for the generators, with a water-cooled heat exchanger, with heat rejection with plant water.

### **Oxygen Feed Systems**

The oxygen prep system consists of two Air Sep AS450 oxygen concentrators with Atlas Copco 25 hp compressors. The systems have been well taken care of, producing 95% oxygen purity (as measured by a MaxTech hand-held oxygen concentrator). Note these are the original compressor oxygen concentrator,

and the compressors. The existing compressors have in excess of 140,000 hours. The compressors seem to be getting to the point of passing oil, so eventually this could foul the air sep media.

Note that the AS 450 production is less than the oxygen required to get the full potential of the GM48 ozone generators. At the max output of the oxygen concentrators, 450 scfh, the max output from an ozone generator will be 89.5 lbs ozone per day. Due to the capacity of the oxygen concentrators and the age of the compressors we recommend these be upgraded.

We recommend the Air Sep oxygen concentrators be upgraded to Air Sep AS-K concentrators(with 50 hp Ingersoll Rand compressors).

Note, if the generator repair and oxygen prep upgrades are completed, this will allow the generators to operate in a duty/standby mode for up to 150 pounds per day ozone each. This will greatly enhance reliability and also operational flexibility of the system.

### **Mass Transfer System**

The existing mass transfer system utilizes fine bubble diffusers, a quantity of 9 Filtros 8 inch diffusers. These are all ceramic diffusers, and have annual maintenance by the plant operators. We do not recommend changing away from the diffusers, this system is effective, and a conversion to side stream injection would not improve operation(and would be expensive to implement and increase operating cost.)

### **Off Gas Destruct Units**

Destruct units are well maintained and operating properly, no changes are recommended here.

### **Summary of Recommendations**

- Generator 2 – change the skeleton plus 16 MiniSEPTS or spares
- Return old skeleton to Primozone – evaluate for manufacturing or operations defects
- Add Uninterruptable power supplies to the generator cabinets(to protect the PLCs)
- Change to closed loop cooling system
- Upgrade oxygen prep system for additional capacity
- Include oxygen sensor
- Add humidity monitors into generator cabinets

- Return miniSEPTS with serial # > 7000 that have failed to Primozone(Qty = 10)for evaluation
- Based on contactor dimensions, water depth, gas flows, water temps, existing diffusers system is appropriate, we do not recommend changing to a side stream injection mass transfer system
- High concentration monitor is not operable, recommend replacing
- Recommend new sensor for ambient ozone detector.

**Minutes of Regular Assembly Meeting**  
**Held on August 24, 2021**

Mayor Prysunka called the Regular Assembly meeting to order at 7:03 p.m., August 24, 2021, by Zoom teleconference. Assembly Member Gilbert led the pledge of allegiance, and the roll was called.

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

ABSENT:

Borough Manager Von Barga and Acting Deputy Clerk Crary were also in attendance.

CEREMONIAL MATTERS – None.

PERSONS TO BE HEARD / PUBLIC CORRESPONDENCE

**Bob Lippert, resident** submitted emailed correspondence that spoke in opposition to the proposed Deputy Manager position.

AMENDMENTS TO THE AGENDA

CONFLICT OF INTEREST

CONSENT AGENDA

- a. Minutes of the July 27, 2021 Regular Assembly Meeting
- b. Minutes of the August 11, 2021 Special Assembly Meeting
- c. Approval of the Final Plat of the M.S.C. Subdivision and ROW Vacation
- d. Approval of Final Plat of Emde Replat
- e. Approval of Final Plat of D&P Ellis Subdivision
- f. CORRESPONDENCE: School Board Action from the August 16, 2021 Regular Meeting

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

BOROUGH MANAGER'S REPORT

Manager Von Barga's report was provided.

BOROUGH CLERK'S REPORT

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

MAYOR AND ASSEMBLY APPOINTMENTS – None.

PUBLIC HEARING

**11a ORDINANCE No. 1005** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING SECTION 15.12.035 PERMITS, SECTION 15.12.050 METER DEPOSITS, SECTION 15.12.055 ELECTRICAL CONNECTION FEES, SUBSECTION 15.12.065(G), AND EXTENSION POLICIES, SUBSECTION 15.12.140(D) DISCONTINUANCE OF SERVICE, AND SECTION 15.12.240 USE OF POLES IN THEIR ENTIRETY



AND ESTABLISHING A NEW PROCESS FOR FEES IN CHAPTER 15.12, ELECTRICITY, OF THE WRANGELL MUNICIPAL CODE

Mayor Prysunka declared the Public Hearing open on this item.

There were no persons to speak on this item.

Manager Von Bargaen gave a brief administrative report on this item.

Mayor Prysunka declared the Public Hearing closed.

***M/S: Morrison/Howe to approve Ordinance No. 1005. Motion approved unanimously by polled vote.***

**11b ORDINANCE No. 1007** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING CHAPTER 20.28 OF THE ZONING CODE TITLED RR-1 DISTRICT – RURAL RESIDENTIAL SECTION 20.28.040 CONDITIONAL USES BY ADDING CONDOMINIUMS IN AREAS WITH CITY SEWER AND WATER AS A NEW CONDITIONAL USE

Mayor Prysunka declared the Public Hearing open on this item.

There were no persons to speak on this item.

Manager Von Bargaen gave a brief administrative report on this item.

Mayor Prysunka declared the Public Hearing closed.

***M/S: Powell/Dalrymple to approve Ordinance No. 1007. Motion approved unanimously by polled vote.***

**11c ORDINANCE No. 1008** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING CHAPTER 5.03, FISCAL PROVISIONS GENERALLY, AND ADDING SECTION 5.03.001, SET-OFFS PRIOR TO DISBURSEMENTS, IN CHAPTER 5.03, OF THE WRANGELL MUNICIPAL CODE

Mayor Prysunka declared the Public Hearing open on this item.

There were no persons to speak on this item.

Manager Von Bargaen gave a brief administrative report on this item.

Mayor Prysunka declared the Public Hearing closed.

***M/S: Powell/Howe to approve Ordinance No. 1008. Motion approved unanimously by polled vote.***

UNFINISHED BUSINESS – None.

NEW BUSINESS

**13a EMERGENCY ORDINANCE NO. 1010** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA REAFFIRMING THE DECLARATION OF EMERGENCY IN EMERGENCY ORDINANCE 1003 AND REENACTING THE REQUIREMENT OF FACE COVERINGS IN CERTAIN INDOOR SETTINGS, AND THE PENALTY IN THE WRANGELL MUNICIPAL CODE, AND STRONGLY URGING OTHER MITIGATION ACTIONS

***M/S: Powell/Gilbert to approve Ordinance No. 1010.***

Prysunka stated that if the Assembly were to vote for this Ordinance, what is the plan for community public outreach to inform and educate the community.

Von Bargaen stated that there was a plan for community public outreach to the businesses to provide masks and information.

Prysunka questioned why this mandate was necessary if we are going to do the community public outreach.

Morrison questioned the enforcement of the Ordinance.

Howe stated that he was concerned about the children who could not be vaccinated.

Courson stated that this seemed like the mandate that was adopted last year; had a lot of push back then.

Prysunka questioned why this needed be mandated if there was going to be a community public outreach campaign; we would be legislating something that essentially has no teeth.

Gilbert voiced that she wanted to amend Ordinance 1010 to replace it with a Public Service Announcement that strongly encourages our community to mask up and perform mitigation acts to tamper down the COVID spike that we are currently experiencing.

Prysunka asked for confirmation from Von Bargaen if this amendment was in order. Von Bargaen made an amendment recommendation to the Ordinance that was along the lines of what she thought Gilbert was trying to achieve.

Prysunka asked if Gilbert wanted to rescind her amendment or if she wanted to accept Von Bargaen's suggestion. Gilbert stated that she didn't receive a second, so the amendment was off the table.

Powell asked that the Manager direct the EOC (Emergency Operations Center) to work to inform the public; would like to vote the motion down.

Morrison asked if we could postpone this Ordinance and work on a public awareness campaign and then possibly bring it back.

***Motion failed with Howe voting yes and Powell, Morrison, Gilbert, Courson, Dalrymple and Prysunka voting no.***

**13b RESOLUTION No. 08-21-1603 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR THE NEW PERMANENT JOB DESCRIPTION OF THE DEPUTY BOROUGH MANAGER AND AMENDING THE NON-UNION WAGE & GRADE TABLE**

***M/S: Powell/Morrison to approve Resolution No. 08-21-1603. Motion approved unanimously by polled vote.***

**13c RESOLUTION No. 08-21-1604 AMENDING THE FY 2022 BUDGET IN THE INDUSTRIAL CONSTRUCTION FUND BY TRANSFERRING \$6,694.40 FROM INDUSTRIAL CONSTRUCTION FUND**

RESERVES TO THE INDUSTRIAL CONSTRUCTION FUND PROFESSIONAL SERVICES ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR AERIAL IMAGERY

*M/S: Morrison/Courson to approve Resolution No. 08-21-1604. Motion approved unanimously by polled vote.*

**13d RESOLUTION No. 08-21-1605** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AUTHORIZING THE SALE OF PUBLIC LAND ON THE PUBLIC SURPLUS WEBSITE IN CONFORMANCE WITH WRANGELL MUNICIPAL CODE CHAPTER 16.12, SPECIFICALLY, LOTS 1A, 1B, AND 1C, ETOLIN-SPRUCE SUBDIVISION, WRANGELL RECORDING DISTRICT

*M/S: Powell/Dalrymple to approve Resolution No. 08-21-1605. Motion approved unanimously by polled vote.*

**13e ORDINANCE No. 1009** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE ZONING MAP TO EFFECT A CHANGE TO LOT 12-3, ZIMOVIA VIEW SUBDIVISION (PLAT NO. 86-2) FROM LIGHT INDUSTRIAL TO SINGLE FAMILY RESIDENTIAL

*M/S: Powell/Morrison to approve first reading of Ordinance No. 1009 and Move to a Second Reading with a Public Hearing to be held on September 14, 2021. Motion approved unanimously by polled vote.*

**13f** Approval of Change Order No. 3 in the amount of \$91,002.19 to Ketchikan Ready Mix & Quarry, Inc. for Water Mains Replacement Project

*M/S: Powell/Howe to approve Change Order No. 3 in the amount of \$91,002.19 to Ketchikan Ready Mix & Quarry, Inc. for Water Mains Replacement Project. Motion approved unanimously by polled vote.*

ATTORNEY'S FILE

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

EXECUTIVE SESSION - None.

Regular Assembly meeting adjourned at 8:22 p.m.

\_\_\_\_\_  
Stephen Prysunka, Borough Mayor

ATTEST: \_\_\_\_\_  
Kim Lane, MMC, Borough Clerk



US Army Corps  
of Engineers  
Alaska District

Regulatory Division (1145)  
CEPOA-RD  
Post Office Box 6898  
JBER, Alaska 99506-0898

# Public Notice of Application for Permit

<b>PUBLIC NOTICE DATE:</b>	<b>27 August 2021</b>
<b>EXPIRATION DATE:</b>	<b>13 September 2021</b>
<b>REFERENCE NUMBER:</b>	<b>POA-2021-00418</b>
<b>WATERWAY:</b>	<b>Zimovia Strait</b>

Interested parties are hereby notified that a Department of the Army permit application has been received for work in waters of the United States as described below and shown on the enclosed project drawings.

All comments regarding this Public Notice should be sent to the address noted above. If you desire to submit your comments by email, you should send it to the Project Manager's email as listed below or to [regpagemaster@usace.army.mil](mailto:regpagemaster@usace.army.mil). All comments should include the Public Notice reference number listed above.

All comments should reach this office no later than the expiration date of this Public Notice to become part of the record and be considered in the decision. Please contact Jason Berkner at (907) 753-5778, toll free from within Alaska at (800) 478-2712, by fax at (907) 753-5567, or by email at [Jason.R.Berkner@usace.army.mil](mailto:Jason.R.Berkner@usace.army.mil) if further information is desired concerning this notice.

**APPLICANT:** Mr. Garrett Gablehouse, 3.2 Mile Zamovia Highway, Wrangell, Alaska, 99929

**LOCATION:** The project site is located at 345 Stikine Avenue, within Section 30, T. 62 S., R. 84 W., Copper River Meridian; USGS Quad Map Cape Flattery; Latitude 56.475561° N., Longitude -132.391447° W.; in Wrangell, Alaska.

**PURPOSE:** The applicant's stated purpose is to utilize and maximize the length of his property.

**PROPOSED WORK:** The applicant proposes to complete work in Zimovia Strait to level the rear 30 feet of his property, spanning its entire 88.5-foot width. The work would consist of driving six 12-inch, 40-foot-long, steel pilings to act as a bulkhead for a stacked rock fill. A 10-inch I-beam would be welded to the top of the pilings for support. The pilings would be located inside the waterward property line, at a spacing of 16 feet, along the toe of an existing rock fill. Landward of the pilings, 165 cubic yards of rock would be discharged (stacked) onto existing rock fill. Approximately one-half that volume of rock fill would be placed into an area extending 15 feet waterward of the high tide line, which would result in filling 1,328 square feet of the intertidal zone.

The project would begin upon issuance of a Department of the Army permit and would be anticipated to be completed prior to winter. The driving of the piles and the initial placement of the rock would occur while the project site is dewatered during at low tide.

All work would be performed in accordance with the enclosed plan (sheets 1-2), dated August 16, 2021.

**APPLICANT PROPOSED MITIGATION:** The applicant provided the following description of avoidance, minimization, and compensatory mitigation: The area of the proposed rock fill discharge is limited to the top of existing rock fill. No compensatory mitigation is proposed.

**WATER QUALITY CERTIFICATION:** A permit for the described work will not be issued until a certification or waiver of certification, as required under Section 401 of the Clean Water Act (Public Law 95-217), has been received from the Alaska Department of Environmental Conservation.

**CULTURAL RESOURCES:** The latest published version of the Alaska Heritage Resources Survey (AHRS) has been consulted for the presence or absence of historic properties, including those listed in or eligible for inclusion in the National Register of Historic Places. There are no cultural resources in the permit area or within the vicinity of the permit area. The permit area has been determined to be the footprint of the pilings and rock fill. Consultation of the AHRS constitutes the extent of cultural resource investigations by the Corps at this time, and we are otherwise unaware of the presence of such resources. The Corps has made a No Historic Properties Affected (No Effect) determination for the proposed project. This application is being coordinated with the State Historic Preservation Office (SHPO). Any comments SHPO may have concerning presently unknown archeological or historic data that may be lost or destroyed by work under the requested permit will be considered in our final assessment of the described work. The Corps is requesting the SHPO's concurrence with this determination.

**ENDANGERED SPECIES:** The project area is within the known or historic range of the Steller Sea Lion (*Eumetopias jubatus*) and Humpback Whale (*Megaptera novaeangliae*).

We have determined the described activity would have no effect on the above mentioned species, and would have no effect on any designated or proposed critical habitat, under the Endangered Species Act of 1973 (87 Stat. 844). Therefore, no consultation with the U.S. Fish and Wildlife Service or the National Marine Fisheries Service (NMFS) is required. However, any comments they may have concerning endangered or threatened wildlife or plants or their critical habitat will be considered in our final assessment of the described work.

**ESSENTIAL FISH HABITAT:** The Magnuson-Stevens Fishery Conservation and Management Act, as amended by the Sustainable Fisheries Act of 1996, requires all Federal agencies to consult with the NMFS on all actions, or proposed actions, permitted, funded, or undertaken by the agency, that may adversely affect Essential Fish Habitat (EFH).

The project area is within the known range of the chum salmon (*Oncorhynchus keta*), Pink salmon (*Oncorhynchus gorbuscha*), Coho salmon (*Oncorhynchus kisutch*), Chinook salmon (*Oncorhynchus tshawytscha*), Sockeye salmon (*Oncorhynchus nerka*), Big Skate (*Raja binoculata*), Longnose skate (*Raja rhina*), Octopus (*Octopoda* spp.), Shark (*Selachimorpha* spp.), and Gulf of Alaska Shallow Water Flatfish Complex. No EFH species are known to use the project area. We have determined the described activity would not adversely affect EFH in the project area.

We have determined the described activity would not adversely affect EFH in the project area.

**TRIBAL CONSULTATION:** The Alaska District fully supports tribal self-governance and government-to-government relations between Federally recognized Tribes and the Federal government. Tribes with protected rights or resources that could be significantly affected by a proposed Federal action (e.g., a permit decision) have the right to consult with the Alaska District on a government-to-government basis. Views of each Tribe regarding protected rights and resources will be accorded due consideration in this process. This Public Notice serves as notification to the Tribes within the area potentially affected by the proposed work and invites their participation in the Federal decision-making process regarding the protected Tribal right or resource. Consultation may be initiated by the affected Tribe upon written request to the District Commander during the public comment period.

**PUBLIC HEARING:** Any person may request, in writing, within the comment period specified in this notice, that a public hearing be held to consider this application. Requests for public hearings shall state, with particularity, reasons for holding a public hearing.

**EVALUATION:** The decision whether to issue a permit will be based on an evaluation of the probable impacts, including cumulative impacts of the proposed activity and its intended use on the public interest. Evaluation of the probable impacts, which the proposed activity may have on the public interest, requires a careful weighing of all the factors that become relevant in each particular case. The benefits, which reasonably may be expected to accrue from the proposal, must be balanced against its reasonably foreseeable detriments. The outcome of the general balancing process would determine whether to authorize a proposal, and if so, the conditions under which it will be allowed to occur. The decision should reflect the national concern for both protection and utilization of important resources. All factors, which may be relevant to the proposal, must be considered including the cumulative effects thereof. Among those are conservation, economics, aesthetics, general environmental concerns, wetlands, cultural values, fish and wildlife values, flood hazards, floodplain values, land use, navigation, shore erosion and accretion, recreation, water supply and conservation, water quality, energy needs, safety, food and fiber production, mineral needs, considerations of property ownership, and, in general, the needs and welfare of the people. For activities involving 404 discharges, a permit will be denied if the discharge that would be authorized by such permit would not comply with the Environmental Protection Agency's 404(b)(1) guidelines. Subject to the preceding sentence and any other applicable guidelines or criteria (see Sections 320.2 and 320.3), a permit will be granted unless the District Commander determines that it would be contrary to the public interest.

The Corps of Engineers is soliciting comments from the public; Federal, State, and local agencies and officials; Indian Tribes; and other interested parties in order to consider and evaluate the impacts of this proposed activity. Any comments received will be considered by the Corps of Engineers to determine whether to issue, modify, condition or deny a permit for this proposal. To make this decision, comments are used to assess impacts on endangered species, historic properties, water quality, general environmental effects, and the other public interest factors listed above. Comments are used in the preparation of an Environmental Assessment and/or an Environmental Impact Statement pursuant to the National Environmental Policy Act. Comments are also used to determine the need for a public hearing and to determine the overall public interest of the proposed activity.

AUTHORITY: This permit will be issued or denied under the following authorities:

(X) Perform work in or affecting navigable waters of the United States – Section 10 Rivers and Harbors Act 1899 (33 U.S.C. 403).

(X) Discharge dredged or fill material into waters of the United States – Section 404 Clean Water Act (33 U.S.C. 1344). Therefore, our public interest review will consider the guidelines set forth under Section 404(b) of the Clean Water Act (40 CFR 230).

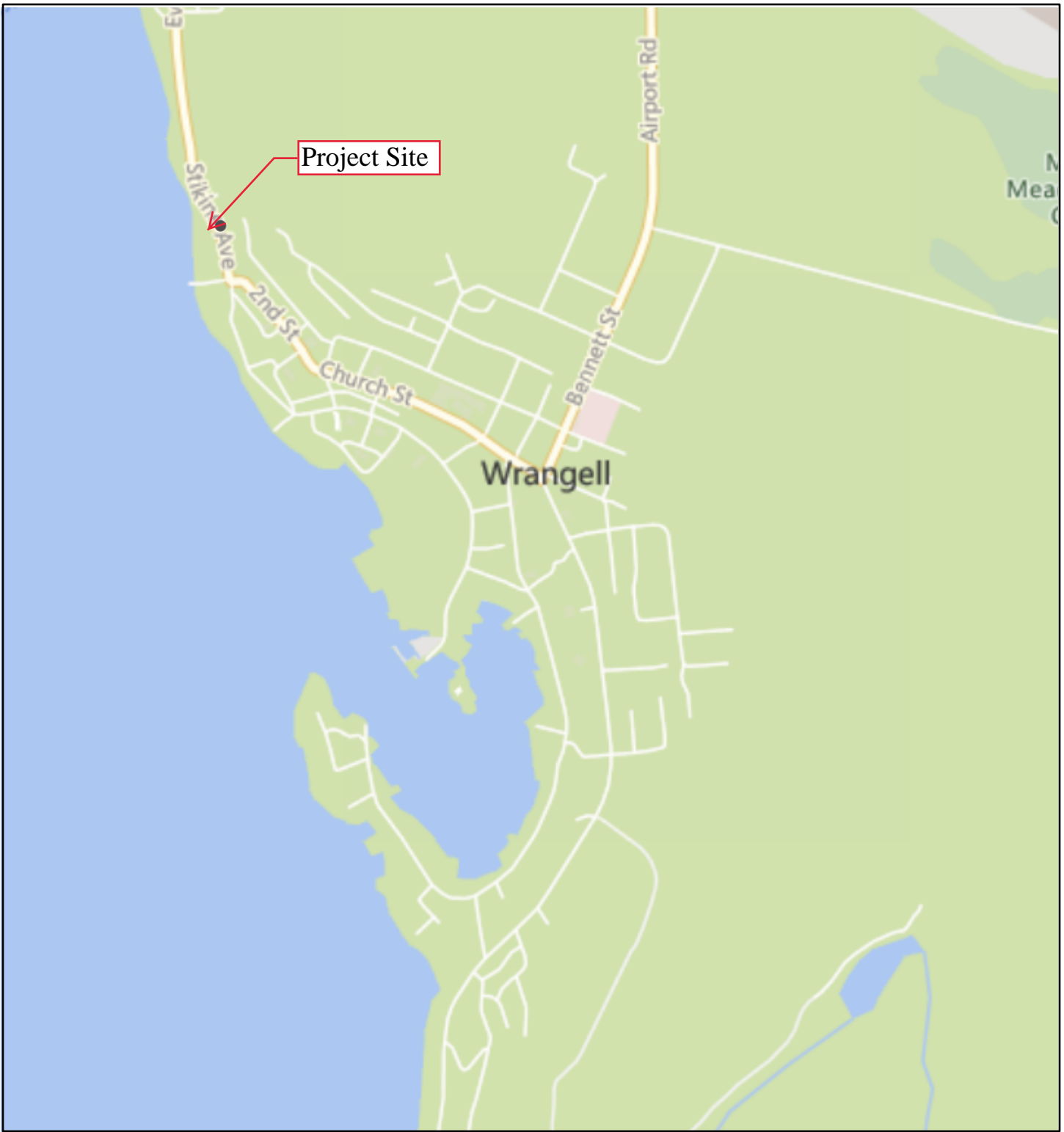
Project drawings are enclosed with this Public Notice.

District Commander  
U.S. Army, Corps of Engineers

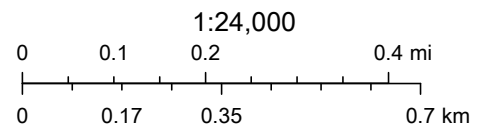
Enclosures

# Locality Map

Item b.



POA-2021-00418, Zimovia Strait  
345 Stikine Avenue, Wrangell, Alaska



© 2021 Microsoft Corporation © 2021 TomTom

ArcGIS Web AppBuilder



POA-2021-00418

August 16, 2021

Sheet 1 of 2

Sidewalk

Sidewalk

Sidewalk

Existing building

Address: 345 Stikine Ave.  
Wrangell, AK 99929

Project Coordinates:  $N 56^{\circ} 28.527'$   
 $W 132^{\circ} 23.478'$

Existing Car Port

Existing Lot  
Breakwater

88.5' wide

Proposed rock fill  
165 cubic Yards total

Proposed rock fill  
165 cubic Yards total

30' out w/rock fill

12" galvanized steel pilings

Property marker

Property marker

16' on center

16' on center

16' on center

16' on center

16' on center

Address : 345 Stikine Ave  
Location : Wrangell, Ak. 99129

POA-2021-00418  
August 16, 2021  
Sheet 2 of 2

Project Coordinates:  
N 56° 28.527'  
W 132° 23.478'



- Existing building

- Existing ground

- Project will span the width of the end of property 88.5' wide

- Proposed rock fill (approximately 165 cubic Yards)

30' out

- Proposed 12" galvanized Steel Piling x6 (@ 16' centers)

30' Piling x6

- Property marker



Item b.

Wrangell station 9451204  
mean high water value 15.08  
mean low water 1.51

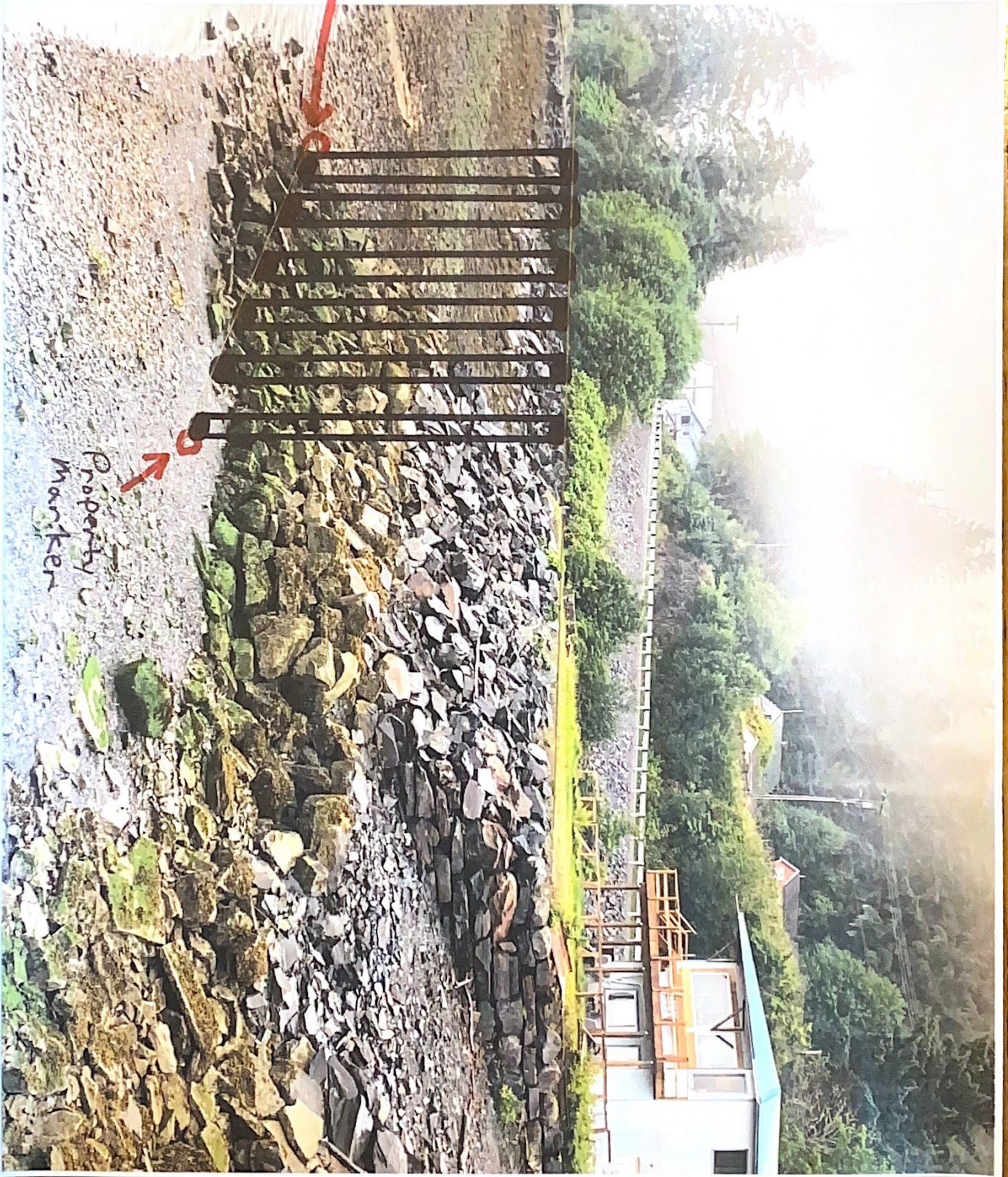
South view  
rock fill &  
Pillings shown



North view  
No fill  
shown

Property  
Marker

Property  
Marker





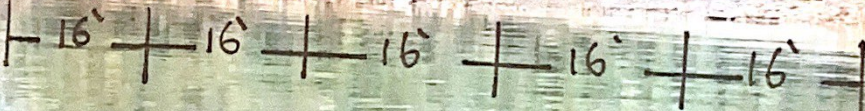
12" galvanized steel Pilings

10" welded Ibeam support

Low tide

Property Marker

Property Marker



Lot is 88' wide



High Tide



## CITY & BOROUGH OF WRANGELL

INCORPORATED MAY 30, 2008

### Public Works Department

PO Box 531  
Wrangell, AK 99929

Phone (907)-874-3904  
Fax (907)-874-2699

June and July voluntary sample reports are attached to this report. As you will see disinfection byproducts were well within regulatory limits during these months.

June 2021:

- TTHM- 21ug/l (Regulatory limit 80ug/l)
- Haa5- 41 ug/l (Regulatory limit 60ug/l)

July 2021:

- TTHM- 15.5 ug/l (Regulatory limit 80ug/l)
- Haa5- 33 ug/l (Regulatory limit 60ug/l)

Official quarterly samples were taken on August 23<sup>rd</sup>. We should expect to see those results in 4-6 weeks from the time they were submitted. At the time there was a significant observable increase in color and turbidity in the raw water entering the plant. Increases in color and turbidity are common during the end of summer and early fall with our source water. In the 10 days leading up to this sample Wrangell received approximately 6" of rain. This amount of rain typically has a direct impact on increasing spikes in color and turbidity.

As soon as August results are received it will be shared with the City Manager. In 2020 our August test samples came back at 179.1 ug/l for Haa5 and 85.8 ug/l for TTHM. In order to meet our annual running average compliance standards August 2021 results will need to be under 110ug/l for Haa5.





# ARS Aleut Analytical, LLC

## Laboratory Analytical Report

### ARS3-21-02103

City of Wrangell  
City of Wrangell  
P.O. Box 531  
Wrangell, AK 99929  
907 874-3458  
wrgwtf@aptalaska.net

Project Name: **City of Wrangell - Special Purpose**  
PWS #: **120143**

Questions regarding this analytical report should be addressed to ARS project manager, Erin West, who can be reached by phone at 907-258-2155 or email at [datareporting@aaa.aleutfederal.com](mailto:datareporting@aaa.aleutfederal.com).

I certify that the test results presented in this report (in either hardcopy or electronic file (EDD)) meet the requirements of the laboratory's certifications and other applicable contract terms and conditions. Any exceptions to the certification or contract will be noted within the case narratives presented in the report. Any subcontracted sample results will be identified within the case narratives presented in the report. In the event this report is an amendment to a previously released report, the case narrative will clearly identify the original report as well as the reason(s) for reissuance. A statement of uncertainty for each analysis is available upon request. I authorize release and issuance of this report on the date signed below.

**Erin West**

Digitally signed by Erin West  
Date: 2021.08.05 22:44:28 -05'00'

Laboratory Management, ARS Aleut Analytical

Signature

Date

Title

*This report provides analytical results of the requested analysis and does not include any opinions or interpretations. ARS Aleut Analytical, LLC assumes no liability for the use or interpretation of analytical results. Results relate only to items tested. A partial reproduction of this test report is prohibited. Reproduction of this report in full requires the written approval of the laboratory.*

Alaska Laboratory# AK00969



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# **ARS Aleut Analytical, LLC Analytical Reports**

**for**

# **City of Wrangell**

# **Case Narrative**

**PROJECT SAMPLE IDENTIFICATION  
CROSS-REFERENCE  
TO ARS SAMPLE LABORATORY IDs**

Project ID	Client Sample ID	ARS Aleut Analytical Sample ID	EEA Sample ID
120143	N-17 Hydrant	ARS3-21-02103-001	4967663
120143	Z-221 Hydrant	ARS3-21-02103-002	4967664
120143	Trip Blank	ARS3-21-02103-003	4967665

Sample	Date Collected	Date Received	Analysis	Basis	Prep Date/Time	Analysis Date/Time
001	07/23/21 11:32	07/26/21	SVOA-552.2-AQ	As Received	07/30/21 06:00	07/30/21 15:20
002	07/23/21 09:04	07/26/21	VOA-524.2-AQ tthm	As Received	07/23/21 09:04	07/29/21 15:00
003	07/23/21 09:04	07/26/21	VOA-524.2-AQ tthm	As Received	07/23/21 09:04	07/29/21 15:23

**SAMPLE RECEIPT/PREP**

The samples arrived in good condition. The samples were screened for radioactive contamination as per procedure **ARS-062 "Sample Receiving"**. Sample date(s) and time(s) are listed as provided by the client. Turnaround time was set at 15 work days.

Received in ANC on 7/26/21 at 16:20 pm by ERM at 5.3°C by Alert. CA 7/27/21

Samples were sent to Eurofins Eaton Analytical (EEA) on 07-27-2021 12:00 and arrived on 07-28-2021 13:10 at 4°C.

**ANALYTICAL METHODS**

Semi-volatile analyses was performed using **552.2**.

Volatile analyses was performed using **524.2**.

The following are subcontracted analyses and have been reported to us as having met criteria, unless otherwise noted:

SVOA-552.2-AQ - Haloacetic Acids

VOA-524.2-AQ tthm - 524.2 AK DW tthm List



Results for subcontracted analyses are directly behind ARS results.

**ANALYTICAL RESULTS**

\*\*No QC or CRDL warnings found.

ARS3-21-02103: Results (DBP) were uploaded as special to CMDP under Job ID #173190. EW 8/5/21

## Definitions:

<b>CRDL</b>	Contract Required Detection Limit
<b>CSU</b>	Combined Standard Uncertainty
<b>DLC</b>	Decision Level Concentration (ANSI N42.23)
<b>DO</b>	Duplicate Original
<b>DUP</b>	Sample Duplicate
<b>LCS/LCSD</b>	Laboratory Control Sample/Laboratory Control Sample Duplicate
<b>LOD</b>	Limit of Detection
<b>LOQ</b>	Limit of Quantitation
<b>MBL</b>	Method Blank
<b>MCL</b>	Maximum Contaminant Level
<b>MDA</b>	Minimum Detectable Activity
<b>MDL</b>	Method Detection Limit
<b>MS/MSD</b>	Matrix Spike/Matrix Spike Duplicate
<b>N/A</b>	Not Applicable
<b>NC</b>	Not Calculated
<b>NP</b>	Not Provided
<b>NR</b>	Not Referenced
<b>PQL</b>	Practical Quantitation Limit

## Data Qualifiers:

<b>B</b>	The result of both the method blank and the target sample are above the MDL.
<b>D</b>	Sample analysis accomplished through dilution.
<b>J</b>	The reported result is an estimated value above the LOD but below the LOQ, or above the MDL but below the PQL.
<b>Q</b>	One or more quality control criteria failed.
<b>U</b>	Result is below the MDA, MDL, PQL, LOD, or LOQ
<b>*</b>	LCS/LCSD or Sample DUP fails all Duplicate criteria.
<b>S</b>	Spike
<b>SC</b>	Subcontracted out to another qualified laboratory
<b>H</b>	Holding time exceeded
<b>E</b>	Exceeds MCL
<b>**</b>	Reporting Limit is higher than MCL; Target cannot be detected
<b>‡</b>	Method/Matrix/Analyte not accredited for this certification

## Radiochemistry Comments:

- 1.0) All MDA/MDC values are calculated on a sample specific basis.
- 2.0) Data in this report are within the limits of uncertainty specified in the reference method unless otherwise specified.
- 3.0) Total activity is actually total gamma activity and is determined utilizing the prominent gamma emitters from the naturally occurring radioactive decay chains and other prominent radioactive nuclides. Total activity may be lower than the actual total activity due to the extent of secular equilibrium achieved in the various decay chains at the time of analysis. The total activity is not representative of nuclides that emit solely alpha or beta particles.
- 4.0) Ra-228 is determined via secular equilibrium with its daughter, Actinium 228 (Gamma Spectroscopy only).
- 5.0) U-238 is determined via secular equilibrium with its daughter, Thorium 234 (Gamma Spectroscopy only).
- 6.0) All gamma spectroscopy was performed utilizing high purity germanium detectors (**HPGe**).
- 7.0) ARS makes every attempt to match sample density to calibrated density; however, in some cases, it is not practical or possible to do so and data results may be affected (Gamma Spectroscopy only).
- 8.0) Gamma spectroscopy results are calculated values based on the **ORTEC®** GammaVision ENV32 Analysis Engine.
- 9.0) DoD/DOE and ISO 17025 certifications through ANAB apply only to the following methods in **Non-Potable Water**:  
Gross Alpha and Gross Beta (EPA 900.0, EPA 9310); Radium 226 (EPA 903.0, EPA 903.1, EPA 9315); Radium 228 (EPA 904.0, EPA 9320); ICP/MS (EPA 6020B); ICP-OES (EPA 6010D); Mercury CVAA (EPA 7470A); Strontium-89 (EPA 905.0, Eichrom SRW01, HASL 300 Sr-01); Strontium-90 (EPA 905.0, Eichrom SRW01, HASL 300 Sr-02-RC); Tritium (EPA 906.0); Enriched Tritium (ARS-040), Carbon-14 (ARS-019), Tritium/Carbon (ARS-151); Gamma Emitters (EPA 901.1, SM 7120B, HASL 300 Ga-01-R); Americium-241 (Eichrom ACW03, HASL 300 Se-03, HASL 300 Am-03); Plutonium 238, Plutonium 239/240, Plutonium-241 (Eichrom ACW03, HASL 300 Se-03, HASL 300 Pu-10); Thorium-228, Thorium 230, Thorium-232 (Eichrom ACW10); Uranium-234, Uranium-235, Uranium-238 (Eichrom ACW03, HASL 300 Se-03); Lead-210 (Eichrom OTW01); Technetium-99 (Eichrom TCW02); GC/ECD (EPA 8082A); GC/MS (EPA 8260B)
- 10.0) DoD/DOE and ISO 17025 certifications through ANAB apply only to the following methods in **Solid and Chemical Materials**:  
Gross Alpha and Gross Beta (EPA 900.0 Mod, EPA 9310); ICP/MS (EPA 6020B); ICP-OES (EPA 6010D); Mercury CVAA (EPA 7471B); Strontium-89 (EPA 905.0 Mod, Eichrom SRW01, HASL 300 Sr-01); Strontium-90 (EPA 905.0 Mod, Eichrom SRW01, HASL 300 Sr-02); Tritium (EPA 906.0 Mod); Tritium/Carbon-14 (ARS-151); Gamma Emitters (EPA 901.1, HASL 300 Ga-01-R); Americium-241 (Eichrom ACW03, HASL 300 Se-03, HASL 300 Am-01-RC); Plutonium 238, Plutonium 239/240, Plutonium-241 (Eichrom ACW03, HASL 300 Se-03, HASL 300 Pu-02-RC, HASL 300 Pu-03-RC); Thorium-228, Thorium 230, Thorium-232 (Eichrom ACW10); Uranium-234, Uranium-235, Uranium-238 (Eichrom ACW03, HASL 300 Se-03, HASL 300 U-02, HASL 300 U-04); Technetium-99 (Eichrom TCS01); GC/ECD (EPA 8082A); GC/MS (EPA 8260B, EPA 8270D)
- 11.0) DoD/DOE and ISO 17025 certifications through ANAB apply only to the following methods in **Air and Emissions**:  
Gross Alpha and Gross Beta (EPA 900.0 Mod, EPA 9310); Strontium-89 (Eichrom SRW01, HASL 300 Sr-01-RC); Strontium-90 (Eichrom SRW01, HASL 300 Sr-02-RC); Gamma Emitters (EPA 901.1, HASL 300 Ga-01-R); Americium-241 (Eichrom ACW03, HASL 300 Se-03); Plutonium 238, Plutonium 239/240, Plutonium-241 (Eichrom ACW03, HASL 300 Se-03); Thorium-228, Thorium 230, Thorium-232 (Eichrom ACW10); Uranium-234, Uranium-235, Uranium-238 (Eichrom ACW03, HASL 300 Se-03); Technetium-99 (Eichrom TCW02, Eichrom TCS01)

## General Comments:

- 1.0) Modified analysis procedures are procedures that are modified to meet the certain specifications. An example may be the use of a water method to analyze a solid matrix due to the lack of an officially recognized procedure for the analysis of the solid matrix. Modified analyses are indicated by the subsequent addition of "M" or "Mod" to the procedure number (i.e. 901.1M, 901.1 Mod).
- 2.0) All NIOSH method results are reported without blank corrections applied.
- 3.0) Basis: "As Received" = analyzed as received from client; "Dry" = dried prior to being analyzed; "Dry Weight Corrected" = analyzed as received; result corrected for percent moisture.

# **ARS Aleut Analytical, LLC Analytical Reports**

**for**

## **City of Wrangell**

# **Analytical Results**

## LABORATORY REPORT

If you have any questions concerning this report, please do not hesitate to call us at (800) 332-4345 or (574) 233-4777.

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## STATE CERTIFICATION LIST

State	Certification	State	Certification
Alabama	40700	Missouri	880
Alaska	IN00035	Montana	CERT0026
Arizona	AZ0432	Nebraska	NE-OS-05-04
Arkansas	IN00035	Nevada	IN00035
California	2920	New Hampshire*	2124
Colorado	IN00035	New Jersey*	IN598
Colorado Radiochemistry	IN00035	New Mexico	IN00035
Connecticut	PH-0132	New York*	11398
Delaware	IN035	North Carolina	18700
Florida(Primary AB)*	E87775	North Dakota	R-035
Georgia	929	Ohio	87775
Hawaii	IN035	Oklahoma	D9508
Idaho	IN00035	Oregon*	4156
Illinois*	200001	Pennsylvania*	68-00466
Illinois Microbiology	17767	Puerto Rico	IN00035
Illinois Radiochemistry	IN00035	Rhode Island	LAO00343
Indiana Chemistry	C-71-01	South Carolina	95005
Indiana Microbiology	M-76-07	South Dakota	IN00035
Iowa	098	Tennessee	TN02973
Kansas*	E-10233	Texas*	T104704187
Kentucky	90056	Texas/TCEQ	TX207
Louisiana*	LA014	Utah*	IN00035
Maine	IN00035	Vermont	VT-8775
Maryland	209	Virginia*	460275
Massachusetts	M-IN035	Washington	C837
Michigan	9926	West Virginia	9927 C
Minnesota*	018-999-338	Wisconsin	999766900
Mississippi	IN035	Wyoming	IN035
EPA	IN00035		

\*NELAP/TNI Recognized Accreditation Bodies

110 South Hill Street  
 South Bend, IN 46617  
 Tel: (574) 233-4777  
 Fax: (574) 233-8207  
 1 800 332 4345

## Laboratory Report

Client: ARS Aluet Analytical, LLC  
 Attn: Erin West  
 3710 Woodland Drive  
 Suite 900  
 Anchorage, AK 99517

Report: 525621  
 Priority: Rush Written  
 Status: Final  
 PWS ID: Not Supplied  
 Alaska Lab ID #: IN00035

Sample Information					
EEA ID #	Client ID	Method	Collected Date / Time	Collected By:	Received Date / Time
4967663	ARS3-21-02103-001	552.2	07/23/21 11:32	Client	07/28/21 13:10
4967664	ARS3-21-02103-002	524.2	07/23/21 11:32	Client	07/28/21 13:10
4967665	ARS3-21-02103-003	524.2	07/23/21 11:32	Client	07/28/21 13:10

### Report Summary

Note: Sample containers were provided by the client.

Detailed quantitative results are presented on the following pages. The results presented relate only to the samples provided for analysis.

We appreciate the opportunity to provide you with this analysis. If you have any questions concerning this report, please do not hesitate to call Jessie Brasch at (574) 233-4777.

Note: This report may not be reproduced, except in full, without written approval from EEA.



Analytical Services Manager

Authorized Signature

Title

08/04/2021

Date

Client Name: ARS Aluet Analytical, LLC

Report #: 525621

Sampling Point: ARS3-21-02103-001

PWS ID: Not Supplied

Disinfection Byproducts									
Analyte ID #	Analyte	Method	Reg Limit	MRL†	Result	Units	Preparation Date	Analyzed Date	EEA ID #
631-64-1	Dibromoacetic acid	552.2	---	1.0	< 1.0	ug/L	07/30/21 06:00	07/30/21 15:20	4967663
79-43-6	Dichloroacetic acid	552.2	---	1.0	13	ug/L	07/30/21 06:00	07/30/21 15:20	4967663
79-08-3	Monobromoacetic acid	552.2	---	1.0	< 1.0	ug/L	07/30/21 06:00	07/30/21 15:20	4967663
79-11-8	Monochloroacetic acid	552.2	---	2.0	< 2.0	ug/L	07/30/21 06:00	07/30/21 15:20	4967663
76-03-9	Trichloroacetic acid	552.2	---	1.0	20	ug/L	07/30/21 06:00	07/30/21 15:20	4967663
---	Total HAA5	552.2	60 *	1.0	33	ug/L	07/30/21 06:00	07/30/21 15:20	4967663

Sampling Point: ARS3-21-02103-002

PWS ID: Not Supplied

Disinfection Byproducts									
Analyte ID #	Analyte	Method	Reg Limit	MRL†	Result	Units	Preparation Date	Analyzed Date	EEA ID #
75-27-4	Bromodichloromethane	524.2	---	0.5	1.5	ug/L	---	07/29/21 15:00	4967664
75-25-2	Bromoform	524.2	---	0.5	< 0.5	ug/L	---	07/29/21 15:00	4967664
67-66-3	Chloroform	524.2	---	0.5	14	ug/L	---	07/29/21 15:00	4967664
124-48-1	Dibromochloromethane	524.2	---	0.5	< 0.5	ug/L	---	07/29/21 15:00	4967664
---	Total Trihalomethanes	524.2	80 *	0.5	15.5	ug/L	---	07/29/21 15:00	4967664

Sampling Point: ARS3-21-02103-003

PWS ID: Not Supplied

Disinfection Byproducts									
Analyte ID #	Analyte	Method	Reg Limit	MRL†	Result	Units	Preparation Date	Analyzed Date	EEA ID #
75-27-4	Bromodichloromethane	524.2	---	0.5	< 0.5	ug/L	---	07/29/21 15:23	4967665
75-25-2	Bromoform	524.2	---	0.5	< 0.5	ug/L	---	07/29/21 15:23	4967665
67-66-3	Chloroform	524.2	---	0.5	< 0.5	ug/L	---	07/29/21 15:23	4967665
124-48-1	Dibromochloromethane	524.2	---	0.5	< 0.5	ug/L	---	07/29/21 15:23	4967665
---	Total Trihalomethanes	524.2	80 *	0.5	< 0.5	ug/L	---	07/29/21 15:23	4967665

† EEA has demonstrated it can achieve these report limits in reagent water, but can not document them in all sample matrices.

Reg Limit Type:	MCL	SMCL	AL
Symbol:	*	^	!

## Lab Definitions

**Continuing Calibration Check Standard (CCC) / Continuing Calibration Verification (CCV) / Initial Calibration Verification Standard (ICV) / Initial Performance Check (IPC)** - is a standard containing one or more of the target analytes that is prepared from the same standards used to calibrate the instrument. This standard is used to verify the calibration curve at the beginning of each analytical sequence, and may also be analyzed throughout and at the end of the sequence. The concentration of continuing standards may be varied, when prescribed by the reference method, so that the range of the calibration curve is verified on a regular basis. CCL, CCM, and CCH are the CCC standards at low, mid, and high concentration levels, respectively.

**Internal Standards (IS)** - are pure compounds with properties similar to the analytes of interest, which are added to field samples or extracts, calibration standards, and quality control standards at a known concentration. They are used to measure the relative responses of the analytes of interest and surrogates in the sample, calibration standard or quality control standard.

**Laboratory Duplicate (LD)** - is a field sample aliquot taken from the same sample container in the laboratory and analyzed separately using identical procedures. Analysis of laboratory duplicates provides a measure of the precision of the laboratory procedures.

**Laboratory Fortified Blank (LFB) / Laboratory Control Sample (LCS)** - is an aliquot of reagent water to which known concentrations of the analytes of interest are added. The LFB is analyzed exactly the same as the field samples. LFBs are used to determine whether the method is in control. FBL, FBM, and FBH are the LFB samples at low, mid, and high concentration levels, respectively.

**Laboratory Method Blank (LMB) / Laboratory Reagent Blank (LRB)** - is a sample of reagent water included in the sample batch analyzed in the same way as the associated field samples. The LMB is used to determine if method analytes or other background contamination have been introduced during the preparation or analytical procedure. The LMB is analyzed exactly the same as the field samples.

**Laboratory Trip Blank (LTB) / Field Reagent Blank (FRB)** - is a sample of laboratory reagent water placed in a sample container in the laboratory and treated as a field sample, including storage, preservation, and all analytical procedures. The FRB/LTB container follows the collection bottles to and from the collection site, but the FRB/LTB is not opened at any time during the trip. The FRB/LTB is primarily a travel blank used to verify that the samples were not contaminated during shipment.

If applicable, the calculation of the matrix spike (MS) or matrix spike duplicate (MSD) percent recovery is as follows:  $(MS \text{ or } MSD \text{ value} - \text{Sample value}) * 100 / \text{spike target} / \text{dilution factor} = \text{Recovery } \%$

**Matrix Spike Duplicate Sample (MSD) / Laboratory Fortified Sample Matrix Duplicate (LFSMD)** - is a sample aliquot taken from the same field sample source as the Matrix Spike Sample to which known quantities of the analytes of interest are added in the laboratory. The MSD is analyzed exactly the same as the field samples. Analysis of the MSD provides a measure of the precision of the laboratory procedures in a specific matrix. SDL, SDM, and SDH / LFSMDL, LFSMDM, and LFSMDH are the MSD or LFSMD at low, mid, and high concentration levels, respectively.

**Matrix Spike Sample (MS) / Laboratory Fortified Sample Matrix (LFSM)** - is a sample aliquot taken from field sample source to which known quantities of the analytes of interest are added in the laboratory. The MS is analyzed exactly the same as the field samples. The purpose is to demonstrate recovery of the analytes from a sample matrix to determine if the specific matrix contributes bias to the analytical results. MSL, MSM, and MSH / LFSML, LFSMM, and LFSMH are the MS or LFSM at low, mid, and high concentration levels, respectively.

**Quality Control Standard (QCS) / Second Source Calibration Verification (SSCV)** - is a solution containing known concentrations of the analytes of interest prepared from a source different from the source of the calibration standards. The solution is obtained from a second manufacturer or lot if the lot can be demonstrated by the manufacturer as prepared independently from other lots. The QCS sample is analyzed using the same procedures as field samples. The QCS is used as a check on the calibration standards used in the method on a routine basis.

**Reporting Limit Check (RLC) / Initial Calibration Check Standard (ICCS)** - is a procedural standard that is analyzed each day to evaluate instrument performance at or below the minimum reporting limit (MRL).

**Surrogate Standard (SS) / Surrogate Analyte (SUR)** - is a pure compound with properties similar to the analytes of interest, which is highly unlikely to be found in any field sample, that is added to the field samples, calibration standards, blanks and quality control standards before sample preparation. The SS is used to evaluate the efficiency of the sample preparation process.

**CHAIN OF CUSTODY FOR EXTERNAL LAB ANALYSIS**

COC Number: ARS3-21-02103-1-1

Item b.

Anchorage, AK  
 907 E. Dowling Road Unit #24  
 Anchorage AK, 99518  
 Report To: Evan Maher  
 Phone: 907-258-2155

PO Number: 17191

Requested Turnaround: Rush

Required Certification: Alaska DW

431864  
 525621

**Testing Laboratory:**

Eurofins Eaton Analytical (EEA)  
 110 South Hill Street  
 South Bend, IN 46617  
 Phone: 574-472-5564

**Client Identifier:**

Client ID	Test Method	Method Description	Sample Date	Matrix	Report To	Comments
ARS3-21-02103-001-1	EPA 552.2 (1) 4967663	552.2 (Aqueous) - Haloacetic Acids	07-23-2021 11:32	Drinking Water	MDL	Rush ASAP please
ARS3-21-02103-002-1	EPA 524.2 (4) ↓ 664	tthm - AK DW	07-23-2021 09:04	Drinking Water	MDL	tthm only Rush ASAP please
ARS3-21-02103-002-2	EPA 524.2	tthm - AK DW	07-23-2021 09:04	Drinking Water	MDL	tthm only Rush ASAP please
ARS3-21-02103-002-3	EPA 524.2	tthm - AK DW	07-23-2021 09:04	Drinking Water	MDL	tthm only Rush ASAP please
ARS3-21-02103-002-4	EPA 524.2 (2) 4967665	tthm - AK DW	07-23-2021 09:04	Drinking Water	MDL	tthm only Rush ASAP please
ARS3-21-02103-003-1	EPA 524.2	tthm - AK DW	07-23-2021 09:04	Aqueous	MDL	Trip Blank TTHM only
ARS3-21-02103-003-2	EPA 524.2	tthm - AK DW	07-23-2021 09:04	Aqueous	MDL	Trip Blank TTHM only

<u>Parent Lab Relinquished by:</u> ERM	<u>Date/Time:</u> 7-27-21	<u>Received by:</u> KDW	<u>Date/Time/Temp:</u> 12:00
<u>Relinquished by:</u>	<u>Date/Time:</u>	<u>Received by:</u> KDW	<u>Date/Time/Temp:</u> 7-28-2021 13:10

**RUSH**

Client Provided Sample Container

Blue 3-8

**Test Method Information - STD TARGETS**

Item b.

Eurofins Eaton Analytical (EEA)

Matrix                    Drinking Water  
 Method Name            EPA 552.2  
 Description             Haloacetic Acids

<u>Analyte Name</u>	<u>CAS Number</u>	<u>Units</u>	<u>LCS Limit</u>		<u>Matrix Spike Limit</u>		<u>RPDCL</u>
			<u>LCL</u>	<u>UCL</u>	<u>LCL</u>	<u>UCL</u>	
Dibromoacetic acid	631-64-1	ug/L	90	110	80	120	
Dichloroacetic acid	79-43-6	ug/L	90	110	80	120	
Monobromoacetic acid	79-08-3	ug/L	90	110	80	120	
Monochloroacetic acid	79-11-8	ug/L	90	110	80	120	
Total Haloacetic Acids		ug/L	90	110	80	120	
Trichloroacetic acid	76-03-9	ug/L	90	110	80	120	

**Target Analytes By Sample:**

ARS3-21-02103-001: Dibromoacetic acid, Dichloroacetic acid, Monobromoacetic acid, Monochloroacetic acid, Total Haloacetic Acids, Trichloroacetic acid

Matrix                    Aqueous  
 Method Name            EPA 524.2  
 Description             524.2 AK DW tthm List

<u>Analyte Name</u>	<u>CAS Number</u>	<u>Units</u>	<u>LCS Limit</u>		<u>Matrix Spike Limit</u>		<u>RPDCL</u>
			<u>LCL</u>	<u>UCL</u>	<u>LCL</u>	<u>UCL</u>	
Bromodichloromethane	75-27-4	ug/L	90	110	80	120	
Bromoform	75-25-2	ug/L	90	110	80	120	
Chloroform	67-66-3	ug/L	90	110	80	120	
Dibromochloromethane	124-48-1	ug/L	90	110	80	120	
Total Trihalomethane		ug/L	90	110	80	120	

**Target Analytes By Sample:**

ARS3-21-02103-002: Bromodichloromethane, Bromoform, Chloroform, Dibromochloromethane, Total Trihalomethane  
 ARS3-21-02103-003: Bromodichloromethane, Bromoform, Chloroform, Dibromochloromethane, Total Trihalomethane

### Test Method Information - STD TARGETS

Item b.

Eurofins Eaton Analytical (EEA)

Matrix                    Drinking Water  
Method Name            EPA 524.2  
Description             524.2 AK DW tthm List

<u>Analyte Name</u>	<u>CAS Number</u>	<u>Units</u>	<u>LCS Limit</u>		<u>Matrix Spike Limit</u>		<u>RPDCL</u>
			<u>LCL</u>	<u>UCL</u>	<u>LCL</u>	<u>UCL</u>	
Bromodichloromethane	75-27-4	ug/L	90	110	80	120	
Bromoform	75-25-2	ug/L	90	110	80	120	
Chloroform	67-66-3	ug/L	90	110	80	120	
Dibromochloromethane	124-48-1	ug/L	90	110	80	120	
Total Trihalomethane		ug/L	90	110	80	120	

Target Analytes By Sample:

ARS3-21-02103-002: Bromodichloromethane, Bromoform, Chloroform, Dibromochloromethane, Total Trihalomethane

ARS3-21-02103-003: Bromodichloromethane, Bromoform, Chloroform, Dibromochloromethane, Total Trihalomethane

# Eurofins Eaton Analytical

## Run Log

Run ID: 292217 Method: 524.2

Type	Sample Id	Sample Site	Matrix	Instrument ID	Analysis Date	Calibration File
CCC	4969155		RW	GM	07/29/2021 12:11	M 524 GM 07072021 THMs
CCL	4969157		RW	GM	07/29/2021 12:35	M 524 GM 07072021 THMs
LMB	4969158		RW	GM	07/29/2021 12:58	M 524 GM 07072021 THMs
FS	4967664	ARS3-21-02103-002	DW	GM	07/29/2021 15:00	M 524 GM 07072021 THMs
LTB	4967665	ARS3-21-02103-003	RW	GM	07/29/2021 15:23	M 524 GM 07072021 THMs
CCC	4969156		RW	GM	07/29/2021 22:04	M 524 GM 07072021 THMs

Item b.



# QC Summary Report

Sample Type	Analyte	Method	MRL	Client ID	Result Flag	Amount	Target	Units	% Recovery	Recovery Limits	RPD	RPD Limit	Dil Factor	Extracted	Analyzed	EEA ID #
CCC	SS-Bromofluorobenzene	524.2	N/A	---		4.7860	5.0	ug/L	96	70 - 130	---	---	1.0	---	07/29/2021 12:11	4969155
CCC	SS-1,2-Dichlorobenzene-d4	524.2	N/A	---		9.9860	10.0	ug/L	100	70 - 130	---	---	1.0	---	07/29/2021 12:11	4969155
CCC	SS-1,2-Dichloroethane-d4	524.2	N/A	---		10.7150	10.0	ug/L	107	70 - 130	---	---	1.0	---	07/29/2021 12:11	4969155
CCC	SS-Toluene-d8	524.2	N/A	---		10.1010	10.0	ug/L	101	70 - 130	---	---	1.0	---	07/29/2021 12:11	4969155
CCC	Bromodichloromethane	524.2	0.5	---		4.6580	5.0	ug/L	93	70 - 130	---	---	1.0	---	07/29/2021 12:11	4969155
CCC	Bromoform	524.2	0.5	---		5.4280	5.0	ug/L	109	70 - 130	---	---	1.0	---	07/29/2021 12:11	4969155
CCC	Chloroform	524.2	0.5	---		3.9170	5.0	ug/L	78	70 - 130	---	---	1.0	---	07/29/2021 12:11	4969155
CCC	Dibromochloromethane	524.2	0.5	---		5.0880	5.0	ug/L	102	70 - 130	---	---	1.0	---	07/29/2021 12:11	4969155
CCL	SS-Bromofluorobenzene	524.2	N/A	---		4.7050	5.0	ug/L	94	70 - 130	---	---	1.0	---	07/29/2021 12:35	4969157
CCL	SS-1,2-Dichlorobenzene-d4	524.2	N/A	---		9.6650	10.0	ug/L	97	70 - 130	---	---	1.0	---	07/29/2021 12:35	4969157
CCL	SS-1,2-Dichloroethane-d4	524.2	N/A	---		10.3160	10.0	ug/L	103	70 - 130	---	---	1.0	---	07/29/2021 12:35	4969157
CCL	SS-Toluene-d8	524.2	N/A	---		10.0120	10.0	ug/L	100	70 - 130	---	---	1.0	---	07/29/2021 12:35	4969157
CCL	Bromodichloromethane	524.2	0.5	---		0.4650	0.5	ug/L	93	50 - 150	---	---	1.0	---	07/29/2021 12:35	4969157
CCL	Bromoform	524.2	0.5	---		0.4960	0.5	ug/L	99	50 - 150	---	---	1.0	---	07/29/2021 12:35	4969157
CCL	Chloroform	524.2	0.5	---		0.3640	0.5	ug/L	73	50 - 150	---	---	1.0	---	07/29/2021 12:35	4969157
CCL	Dibromochloromethane	524.2	0.5	---		0.4200	0.5	ug/L	84	50 - 150	---	---	1.0	---	07/29/2021 12:35	4969157
LMB	SS-Bromofluorobenzene	524.2	N/A	---		4.7780	5.0	ug/L	96	70 - 130	---	---	1.0	---	07/29/2021 12:58	4969158
LMB	SS-1,2-Dichlorobenzene-d4	524.2	N/A	---		10.0510	10.0	ug/L	101	70 - 130	---	---	1.0	---	07/29/2021 12:58	4969158
LMB	SS-1,2-Dichloroethane-d4	524.2	N/A	---		10.3260	10.0	ug/L	103	70 - 130	---	---	1.0	---	07/29/2021 12:58	4969158
LMB	SS-Toluene-d8	524.2	N/A	---		10.1700	10.0	ug/L	102	70 - 130	---	---	1.0	---	07/29/2021 12:58	4969158
LMB	Bromodichloromethane	524.2	0.5	---	<	0.5		ug/L	---	---	---	---	1.0	---	07/29/2021 12:58	4969158
LMB	Bromoform	524.2	0.5	---	<	0.5		ug/L	---	---	---	---	1.0	---	07/29/2021 12:58	4969158
LMB	Chloroform	524.2	0.5	---	<	0.5		ug/L	---	---	---	---	1.0	---	07/29/2021 12:58	4969158
LMB	Dibromochloromethane	524.2	0.5	---	<	0.5		ug/L	---	---	---	---	1.0	---	07/29/2021 12:58	4969158
FS	SS-Bromofluorobenzene	524.2	N/A	ARS3-21-02103-002		4.7890	5.0	ug/L	96	70 - 130	---	---	1.0	---	07/29/2021 15:00	4967664
FS	SS-1,2-Dichlorobenzene-d4	524.2	N/A	ARS3-21-02103-002		9.9070	10.0	ug/L	99	70 - 130	---	---	1.0	---	07/29/2021 15:00	4967664
FS	SS-1,2-Dichloroethane-d4	524.2	N/A	ARS3-21-02103-002		10.7620	10.0	ug/L	108	70 - 130	---	---	1.0	---	07/29/2021 15:00	4967664
FS	SS-Toluene-d8	524.2	N/A	ARS3-21-02103-002		10.3130	10.0	ug/L	103	70 - 130	---	---	1.0	---	07/29/2021 15:00	4967664
FS	Bromodichloromethane	524.2	0.5	ARS3-21-02103-002		1.5		ug/L	---	---	---	---	1.0	---	07/29/2021 15:00	4967664
FS	Bromoform	524.2	0.5	ARS3-21-02103-002	<	0.5		ug/L	---	---	---	---	1.0	---	07/29/2021 15:00	4967664
FS	Chloroform	524.2	0.5	ARS3-21-02103-002		14		ug/L	---	---	---	---	1.0	---	07/29/2021 15:00	4967664
FS	Dibromochloromethane	524.2	0.5	ARS3-21-02103-002	<	0.5		ug/L	---	---	---	---	1.0	---	07/29/2021 15:00	4967664
FS	Total Trihalomethanes	524.2	0.5	ARS3-21-02103-002		15.5		ug/L	---	---	---	---	1.0	---	07/29/2021 15:00	4967664
LTB	SS-Bromofluorobenzene	524.2	N/A	ARS3-21-02103-003		4.8470	5.0	ug/L	97	70 - 130	---	---	1.0	---	07/29/2021 15:23	4967665
LTB	SS-1,2-Dichlorobenzene-d4	524.2	N/A	ARS3-21-02103-003		10.2270	10.0	ug/L	102	70 - 130	---	---	1.0	---	07/29/2021 15:23	4967665
LTB	SS-1,2-Dichloroethane-d4	524.2	N/A	ARS3-21-02103-003		10.6810	10.0	ug/L	107	70 - 130	---	---	1.0	---	07/29/2021 15:23	4967665
LTB	SS-Toluene-d8	524.2	N/A	ARS3-21-02103-003		10.2610	10.0	ug/L	103	70 - 130	---	---	1.0	---	07/29/2021 15:23	4967665
LTB	Bromodichloromethane	524.2	0.5	ARS3-21-02103-003	<	0.5		ug/L	---	---	---	---	1.0	---	07/29/2021 15:23	4967665
LTB	Bromoform	524.2	0.5	ARS3-21-02103-003	<	0.5		ug/L	---	---	---	---	1.0	---	07/29/2021 15:23	4967665
LTB	Chloroform	524.2	0.5	ARS3-21-02103-003	<	0.5		ug/L	---	---	---	---	1.0	---	07/29/2021 15:23	4967665

Item b.

## QC Summary Report (cont.)

Sample Type	Analyte	Method	MRL	Client ID	Result Flag	Amount	Target	Units	% Recovery	Recovery Limits	RPD	RPD Limit	Dil Factor	Extracted	Analyzed	EEA ID #
LTB	Dibromochloromethane	524.2	0.5	ARS3-21-02103-003	<	0.5		ug/L	---	---	---	---	1.0	---	07/29/2021 15:23	4967665
LTB	Total Trihalomethanes	524.2	0.5	ARS3-21-02103-003	<	0.5		ug/L	---	---	---	---	1.0	---	07/29/2021 15:23	4967665
CCC	SS-Bromofluorobenzene	524.2	N/A	---		4.7060	5.0	ug/L	94	70 - 130	---	---	1.0	---	07/29/2021 22:04	4969156
CCC	SS-1,2-Dichlorobenzene-d4	524.2	N/A	---		9.7080	10.0	ug/L	97	70 - 130	---	---	1.0	---	07/29/2021 22:04	4969156
CCC	SS-1,2-Dichloroethane-d4	524.2	N/A	---		10.6190	10.0	ug/L	106	70 - 130	---	---	1.0	---	07/29/2021 22:04	4969156
CCC	SS-Toluene-d8	524.2	N/A	---		10.3810	10.0	ug/L	104	70 - 130	---	---	1.0	---	07/29/2021 22:04	4969156
CCC	Bromodichloromethane	524.2	0.5	---		9.9840	10.0	ug/L	100	70 - 130	---	---	1.0	---	07/29/2021 22:04	4969156
CCC	Bromoform	524.2	0.5	---		11.3460	10.0	ug/L	113	70 - 130	---	---	1.0	---	07/29/2021 22:04	4969156
CCC	Chloroform	524.2	0.5	---		8.3660	10.0	ug/L	84	70 - 130	---	---	1.0	---	07/29/2021 22:04	4969156
CCC	Dibromochloromethane	524.2	0.5	---		10.6960	10.0	ug/L	107	70 - 130	---	---	1.0	---	07/29/2021 22:04	4969156

Item b.

# Eurofins Eaton Analytical

## Run Log

Run ID: 292258 Method: 552.2

Type	Sample Id	Sample Site	Matrix	Instrument ID	Analysis Date	Calibration File
CCL	4969081		RW	FJ	07/30/2021 13:32	m 552.2 071921FJ
LMB	4969078		RW	FJ	07/30/2021 14:08	m 552.2 071921FJ
FS	4967663	ARS3-21-02103-001	DW	FJ	07/30/2021 15:20	m 552.2 071921FJ
CCC	4969084		RW	FJ	07/30/2021 21:58	m 552.2 071921FJ

Item b.

QC Summary Report

Sample Type	Analyte	Method	MRL	Client ID	Result Flag	Amount	Target	Units	% Recovery	Recovery Limits	RPD	RPD Limit	Dil Factor	Extracted	Analyzed	EEA ID #
CCL	SS-2-Bromopropionic acid	552.2	N/A	--		4.4718	5.0	ug/L	89	70 - 130	---	---	1.0	07/30/2021 06:00	07/30/2021 13:32	49690081
CCL	Dibromoacetic acid	552.2	1.0	--		0.8023	1.0	ug/L	80	50 - 150	---	---	1.0	07/30/2021 06:00	07/30/2021 13:32	49690081
CCL	Dichloroacetic acid	552.2	1.0	--		0.9880	1.0	ug/L	99	50 - 150	---	---	1.0	07/30/2021 06:00	07/30/2021 13:32	49690081
CCL	Monobromoacetic acid	552.2	1.0	--		1.0612	1.0	ug/L	106	50 - 150	---	---	1.0	07/30/2021 06:00	07/30/2021 13:32	49690081
CCL	Monochloroacetic acid	552.2	2.0	--		2.0557	2.0	ug/L	103	50 - 150	---	---	1.0	07/30/2021 06:00	07/30/2021 13:32	49690081
CCL	Trichloroacetic acid	552.2	1.0	--		0.9553	1.0	ug/L	96	50 - 150	---	---	1.0	07/30/2021 06:00	07/30/2021 13:32	49690081
CCL	IS-1,2,3-Trichloropropane	552.2	N/A	--		131251	147496	ug/L	89	70 - 130	---	---	1.0	07/30/2021 06:00	07/30/2021 13:32	49690081
LMB	SS-2-Bromopropionic acid	552.2	N/A	--		4.1175	5.0	ug/L	82	70 - 130	---	---	1.0	07/30/2021 06:00	07/30/2021 14:08	49690078
LMB	Dibromoacetic acid	552.2	1.0	--	<	1.0		ug/L	---	---	---	---	1.0	07/30/2021 06:00	07/30/2021 14:08	49690078
LMB	Dichloroacetic acid	552.2	1.0	--	<	1.0		ug/L	---	---	---	---	1.0	07/30/2021 06:00	07/30/2021 14:08	49690078
LMB	Monobromoacetic acid	552.2	1.0	--	<	1.0		ug/L	---	---	---	---	1.0	07/30/2021 06:00	07/30/2021 14:08	49690078
LMB	Monochloroacetic acid	552.2	2.0	--	<	2.0		ug/L	---	---	---	---	1.0	07/30/2021 06:00	07/30/2021 14:08	49690078
LMB	Trichloroacetic acid	552.2	1.0	--	<	1.0		ug/L	---	---	---	---	1.0	07/30/2021 06:00	07/30/2021 14:08	49690078
LMB	IS-1,2,3-Trichloropropane	552.2	N/A	--		125774	147496	ug/L	85	70 - 130	---	---	1.0	07/30/2021 06:00	07/30/2021 14:08	49690078
FS	SS-2-Bromopropionic acid	552.2	N/A	ARS3-21-02103-001		4.0738	5.0	ug/L	81	70 - 130	---	---	1.0	07/30/2021 06:00	07/30/2021 15:20	4967663
FS	Dibromoacetic acid	552.2	1.0	ARS3-21-02103-001	<	1.0		ug/L	---	---	---	---	1.0	07/30/2021 06:00	07/30/2021 15:20	4967663
FS	Dichloroacetic acid	552.2	1.0	ARS3-21-02103-001		13		ug/L	---	---	---	---	1.0	07/30/2021 06:00	07/30/2021 15:20	4967663
FS	Monobromoacetic acid	552.2	1.0	ARS3-21-02103-001	<	1.0		ug/L	---	---	---	---	1.0	07/30/2021 06:00	07/30/2021 15:20	4967663
FS	Monochloroacetic acid	552.2	2.0	ARS3-21-02103-001	<	2.0		ug/L	---	---	---	---	1.0	07/30/2021 06:00	07/30/2021 15:20	4967663
FS	Trichloroacetic acid	552.2	1.0	ARS3-21-02103-001		20		ug/L	---	---	---	---	1.0	07/30/2021 06:00	07/30/2021 15:20	4967663
FS	IS-1,2,3-Trichloropropane	552.2	N/A	ARS3-21-02103-001		146064	147496	ug/L	99	70 - 130	---	---	1.0	07/30/2021 06:00	07/30/2021 15:20	4967663
FS	Total HAA5	552.2	1.0	ARS3-21-02103-001		33		ug/L	---	---	---	---	1.0	07/30/2021 06:00	07/30/2021 15:20	4967663
CCC	SS-2-Bromopropionic acid	552.2	N/A	--		4.5853	5.0	ug/L	92	70 - 130	---	---	1.0	07/30/2021 06:00	07/30/2021 21:58	49690084
CCC	Dibromoacetic acid	552.2	1.0	--		19.7141	20.0	ug/L	99	70 - 130	---	---	1.0	07/30/2021 06:00	07/30/2021 21:58	49690084
CCC	Dichloroacetic acid	552.2	1.0	--		18.2958	20.0	ug/L	91	70 - 130	---	---	1.0	07/30/2021 06:00	07/30/2021 21:58	49690084
CCC	Monobromoacetic acid	552.2	1.0	--		18.3220	20.0	ug/L	92	70 - 130	---	---	1.0	07/30/2021 06:00	07/30/2021 21:58	49690084
CCC	Monochloroacetic acid	552.2	2.0	--		39.3668	40.0	ug/L	98	70 - 130	---	---	1.0	07/30/2021 06:00	07/30/2021 21:58	49690084
CCC	Trichloroacetic acid	552.2	1.0	--		18.4052	20.0	ug/L	92	70 - 130	---	---	1.0	07/30/2021 06:00	07/30/2021 21:58	49690084
CCC	IS-1,2,3-Trichloropropane	552.2	N/A	--		144021	147496	ug/L	98	70 - 130	---	---	1.0	07/30/2021 06:00	07/30/2021 21:58	49690084

Item b.

# Eurofins Eaton Analytical

## Run Log

Run ID: 292262 Method: 552.2

Type	Sample Id	Sample Site	Matrix	Instrument ID	Analysis Date	Calibration File
CCL	4969082		RW	FJ	07/30/2021 22:34	m 552.2 072121FJ-SC
LMB	4969079		RW	FJ	07/30/2021 23:10	m 552.2 072121FJ-SC
CCC	4969085		RW	FJ	07/31/2021 05:47	m 552.2 072121FJ-SC
CCC	4969086		RW	FJ	07/31/2021 06:59	m 552.2 072121FJ-SC

Item b.

## QC Summary Report

Sample Type	Analyte	Method	MRL	Client ID	Result Flag	Amount	Target	Units	% Recovery	Recovery Limits	RPD	RPD Limit	Dil Factor	Extracted	Analyzed	EEA ID #
CCL	SS-2-Bromopropionic acid	552.2	N/A	--		4.3815	5.0	ug/L	88	70 - 130	---	---	1.0	07/30/2021 06:00	07/30/2021 22:34	4969082
CCL	Dibromoacetic acid	552.2	1.0	--		0.9028	1.0	ug/L	90	50 - 150	---	---	1.0	07/30/2021 06:00	07/30/2021 22:34	4969082
CCL	Dichloroacetic acid	552.2	1.0	--		0.8976	1.0	ug/L	90	50 - 150	---	---	1.0	07/30/2021 06:00	07/30/2021 22:34	4969082
CCL	Monobromoacetic acid	552.2	1.0	--		0.9829	1.0	ug/L	98	50 - 150	---	---	1.0	07/30/2021 06:00	07/30/2021 22:34	4969082
CCL	Monochloroacetic acid	552.2	2.0	--		1.7801	2.0	ug/L	89	50 - 150	---	---	1.0	07/30/2021 06:00	07/30/2021 22:34	4969082
CCL	Trichloroacetic acid	552.2	1.0	--		0.9619	1.0	ug/L	96	50 - 150	---	---	1.0	07/30/2021 06:00	07/30/2021 22:34	4969082
CCL	IS-1,2,3-Trichloropropane	552.2	N/A	--		147922	148716	ug/L	99	70 - 130	---	---	1.0	07/30/2021 06:00	07/30/2021 22:34	4969082
LMB	SS-2-Bromopropionic acid	552.2	N/A	--		4.0515	5.0	ug/L	81	70 - 130	---	---	1.0	07/30/2021 06:00	07/30/2021 23:10	4969079
LMB	Dibromoacetic acid	552.2	1.0	--	<	1.0		ug/L	---	---	---	---	1.0	07/30/2021 06:00	07/30/2021 23:10	4969079
LMB	Dichloroacetic acid	552.2	1.0	--	<	1.0		ug/L	---	---	---	---	1.0	07/30/2021 06:00	07/30/2021 23:10	4969079
LMB	Monobromoacetic acid	552.2	1.0	--	<	1.0		ug/L	---	---	---	---	1.0	07/30/2021 06:00	07/30/2021 23:10	4969079
LMB	Monochloroacetic acid	552.2	2.0	--	<	2.0		ug/L	---	---	---	---	1.0	07/30/2021 06:00	07/30/2021 23:10	4969079
LMB	Trichloroacetic acid	552.2	1.0	--	<	1.0		ug/L	---	---	---	---	1.0	07/30/2021 06:00	07/30/2021 23:10	4969079
LMB	IS-1,2,3-Trichloropropane	552.2	N/A	--		140484	148716	ug/L	94	70 - 130	---	---	1.0	07/30/2021 06:00	07/30/2021 23:10	4969079
CCC	SS-2-Bromopropionic acid	552.2	N/A	--		4.5985	5.0	ug/L	92	70 - 130	---	---	1.0	07/30/2021 06:00	07/31/2021 05:47	4969085
CCC	Dibromoacetic acid	552.2	1.0	--		17.6676	20.0	ug/L	88	70 - 130	---	---	1.0	07/30/2021 06:00	07/31/2021 05:47	4969085
CCC	Dichloroacetic acid	552.2	1.0	--		19.5472	20.0	ug/L	98	70 - 130	---	---	1.0	07/30/2021 06:00	07/31/2021 05:47	4969085
CCC	Monobromoacetic acid	552.2	1.0	--		18.9845	20.0	ug/L	95	70 - 130	---	---	1.0	07/30/2021 06:00	07/31/2021 05:47	4969085
CCC	Monochloroacetic acid	552.2	2.0	--		41.8163	40.0	ug/L	105	70 - 130	---	---	1.0	07/30/2021 06:00	07/31/2021 05:47	4969085
CCC	Trichloroacetic acid	552.2	1.0	--		18.4837	20.0	ug/L	92	70 - 130	---	---	1.0	07/30/2021 06:00	07/31/2021 05:47	4969085
CCC	IS-1,2,3-Trichloropropane	552.2	N/A	--		144208	148716	ug/L	97	70 - 130	---	---	1.0	07/30/2021 06:00	07/31/2021 05:47	4969085
CCC	SS-2-Bromopropionic acid	552.2	N/A	--		4.5523	5.0	ug/L	91	70 - 130	---	---	1.0	07/30/2021 06:00	07/31/2021 06:59	4969086
CCC	Dibromoacetic acid	552.2	1.0	--		17.4904	20.0	ug/L	87	70 - 130	---	---	1.0	07/30/2021 06:00	07/31/2021 06:59	4969086
CCC	Dichloroacetic acid	552.2	1.0	--		19.3376	20.0	ug/L	97	70 - 130	---	---	1.0	07/30/2021 06:00	07/31/2021 06:59	4969086
CCC	Monobromoacetic acid	552.2	1.0	--		18.7413	20.0	ug/L	94	70 - 130	---	---	1.0	07/30/2021 06:00	07/31/2021 06:59	4969086
CCC	Monochloroacetic acid	552.2	2.0	--		41.8778	40.0	ug/L	105	70 - 130	---	---	1.0	07/30/2021 06:00	07/31/2021 06:59	4969086
CCC	Trichloroacetic acid	552.2	1.0	--		18.2905	20.0	ug/L	91	70 - 130	---	---	1.0	07/30/2021 06:00	07/31/2021 06:59	4969086
CCC	IS-1,2,3-Trichloropropane	552.2	N/A	--		146678	148716	ug/L	99	70 - 130	---	---	1.0	07/30/2021 06:00	07/31/2021 06:59	4969086

Item b.

### Sample Type Key

<u>Type (Abbr.)</u>	<u>Sample Type</u>	<u>Type (Abbr.)</u>	<u>Sample Type</u>
CCC	Continuing Calibration Check		
CCL	Continuing Calibration Low		
FS	Field Sample		
LMB	Laboratory Method Blank		
LTB	Laboratory Trip Blank		

END OF REPORT





# **ARS Aleut Analytical, LLC Analytical Reports**


**for**

## **City of Wrangell**

# **Sample Management Records**



Item b.

Shipper's Name and Address City of Wrangell 205 Brueger Wrangell, AK 99929 USA Tel: 907-874-2381	Shipper's Account Number 27500310912 Customer's ID Number 8181	Not Negotiable <b>Air Waybill</b> Issued By  P.O. BOX 68900 SEATTLE, WA 98168 800-225-2752 ALASKACARGO.COM
---	---	--

Consignee's Name and Address ARS Aleut Analytical LLC 3710 Woodland Dr Suite 900 Anchorage, AK 99517 USA Tel: 907-258-2155	Consignee's Account Number 27442486991	Also notify Tel:
--	---	---------------------

Issuing Carrier's Agent and City Wrangell	Accounting Information City of Wrangell 205 Brueger Wrangell, AK 99929 USA GoldStreak	8181
Agent's IATA Code Account No.		
Airport of Departure (Addr. of First Carrier) and Requested Routing Wrangell		

To	By First Carrier	To / By	To / By	Currency	WT/VAL	Other	Declared Value For Carriage	Declared Value For Customs
ANC	Alaska Airlines			USD PX	X	X	NVD	NCV
Airport of Destination	Flight/Date	Flight/Date	Amount of Insurance					
Anchorage	AS 065/26		XXX					

Handling Information

STORE IN COOLER WHEN POSSIBLE  
NOA 907-258-2155

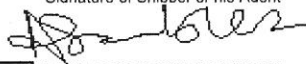
SCI

No of Pieces	Gross Weight	kg lb	Commodity Item No.	Chargeable Weight	Rate / Charge	Total	Nature and Quantity of Goods (Incl. Dimensions or Volume)
1	13.0	L		13.0		AS AGREED	WATER SAMPLE  Dims: 14 x 12 x11 x 1
1	13.0					AS AGREED	GSX COL Volume: 1.069

Prepaid AS AGREED	Weight Charge Collect	Other Charges XBC 10.00
Valuation Charge		
Tax		
Total Other Charges Due Agent		
Total Other Charges Due Carrier		
Total Prepaid AS AGREED		Total Collect

Shipper certifies that the particulars on the face hereof are correct and that insofar as any part of the consignment contains dangerous goods, such part is properly described by name and is in proper condition for carriage by air according to the applicable Dangerous Goods Regulations. I consent to the inspection of this cargo.

For: City of Wrangell

Signature of Shipper or his Agent  


THIS SHIPMENT DOES NOT CONTAIN DANGEROUS GOODS
  THIS SHIPMENT DOES CONTAIN DANGEROUS GOODS

Executed On (Date) 26 Jul 2021 09:07	at (Place) Wrangell	Signature of Issuing Carrier or its Agent Alaska Airlines
---	------------------------	--



907 E. Dowling Road Unit #24  
Anchorage, AK 99518  
(907) 258-2155 | Fax (907) 258-6634

Item b.

# ARS Aleut Analytical, LLC

## Laboratory Analytical Report

### ARS3-21-01851

City of Wrangell  
City of Wrangell  
P.O. Box 531  
Wrangell, AK 99929  
907 874-3458  
wrgwtf@aptalaska.net

Project Name: **Special Testing**  
PWS #: **120143**

Questions regarding this analytical report should be addressed to ARS project manager, Erin West, who can be reached by phone at 907-258-2155 or email at [datareporting@aaa.aleutfederal.com](mailto:datareporting@aaa.aleutfederal.com).

I certify that the test results presented in this report (in either hardcopy or electronic file (EDD)) meet the requirements of the laboratory’s certifications and other applicable contract terms and conditions. Any exceptions to the certification or contract will be noted within the case narratives presented in the report. Any subcontracted sample results will be identified within the case narratives presented in the report. In the event this report is an amendment to a previously released report, the case narrative will clearly identify the original report as well as the reason(s) for reissuance. A statement of uncertainty for each analysis is available upon request. I authorize release and issuance of this report on the date signed below.

**Erin West** Digitally signed by Erin West  
Date: 2021.08.05 01:11:33 -05'00' Laboratory Management, ARS Aleut Analytical

Signature

Date

Title

*This report provides analytical results of the requested analysis and does not include any opinions or interpretations. ARS Aleut Analytical, LLC assumes no liability for the use or interpretation of analytical results. Results relate only to items tested. A partial reproduction of this test report is prohibited. Reproduction of this report in full requires the written approval of the laboratory.*

Alaska Laboratory# AK00969



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# **ARS Aleut Analytical, LLC Analytical Reports**

**for**

# **City of Wrangell**

# **Case Narrative**



**PROJECT SAMPLE IDENTIFICATION  
 CROSS-REFERENCE  
 TO ARS SAMPLE LABORATORY IDs**

Project ID	Client Sample ID	ARS Aleut Analytical Sample ID	EEA Sample ID
120143	N-17 Hydrant N-17 Hydrant	ARS3-21-01851-001	4945958
120143	Z-221 Hydrant Z-221 Hydrant	ARS3-21-01851-002	4945959
120143	Trip Blank Trip Blank	ARS3-21-01851-003	4945960

Sample	Date Collected	Date Received	Analysis	Basis	Prep Date/Time	Analysis Date/Time
001	06/28/21 10:03	06/29/21	SVOA-552.2-AQ	As Received	07/06/21 07:15	07/07/21 06:30
002	06/28/21 07:42	06/29/21	VOA-524.2-AQ tthm	As Received	06/28/21 07:42	07/07/21 19:22
003	06/28/21 07:42	06/29/21	VOA-524.2-AQ tthm	As Received	06/28/21 07:42	07/07/21 19:00

**SAMPLE RECEIPT/PREP**

The samples arrived in good condition. The samples were screened for radioactive contamination as per procedure **ARS-062 "Sample Receiving"**. Sample date(s) and time(s) are listed as provided by the client. Turnaround time was set at 15 work days.

Received in ANC on 6-29-21 at 16:40 by CA from alert. Temp was 5.6 from temp blank on frozen ice. ERM 6-30-21

Samples were sent to Eurofins Eaton Analytical (EEA) on 06-30-2021 09:30 and arrived on 07-02-2021 08:45 at 9°C.

**ANALYTICAL METHODS**

Semi-volatile analyses was performed using **552.2**.

Volatile analyses was performed using **524.2**.

The following are subcontracted analyses and have been reported to us as having met criteria, unless otherwise noted:



SVOA-552.2-AQ - Haloacetic Acids

VOA-524.2-AQ tthm - 524.2 AK DW tthm List

Results for subcontracted analyses are directly behind ARS results.

### **ANALYTICAL RESULTS**

\*\*No QC or CRDL warnings found.

ARS3-21-01851: Results (TTHM, HAA5) were uploaded to CMDP under Job ID #172922. EW 8/4/21



## Definitions:

<b>CRDL</b>	Contract Required Detection Limit
<b>CSU</b>	Combined Standard Uncertainty
<b>DLC</b>	Decision Level Concentration (ANSI N42.23)
<b>DO</b>	Duplicate Original
<b>DUP</b>	Sample Duplicate
<b>LCS/LCSD</b>	Laboratory Control Sample/Laboratory Control Sample Duplicate
<b>LOD</b>	Limit of Detection
<b>LOQ</b>	Limit of Quantitation
<b>MBL</b>	Method Blank
<b>MCL</b>	Maximum Contaminant Level
<b>MDA</b>	Minimum Detectable Activity
<b>MDL</b>	Method Detection Limit
<b>MS/MSD</b>	Matrix Spike/Matrix Spike Duplicate
<b>N/A</b>	Not Applicable
<b>NC</b>	Not Calculated
<b>NP</b>	Not Provided
<b>NR</b>	Not Referenced
<b>PQL</b>	Practical Quantitation Limit

## Data Qualifiers:

<b>B</b>	The result of both the method blank and the target sample are above the MDL.
<b>D</b>	Sample analysis accomplished through dilution.
<b>J</b>	The reported result is an estimated value above the LOD but below the LOQ, or above the MDL but below the PQL.
<b>Q</b>	One or more quality control criteria failed.
<b>U</b>	Result is below the MDA, MDL, PQL, LOD, or LOQ
<b>*</b>	LCS/LCSD or Sample DUP fails all Duplicate criteria.
<b>S</b>	Spike
<b>SC</b>	Subcontracted out to another qualified laboratory
<b>H</b>	Holding time exceeded
<b>E</b>	Exceeds MCL
<b>**</b>	Reporting Limit is higher than MCL; Target cannot be detected
<b>‡</b>	Method/Matrix/Analyte not accredited for this certification

## Radiochemistry Comments:

- 1.0) All MDA/MDC values are calculated on a sample specific basis.
- 2.0) Data in this report are within the limits of uncertainty specified in the reference method unless otherwise specified.
- 3.0) Total activity is actually total gamma activity and is determined utilizing the prominent gamma emitters from the naturally occurring radioactive decay chains and other prominent radioactive nuclides. Total activity may be lower than the actual total activity due to the extent of secular equilibrium achieved in the various decay chains at the time of analysis. The total activity is not representative of nuclides that emit solely alpha or beta particles.
- 4.0) Ra-228 is determined via secular equilibrium with its daughter, Actinium 228 (Gamma Spectroscopy only).
- 5.0) U-238 is determined via secular equilibrium with its daughter, Thorium 234 (Gamma Spectroscopy only).
- 6.0) All gamma spectroscopy was performed utilizing high purity germanium detectors (**HPGe**).
- 7.0) ARS makes every attempt to match sample density to calibrated density; however, in some cases, it is not practical or possible to do so and data results may be affected (Gamma Spectroscopy only).
- 8.0) Gamma spectroscopy results are calculated values based on the **ORTEC®** GammaVision ENV32 Analysis Engine.
- 9.0) DoD/DOE and ISO 17025 certifications through ANAB apply only to the following methods in **Non-Potable Water**:  
Gross Alpha and Gross Beta (EPA 900.0, EPA 9310); Radium 226 (EPA 903.0, EPA 903.1, EPA 9315); Radium 228 (EPA 904.0, EPA 9320); ICP/MS (EPA 6020B); ICP-OES (EPA 6010D); Mercury CVAA (EPA 7470A); Strontium-89 (EPA 905.0, Eichrom SRW01, HASL 300 Sr-01); Strontium-90 (EPA 905.0, Eichrom SRW01, HASL 300 Sr-02-RC); Tritium (EPA 906.0); Enriched Tritium (ARS-040), Carbon-14 (ARS-019), Tritium/Carbon (ARS-151); Gamma Emitters (EPA 901.1, SM 7120B, HASL 300 Ga-01-R); Americium-241 (Eichrom ACW03, HASL 300 Se-03, HASL 300 Am-03); Plutonium 238, Plutonium 239/240, Plutonium-241 (Eichrom ACW03, HASL 300 Se-03, HASL 300 Pu-10); Thorium-228, Thorium 230, Thorium-232 (Eichrom ACW10); Uranium-234, Uranium-235, Uranium-238 (Eichrom ACW03, HASL 300 Se-03); Lead-210 (Eichrom OTW01); Technetium-99 (Eichrom TCW02); GC/ECD (EPA 8082A); GC/MS (EPA 8260B)
- 10.0) DoD/DOE and ISO 17025 certifications through ANAB apply only to the following methods in **Solid and Chemical Materials**:  
Gross Alpha and Gross Beta (EPA 900.0 Mod, EPA 9310); ICP/MS (EPA 6020B); ICP-OES (EPA 6010D); Mercury CVAA (EPA 7471B); Strontium-89 (EPA 905.0 Mod, Eichrom SRW01, HASL 300 Sr-01); Strontium-90 (EPA 905.0 Mod, Eichrom SRW01, HASL 300 Sr-02); Tritium (EPA 906.0 Mod); Tritium/Carbon-14 (ARS-151); Gamma Emitters (EPA 901.1, HASL 300 Ga-01-R); Americium-241 (Eichrom ACW03, HASL 300 Se-03, HASL 300 Am-01-RC); Plutonium 238, Plutonium 239/240, Plutonium-241 (Eichrom ACW03, HASL 300 Se-03, HASL 300 Pu-02-RC, HASL 300 Pu-03-RC); Thorium-228, Thorium 230, Thorium-232 (Eichrom ACW10); Uranium-234, Uranium-235, Uranium-238 (Eichrom ACW03, HASL 300 Se-03, HASL 300 U-02, HASL 300 U-04); Technetium-99 (Eichrom TCS01); GC/ECD (EPA 8082A); GC/MS (EPA 8260B, EPA 8270D)
- 11.0) DoD/DOE and ISO 17025 certifications through ANAB apply only to the following methods in **Air and Emissions**:  
Gross Alpha and Gross Beta (EPA 900.0 Mod, EPA 9310); Strontium-89 (Eichrom SRW01, HASL 300 Sr-01-RC); Strontium-90 (Eichrom SRW01, HASL 300 Sr-02-RC); Gamma Emitters (EPA 901.1, HASL 300 Ga-01-R); Americium-241 (Eichrom ACW03, HASL 300 Se-03); Plutonium 238, Plutonium 239/240, Plutonium-241 (Eichrom ACW03, HASL 300 Se-03); Thorium-228, Thorium 230, Thorium-232 (Eichrom ACW10); Uranium-234, Uranium-235, Uranium-238 (Eichrom ACW03, HASL 300 Se-03); Technetium-99 (Eichrom TCW02, Eichrom TCS01)

## General Comments:

- 1.0) Modified analysis procedures are procedures that are modified to meet the certain specifications. An example may be the use of a water method to analyze a solid matrix due to the lack of an officially recognized procedure for the analysis of the solid matrix. Modified analyses are indicated by the subsequent addition of "M" or "Mod" to the procedure number (i.e. 901.1M, 901.1 Mod).
- 2.0) All NIOSH method results are reported without blank corrections applied.
- 3.0) Basis: "As Received" = analyzed as received from client; "Dry" = dried prior to being analyzed; "Dry Weight Corrected" = analyzed as received; result corrected for percent moisture.

# **ARS Aleut Analytical, LLC Analytical Reports**

**for**

## **City of Wrangell**

# **Analytical Results**

## LABORATORY REPORT

If you have any questions concerning this report, please do not hesitate to call us at (800) 332-4345 or (574) 233-4777.

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## STATE CERTIFICATION LIST

State	Certification	State	Certification
Alabama	40700	Missouri	880
Alaska	IN00035	Montana	CERT0026
Arizona	AZ0432	Nebraska	NE-OS-05-04
Arkansas	IN00035	Nevada	IN00035
California	2920	New Hampshire*	2124
Colorado	IN00035	New Jersey*	IN598
Colorado Radiochemistry	IN00035	New Mexico	IN00035
Connecticut	PH-0132	New York*	11398
Delaware	IN035	North Carolina	18700
Florida(Primary AB)*	E87775	North Dakota	R-035
Georgia	929	Ohio	87775
Hawaii	IN035	Oklahoma	D9508
Idaho	IN00035	Oregon*	4156
Illinois*	200001	Pennsylvania*	68-00466
Illinois Microbiology	17767	Puerto Rico	IN00035
Illinois Radiochemistry	IN00035	Rhode Island	LAO00343
Indiana Chemistry	C-71-01	South Carolina	95005
Indiana Microbiology	M-76-07	South Dakota	IN00035
Iowa	098	Tennessee	TN02973
Kansas*	E-10233	Texas*	T104704187
Kentucky	90056	Texas/TCEQ	TX207
Louisiana*	LA014	Utah*	IN00035
Maine	IN00035	Vermont	VT-8775
Maryland	209	Virginia*	460275
Massachusetts	M-IN035	Washington	C837
Michigan	9926	West Virginia	9927 C
Minnesota*	018-999-338	Wisconsin	999766900
Mississippi	IN035	Wyoming	IN035
EPA	IN00035		

\*NELAP/TNI Recognized Accreditation Bodies

110 South Hill Street  
 South Bend, IN 46617  
 Tel: (574) 233-4777  
 Fax: (574) 233-8207  
 1 800 332 4345

## Laboratory Report

Client: ARS Aluet Analytical, LLC  
 Attn: Erin West  
 3710 Woodland Drive  
 Suite 900  
 Anchorage, AK 99517

Report: 523005  
 Priority: Rush Written  
 Status: Final  
 PWS ID: Not Supplied  
 Alaska Lab ID #: IN00035

Sample Information					
EEA ID #	Client ID	Method	Collected Date / Time	Collected By:	Received Date / Time
4945958	ARS3-21-01851-001	552.2	06/28/21 10:03	Client	07/02/21 08:45
4945959	ARS3-21-01851-002	524.2	06/28/21 07:42	Client	07/02/21 08:45
4945960	ARS3-21-01851-003	524.2	06/28/21 07:42	Client	07/02/21 08:45

### Report Summary

ARS3-21-01851-001

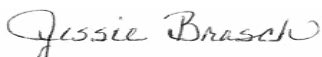
Note: The samples submitted for analysis were received at a temperature of 8.8°C. The client was notified of the situation.

Note: Sample containers were provided by the client.

Detailed quantitative results are presented on the following pages. The results presented relate only to the samples provided for analysis.

We appreciate the opportunity to provide you with this analysis. If you have any questions concerning this report, please do not hesitate to call Jessie Brasch at (574) 233-4777.

Note: This report may not be reproduced, except in full, without written approval from EEA.



Analytical Services Manager

Authorized Signature

Title

07/09/2021

Date

Client Name: ARS Aluet Analytical, LLC

Report #: 523005

Sampling Point: ARS3-21-01851-001

PWS ID: Not Supplied

Disinfection Byproducts									
Analyte ID #	Analyte	Method	Reg Limit	MRL†	Result	Units	Preparation Date	Analyzed Date	EEA ID #
631-64-1	Dibromoacetic acid	552.2	---	1.0	< 1.0	ug/L	07/06/21 07:15	07/07/21 06:30	4945958
79-43-6	Dichloroacetic acid	552.2	---	1.0	15	ug/L	07/06/21 07:15	07/07/21 06:30	4945958
79-08-3	Monobromoacetic acid	552.2	---	1.0	< 1.0	ug/L	07/06/21 07:15	07/07/21 06:30	4945958
79-11-8	Monochloroacetic acid	552.2	---	2.0	< 2.0	ug/L	07/06/21 07:15	07/07/21 06:30	4945958
76-03-9	Trichloroacetic acid	552.2	---	1.0	26	ug/L	07/06/21 07:15	07/07/21 06:30	4945958
---	Total HAA5	552.2	60 *	1.0	41	ug/L	07/06/21 07:15	07/07/21 06:30	4945958

Sampling Point: ARS3-21-01851-002

PWS ID: Not Supplied

Disinfection Byproducts									
Analyte ID #	Analyte	Method	Reg Limit	MRL†	Result	Units	Preparation Date	Analyzed Date	EEA ID #
75-27-4	Bromodichloromethane	524.2	---	0.5	1.0	ug/L	---	07/07/21 19:22	4945959
75-25-2	Bromoform	524.2	---	0.5	< 0.5	ug/L	---	07/07/21 19:22	4945959
67-66-3	Chloroform	524.2	---	0.5	20	ug/L	---	07/07/21 19:22	4945959
124-48-1	Dibromochloromethane	524.2	---	0.5	< 0.5	ug/L	---	07/07/21 19:22	4945959
---	Total Trihalomethanes	524.2	80 *	0.5	21.0	ug/L	---	07/07/21 19:22	4945959

Sampling Point: ARS3-21-01851-003

PWS ID: Not Supplied

Disinfection Byproducts									
Analyte ID #	Analyte	Method	Reg Limit	MRL†	Result	Units	Preparation Date	Analyzed Date	EEA ID #
75-27-4	Bromodichloromethane	524.2	---	0.5	< 0.5	ug/L	---	07/07/21 19:00	4945960
75-25-2	Bromoform	524.2	---	0.5	< 0.5	ug/L	---	07/07/21 19:00	4945960
67-66-3	Chloroform	524.2	---	0.5	< 0.5	ug/L	---	07/07/21 19:00	4945960
124-48-1	Dibromochloromethane	524.2	---	0.5	< 0.5	ug/L	---	07/07/21 19:00	4945960
---	Total Trihalomethanes	524.2	80 *	0.5	< 0.5	ug/L	---	07/07/21 19:00	4945960

† EEA has demonstrated it can achieve these report limits in reagent water, but can not document them in all sample matrices.

Reg Limit Type:	MCL	SMCL	AL
Symbol:	*	^	!

## Lab Definitions

**Continuing Calibration Check Standard (CCC) / Continuing Calibration Verification (CCV) / Initial Calibration Verification Standard (ICV) / Initial Performance Check (IPC)** - is a standard containing one or more of the target analytes that is prepared from the same standards used to calibrate the instrument. This standard is used to verify the calibration curve at the beginning of each analytical sequence, and may also be analyzed throughout and at the end of the sequence. The concentration of continuing standards may be varied, when prescribed by the reference method, so that the range of the calibration curve is verified on a regular basis. CCL, CCM, and CCH are the CCC standards at low, mid, and high concentration levels, respectively.

**Internal Standards (IS)** - are pure compounds with properties similar to the analytes of interest, which are added to field samples or extracts, calibration standards, and quality control standards at a known concentration. They are used to measure the relative responses of the analytes of interest and surrogates in the sample, calibration standard or quality control standard.

**Laboratory Duplicate (LD)** - is a field sample aliquot taken from the same sample container in the laboratory and analyzed separately using identical procedures. Analysis of laboratory duplicates provides a measure of the precision of the laboratory procedures.

**Laboratory Fortified Blank (LFB) / Laboratory Control Sample (LCS)** - is an aliquot of reagent water to which known concentrations of the analytes of interest are added. The LFB is analyzed exactly the same as the field samples. LFBs are used to determine whether the method is in control. FBL, FBM, and FBH are the LFB samples at low, mid, and high concentration levels, respectively.

**Laboratory Method Blank (LMB) / Laboratory Reagent Blank (LRB)** - is a sample of reagent water included in the sample batch analyzed in the same way as the associated field samples. The LMB is used to determine if method analytes or other background contamination have been introduced during the preparation or analytical procedure. The LMB is analyzed exactly the same as the field samples.

**Laboratory Trip Blank (LTB) / Field Reagent Blank (FRB)** - is a sample of laboratory reagent water placed in a sample container in the laboratory and treated as a field sample, including storage, preservation, and all analytical procedures. The FRB/LTB container follows the collection bottles to and from the collection site, but the FRB/LTB is not opened at any time during the trip. The FRB/LTB is primarily a travel blank used to verify that the samples were not contaminated during shipment.

If applicable, the calculation of the matrix spike (MS) or matrix spike duplicate (MSD) percent recovery is as follows:  $(MS \text{ or } MSD \text{ value} - \text{Sample value}) * 100 / \text{spike target} / \text{dilution factor} = \text{Recovery } \%$

**Matrix Spike Duplicate Sample (MSD) / Laboratory Fortified Sample Matrix Duplicate (LFSMD)** - is a sample aliquot taken from the same field sample source as the Matrix Spike Sample to which known quantities of the analytes of interest are added in the laboratory. The MSD is analyzed exactly the same as the field samples. Analysis of the MSD provides a measure of the precision of the laboratory procedures in a specific matrix. SDL, SDM, and SDH / LFSMDL, LFSMDM, and LFSMDH are the MSD or LFSMD at low, mid, and high concentration levels, respectively.

**Matrix Spike Sample (MS) / Laboratory Fortified Sample Matrix (LFSM)** - is a sample aliquot taken from field sample source to which known quantities of the analytes of interest are added in the laboratory. The MS is analyzed exactly the same as the field samples. The purpose is to demonstrate recovery of the analytes from a sample matrix to determine if the specific matrix contributes bias to the analytical results. MSL, MSM, and MSH / LFSML, LFSMM, and LFSMH are the MS or LFSM at low, mid, and high concentration levels, respectively.

**Quality Control Standard (QCS) / Second Source Calibration Verification (SSCV)** - is a solution containing known concentrations of the analytes of interest prepared from a source different from the source of the calibration standards. The solution is obtained from a second manufacturer or lot if the lot can be demonstrated by the manufacturer as prepared independently from other lots. The QCS sample is analyzed using the same procedures as field samples. The QCS is used as a check on the calibration standards used in the method on a routine basis.

**Reporting Limit Check (RLC) / Initial Calibration Check Standard (ICCS)** - is a procedural standard that is analyzed each day to evaluate instrument performance at or below the minimum reporting limit (MRL).

**Surrogate Standard (SS) / Surrogate Analyte (SUR)** - is a pure compound with properties similar to the analytes of interest, which is highly unlikely to be found in any field sample, that is added to the field samples, calibration standards, blanks and quality control standards before sample preparation. The SS is used to evaluate the efficiency of the sample preparation process.

**CHAIN OF CUSTODY FOR EXTERNAL LAB ANALYSIS**

COC Number: ARS3-21-01851-1-1

Item b.

Anchorage, AK  
 907 E. Dowling Road Unit #24  
 Anchorage AK, 99518  
 Report To: Erin West  
 Phone: 907-258-2155

PO Number: 16901

Requested Turnaround: 7-19-21 Rush

Required Certification: Alaska DW

523005

**Testing Laboratory:**

Eurofins Eaton Analytical (EEA)  
 110 South Hill Street  
 South Bend, IN 46617  
 Phone: 574-472-5564

**Client Identifier:**

Client ID	Test Method	Method Description	Sample Date	Matrix	Report To	Comments
ARS3-21-01851-001-1	EPA 552.2 (1)	552.2 (Aqueous) - Haloacetic Acids 4945958	06-28-2021 10:03	Drinking Water	MDL	Rush ASAP please
ARS3-21-01851-002-1	EPA 524.2	tthm - AK DW	06-28-2021 07:42	Aqueous	MDL	tthm only Rush ASAP please
ARS3-21-01851-002-2	EPA 524.2	tthm - AK DW	06-28-2021 07:42	Aqueous	MDL	tthm only Rush ASAP please
ARS3-21-01851-002-3	EPA 524.2 (4)	tthm - AK DW 4945959	06-28-2021 07:42	Aqueous	MDL	tthm only Rush ASAP please
ARS3-21-01851-002-4	EPA 524.2	tthm - AK DW	06-28-2021 07:42	Aqueous	MDL	tthm only Rush ASAP please
ARS3-21-01851-003-1	EPA 524.2	tthm - AK DW	06-28-2021 07:42	Aqueous	MDL	Trip Blank TTHM only
ARS3-21-01851-003-2	EPA 524.2 (2)	tthm - AK DW 4945960	06-28-2021 07:42	Aqueous	MDL	Trip Blank TTHM only

<u>Parent Lab Relinquished by:</u> ERM 6-30-21	<u>Date/Time:</u> 9:30	<u>Received by:</u> [Signature]	<u>Date/Time/Temp:</u> 7-2-21 0845
<u>Relinquished by:</u>	<u>Date/Time:</u>	<u>Received by:</u>	<u>Date/Time/Temp:</u>

8.8°C  
 custody seal intact ss  
 7-2-21

OK to proceed per Erin West to Jessie ss 7-6-21

**RUSH WRITTEN**

Client Provided Sample Container



### Test Method Information - STD TARGETS

Item b.

Eurofins Eaton Analytical (EEA)

Matrix                    Drinking Water  
 Method Name            EPA 552.2  
 Description              Haloacetic Acids

<u>Analyte Name</u>	<u>CAS Number</u>	<u>Units</u>	<u>LCS Limit</u>		<u>Matrix Spike Limit</u>		<u>RPDCL</u>
			<u>LCL</u>	<u>UCL</u>	<u>LCL</u>	<u>UCL</u>	
Dibromoacetic acid	631-64-1	ug/L	90	110	80	120	
Dichloroacetic acid	79-43-6	ug/L	90	110	80	120	
Monobromoacetic acid	79-08-3	ug/L	90	110	80	120	
Monochloroacetic acid	79-11-8	ug/L	90	110	80	120	
Total Haloacetic Acids		ug/L	90	110	80	120	
Trichloroacetic acid	76-03-9	ug/L	90	110	80	120	

**Target Analytes By Sample:**

ARS3-21-01851-001: Dibromoacetic acid, Dichloroacetic acid, Monobromoacetic acid, Monochloroacetic acid, Total Haloacetic Acids, Trichloroacetic acid

Matrix                    Aqueous  
 Method Name            EPA 524.2  
 Description              524.2 AK DW tthm List

<u>Analyte Name</u>	<u>CAS Number</u>	<u>Units</u>	<u>LCS Limit</u>		<u>Matrix Spike Limit</u>		<u>RPDCL</u>
			<u>LCL</u>	<u>UCL</u>	<u>LCL</u>	<u>UCL</u>	
Bromodichloromethane	75-27-4	ug/L	90	110	80	120	
Bromoform	75-25-2	ug/L	90	110	80	120	
Chloroform	67-66-3	ug/L	90	110	80	120	
Dibromochloromethane	124-48-1	ug/L	90	110	80	120	
Total Trihalomethane		ug/L	90	110	80	120	

**Target Analytes By Sample:**

ARS3-21-01851-002: Bromodichloromethane, Bromoform, Chloroform, Dibromochloromethane, Total Trihalomethane

ARS3-21-01851-003: Bromodichloromethane, Bromoform, Chloroform, Dibromochloromethane, Total Trihalomethane

# Eurofins Eaton Analytical

## Run Log

Run ID: 291278 Method: 524.2

Type	Sample Id	Sample Site	Matrix	Instrument ID	Analysis Date	Calibration File
CCL	4948353		RW	GE	07/07/2021 11:21	M 524 GE 062121 M1235
CCC	4948354		RW	GE	07/07/2021 11:44	M 524 GE 062121 M1235
LMB	4948356		RW	GE	07/07/2021 12:37	M 524 GE 062121 M1235
LTB	4945960	ARS3-21-01851-003	RW	GE	07/07/2021 19:00	M 524 GE 062121 M1235
FS	4945959	ARS3-21-01851-002	DW	GE	07/07/2021 19:22	M 524 GE 062121 M1235
CCC	4948355		RW	GE	07/07/2021 22:02	M 524 GE 062121 M1235

Item b.

# QC Summary Report

Sample Type	Analyte	Method	MRL	Client ID	Result Flag	Amount	Target	Units	% Recovery	Recovery Limits	RPD	RPD Limit	Dil Factor	Extracted	Analyzed	EEA ID #
CCL	SS-Bromofluorobenzene	524.2	N/A	---		4.6050	5.0	ug/L	92	70 - 130	---	---	1.0	---	07/07/2021 11:21	4948353
CCL	SS-1,2-Dichlorobenzene-d4	524.2	N/A	---		9.0970	10.0	ug/L	91	70 - 130	---	---	1.0	---	07/07/2021 11:21	4948353
CCL	SS-1,2-Dichloroethane-d4	524.2	N/A	---		10.1040	10.0	ug/L	101	70 - 130	---	---	1.0	---	07/07/2021 11:21	4948353
CCL	SS-Toluene-d8	524.2	N/A	---		10.0590	10.0	ug/L	101	70 - 130	---	---	1.0	---	07/07/2021 11:21	4948353
CCL	Bromodichloromethane	524.2	0.5	---		0.5300	0.5	ug/L	106	50 - 150	---	---	1.0	---	07/07/2021 11:21	4948353
CCL	Bromoform	524.2	0.5	---		0.4400	0.5	ug/L	88	50 - 150	---	---	1.0	---	07/07/2021 11:21	4948353
CCL	Chloroform	524.2	0.5	---		0.5030	0.5	ug/L	101	50 - 150	---	---	1.0	---	07/07/2021 11:21	4948353
CCL	Dibromochloromethane	524.2	0.5	---		0.4780	0.5	ug/L	96	50 - 150	---	---	1.0	---	07/07/2021 11:21	4948353
CCC	SS-Bromofluorobenzene	524.2	N/A	---		4.7920	5.0	ug/L	96	70 - 130	---	---	1.0	---	07/07/2021 11:44	4948354
CCC	SS-1,2-Dichlorobenzene-d4	524.2	N/A	---		9.7910	10.0	ug/L	98	70 - 130	---	---	1.0	---	07/07/2021 11:44	4948354
CCC	SS-1,2-Dichloroethane-d4	524.2	N/A	---		10.6340	10.0	ug/L	106	70 - 130	---	---	1.0	---	07/07/2021 11:44	4948354
CCC	SS-Toluene-d8	524.2	N/A	---		10.1540	10.0	ug/L	102	70 - 130	---	---	1.0	---	07/07/2021 11:44	4948354
CCC	Bromodichloromethane	524.2	0.5	---		2.1230	2.0	ug/L	106	70 - 130	---	---	1.0	---	07/07/2021 11:44	4948354
CCC	Bromoform	524.2	0.5	---		2.0680	2.0	ug/L	103	70 - 130	---	---	1.0	---	07/07/2021 11:44	4948354
CCC	Chloroform	524.2	0.5	---		2.1260	2.0	ug/L	106	70 - 130	---	---	1.0	---	07/07/2021 11:44	4948354
CCC	Dibromochloromethane	524.2	0.5	---		1.9690	2.0	ug/L	98	70 - 130	---	---	1.0	---	07/07/2021 11:44	4948354
LMB	SS-Bromofluorobenzene	524.2	N/A	---		4.5660	5.0	ug/L	91	70 - 130	---	---	1.0	---	07/07/2021 12:37	4948356
LMB	SS-1,2-Dichlorobenzene-d4	524.2	N/A	---		9.2030	10.0	ug/L	92	70 - 130	---	---	1.0	---	07/07/2021 12:37	4948356
LMB	SS-1,2-Dichloroethane-d4	524.2	N/A	---		10.3000	10.0	ug/L	103	70 - 130	---	---	1.0	---	07/07/2021 12:37	4948356
LMB	SS-Toluene-d8	524.2	N/A	---		9.9370	10.0	ug/L	99	70 - 130	---	---	1.0	---	07/07/2021 12:37	4948356
LMB	Bromodichloromethane	524.2	0.5	---	<	0.5		ug/L	---	---	---	---	1.0	---	07/07/2021 12:37	4948356
LMB	Bromoform	524.2	0.5	---	<	0.5		ug/L	---	---	---	---	1.0	---	07/07/2021 12:37	4948356
LMB	Chloroform	524.2	0.5	---	<	0.5		ug/L	---	---	---	---	1.0	---	07/07/2021 12:37	4948356
LMB	Dibromochloromethane	524.2	0.5	---	<	0.5		ug/L	---	---	---	---	1.0	---	07/07/2021 12:37	4948356
LTB	SS-Bromofluorobenzene	524.2	N/A	ARS3-21-01851-003		4.5000	5.0	ug/L	90	70 - 130	---	---	1.0	---	07/07/2021 19:00	4945960
LTB	SS-1,2-Dichlorobenzene-d4	524.2	N/A	ARS3-21-01851-003		9.0100	10.0	ug/L	90	70 - 130	---	---	1.0	---	07/07/2021 19:00	4945960
LTB	SS-1,2-Dichloroethane-d4	524.2	N/A	ARS3-21-01851-003		10.1030	10.0	ug/L	101	70 - 130	---	---	1.0	---	07/07/2021 19:00	4945960
LTB	SS-Toluene-d8	524.2	N/A	ARS3-21-01851-003		10.0130	10.0	ug/L	100	70 - 130	---	---	1.0	---	07/07/2021 19:00	4945960
LTB	Bromodichloromethane	524.2	0.5	ARS3-21-01851-003	<	0.5		ug/L	---	---	---	---	1.0	---	07/07/2021 19:00	4945960
LTB	Bromoform	524.2	0.5	ARS3-21-01851-003	<	0.5		ug/L	---	---	---	---	1.0	---	07/07/2021 19:00	4945960
LTB	Chloroform	524.2	0.5	ARS3-21-01851-003	<	0.5		ug/L	---	---	---	---	1.0	---	07/07/2021 19:00	4945960
LTB	Dibromochloromethane	524.2	0.5	ARS3-21-01851-003	<	0.5		ug/L	---	---	---	---	1.0	---	07/07/2021 19:00	4945960
FS	SS-Bromofluorobenzene	524.2	N/A	ARS3-21-01851-002		4.4240	5.0	ug/L	88	70 - 130	---	---	1.0	---	07/07/2021 19:22	4945959
FS	SS-1,2-Dichlorobenzene-d4	524.2	N/A	ARS3-21-01851-002		9.1040	10.0	ug/L	91	70 - 130	---	---	1.0	---	07/07/2021 19:22	4945959
FS	SS-1,2-Dichloroethane-d4	524.2	N/A	ARS3-21-01851-002		10.3150	10.0	ug/L	103	70 - 130	---	---	1.0	---	07/07/2021 19:22	4945959
DF	SS-Toluene-d8	524.2	N/A	ARS3-21-01851-002		9.7700	10.0	ug/L	98	70 - 130	---	---	1.0	---	07/07/2021 19:22	4945959
DF	Bromodichloromethane	524.2	0.5	ARS3-21-01851-002		1.0		ug/L	---	---	---	---	1.0	---	07/07/2021 19:22	4945959
DF	Bromoform	524.2	0.5	ARS3-21-01851-002	<	0.5		ug/L	---	---	---	---	1.0	---	07/07/2021 19:22	4945959
DF	Chloroform	524.2	0.5	ARS3-21-01851-002		20		ug/L	---	---	---	---	1.0	---	07/07/2021 19:22	4945959

Item b.

QC Summary Report (cont.)

Sample Type	Analyte	Method	MRL	Client ID	Result Flag	Amount	Target	Units	% Recovery	Recovery Limits	RPD	RPD Limit	Dil Factor	Extracted	Analyzed	EEA ID #
FS	Dibromochloromethane	524.2	0.5	ARS3-21-01851-002	<	0.5		ug/L	---	---	---	---	1.0	---	07/07/2021 19:22	4945959
FS	Total Trihalomethanes	524.2	0.5	ARS3-21-01851-002		21.0		ug/L	---	---	---	---	1.0	---	07/07/2021 19:22	4945959
CCC	SS-Bromofluorobenzene	524.2	N/A	---		4.5570	5.0	ug/L	91	70 - 130	---	---	1.0	---	07/07/2021 22:02	4948355
CCC	SS-1,2-Dichlorobenzene-d4	524.2	N/A	---		9.9750	10.0	ug/L	100	70 - 130	---	---	1.0	---	07/07/2021 22:02	4948355
CCC	SS-1,2-Dichloroethane-d4	524.2	N/A	---		10.6510	10.0	ug/L	107	70 - 130	---	---	1.0	---	07/07/2021 22:02	4948355
CCC	SS-Toluene-d8	524.2	N/A	---		9.9550	10.0	ug/L	100	70 - 130	---	---	1.0	---	07/07/2021 22:02	4948355
CCC	Bromodichloromethane	524.2	0.5	---		5.0080	5.0	ug/L	100	70 - 130	---	---	1.0	---	07/07/2021 22:02	4948355
CCC	Bromoform	524.2	0.5	---		4.6380	5.0	ug/L	93	70 - 130	---	---	1.0	---	07/07/2021 22:02	4948355
CCC	Chloroform	524.2	0.5	---		4.9630	5.0	ug/L	99	70 - 130	---	---	1.0	---	07/07/2021 22:02	4948355
CCC	Dibromochloromethane	524.2	0.5	---		4.7580	5.0	ug/L	95	70 - 130	---	---	1.0	---	07/07/2021 22:02	4948355

Item b.

# Eurofins Eaton Analytical

## Run Log

Run ID: 291259 Method: 552.2

<u>Type</u>	<u>Sample Id</u>	<u>Sample Site</u>	<u>Matrix</u>	<u>Instrument ID</u>	<u>Analysis Date</u>	<u>Calibration File</u>
CCL	4946355		RW	BP	07/06/2021 23:49	m 552.2 070621BP
LMB	4946354		RW	BP	07/07/2021 00:25	m 552.2 070621BP
FS	4945958	ARS3-21-01851-001	DW	BP	07/07/2021 06:30	m 552.2 070621BP
CCC	4946356		RW	BP	07/07/2021 07:06	m 552.2 070621BP

Item b.

### QC Summary Report

Sample Type	Analyte	Method	MRL	Client ID	Result Flag	Amount	Target	Units	% Recovery	Recovery Limits	RPD	RPD Limit	Dil Factor	Extracted	Analyzed	EEA ID #
CCL	SS-2-Bromopropionic acid	552.2	N/A	--		5.0564	5.0	ug/L	101	70 - 130	---	---	1.0	07/06/2021 07:15	07/06/2021 23:49	4946355
CCL	Dibromoacetic acid	552.2	1.0	--		1.0732	1.0	ug/L	107	50 - 150	---	---	1.0	07/06/2021 07:15	07/06/2021 23:49	4946355
CCL	Dichloroacetic acid	552.2	1.0	--		1.2902	1.0	ug/L	129	50 - 150	---	---	1.0	07/06/2021 07:15	07/06/2021 23:49	4946355
CCL	Monobromoacetic acid	552.2	1.0	--		1.1168	1.0	ug/L	112	50 - 150	---	---	1.0	07/06/2021 07:15	07/06/2021 23:49	4946355
CCL	Monochloroacetic acid	552.2	2.0	--		2.3982	2.0	ug/L	120	50 - 150	---	---	1.0	07/06/2021 07:15	07/06/2021 23:49	4946355
CCL	Trichloroacetic acid	552.2	1.0	--		1.2387	1.0	ug/L	124	50 - 150	---	---	1.0	07/06/2021 07:15	07/06/2021 23:49	4946355
CCL	IS-1,2,3-Trichloropropane	552.2	N/A	--		1411	1411	ug/L	100	70 - 130	---	---	1.0	07/06/2021 07:15	07/06/2021 23:49	4946355
LMB	SS-2-Bromopropionic acid	552.2	N/A	--		5.3493	5.0	ug/L	107	70 - 130	---	---	1.0	07/06/2021 07:15	07/07/2021 00:25	4946354
LMB	Dibromoacetic acid	552.2	1.0	--	<	1.0		ug/L	---	---	---	---	1.0	07/06/2021 07:15	07/07/2021 00:25	4946354
LMB	Dichloroacetic acid	552.2	1.0	--	<	1.0		ug/L	---	---	---	---	1.0	07/06/2021 07:15	07/07/2021 00:25	4946354
LMB	Monobromoacetic acid	552.2	1.0	--	<	1.0		ug/L	---	---	---	---	1.0	07/06/2021 07:15	07/07/2021 00:25	4946354
LMB	Monochloroacetic acid	552.2	2.0	--	<	2.0		ug/L	---	---	---	---	1.0	07/06/2021 07:15	07/07/2021 00:25	4946354
LMB	Trichloroacetic acid	552.2	1.0	--	<	1.0		ug/L	---	---	---	---	1.0	07/06/2021 07:15	07/07/2021 00:25	4946354
LMB	IS-1,2,3-Trichloropropane	552.2	N/A	--		1381	1411	ug/L	98	70 - 130	---	---	1.0	07/06/2021 07:15	07/07/2021 00:25	4946354
FS	SS-2-Bromopropionic acid	552.2	N/A	ARS3-21-01851-001		5.1999	5.0	ug/L	104	70 - 130	---	---	1.0	07/06/2021 07:15	07/07/2021 06:30	4945958
FS	Dibromoacetic acid	552.2	1.0	ARS3-21-01851-001	<	1.0		ug/L	---	---	---	---	1.0	07/06/2021 07:15	07/07/2021 06:30	4945958
FS	Dichloroacetic acid	552.2	1.0	ARS3-21-01851-001		15		ug/L	---	---	---	---	1.0	07/06/2021 07:15	07/07/2021 06:30	4945958
FS	Monobromoacetic acid	552.2	1.0	ARS3-21-01851-001	<	1.0		ug/L	---	---	---	---	1.0	07/06/2021 07:15	07/07/2021 06:30	4945958
FS	Monochloroacetic acid	552.2	2.0	ARS3-21-01851-001	<	2.0		ug/L	---	---	---	---	1.0	07/06/2021 07:15	07/07/2021 06:30	4945958
FS	Trichloroacetic acid	552.2	1.0	ARS3-21-01851-001		26		ug/L	---	---	---	---	1.0	07/06/2021 07:15	07/07/2021 06:30	4945958
FS	IS-1,2,3-Trichloropropane	552.2	N/A	ARS3-21-01851-001		1462	1411	ug/L	104	70 - 130	---	---	1.0	07/06/2021 07:15	07/07/2021 06:30	4945958
FS	Total HAA5	552.2	1.0	ARS3-21-01851-001		41		ug/L	---	---	---	---	1.0	07/06/2021 07:15	07/07/2021 06:30	4945958
CCC	SS-2-Bromopropionic acid	552.2	N/A	--		5.4647	5.0	ug/L	109	70 - 130	---	---	1.0	07/06/2021 07:15	07/07/2021 07:06	4946356
CCC	Dibromoacetic acid	552.2	1.0	--		22.4303	20.0	ug/L	112	70 - 130	---	---	1.0	07/06/2021 07:15	07/07/2021 07:06	4946356
CCC	Dichloroacetic acid	552.2	1.0	--		21.4861	20.0	ug/L	107	70 - 130	---	---	1.0	07/06/2021 07:15	07/07/2021 07:06	4946356
CCC	Monobromoacetic acid	552.2	1.0	--		21.1591	20.0	ug/L	106	70 - 130	---	---	1.0	07/06/2021 07:15	07/07/2021 07:06	4946356
CCC	Monochloroacetic acid	552.2	2.0	--		41.9407	40.0	ug/L	105	70 - 130	---	---	1.0	07/06/2021 07:15	07/07/2021 07:06	4946356
CCC	Trichloroacetic acid	552.2	1.0	--		21.0990	20.0	ug/L	105	70 - 130	---	---	1.0	07/06/2021 07:15	07/07/2021 07:06	4946356
CCC	IS-1,2,3-Trichloropropane	552.2	N/A	--		1451	1411	ug/L	103	70 - 130	---	---	1.0	07/06/2021 07:15	07/07/2021 07:06	4946356

Item b.

### Sample Type Key

<u>Type (Abbr.)</u>	<u>Sample Type</u>	<u>Type (Abbr.)</u>	<u>Sample Type</u>
CCC	Continuing Calibration Check		
CCL	Continuing Calibration Low		
FS	Field Sample		
LMB	Laboratory Method Blank		
LTB	Laboratory Trip Blank		

END OF REPORT





# **ARS Aleut Analytical, LLC Analytical Reports**

**for**

## **City of Wrangell**

# **Sample Management Records**



# AAA Chain of Custody

Custody form **MUST** be signed

Please provide as much information as possible

Anchorage Laboratory  
3710 Woodland Dr. Suite 900  
Anchorage, AK 99517  
907.258.2155  
907.258.6634 fax

Mat-Su Service Center  
701 East Parks Highway #206  
Wasilla, AK 99654  
907.373.5440

Fairbanks Laboratory  
475 Hall Street  
Fairbanks, AK 99701  
907.456.3116  
907.456.3125 fax

ARS Corporate Office  
2809 North River Road  
Port Allen, LA 70767  
225.381.2991  
225.381.2996 fax

**Client/Company Name & Address:**  
City of Wrangell  
Box 531  
Wrangell, AK 99582

**Contact Person:** Wpape m@wrangell.ak.gov  
**Phone No:** 907 305 1151  
**Fax No:** 907 874 4207  
**E-mail:** wpape@wrangell.ak.gov  
**Special Instructions/Requirements:** Please expedite.

**Public Water System (PWS) ID:**  
Project Name: City of Wrangell

**Turnaround Time (TAT) for Results:**  
 Standard  
 Expedited (prior authorization required for < 10 days)  
please specify due date below; additional charges may apply

**Requested Date for Results:**  
 Results to STATE:  Yes  No  Routine  Non-Routine

**Quote Number:** \_\_\_\_\_ **Section To Be Completed by AAA**  
**Account #:** \_\_\_\_\_ **Check**  **Credit**   
**Invoice Contact Name & Address & Phone:** \_\_\_\_\_  
**PO/Contract No.:** \_\_\_\_\_ **Requested Analysis/Method**

Client Sample Identification (Name, Designation, Location, etc.)	Date Sampled	Time Sampled	Matrix	No. of Containers	Received by:		Date	Time	Condition of Custody Seal: Intact <input checked="" type="radio"/> Broken <input type="radio"/>	Receiving location: PAC	Temperature on arrival: 5.6 °C
					Date	Time					
N-17 Hydromat	6-28	10:03	DW	1	Wayne McAllard	6/29/17	12:10	1:40pm	Intact	PAC	5.6 °C
Z-221 Hydromat	6-28	07:42	DW	4	Wayne McAllard	6/28/17	6:22		Intact	PAC	5.6 °C
Temp Blank K					Wayne McAllard				Intact	PAC	5.6 °C
Trip blank					Wayne McAllard				Intact	PAC	5.6 °C

**Kit Preparation/Shipping Charge:** \$15

**Relinquished by:** Wayne McAllard  
**Relinquished by:** Wayne McAllard  
**Relinquished by:** Wayne McAllard

**Name of Sampler: (printed)** Wayne McAllard

**Thermometer ID #** 146 **Measurement method:** Alert  
**Shipping method/Tracking number:** \_\_\_\_\_


Item b.

page \_\_\_\_\_ of \_\_\_\_\_

027 WRG 7496 9016

COOLER

027-7496 9 Item b.

Shipper's Name and Address City of Wrangell 205 Brueger Wrangell, AK 99929 USA  Tel: 907-874-2381	Shipper's Account Number 27500310912  Customer's ID Number 8181	Not Negotiable  <b>Air Waybill</b> Issued By <div style="text-align: center;">                       Alaska                      AIR CARGO                      P.O. BOX 68900 SEATTLE, WA 98168                      800-225-2752 ALASKACARGO.COM                 </div>
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
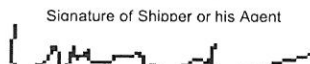
Consignee's Name and Address ARS Aleut Analytical LLC 3710 Woodland Dr Suite 900 Anchorage, AK 99517 USA  Tel: 907-258-2155	Consignee's Account Number 27442486991	Also notify          Tel:
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Issuing Carrier's Agent and City   Agent's IATA Code  Account No.	Accounting Information City of Wrangell 205 Brueger Wrangell, AK 99929 USA  8181  GoldStreak
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Airport of Departure (Addr. of First Carrier) and Requested Routing Wrangell				Airport of Destination Anchorage				
To By First Carrier ANC Alaska Airlines		To / By	To / By	Currency USD PX	WT/VAL X	Other X	Declared Value For Carriage NVD	Declared Value For Customs NCV
Flight/Date AS 065/29		Flight/Date		Amount of Insurance XXX				

Handling Information STORE IN COOLER WHEN POSSIBLE NOA 907-258-2155								SCI
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No of Pieces	Gross Weight	kg	lb	Commodity Item No.	Chargeable Weight	Rate / Charge	Total	Nature and Quantity of Goods (Incl. Dimensions or Volume)
1	13.0	L			13.0		AS AGREED	WATER SAMPLE  Dims: 14 x 12 x11 x 1
1	13.0						AS AGREED	GSX COL Volume: 1.069

Prepaid AS AGREED	Weight Charge	Collect	Other Charges XBC 10.00
Valuation Charge			
Tax			
Total Other Charges Due Agent		Shipper certifies that the particulars on the face hereof are correct and that insofar as any part of the consignment contains dangerous goods, such part is properly described by name and is in proper condition for carriage by air according to the applicable Dangerous Goods Regulations. I consent to the inspection of this cargo.  For: City of Wrangell  <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 2px;">  THIS SHIPMENT DOES NOT CONTAIN DANGEROUS GOODS                     </div> <div style="border: 1px solid black; padding: 2px;">  THIS SHIPMENT DOES CONTAIN DANGEROUS GOODS                     </div> </div>	
Total Other Charges Due Carrier			
Total Prepaid AS AGREED		Total Collect	
		28 Jun 2021 12:11 Executed On (Date)	
		Wrangell at (Place)	
		Alaska Airlines Signature of Issuing Carrier or its Agent	

## Harbormaster Report September 2021

**Admin-** I have been working with Laura Bitz a Safety Consultant with Alaska Occupational Safety and Health (AKOSH) (OSHA). This is a free service provided by OSHA to provide employers with information to prevent and reduce occupational injuries and illness. Laura did a site visit on 08/04/2021, it was informative and needed in order for us to understand where we are with our safety mitigation plan. We have plenty of room for growth throughout the city as you can see from the report she provided (Attachment 1). I have corrected almost all of the deficiencies except the SDS which I have ordered the appropriate binders for and will be working with staff to identify all chemicals that we use. I do not believe we will need an extension to complete these tasks.

**Harbors-** The Harbor has been busy cleaning ladders and floats. We have installed fiberglass flag poles to mark safety ladders. The maintenance crew has also added foam billets to portions of the Reliance, and Inner Harbor float to help bring up some low spots. They have also taken apart the south crane at Reliance dock. We have sent the rotor off to be repacked at Hydraulic Industries in Seattle as it has been leaking. This crane will be out of service for about a month.

**Marine Service Center-** The marine service center has been slow, but we are still hauling 3 to 5 boats a week. Equipment maintenance is still taking place. The crew has jumped in on occasion to do some projects in the harbor as well. The 3<sup>rd</sup> quarter Storm Water Pollution Prevention reports are being prepared and will be done before the end of September.

**Port-** The Silver Muse has made two successful stops at the Cruise ship dock. They will make one more stop on September 12<sup>th</sup>, this will conclude our cruise ship season for 2021.

The City Manager, Carol Rushmore and I had a productive meeting with representatives of Cruise Line Agency of Alaska and former Governor Frank Murkowski about future growth of the cruise industry. I have included a report written by Carol Rushmore (Attachment 2). Some of the items on the list that we need to be aware of are future dock improvements to accommodate larger vessels. There may be some grants coming available to help pay for some or most of these costs.

**Meyers Chuck-** We got a report from a Meyers Chuck resident that another vessel had went aground at the entrance to the harbor. This was a discussion we had had when we visited Meyers Chuck earlier this year. The new floating marker the Coast Guard had put in a few years back was not adequately marking the rock. I contacted the Coast Guard and sent them pictures and made my concerns known. The last email I received from the Coast Guard is that they were sending a buoy tender down to see if they can rectify the situation.

## *City and Borough of Wrangell, Alaska*

Date: August 16, 2021

To: Lisa Von Bargaen, Borough Manager

From: Carol Rushmore, Economic Development Director

Re: Recent Visit with Cruise Line Agency of Alaska

Thoughts regarding our recent meeting with Cruise Line Agency of Alaska and former Governor Frank Murkowski:

- 1) Trend for cruising in Alaska is increasing. Bigger ships. New lines that do not have berth priority will need places to go.

- 2) Question was asked of community sentiments toward cruise ships:

Is there room for local growth? Yes

How much is too much? Unknown

CVB is planning to finalize this winter the Tourism Best Management Practices(TBMP) document that has been drafted. This will require public meeting(s) but also buy off via a signature agreement from the businesses. Highly probably that some community sentiment will come through during the public meeting discussions about the TBMPs.

- 3) Strategic plan for local infrastructure improvements is needed to determine priority needs that are:

- a) critical to maintain existing port calls
- b) critical for increased port calls based on ship sizes and changing needs
- c) critical for well-being of the passengers

- 4) Identified needs in no order or detail:

- a) Determining shoreside capacity
- b) Determining shoreside restrictions (transportation, summer floats, Stikine Inn expansion impacts)
- c) Dock improvements - floating structure; mooring dolphin;
- d) Restrooms on the dock
- e) Transportation issues
- f) Waterfront Master Plan implementation (portions of)
- g) Wayfinding Plan
- h) Restrooms at petroglyph beach

- 5) Should a development be considered at the 6 Mile Mill site, considerations include:

- a) Local utility carrying capacity to handle increased loads of water/sewer/garbage/electric
- b) Potential extension of water and sewer

- c) Public/private partnership for purchase and/or development of site
- d) Previous Property Assessment Analysis completed in 2016 – updates to analysis
- e) Housing needs for employees should development occur
- f) Transportation and connectivity with downtown

# City and Borough of Wrangell Capital Facilities Department Report September 1, 2021

**Facilities Service & Maintenance** - Capital Facilities provides service and maintenance to City and Borough of Wrangell facilities.

## Facility Maintenance Report

- ◇ We currently have only one maintenance staff and have not rehired the second since our crew was reduced in February 2021. The first round of interviews are being held with interested applicants this week.
- ◇ Special projects included exterior painting at the Library and Nolan Center. With good weather projected through the first week in September, additional exterior painting is scheduled to occur at City Hall.
- ◇ Staff have also been focused on mitigating deficiencies noted in the courtesy inspection by AKOSH, coordinating fire sprinkler system inspections and the installation of a new fire alarm panel at the Nolan Center. Also included is the cleaning of growth from the pool building and addressing maintenance needs at the City Park fireplace to accommodate the temporary closure.
- ◇ The remaining time was spent on routine daily management of heating, air, and ventilation systems at the PSB, Nolan Center, and Swimming Pool, and performing preventive maintenance as time allows.

**Capital Improvement Projects** - Capital Facilities provides management of capital improvement projects and major maintenance to City and Borough of Wrangell facilities and infrastructure. A CIP Capital Projects Schedule/Timeline is attached as an supplement to this report.

### GENERAL FUND PROJECTS

#### **Nolan Center Standby Generator**

- ◇ Grant received from Homeland Security and Emergency Management.
- ◇ February 2021 grant application submitted to Homeland Security and Emergency Management requesting \$80,000 to complete the installation of project. Applicants to be notified in Fall.
- ◇ Next steps: 1) complete environmental review; 2) confirm power capacity for building.

#### **Public Safety Building**

- ◇ In early March 2021, the Borough reviewed alternatives to renovate the existing Public Safety Building (PSB) and to construct a new building. At that time the Assembly requested we pursue obtaining rough order of magnitude (ROM) costs for a variety of renovation and new construction alternatives, which were reviewed at a work session August.

- ◇ The Assembly reduced the number of alternatives to consider, directing staff to pursue review with the engineers to obtain a fee proposal for developing a rough order of magnitude project cost for each. The alternative to pursue are:
  - Renovation of Existing Public Safety Building: Phased, single project over the shortest time period (projected at two years). Update the cost estimate to reflect current material costs.
  - Renovation of Former Hospital Building: Relocate the maximum number of operations of the Public Safety Building to the former Wrangell Medical Center, including consideration of City Hall operations. This will likely *exclude* the Fire Department. It will include a ROM cost to modify the existing Public Safety Building to maintain operations of the Fire Department as a single tenant.
- ◇ AMC will begin revising their fee proposal based on these reduced alternatives.
- ◇ Following receipt of the revised fee proposals, the Borough will choose which alternative(s) to pursue for ROM cost development.

#### **Skeet Range Improvements**

- ◇ Grant from National Rifle Association (NRA) received in 2020 for Phase I.
- ◇ Bids documents have been released and bids are due September 17, 2021.

#### **Kyle Angerman Memorial Playground Replacement**

- ◇ A combination of grants, donations, and local CBW contributions received to date.
- ◇ Project requires an additional \$25,000 to cover the shortfall due to LWCF program rejected by State to advance to design and construction.

### **COMMERCIAL PASSENGER VESSEL EXCISE TAX FUND / FEDERAL HIGHWAYS FLAP GRANT**

#### **Non-Motorized Transportation System (Mt. Dewey Trail Extension)**

- ◇ Grant from Federal Highways FLAP; existing work is the Scoping Project with engineering services.
- ◇ A kickoff meeting with PND Engineers and Corvus Design identified general route layout with future development plan considered.
- ◇ Survey and design teams were in Wrangell the week of July 5<sup>th</sup> to identify the trail route and parking location, survey the project areas and perform a wetland delineation. Results from that effort have identified a trail route on the east slope of Mt Dewey through both forested lands and muskeg lands. A subsequent trail was identified to connect the existing Volunteer Loop trail to Ishiyama Drive. The first draft of the conceptual plan was received this week and staff will have their first review with the engineering team this week.

### **NORTH COUNTRY TRAILHEAD ACCESS ROAD REPAIR FUND**

#### **North Country Trailhead Access Road Repair**

- ◇ Grant from Federal Highways FLAP.
- ◇ Scope priorities established on Spur Road.
- ◇ Stationing to be staked in the field and competitive bidding solicitation document developed based on USFS road maintenance and repair standard specification document.

### **ELECTRIC FUND**

#### **Environmental Assessment for Utilities Campus Master Plan.**



- ◇ WML&P fund reserves to CIP Fund for project.
- ◇ Following Assembly approval to proceed with this project, a PSA has been issued to Shannon & Wilson to perform the boring, testing, and reporting related to soil conditions on the Borough-owned parcel.
- ◇ The in-field work took place August 23 – September 2, 2021.

## **WATER FUND**

### **Upper Reservoir Bypass**

- ◇ Water fund reserves to CIP Fund for project. A grant extension received until June 30, 2022.
- ◇ A design PSA amendment was approved for additional survey and design for replacing the existing Ductile Iron Pipe under the same design contract. Survey work has been completed and the engineers are working to the 95% level design with coordination with the State of Alaska Dam Safety division.

### **Water Mains Replacement**

- ◇ DEC loan and grant funds for project.
- ◇ Contractor achieved Substantial Completion and Final Completion in mid August.
- ◇ A final change order was issued to compensate the Contractor for encountering bedrock and also for reconciling quantities as this contract was based on unit prices for quantities placed. Contractor is finalizing closeout documents as staff work with DEC to close out the grant and loan requirements.

### **Water Treatment Plant Improvements**

- ◇ A work session took place on July 13<sup>th</sup> to discuss the status of the project and determine the approach for the updated Preliminary Engineering Report. Also present at the meeting were representatives from both USDA/RD and EDA funding agencies, as well as the principle engineer from CRW Engineering who developed the PER.
- ◇ The Borough Assembly reaffirmed the DAF as the water treatment project for Wrangell and direction was provided to move forward with value engineering services with CRW Engineering to reevaluate certain project aspects and update the project costs. This effort is scheduled to be complete by the end of September 2021. Two progress meetings have been conducted between staff and the CRW engineers as the work through the scope.

### **Upper Dam Stabilization and Repair**

- ◇ Water fund reserves to CIP Fund for project.
- ◇ Shannon & Wilson began by modeling groundwater conditions using seepage model profiles from the US Army Corps of Engineers (Corps) dam analysis work in 2006, and they encountered inconsistent data whereby the measured water levels suggest an impermeable material (i.e. possibly a sheetpile core) may be embedded to the top of the crib. We have not found to date historical documents that show such a material was installed. The engineers are consulting with DNR, former engineering staff who worked on our dams, and the Corps is being consulted now about possibly inconsistencies in their report.

### **Water Transmission Line Isolation Valve**

- ◇ Water fund reserves to CIP Fund for project.

- ◇ Technical specifications for the water valve and installation procedures were received from R& Engineering. An Invitation to Bid for the hot tap valve installation will be developed to proceed.

#### **Ash Street Water Main Replacement Engineering Design**

- ◇ Water fund reserves to CIP Fund for project. Project requires planning effort to advance.

### **SEWER FUND**

#### **Node 8 Sewer Pump Station Rehabilitation**

- ◇ Sewer fund reserves to CIP Fund for project. Project requires planning effort to advance.

#### **Node 19 Lift Station Standby Generator**

- ◇ Funding is from the balance of the State of Alaska DCCED Grant for the hospital.
- ◇ A sole source procurement of the standby generator was approved. Procurement to follow.
- ◇ Planning for the generator placement and construction of a sheltered space is underway.

### **HARBOR FUND**

#### **Shoemaker Bay Harbor Replacement**

- ◇ The Borough received \$46,276 from the 2016 Gulf of Alaska Pink Salmon Disaster Relief. The approved project for this grant was replacement of the net float at Shoemaker Harbor.
- ◇ ADOT Harbor Matching Grant division approved an amendment to the Shoemaker Harbor Replacement to include a net float replacement, electrical upgrades to the boat grid, and construction inspection work related to the boarding float. Matching funds are from the Pink Salmon Disaster Relief grant and Harbor funds.
- ◇ To date, contractors and vendors are under contract for the various tasks of this work.

#### **Harbor Security System**

- ◇ Grant from Homeland Security and Emergency Management.
- ◇ This grant amount does not fully cover the anticipated costs for installing the system for the Priority #1 site, identified as the Marine Service Center (MSC).
- ◇ Once funding is received to advance the MSC project, an environmental assessment is required.
- ◇ The shortfall in funding for the MSC will be requested in the FY22 CIP Capital Projects budget request.
- ◇ Under the Homeland Security's grant round for FY2021, the Borough has requested funding for all ten Ports and Harbors sites.

#### **City Dock Fender Pile Repair**

- ◇ Harbor fund reserves to CIP Fund for project.
- ◇ \$35,000 DCCED Covid-19 grant received; expires June 30, 2021.
- ◇ The Corps of Engineers has reissued the Nationwide Maintenance Permit, with concurrence with the National Marine Fisheries Services, for the in-water pile replacement work.
- ◇ Owner-purchased piles and hardware have been procured, and a contract to award the construction of the piling repair work is on the Assembly's agenda in two weeks, on September 14<sup>th</sup>.

**SANITATION FUND****Solid Waste Transfer Station Upgrades (Baler project)**

- ◇ Sales Tax: Schools, Health and Sanitation fund reserves to CIP Fund for project.
- ◇ The Badger Baler was received in early August. AML has agreed to assist with storing the equipment in Wrangell, at no charge, until all critical project components are in place to allow the equipment to be installed and baling operations to begin.
- ◇ A contract for the 3-ph secondary power has been issued and the contractor has his materials on order.
- ◇ The loading ramp has been ordered, at a cost of \$22,395.

**SECURE RURAL SCHOOLS FUND****High School and Middle School Fire Alarm System Upgrades**

- ◇ Morris Engineering completed the engineering design work for the project.

**High School Elevator Replacement**

- ◇ The elevator consultants are scheduled to be in Wrangell for a site review the week of August 2<sup>nd</sup>. Their findings report has been submitted and we are moving forward with them to develop the construction documents for competitive bidding.

**High School Sidewalk Replacement Project**

- ◇ The Invitation to Bid release has been delayed due to staff work load.

**ENVIRONMENTAL REMEDIATION PROJECTS****Contaminated Soil Sites**

- ◇ Shannon & Wilson performed the in-field engineering work of the site characteristic work plans for three contaminated sites at the same time as their crew was in Wrangell, August 23 – September 2, for the Utilities Campus Environmental Site Assessment boring and testing.

**FUTURE PROJECT PLANNING****FY22 CIP Capital Projects Budget**

- ◇ A proposed CIP Capital Projects budget has been developed for consideration for future project funding and is expected to be presented in late September 2021.



# CIP Capital Projects Timeline

Project Lead: Amber Al-Haddad

						2020		2021			
						Q3	Q4	Q1	Q2	Q3	Q4
WBS	Task Name	Start	Finish	Done	Percent Complete						
▶ 5.3	Receive Final Report	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%				█		
▶ 5.4	Review Report with Assembly	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%				█		
▶ 5.5	Seek Optional Renovations and New Construction Cost Proposal	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%				█		
▶ 5.6	Seek Optional WMC Renovations Cost Proposal	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%				█		
◆ 5.7	Assembly to Identify Preferred Alternative(s) for Probable Cost Development	Tue 24-Aug-21	Tue 24-Aug-21	☐	0%					◆	
▶ 5.8	Develop Probable Cost(s) for Preferred Alternative(s)	Wed 25-Aug-21	Tue 05-Oct-21	☐	0%					█	█
▶ 6	<b>Skeet Range Improvements</b>	<b>Tue 01-Jun-21</b>	<b>Fri 29-Oct-21</b>	☐	8%				↔	↔	↔
▶ 6.1	Develop Solicitation for Construction	Tue 01-Jun-21	Fri 27-Aug-21	☐	25%				█	█	
▶ 6.2	Solicit and Award Construction Project	Mon 30-Aug-21	Thu 16-Sep-21	☐	0%					█	
▶ 6.3	Construction Phase Complete	Tue 14-Sep-21	Fri 29-Oct-21	☐	0%					█	█
▶ 7	Nolan Center Civic Center Flooring Replacement	Tue 12-Jan-21	Fri 12-Feb-21	✓	100%			█			
▶ 8	<b>Swimming Pool Lighting Upgrades</b>	<b>Tue 10-Aug-21</b>	<b>Mon 07-Feb-22</b>	☐	21%					↔	↔
▶ 8.1	Engage Engineer to Discuss Design Challenges	Tue 10-Aug-21	Fri 27-Aug-21	☐	85%					█	
▶ 8.2	Perform Design and Bid Ready Documents	Mon 30-Aug-21	Fri 15-Oct-21	☐	0%					█	█
▶ 8.3	Bid and Award Lighting Construction Project	Mon 18-Oct-21	Mon 15-Nov-21	☐	0%						█
▶ 8.4	Construction Lighting Project	Tue 16-Nov-21	Mon 07-Feb-22	☐	0%						█
▶ 9	Kyle Angerman Playground Replacement	Tue 22-Sep-20	Tue 22-Sep-20	☐	0%	█					
▶ 10	<b>High School Elevator Replacement</b>	<b>Mon 14-Jun-21</b>	<b>Fri 10-Jun-22</b>	☐	63%				↔	↔	↔
▶ 10.1	Scope Project - Repairs vs Replacement	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%				█		
▶ 10.2	Seek Funding for Replacement Project	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%				█		
▶ 10.3	Identify Elevator Consultant	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%				█		
▶ 10.4	Scope Project with Consultant	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%				█		
▶ 10.5	On-Site Field Review with Consultant	Tue 03-Aug-21	Wed 04-Aug-21	✓	100%					█	
▶ 10.6	Develop Elevator Replacement Design and Solicitation Documents	Wed 08-Sep-21	Fri 22-Oct-21	☐	0%					█	█
▶ 10.7	Solicit Construction Project	Mon 25-Oct-21	Fri 12-Nov-21	☐	0%						█

# CIP Capital Projects Timeline

Project Lead: Amber Al-Haddad

						2020		2021			
						Q3	Q4	Q1	Q2	Q3	Q4
WBS	Task Name	Start	Finish	Done	Percent Complete						
▶ 10.8	Construction Elevator Replacement	Mon 15-Nov-21	Fri 10-Jun-22	<input type="checkbox"/>	0%						
▶ 11	<b>High School Sidewalk Replacement</b>	<b>Mon 17-May-21</b>	<b>Thu 30-Jun-22</b>	<input type="checkbox"/>	<b>50%</b>						
▶ 11.1	Scope Project with Public Works, School and Parks & Rec	Mon 17-May-21	Thu 05-Aug-21	✓	100%						
▶ 11.2	Solicit Bids and Construct Sidewalk Replacement	Mon 02-May-22	Thu 30-Jun-22	<input type="checkbox"/>	0%						
▶ 12	<b>Environmental Assessment Utilities Campus Master Plan</b>	<b>Tue 22-Sep-20</b>	<b>Thu 09-Sep-21</b>	<input type="checkbox"/>	<b>62%</b>						
▶ 12.1	Project Funds Approved	Tue 22-Sep-20	Tue 22-Sep-20	✓	100%						
▶ 12.2	PSA Approved to Shannon & Wilson	Fri 19-Feb-21	Fri 19-Feb-21	✓	100%						
▶ 12.3	Site Assessment (Waiting on Snow to Disappear)	Mon 22-Feb-21	Wed 14-Apr-21	✓	100%						
▶ 12.4	Perform In-Field Work	Mon 23-Aug-21	Thu 09-Sep-21	<input type="checkbox"/>	10%						
▶ 12.5	Test Samples from Field Sampling and Finalize Reporting	Mon 23-Aug-21	Mon 23-Aug-21	<input type="checkbox"/>	0%						
▶ 13	<b>Environmental Work Plan Development - Three Contaminated Sites</b>	<b>Tue 22-Sep-20</b>	<b>Thu 30-Dec-21</b>	<input type="checkbox"/>	<b>62%</b>						
▶ 13.1	Project Funds Approved	Tue 22-Sep-20	Tue 22-Sep-20	✓	100%						
▶ 13.2	PSA Approved with Shannon & Wilson	Tue 09-Mar-21	Tue 09-Mar-21	✓	100%						
▶ 13.3	Notice to Proceed to Shannon & Wilson (combine work w/ Utilities Campus site work)	Thu 08-Apr-21	Thu 08-Apr-21	✓	100%						
▶ 13.4	Perform In-Field Work	Mon 23-Aug-21	Thu 09-Sep-21	<input type="checkbox"/>	10%						
▶ 13.5	Test Samples from In-Field Work and Finalize Report with DEC Review	Fri 10-Sep-21	Thu 30-Dec-21	<input type="checkbox"/>	0%						
▶ 14	<b>Upper Dam Stability Alternatives Analysis</b>	<b>Tue 22-Sep-20</b>	<b>Mon 15-Nov-21</b>	<input type="checkbox"/>	<b>64%</b>						
▶ 14.1	Project Funds Approved	Tue 22-Sep-20	Tue 22-Sep-20	✓	100%						
▶ 14.2	Develop Scope of Work with Shannon & Wilson	Mon 05-Oct-20	Mon 14-Dec-20	✓	100%						
▶ 14.3	PSA to Shannon & Wilson with NTP	Tue 08-Jun-21	Tue 08-Jun-21	<input type="checkbox"/>	0%						
▶ 14.4	Stabilization Alternatives Development	Wed 09-Jun-21	Mon 15-Nov-21	<input type="checkbox"/>	55%						
▶ 15	<b>Ash Street Water Main Replacement Design</b>	<b>Tue 07-Sep-21</b>	<b>Mon 14-Mar-22</b>	<input type="checkbox"/>	<b>0%</b>						
▶ 15.1	Develop Design Solicitation	Tue 07-Sep-21	Fri 17-Sep-21	<input type="checkbox"/>	0%						

# CIP Capital Projects Timeline

Project Lead: Amber Al-Haddad

						2020		2021			
						Q3	Q4	Q1	Q2	Q3	Q4
WBS	Task Name	Start	Finish	Done	Percent Complete						
▶ 15.2	Advertise RFQ for Engineering Proposals	Mon 20-Sep-21	Mon 18-Oct-21	<input type="checkbox"/>	0%						
▶ 15.3	Perform Evaluation of Statements of Qualifications	Tue 19-Oct-21	Mon 08-Nov-21	<input type="checkbox"/>	0%						
▶ 15.4	Develop Scope of Work and Negotiate with Selected Engineer	Tue 09-Nov-21	Tue 07-Dec-21	<input type="checkbox"/>	0%						
▶ 15.5	Design Project	Tue 09-Nov-21	Mon 14-Mar-22	<input type="checkbox"/>	0%						
▶ 16	<b>Repair Water Transmission Line with Hot Tap Valve Install</b>	<b>Mon 01-Nov-21</b>	<b>Mon 14-Mar-22</b>	<input type="checkbox"/>	17%						↔
▶ 16.1	Develop Solicitation	Mon 01-Nov-21	Fri 19-Nov-21	<input type="checkbox"/>	50%						
▶ 16.2	Solicit for Construction Bids	Mon 22-Nov-21	Mon 20-Dec-21	<input type="checkbox"/>	0%						
▶ 16.3	Construct Project	Tue 21-Dec-21	Mon 14-Mar-22	<input type="checkbox"/>	0%						
▶ 17	<b>Node 8 Pump Station Replacement</b>	<b>Mon 01-Nov-21</b>	<b>Wed 30-Mar-22</b>	<input type="checkbox"/>	0%						↔
▶ 17.1	Develop Construction Solicitation	Mon 01-Nov-21	Fri 19-Nov-21	<input type="checkbox"/>	0%						
▶ 17.2	Solicit for Construction Bids	Mon 22-Nov-21	Mon 20-Dec-21	<input type="checkbox"/>	0%						
▶ 17.3	Construction Project	Tue 21-Dec-21	Wed 30-Mar-22	<input type="checkbox"/>	0%						
▶ 18	<b>Non-Motorized Transportation System (Mt Dewey Trail Ext)</b>	<b>Thu 25-Feb-21</b>	<b>Wed 29-Jun-22</b>	<input type="checkbox"/>	59%			←			→
▶ 18.1	Issue RFQ for Engineering Services	Thu 25-Feb-21	Thu 11-Mar-21	✓	100%						
▶ 18.2	Perform Evaluation of Statements of Qualifications	Fri 12-Mar-21	Tue 06-Apr-21	✓	100%						
▶ 18.3	Agree with FHWA to Pursue Scoping Project due to Funding/Cost Concern	Thu 22-Apr-21	Thu 22-Apr-21	✓	100%						
▶ 18.4	Develop Scope of Work and Fee Proposal from PND Eng.	Thu 22-Apr-21	Thu 29-Apr-21	✓	100%						
▶ 18.5	Approve PSA to PND Eng	Tue 11-May-21	Tue 11-May-21	✓	100%						
▶ 18.6	In-Field Scoping Services Performed	Tue 06-Jul-21	Fri 09-Jul-21	✓	100%						
▶ 18.7	Develop Trail Layout and Construction Cost Estimates	Mon 12-Jul-21	Tue 31-Aug-21	<input type="checkbox"/>	50%						
▶ 18.8	Request Additional Funding from FLAP, As Needed	Wed 01-Sep-21	Tue 02-Nov-21	<input type="checkbox"/>	0%						
▶ 18.9	Design Project	Wed 03-Nov-21	Tue 25-Jan-22	<input type="checkbox"/>	0%						
▶ 18.10	Solicit for Construction Bids	Wed 26-Jan-22	Wed 23-Feb-22	<input type="checkbox"/>	0%						
▶ 18.11	Construction Project	Thu 24-Feb-22	Wed 29-Jun-22	<input type="checkbox"/>	0%						

# CIP Capital Projects Timeline

Project Lead: Amber Al-Haddad

						2020		2021			
						Q3	Q4	Q1	Q2	Q3	Q4
WBS	Task Name	Start	Finish	Done	Percent Complete						
▶ 19	LiDAR and Aerial Surveys	Tue 20-Apr-21	Fri 21-May-21	✓	100%						
▶ 20	<b>North Country Trailhead Access Road Repair</b>	<b>Wed 19-May-21</b>	<b>Fri 22-Oct-21</b>	☐	25%						
▶ 20.1	Identify Scope of Work In Field	Wed 19-May-21	Wed 19-May-21	✓	100%						
▶ 20.2	Develop Construction Solicitation	Thu 20-May-21	Mon 24-May-21	☐	0%						
▶ 20.3	Solicit for Construction Bids	Tue 24-Aug-21	Fri 10-Sep-21	☐	0%						
▶ 20.4	Construct Project	Mon 13-Sep-21	Fri 22-Oct-21	☐	0%						
▶ 21	<b>High School Fire Alarm System Replacement Design</b>	<b>Mon 14-Jun-21</b>	<b>Fri 13-Aug-21</b>	✓	100%						
▶ 21.1	Design Funds Approved	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%						
▶ 21.2	Design Fire Alarm System Replacement	Mon 14-Jun-21	Fri 13-Aug-21	✓	100%						
▶ 22	<b>Shoemaker Harbor Net Float and Boat Grid Electrical Improvements</b>	<b>Tue 05-Jan-21</b>	<b>Fri 29-Oct-21</b>	☐	76%						
▶ 22.1	Receive ADOT Eligibility Approval for Scope of Amendment No. 2	Tue 05-Jan-21	Thu 27-May-21	✓	100%						
▶ 22.2	Develop Competitive Solicitations and Receive Bids	Mon 31-May-21	Thu 08-Jul-21	✓	100%						
▶ 22.3	Seek Amendment No 2 Approval from ADOT (based on bids)	Mon 14-Jun-21	Mon 26-Jul-21	✓	100%						
▶ 22.4	Approve Award for Construction Projects	Tue 27-Jul-21	Tue 27-Jul-21	✓	100%						
▶ 22.5	Seek Local Bidder Preference Use from Pacific State Marine Fisheries	Mon 12-Jul-21	Wed 28-Jul-21	✓	100%						
▶ 22.6	Execute Construction Tasks	Wed 25-Aug-21	Wed 25-Aug-21	☐	33%						
▶ 22.7	Construct Net Float/Procure Lumber & Hardware for Decking	Thu 26-Aug-21	Fri 29-Oct-21	☐	0%						
▶ 23	<b>Port and Harbor Security System</b>	<b>Fri 31-Jan-20</b>	<b>Tue 28-Sep-21</b>	☐	50%						
▶ 23.1	Apply for Homeland Security Grant and Receive Approval with Grant Agreement	Fri 31-Jan-20	Tue 20-Oct-20	✓	100%						
▶ 23.2	Seek Shortfall in Funding for Priority Site, MSC, in FY22 CIP Budget	Tue 28-Sep-21	Tue 28-Sep-21	☐	0%						
▶ 24	<b>City Dock Fender Pile Repair</b>	<b>Thu 27-May-21</b>	<b>Fri 29-Oct-21</b>	☐	55%						
▶ 24.1	Procure Creosote-Timber Piles	Thu 27-May-21	Mon 09-Aug-21	✓	100%						
▶ 24.2	Solicit for Construction of Fender Pile Repairs	Tue 10-Aug-21	Wed 01-Sep-21	☐	66%						



# CIP Capital Projects Timeline

Project Lead: Amber Al-Haddad

						2020		2021			
						Q3	Q4	Q1	Q2	Q3	Q4
WBS	Task Name	Start	Finish	Done	Percent Complete						
▶ 24.3	Construction Fender Pile Repairs	Thu 02-Sep-21	Fri 29-Oct-21	<input type="checkbox"/>	0%						
▶ 25	<b>Reservoir Bypass Design</b>	<b>Wed 06-Feb-19</b>	<b>Fri 29-Oct-21</b>	<input type="checkbox"/>	<b>95%</b>	←					
▶ 25.1	Develop Alternative Analysis and Probable Costs for Dam Tapping	Wed 06-Feb-19	Thu 05-Mar-20	✓	100%						
▶ 25.2	Design Selected Alternative: Trench through Spillway for Siphon	Fri 03-Apr-20	Fri 29-Oct-21	<input type="checkbox"/>	85%	←					
▶ 25.3	Submit Request for FY22 Federal Appropriations	Tue 30-Mar-21	Thu 24-Jun-21	✓	100%			←			
▶ 26	<b>Upper Dam Stabilization Alternatives Analysis</b>	<b>Fri 11-Jun-21</b>	<b>Tue 30-Nov-21</b>	<input type="checkbox"/>	<b>38%</b>				←		
◆ 26.1	Issue NTP to Shannon & Wilson Engineers	Fri 11-Jun-21	Fri 11-Jun-21	✓	100%				◆		
▶ 26.2	Dam Analysis with Modeling	Mon 14-Jun-21	Thu 14-Oct-21	<input type="checkbox"/>	50%				←		
▶ 26.3	Receive Concurrence from State Dam Safety Office	Tue 26-Oct-21	Tue 26-Oct-21	<input type="checkbox"/>	0%						
▶ 26.4	Finalize Alternatives Report with Cost Estimates	Wed 27-Oct-21	Tue 30-Nov-21	<input type="checkbox"/>	0%						
▶ 27	<b>Node 19 Standby Generator</b>	<b>Mon 02-Aug-21</b>	<b>Wed 13-Apr-22</b>	<input type="checkbox"/>	<b>13%</b>					←	
▶ 27.1	Identify Location for Architects and Obtain Fee Proposal	Mon 02-Aug-21	Thu 26-Aug-21	<input type="checkbox"/>	50%						
▶ 27.2	Design Project	Fri 01-Oct-21	Fri 01-Oct-21	<input type="checkbox"/>	0%						
▶ 27.3	Order Generator	Fri 15-Oct-21	Wed 09-Feb-22	<input type="checkbox"/>	0%						
▶ 27.4	Construct Project After Generator Receipt	Thu 10-Feb-22	Wed 13-Apr-22	<input type="checkbox"/>	0%						
▶ 28	<b>Solid Waste Transfer Station Upgrades (Baler)</b>	<b>Fri 20-Nov-20</b>	<b>Fri 15-Oct-21</b>	<input type="checkbox"/>	<b>53%</b>	←					
▶ 28.1	Develop Transition Plan & Secure Project Funding	Fri 20-Nov-20	Tue 13-Apr-21	✓	100%		←				
▶ 28.2	Procure Baler Equipment	Thu 22-Apr-21	Tue 10-Aug-21	✓	100%				←		
◆ 28.3	Receive Baler Equipment in Wrangell	Mon 09-Aug-21	Mon 09-Aug-21	✓	100%				◆		
▶ 28.4	Construct Secondary 3Ph Power for Baler	Wed 11-Aug-21	Thu 30-Sep-21	<input type="checkbox"/>	10%						
▶ 28.5	Procure Portable Loading Ramp	Wed 11-Aug-21	Thu 30-Sep-21	<input type="checkbox"/>	10%						
▶ 28.6	Install Baler and Train Staff on Use and Maintenance	Mon 11-Oct-21	Fri 15-Oct-21	<input type="checkbox"/>	0%						
▶ 29	<b>Develop Swimming Pool Exterior Siding &amp; Brick Replacement Project</b>	<b>Tue 21-Sep-21</b>	<b>Tue 08-Mar-22</b>	<input type="checkbox"/>	<b>0%</b>					←	

# CIP Capital Projects Timeline

Project Lead: Amber Al-Haddad

WBS	Task Name	Start	Finish	Done	Percent Complete	2020		2021				
						Q3	Q4	Q1	Q2	Q3	Q4	
▶ 29.1	Receive Funding for Proposed Project	Tue 21-Sep-21	Tue 21-Sep-21	<input type="checkbox"/>	0%							
▶ 29.2	Advertise and Construct Project	Wed 22-Sep-21	Tue 08-Mar-22	<input type="checkbox"/>	0%							
▶ 30	Develop Cemetery Project Plan	Mon 08-Nov-21	Fri 28-Jan-22	<input type="checkbox"/>	0%							

Type here to add a new task

**CITY & BOROUGH OF WRANGELL, ALASKA  
BOROUGH ASSEMBLY AGENDA STATEMENT**

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 14, 2021
	<u>Agenda Section</u>	<b>5</b>

OSHA Inspection Reports

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

<b>Expenditure Required:</b> \$XXX Total		
FY 20: \$	FY 21: \$	FY22: \$
<b>Amount Budgeted:</b>		
	FY20 \$XXX	
<b>Account Number(s):</b>		
	XXXXX XXX XXXX	
<b>Account Name(s):</b>		
	Enter Text Here	
<b>Unencumbered Balance(s) (prior to expenditure):</b>		
	\$XXX	

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Voluntary Inspection Reports for Public Works, Capital Facilities, and Ports & Harbors

**RECOMMENDATION MOTION:**  
None. Report Only.

**SUMMARY STATEMENT:**  
In August Public Works, Capital Facilities, and Ports and Harbors requested and participated in pro-active, voluntary inspections by the Alaska OSHA office. Copies of the reports for all of the

departments are attached for review. Department Directors are working with their staff to address the required corrections by early October.

The Borough Manager had an outstanding follow-up meeting on September 1<sup>st</sup> with the OSHA inspector where a number of enterprise-wide needs were discussed including:

- Written Safety & Health Programs
  - City-Wide
  - More detailed and specific to each department/division
- Hazard Plans
  - City-Wide
  - Site & Operations specific
- Training
  - Awareness level training (not certification level)
- Job Hazard Analyses
  - The new baler is a great place to start as this is new equipment and new operations
  - These are needed for all departments and all operations
- Continued Assistance
  - Laurie, the inspector, has the ability to conduct four inspections per location per year to assist with on-going improvements.
  - She is providing the Borough with templates for a number of the items listed above.
  - She indicated this will be a multi-year process for Wrangell

Administration plans to have development of a Borough-wide safety program a key priority of the new Deputy Borough Manager.

As the corrections are completed by the departments related to the August inspection, that information will be reported to the Assembly.



THE STATE  
of ALASKA  
GOVERNOR MICHAEL J. DUNLEAVY

## Department of Labor and Workforce Development

Labor Standards and Safety  
Occupational Safety and Health  
Consultation

1251 Muldoon Road, Suite 109  
Anchorage, AK 99504  
Main: 907.269.4955  
Fax: 907.269.3723

August 17, 2021

Mr. Steve Miller, Port Director  
671 Shakes St.  
Wrangell, AK 99929

Re: Safety Consultation Report for City & Borough of Wrangell – Ports and Harbors  
Safety Visit Number: 283800

Dear Mr. Steve Miller:

In response to your request, Lauri A Bitz, a Safety Consultant with Alaska Occupational Safety and Health (AKOSH), conducted a Limited Safety evaluation at your facility on August 4, 2021. Accompanying this report is a List of Hazards which includes a description of the serious hazard(s) and the date by which it was mutually determined that the hazard(s) would be corrected. This List of Hazards must be posted, unedited, in a prominent location where it is readily observable by all employees for three working days or until the hazard(s) have been corrected, whichever is later. Should you need an extension to the correction due date(s), a new List of Hazards which must be posted will be sent to you showing the revised date(s), if the extension is approved.

During the time that you are working on these hazards, it is not assured that Enforcement will not visit your worksite. In this situation, please inform them that you are working with the AKOSH Onsite Consultation Program.

The Onsite Consultation Program is dedicated to assisting employers to prevent and reduce occupational injuries and illnesses by identifying hazards and recommending corrective action and by helping develop or improve safety and health management systems. We look forward to hearing from you concerning the steps you are taking, or plan to take, in response to this report. This information will help us to assist you in providing a safe and healthful workplace for your employees. It can also provide me with information about the effectiveness of your program. We encourage you to inform your employees of the action(s) you take. This knowledge will help them to do their part in maintaining a safe and healthful workplace and it will let them know of your concern for their welfare.

Thank you for seeking our assistance. If you have any questions regarding this report or the Onsite Consultation please feel free to contact Lauri A Bitz at (907) 465-6006 or [Lauri.Bitiz@Alaska.gov](mailto:Lauri.Bitiz@Alaska.gov). In addition, if you could take a few minutes to provide assistance on evaluating your safety consultation experience, I'd greatly appreciate any feedback regarding it. You can find the customer survey form on the last appendix within this report.

Sincerely,

*Elaine Banda*

Elaine Banda, B.A., M.Ed.  
Chief of Consultation and Training  
Alaska Occupational Safety and Health  
1251 Muldoon Road, Suite 109  
Anchorage, AK 99504

**Safety Consultation Report**  
**For**  
**CBW - Ports and Harbors**  
**671 Shakes St.**  
**Wrangell, AK 99929**

**Consultation Date**  
**08/4/2021**

**Request Number**  
**241234**

**Visit Number**  
**283800**

**Submitted By**  
**Lauri Bitz**  
**Safety Consultant**

**Occupational Safety & Health**  
**Consultation & Training**  
**Alaska DOL&WD**

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## Executive Summary

On August 4, 2021, Lauri A Bitz, a Safety Consultant with the Alaska DOL & WD-Safety Consultation & Training Section, conducted an Initial Limited Safety evaluation at CBW - Ports and Harbors at 671 Shakes St., Wrangell, AK. The consultation was requested by Mr. Steve Miller, Port Director for the job site. The initial visit consisted of an onsite opening conference, an examination of all aspects of the safety and health management system relating to the scope of the visit, a walkthrough of the workplace, and a closing conference.

## Opening Conference

During the opening conference, the scope of the visit as well as the employer's obligation and rights were discussed. Attendees of this conference included:

- Mr. Steve Miller – CBW - Ports and Harbors – Port Director
- Mr. Tom Wetor – CBW – Public Works – Public Works Director
- Ms. Lauri A Bitz - AKOSH – Safety Consultant

## Safety Evaluation

This business is located at 671 Shakes St. in Wrangell, Alaska. The Ports and Harbors office is at this location but they conduct work at other locations around town including the cruise ship dock. The office, shop and dock as well as a shop on the grounds of the Marine Service Center were evaluated during this safety consultation visit. Vessel moorage activities constitutes approximately 90% of what the department does. Other activities consist of some maintenance such as pressure washing and minor construction type activities.

Employee activity at this facility pressure washing, pounding nails, customer service, dock maintenance and office work.

The scope of the visit requested was a Limited Safety visit.

The employees are represented by a collective bargaining agreement. Robert Stamm is the union representative with IBEW 1547. He was not available to participate in the safety consultation visit but a list of the hazards will be emailed to him.

## Closing Conference

During the closing conference the findings from the safety evaluation and recommendations were discussed with participants from the opening conference. The procedure for reporting corrective actions, correction due dates, and procedures for requesting extensions were discussed and reviewed. Attendees of this conference included:

- Mr. Steve Miller – CBW - Ports and Harbors – Port Director
- Mr. Tom Wetor – CBW – Public Works – Public Works Director
- Ms. Lauri A Bitz - AKOSH – Safety Consultant

## Hazard Description and Correction Recommendations

The hazards identified are categorized as Imminent, Serious, Other-Than-Serious, and Regulatory. Additional observations are reported as Other Findings and Recommendations.

## Hazard Type Definitions

**Imminent Danger:** Immediate danger to an employee that could cause a life-altering injury or fatality. These must be corrected immediately. Failure to correct immediately will result to a call to AKOSH Enforcement.

**Serious:** Hazard that would likely result in a serious (OSHA Recordable) injury. Serious Hazards must be posted as discussed in the opening conference, interim protections shall be provided, and written response with abatement shall be submitted.

**Other than Serious:** Hazards that would likely result in an injury less than the threshold of an OSHA Recordable. In extreme cases, these could result in a more serious injury. Other conditions could result in the hazard being treated as Serious.

**Regulatory:** A violation that would not directly cause an injury. Depending on circumstances, this could be upgraded to a more Serious Hazard.

## Interim Protection for Employees

Where a Serious Hazard(s) is identified and is not immediately corrected in the presence of the consultant, the employer must provide interim protections for affected employees at the worksite while the identified hazard(s) are being corrected. Interim protections include but are not limited to the following (in order of preference):

**Engineering Controls:** Elimination or reduction of exposure to a chemical or physical hazard through the use or substitution of engineered machinery or equipment. Engineering controls consist of, but are not limited to: substitution, isolation, ventilation, equipment modification.

**Administrative Controls:** Any procedure that significantly limits daily exposure by control or manipulation of the work schedule or manner in which work is performed is considered a means of administrative control. The use of personal protective equipment is not considered a means of administrative control.

Work practice controls are one type of administrative control in which the employer modifies the manner in which the employee performs assigned work. Such modification may result in a reduction of exposure through such methods as changing work procedures, improving sanitation and hygiene practices, or making other changes in the way the employee performs the job.

**Personal Protective Equipment (PPE) and/or Clothing:** Providing the proper personal protective equipment (PPE) to all affected employees and training affected employees in the proper selection, use and maintenance of the PPE.

# Hazard Description and Correction Recommendations

The hazards identified are categorized as Serious, Other-Than-Serious, and Regulatory. Additional observations are reported as Other Findings and Recommendations.

## Serious Hazards

The following Serious Safety Hazards could potentially cause serious injury, illness, or physical harm. These hazards must be posted, unedited, in a location observable to all employees for three working days or until the hazard is corrected, whichever is later. Report on Correction of Hazards (or equivalent written verification) must be returned by the set date documenting the actions taken to correct the serious hazards.

**Item Number: # 1**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

In the office.

**Condition:**

An extension cord was being used as a substitute for fixed wiring.

**Potential Effect:**

Shock, electrocution, burns or fire.

**Standard:**

1910.305(g)(1)(iv)

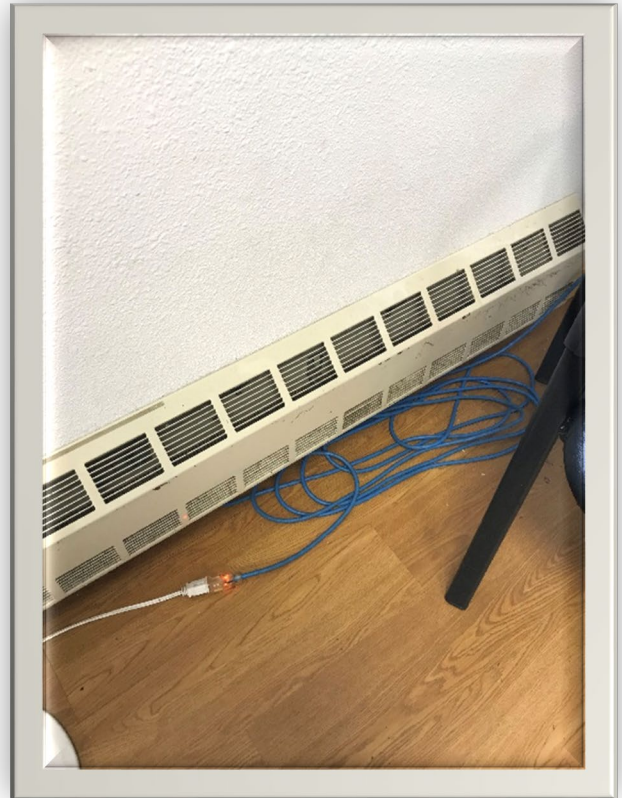
Unless specifically permitted otherwise in paragraph (g)(1)(ii) of this section, flexible cords and cables may not be used:

1910.305(g)(1)(iv)(A)

As a substitute for the fixed wiring of a structure;

**Recommended Action:**

Avoid “daisy chaining” power strips and/or extension cords. If power is needed in a location where there is no outlet, have a qualified electrician install an outlet. Extension cords are for temporary use only.



***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Item Number: # 2**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

In the main building shop area.

**Condition:**

MSDS were still being used instead of SDS and the binder was not complete or reviewed on an annual basis.

**Potential Effect:**

Employee exposure to hazardous chemicals without adequate knowledge of the hazard can lead to injury or health related illness.

**Standard:**

1910.1200(g)(8)

The employer shall maintain in the workplace copies of the required safety data sheets for each hazardous chemical, and shall ensure that they are readily accessible during each work shift to employees when they are in their work area(s). (Electronic access and other alternatives to maintaining paper copies of the safety data sheets are permitted as long as no barriers to immediate employee access in each workplace are created by such options.)



**Recommended Action:**

Ensure that the binders are updated with SDS and that the binder also includes an inventory list of all the chemicals that employees use and are exposed to. This binder should be reviewed annually to ensure that it is up to date and complete.

***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Item Number: # 3**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

At Ports and Harbors work sites.

**Condition:**

Hearing protection written program was not available and not being followed and employees are exposed to loud noises.

**Potential Effect:**

Hearing loss.

**Standard:**

1910.95(d)(1)

When information indicates that any employee's exposure may equal or exceed an 8-hour time-weighted average of 85 decibels, the employer shall develop and implement a monitoring program.

**Recommended Action:**

Ensure that the OSHA-mandated hearing protection program is current, is being followed and is available upon request for review.

***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Item Number: # 4**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

At the job site.

**Condition:**

Annual audiometric testing has not been conducted for several years.

**Potential Effect:**

Hearing loss.

**Standard:**

1910.95(g)(1)

The employer shall establish and maintain an audiometric testing program as provided in this paragraph by making audiometric testing available to all employees whose exposures equal or exceed an 8-hour time-weighted average of 85 decibels.

1910.95(g)(2)

The program shall be provided at no cost to employees.

1910.95(g)(3)

Audiometric tests shall be performed by a licensed or certified audiologist, otolaryngologist, or other physician, or by a technician who is certified by the Council of Accreditation in Occupational Hearing Conservation, or who has satisfactorily demonstrated competence in administering audiometric examinations, obtaining valid audiograms, and properly using, maintaining and checking calibration and proper functioning of the audiometers being used. A technician who operates microprocessor audiometers does not need to be certified. A technician who performs audiometric tests must be responsible to an audiologist, otolaryngologist or physician.

1910.95(g)(5)(i)

Within 6 months of an employee's first exposure at or above the action level, the employer shall establish a valid baseline audiogram against which subsequent audiograms can be compared.

1910.95(g)(5)(iii)

Testing to establish a baseline audiogram shall be preceded by at least 14 hours without exposure to workplace noise. Hearing protectors may be used as a substitute for the requirement that baseline audiograms be preceded by 14 hours without exposure to workplace noise.

1910.95(g)(5)(iv)

The employer shall notify employees of the need to avoid high levels of non-occupational noise exposure during the 14-hour period immediately preceding the audiometric examination.

1910.95(g)(6)

"Annual audiogram." At least annually after obtaining the baseline audiogram, the employer shall obtain a new audiogram for each employee exposed at or above an 8-hour time-weighted average of 85 decibels.

**Recommended Action:**

Ensure that annual and new employee audiometric testing is being done per the standard.

***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Item Number: # 5**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

In the Marine Service Center shop.

**Condition:**

A portable fire extinguisher was found left on the floor.

**Potential Effect:**

Fire extinguisher can be moved or misplaced and not be readily available in the event of an emergency if not kept in the bracket at all times except during use. This can result in smoke inhalation, burns or death.

**Standard:**

1910.157(e)(2)  
Portable extinguishers or hose used in lieu thereof under paragraph (d)(3) of this section shall be visually inspected monthly.

**Recommended Action:**

Ensure that all portable fire extinguishers are being inspected on a monthly basis. Document on the tag or in a log book.



***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Item Number: # 6****# of Instances: 1****Hazard Type: Serious****Correction Due: 10/8/2021****Location:**

At the Marine Service Center shop.

**Condition:**

A forklift was found that was not being inspected on a daily basis before it is put into use.

**Potential Effect:**

Contusions, abrasions, fractures and crushing injuries, from mechanical handling equipment striking employees in the event of a malfunction.

**Standard:**1910.178(q)(7)

Industrial trucks shall be examined before being placed in service, and shall not be placed in service if the examination shows any condition adversely affecting the safety of the vehicle. Such examination shall be made at least daily.

Where industrial trucks are used on a round-the-clock basis, they shall be examined after each shift. Defects when found shall be immediately reported and corrected.

**Recommended Action:**

Establish and implement an inspection program. At the start of each shift, the operator should check the truck assigned to assure that it is in safe working order. If for any reason the operator believes that the truck is unsafe to drive or operate, it should be immediately reported to the supervisor. Among the items to check are: operator controls, brakes, fluid lines and levels, lights, filters, safety devices (horn, fire extinguisher, etc.), and movement of the fork. Unless qualified, the operator should not attempt to make any repairs. Only qualified and authorized personnel should be permitted to maintain, repair and adjust industrial trucks.

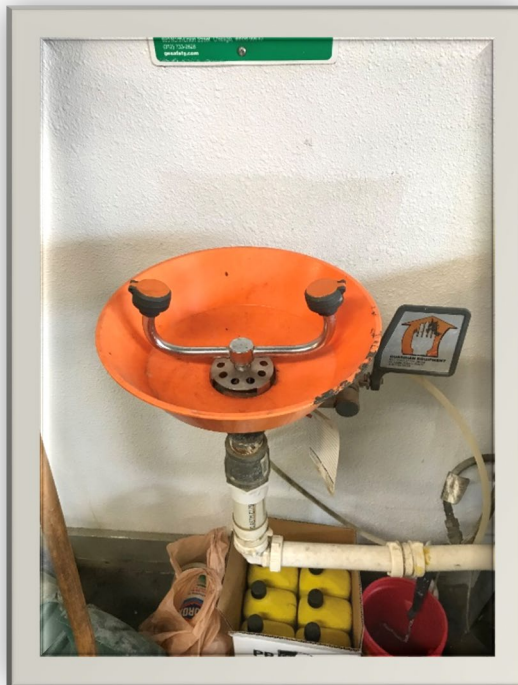
***Return this page to your consultant when the hazard is corrected.*****Date of abatement:** \_\_\_\_\_**Describe Corrective Action Taken:** \_\_\_\_\_**Action Taken to Prevent Recurrence:** \_\_\_\_\_**Name and Signature of Person Responsible:** \_\_\_\_\_



## Other Findings and Recommendations

The following address additional issues and/or expands on discussions that took place during this visit.

In the main building shop an eye wash station was available but it was uncertain if it was being inspected on a weekly basis. Per the Port Director, the Building Maintenance staff are supposed to be inspecting the eye wash stations and fire extinguishers. There was no tag or placard on the eye wash station itself that indicated if inspections were being complete. It is recommended that communication be had with the building maintenance staff to ensure that the eye wash station is being inspected on a weekly basis, that the inspections are being done per ANSI standard, and best practice in this situation would be to have an inspection tag on the device itself so that those who are most likely to use the eye wash can be assured that the inspections are being conducted.



Another observation was regarding an employee not wearing the seatbelt while driving the forklift. The employee self-corrected his oversight before being talked to. When asked if he was wearing his seat belt he said, “Yea, this time I was but not the first time you saw me.” His honesty is to be commended, but his commitment to wearing and using safety equipment and devices is strongly recommended.

A question was asked regarding the location of the SDS data/binder. Does it have to be where the employees work or can it be in the office? Employers must ensure that the SDSs are readily accessible to employees for all hazardous chemicals in their workplace. This may be done in many ways. For example, employers may keep the SDSs in a binder or on computers as long as the employees have immediate access to the information without leaving their work area when needed and a back-up is available for rapid access to the SDS in the case of a power outage or other emergency. Furthermore, employers may want to designate a person(s) responsible for obtaining and maintaining the SDSs. If the employer does not have an SDS, the employer or designated person(s) should contact the manufacturer to obtain one. (See OSHA standard below).

1910.1200(g)(8)

The employer shall maintain in the workplace copies of the required safety data sheets for each hazardous chemical, and shall ensure that they are readily accessible during each work shift to employees when they are in their work area(s). (Electronic access and other alternatives to maintaining paper copies of the safety data sheets are permitted as long as no barriers to immediate employee access in each workplace are created by such options.)

1910.1200(g)(9)

Where employees must travel between workplaces during a work shift, *i.e.*, their work is carried out at more than one geographical location, the material safety data sheets may be kept at the primary workplace facility. In this situation, the employer shall ensure that employees can immediately obtain the required information in an emergency.

The final topic of discussion was in regards to wearing Personal Flotation Devices (PFDs). Employees do wear a PFD when they are on one of the harbor vessels. They do not currently wear them when walking around on the dock. The question was asked if it would be required in this instance. The OSHA standard states:

1910.132(d)(1)

The employer shall assess the workplace to determine if hazards are present, or are likely to be present, which necessitate the use of personal protective equipment (PPE). If such hazards are present, or likely to be present, the employer shall:

1910.132(d)(1)(i)

Select, and have each affected employee use, the types of PPE that will protect the affected employee from the hazards identified in the hazard assessment;

1910.132(d)(1)(ii)

Communicate selection decisions to each affected employee; and,

1910.132(d)(1)(iii)

Select PPE that properly fits each affected employee.

There are specific requirements for wearing of PFDs when working over water for construction. A specific standard that addresses when a PFD is required in General Industry or Maritime could not be located other than, if a PFD is required, it should be Coast Guard approved. The requirement to conduct a Job Hazard Analysis (JHA) puts the onus on the employer to determine if a PFD would be required for employees walking around on the dock. The JHA record should be kept to show due diligence if an incident should occur.

## Training Provided By Consultant

Subject Area	Formal Onsite	Formal Offsite	Informal
Emergency Eyewash/Shower			4
Electrical			2
Fire Protection			2
Hazard Communication			2
Hearing Conservation Program			2
Powered Industrial Trucks			2

## Extension Requests

The employer can request an extension if there is reason to believe that the hazard could not be corrected by the due date. Appendix A (Extension Request) must be completed and submitted to the consultant prior to 10/08/2021. Extension requests are subject to approval.

## DART and TRC

Alaska Occupational Safety and Health (AKOSH) requires the OSHA Form 300 Log of Work-Related Injuries and Illnesses be completed and provided upon request. City and Borough of Wrangell Injury and Illness Logs were not provided and thus they were not evaluated. If you would like a recordkeeping evaluation or training assistance please contact Lauri Bitz at (907) 465-6006.

## Notice of Obligation

As discussed in the opening conference, the Alaska OSH C&T is required to notify the Alaska OSH Enforcement Occupational Safety and Health Administration (OSHA), should Serious Hazards not be corrected within the agreed upon time. If the employer encounters difficulties completing corrective action within the specified time, extensions may be granted. **Extensions must be requested in writing on or before the correction due date.** The Alaska OSH C&T is not required to notify AKOSH/OSHA Compliance if Other-Than-Serious Hazards are not corrected; however, it is important to realize that uncorrected Other-Than-Serious Hazards could result in injury to the employees. Moreover, in the event of an AKOSH/OSHA Enforcement inspection the company could be subject to citation.

In the event of an AKOSH/OSHA inspection, it is important to remember that the Compliance Officer is not legally bound by the consultant's advice or by the consultant's failure to point out a specific hazard. The employer may, but is not required to, furnish a copy of this report to the Compliance Officer.

## Safety and Health Achievement Recognition Program

It is one of AKOSH's goals to prepare every employer to qualify for a specialized program through our services, such as the Safety and Health Achievement Recognition Program (SHARP), Construction Health and Safety Excellence (CHASE), and/or Voluntary Protection Program (VPP). To qualify for these programs the employer may request to be considered eligible if all of the following criteria have been met: all hazards identified in the course of a comprehensive safety and health survey are corrected; an effective safety and health program has been established; and the establishment has met all other requirements set forth by the AKOSH consultation program.

**TABLE 5: SAFETY AND HEALTH ACHIEVEMENT RECOGNITION PROGRAM CONTACT INFORMATION**

Special Program	Name	E-Mail	Phone Number
Voluntary Protection Program (VPP)	Christian Hendrickson	<a href="mailto:Christian.Hendrickson@Alaska.Gov">Christian.Hendrickson@Alaska.Gov</a>	(907) 269-4946
Safety and Health Achievement Recognition Program (SHARP)	Mitch Wallace	<a href="mailto:Mitch.Wallace@Alaska.Gov">Mitch.Wallace@Alaska.Gov</a>	(907) 269-4949
Construction Health and Safety Excellence (CHASE)	Donnie Farwell	<a href="mailto:Donald.Farwell@alaska.gov">Donald.Farwell@alaska.gov</a>	(907) 269-4941

- <http://labor.alaska.gov/lss/OSH-SHARP.htm>
- [http://labor.alaska.gov/lss/ak\\_chase.htm](http://labor.alaska.gov/lss/ak_chase.htm)

## Resources

OSHA Online Regulations

<https://www.osha.gov/laws-regs/regulations/standardnumber>

DOL Mandatory Posters

<http://doa.alaska.gov/dop/resources/mandatoryposters/>

SDS Information

<https://www.osha.gov/Publications/OSHA3514.html>

PADS Information

<http://labor.alaska.gov/lss/pads/pads.htm>

AKOSH Hazard Communication Guide

[http://labor.state.ak.us/lss/forms/Hazard\\_Communication\\_Quick\\_Guide.pdf](http://labor.state.ak.us/lss/forms/Hazard_Communication_Quick_Guide.pdf)

## Additional Resources Regarding Covid-19

<http://doa.alaska.gov/dop/directorsOffice/covid19/>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs-sp.pdf> (Spanish)

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/COVID19-symptoms.pdf>

<https://www.cdc.gov/ncezid/pdf/Community-Interventions-Infection-Control-H.pdf>

<https://www.osha.gov/SLTC/covid-19/>

<https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html>

<https://www.osha.gov/coronavirus/safework>

## Closing Comments

The Alaska OSH C&T appreciates CBW - Ports and Harbors' concern for the safety and health of their employees. If there are any questions or additional help is required please contact Lauri Bitz at (907) 465-6006 or [Lauri.Bitz@alaska.gov](mailto:Lauri.Bitz@alaska.gov).

Submitted By:

Lauri Bitz

Safety Consultant

Alaska OSH C&T

## Appendix A – Request for Extension

**CBW - Ports and Harbors  
671 Shakes St.  
Juneau, AK 99801**

**Visit Number: 283800**

To request an extension, please copy and complete this form for each requested extension. Send it to:

Lauri Bitz  
Safety Consultant  
Alaska OSH C&T  
1251 Muldoon Road, Suite 109  
Anchorage, Alaska

Lauri.Bitz@alaska.gov

Upon approval, a copy of this form, signed by Alaska OSH C&T, must be posted with the “LIST OF HAZARDS” (Appendix A from the original report). A follow-up inspection may be conducted.

Item Number:	Date of Request:
Original Correction Date:	New Date Requested:
Describe progress to date and plan for completion:	
Describe the reason for the extension:	
Describe interim protection used to protect employees from exposure/injury:	

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Printed name and signature of requesting official

Request Date

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Position of official

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**AKOSH:** Printed name and signature of approving official

Approval Date

## Appendix B – Safety and Health Management System

CBW - Ports and Harbors

671 Shakes St.

Juneau, AK 99801

Visit Number: 283800

The effectiveness of the safety and health management system of CBW - Ports and Harbors was evaluated during the consultation visit. The evaluation is tailored to the worksite and is based on observations made and data collected during the visit. This information, along with the AKOSH/OSHA Safety and Health Program Assessment in Appendix B, is provided to the employer because effective management of worker safety and health protection is a decisive factor in reducing the extent and the severity of work-related injuries and illnesses.

The evaluation and summary are broken down into 4 areas: Management Leadership and Employee Involvement, Worksite Analysis, Hazard Prevention and Control, and Safety and Health Training. Effective management addresses all work-related hazards, including those potential hazards that could result from a change in worksite conditions or practices. It addresses hazards whether or not they are regulated by government standards.

Enclosed is an assessment of CBW - Ports and Harbors' Safety & Health (S&H) program. It is an evaluation system used by all Consultation Projects in the country to assess the effectiveness of Safety and Health Program Management in a small business setting. This system was extensively tested and validated, and high scores do in fact correlate to reductions in injuries. The company's assessment reflects an objective snapshot by the consultants based on observations, interviews and record reviews at the time of the survey.

The assessment is divided into three main components with 58 attributes. They are:

**Operational** (Attributes #1 – 19): Measures the actual activities that are taking place in the business to “find and fix” hazards. These questions relate to detection, prevention and control of hazards on the jobsite. Do workplace hazards result from “failure to find, or failure to fix” situations?

**Managerial** (Attributes #20 – 39): Measures the ability of the organization to support and maintain the operational component of the company's S&H program. These attributes address Planning and Evaluation, Administration and Supervision, and S&H Training as they relate to “why” hazards exist in the workplace. Before any job injury, some root cause usually exists in management that involves assignment of responsibility, authority, training, resources, or motivation of a responsible person.

**Cultural** (Attributes #40 – 58): The third component measures the organizational values and principles mutually held by management and employees that relate to safety and health. It has two sub-components based on Management Leadership and Employee Participation. Management leadership is needed to initiate change and improvement in the company safety culture, and employee participation is needed to grow and support it.

The following scale is used for scoring the attributes:

0	No indication that the item is even partially in place
1	Some portion or aspect is present though major improvement is needed
2	Item is largely in place with only minor improvements needed
3	Item is completely in place
NE	Not Evaluated
NA	Not Applicable (rarely used)

Consultants score only those attributes that are supported by survey findings (e.g., hazards, interviews, records). An “NE” is not a negative score. It simply means the consultants did not have enough information to accurately score the attribute.

How will this assessment help the company? Changes the company makes in the Managerial and Cultural components will have the biggest impact on the company’s safety program and the bottom-line of the company through injury and accident reduction. Items on the Form 33 rated as “0” and “1” deserve management/owner attention to make significant change or improvement. Just by going through the Consultation process, many of the scores will improve based on correction of hazards and improvement strategies that the company implements to prevent their recurrence.

The employer is not required to respond to any item on the assessment. If the employer has any questions about how this tool is used or how we arrived at the numeric score, please call Lauri Bitz at (907) 465-6006.



## Safety and Health Program Assessment Worksheet (Form33)

<b>Request Number</b>	241234	<b>Visit Number</b>	283800	<b>Visit Date</b>	August 4, 2021
<b>Employer</b>	City and Borough of Wrangell – Ports and Harbors				
<b>Site Location</b>	Po Box 531 Wrangell, AK 99929				
<b>Legend:</b> 0=No; 1=No, Needs major improvement; 2=Yes, Needs minor improvement; 3=Yes; NA= Not Applicable; NE= Not Evaluated; *=Stretch items Attribute of Excellence					
<b>Synthesis Item Score</b>					<b>Score</b>
Hazard Anticipation and Detection Score					7
Hazard Prevention and Control Score					10
Planning and Evaluation Score					0
Administration and Supervision Score					1
Safety and Health Training Score					5
Management Leadership Score					1
Employee Participation Score					3
Total Score					27
Average Score					1.50

Hazard Anticipation and Detection	Score
1. A comprehensive, baseline hazard survey has been conducted within the past five (5) years	0
Comments: A comprehensive, baseline hazard survey has not been conducted within the past five years. Improvement can be made by inviting outside agencies such as Fire Marshall, insurance agent, Alaska OSH or third party safety consultant to conduct a thorough hazard survey of the job site and job tasks. Inspections should be documented and reports kept for comparison to determine high risk areas or repeat occurrences.	
2. Effective safety and health self-inspections are performed regularly	1
Comments: The Port Director conducts some informal walk-throughs of the job site on occasion. Improvement can be made in this attribute by conducting regularly scheduled, documented inspections that are geared toward identifying safety or health issues, concerns or hazards. For best results, employees doing the inspections should receive training on how to identify hazards and how to mitigate issues within OSHA expectations and requirements.	
3. Effective surveillance of established hazard controls is conducted	NE
Comments:	
4. An effective hazard reporting system exists	2
Comments: Due to having a small staff in this department Harbors and Ports mainly reports hazards or concerns verbally to the Port Director. This is a good first step within a small department. Improvement can be made by developing a written method of reporting hazards so that corrections can back tracked and data can be analyzed for trends and repeat occurrences.	
5. Change analysis is performed whenever a change in facilities, equipment, materials, or processes occurs	NE
Comments:	
6. Accidents are investigated for root causes	1
Comments: The Port Director is relatively new to his position and is in the process of improving the safety and health program for his department. He would conduct an investigation if/when an employee was injured. It is recommended that the Port Manager receive some training in how to conduct a formal root cause analysis of an incident, and that this process be documented for evaluation in the future. Obviously the goal of conducting a root cause determination is so that the information can be shared with employees to assist in avoiding future occurrences.	
7. Safety Data Sheets are used to reveal potential hazards associated with chemical products in the workplace	2
Comments: As departments within the City and Borough of Wrangell function independently and the city does not have a designated safety manager there was some uncertainty as to who was responsible for what in regards to things such as Safety Data Sheets (including OSHA 300 logs discussed later). It is recommended that each department take responsibility for their own Hazard Communication program including maintaining the Safety Data Sheets (SDS) at the job site. The program and the SDS should be reviewed annually to ensure accuracy, completeness and effectiveness.	
8. Effective job hazard analysis is performed	1
Comments: Job Hazard Analysis (JHAs) are not readily conducted in a formal manner. Consideration has been given to work with large pieces of equipment such as the boat Travel Lifts to determine risk exposure and mitigation, however, this has not been done as a formal process. JHAs should be conducted at each work site and for each work process to determine potential risks and mitigation policies and procedures should be developed to address identified risks. These JHAs should be documented and if processes or equipment change, the JHA should be re-done to address the changes.	
9. Expert hazard analysis is performed	NE
Comments:	

10. Incidents are investigated for root causes	NE
Comments:	
<b>Hazard Prevention and Control</b>	<b>Score</b>
11. Feasible engineering controls are in place	NE
Comments:	
12. Effective safety and health rules and work practices are in place	0
Comments: There was a great deal of uncertainty when asked if the Harbors and Ports had written safety and health policies and procedures. The assumption was that written policies and procedures were developed at the City level as overarching policies and procedures but there were no written programs specific to Harbors and Ports. It was unclear who might have copies of the written programs or how to obtain a copy. The Port Director is strongly encouraged to work with upper management to determine the existence of the safety and health policies and procedures and to ensure that those policies and procedures are site specific to Harbors and Ports and that they are readily available for review as needed or requested.	
13. Applicable OSHA-mandated programs are effectively in place	0
Comments: Related to item number 12, it was unclear if there were written OSHA-mandated programs in place along with other policies and procedures. There was discussion that programs such as Hearing Protection program and Hazard Communication programs existed in the past or were at least being followed to the extent feasible. It is strongly recommended that the Port Director work with his superiors to ensure that required OSHA mandated programs are written, maintained, annually reviewed and employees are trained as required.	
14. Personal protective equipment is effectively used	2
Comments: Employees were very conscientious about wearing hearing protection when running the Travel Lifts. One employee was observed not wearing his seat belt when driving the fork lift. He self-corrected his behavior before being asked and admitted that he had driven without the seatbelt. His honesty is commended and he is strongly encouraged to use all PPE available as it is for his safety so that he goes home to family in the same condition he arrived to work. Improvement can be made by ensuring that employees are using PPE and that it is clearly communicated when and where they should be using PPE.	
15. Housekeeping is properly maintained	3
Comments: The work locations were fairly well organized and orderly. There were no apparent housekeeping issues identified on the date of this visit.	
16. The organization is properly prepared for emergency situations	NE
Comments:	
17. The organization has an effective plan for providing competent emergency medical care to employees and others present at the site	NE
Comments:	
18. Effective preventive maintenance is performed	2
Comments: The Building Maintenance and Equipment Maintenance teams have responsibility to conduct routine maintenance on vehicles and equipment. It was assumed that required maintenance was being conducted per requirements. Improvement can be made in this attribute by verifying that the vehicles and equipment used by Harbors and Ports is in fact being maintained adequately and routinely.	
19. An effective procedure for tracking hazard correction is in place	3
Comments: The City of Wrangell uses a program called Dude Solutions for tracking facility maintenance and inventory. There were no apparent issues in regards to this system or its' use.	

<b>Planning and Evaluation</b>	<b>Score</b>
<b>20. Workplace injury/illness data are effectively analyzed</b>	<b>0</b>
Comments: As mentioned in regards to written safety and health programs, the OSHA 300 logs are apparently kept by someone in the administrative or HR department and were not easily or readily accessible upon request. The Harbors and Ports department has less than 10 employees within the specific department but it is believed that the 300 logs are kept for the City as a whole. Improvement can be made by ensuring that access to 300 logs is readily accessible upon request per OSHA standards.	
<b>21. Hazard incidence data are effectively analyzed</b>	<b>NE</b>
Comments:	
<b>22. A safety and health goal and supporting objectives exist</b>	<b>NE</b>
Comments:	
<b>23. An action plan designed to accomplish the organizations safety and health objectives is in place</b>	<b>NE</b>
Comments:	
<b>24. A review of in-place OSHA-mandated programs is conducted at least annually</b>	<b>NE</b>
Comments:	
<b>25. A review of the overall safety and health management system is conducted at least annually</b>	<b>NE</b>
Comments:	
<b>Administration and Supervision</b>	<b>Score</b>
<b>26. Safety and health program tasks are each specifically assigned to a person or position for performance or coordination</b>	<b>1</b>
Comments: The Port Director is attempting to understand the OSHA rules and standards that apply to his area of control and implement or shore up areas needing improvement. He is to be commended for his efforts and encouraged to continue to make progress in this important endeavor. Improvement can be made by assigning safety and health program tasks as he learns of the requirements. The more he can involve employees in this process the more buy-in he can engender and the greater level of success he can achieve.	
<b>27. Each assignment of safety and health responsibility is clearly communicated</b>	<b>NE</b>
Comments:	
<b>28. An accountability mechanism is included with each assignment of safety and health responsibility</b>	<b>NE</b>
Comments:	
<b>29. Individuals with assigned safety and health responsibilities have the necessary knowledge, skills, and timely information to perform their duties</b>	<b>NE</b>
Comments:	
<b>30. Individuals with assigned safety and health responsibilities have the authority to perform their duties</b>	<b>NE</b>
Comments:	
<b>31. Individuals with assigned safety and health responsibilities have the resources to perform their duties</b>	<b>NE</b>
Comments:	
<b>32. Organizational policies promote the performance of safety and health responsibilities</b>	<b>NE</b>
Comments:	

33. Organizational policies result in correction of non-performance of safety and health responsibilities	NE
Comments:	
<b>Safety and Health Training</b>	<b>Score</b>
34. Employees receive appropriate safety and health training	3
Comments: The Harbors and Ports department conducts a couple of safety meetings a month. The topics and attendance are documented.	
35. New employee orientation includes applicable safety and health information	2
Comments: New employees receive some orientation training covering safety and health. Some of this is done at the City level and some is done at the department level. The system of training is predominantly done by verbal means. Improvement could be made in this attribute by developing a formalized new employee orientation that is written. All required topics and areas should be signed off when complete and the documentation kept for future reference.	
36. Supervisors receive appropriate safety and health training	NE
Comments:	
37. Supervisors receive training that covers the supervisory aspects of their safety and health responsibilities	NE
Comments:	
38. Safety and health training is provided to managers	NE
Comments:	
39. Relevant safety and health aspects are integrated into management training	NE
Comments:	

<b>Management Leadership</b>	<b>Score</b>
<b>40.</b> Top management policy establishes clear priority for safety and health	<b>1</b>
Comments: The Port Director is committed to improving the safety and health program within his department. There appeared to be a gap or disconnect between the City level and the department level in regards to written programs, policies, procedures and directives. Improvement could be made by strengthening the channels through which information is made available to department heads so that the foundation of safety and health is apparent at all levels.	
<b>41.</b> Top management considers safety and health to be a line rather than a staff function	<b>NE</b>
Comments:	
<b>42.</b> Top management provides competent safety and health staff support to line managers and supervisors	<b>NE</b>
Comments:	
<b>43.</b> Managers personally follow safety and health rules	<b>NE</b>
Comments:	
<b>44.</b> Managers delegate the authority necessary for personnel to carry out their assigned safety and health responsibilities effectively	<b>NE</b>
Comments:	
<b>45.</b> Managers allocate the resources needed to properly support the organizations safety and health system	<b>NE</b>
Comments:	
<b>46.</b> Managers assure that appropriate safety and health training is provided	<b>NE</b>
Comments:	
<b>47.</b> Managers support fair and effective policies that promote safety and health performance	<b>NE</b>
Comments:	
<b>48.</b> Top management is involved in the planning and evaluation of safety and health performance	<b>NE</b>
Comments:	
<b>49.</b> Top management values employee involvement and participation in safety and health issues	<b>NE</b>
Comments:	
<b>Employee Participation</b>	<b>Score</b>
<b>50.</b> There is an effective process to involve employees in safety and health issues	<b>3</b>
Comments: Harbors and Ports conducts regular safety meetings and employees are encouraged to engage in making suggestions or asking for clarification on any safety or health topic. Based on employee interviews, employees believe that the current Port Director is very motivated to improve the safety and health program and that he takes employees safety and health seriously.	
<b>51.</b> Employees are involved in organizational decision making in regard to safety and health policies	<b>NE</b>
Comments:	
<b>52.</b> Employees are involved in organizational decision making in regard to the allocation of safety and health resources	<b>NE</b>
Comments:	
Employees are involved in organizational decision making in regard to safety and health training	<b>NE</b>

Comments:	
54. Employees participate in hazard detection activities	NE
Comments:	
55. Employees participate in hazard prevention and control activities	NE
Comments:	
56. Employees participate in the safety and health training of co-workers	NE
Comments:	
57. Employees participate in safety and health planning activities	NE
Comments:	
58. Employees participate in the evaluation of safety and health performance	NE
Comments:	

#### Paperwork Reduction Act Notice

OMB Number: 1218-0110  
 Expiration Date: January 31, 2022

Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. OSHA requires that all State On-site Consultants (Consultants) use the Revised Form 33 if they collect information in the course of their visit which would allow them to fill out a portion of the Form. When the Consultation Project Manager recommends an applicant for the OSHA Safety and Health Achievement Recognition Program (SHARP), which exempts the employer from an OSHA Enforcement inspection as long as the applicant remains a SHARP site, managers must complete all Revised Form 33 information. In accordance with 29 CFR 1908.6(h)(1) and (2), Consultants must preserve their confidentiality of information obtained as the result of a consultative visit which contains or must reveal a trade of secret of the employer. It is estimated that Consultants average 45 minutes to complete 12-18 entries on the form (for a general consultation visit) and Consultants average 5 hours to complete all 58 entries on the form (for a comprehensive consultation visit or SHARP evaluation), including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed and completing the form. The Form serves as a comprehensive evaluation tool. The information obtained from the form is used to evaluate an employer's safety and health management system. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Office of Small Business Assistance, Occupational Safety and Health Administration, Room N-3660, 200 Constitution Avenue, NW, Washington, DC 20210.

# APPENDIX C – Consultation & Training Services Customer Survey

An Alaska OSH consultant was recently at your work site to provide assistance evaluating your safety and health program or conducted formal training. We would appreciate any feedback regarding this experience. Please take a few minutes to answer the statements below and return to Alaska OSH Program Manager by mail or email to lauri.bitz@alaska.gov.

**The mailing address is  
1251 Muldoon Road, Suite 109  
Anchorage, Alaska 99504**

Please answer the following questions regarding your rating of service provided by AK-OSH Consultation & Training. Survey respondents lacking sufficient knowledge to answer a particular question may opt out of that question by answering "Don't Know."

## TIMELINESS

1. How do you rate the timeliness of the services provided by Alaska OSH Consultation & Training Services?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## ACCURACY

2. How do you rate the ability of Alaska OSH Consultation & Training Services to provide services correctly the first time?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## HELPFULNESS

3. How do you rate the helpfulness of Alaska OSH Consultation & Training Services employees?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## EXPERTISE

4. How do you rate the knowledge and expertise of Alaska OSH Consultation & Training Services employees?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## AVAILABILITY OF INFORMATION

5. How do you rate the availability of information at Alaska OSH Consultation & Training Services?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## OVERALL SERVICE

6. How do you rate the overall quality of service provided by Alaska OSH Consultation & Training Services?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

\_\_\_\_\_

We would appreciate any other comments or suggestions you have regarding the services provided.

Company Name: \_\_\_\_\_

Contact Person \_\_\_\_\_ Date \_\_\_\_\_

Consultants: **Lauri Bitz**

Send request to Chief of Consultation and Training Elaine Banda at Elaine.Banda@Alaska.gov





THE STATE  
of ALASKA  
GOVERNOR MICHAEL J. DUNLEAVY

## Department of Labor and Workforce Development

Labor Standards and Safety  
Occupational Safety and Health  
Consultation

1251 Muldoon Road, Suite 109  
Anchorage, AK 99504  
Main: 907.269.4955  
Fax: 907.269.3723

August 19, 2021

Mr. Tom Wetor, Public Works Director  
601 Wood St.  
Wrangell, AK 99929

Re: Safety Consultation Report for City & Borough of Wrangell – Water Treatment  
Safety Visit Number: 287061

Dear Mr. Tom Wetor:

In response to your request, Lauri A Bitz, a Safety Consultant with Alaska Occupational Safety and Health (AKOSH), conducted a Limited Safety evaluation at your facility on August 5, 2021. Accompanying this report is a List of Hazards which includes a description of the serious hazard(s) and the date by which it was mutually determined that the hazard(s) would be corrected. This List of Hazards must be posted, unedited, in a prominent location where it is readily observable by all employees for three working days or until the hazard(s) have been corrected, whichever is later. Should you need an extension to the correction due date(s), a new List of Hazards which must be posted will be sent to you showing the revised date(s), if the extension is approved.

During the time that you are working on these hazards, it is not assured that Enforcement will not visit your worksite. In this situation, please inform them that you are working with the AKOSH Onsite Consultation Program.

The Onsite Consultation Program is dedicated to assisting employers to prevent and reduce occupational injuries and illnesses by identifying hazards and recommending corrective action and by helping develop or improve safety and health management systems. We look forward to hearing from you concerning the steps you are taking, or plan to take, in response to this report. This information will help us to assist you in providing a safe and healthful workplace for your employees. It can also provide me with information about the effectiveness of your program. We encourage you to inform your employees of the action(s) you take. This knowledge will help them to do their part in maintaining a safe and healthful workplace and it will let them know of your concern for their welfare.

Thank you for seeking our assistance. If you have any questions regarding this report or the Onsite Consultation please feel free to contact Lauri A Bitz at (907) 465-6006 or [Lauri.Bitiz@Alaska.gov](mailto:Lauri.Bitiz@Alaska.gov). In addition, if you could take a few minutes to provide assistance on evaluating your safety consultation experience, I'd greatly appreciate any feedback regarding it. You can find the customer survey form on the last appendix within this report.

Sincerely,

*Elaine Banda*

Elaine Banda, B.A., M.Ed.  
Chief of Consultation and Training  
Alaska Occupational Safety and Health  
1251 Muldoon Road, Suite 109  
Anchorage, AK 99504

**Safety Consultation Report**  
**For**  
**City and Borough of Wrangell – Water Treatment**  
**601 Wood St.**  
**Wrangell, AK 99929**

**Consultation Date**  
**08/5/2021**

**Request Number**  
**243573**

**Visit Number**  
**287061**

**Submitted By**  
**Lauri Bitz**  
**Safety Consultant**

**Occupational Safety & Health**  
**Consultation & Training**  
**Alaska DOL&WD**

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## Executive Summary

On August 5, 2021, Lauri A Bitz, a Safety Consultant with the Alaska DOL & WD-Safety Consultation & Training Section, conducted an Initial Limited Safety evaluation at CBW Water Treatment facility at 601 Wood St., Wrangell, AK. The consultation was requested by Mr. Tom Wetor, Public Works Director for the department. The initial visit consisted of an onsite opening conference, an examination of all aspects of the safety and health management system relating to the scope of the visit, a walkthrough of the workplace, and a closing conference.

## Opening Conference

During the opening conference, the scope of the visit as well as the employer's obligation and rights were discussed. Attendees of this conference included:

- Mr. Tom Wetor – CBW – Water Treatment – Public Works Director
- Mr. Wayne McHolland – Water Treatment – Lead Operator
- Ms. Lauri A Bitz - AKOSH – Safety Consultant

## Safety Evaluation

This department is located at 601 Wood St. in Wrangell, Alaska. The facility was designed in 1998 and came on line in 2000 as the Water Treatment facility for the City of Wrangell. Activities and tasks that the employees do involve tracking the monitoring equipment to ensure chemical balances, lab work to test levels, gathering test samples, and maintaining the ozone generator. Employees perform all routine maintenance but major projects are contracted out.

There are 1.5 employees in this department. The half-time employee splits his time between Water Treatment and Waste Water Treatment. On the date of the visit the half-time employee was covering the Waste Water plant. Employees typically work M-F day shifts but are frequently on call to respond to alarms or issues.

The scope of the visit requested was a Limited Safety visit.

The employees are represented by a collective bargaining agreement. Robert Stamm is the union representative with IBEW 1547. He was not available to participate in the safety consultation visit but a list of the hazards will be emailed to him.

## Closing Conference

During the closing conference the findings from the safety evaluation and recommendations were discussed with participants from the opening conference. The procedure for reporting corrective actions, correction due dates, and procedures for requesting extensions were discussed and reviewed. Attendees of this conference included:

- Mr. Tom Wetor – CBW – Water Treatment – Public Works Director
- Mr. Wayne McHolland – Water Treatment – Lead Operator
- Ms. Lauri A Bitz - AKOSH – Safety Consultant

## Hazard Description and Correction Recommendations

The hazards identified are categorized as Imminent, Serious, Other-Than-Serious, and Regulatory. Additional observations are reported as Other Findings and Recommendations.

## Hazard Type Definitions

**Imminent Danger:** Immediate danger to an employee that could cause a life-altering injury or fatality. These must be corrected immediately. Failure to correct immediately will result to a call to AKOSH Enforcement.

**Serious:** Hazard that would likely result in a serious (OSHA Recordable) injury. Serious Hazards must be posted as discussed in the opening conference, interim protections shall be provided, and written response with abatement shall be submitted.

**Other than Serious:** Hazards that would likely result in an injury less than the threshold of an OSHA Recordable. In extreme cases, these could result in a more serious injury. Other conditions could result in the hazard being treated as Serious.

**Regulatory:** A violation that would not directly cause an injury. Depending on circumstances, this could be upgraded to a more Serious Hazard.

## Interim Protection for Employees

Where a Serious Hazard(s) is identified and is not immediately corrected in the presence of the consultant, the employer must provide interim protections for affected employees at the worksite while the identified hazard(s) are being corrected. Interim protections include but are not limited to the following (in order of preference):

**Engineering Controls:** Elimination or reduction of exposure to a chemical or physical hazard through the use or substitution of engineered machinery or equipment. Engineering controls consist of, but are not limited to: substitution, isolation, ventilation, equipment modification.

**Administrative Controls:** Any procedure that significantly limits daily exposure by control or manipulation of the work schedule or manner in which work is performed is considered a means of administrative control. The use of personal protective equipment is not considered a means of administrative control.

Work practice controls are one type of administrative control in which the employer modifies the manner in which the employee performs assigned work. Such modification may result in a reduction of exposure through such methods as changing work procedures, improving sanitation and hygiene practices, or making other changes in the way the employee performs the job.

**Personal Protective Equipment (PPE) and/or Clothing:** Providing the proper personal protective equipment (PPE) to all affected employees and training affected employees in the proper selection, use and maintenance of the PPE.

# Hazard Description and Correction Recommendations

The hazards identified are categorized as Serious, Other-Than-Serious, and Regulatory. Additional observations are reported as Other Findings and Recommendations.

## Serious Hazards

The following Serious Safety Hazards could potentially cause serious injury, illness, or physical harm. These hazards must be posted, unedited, in a location observable to all employees for three working days or until the hazard is corrected, whichever is later. Report on Correction of Hazards (or equivalent written verification) must be returned by the set date documenting the actions taken to correct the serious hazards.

**Item Number: # 1**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

In the Treatment Room.

**Condition:**

An ozone generator is used to treat the water, and there are occasional leaks.

**Potential Effect:**

May cause irritation of the respiratory tract experienced as nasal discomfort, dryness, irritation of the throat, pain or congestion of the chest, difficult breathing or coughing. Irritation of the eyes, headache, nausea and drowsiness may also occur. Concentrations above 9 ppm have been found to result in pneumonia. Exposure to high concentrations could be fatal.

**Standard:**

1910.1000(a)(1)

*Substances with limits preceded by "C"—Ceiling Values.* An employee's exposure to any substance in Table Z-1, the exposure limit of which is preceded by a "C", shall at no time exceed the exposure limit given for that substance. If instantaneous monitoring is not feasible, then the ceiling shall be assessed as a 15-minute time weighted average exposure which shall not be exceeded at any time during the working day.

1910.1000(a)(2)

*Other substances—8-hour Time Weighted Averages.* An employee's exposure to any substance in Table Z-1, the exposure limit of which is not preceded by a "C", shall not exceed the 8-hour Time Weighted Average given for that substance in any 8-hour work shift of a 40-hour work week.

**Recommended Action:**

Ensure that employees are not exposed to hazardous levels of ozone, that ozone monitors and alarms are in place and effective, and employees are trained on the hazard.

***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Item Number: # 2**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

In the Processing Area.

**Condition:**

The facility recently switched from using Caustic Soda to using Soda Ash. The container is still labeled for Caustic Soda.

**Potential Effect:**

Misidentified chemicals can cause more severe exposures due to the employee not knowing what they are working with.

**Standard:**

1910.1200(f)(6)

Workplace labeling. Except as provided in paragraphs (f)(7) and (f)(8) of this section, the employer shall ensure that each container of hazardous chemicals in the workplace is labeled, tagged or marked with either:

1910.1200(f)(6)(i)

The information specified under paragraphs (f)(1)(i) through (v) of this section for labels on shipped containers; or,

1910.1200(f)(6)(ii)

Product identifier and words, pictures, symbols, or combination thereof, which provide at least general information regarding the hazards of the chemicals, and which, in conjunction with the other information immediately available to employees under the hazard communication program, will provide employees with the specific information regarding the physical and health hazards of the hazardous chemical.

**Recommended Action:**

Ensure that containers and materials are labeled adequately and that when changes are made that JHAs are also conducted to identify new hazards or issues as a result of the change.



**Return this page to your consultant when the hazard is corrected.**

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_



**Item Number: # 3**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

When opening or closing the Filtering Pits.

**Condition:**

Very loud noises are present and the hearing conservation program is not currently utilized.

**Potential Effect:**

Hearing loss.

**Standard:**

1910.95(c)(1)

The employer shall administer a continuing, effective hearing conservation program, as described in paragraphs (c) through (o) of this section, whenever employee noise exposures equal or exceed an 8-hour time-weighted average sound level (TWA) of 85 decibels measured on the A scale (slow response) or, equivalently, a dose of fifty percent. For purposes of the hearing conservation program, employee noise exposures shall be computed in accordance with appendix A and Table G-16a, and without regard to any attenuation provided by the use of personal protective equipment.

**Recommended Action:**

Ensure that the hearing conservation program, policies and procedures are fully in place, and that the employer and the employees are following the program.

***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Item Number: # 4**  
**# of Instances: 1**  
**Hazard Type: Serious**  
**Correction Due: 10/8/2021**

**Location:**

In the Processing Room.

**Condition:**

A stairway leading to the top of a large tank was exposed on one side with no hand rail or guard rail.

**Potential Effect:**

Falls or misstep along the unexposed edge could result in strains, sprains, contusions, lacerations or broken bones.

**Standard:**

1910.28(b)(1)

Unprotected sides and edges.

1910.28(b)(1)(i)

Except as provided elsewhere in this section, the employer must ensure that each employee on a walking-working surface with an unprotected side or edge that is 4 feet (1.2 m) or more above a lower level is protected from falling by one or more of the following:

1910.28(b)(1)(i)(A)

Guardrail systems;

1910.28(b)(1)(i)(B)

Safety net systems; or

1910.28(b)(1)(i)(C)

Personal fall protection systems, such as personal fall arrest, travel restraint, or positioning systems.



**Recommended Action:**

Install guard rail/hand rails on exposed side of stairway.

***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

## Other Identified Hazards

These hazards do not require a formal response of abatement, and are not required to be posted. However, the employer is still required to correct the violation.

**Item Number: # 5**

**# of Instances: 1**

**Hazard Type: Recordkeeping**

**Correction Due: Employer Good Faith**

**Location:**

At the Job Site.

**Condition:**

OSHA 300 logs were not provided or available for review upon request.

**Standard:**

1904.40(a)

*Basic requirement.* When an authorized government representative asks for the records you keep under part 1904, you must provide copies of the records within four (4) business hours.

**Recommended Action:**

Ensure that OSHA 300 logs are available upon request.

## Other Findings and Recommendations

The following address additional issues and/or expands on discussions that took place during this visit. Permit Required Confined Spaces (PRCS) are present at this location. It is strongly recommended that a PRCS program be written and that appropriate permit processes are followed when employees are required to enter such locations.

## Training Provided By Consultant

Subject Area	Formal Onsite	Formal Offsite	Informal
Toxic/Hazardous Substances			2
Hazard Communication			2
Hearing Conservation Program			2
Permit Required Confined Space			2
Fall Protection			2

## Extension Requests

The employer can request an extension if there is reason to believe that the hazard could not be corrected by the due date. Appendix A (Extension Request) must be completed and submitted to the consultant prior to 10/08/2021. Extension requests are subject to approval.

## DART and TRC

Alaska Occupational Safety and Health (AKOSH) requires the OSHA Form 300 Log of Work-Related Injuries and Illnesses be completed and provided upon request. City and Borough of Wrangell Injury and Illness Logs were not provided and thus they were not evaluated. If you would like a recordkeeping evaluation or training assistance please contact Lauri Bitz at (907) 465-6006

## Notice of Obligation

As discussed in the opening conference, the Alaska OSH C&T is required to notify the Alaska OSH Enforcement Occupational Safety and Health Administration (OSHA), should Serious Hazards not be corrected within the agreed upon time. If the employer encounters difficulties completing corrective action within the specified time, extensions may be granted. **Extensions must be requested in writing on or before the correction due date.** The Alaska OSH C&T is not required to notify AKOSH/OSHA Compliance if Other-Than-Serious Hazards are not corrected; however, it is important to realize that uncorrected Other-Than-Serious Hazards could result in injury to the employees. Moreover, in the event of an AKOSH/OSHA Enforcement inspection the company could be subject to citation.

In the event of an AKOSH/OSHA inspection, it is important to remember that the Compliance Officer is not legally bound by the consultant's advice or by the consultant's failure to point out a specific hazard. The employer may, but is not required to, furnish a copy of this report to the Compliance Officer.

## Safety and Health Achievement Recognition Program

It is one of AKOSH's goals to prepare every employer to qualify for a specialized program through our services, such as the Safety and Health Achievement Recognition Program (SHARP), Construction Health and Safety Excellence (CHASE), and/or Voluntary Protection Program (VPP). To qualify for these programs the employer may request to be considered eligible if all of the following criteria have been met: all hazards identified in the course of a comprehensive safety and health survey are corrected; an effective safety and health program has been established; and the establishment has met all other requirements set forth by the AKOSH consultation program.

**TABLE 5: SAFETY AND HEALTH ACHIEVEMENT RECOGNITION PROGRAM CONTACT INFORMATION**

Special Program	Name	E-Mail	Phone Number
Voluntary Protection Program (VPP)	Christian Hendrickson	<a href="mailto:Christian.Hendrickson@Alaska.Gov">Christian.Hendrickson@Alaska.Gov</a>	(907) 269-4946
Safety and Health Achievement Recognition Program (SHARP)	Mitch Wallace	<a href="mailto:Mitch.Wallace@Alaska.Gov">Mitch.Wallace@Alaska.Gov</a>	(907) 269-4949
Construction Health and Safety Excellence (CHASE)	Donnie Farwell	<a href="mailto:Donald.Farwell@alaska.gov">Donald.Farwell@alaska.gov</a>	(907) 269-4941

- <http://labor.alaska.gov/lss/OSH-SHARP.htm>
- [http://labor.alaska.gov/lss/ak\\_chase.htm](http://labor.alaska.gov/lss/ak_chase.htm)

## Resources

OSHA Online Regulations

<https://www.osha.gov/laws-regs/regulations/standardnumber>

DOL Mandatory Posters

<http://doa.alaska.gov/dop/resources/mandatoryposters/>

SDS Information

<https://www.osha.gov/Publications/OSHA3514.html>

PADS Information

<http://labor.alaska.gov/lss/pads/pads.htm>

AKOSH Hazard Communication Guide

[http://labor.state.ak.us/lss/forms/Hazard\\_Communication\\_Quick\\_Guide.pdf](http://labor.state.ak.us/lss/forms/Hazard_Communication_Quick_Guide.pdf)

## Additional Resources Regarding Covid-19

<http://doa.alaska.gov/dop/directorsOffice/covid19/>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs-sp.pdf> (Spanish)

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/COVID19-symptoms.pdf>

<https://www.cdc.gov/ncezid/pdf/Community-Interventions-Infection-Control-H.pdf>

<https://www.osha.gov/SLTC/covid-19/>

<https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html>

<https://www.osha.gov/coronavirus/safework>

## Closing Comments

The Alaska OSH C&T appreciates CBW – Water Treatment’s concern for the safety and health of their employees. If there are any questions or additional help is required please contact Lauri Bitz at (907) 465-6006 or Lauri.Bitz@alaska.gov.

Submitted By:

Lauri Bitz

Safety Consultant

Alaska OSH C&T



## Appendix B – Safety and Health Management System

Water Treatment  
601 Wood St.  
Wrangell, AK 99929

Visit Number: 287061

The effectiveness of the safety and health management system of CBW Water Treatment was evaluated during the consultation visit. The evaluation is tailored to the worksite and is based on observations made and data collected during the visit. This information, along with the AKOSH/OSHA Safety and Health Program Assessment in Appendix B, is provided to the employer because effective management of worker safety and health protection is a decisive factor in reducing the extent and the severity of work-related injuries and illnesses.

The evaluation and summary are broken down into 4 areas: Management Leadership and Employee Involvement, Worksite Analysis, Hazard Prevention and Control, and Safety and Health Training. Effective management addresses all work-related hazards, including those potential hazards that could result from a change in worksite conditions or practices. It addresses hazards whether or not they are regulated by government standards.

Enclosed is an assessment of CBW Water Treatment's Safety & Health (S&H) program. It is an evaluation system used by all Consultation Projects in the country to assess the effectiveness of Safety and Health Program Management in a small business setting. This system was extensively tested and validated, and high scores do in fact correlate to reductions in injuries. The company's assessment reflects an objective snapshot by the consultants based on observations, interviews and record reviews at the time of the survey.

The assessment is divided into three main components with 58 attributes. They are:

**Operational** (Attributes #1 – 19): Measures the actual activities that are taking place in the business to “find and fix” hazards. These questions relate to detection, prevention and control of hazards on the jobsite. Do workplace hazards result from “failure to find, or failure to fix” situations?

**Managerial** (Attributes #20 – 39): Measures the ability of the organization to support and maintain the operational component of the company's S&H program. These attributes address Planning and Evaluation, Administration and Supervision, and S&H Training as they relate to “why” hazards exist in the workplace. Before any job injury, some root cause usually exists in management that involves assignment of responsibility, authority, training, resources, or motivation of a responsible person.

**Cultural** (Attributes #40 – 58): The third component measures the organizational values and principles mutually held by management and employees that relate to safety and health. It has two sub-components based on Management Leadership and Employee Participation. Management leadership is needed to initiate change and improvement in the company safety culture, and employee participation is needed to grow and support it.



The following scale is used for scoring the attributes:

0	No indication that the item is even partially in place
1	Some portion or aspect is present though major improvement is needed
2	Item is largely in place with only minor improvements needed
3	Item is completely in place
NE	Not Evaluated
NA	Not Applicable (rarely used)

Consultants score only those attributes that are supported by survey findings (e.g., hazards, interviews, records). An “NE” is not a negative score. It simply means the consultants did not have enough information to accurately score the attribute.

How will this assessment help the company? Changes the company makes in the Managerial and Cultural components will have the biggest impact on the company’s safety program and the bottom-line of the company through injury and accident reduction. Items on the Form 33 rated as “0” and “1” deserve management/owner attention to make significant change or improvement. Just by going through the Consultation process, many of the scores will improve based on correction of hazards and improvement strategies that the company implements to prevent their recurrence.

The employer is not required to respond to any item on the assessment. If the employer has any questions about how this tool is used or how we arrived at the numeric score, please call Lauri Bitz at (907) 465-6006.

## Safety and Health Program Assessment Worksheet (Form33)

<b>Request Number</b>	243573	<b>Visit Number</b>	287061	<b>Visit Date</b>	August 5, 2021
<b>Employer</b>	City and Borough of Wrangell – Water Treatment Plant				
<b>Site Location</b>	P.O. Box 531, Wrangell, AK 99929				
<b>Legend:</b> 0=No; 1=No, Needs major improvement; 2=Yes, Needs minor improvement; 3=Yes; NA= Not Applicable; NE= Not Evaluated; *=Stretch items Attribute of Excellence					
<b>Synthesis Item Score</b>					<b>Score</b>
Hazard Anticipation and Detection Score					8
Hazard Prevention and Control Score					2
Planning and Evaluation Score					0
Administration and Supervision Score					1
Safety and Health Training Score					2
Management Leadership Score					1
Employee Participation Score					0
Total Score					14
Average Score					0.93

<b>Hazard Anticipation and Detection</b>	<b>Score</b>
<b>1. A comprehensive, baseline hazard survey has been conducted within the past five (5) years</b>	<b>0</b>
Comments: A comprehensive, baseline hazard survey has not been conducted within the past five years. Improvement can be made by inviting outside agencies such as Fire Marshall, insurance agent, Alaska OSH or third party safety consultant to conduct a thorough hazard survey of the job site and job tasks. Inspections should be documented and reports kept for comparison to determine high risk areas or repeat occurrences.	
<b>2. Effective safety and health self-inspections are performed regularly</b>	<b>1</b>
Comments: The Public Works Director who oversees the Water Treatment plant and employees conduct some informal walkthroughs of the job site on occasion. Improvement can be made in this attribute by conducting regularly scheduled, documented inspections that are geared toward identifying safety or health issues, concerns or hazards. For best results, employees doing the inspections should receive training on how to identify hazards and how to mitigate issues within OSHA expectations and requirements. Best practice would be to have a few employees trained and rotate them through conducting the inspections, so that more employees know how to identify hazards and how to mitigate them.	
<b>3. Effective surveillance of established hazard controls is conducted</b>	<b>NE</b>
Comments:	

<b>4. An effective hazard reporting system exists</b>	<b>2</b>
Comments: Hazards, issues or concerns are reported to a supervisor or to Building Maintenance verbally or through an email. Improvement could be made in this attribute by formalizing the reporting, tracking and correcting of hazards with documentation that is kept for future analysis to identify trends or repeat occurrences.	
<b>5. Change analysis is performed whenever a change in facilities, equipment, materials, or processes occurs</b>	<b>NE</b>
Comments:	
<b>6. Accidents are investigated for root causes</b>	<b>3</b>
Comments: The Public Works Director who oversees the Water Treatment Plant is fairly new to his position and indicated that he conducts an investigation into any accidents that occur within his realm of responsibility. This process is documented formally and recommendations are made for how to avoid a repeat occurrence of the same kind of incident.	
<b>7. Safety Data Sheets are used to reveal potential hazards associated with chemical products in the workplace</b>	<b>2</b>
Comments: As departments within the City and Borough of Wrangell function independently, and the city does not have a designated safety manager, there was some uncertainty as to who was responsible for what in regards to things such as Safety Data Sheets (including OSHA 300 logs discussed later). It is recommended that each department take responsibility for their own Hazard Communication program including maintaining the Safety Data Sheets (SDS) at the job site. The program and the SDS should be reviewed annually to ensure accuracy, completeness and effectiveness.	
<b>8. Effective job hazard analysis is performed</b>	<b>0</b>
Comments: Job Hazard Analysis (JHAs) are not readily conducted in a formal manner. JHAs should be conducted at each work site and for each work process to determine potential risks and mitigation. Policies and procedures should be developed to address identified risks. These JHAs should be documented and if processes or equipment change, the JHA should be re-done to address the changes.	
<b>9. Expert hazard analysis is performed</b>	<b>NE</b>
Comments:	
<b>10. Incidents are investigated for root causes</b>	<b>NE</b>
Comments:	

Hazard Prevention and Control	Score
11. Feasible engineering controls are in place	NE
Comments:	
12. Effective safety and health rules and work practices are in place	0
Comments: There was a great deal of uncertainty when asked if the Public Works Water Treatment had written safety and health policies and procedures. The assumption was that written policies and procedures were developed at the City level as overarching policies and procedures, but there were no written programs specific to Public Works. It was unclear who might have copies of the written programs or how to obtain a copy. The Public Works Director is strongly encouraged to work with upper management to determine the existence of the safety and health policies and procedures, and to ensure that those policies and procedures are site specific to Public Works. and that they are readily available for review as needed or requested.	
13. Applicable OSHA-mandated programs are effectively in place	0
Comments: Related to item number 12, it was unclear if there were written OSHA-mandated programs in place along with other policies and procedures. There was discussion that programs such as Hearing Protection program and Hazard Communication programs existed in the past or were at least being followed to the extent feasible. It is strongly recommended that the Public Works Director work with his superiors to ensure that required OSHA-mandated programs are written, maintained, annually reviewed and employees are trained as required.	
14. Personal protective equipment is effectively used	2
Comments: Employees at the Water Treatment facility use respirators when needed, wear eye protection as needed and gloves as needed. Improvement can be made in this attribute by conducting JHAs and determining when and what PPE are required and training employees to the improved requirements.	
15. Housekeeping is properly maintained	NE
Comments:	
16. The organization is properly prepared for emergency situations	NE
Comments:	
17. The organization has an effective plan for providing competent emergency medical care to employees and others present at the site	NE
Comments:	
18. Effective preventive maintenance is performed	NE
Comments:	
19. An effective procedure for tracking hazard correction is in place	NE
Comments:	

<b>Planning and Evaluation</b>	<b>Score</b>
<b>20. Workplace injury/illness data are effectively analyzed</b>	<b>0</b>
Comments: As mentioned in regards to written safety and health programs, the OSHA 300 logs are apparently kept by someone in the administrative or HR department and were not easily or readily accessible upon request. The Public Works department has more than 10 employees within the specific department which requires keeping and maintaining the 300 logs, but it is believed that the 300 logs are kept for the City as a whole. Improvement can be made ensuring that access to 300 logs is readily available upon request per OSHA standards.	
<b>21. Hazard incidence data are effectively analyzed</b>	<b>NE</b>
Comments:	
<b>22. A safety and health goal and supporting objectives exist</b>	<b>NE</b>
Comments:	
<b>23. An action plan designed to accomplish the organizations safety and health objectives is in place</b>	<b>NE</b>
Comments:	
<b>24. A review of in-place OSHA-mandated programs is conducted at least annually</b>	<b>NE</b>
Comments:	
<b>25. A review of the overall safety and health management system is conducted at least annually</b>	<b>NE</b>
Comments:	
<b>Administration and Supervision</b>	<b>Score</b>
<b>26. Safety and health program tasks are each specifically assigned to a person or position for performance or coordination</b>	<b>1</b>
Comments: The Public Works Director, who oversees the Water Treatment facility, is attempting to understand the OSHA rules and standards that apply to his area of control and implement or shore up areas needing improvement. He is to be commended for his efforts and encouraged to continue to make progress in this important endeavor. Improvement can be made by assigning safety and health program tasks as he learns of the requirements. The more he can involve employees in this process the more employee buy-in will be engendered and a greater level of success can be achieved.	
<b>27. Each assignment of safety and health responsibility is clearly communicated</b>	<b>NE</b>
Comments:	
<b>28. An accountability mechanism is included with each assignment of safety and health responsibility</b>	<b>NE</b>
Comments:	
<b>29. Individuals with assigned safety and health responsibilities have the necessary knowledge, skills, and timely information to perform their duties</b>	<b>NE</b>
Comments:	
<b>30. Individuals with assigned safety and health responsibilities have the authority to perform their duties</b>	<b>NE</b>
Comments:	
<b>31. Individuals with assigned safety and health responsibilities have the resources to perform their duties</b>	<b>NE</b>
Comments:	
<b>32. Organizational policies promote the performance of safety and health responsibilities</b>	<b>NE</b>

Comments:	
33. Organizational policies result in correction of non-performance of safety and health responsibilities	NE
Comments:	
<b>Safety and Health Training</b>	<b>Score</b>
34. Employees receive appropriate safety and health training	0
Comments: The two employees who work at the Water Treatment plant are seasoned employees and as such the Director did not see the need to provide additional training. It is recommended that safety meetings and annual reviews of required programs be conducted in order to keep safety at the forefront. These trainings should be documented and the logs kept in employee files.	
35. New employee orientation includes applicable safety and health information	2
Comments: No new employees have been hired for the Water Treatment plant in some time. However, within the City of Wrangell, new employees receive some orientation training covering safety and health. Some of this is done at the City level and some is done at the department level. The system of training is predominantly done by verbal means. Improvement could be made in this attribute by developing a formalized new employee orientation that is written. All required topics and areas should be signed off when complete and the documentation kept for future reference.	
36. Supervisors receive appropriate safety and health training	NE
Comments:	
37. Supervisors receive training that covers the supervisory aspects of their safety and health responsibilities	NE
Comments:	
38. Safety and health training is provided to managers	NE
Comments:	
39. Relevant safety and health aspects are integrated into management training	NE
Comments:	

<b>Management Leadership</b>	<b>Score</b>
<b>40. Top management policy establishes clear priority for safety and health</b>	<b>1</b>
Comments: The Public Works Director, who oversees the Water Treatment facility, is committed to improving the safety and health program within his department. There appeared to be a gap or disconnect between the City level and the Department level in regards to written programs, policies, procedures and directives. Improvement could be made by strengthening the channels through which information is made available to department heads so that the foundation of safety and health is apparent at all levels.	
<b>41. Top management considers safety and health to be a line rather than a staff function</b>	<b>NE</b>
Comments:	
<b>42. Top management provides competent safety and health staff support to line managers and supervisors</b>	<b>NE</b>
Comments:	
<b>43. Managers personally follow safety and health rules</b>	<b>NE</b>
Comments:	
<b>44. Managers delegate the authority necessary for personnel to carry out their assigned safety and health responsibilities effectively</b>	<b>NE</b>
Comments:	
<b>45. Managers allocate the resources needed to properly support the organizations safety and health system</b>	<b>NE</b>
Comments:	
<b>46. Managers assure that appropriate safety and health training is provided</b>	<b>NE</b>
Comments:	
<b>47. Managers support fair and effective policies that promote safety and health performance</b>	<b>NE</b>
Comments:	
<b>48. Top management is involved in the planning and evaluation of safety and health performance</b>	<b>NE</b>
Comments:	
<b>49. Top management values employee involvement and participation in safety and health issues</b>	<b>NE</b>
Comments:	

Employee Participation	Score
50. There is an effective process to involve employees in safety and health issues	0
<p>Comments: Due to the Water Treatment team being so small and the Director being relatively new, safety meetings have not been occurring at this location. Improvement can be made by implementing regularly scheduled safety meetings where employees can learn of and voice concerns. Improvement can also be made by providing employees the opportunity to share safety suggestions and concerns by way of something like a suggestion box or soliciting their feedback. When there isn't a formal focus on safety, employees who intend to do a good job, will find ways to get a job done, and they may not think about or realize that they are exposed to hazards. For example, ozone leaks within the plant were not sufficiently addressed by CBW as a hazard. Hazard Communication training on the effects of ozone exposure could improve the awareness level of the hazards.</p>	
51. Employees are involved in organizational decision making in regard to safety and health policies	NE
Comments:	
52. Employees are involved in organizational decision making in regard to the allocation of safety and health resources	NE
Comments:	
53. Employees are involved in organizational decision making in regard to safety and health training	NE
Comments:	
54. Employees participate in hazard detection activities	NE
Comments:	
55. Employees participate in hazard prevention and control activities	NE
Comments:	
56. Employees participate in the safety and health training of co-workers	NE
Comments:	
57. Employees participate in safety and health planning activities	NE
Comments:	
58. Employees participate in the evaluation of safety and health performance	NE
Comments:	



**Paperwork Reduction Act Notice**

OMB Number: 1218-0110  
Expiration Date: January 31, 2022

Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. OSHA requires that all State On-site Consultants (Consultants) use the Revised Form 33 if they collect information in the course of their visit which would allow them to fill out a portion of the Form. When the Consultation Project Manager recommends an applicant for the OSHA Safety and Health Achievement Recognition Program (SHARP), which exempts the employer from an OSHA Enforcement inspection as long as the applicant remains a SHARP site, managers must complete all Revised Form 33 information. In accordance with 29 CFR 1908.6(h)(1) and (2), Consultants must preserve their confidentiality of information obtained as the result of a consultative visit which contains or must reveal a trade secret of the employer. It is estimated that Consultants average 45 minutes to complete 12-18 entries on the form (for a general consultation visit) and Consultants average 5 hours to complete all 58 entries on the form (for a comprehensive consultation visit or SHARP evaluation), including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed and completing the form. The Form serves as a comprehensive evaluation tool. The information obtained from the form is used to evaluate an employer's safety and health management system. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Office of Small Business Assistance, Occupational Safety and Health Administration, Room N-3660, 200 Constitution Avenue, NW, Washington, DC 20210.

# APPENDIX C – Consultation & Training Services Customer Survey

An Alaska OSH consultant was recently at your work site to provide assistance evaluating your safety and health program or conducted formal training. We would appreciate any feedback regarding this experience. Please take a few minutes to answer the statements below and return to Alaska OSH Program Manager by mail or email to lauri.bitz@alaska.gov.

**The mailing address is  
1251 Muldoon Road, Suite 109  
Anchorage, Alaska 99504**

Please answer the following questions regarding your rating of service provided by AK-OSH Consultation & Training. Survey respondents lacking sufficient knowledge to answer a particular question may opt out of that question by answering "Don't Know."

## TIMELINESS

1. How do you rate the timeliness of the services provided by Alaska OSH Consultation & Training Services?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## ACCURACY

2. How do you rate the ability of Alaska OSH Consultation & Training Services to provide services correctly the first time?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## HELPFULNESS

3. How do you rate the helpfulness of Alaska OSH Consultation & Training Services employees?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## EXPERTISE

4. How do you rate the knowledge and expertise of Alaska OSH Consultation & Training Services employees?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## AVAILABILITY OF INFORMATION

5. How do you rate the availability of information at Alaska OSH Consultation & Training Services?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## OVERALL SERVICE

6. How do you rate the overall quality of service provided by Alaska OSH Consultation & Training Services?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

\_\_\_\_\_

We would appreciate any other comments or suggestions you have regarding the services provided.

Company Name: \_\_\_\_\_

Contact Person \_\_\_\_\_ Date \_\_\_\_\_

Consultants: **Lauri Bitz**

Send request to Chief of Consultation and Training Elaine Banda at Elaine.Banda@Alaska.gov



THE STATE  
of ALASKA  
GOVERNOR MICHAEL J. DUNLEAVY

## Department of Labor and Workforce Development

Labor Standards and Safety  
Occupational Safety and Health  
Consultation

1251 Muldoon Road, Suite 109  
Anchorage, AK 99504  
Main: 907.269.4955  
Fax: 907.269.3723

August 20, 2021

Mr. Tom Wetor, Public Works Director  
3 Evergreen St.  
Wrangell, AK 99929

Re: Safety Consultation Report for City & Borough of Wrangell – Solid Waste Transfer  
Safety Visit Number: 287062

Dear Mr. Tom Wetor:

In response to your request, Lauri A Bitz, a Safety Consultant with Alaska Occupational Safety and Health (AKOSH), conducted a Limited Safety evaluation at your facility on August 5, 2021. Accompanying this report is a List of Hazards which includes a description of the serious hazard(s) and the date by which it was mutually determined that the hazard(s) would be corrected. This List of Hazards must be posted, unedited, in a prominent location where it is readily observable by all employees for three working days or until the hazard(s) have been corrected, whichever is later. Should you need an extension to the correction due date(s), a new List of Hazards which must be posted will be sent to you showing the revised date(s), if the extension is approved.

During the time that you are working on these hazards, it is not assured that Enforcement will not visit your worksite. In this situation, please inform them that you are working with the AKOSH Onsite Consultation Program.

The Onsite Consultation Program is dedicated to assisting employers to prevent and reduce occupational injuries and illnesses by identifying hazards and recommending corrective action and by helping develop or improve safety and health management systems. We look forward to hearing from you concerning the steps you are taking, or plan to take, in response to this report. This information will help us to assist you in providing a safe and healthful workplace for your employees. It can also provide me with information about the effectiveness of your program. We encourage you to inform your employees of the action(s) you take. This knowledge will help them to do their part in maintaining a safe and healthful workplace and it will let them know of your concern for their welfare.

Thank you for seeking our assistance. If you have any questions regarding this report or the Onsite Consultation please feel free to contact Lauri A Bitz at (907) 465-6006 or [Lauri.Bitiz@Alaska.gov](mailto:Lauri.Bitiz@Alaska.gov). In addition, if you could take a few minutes to provide assistance on evaluating your safety consultation experience, I'd greatly appreciate any feedback regarding it. You can find the customer survey form on the last appendix within this report.

Sincerely,

*Elaine Banda*

Elaine Banda, B.A., M.Ed.  
Chief of Consultation and Training  
Alaska Occupational Safety and Health  
1251 Muldoon Road, Suite 109  
Anchorage, AK 99504

**Safety Consultation Report**  
**For**  
**City and Borough of Wrangell – Solid Waste Transfer**  
**3 Evergreen St.**  
**Wrangell, AK 99929**

**Consultation Date**  
**08/5/2021**

**Request Number**  
**243574**

**Visit Number**  
**287062**

**Submitted By**  
**Lauri Bitz**  
**Safety Consultant**

**Occupational Safety & Health**  
**Consultation & Training**  
**Alaska DOL&WD**

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## Executive Summary

On August 5, 2021, Lauri A Bitz, a Safety Consultant with the Alaska DOL & WD-Safety Consultation & Training Section, conducted an Initial Limited Safety evaluation at CBW Solid Waste Transfer facility at 3 Evergreen St., Wrangell, AK. The consultation was requested by Mr. Tom Wetor, Public Works Director for the department. The initial visit consisted of an onsite opening conference, an examination of all aspects of the safety and health management system relating to the scope of the visit, a walkthrough of the workplace, and a closing conference.

## Opening Conference

During the opening conference, the scope of the visit as well as the employer's obligation and rights were discussed. Attendees of this conference included:

- Mr. Tom Wetor – CBW – Solid Waste Transfer – Public Works Director
- Ms. Lauri A Bitz - AKOSH – Safety Consultant

## Safety Evaluation

This department is located at 3 Evergreen St. in Wrangell, Alaska. The Solid Waste Transfer Department collects trash from residents and businesses on a weekly schedule, or they receive solid waste from residents who bring it to the transfer facility. The waste is placed into large shipping containers and sent down to the State of Washington for disposal. The facility consists of a large, open warehouse area with loading and drop-off sites, a bump wall for use to pick up piles with the excavator and load into the shipping containers, an office area, and large lay-down areas outside for things such as vehicles, washers, dryers, refrigerators, metal or large pieces of discarded equipment.

There are two employees in this department. Both employees do all tasks, but typically rotate their tasks. One will do the collection of trash around town while the other stays at the facility and moves trash, loads containers, receives drop-offs from residents, puts together new trash bins for new customers and manages the warehouse. Employees typically work M-F day shifts.

According to the Public Works Director a new process is going to be implemented soon. The waste has been being shipped in open containers down to Washington, and the way the trash has been processed leaves the possibility for fires to start in these containers while being shipped. Shipping companies are going to be requiring the use of closed containers to eliminate the risk of fires. The only way to do this will be to have a bailer that smashes the trash into compact bundles and bails it. This will allow for a more compact and feasible way to load closed containers, will eliminate the risk of fires during shipping and will allow CBW – Solid Waste to maximize their shipping costs. The process will be quite different from what is currently being used, and will be a great opportunity to institute and implement a more robust safety and health program into the process.

The scope of the visit requested was a Limited Safety visit.

The employees are represented by a collective bargaining agreement. Robert Stamm is the union representative with IBEW 1547. He was not available to participate in the safety consultation visit but a list of the hazards will be emailed to him.

## Closing Conference

During the closing conference the findings from the safety evaluation and recommendations were discussed with participants from the opening conference. The procedure for reporting corrective actions, correction due dates, and procedures for requesting extensions were discussed and reviewed. Attendees of this conference included:

- Mr. Tom Wetor – CBW – Solid Waste Transfer – Public Works Director
- Ms. Lauri A Bitz - AKOSH – Safety Consultant



## Hazard Description and Correction Recommendations

The hazards identified are categorized as Imminent, Serious, Other-Than-Serious, and Regulatory. Additional observations are reported as Other Findings and Recommendations.

## Hazard Type Definitions

**Imminent Danger:** Immediate danger to an employee that could cause a life-altering injury or fatality. These must be corrected immediately. Failure to correct immediately will result to a call to AKOSH Enforcement.

**Serious:** Hazard that would likely result in a serious (OSHA Recordable) injury. Serious Hazards must be posted as discussed in the opening conference, interim protections shall be provided, and written response with abatement shall be submitted.

**Other than Serious:** Hazards that would likely result in an injury less than the threshold of an OSHA Recordable. In extreme cases, these could result in a more serious injury. Other conditions could result in the hazard being treated as Serious.

**Regulatory:** A violation that would not directly cause an injury. Depending on circumstances, this could be upgraded to a more Serious Hazard.

## Interim Protection for Employees

Where a Serious Hazard(s) is identified and is not immediately corrected in the presence of the consultant, the employer must provide interim protections for affected employees at the worksite while the identified hazard(s) are being corrected. Interim protections include but are not limited to the following (in order of preference):

**Engineering Controls:** Elimination or reduction of exposure to a chemical or physical hazard through the use or substitution of engineered machinery or equipment. Engineering controls consist of, but are not limited to: substitution, isolation, ventilation, equipment modification.

**Administrative Controls:** Any procedure that significantly limits daily exposure by control or manipulation of the work schedule or manner in which work is performed is considered a means of administrative control. The use of personal protective equipment is not considered a means of administrative control.

Work practice controls are one type of administrative control in which the employer modifies the manner in which the employee performs assigned work. Such modification may result in a reduction of exposure through such methods as changing work procedures, improving sanitation and hygiene practices, or making other changes in the way the employee performs the job.

**Personal Protective Equipment (PPE) and/or Clothing:** Providing the proper personal protective equipment (PPE) to all affected employees and training affected employees in the proper selection, use and maintenance of the PPE.

# Hazard Description and Correction Recommendations

The hazards identified are categorized as Serious, Other-Than-Serious, and Regulatory. Additional observations are reported as Other Findings and Recommendations.

## Serious Hazards

The following Serious Safety Hazards could potentially cause serious injury, illness, or physical harm. These hazards must be posted, unedited, in a location observable to all employees for three working days or until the hazard is corrected, whichever is later. Report on Correction of Hazards (or equivalent written verification) must be returned by the set date documenting the actions taken to correct the serious hazards.

**Item Number: # 1**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

In the Collection Warehouse.

**Condition:**

Housekeeping was disheveled, disorganized, unsanitary and treacherous.

**Potential Effect:**

Trips or falls that could result in lacerations, contusions, broken bones or strains and sprains or potential health hazards.

**Standard:**

1910.22(a)(1)

All places of employment, passageways, storerooms, service rooms, and walking-working surfaces are kept in a clean, orderly, and sanitary condition.



**Recommended Action:**

Ensure that work areas are kept clean and organized to the extent feasible to minimize tripping and falling hazards or health-related hazards.

***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Additional photos for item # 1:**



**Item Number: # 2****# of Instances: 1****Hazard Type: Serious****Correction Due: 10/8/2021****Location:**

At the Job Site.

**Condition:**

There were no Safety Data Sheets at the job site nor were they available for the employees review.

**Potential Effect:**

Employees may be exposed unknowingly to a toxic material or may use a physically hazardous material in an unsafe manner due to lack of information about the chemical or its hazards. First aid in case of accidental exposure may be incorrect or delayed due to lack of information about first aid and emergency procedures. Medical care may be inadequate due to an employee not connecting symptoms to occupational exposure.

**Standard:**1910.1200(g)(8)

The employer shall maintain in the workplace copies of the required safety data sheets for each hazardous chemical, and shall ensure that they are readily accessible during each work shift to employees when they are in their work area(s). (Electronic access and other alternatives to maintaining paper copies of the safety data sheets are permitted as long as no barriers to immediate employee access in each workplace are created by such options.)

**Recommended Action:**

Ensure that an up-to-date SDS on each hazardous material present at the facility has been obtained and made readily available to employees. Consumer products are exempt from this requirement unless their presence or use presents a serious hazard, as would a corrosive.

Include SDSs for gases, liquids, powders and pastes. In addition, obtain an SDS for each article processed in a way that emits material to the air such as metals, grinding wheels and welding supplies such as rods, wires, and flux.

SDSs should be arranged in a logical manner to ease finding individual sheets and placed where readily available to employees. When applicable, you should remove the SDS on a product no longer present on-site from current SDS binders/files unless you foresee using it again, and archive the sheet in a separate file to be maintained for 30 years.

An index of SDSs in your SDS collection should be prepared listing product names as these appear on corresponding SDSs. This index will ease the finding of individual sheets and serve as the required list of hazardous materials for the site.

---

***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_**Describe Corrective Action Taken:** \_\_\_\_\_**Action Taken to Prevent Recurrence:** \_\_\_\_\_**Name and Signature of Person Responsible:** \_\_\_\_\_

## Other Identified Hazards

These hazards do not require a formal response of abatement, and are not required to be posted. However, the employer is still required to correct the violation.

**Item Number: # 3**

**# of Instances: 1**

**Hazard Type: Recordkeeping**

**Correction Due: Employer Good Faith**

**Location:**

At the job site.

**Condition:**

OSHA 300 logs were not provided or available for review upon request.

**Standard:**

1904.40(a)

*Basic requirement.* When an authorized government representative asks for the records you keep under part 1904, you must provide copies of the records within four (4) business hours.

**Recommended Action:**

Ensure that OSHA 300 logs are available upon request.

## Other Findings and Recommendations

The following address additional issues and/or expands on discussions that took place during this visit.

A question was asked about employee exposure to chemicals in the trash and what to do about that since the chemicals are unknown. How can they have an SDS for things that they can't identify? Obviously there is no way to have an SDS for an unidentified chemical that might unknowingly be thrown in the trash. Best practice would be to ensure that employees use PPE such as gloves, coveralls, safety glasses, and possibly face masks or respirators, if needed. Again, this would be a great JHA to conduct to determine if there are atmospheric hazards present that would require the use of respirators or not.

Additionally, CBW – Solid Waste should ensure that HAZWOPER (Hazardous Waste Operations and Emergency Response) standards are being followed as applicable. This is a lengthy standard with a great deal of oversight from multiple agencies. CBW – Solid Waste is encouraged to determine the extent to which they fall under this standard and to ensure that they are meeting the requirements.

### 1910.120(a)(1)

*Scope.* This section covers the following operations, unless the employer can demonstrate that the operation does not involve employee exposure or the reasonable possibility for employee exposure to safety or health hazards:

#### 1910.120(a)(1)(i)

Clean-up operations required by a governmental body, whether Federal, state local or other involving hazardous substances that are conducted at uncontrolled hazardous waste sites (including, but not limited to, the EPA's National Priority Site List (NPL), state priority site lists, sites recommended for the EPA NPL, and initial investigations of government identified sites which are conducted before the presence or absence of hazardous substances has been ascertained);

#### 1910.120(a)(1)(ii)

Corrective actions involving clean-up operations at sites covered by the Resource Conservation and Recovery Act of 1976 (RCRA) as amended (42 U.S.C. 6901 *et seq*);

#### 1910.120(a)(1)(iii)

Voluntary clean-up operations at sites recognized by Federal, state, local or other governmental bodies as uncontrolled hazardous waste sites;

#### 1910.120(a)(1)(iv)

Operations involving hazardous waste that are conducted at treatment, storage, disposal (TSD) facilities regulated by 40 CFR Parts 264 and 265 pursuant to RCRA; or by agencies under agreement with U.S.E.P.A. to implement RCRA regulations; and

#### 1910.120(a)(1)(v)

Emergency response operations for releases of, or substantial threats of releases of, hazardous substances without regard to the location of the hazard.

## Training Provided By Consultant

Subject Area	Formal Onsite	Formal Offsite	Informal
Electrical			1
Toxic/Hazardous Substances			1
Walk/work Surfaces			1
Hazard Communication			1

## Extension Requests

The employer can request an extension if there is reason to believe that the hazard could not be corrected by the due date. Appendix A (Extension Request) must be completed and submitted to the consultant prior to 10/08/2021. Extension requests are subject to approval.

## DART and TRC

Alaska Occupational Safety and Health (AKOSH) requires the OSHA Form 300 Log of Work-Related Injuries and Illnesses be completed and provided upon request. City and Borough of Wrangell Injury and Illness Logs were not provided and thus they were not evaluated. If you would like a recordkeeping evaluation or training assistance please contact Lauri Bitz at (907) 465-6006

## Notice of Obligation

As discussed in the opening conference, the Alaska OSH C&T is required to notify the Alaska OSH Enforcement Occupational Safety and Health Administration (OSHA), should Serious Hazards not be corrected within the agreed upon time. If the employer encounters difficulties completing corrective action within the specified time, extensions may be granted. **Extensions must be requested in writing on or before the correction due date.** The Alaska OSH C&T is not required to notify AKOSH/OSHA Compliance if Other-Than-Serious Hazards are not corrected; however, it is important to realize that uncorrected Other-Than-Serious Hazards could result in injury to the employees. Moreover, in the event of an AKOSH/OSHA Enforcement inspection the company could be subject to citation.

In the event of an AKOSH/OSHA inspection, it is important to remember that the Compliance Officer is not legally bound by the consultant's advice or by the consultant's failure to point out a specific hazard. The employer may, but is not required to, furnish a copy of this report to the Compliance Officer.

## Safety and Health Achievement Recognition Program

It is one of AKOSH's goals to prepare every employer to qualify for a specialized program through our services, such as the Safety and Health Achievement Recognition Program (SHARP), Construction Health and Safety Excellence (CHASE), and/or Voluntary Protection Program (VPP). To qualify for these programs the employer may request to be considered eligible if all of the following criteria have been met: all hazards identified in the course of a comprehensive safety and health survey are corrected; an effective safety and health program has been established; and the establishment has met all other requirements set forth by the AKOSH consultation program.

**TABLE 5: SAFETY AND HEALTH ACHIEVEMENT RECOGNITION PROGRAM CONTACT INFORMATION**

Special Program	Name	E-Mail	Phone Number
Voluntary Protection Program (VPP)	Christian Hendrickson	<a href="mailto:Christian.Hendrickson@Alaska.Gov">Christian.Hendrickson@Alaska.Gov</a>	(907) 269-4946
Safety and Health Achievement Recognition Program (SHARP)	Mitch Wallace	<a href="mailto:Mitch.Wallace@Alaska.Gov">Mitch.Wallace@Alaska.Gov</a>	(907) 269-4949
Construction Health and Safety Excellence (CHASE)	Donnie Farwell	<a href="mailto:Donald.Farwell@alaska.gov">Donald.Farwell@alaska.gov</a>	(907) 269-4941

- <http://labor.alaska.gov/lss/OSH-SHARP.htm>
- [http://labor.alaska.gov/lss/ak\\_chase.htm](http://labor.alaska.gov/lss/ak_chase.htm)



## Resources

OSHA Online Regulations

<https://www.osha.gov/laws-regs/regulations/standardnumber>

DOL Mandatory Posters

<http://doa.alaska.gov/dop/resources/mandatoryposters/>

SDS Information

<https://www.osha.gov/Publications/OSHA3514.html>

PADS Information

<http://labor.alaska.gov/lss/pads/pads.htm>

AKOSH Hazard Communication Guide

[http://labor.state.ak.us/lss/forms/Hazard\\_Communication\\_Quick\\_Guide.pdf](http://labor.state.ak.us/lss/forms/Hazard_Communication_Quick_Guide.pdf)

## Additional Resources Regarding Covid-19

<http://doa.alaska.gov/dop/directorsOffice/covid19/>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs-sp.pdf> (Spanish)

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/COVID19-symptoms.pdf>

<https://www.cdc.gov/ncezid/pdf/Community-Interventions-Infection-Control-H.pdf>

<https://www.osha.gov/SLTC/covid-19/>

<https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html>

<https://www.osha.gov/coronavirus/safework>

## Closing Comments

The Alaska OSH C&T appreciates CBW – Solid Waste Transfer’s concern for the safety and health of their employees. If there are any questions or additional help is required please contact Lauri Bitz at (907) 465-6006 or Lauri.Bitz@alaska.gov.

Submitted By:

Lauri Bitz

Safety Consultant

Alaska OSH C&T

## Appendix A – Request for Extension

**Solid Waste Transfer  
3 Evergreen St.  
Wrangell, AK 99929**

**Visit Number: 287062**

To request an extension, please copy and complete this form for each requested extension. Send it to:

Lauri Bitz  
Safety Consultant  
Alaska OSH C&T  
1251 Muldoon Road, Suite 109  
Anchorage, Alaska

Lauri.Bitz@alaska.gov

Upon approval, a copy of this form, signed by Alaska OSH C&T, must be posted with the “LIST OF HAZARDS” (Appendix A from the original report). A follow-up inspection may be conducted.

Item Number:	Date of Request:
Original Correction Date:	New Date Requested:
Describe progress to date and plan for completion:	
Describe the reason for the extension:	
Describe interim protection used to protect employees from exposure/injury:	

Printed name and signature of requesting official

Request Date

Position of official

**AKOSH:** Printed name and signature of approving official

Approval Date

## **Appendix B – Safety and Health Management System**

### **Solid Waste Transfer**

#### **3 Evergreen St.**

#### **Wrangell, AK 99929**

**Visit Number: 287062**

The effectiveness of the safety and health management system of CBW Solid Waste Transfer was evaluated during the consultation visit. The evaluation is tailored to the worksite and is based on observations made and data collected during the visit. This information, along with the AKOSH/OSHA Safety and Health Program Assessment in Appendix B, is provided to the employer because effective management of worker safety and health protection is a decisive factor in reducing the extent and the severity of work-related injuries and illnesses.

The evaluation and summary are broken down into 4 areas: Management Leadership and Employee Involvement, Worksite Analysis, Hazard Prevention and Control, and Safety and Health Training. Effective management addresses all work-related hazards, including those potential hazards that could result from a change in worksite conditions or practices. It addresses hazards whether or not they are regulated by government standards.

Enclosed is an assessment of CBW Solid Waste Transfer's Safety & Health (S&H) program. It is an evaluation system used by all Consultation Projects in the country to assess the effectiveness of Safety and Health Program Management in a small business setting. This system was extensively tested and validated, and high scores do in fact correlate to reductions in injuries. The company's assessment reflects an objective snapshot by the consultants based on observations, interviews and record reviews at the time of the survey.

The assessment is divided into three main components with 58 attributes. They are:

**Operational** (Attributes #1 – 19): Measures the actual activities that are taking place in the business to “find and fix” hazards. These questions relate to detection, prevention and control of hazards on the jobsite. Do workplace hazards result from “failure to find, or failure to fix” situations?

**Managerial** (Attributes #20 – 39): Measures the ability of the organization to support and maintain the operational component of the company's S&H program. These attributes address Planning and Evaluation, Administration and Supervision, and S&H Training as they relate to “why” hazards exist in the workplace. Before any job injury, some root cause usually exists in management that involves assignment of responsibility, authority, training, resources, or motivation of a responsible person.

**Cultural** (Attributes #40 – 58): The third component measures the organizational values and principles mutually held by management and employees that relate to safety and health. It has two sub-components based on Management Leadership and Employee Participation. Management leadership is needed to initiate change and improvement in the company safety culture, and employee participation is needed to grow and support it.

The following scale is used for scoring the attributes:

0	No indication that the item is even partially in place
1	Some portion or aspect is present though major improvement is needed
2	Item is largely in place with only minor improvements needed
3	Item is completely in place
NE	Not Evaluated
NA	Not Applicable (rarely used)

Consultants score only those attributes that are supported by survey findings (e.g., hazards, interviews, records). An “NE” is not a negative score. It simply means the consultants did not have enough information to accurately score the attribute.

How will this assessment help the company? Changes the company makes in the Managerial and Cultural components will have the biggest impact on the company’s safety program and the bottom-line of the company through injury and accident reduction. Items on the Form 33 rated as “0” and “1” deserve management/owner attention to make significant change or improvement. Just by going through the Consultation process, many of the scores will improve based on correction of hazards and improvement strategies that the company implements to prevent their recurrence.

The employer is not required to respond to any item on the assessment. If the employer has any questions about how this tool is used or how we arrived at the numeric score, please call Lauri Bitz at (907) 465-6006.

## Safety and Health Program Assessment Worksheet (Form33)

<b>Request Number</b>	243574	<b>Visit Number</b>	287062	<b>Visit Date</b>	August 5, 2021
<b>Employer</b>	City and Borough of Wrangell – Solid Waste Transfer Plant				
<b>Site Location</b>	P.O. Box 531, Wrangell, AK 99929				
<b>Legend:</b> 0=No; 1=No, Needs major improvement; 2=Yes, Needs minor improvement; 3=Yes; NA= Not Applicable; NE= Not Evaluated; *=Stretch items Attribute of Excellence					
<b>Synthesis Item Score</b>					<b>Score</b>
Hazard Anticipation and Detection Score					8
Hazard Prevention and Control Score					2
Planning and Evaluation Score					0
Administration and Supervision Score					1
Safety and Health Training Score					2
Management Leadership Score					1
Employee Participation Score					0
Total Score					14
Average Score					0.93

<b>Hazard Anticipation and Detection</b>	<b>Score</b>
<b>1. A comprehensive, baseline hazard survey has been conducted within the past five (5) years</b>	<b>0</b>
Comments: A comprehensive, baseline hazard survey has not been conducted within the past five years. Improvement can be made by inviting outside agencies such as Fire Marshall, insurance agent, Alaska OSH or third party safety consultant to conduct a thorough hazard survey of the job site and job tasks. Inspections should be documented and reports kept for comparison to determine high risk areas or repeat occurrences.	
<b>2. Effective safety and health self-inspections are performed regularly</b>	<b>1</b>
Comments: The Public Works Director who oversees the Solid Waste Transfer plant and employees conduct some informal walkthroughs of the job site on occasion. Improvement can be made in this attribute by conducting regularly scheduled, documented inspections that are geared toward identifying safety or health issues, concerns or hazards. For best results, employees doing the inspections should receive training on how to identify hazards and how to mitigate issues within OSHA expectations and requirements. Best practice would be to have a few employees trained and rotate them through conducting the inspections, so that more employees know how to identify hazards and how to mitigate them.	
<b>3. Effective surveillance of established hazard controls is conducted</b>	<b>NE</b>
Comments:	

<b>4. An effective hazard reporting system exists</b>	<b>2</b>
Comments: Hazards, issues or concerns are reported to a supervisor or to Building Maintenance verbally or through an email. Improvement could be made in this attribute by formalizing the reporting, tracking and correcting of hazards with documentation that is kept for future analysis to identify trends or repeat occurrences.	
<b>5. Change analysis is performed whenever a change in facilities, equipment, materials, or processes occurs</b>	<b>NE</b>
Comments:	
<b>6. Accidents are investigated for root causes</b>	<b>3</b>
Comments: The Public Works Director who oversees the Solid Waste Transfer Plant is fairly new to his position and indicated that he conducts an investigation into any accidents that occur within his realm of responsibility. This process is documented formally and recommendations are made for how to avoid a repeat occurrence of the same kind of incident.	
<b>7. Safety Data Sheets are used to reveal potential hazards associated with chemical products in the workplace</b>	<b>2</b>
Comments: As departments within the City and Borough of Wrangell function independently and the City does not have a designated safety manager, there was some uncertainty as to who was responsible for what in regards to things such as Safety Data Sheets (including OSHA 300 logs discussed later). It is recommended that each department take responsibility for their own Hazard Communication program including maintaining the Safety Data Sheets (SDS) at the job site. The program and the SDS should be reviewed annually to ensure accuracy, completeness and effectiveness.	
<b>8. Effective job hazard analysis is performed</b>	<b>0</b>
Comments: Job Hazard Analysis (JHAs) are not readily conducted in a formal manner. JHAs should be conducted at each work site and for each work process to determine potential risks and mitigation. Policies and procedures should be developed to address identified risks. These JHAs should be documented and if processes or equipment change, the JHA should be re-done to address the changes.	
<b>9. Expert hazard analysis is performed</b>	<b>NE</b>
Comments:	
<b>10. Incidents are investigated for root causes</b>	<b>NE</b>
Comments:	

Hazard Prevention and Control	Score
11. Feasible engineering controls are in place	NE
Comments:	
12. Effective safety and health rules and work practices are in place	0
Comments: There was a great deal of uncertainty when asked if the Public Works Solid Waste Transfer had written safety and health policies and procedures. The assumption was that written policies and procedures were developed at the City level as overarching policies and procedures but there were no written programs specific to Public Works. It was unclear who might have copies of the written programs or how to obtain a copy. The Public Works Director is strongly encouraged to work with upper management to determine the existence of the safety and health policies and procedures, and to ensure that those policies and procedures are site-specific to Public Works and that they are readily available for review as needed or requested.	
13. Applicable OSHA-mandated programs are effectively in place	0
Comments: Related to item number 12, it was unclear if there were written OSHA-mandated programs in place along with other policies and procedures. There was discussion about whether programs such as Hearing Protection program and Hazard Communication existed in the past or were at least being followed to the extent feasible. It is strongly recommended that the Public Works Director work with his superiors to ensure that required OSHA-mandated programs are written, maintained, annually reviewed and employees are trained as required.	
14. Personal protective equipment is effectively used	2
Comments: Employees at the Solid Waste Transfer facility use respirators when needed, wear eye protection as needed and gloves as needed. Improvement can be made in this attribute by conducting JHAs and determining when and what PPE are required and training employees to the improved requirements.	
15. Housekeeping is properly maintained	NE
Comments:	
16. The organization is properly prepared for emergency situations	NE
Comments:	
17. The organization has an effective plan for providing competent emergency medical care to employees and others present at the site	NE
Comments:	
18. Effective preventive maintenance is performed	NE
Comments:	
19. An effective procedure for tracking hazard correction is in place	NE
Comments:	

<b>Planning and Evaluation</b>	<b>Score</b>
<b>20. Workplace injury/illness data are effectively analyzed</b>	<b>0</b>
Comments: As mentioned in regards to written safety and health programs, the OSHA 300 logs are apparently kept by someone in the administrative or HR department and were not easily or readily accessible upon request. The Public Works department has more than 10 employees within the specific department which requires keeping and maintaining the 300 logs, but it is believed that the 300 logs are kept for the City as a whole. Improvement can be made ensuring that access to 300 logs is readily available upon request per OSHA standards.	
<b>21. Hazard incidence data are effectively analyzed</b>	<b>NE</b>
Comments:	
<b>22. A safety and health goal and supporting objectives exist</b>	<b>NE</b>
Comments:	
<b>23. An action plan designed to accomplish the organizations safety and health objectives is in place</b>	<b>NE</b>
Comments:	
<b>24. A review of in-place OSHA-mandated programs is conducted at least annually</b>	<b>NE</b>
Comments:	
<b>25. A review of the overall safety and health management system is conducted at least annually</b>	<b>NE</b>
Comments:	
<b>Administration and Supervision</b>	<b>Score</b>
<b>26. Safety and health program tasks are each specifically assigned to a person or position for performance or coordination</b>	<b>1</b>
Comments: The Public Works Director, who oversees the Solid Waste Transfer facility, is attempting to understand the OSHA rules and standards that apply to his area of control and implement or shore up areas needing improvement. He is to be commended for his efforts and encouraged to continue to make progress in this important endeavor. Improvement can be made by assigning safety and health program tasks as he learns of the requirements. The more he can involve employees in this process, the more employee buy-in can be engendered and a greater level of success can be achieved.	
<b>27. Each assignment of safety and health responsibility is clearly communicated</b>	<b>NE</b>
Comments:	
<b>28. An accountability mechanism is included with each assignment of safety and health responsibility</b>	<b>NE</b>
Comments:	
<b>29. Individuals with assigned safety and health responsibilities have the necessary knowledge, skills, and timely information to perform their duties</b>	<b>NE</b>
Comments:	
<b>30. Individuals with assigned safety and health responsibilities have the authority to perform their duties</b>	<b>NE</b>
Comments:	
<b>31. Individuals with assigned safety and health responsibilities have the resources to perform their duties</b>	<b>NE</b>
Comments:	
<b>32. Organizational policies promote the performance of safety and health responsibilities</b>	<b>NE</b>



Comments:	
33. Organizational policies result in correction of non-performance of safety and health responsibilities	NE
Comments:	
<b>Safety and Health Training</b>	<b>Score</b>
34. Employees receive appropriate safety and health training	0
Comments: The two employees who work at the Solid Waste Transfer plant are seasoned employees and as such the Director did not see the need to provide additional training. It is recommended that safety meetings and annual reviews of required programs be conducted in order to keep safety at the forefront. These trainings should be documented and the logs kept in employee files.	
35. New employee orientation includes applicable safety and health information	2
Comments: No new employees have been hired for the Solid Waste Transfer plant in some time. However, within the City of Wrangell, new employees receive some orientation training covering safety and health. Some of this is done at the City level and some is done at the Department level. The system of training is predominantly done by verbal means. Improvement could be made in this attribute by developing a formalized new employee orientation that is written. All required topics and areas should be signed off when complete and the documentation kept for future reference.	
36. Supervisors receive appropriate safety and health training	NE
Comments:	
37. Supervisors receive training that covers the supervisory aspects of their safety and health responsibilities	NE
Comments:	
38. Safety and health training is provided to managers	NE
Comments:	
39. Relevant safety and health aspects are integrated into management training	NE
Comments:	

<b>Management Leadership</b>	<b>Score</b>
<b>40. Top management policy establishes clear priority for safety and health</b>	<b>1</b>
Comments: The Public Works Director, who oversees the Solid Waste Transfer facility, is committed to improving the safety and health program within his department. There appeared to be a gap or disconnect between the City level and the Department level in regards to written programs, policies, procedures and directives. Improvement could be made by strengthening the channels through which information is made available to department heads so that the foundation of safety and health is apparent at all levels.	
<b>41. Top management considers safety and health to be a line rather than a staff function</b>	<b>NE</b>
Comments:	
<b>42. Top management provides competent safety and health staff support to line managers and supervisors</b>	<b>NE</b>
Comments:	
<b>43. Managers personally follow safety and health rules</b>	<b>NE</b>
Comments:	
<b>44. Managers delegate the authority necessary for personnel to carry out their assigned safety and health responsibilities effectively</b>	<b>NE</b>
Comments:	
<b>45. Managers allocate the resources needed to properly support the organizations safety and health system</b>	<b>NE</b>
Comments:	
<b>46. Managers assure that appropriate safety and health training is provided</b>	<b>NE</b>
Comments:	
<b>47. Managers support fair and effective policies that promote safety and health performance</b>	<b>NE</b>
Comments:	
<b>48. Top management is involved in the planning and evaluation of safety and health performance</b>	<b>NE</b>
Comments:	
<b>49. Top management values employee involvement and participation in safety and health issues</b>	<b>NE</b>
Comments:	

Employee Participation	Score
50. There is an effective process to involve employees in safety and health issues	0
Comments: Due to the Solid Waste Transfer team being so small and the Director being relatively new, safety meetings have not been occurring at this location. Improvement can be made by implementing regularly scheduled safety meetings where employees can learn of and voice concerns. Improvement can also be made by providing employees the opportunity to share safety suggestions and concerns by way of something like a suggestion box or soliciting their feedback. When there isn't a formal focus on safety, employees who intend to do a good job, will find ways to get a job done, and they may not think about or realize that they are exposed to hazards. For example, ozone leaks within the plant were not addressed as a hazard. Hazard Communication training on the effects of ozone exposure could improve the awareness level of the hazards.	
51. Employees are involved in organizational decision making in regard to safety and health policies	NE
Comments:	
52. Employees are involved in organizational decision making in regard to the allocation of safety and health resources	NE
Comments:	
53. Employees are involved in organizational decision making in regard to safety and health training	NE
Comments:	
54. Employees participate in hazard detection activities	NE
Comments:	
55. Employees participate in hazard prevention and control activities	NE
Comments:	
56. Employees participate in the safety and health training of co-workers	NE
Comments:	
57. Employees participate in safety and health planning activities	NE
Comments:	
58. Employees participate in the evaluation of safety and health performance	NE
Comments:	

**Paperwork Reduction Act Notice**

OMB Number: 1218-0110  
Expiration Date: January 31, 2022

Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. OSHA requires that all State On-site Consultants (Consultants) use the Revised Form 33 if they collect information in the course of their visit which would allow them to fill out a portion of the Form. When the Consultation Project Manager recommends an applicant for the OSHA Safety and Health Achievement Recognition Program (SHARP), which exempts the employer from an OSHA Enforcement inspection as long as the applicant remains a SHARP site, managers must complete all Revised Form 33 information. In accordance with 29 CFR 1908.6(h)(1) and (2), Consultants must preserve their confidentiality of information obtained as the result of a consultative visit which contains or must reveal a trade of secret of the employer. It is estimated that Consultants average 45 minutes to complete 12-18 entries on the form (for a general consultation visit) and Consultants average 5 hours to complete all 58 entries on the form (for a comprehensive consultation visit or SHARP evaluation), including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed and completing the form. The Form serves as a comprehensive evaluation tool. The information obtained from the form is used to evaluate an employer's safety and health management system. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Office of Small Business Assistance, Occupational Safety and Health Administration, Room N-3660, 200 Constitution Avenue, NW, Washington, DC 20210.

# APPENDIX C – Consultation & Training Services Customer Survey

An Alaska OSH consultant was recently at your work site to provide assistance evaluating your safety and health program or conducted formal training. We would appreciate any feedback regarding this experience. Please take a few minutes to answer the statements below and return to Alaska OSH Program Manager by mail or email to lauri.bitz@alaska.gov.

**The mailing address is  
1251 Muldoon Road, Suite 109  
Anchorage, Alaska 99504**

Please answer the following questions regarding your rating of service provided by AK-OSH Consultation & Training. Survey respondents lacking sufficient knowledge to answer a particular question may opt out of that question by answering “Don’t Know.”

## TIMELINESS

1. How do you rate the timeliness of the services provided by Alaska OSH Consultation & Training Services?  
 Excellent       Good       Fair       Poor       Don’t Know\*

Comments \_\_\_\_\_

## ACCURACY

2. How do you rate the ability of Alaska OSH Consultation & Training Services to provide services correctly the first time?  
 Excellent       Good       Fair       Poor       Don’t Know\*

Comments \_\_\_\_\_

## HELPFULNESS

3. How do you rate the helpfulness of Alaska OSH Consultation & Training Services employees?  
 Excellent       Good       Fair       Poor       Don’t Know\*

Comments \_\_\_\_\_

## EXPERTISE

4. How do you rate the knowledge and expertise of Alaska OSH Consultation & Training Services employees?  
 Excellent       Good       Fair       Poor       Don’t Know\*

Comments \_\_\_\_\_

## AVAILABILITY OF INFORMATION

5. How do you rate the availability of information at Alaska OSH Consultation & Training Services?  
 Excellent       Good       Fair       Poor       Don’t Know\*

Comments \_\_\_\_\_

## OVERALL SERVICE

6. How do you rate the overall quality of service provided by Alaska OSH Consultation & Training Services?  
 Excellent       Good       Fair       Poor       Don’t Know\*

Comments \_\_\_\_\_

\_\_\_\_\_

We would appreciate any other comments or suggestions you have regarding the services provided.

Company Name: \_\_\_\_\_

Contact Person \_\_\_\_\_ Date \_\_\_\_\_

Consultants: **Lauri Bitz**

Send request to Chief of Consultation and Training Elaine Banda at Elaine.Banda@Alaska.gov



THE STATE  
of ALASKA  
GOVERNOR MICHAEL J. DUNLEAVY

## Department of Labor and Workforce Development

Labor Standards and Safety  
Occupational Safety and Health  
Consultation

1251 Muldoon Road, Suite 109  
Anchorage, AK 99504  
Main: 907.269.4955  
Fax: 907.269.3723

August 19, 2021

Mr. Tom Wetor, Public Works Director  
1.5 Mile Zimovia Hwy  
Wrangell, AK 99929

Re: Safety Consultation Report for City & Borough of Wrangell – Waste Water Treatment  
Safety Visit Number: 287058

Dear Mr. Tom Wetor:

In response to your request, Lauri A Bitz, a Safety Consultant with Alaska Occupational Safety and Health (AKOSH), conducted a Limited Safety evaluation at your facility on August 5, 2021. Accompanying this report is a List of Hazards which includes a description of the serious hazard(s) and the date by which it was mutually determined that the hazard(s) would be corrected. This List of Hazards must be posted, unedited, in a prominent location where it is readily observable by all employees for three working days or until the hazard(s) have been corrected, whichever is later. Should you need an extension to the correction due date(s), a new List of Hazards which must be posted will be sent to you showing the revised date(s), if the extension is approved.

During the time that you are working on these hazards, it is not assured that Enforcement will not visit your worksite. In this situation, please inform them that you are working with the AKOSH Onsite Consultation Program.

The Onsite Consultation Program is dedicated to assisting employers to prevent and reduce occupational injuries and illnesses by identifying hazards and recommending corrective action and by helping develop or improve safety and health management systems. We look forward to hearing from you concerning the steps you are taking, or plan to take, in response to this report. This information will help us to assist you in providing a safe and healthful workplace for your employees. It can also provide me with information about the effectiveness of your program. We encourage you to inform your employees of the action(s) you take. This knowledge will help them to do their part in maintaining a safe and healthful workplace and it will let them know of your concern for their welfare.

Thank you for seeking our assistance. If you have any questions regarding this report or the Onsite Consultation please feel free to contact Lauri A Bitz at (907) 465-6006 or [Lauri.Bitiz@Alaska.gov](mailto:Lauri.Bitiz@Alaska.gov). In addition, if you could take a few minutes to provide assistance on evaluating your safety consultation experience, I'd greatly appreciate any feedback regarding it. You can find the customer survey form on the last appendix within this report.

Sincerely,

*Elaine Banda*

Elaine Banda, B.A., M.Ed.  
Chief of Consultation and Training  
Alaska Occupational Safety and Health  
1251 Muldoon Road, Suite 109  
Anchorage, AK 99504

**Safety Consultation Report**  
**For**  
**City and Borough of Wrangell – Waste Water Treatment**  
**1.5 Mile Zimovia Hwy**  
**Wrangell, AK 99929**

**Consultation Date**  
**08/5/2021**

**Request Number**  
**243570**

**Visit Number**  
**287058**

**Submitted By**  
**Lauri Bitz**  
**Safety Consultant**

**Occupational Safety & Health**  
**Consultation & Training**  
**Alaska DOL&WD**



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## Executive Summary

On August 5, 2021, Lauri A Bitz, a Safety Consultant with the Alaska DOL & WD-Safety Consultation & Training Section, conducted an Initial Limited Safety evaluation at CBW Waste Water Treatment facility at 1.5 Mile Zimovia Hwy, Wrangell, AK. The consultation was requested by Mr. Tom Wetor, Public Works Director for the department. The initial visit consisted of an onsite opening conference, an examination of all aspects of the safety and health management system relating to the scope of the visit, a walkthrough of the workplace, and a closing conference.

## Opening Conference

During the opening conference, the scope of the visit as well as the employer's obligation and rights were discussed. Attendees of this conference included:

- Mr. Tom Wetor – CBW – Waste Water Treatment – Public Works Director
- Mr. Andrew Scambler – Waste Water Treatment – Treatment Operator
- Ms. Lauri A Bitz - AKOSH – Safety Consultant

## Safety Evaluation w

This department is located at 1.5 Mile Zimovia Hwy in Wrangell, Alaska. The facility was built around 2001 as the Waste Water Treatment facility for the City of Wrangell. Activities and tasks that the employees do involve tracking the monitoring equipment to ensure chemical balances, lab work to test levels, gathering test samples, rebuilding pumps for lift stations and the plant, logs books, book keeping and maintaining the facility.

There are 1.5 employees in this department. The half time employee splits his time between waste water treatment and tap water treatment. On the date of the visit the full time employee was off and the part time employee was covering the plant. Employees typically work M-F day shifts but are frequently on call to respond to alarms or issues.

The scope of the visit requested was a Limited Safety visit.

The employees are represented by a collective bargaining agreement. Robert Stamm is the union representative with IBEW 1547. He was not available to participate in the safety consultation visit but a list of the hazards will be emailed to him.

## Closing Conference

During the closing conference the findings from the safety evaluation and recommendations were discussed with participants from the opening conference. The procedure for reporting corrective actions, correction due dates, and procedures for requesting extensions were discussed and reviewed. Attendees of this conference included:

- Mr. Tom Wetor – CBW – Waste Water Treatment – Public Works Director
- Mr. Andrew Scambler – Waste Water Treatment – Treatment Operator
- Ms. Lauri A Bitz - AKOSH – Safety Consultant

## Hazard Description and Correction Recommendations

The hazards identified are categorized as Imminent, Serious, Other-Than-Serious, and Regulatory. Additional observations are reported as Other Findings and Recommendations.

### Hazard Type Definitions

**Imminent Danger:** Immediate danger to an employee that could cause a life-altering injury or fatality. These must be corrected immediately. Failure to correct immediately will result to a call to AKOSH Enforcement.

**Serious:** Hazard that would likely result in a serious (OSHA Recordable) injury. Serious Hazards must be posted as discussed in the opening conference, interim protections shall be provided, and written response with abatement shall be submitted.

**Other than Serious:** Hazards that would likely result in an injury less than the threshold of an OSHA Recordable. In extreme cases, these could result in a more serious injury. Other conditions could result in the hazard being treated as Serious.

**Regulatory:** A violation that would not directly cause an injury. Depending on circumstances, this could be upgraded to a more Serious Hazard.

### Interim Protection for Employees

Where a Serious Hazard(s) is identified and is not immediately corrected in the presence of the consultant, the employer must provide interim protections for affected employees at the worksite while the identified hazard(s) are being corrected. Interim protections include but are not limited to the following (in order of preference):

**Engineering Controls:** Elimination or reduction of exposure to a chemical or physical hazard through the use or substitution of engineered machinery or equipment. Engineering controls consist of, but are not limited to: substitution, isolation, ventilation, equipment modification.

**Administrative Controls:** Any procedure that significantly limits daily exposure by control or manipulation of the work schedule or manner in which work is performed is considered a means of administrative control. The use of personal protective equipment is not considered a means of administrative control.

Work practice controls are one type of administrative control in which the employer modifies the manner in which the employee performs assigned work. Such modification may result in a reduction of exposure through such methods as changing work procedures, improving sanitation and hygiene practices, or making other changes in the way the employee performs the job.

**Personal Protective Equipment (PPE) and/or Clothing:** Providing the proper personal protective equipment (PPE) to all affected employees and training affected employees in the proper selection, use and maintenance of the PPE.

## Hazard Description and Correction Recommendations

The hazards identified are categorized as Serious, Other-Than-Serious, and Regulatory. Additional observations are reported as Other Findings and Recommendations.

### Serious Hazards

The following Serious Safety Hazards could potentially cause serious injury, illness, or physical harm. These hazards must be posted, unedited, in a location observable to all employees for three working days or until the hazard is corrected, whichever is later. Report on Correction of Hazards (or equivalent written verification) must be returned by the set date documenting the actions taken to correct the serious hazards.

**Item Number: # 1**

**# of Instances: 3**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

In the Lab area, Shop area and Janitorial area.

**Condition:**

Secondary containers were found with insufficient labeling.

**Potential Effect:**

Chemical burns, damage to the eyes, damage to the lungs, and exposure to hazardous substances due to employees unknowingly misusing or mishandling dangerous chemicals or substances.

**Standard:**

1910.1200(f)(6)

Workplace labeling. Except as provided in paragraphs (f)(7) and (f)(8) of this section, the employer shall ensure that each container of hazardous chemicals in the workplace is labeled, tagged or marked with either:

1910.1200(f)(6)(ii)

Product identifier and words, pictures, symbols, or combination thereof, which provide at least general information regarding the hazards of the chemicals, and which, in conjunction with the other information immediately available to employees under the hazard communication program, will provide employees with the specific information regarding the physical and health hazards of the hazardous chemical.



**Recommended Action:**

Ensure that all secondary containers are labeled per the standard.

***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Additional photos for item # 1:**



**Item Number: # 2**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

In the shop.

**Condition:**

An extension cord was found that was not a three wire type with a grounding wire.

**Potential Effect:**

Shock, electrocution, burns or fire.

**Standard:**

1910.334(a)(3)(i)  
A flexible cord used with grounding type equipment shall contain an equipment grounding conductor.

**Recommended Action:**

Use only three wire type extension cords that are rated for the type of use, which have a grounding prong.



***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Item Number: # 3**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

In the Storage Room.

**Condition:**

Materials, equipment and debris were found in a haphazard and disorderly condition.

**Potential Effect:**

Trips or falls that could result in lacerations, contusions, broken bones or strains and sprains.

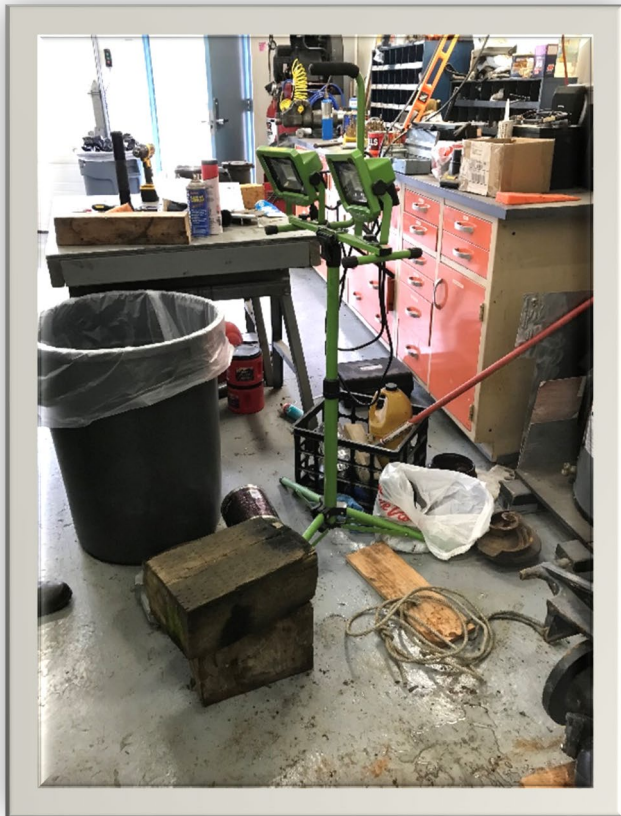
**Standard:**

1910.22(a)(1)

All places of employment, passageways, storerooms, service rooms, and walking-working surfaces are kept in a clean, orderly, and sanitary condition.

**Recommended Action:**

Ensure that work areas are kept clean and organized to minimize tripping and falling hazards.



*Return this page to your consultant when the hazard is corrected.*

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Item Number: # 4**  
**# of Instances: 1**  
**Hazard Type: Serious**  
**Correction Due: 10/8/2021**

**Location:**

In the Shop.

**Condition:**

A floor jack was found that had not been inspected within the past six months.

**Potential Effect:**

Concussions, contusions, fractures, and other potentially fatal injuries due to a item being held up by a jack falling onto an employee due to jack failure.

**Standard:**

1910.244(a)(2)(vi)

Each jack shall be thoroughly inspected at times which depend upon the service conditions. Inspections shall be not less frequent than the following:

1910.244(a)(2)(vi)(a)

For constant or intermittent use at one locality, once every 6 months,

1910.244(a)(2)(vi)(b)

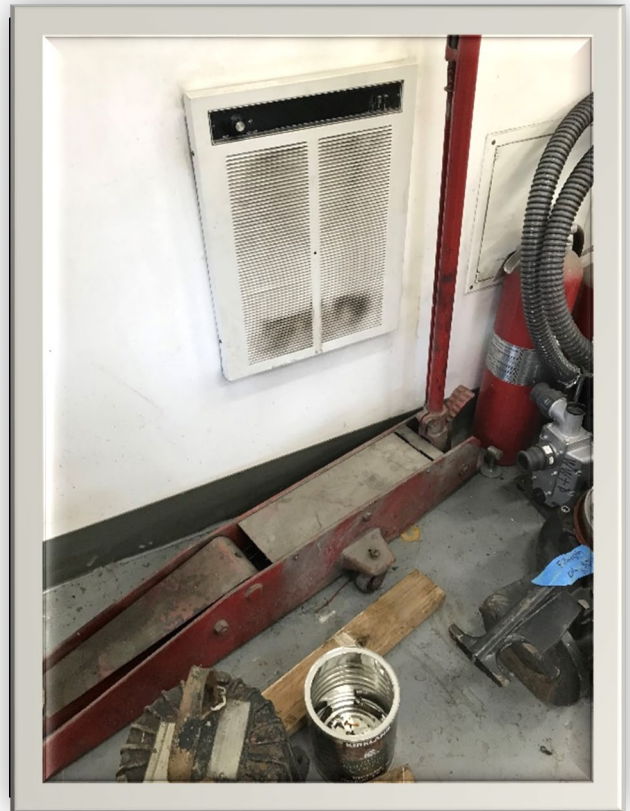
For jacks sent out of shop for special work, when sent out and when returned,

1910.244(a)(2)(vi)(c)

For a jack subjected to abnormal load or shock, immediately before and immediately thereafter.

**Recommended Action:**

Have trained and authorized personnel periodically inspect all jacks, jack-stands, and lifts that are in use within the workplace. The equipment should be inspected for leaks, damaged structural parts, and basic machine function. Any jacks found to be damaged should be marked or tagged out of service until they can be repaired or disposed of (if they cannot be serviced).



***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_



**Item Number: # 5**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

In the Shop.

**Condition:**

An open hole in the wall contained electrical wires.

**Potential Effect:**

Shocks, electrocution, burns or fire.

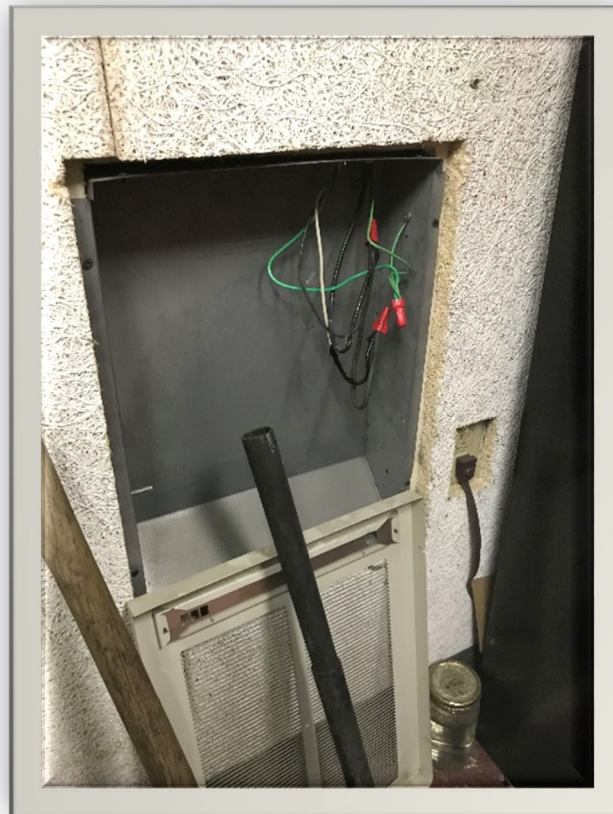
**Standard:**

1910.305(b)(2)(i)

All pull boxes, junction boxes, and fittings shall be provided with covers identified for the purpose. If metal covers are used, they shall be grounded. In completed installations, each outlet box shall have a cover, faceplate, or fixture canopy. Covers of outlet boxes having holes through which flexible cord pendants pass shall be provided with bushings designed for the purpose or shall have smooth, well-rounded surfaces on which the cords may bear.

**Recommended Action:**

Ensure that all pull boxes, junction boxes and fittings are covered. If metal covers are used ensure that they are grounded. Have a qualified electrician make repairs.



***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Item Number: # 6**

**# of Instances: 2**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

Over the Plant influent tanks.

**Condition:**

Gaps in the floor grating were found that were over 2 inches in diameter.

**Potential Effect:**

Trips or falls that could result in engulfment in the treatment tanks, strains, sprains or broken bones, contusions or lacerations.

**Standard:**

1910.21(a)

Scope. This subpart applies to all general industry workplaces. It covers all walking-working surfaces unless specifically excluded by an individual section of this subpart.

1910.21(b)

Definitions. The following definitions apply in this subpart:

Hole means a gap or open space in a floor, roof, horizontal walking-working surface, or similar surface that is at least 2 inches (5 cm) in its least dimension.

1910.28(b)

Protection from fall hazards-

1910.28(b)(3)

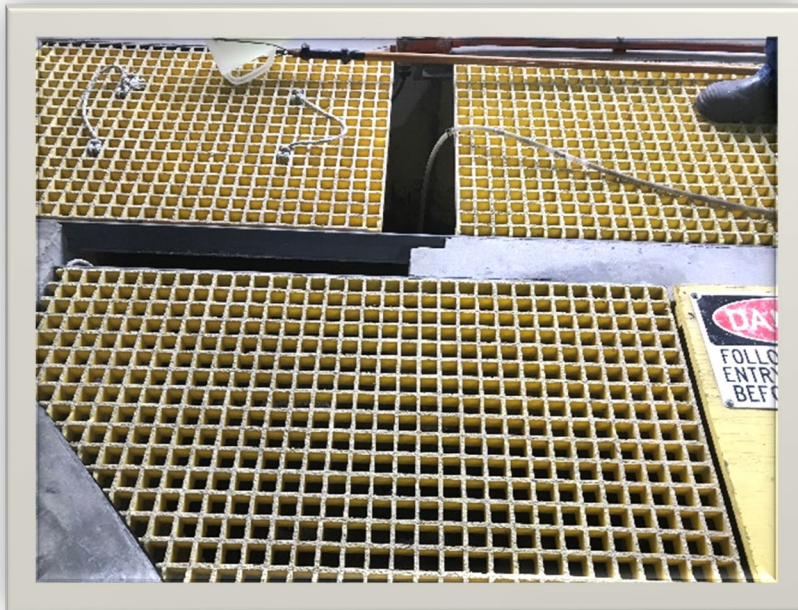
Holes. The employer must ensure:

1910.28(b)(3)(ii)

Each employee is protected from tripping into or stepping into or through any hole that is less than 4 feet (1.2 m) above a lower level by covers or guardrail systems.

**Recommended Action:**

Ensure that all holes or gaps are covered and that openings when retrieving samples are immediately closed after use.



***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

## Other Identified Hazards

These hazards do not require a formal response of abatement, and are not required to be posted. However, the employer is still required to correct the violation.

**Item Number: # 7**

**# of Instances: 1**

**Hazard Type: Recordkeeping**

**Correction Due: Employer Good Faith**

**Location:**

At the Job site.

**Condition:**

OSHA 300 logs were not provided or available for review upon request.

**Standard:**

1904.40(a)

*Basic requirement.* When an authorized government representative asks for the records you keep under part 1904, you must provide copies of the records within four (4) business hours.

**Recommended Action:**

Ensure that OSHA 300 logs are available upon request.

## Other Findings and Recommendations

The following address additional issues and/or expands on discussions that took place during this visit.

Food grade vegetable oil was found in the shop area. It was unknown why the employee had this item in the shop. Ingestible food items are not allowed in work areas where there are chemicals or substances that could contaminate the food or be transferred from hand to mouth. It is strongly recommended that Waste Water Treatment determine what the employee is using the oil for. If it is for a work process, determine a better choice and identify it with proper labeling. If the employee is using it for his food, it should be removed to the break/lunch room.



Another item of discussion was regarding Permit Required Confined Space (PRCS). Waste Water Treatment is strongly encouraged to ensure that the written policies and procedures for PRCS are available, current, reviewed annually and that the permit process is being done according to standards.



The final topic of discussion was about the requirement to have a designated “competent person” for fall protection related to entering of PRCS. OSHA defines a “competent person” as:

One who is **capable of identifying existing and predictable hazards in the surroundings or working conditions** which are unsanitary, hazardous, or dangerous to employees, and who has the authorization to take prompt corrective measures to eliminate them.

Waste Water Treatment is encouraged to ensure that a competent person has been identified, that they satisfy the requirements of a competent person and they can answer questions regarding the requirements of being the competent person.

## Training Provided By Consultant

Subject Area	Formal Onsite	Formal Offsite	Informal
Electrical			2
Walk/work Surfaces			2
Hazard Communication			2
Permit Required Confined Space			2
Fall Protection			2

## Extension Requests

The employer can request an extension if there is reason to believe that the hazard could not be corrected by the due date. Appendix A (Extension Request) must be completed and submitted to the consultant prior to 10/08/2021. Extension requests are subject to approval.

## DART and TRC

Alaska Occupational Safety and Health (AKOSH) requires the OSHA Form 300 Log of Work-Related Injuries and Illnesses be completed and provided upon request. City and Borough of Wrangell Injury and Illness Logs were not provided and thus they were not evaluated. If you would like a recordkeeping evaluation or training assistance please contact Lauri Bitz at (907) 465-6006.

## Notice of Obligation

As discussed in the opening conference, the Alaska OSH C&T is required to notify the Alaska OSH Enforcement Occupational Safety and Health Administration (OSHA), should Serious Hazards not be corrected within the agreed upon time. If the employer encounters difficulties completing corrective action within the specified time, extensions may be granted. **Extensions must be requested in writing on or before the correction due date.** The Alaska OSH C&T is not required to notify AKOSH/OSHA Compliance if Other-Than-Serious Hazards are not corrected; however, it is important to realize that uncorrected Other-Than-Serious Hazards could result in injury to the employees. Moreover, in the event of an AKOSH/OSHA Enforcement inspection the company could be subject to citation.

In the event of an AKOSH/OSHA inspection, it is important to remember that the Compliance Officer is not legally bound by the consultant's advice or by the consultant's failure to point out a specific hazard. The employer may, but is not required to, furnish a copy of this report to the Compliance Officer.

## Safety and Health Achievement Recognition Program

It is one of AKOSH's goals to prepare every employer to qualify for a specialized program through our services, such as the Safety and Health Achievement Recognition Program (SHARP), Construction Health and Safety Excellence (CHASE), and/or Voluntary Protection Program (VPP). To qualify for these programs the employer may request to be considered eligible if all of the following criteria have been met: all hazards identified in the course of a comprehensive safety and health survey are corrected; an effective safety and health program has been established; and the establishment has met all other requirements set forth by the AKOSH consultation program.

**TABLE 5: SAFETY AND HEALTH ACHIEVEMENT RECOGNITION PROGRAM CONTACT INFORMATION**

Special Program	Name	E-Mail	Phone Number
Voluntary Protection Program (VPP)	Christian Hendrickson	<a href="mailto:Christian.Hendrickson@Alaska.Gov">Christian.Hendrickson@Alaska.Gov</a>	(907) 269-4946
Safety and Health Achievement Recognition Program (SHARP)	Mitch Wallace	<a href="mailto:Mitch.Wallace@Alaska.Gov">Mitch.Wallace@Alaska.Gov</a>	(907) 269-4949
Construction Health and Safety Excellence (CHASE)	Donnie Farwell	<a href="mailto:Donald.Farwell@alaska.gov">Donald.Farwell@alaska.gov</a>	(907) 269-4941

- <http://labor.alaska.gov/lss/OSH-SHARP.htm>
- [http://labor.alaska.gov/lss/ak\\_chase.htm](http://labor.alaska.gov/lss/ak_chase.htm)

## Resources

OSHA Online Regulations

<https://www.osha.gov/laws-regs/regulations/standardnumber>

DOL Mandatory Posters

<http://doa.alaska.gov/dop/resources/mandatoryposters/>

SDS Information

<https://www.osha.gov/Publications/OSHA3514.html>

PADS Information

<http://labor.alaska.gov/lss/pads/pads.htm>

AKOSH Hazard Communication Guide

[http://labor.state.ak.us/lss/forms/Hazard\\_Communication\\_Quick\\_Guide.pdf](http://labor.state.ak.us/lss/forms/Hazard_Communication_Quick_Guide.pdf)

## Additional Resources Regarding Covid-19

<http://doa.alaska.gov/dop/directorsOffice/covid19/>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs-sp.pdf> (Spanish)

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/COVID19-symptoms.pdf>

<https://www.cdc.gov/ncezid/pdf/Community-Interventions-Infection-Control-H.pdf>

<https://www.osha.gov/SLTC/covid-19/>

<https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html>

<https://www.osha.gov/coronavirus/safework>

## Closing Comments

The Alaska OSH C&T appreciates CBW – Waste Water Treatment’s concern for the safety and health of their employees. If there are any questions or additional help is required please contact Lauri Bitz at (907) 465-6006 or Lauri.Bitz@alaska.gov.

Submitted By:

Lauri Bitz

Safety Consultant

Alaska OSH C&T

## Appendix A – Request for Extension

**Waste Water Treatment  
1.5 Mile Zimovia Hwy  
Wrangell, AK 99929**

**Visit Number: 287058**

To request an extension, please copy and complete this form for each requested extension. Send it to:

Lauri Bitz  
Safety Consultant  
Alaska OSH C&T  
1251 Muldoon Road, Suite 109  
Anchorage, Alaska

Lauri.Bitz@alaska.gov

Upon approval, a copy of this form, signed by Alaska OSH C&T, must be posted with the “LIST OF HAZARDS” (Appendix A from the original report). A follow-up inspection may be conducted.

Item Number:	Date of Request:
Original Correction Date:	New Date Requested:
Describe progress to date and plan for completion:	
Describe the reason for the extension:	
Describe interim protection used to protect employees from exposure/injury:	

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Printed name and signature of requesting official

Request Date

---

Position of official

---

**AKOSH:** Printed name and signature of approving official

Approval Date



## Appendix B – Safety and Health Management System

### Waste Water Treatment

1.5 Mile Zimovia Hwy  
Wrangell, AK 99929

Visit Number: 287058

The effectiveness of the safety and health management system of CBW Waste Water Treatment was evaluated during the consultation visit. The evaluation is tailored to the worksite and is based on observations made and data collected during the visit. This information, along with the AKOSH/OSHA Safety and Health Program Assessment in Appendix B, is provided to the employer because effective management of worker safety and health protection is a decisive factor in reducing the extent and the severity of work-related injuries and illnesses.

The evaluation and summary are broken down into 4 areas: Management Leadership and Employee Involvement, Worksite Analysis, Hazard Prevention and Control, and Safety and Health Training. Effective management addresses all work-related hazards, including those potential hazards that could result from a change in worksite conditions or practices. It addresses hazards whether or not they are regulated by government standards.

Enclosed is an assessment of CBW Waste Water Treatment's Safety & Health (S&H) program. It is an evaluation system used by all Consultation Projects in the country to assess the effectiveness of Safety and Health Program Management in a small business setting. This system was extensively tested and validated, and high scores do in fact correlate to reductions in injuries. The company's assessment reflects an objective snapshot by the consultants based on observations, interviews and record reviews at the time of the survey.

The assessment is divided into three main components with 58 attributes. They are:

**Operational** (Attributes #1 – 19): Measures the actual activities that are taking place in the business to “find and fix” hazards. These questions relate to detection, prevention and control of hazards on the jobsite. Do workplace hazards result from “failure to find, or failure to fix” situations?

**Managerial** (Attributes #20 – 39): Measures the ability of the organization to support and maintain the operational component of the company's S&H program. These attributes address Planning and Evaluation, Administration and Supervision, and S&H Training as they relate to “why” hazards exist in the workplace. Before any job injury, some root cause usually exists in management that involves assignment of responsibility, authority, training, resources, or motivation of a responsible person.

**Cultural** (Attributes #40 – 58): The third component measures the organizational values and principles mutually held by management and employees that relate to safety and health. It has two sub-components based on Management Leadership and Employee Participation. Management leadership is needed to initiate change and improvement in the company safety culture, and employee participation is needed to grow and support it.

The following scale is used for scoring the attributes:

0	No indication that the item is even partially in place
1	Some portion or aspect is present though major improvement is needed
2	Item is largely in place with only minor improvements needed
3	Item is completely in place
NE	Not Evaluated
NA	Not Applicable (rarely used)

Consultants score only those attributes that are supported by survey findings (e.g., hazards, interviews, records). An “NE” is not a negative score. It simply means the consultants did not have enough information to accurately score the attribute.

How will this assessment help the company? Changes the company makes in the Managerial and Cultural components will have the biggest impact on the company’s safety program and the bottom-line of the company through injury and accident reduction. Items on the Form 33 rated as “0” and “1” deserve management/owner attention to make significant change or improvement. Just by going through the Consultation process, many of the scores will improve based on correction of hazards and improvement strategies that the company implements to prevent their recurrence.

The employer is not required to respond to any item on the assessment. If the employer has any questions about how this tool is used or how we arrived at the numeric score, please call Lauri Bitz at (907) 465-6006.

## Safety and Health Program Assessment Worksheet (Form33)

<b>Request Number</b>	243570	<b>Visit Number</b>	287058	<b>Visit Date</b>	August 5, 2021
<b>Employer</b>	City and Borough of Wrangell, Zimovia Hwy – Waste Water Treatment				
<b>Site Location</b>	PO Box 531, Wrangell, AK 99929				
<b>Legend:</b> 0=No; 1=No, Needs major improvement; 2=Yes, Needs minor improvement; 3=Yes; NA= Not Applicable; NE= Not Evaluated; *=Stretch items Attribute of Excellence					
<b>Synthesis Item Score</b>					<b>Score</b>
Hazard Anticipation and Detection Score					8
Hazard Prevention and Control Score					3
Planning and Evaluation Score					0
Administration and Supervision Score					1
Safety and Health Training Score					3
Management Leadership Score					1
Employee Participation Score					0
Total Score					16
Average Score					1.00

<b>Hazard Anticipation and Detection</b>	<b>Score</b>
<b>1. A comprehensive, baseline hazard survey has been conducted within the past five (5) years</b>	<b>0</b>
Comments: A comprehensive, baseline hazard survey has not been conducted within the past five years. Improvement can be made by inviting outside agencies such as Fire Marshall, insurance agent, Alaska OSH or third party safety consultant to conduct a thorough hazard survey of the job site and job tasks. Inspections should be documented and reports kept for comparison to determine high-risk areas or repeat occurrences.	
<b>2. Effective safety and health self-inspections are performed regularly</b>	<b>1</b>
Comments: The Public Works Director and employees conduct some informal walk-throughs of the job site on occasion. Improvement can be made in this attribute by conducting regularly scheduled, documented inspections that are geared toward identifying safety or health issues, concerns or hazards. For best results, employees doing the inspections should receive training on how to identify hazards, and how to mitigate issues within OSHA expectations and requirements. Best practice would be to have a few employees trained and rotate them through conducting the inspections so that more employees know how to identify hazards and how to mitigate them.	
<b>3. Effective surveillance of established hazard controls is conducted</b>	<b>NE</b>
Comments:	
<b>4. An effective hazard reporting system exists</b>	<b>2</b>
Comments: Hazards, issues or concerns are reported to a supervisor or to Building Maintenance verbally or through an email. Improvement could be made in this attribute by formalizing the reporting, tracking and correcting of hazards with documentation that is kept for future analysis to identify trends or repeat occurrences.	

5. Change analysis is performed whenever a change in facilities, equipment, materials, or processes occurs	NE
Comments:	
6. Accidents are investigated for root causes	3
Comments: The Public Works Director is fairly new to his position and indicated that he conducts an investigation into any accidents that occur within his realm of responsibility. This process is documented formally and recommendations are made for how to avoid a repeat occurrence of the same kind of incident.	
7. Safety Data Sheets are used to reveal potential hazards associated with chemical products in the workplace	2
Comments: As departments within the City and Borough of Wrangell function independently and the City does not have a designated safety manager, there was some uncertainty as to who was responsible for what in regards to things such as Safety Data Sheets (including OSHA 300 logs discussed later). It is recommended that each department take responsibility for their own Hazard Communication program including maintaining the Safety Data Sheets (SDS) at the job site. The program and the SDS should be reviewed annually to ensure accuracy, completeness and effectiveness.	
8. Effective job hazard analysis is performed	0
Comments: Job Hazard Analysis (JHAs) are not readily conducted in a formal manner. JHAs should be conducted at each work site and for each work process to determine potential risks and mitigation. Policies and procedures should be developed to address identified risks. These JHAs should be documented, and if processes or equipment change the JHA should be re-done to address the changes.	
9. Expert hazard analysis is performed	NE
Comments:	
10. Incidents are investigated for root causes	NE
Comments:	
<b>Hazard Prevention and Control</b>	<b>Score</b>
11. Feasible engineering controls are in place	NE
Comments:	
12. Effective safety and health rules and work practices are in place	0
Comments: There was a great deal of uncertainty when asked if the Public Works Waste Water Treatment had written safety and health policies and procedures. The assumption was that written policies and procedures were developed at the City level as overarching policies and procedures but there were no written programs specific to Public Works. It was unclear who might have copies of the written programs or how to obtain a copy. The Public Works Director is strongly encouraged to work with upper management to determine the existence of the safety and health policies and procedures, to ensure that those policies and procedures are site-specific to Public Works and that they are readily available for review as needed or requested.	
13. Applicable OSHA-mandated programs are effectively in place	0
Comments: Related to item number 12, it was unclear if there were written OSHA-mandated programs in place along with other policies and procedures. There was discussion about whether programs such as Hearing Protection program and Hazard Communication programs existed in the past or were at least being followed to the extent feasible. It is strongly recommended that the Public Works Director work with his superiors to ensure that required OSHA-mandated programs are written, maintained, annually reviewed and employees are trained as required.	
14. Personal protective equipment is effectively used	2
Comments: Employees at the Waste Water Treatment facility use respirators when needed, wear eye protection as needed and gloves as needed. Improvement can be made in this attribute by conducting JHAs and determining when what PPE are required and training employees to the improved requirements.	

15. Housekeeping is properly maintained	1
Comments: Housekeeping was identified as an issue in the storage room. Materials, equipment and supplies were left in a haphazard and disorderly fashion. Improvement can be made in this attribute by clearly communicating housekeeping expectations to employees and by providing them necessary storage options, if needed, to promote keeping the working area tidy.	
16. The organization is properly prepared for emergency situations	NE
Comments:	
17. The organization has an effective plan for providing competent emergency medical care to employees and others present at the site	NE
Comments:	
18. Effective preventive maintenance is performed	NE
Comments:	
19. An effective procedure for tracking hazard correction is in place	NE
Comments:	
<b>Planning and Evaluation</b>	<b>Score</b>
20. Workplace injury/illness data are effectively analyzed	0
Comments: As mentioned in regards to written safety and health programs, the OSHA 300 logs are apparently kept by someone in the administrative or HR department and were not easily or readily accessible upon request. The Public Works department has more than 10 employees within the specific department which requires keeping and maintaining the 300 logs, but it is believed that the 300 logs are kept for the City as a whole. Improvement can be made ensuring that access to 300 logs is readily available upon request per OSHA standards.	
21. Hazard incidence data are effectively analyzed	NE
Comments:	
22. A safety and health goal and supporting objectives exist	NE
Comments:	
23. An action plan designed to accomplish the organizations safety and health objectives is in place	NE
Comments:	
24. A review of in-place OSHA-mandated programs is conducted at least annually	NE
Comments:	
25. A review of the overall safety and health management system is conducted at least annually	NE
Comments:	

<b>Administration and Supervision</b>	<b>Score</b>
<b>26.</b> Safety and health program tasks are each specifically assigned to a person or position for performance or coordination	<b>1</b>
Comments: The Public Works Director, who oversees the Waste Water Treatment facility, is attempting to understand the OSHA rules and standards that apply to his area of control and implement or shore up areas needing improvement. He is to be commended for his efforts and encouraged to continue to make progress in this important endeavor. Improvement can be made by assigning safety and health program tasks as he learns the requirements. The more he can involve employees in this process the more employee buy-in will be engendered and a greater level of success can be achieved.	
<b>27.</b> Each assignment of safety and health responsibility is clearly communicated	<b>NE</b>
Comments:	
<b>28.</b> An accountability mechanism is included with each assignment of safety and health responsibility	<b>NE</b>
Comments:	
<b>29.</b> Individuals with assigned safety and health responsibilities have the necessary knowledge, skills, and timely information to perform their duties	<b>NE</b>
Comments:	
<b>30.</b> Individuals with assigned safety and health responsibilities have the authority to perform their duties	<b>NE</b>
Comments:	
<b>31.</b> Individuals with assigned safety and health responsibilities have the resources to perform their duties	<b>NE</b>
Comments:	
<b>32.</b> Organizational policies promote the performance of safety and health responsibilities	<b>NE</b>
Comments:	
<b>33.</b> Organizational policies result in correction of non-performance of safety and health responsibilities	<b>NE</b>
Comments:	
<b>Safety and Health Training</b>	<b>Score</b>
<b>34.</b> Employees receive appropriate safety and health training	<b>1</b>
Comments: It was unclear what safety and health trainings the employees have had, how often they are supposed to have them, and if they are current on any required certifications (such as fork lift certification which is required every three years). Improvement can be made by implementing a system whereby employee training is documented, maintained and tracked.	
<b>35.</b> New employee orientation includes applicable safety and health information	<b>2</b>
Comments: New employees receive some orientation training covering safety and health. Some of this is done at the City level and some is done at the Department level. The system of training is predominantly done by verbal means. Improvement could be made in this attribute by developing a formalized new employee orientation that is written. All required topics and areas should be signed off when complete and the documentation kept for future reference.	
<b>36.</b> Supervisors receive appropriate safety and health training	<b>NE</b>
Comments:	
<b>37.</b> Supervisors receive training that covers the supervisory aspects of their safety and health responsibilities	<b>NE</b>

Comments:	
38. Safety and health training is provided to managers	NE
Comments:	
39. Relevant safety and health aspects are integrated into management training	NE
Comments:	
<b>Management Leadership</b>	<b>Score</b>
40. Top management policy establishes clear priority for safety and health	1
Comments: The Public Works Director, who oversees the Waste Water Treatment facility, is committed to improving the safety and health program within his department. There appeared to be a gap or disconnect between the City level and the department level in regards to written programs, policies, procedures and directives. Improvement could be made by strengthening the channels through which information is made available to department heads so that the foundation of safety and health is apparent at all levels.	
41. Top management considers safety and health to be a line rather than a staff function	NE
Comments:	
42. Top management provides competent safety and health staff support to line managers and supervisors	NE
Comments:	
43. Managers personally follow safety and health rules	NE
Comments:	
44. Managers delegate the authority necessary for personnel to carry out their assigned safety and health responsibilities effectively	NE
Comments:	
45. Managers allocate the resources needed to properly support the organizations safety and health system	NE
Comments:	
46. Managers assure that appropriate safety and health training is provided	NE
Comments:	
47. Managers support fair and effective policies that promote safety and health performance	NE
Comments:	
48. Top management is involved in the planning and evaluation of safety and health performance	NE
Comments:	
49. Top management values employee involvement and participation in safety and health issues	NE
Comments:	

Employee Participation	Score
50. There is an effective process to involve employees in safety and health issues	0
Comments: Due to the Waste Water Treatment team being so small and the Director being relatively new, safety meetings have not been occurring at this location. Improvement can be made by implementing regularly scheduled safety meetings where employees can learn of and voice concerns. Improvement can also be made by providing employees the opportunity to share safety suggestions and concerns by way of something like a suggestion box or soliciting their feedback.	
51. Employees are involved in organizational decision making in regard to safety and health policies	NE
Comments:	
52. Employees are involved in organizational decision making in regard to the allocation of safety and health resources	NE
Comments:	
53. Employees are involved in organizational decision making in regard to safety and health training	NE
Comments:	
54. Employees participate in hazard detection activities	NE
Comments:	
55. Employees participate in hazard prevention and control activities	NE
Comments:	
56. Employees participate in the safety and health training of co-workers	NE
Comments:	
57. Employees participate in safety and health planning activities	NE
Comments:	
58. Employees participate in the evaluation of safety and health performance	NE
Comments:	

#### Paperwork Reduction Act Notice

OMB Number: 1218-0110  
Expiration Date: January 31, 2022

Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. OSHA requires that all State On-site Consultants (Consultants) use the Revised Form 33 if they collect information in the course of their visit which would allow them to fill out a portion of the Form. When the Consultation Project Manager recommends an applicant for the OSHA Safety and Health Achievement Recognition Program (SHARP), which exempts the employer from an OSHA Enforcement inspection as long as the applicant remains a SHARP site, managers must complete all Revised Form 33 information. In accordance with 29 CFR 1908.6(h)(1) and (2), Consultants must preserve their confidentiality of information obtained as the result of a consultative visit which contains or must reveal a trade of secret of the employer. It is estimated that Consultants average 45 minutes to complete 12-18 entries on the form (for a general consultation visit) and Consultants average 5 hours to complete all 58 entries on the form (for a comprehensive consultation visit or SHARP evaluation), including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed and completing the form. The Form serves as a comprehensive evaluation tool. The information obtained from the form is used to evaluate an employer's safety and health management system. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Office of Small Business Assistance, Occupational Safety and Health Administration, Room N-3660, 200 Constitution Avenue, NW, Washington, DC 20210.



# APPENDIX C – Consultation & Training Services Customer Survey

An Alaska OSH consultant was recently at your work site to provide assistance evaluating your safety and health program or conducted formal training. We would appreciate any feedback regarding this experience. Please take a few minutes to answer the statements below and return to Alaska OSH Program Manager by mail or email to lauri.bitz@alaska.gov.

**The mailing address is  
1251 Muldoon Road, Suite 109  
Anchorage, Alaska 99504**

Please answer the following questions regarding your rating of service provided by AK-OSH Consultation & Training. Survey respondents lacking sufficient knowledge to answer a particular question may opt out of that question by answering "Don't Know."

## TIMELINESS

1. How do you rate the timeliness of the services provided by Alaska OSH Consultation & Training Services?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## ACCURACY

2. How do you rate the ability of Alaska OSH Consultation & Training Services to provide services correctly the first time?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## HELPFULNESS

3. How do you rate the helpfulness of Alaska OSH Consultation & Training Services employees?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## EXPERTISE

4. How do you rate the knowledge and expertise of Alaska OSH Consultation & Training Services employees?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## AVAILABILITY OF INFORMATION

5. How do you rate the availability of information at Alaska OSH Consultation & Training Services?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## OVERALL SERVICE

6. How do you rate the overall quality of service provided by Alaska OSH Consultation & Training Services?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

\_\_\_\_\_

We would appreciate any other comments or suggestions you have regarding the services provided.

Company Name: \_\_\_\_\_

Contact Person \_\_\_\_\_ Date \_\_\_\_\_

Consultants: **Lauri Bitz**

Send request to Chief of Consultation and Training Elaine Banda at Elaine.Banda@Alaska.gov



THE STATE  
of ALASKA  
GOVERNOR MICHAEL J. DUNLEAVY

## Department of Labor and Workforce Development

Labor Standards and Safety  
Occupational Safety and Health  
Consultation

1251 Muldoon Road, Suite 109  
Anchorage, AK 99504  
Main: 907.269.4955  
Fax: 907.269.3723

August 17, 2021

Mr. Tom Wetor, Public Works Director  
1119 Case Ave.  
Wrangell, AK 99929

Re: Safety Consultation Report for City & Borough of Wrangell – Public Works  
Safety Visit Number: 287057

Dear Mr. Tom Wetor:

In response to your request, Lauri A Bitz, a Safety Consultant with Alaska Occupational Safety and Health (AKOSH), conducted a Limited Safety evaluation at your facility on August 5, 2021. Accompanying this report is a List of Hazards which includes a description of the serious hazard(s) and the date by which it was mutually determined that the hazard(s) would be corrected. This List of Hazards must be posted, unedited, in a prominent location where it is readily observable by all employees for three working days or until the hazard(s) have been corrected, whichever is later. Should you need an extension to the correction due date(s), a new List of Hazards which must be posted will be sent to you showing the revised date(s), if the extension is approved.

During the time that you are working on these hazards, it is not assured that Enforcement will not visit your worksite. In this situation, please inform them that you are working with the AKOSH Onsite Consultation Program.

The Onsite Consultation Program is dedicated to assisting employers to prevent and reduce occupational injuries and illnesses by identifying hazards and recommending corrective action and by helping develop or improve safety and health management systems. We look forward to hearing from you concerning the steps you are taking, or plan to take, in response to this report. This information will help us to assist you in providing a safe and healthful workplace for your employees. It can also provide me with information about the effectiveness of your program. We encourage you to inform your employees of the action(s) you take. This knowledge will help them to do their part in maintaining a safe and healthful workplace and it will let them know of your concern for their welfare.

Thank you for seeking our assistance. If you have any questions regarding this report or the Onsite Consultation please feel free to contact Lauri A Bitz at (907) 465-6006 or [Lauri.Bitiz@Alaska.gov](mailto:Lauri.Bitiz@Alaska.gov). In addition, if you could take a few minutes to provide assistance on evaluating your safety consultation experience, I'd greatly appreciate any feedback regarding it. You can find the customer survey form on the last appendix within this report.

Sincerely,

*Elaine Banda*

Elaine Banda, B.A., M.Ed.  
Chief of Consultation and Training  
Alaska Occupational Safety and Health  
1251 Muldoon Road, Suite 109  
Anchorage, AK 99504

**Safety Consultation Report**  
**For**  
**City and Borough of Wrangell - Public Works**  
**1119 Case Ave.**  
**Wrangell, AK 99929**

**Consultation Date**  
**08/5/2021**

**Request Number**  
**243568**

**Visit Number**  
**287057**

**Submitted By**  
**Lauri Bitz**  
**Safety Consultant**

**Occupational Safety & Health**  
**Consultation & Training**  
**Alaska DOL&WD**

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## Executive Summary

On August 5, 2021, Lauri A Bitz, a Safety Consultant with the Alaska DOL & WD-Safety Consultation & Training Section, conducted an Initial Limited Safety evaluation at CBW Public Works at 1119 Case Ave., Wrangell, AK. The consultation was requested by Mr. Tom Wetor, Public Works Director for the department. The initial visit consisted of an onsite opening conference, an examination of all aspects of the safety and health management system relating to the scope of the visit, a walkthrough of the workplace, and a closing conference.

## Opening Conference

During the opening conference, the scope of the visit as well as the employer's obligation and rights were discussed. Attendees of this conference included:

- Mr. Tom Wetor – CBW - Building Maintenance – Public Works Director
- Ms. Lauri A Bitz - AKOSH – Safety Consultant

## Safety Evaluation

This department is located at 1119 Case Ave. in Wrangell, Alaska. The building houses an upstairs office area, tire bay, metal shop and garage. The facilities were built before 1975 and are approximately 4,000 sq. ft. Employees with Public Works engage in activities such as preventative or reactive maintenance on vehicles and equipment, brush cutting alongside roadways, using equipment such as saws, and laying down asphalt or concrete. Hazards that employees might be exposed to are: operating chain saws, using hand tools, operating small and large equipment such as asphalt saws, fork lifts, winches, steam rollers, slips-trips-and-falls, ergonomics, loud noise and potential respiratory hazards.

There are approximately 12 employees in this department. On the date of the visit some employees were at field locations and a couple of the mechanics were on duty in the garage. Employees typically work M-F day shifts.

The scope of the visit requested was a Limited Safety visit.

The employees are represented by a collective bargaining agreement. Robert Stamm is the union representative with IBEW 1547. He was not available to participate in the safety consultation visit but a list of the hazards will be emailed to him.

## Closing Conference

During the closing conference the findings from the safety evaluation and recommendations were discussed with participants from the opening conference. The procedure for reporting corrective actions, correction due dates, and procedures for requesting extensions were discussed and reviewed. Attendees of this conference included:

- Mr. Tom Wetor – CBW - Building Maintenance – Public Works Director
- Ms. Lauri A Bitz - AKOSH – Safety Consultant

## Hazard Description and Correction Recommendations

The hazards identified are categorized as Imminent, Serious, Other-Than-Serious, and Regulatory. Additional observations are reported as Other Findings and Recommendations.

## Hazard Type Definitions

**Imminent Danger:** Immediate danger to an employee that could cause a life-altering injury or fatality. These must be corrected immediately. Failure to correct immediately will result to a call to AKOSH Enforcement.

**Serious:** Hazard that would likely result in a serious (OSHA Recordable) injury. Serious Hazards must be posted as discussed in the opening conference, interim protections shall be provided, and written response with abatement shall be submitted.

**Other than Serious:** Hazards that would likely result in an injury less than the threshold of an OSHA Recordable. In extreme cases, these could result in a more serious injury. Other conditions could result in the hazard being treated as Serious.

**Regulatory:** A violation that would not directly cause an injury. Depending on circumstances, this could be upgraded to a more Serious Hazard.

## Interim Protection for Employees

Where a Serious Hazard(s) is identified and is not immediately corrected in the presence of the consultant, the employer must provide interim protections for affected employees at the worksite while the identified hazard(s) are being corrected. Interim protections include but are not limited to the following (in order of preference):

**Engineering Controls:** Elimination or reduction of exposure to a chemical or physical hazard through the use or substitution of engineered machinery or equipment. Engineering controls consist of, but are not limited to: substitution, isolation, ventilation, equipment modification.

**Administrative Controls:** Any procedure that significantly limits daily exposure by control or manipulation of the work schedule or manner in which work is performed is considered a means of administrative control. The use of personal protective equipment is not considered a means of administrative control.

Work practice controls are one type of administrative control in which the employer modifies the manner in which the employee performs assigned work. Such modification may result in a reduction of exposure through such methods as changing work procedures, improving sanitation and hygiene practices, or making other changes in the way the employee performs the job.

**Personal Protective Equipment (PPE) and/or Clothing:** Providing the proper personal protective equipment (PPE) to all affected employees and training affected employees in the proper selection, use and maintenance of the PPE.

## Hazard Description and Correction Recommendations

The hazards identified are categorized as Serious, Other-Than-Serious, and Regulatory. Additional observations are reported as Other Findings and Recommendations.

### Serious Hazards

The following Serious Safety Hazards could potentially cause serious injury, illness, or physical harm. These hazards must be posted, unedited, in a location observable to all employees for three working days or until the hazard is corrected, whichever is later. Report on Correction of Hazards (or equivalent written verification) must be returned by the set date documenting the actions taken to correct the Serious Hazards.

**Item Number: # 1**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

In the upstairs Office area.

**Condition:**

A door lead out to nothing (no stairs, no deck) and employees open the door for fresh air or cooling as needed, resulting in a fall hazard.

**Potential Effect:**

Falls leading to serious bodily injury or death.

**Standard:**

1910.28(a)(1)

This section requires employers to provide protection for each employee exposed to fall and falling object hazards. Unless stated otherwise, the employer must ensure that all fall protection and falling object protection required by this section meet the criteria in § 1910.29, except that personal fall protection systems required by this section meet the criteria of § 1910.140.

1910.28(b)(1)(i)

Except as provided elsewhere in this section, the employer must ensure that each employee on a walking-working surface with an unprotected side or edge that is 4 feet (1.2 m) or more above a lower level is protected from falling by one or more of the following:

1910.28(b)(1)(i)(A)

Guardrail systems;

1910.28(b)(1)(i)(B)

Safety net systems; or

1910.28(b)(1)(i)(C)

Personal fall protection systems, such as personal fall arrest, travel restraint, or positioning systems.





**Additional information for item # 1:**

**Recommended Action:**

Install and implement fall protection according to the standards.

***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Item Number: # 2**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

In the upstairs Office area.

**Condition:**

A door that opens to nothing was not posted as "Not An Exit".

**Potential Effect:**

Falls resulting in serious bodily injury or death.

**Standard:**

1910.37(b)(5)

Each doorway or passage along an exit access that could be mistaken for an exit must be marked "Not An Exit" or similar designation, or be identified by a sign indicating its actual use (e.g., closet).

**Recommended Action:**

Install "Not An Exit" signs on doors that would lead employees to a more hazardous location rather than to a safe exit from the building.



**Return this page to your consultant when the hazard is corrected.**

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Item Number: # 3**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

Stairs leading from the office area to the Shop/Garage down below.

**Condition:**

Stair rails did not have gaps to allow hands to grasp the railing while ascending or descending.

**Potential Effect:**

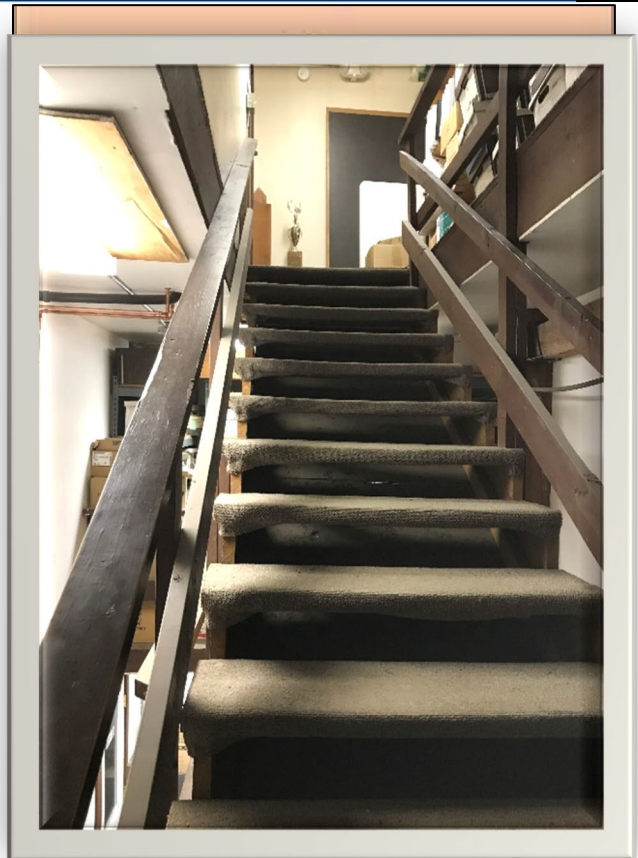
Trips or falls that could result in lacerations, contusions, broken bones or strains and sprains.

**Standard:**

1910.29(f)(2)  
*Finger clearance.* The minimum clearance between handrails and any other object is 2.25 inches (5.7 cm).

**Recommended Action:**

Ensure that stair handrails are off-set with a space to allow fingers to grasp the rail.



***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Item Number: # 4**  
**# of Instances: 1**  
**Hazard Type: Serious**  
**Correction Due: 10/8/2021**

**Location:**

In the Shop.

**Condition:**

A fire extinguisher was found sitting on the floor.

**Potential Effect:**

Fire extinguisher can be moved or misplaced and not be readily available in the event of an emergency if not kept in the bracket at all times except during use. This can result in smoke inhalation, burns or death.

**Standard:**

1910.157(c)(1)  
The employer shall provide portable fire extinguishers and shall mount, locate and identify them so that they are readily accessible to employees without subjecting the employees to possible injury.

**Recommended Action:**

Ensure that all portable fire extinguishers are mounted and kept in their brackets except during use. Signage should be placed to indicate the location of the fire extinguisher as well.



***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Item Number: # 5**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

In the Metal Shop.

**Condition:**

A bench grinder was found with the work rest out of adjustment.

**Potential Effect:**

Flying shrapnel impalement hazards if work gets caught between work rest and spinning wheel.

**Standard:**

**1910.215(a)(4)**

Work rests. On offhand grinding machines, work rests shall be used to support the work. They shall be of rigid construction and designed to be adjustable to compensate for wheel wear. Work rests shall be kept adjusted closely to the wheel with a maximum opening of one-eighth inch to prevent the work from being jammed between the wheel and the rest, which may cause wheel breakage. The work rest shall be securely clamped after each adjustment. The adjustment shall not be made with the wheel in motion.



**Recommended Action:**

Ensure that the work rest is adjusted to the 1/8 inch or less to the constantly diminishing wheel diameter.

***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Item Number: # 6**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

In the Metal Shop.

**Condition:**

A bench grinder was found with the tongue guard out of adjustment.

**Potential Effect:**

Flying shrapnel impalement hazards if work gets caught between work rest and spinning wheel.

**Standard:**

1910.215(b)(9)

Exposure adjustment. Safety guards of the types described in Subparagraphs (3) and (4) of this paragraph, where the operator stands in front of the opening, shall be constructed so that the peripheral protecting member can be adjusted to the constantly decreasing diameter of the wheel. The maximum angular exposure above the horizontal plane of the wheel spindle as specified in paragraphs (b)(3) and (4) of this section shall never be exceeded, and the distance between the wheel periphery and the adjustable tongue or the end of the peripheral member at the top shall never exceed one-fourth inch. (See Figures O-18, O-19, O-20, O-21, O-22, and O-23.)



**Recommended Action:**

Ensure that the tongue guard is adjust to the 1/4 inch or less to the constantly diminishing wheel diameter.

***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Item Number: # 7**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

In the Metal Shop.

**Condition:**

An electrical panel was blocked by a large piece of equipment.

**Potential Effect:**

Electrocution, shock, burns or fire.

**Standard:**

1910.303(g)(1)

*Space about electric equipment.* Sufficient access and working space shall be provided and maintained about all electric equipment to permit ready and safe operation and maintenance of such equipment.

1910.303(g)(1)(i)

Working space for equipment likely to require examination, adjustment, servicing, or maintenance while energized shall comply with the following dimensions, except as required or permitted elsewhere in this subpart:

1910.303(g)(1)(i)(A)

The depth of the working space in the direction of access to live parts may not be less than indicated in Table S-1. Distances shall be measured from the live parts if they are exposed or from the enclosure front or opening if they are enclosed;

1910.303(g)(1)(i)(B)

The width of working space in front of the electric equipment shall be the width of the equipment or 762 mm (30 in.), whichever is greater. In all cases, the working space shall permit at least a 90-degree opening of equipment doors or hinged panels; and

1910.303(g)(1)(i)(C)

The work space shall be clear and extend from the grade, floor, or platform to the height required by paragraph (g)(1)(vi) of this section. However, other equipment associated with the electrical installation and located above or below the electric equipment may extend not more than 153 mm (6 in.) beyond the front of the electric equipment.

1910.303(g)(1)(ii)

Working space required by this standard may not be used for storage. When normally enclosed live parts are exposed for inspection or servicing, the working space, if in a passageway or general open space, shall be suitably guarded.



**Additional information for item # 7:****Recommended Action:**

The consultant refers to the required dimensions to be kept clear as the, "refrigerator rule", because the area to be kept clear in all directions is roughly the size of a standard refrigerator. Provide a minimum safe working clearance of at least three (3) feet for equipment with voltages from 0-150 volts. Equipment operating at 151-600 volts require between three (3) and four (4) feet clearance depending as specified in Table S-1 of this standard. The clearance depth is measured from the front of the equipment and must be at least thirty (30) inches wide, or width of equipment whichever is greater. Also, the working headroom must be a minimum of 6.5 feet from the floor to the nearest overhead obstruction.

***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_



**Item Number: # 8**

**# of Instances: 1**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

In the Metal Shop.

**Condition:**

A secondary container was found with insufficient labeling.

**Potential Effect:**

Chemical burns, damage to the eyes, damage to the lungs, and exposure to hazardous substances due to employees unknowingly misusing or mishandling dangerous chemicals or substances.

**Standard:**

1910.1200(f)(6)

Workplace labeling. Except as provided in paragraphs (f)(7) and (f)(8) of this section, the employer shall ensure that each container of hazardous chemicals in the workplace is labeled, tagged or marked with either:

1910.1200(f)(6)(ii)

Product identifier and words, pictures, symbols, or combination thereof, which provide at least general information regarding the hazards of the chemicals, and which, in conjunction with the other information immediately available to employees under the hazard communication program, will provide employees with the specific information regarding the physical and health hazards of the hazardous chemical.



**Recommended Action:**

Install labels on all secondary chemical containers that meet the 2012 OSHA Hazard Communication standards. Workplace labeling generally requires four basic elements per hazard class and category which include the specified pictogram, hazard statement, signal word and precautionary statement. A hazard class means the nature of the physical or health hazards (e.g., flammable solid, carcinogen, oral acute toxicity), and the hazard category means the division of criteria within each hazard class like oral acute toxicity and flammable liquids (which has four hazard categories). These categories compare hazard severity within a hazard class and should not be taken as a comparison of hazard categories more generally. All of the information needed to be included on a secondary container label should be found on the chemicals associated Safety Data Sheet (if it has been updated to comply GHS).

***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Item Number: # 9**

**# of Instances: 4**

**Hazard Type: Serious**

**Correction Due: 10/8/2021**

**Location:**

In the Metal Shop and Garage.

**Condition:**

Floor jacks and bottle jacks were found that had not been inspected within at least the past six months.

**Potential Effect:**

Concussions, contusions, fractures, and other potentially fatal injuries due to a item being held up by a jack falling onto an employee due to jack failure.

**Standard:**

- 1910.244(a)(2)(vi)  
Each jack shall be thoroughly inspected at times which depend upon the service conditions. Inspections shall be not less frequent than the following:
- 1910.244(a)(2)(vi)(a)  
For constant or intermittent use at one locality, once every 6 months,
- 1910.244(a)(2)(vi)(b)  
For jacks sent out of shop for special work, when sent out and when returned,
- 1910.244(a)(2)(vi)(c)  
For a jack subjected to abnormal load or shock, immediately before and immediately thereafter.



**Recommended Action:**

Have trained and authorized personnel periodically inspect all jacks, jack-stands, and lifts that are in use within the workplace. The equipment should be inspected for leaks, damaged structural parts, and basic machine function. Any jacks found to be damaged should be marked or tagged out of service until they can be repaired or disposed of (if they cannot be serviced).

***Return this page to your consultant when the hazard is corrected.***

**Date of abatement:** \_\_\_\_\_

**Describe Corrective Action Taken:** \_\_\_\_\_

**Action Taken to Prevent Recurrence:** \_\_\_\_\_

**Name and Signature of Person Responsible:** \_\_\_\_\_

**Additional photos for item # 9:**



## Other Identified Hazards

These hazards do not require a formal response of abatement and are not required to be posted. However, the employer is still required to correct the violation.

**Item Number: # 10**

**# of Instances: 1**

**Hazard Type: Other than Serious**

**Correction Due: Employer Good Faith**

**Location:**

At the Job site.

**Condition:**

The Safety Data Sheets were not being maintained, updated or annually reviewed.

**Potential Effect:**

Employee exposure to hazardous chemicals without adequate knowledge of the hazard can lead to injury or health related illness.

**Standard:**

1910.1200(g)(8)

The employer shall maintain in the workplace copies of the required safety data sheets for each hazardous chemical, and shall ensure that they are readily accessible during each work shift to employees when they are in their work area(s). (Electronic access and other alternatives to maintaining paper copies of the safety data sheets are permitted as long as no barriers to immediate employee access in each workplace are created by such options.)

**Recommended Action:**

Ensure that the binders are updated with SDS and that the binder also includes an inventory list of all the chemicals that employees use and are exposed to. This binder should be reviewed annually to ensure that it is up to date and complete.



**Item Number: # 11**

**# of Instances: 1**

**Hazard Type: Other than Serious**

**Correction Due: Employer Good Faith**

**Location:**

At the Job site.

**Condition:**

OSHA 300 logs were not provided or available for review upon request.

**Standard:**

1904.40(a)

*Basic requirement.* When an authorized government representative asks for the records you keep under part 1904, you must provide copies of the records within four (4) business hours.

**Recommended Action:**

Ensure that OSHA 300 logs are available upon request.

## Other Findings and Recommendations

The following address additional issues and/or expands on discussions that took place during this visit.

The understanding is that the Building Maintenance staff are responsible for inspecting all fire extinguishers and eyewash stations around the entire City and Borough of Wrangell holdings. Due to the fact that no documentation was found at any of the eyewash stations or fire extinguishers at any of the locations visited, employees and managers at other locations were not sure if inspections were being done. It is recommended that some form of documentation be used at each facility (for example, normal inspection tags could be used for both items). This would give employees confidence that these safety items are in fact being inspected and are ready and available if needed.

Another topic of discussion was regarding the insulation in the garage. Employees indicated that debris, dust and particulate falls down on them from the exposed insulation in the ceiling every time the garage door is raised or lowered. They are concerned about what they might be breathing in when this occurs. It is strongly recommended that the insulation be tested for potential asbestos and that consideration be given to enclosing, or in some other way mitigating, the issue of respirable debris falling onto the employees.

Another topic of discussion was whether the auto lifts are covered by OSHA standards or require inspection and/or recertification. There are currently no OSHA standards that address auto lifts or winches, however, manufacturers may recommended inspection or recertification which should be followed. CBW – Public Works is strongly encouraged to follow the manufacturer’s recommendations or to conduct a JHA at these devices and determine if there are potential hazards that should be addressed.

The final topic of discussion was in regards to heavy steel plates that are stored by the large garage door and pedestrian door. These plates are extremely heavy and the storage location seemed precarious if the frame that was holding them failed. It is recommended that the steel plates be stored where there is less foot traffic to avoid an employee being hit if the rack failed.

## Training Provided By Consultant

Subject Area	Formal Onsite	Formal Offsite	Informal
Electrical			1
Fire Protection			2
Machinery/Guarding			3
Hazard Communication			1
Fall Protection			1
Caught in or Between			2

## Extension Requests

The employer can request an extension if there is reason to believe that the hazard could not be corrected by the due date. Appendix A (Extension Request) must be completed and submitted to the consultant prior to 10/08/2021. Extension requests are subject to approval.

## DART and TRC

Alaska Occupational Safety and Health (AKOSH) requires the OSHA Form 300 Log of Work-Related Injuries and Illnesses be completed and provided upon request. City and Borough of Wrangell Injury and Illness Logs were not provided and thus they were not evaluated. If you would like a recordkeeping evaluation or training assistance please contact Lauri Bitz at (907) 465-6006.

## Notice of Obligation

As discussed in the opening conference, the Alaska OSH C&T is required to notify the Alaska OSH Enforcement Occupational Safety and Health Administration (OSHA), should Serious Hazards not be corrected within the agreed upon time. If the employer encounters difficulties completing corrective action within the specified time, extensions may be granted. **Extensions must be requested in writing on or before the correction due date.** The Alaska OSH C&T is not required to notify AKOSH/OSHA Compliance if Other-Than-Serious Hazards are not corrected; however, it is important to realize that uncorrected Other-Than-Serious Hazards could result in injury to the employees. Moreover, in the event of an AKOSH/OSHA Enforcement inspection the company could be subject to citation.

In the event of an AKOSH/OSHA inspection, it is important to remember that the Compliance Officer is not legally bound by the consultant's advice or by the consultant's failure to point out a specific hazard. The employer may, but is not required to, furnish a copy of this report to the Compliance Officer.

## Safety and Health Achievement Recognition Program

It is one of AKOSH's goals to prepare every employer to qualify for a specialized program through our services, such as the Safety and Health Achievement Recognition Program (SHARP), Construction Health and Safety Excellence (CHASE), and/or Voluntary Protection Program (VPP). To qualify for these programs the employer may request to be considered eligible if all of the following criteria have been met: all hazards identified in the course of a comprehensive safety and health survey are corrected; an effective safety and health program has been established; and the establishment has met all other requirements set forth by the AKOSH consultation program.

**TABLE 5: SAFETY AND HEALTH ACHIEVEMENT RECOGNITION PROGRAM CONTACT INFORMATION**

Special Program	Name	E-Mail	Phone Number
Voluntary Protection Program (VPP)	Christian Hendrickson	<a href="mailto:Christian.Hendrickson@Alaska.Gov">Christian.Hendrickson@Alaska.Gov</a>	(907) 269-4946
Safety and Health Achievement Recognition Program (SHARP)	Mitch Wallace	<a href="mailto:Mitch.Wallace@Alaska.Gov">Mitch.Wallace@Alaska.Gov</a>	(907) 269-4949
Construction Health and Safety Excellence (CHASE)	Donnie Farwell	<a href="mailto:Donald.Farwell@alaska.gov">Donald.Farwell@alaska.gov</a>	(907) 269-4941

- <http://labor.alaska.gov/lss/OSH-SHARP.htm>
- [http://labor.alaska.gov/lss/ak\\_chase.htm](http://labor.alaska.gov/lss/ak_chase.htm)

## Resources

OSHA Online Regulations

<https://www.osha.gov/laws-regs/regulations/standardnumber>

DOL Mandatory Posters

<http://doa.alaska.gov/dop/resources/mandatoryposters/>

SDS Information

<https://www.osha.gov/Publications/OSHA3514.html>

PADS Information

<http://labor.alaska.gov/lss/pads/pads.htm>

AKOSH Hazard Communication Guide

[http://labor.state.ak.us/lss/forms/Hazard\\_Communication\\_Quick\\_Guide.pdf](http://labor.state.ak.us/lss/forms/Hazard_Communication_Quick_Guide.pdf)

## Additional Resources Regarding Covid-19

<http://doa.alaska.gov/dop/directorsOffice/covid19/>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs-sp.pdf> (Spanish)

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/COVID19-symptoms.pdf>

<https://www.cdc.gov/ncezid/pdf/Community-Interventions-Infection-Control-H.pdf>

<https://www.osha.gov/SLTC/covid-19/>

<https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html>

<https://www.osha.gov/coronavirus/safework>

## Closing Comments

The Alaska OSH C&T appreciates CBW – Public Works’ concern for the safety and health of their employees. If there are any questions or additional help is required please contact Lauri Bitz at (907) 465-6006 or [Lauri.Bitz@alaska.gov](mailto:Lauri.Bitz@alaska.gov).

Submitted By:

Lauri Bitz

Safety Consultant

Alaska OSH C&T





## Appendix B – Safety and Health Management System

Public Works  
1119 Case Ave.  
Wrangell, AK 99929

Visit Number: 287057

The effectiveness of the safety and health management system of Public Works was evaluated during the consultation visit. The evaluation is tailored to the worksite and is based on observations made and data collected during the visit. This information, along with the AKOSH/OSHA Safety and Health Program Assessment in Appendix B, is provided to the employer because effective management of worker safety and health protection is a decisive factor in reducing the extent and the severity of work-related injuries and illnesses.

The evaluation and summary are broken down into 4 areas: Management Leadership and Employee Involvement, Worksite Analysis, Hazard Prevention and Control, and Safety and Health Training. Effective management addresses all work-related hazards, including those potential hazards that could result from a change in worksite conditions or practices. It addresses hazards whether or not they are regulated by government standards.

Enclosed is an assessment of Public Works' Safety & Health (S&H) program. It is an evaluation system used by all Consultation Projects in the country to assess the effectiveness of Safety and Health Program Management in a small business setting. This system was extensively tested and validated, and high scores do in fact correlate to reductions in injuries. The company's assessment reflects an objective snapshot by the consultants based on observations, interviews and record reviews at the time of the survey.

The assessment is divided into three main components with 58 attributes. They are:

**Operational** (Attributes #1 – 19): Measures the actual activities that are taking place in the business to “find and fix” hazards. These questions relate to detection, prevention and control of hazards on the jobsite. Do workplace hazards result from “failure to find, or failure to fix” situations?

**Managerial** (Attributes #20 – 39): Measures the ability of the organization to support and maintain the operational component of the company's S&H program. These attributes address Planning and Evaluation, Administration and Supervision, and S&H Training as they relate to “why” hazards exist in the workplace. Before any job injury, some root cause usually exists in management that involves assignment of responsibility, authority, training, resources, or motivation of a responsible person.

**Cultural** (Attributes #40 – 58): The third component measures the organizational values and principles mutually held by management and employees that relate to safety and health. It has two sub-components based on Management Leadership and Employee Participation. Management leadership is needed to initiate change and improvement in the company safety culture, and employee participation is needed to grow and support it.

The following scale is used for scoring the attributes:

0	No indication that the item is even partially in place
1	Some portion or aspect is present though major improvement is needed
2	Item is largely in place with only minor improvements needed
3	Item is completely in place
NE	Not Evaluated
NA	Not Applicable (rarely used)

Consultants score only those attributes that are supported by survey findings (e.g., hazards, interviews, records). An “NE” is not a negative score. It simply means the consultants did not have enough information to accurately score the attribute.

How will this assessment help the company? Changes the company makes in the Managerial and Cultural components will have the biggest impact on the company’s safety program and the bottom-line of the company through injury and accident reduction. Items on the Form 33 rated as “0” and “1” deserve management/owner attention to make significant change or improvement. Just by going through the Consultation process, many of the scores will improve based on correction of hazards and improvement strategies that the company implements to prevent their recurrence.

The employer is not required to respond to any item on the assessment. If the employer has any questions about how this tool is used or how we arrived at the numeric score, please call Lauri Bitz at (907) 465-6006.

## Safety and Health Program Assessment Worksheet (Form33)

<b>Request Number</b>	243568	<b>Visit Number</b>	287057	<b>Visit Date</b>	August 5, 2021
<b>Employer</b>	City and Borough of Wrangell – Public Works				
<b>Site Location</b>	P.O. Box 531 Wrangell, AK 99929				
<b>Legend:</b> 0=No; 1=No, Needs major improvement; 2=Yes, Needs minor improvement; 3=Yes; NA= Not Applicable; NE= Not Evaluated; *=Stretch items Attribute of Excellence					
<b>Synthesis Item Score</b>					<b>Score</b>
Hazard Anticipation and Detection Score					8
Hazard Prevention and Control Score					7
Planning and Evaluation Score					0
Administration and Supervision Score					1
Safety and Health Training Score					4
Management Leadership Score					1
Employee Participation Score					2
Total Score					23
Average Score					1.35

<b>Hazard Anticipation and Detection</b>	<b>Score</b>
<b>1. A comprehensive, baseline hazard survey has been conducted within the past five (5) years</b>	<b>0</b>
Comments: A comprehensive, baseline hazard survey has not been conducted within the past five years. Improvement can be made by inviting outside agencies such as Fire Marshall, insurance agent, Alaska OSH or third party safety consultant to conduct a thorough hazard survey of the job site and job tasks. Inspections should be documented and reports kept for comparison to determine high risk areas or repeat occurrences.	
<b>2. Effective safety and health self-inspections are performed regularly</b>	<b>1</b>
Comments: The Public Works Director conducts some informal walkthroughs of the job site on occasion. Improvement can be made in this attribute by conducting regularly scheduled, documented inspections that are geared toward identifying safety or health issues, concerns or hazards. For best results, employees doing the inspections should receive training on how to identify hazards and how to mitigate issues within OSHA expectations and requirements. Best practice would be to have a few employees trained and rotate them through conducting the inspections so that more employees know how to identify hazards and how to mitigate them.	
<b>3. Effective surveillance of established hazard controls is conducted</b>	<b>NE</b>
Comments:	
<b>4. An effective hazard reporting system exists</b>	<b>2</b>
Comments: Hazards, issues or concerns are reported to a supervisor or to Building Maintenance verbally or through an email. Improvement could be made in this attribute by formalizing the reporting, tracking and correcting of hazards with documentation that is kept for future analysis to identify trends or repeat occurrences.	

5. Change analysis is performed whenever a change in facilities, equipment, materials, or processes occurs	NE
Comments:	
6. Accidents are investigated for root causes	3
Comments: The Public Works Director is fairly new to his position and indicated that he conducts an investigation into any accidents that occur within his realm of responsibility. This process is documented formally and recommendations are made for how to avoid a repeat occurrence of the same kind of incident.	
7. Safety Data Sheets are used to reveal potential hazards associated with chemical products in the workplace	2
Comments: As departments within the City and Borough of Wrangell function independently and the city does not have a designated safety manager there was some uncertainty as to who was responsible for what in regards to things such as Safety Data Sheets (including OSHA 300 logs discussed later). It is recommended that each department take responsibility for their own Hazard Communication program including maintaining the Safety Data Sheets (SDS) at the job site. The program and the SDS should be reviewed annually to ensure accuracy, completeness and effectiveness.	
8. Effective job hazard analysis is performed	0
Comments: Job Hazard Analysis (JHAs) are not readily conducted in a formal manner. JHAs should be conducted at each work site and for each work process to determine potential risks and mitigation. Policies and procedures should be developed to address identified risks. These JHAs should be documented and if processes or equipment change, the JHA should be re-done to address the changes.	
9. Expert hazard analysis is performed	NE
Comments:	
10. Incidents are investigated for root causes	NE
Comments:	

Hazard Prevention and Control	Score
11. Feasible engineering controls are in place	NE
Comments:	
12. Effective safety and health rules and work practices are in place	0
Comments: There was a great deal of uncertainty when asked if the Public Works had written safety and health policies and procedures. The assumption was that written policies and procedures were developed at the City level as overarching policies and procedures but there were no written programs specific to Public Works. It was unclear who might have copies of the written programs or how to obtain a copy. The Public Works Director is strongly encouraged to work with upper management to determine the existence of the safety and health policies and procedures, and to ensure that those policies and procedures are site specific to Public Works and that they are readily available for review as needed or requested.	
13. Applicable OSHA-mandated programs are effectively in place	0
Comments: Related to item number 12, it was unclear if there were written OSHA-mandated programs in place along with other policies and procedures. There was discussion about whether programs such as Hearing Protection program and Hazard Communication existed in the past or were at least being followed to the extent feasible. It is strongly recommended that the Public Works Director work with his superiors to ensure that required OSHA-mandated programs are written, maintained, annually reviewed and employees are trained as required.	
14. Personal protective equipment is effectively used	2
Comments: Employees in the shop, garage and metal shop had coveralls, safety glasses, face shields, gloves, welding masks, etc. available for use. The employees in the shop were seasoned employees who understood the need for	

safety measures and precautions. All public works employees are encouraged to know when PPE is appropriate or required and to use the provided equipment every time it is needed. It is recommended that the employer conduct inspections as part of hazard survey activities, and to monitor when and if employees are wearing PPE as required.

15. Housekeeping is properly maintained	2
Comments: Housekeeping issues did not rise to the level of being identified as a hazard, but the building in which Public Works is housed is quite old, and there is concern on the part of employees that there might potentially be asbestos in the ceiling insulation in the shop. When the large garage doors are closed the vibration causes dust and particulate to fall from the ceiling and the employees are concerned about what they might be breathing. CBW - Public Works is strongly encouraged to conduct a JHA for this location and to determine if in fact there are any harmful particulates that are being stirred up in the breathable atmosphere. Mitigation steps should be taken to correct issues identified.	
16. The organization is properly prepared for emergency situations	NE
Comments:	
17. The organization has an effective plan for providing competent emergency medical care to employees and others present at the site	NE
Comments:	
18. Effective preventive maintenance is performed	3
Comments: The Public Works shop conducts preventative and reactive maintenance on vehicles and equipment used by Public Works staff.	
19. An effective procedure for tracking hazard correction is in place	NE
Comments:	

Planning and Evaluation	Score
20. Workplace injury/illness data are effectively analyzed	0
Comments: As mentioned in regards to written safety and health programs, the OSHA 300 logs are apparently kept by someone in the administrative or HR department and were not easily or readily accessible upon request. The Public Works department has more than 10 employees within the specific department which requires keeping and maintaining the 300 logs, but it is believed that the 300 logs are kept for the City as a whole. Improvement can be made ensuring that access to 300 logs is readily available upon request per OSHA standards.	
21. Hazard incidence data are effectively analyzed	NE
Comments:	
22. A safety and health goal and supporting objectives exist	NE
Comments:	
23. An action plan designed to accomplish the organizations safety and health objectives is in place	NE
Comments:	
24. A review of in-place OSHA-mandated programs is conducted at least annually	NE
Comments:	
25. A review of the overall safety and health management system is conducted at least annually	NE
Comments:	
Administration and Supervision	Score
26. Safety and health program tasks are each specifically assigned to a person or position for performance or coordination	1

Comments: The Public Works Director is attempting to understand the OSHA rules and standards that apply to his area of control and implement or shore up areas needing improvement. He is to be commended for his efforts and encouraged to continue to make progress in this important endeavor. Improvement can be made by assigning safety and health program tasks as he learns of the requirements. The more he can involve employees in this process the more buy-in will be engendered to achieve a greater level of success

27. Each assignment of safety and health responsibility is clearly communicated NE

Comments:

28. An accountability mechanism is included with each assignment of safety and health responsibility NE

Comments:

29. Individuals with assigned safety and health responsibilities have the necessary knowledge, skills, and timely information to perform their duties NE

Comments:

30. Individuals with assigned safety and health responsibilities have the authority to perform their duties NE

Comments:

31. Individuals with assigned safety and health responsibilities have the resources to perform their duties NE

Comments:

32. Organizational policies promote the performance of safety and health responsibilities NE

Comments:

33. Organizational policies result in correction of non-performance of safety and health responsibilities NE

Comments:

<b>Safety and Health Training</b>	<b>Score</b>
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34. Employees receive appropriate safety and health training	2
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Comments: The Public Works department has informal meetings every morning to discuss the day's activities. Often safety tips or concerns are discussed. It was unclear what safety and health trainings the employees have had, how often they are supposed to have them, and if they are current on any required certifications (such as fork lift certification which is required every three years). Improvement can be made by implementing a system whereby employee training is documented, maintained and tracked.

35. New employee orientation includes applicable safety and health information	2
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Comments: New employees receive some orientation training covering safety and health. Some of this is done at the City level and some is done at the department level. The system of training is predominantly done by verbal means. Improvement could be made in this attribute by developing a formalized new employee orientation that is written. All required topics and areas should be signed off when complete and the documentation kept for future reference.

36. Supervisors receive appropriate safety and health training	NE
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Comments:

37. Supervisors receive training that covers the supervisory aspects of their safety and health responsibilities	NE
--	----

Comments:

38. Safety and health training is provided to managers	NE
--	----

Comments:

39. Relevant safety and health aspects are integrated into management training	NE
Comments:	
<b>Management Leadership</b>	<b>Score</b>
40. Top management policy establishes clear priority for safety and health	1
Comments: The Public Works Director is committed to improving the safety and health program within his department. There appeared to be a gap or disconnect between the City level and the Department level in regards to written programs, policies, procedures and directives. Improvement could be made by strengthening the channels through which information is made available to Department heads so that the foundation of safety and health is apparent at all levels.	
41. Top management considers safety and health to be a line rather than a staff function	NE
Comments:	
42. Top management provides competent safety and health staff support to line managers and supervisors	NE
Comments:	
43. Managers personally follow safety and health rules	NE
Comments:	
44. Managers delegate the authority necessary for personnel to carry out their assigned safety and health responsibilities effectively	NE
Comments:	
45. Managers allocate the resources needed to properly support the organizations safety and health system	NE
Comments:	
46. Managers assure that appropriate safety and health training is provided	NE
Comments:	
47. Managers support fair and effective policies that promote safety and health performance	NE
Comments:	
48. Top management is involved in the planning and evaluation of safety and health performance	NE
Comments:	
49. Top management values employee involvement and participation in safety and health issues	NE
Comments:	
<b>Employee Participation</b>	<b>Score</b>
50. There is an effective process to involve employees in safety and health issues	2
Comments: As mentioned above, employees engage in daily debrief meetings to discuss the days' activities or concerns. Improvement could be made in this attribute by having formal safety meetings on a regular basis, documenting the topics covered, verifying that the employees understand the training and are applying it in their daily activities. The more employees are involved in the safety and health program, the more employee buy-in will result and the safety and health achievements will increase.	
51. Employees are involved in organizational decision making in regard to safety and health policies	NE
Comments:	
Employees are involved in organizational decision making in regard to the allocation of safety and	NE



health resources	
Comments:	
53. Employees are involved in organizational decision making in regard to safety and health training	NE
Comments:	
54. Employees participate in hazard detection activities	NE
Comments:	
55. Employees participate in hazard prevention and control activities	NE
Comments:	
56. Employees participate in the safety and health training of co-workers	NE
Comments:	
57. Employees participate in safety and health planning activities	NE
Comments:	
58. Employees participate in the evaluation of safety and health performance	NE
Comments:	

#### Paperwork Reduction Act Notice

OMB Number: 1218-0110  
Expiration Date: January 31, 2022

Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. OSHA requires that all State On-site Consultants (Consultants) use the Revised Form 33 if they collect information in the course of their visit which would allow them to fill out a portion of the Form. When the Consultation Project Manager recommends an applicant for the OSHA Safety and Health Achievement Recognition Program (SHARP), which exempts the employer from an OSHA Enforcement inspection as long as the applicant remains a SHARP site, managers must complete all Revised Form 33 information. In accordance with 29 CFR 1908.6(h)(1) and (2), Consultants must preserve their confidentiality of information obtained as the result of a consultative visit which contains or must reveal a trade of secret of the employer. It is estimated that Consultants average 45 minutes to complete 12-18 entries on the form (for a general consultation visit) and Consultants average 5 hours to complete all 58 entries on the form (for a comprehensive consultation visit or SHARP evaluation), including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed and completing the form. The Form serves as a comprehensive evaluation tool. The information obtained from the form is used to evaluate an employer's safety and health management system. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Office of Small Business Assistance, Occupational Safety and Health Administration, Room N-3660, 200 Constitution Avenue, NW, Washington, DC 20210.

# APPENDIX C – Consultation & Training Services Customer Survey

An Alaska OSH consultant was recently at your work site to provide assistance evaluating your safety and health program or conducted formal training. We would appreciate any feedback regarding this experience. Please take a few minutes to answer the statements below and return to Alaska OSH Program Manager by mail or email to lauri.bitz@alaska.gov.

**The mailing address is  
1251 Muldoon Road, Suite 109  
Anchorage, Alaska 99504**

Please answer the following questions regarding your rating of service provided by AK-OSH Consultation & Training. Survey respondents lacking sufficient knowledge to answer a particular question may opt out of that question by answering "Don't Know."

## TIMELINESS

1. How do you rate the timeliness of the services provided by Alaska OSH Consultation & Training Services?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## ACCURACY

2. How do you rate the ability of Alaska OSH Consultation & Training Services to provide services correctly the first time?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## HELPFULNESS

3. How do you rate the helpfulness of Alaska OSH Consultation & Training Services employees?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## EXPERTISE

4. How do you rate the knowledge and expertise of Alaska OSH Consultation & Training Services employees?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## AVAILABILITY OF INFORMATION

5. How do you rate the availability of information at Alaska OSH Consultation & Training Services?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

## OVERALL SERVICE

6. How do you rate the overall quality of service provided by Alaska OSH Consultation & Training Services?  
 Excellent       Good       Fair       Poor       Don't Know\*

Comments \_\_\_\_\_

\_\_\_\_\_

We would appreciate any other comments or suggestions you have regarding the services provided.

Company Name: \_\_\_\_\_

Contact Person \_\_\_\_\_ Date \_\_\_\_\_

Consultants: **Lauri Bitz**

Send request to Chief of Consultation and Training Elaine Banda at Elaine.Banda@Alaska.gov

**City and Borough of Wrangell  
Irene Ingle Public Library Report  
Director: Margaret Villarma  
September, 2021**

**Summer Reading Program**

The Summer Reading Program ended on July 31<sup>st</sup>. We had a total of 95 kids complete the program. We had a great party at the pool for the kids. We appreciated all the help from the Parks and Rec crew and the Friends of the Library members. We separated it into two parties this year in order to keep everyone safe. They swam for an hour and then had pizza, chips, juice and a cupcake to go. They were also given a rechargeable Hug Light just for competing the program. These were purchased by a grant from First Bank. We had a large list of all the prizes with the winner's name next to the prize so the kids could see what they had won. Everyone who completed the program won a prize.

**Grants**

The library applied for the American Rescue Plan Act Grant from the Alaska State Library. We are asking for a new testing computer so that we can continue offering proctoring for the universities and various other organizations, including the City of Wrangell. We have also asked for an additional \$2,500 to buy materials for our collections.

We also applied for another American Rescue Plan Grant through the WCA. We are asking for a 15 hour a week position that will last for one year. If we receive this grant we will be able to be open more hours to serve the public. We will receive notice in October whether we receive this grant or not.

The library also received notice that we would receive the IMLS Grant that we applied for through the WCA. . It is in the amount of \$10,000. We are purchasing a new server for our automation system. The current server was last replaced in 2016 and the warrantee runs out at the end of 2021. This server is imperative to the operation of the library, and to the community's access to our collection. This grant will also pay to renew our subscription to the Alaska Digital Library which provides free access to eBooks and audiobooks for our patrons.

**Digitizing Project**

We have received notice that our digitized newspapers have finally reached the Library of Congress. This is the last and final step before they are uploaded to Chronicling America. The public will be able to access newspapers from 1898 through 1956.

**City and Borough of Wrangell**  
**Wrangell Municipal Light and Power Department Report**  
**September 1, 2021**

**WML&P Status**

**May/June/July/2021**

**Accomplishments**

- Tye annual diesel run June 1<sup>st</sup> thru June 9<sup>th</sup> Line crew worked around the clock to support the diesel run.
- Installed 3 phase power to Steve Thomassen's Industrial Lot
- 2 poles requested to be dropped up at 12 mile for future service hook up for Dan Smith.
- Meter Route June 9<sup>th</sup> thru June 16<sup>th</sup>
- Pole Set, Anchor Set, and service drop installed meter, service hook up for Garrett Gablehouse.
- Service drop Disconnect and Reconnect for Shevaun Meggitt
- Relieved tension on service drop, straighten the pole and bumped wire in and tightened the guy wire for Robert Kuntz.
- Mast disconnect and reconnect for Richard Deaver Ramrod Charters
- New Service install for AP&T in industrial lot.
- Annual inventory count of poles, transformers, and wire
- Searhc Hospital requested by Dwane Ballou for Electrical Service locate underground.
- Airport Dot request from Willy Bloom to replace state streetlight lamp bulbs-replaced 400-watt bulbs on airport.
- Community request of an inspection of a pole and transformer on Weber St. Complaint loud buzzing sounds-Fixed by line crew
- Pole Repairs #4283 #4295 # 4277 Loose guy wires and broken guys on all poles -replaced and fixed
- Disconnect/Reconnect Service for Pempek's
- Start of the 3 phase Power Supply requests for bailer at the dump-On going.
- 5 30 Hp motors removed from 5 EMD Generators to be sent out to a machine shop in Seattle for rebuild.
- Oil Samples taken from EMD's to be sent out for analysis.
- Meter Route July 7<sup>th</sup> thru July 15<sup>th</sup>

- Inspected possible pole removal/replacement for Aaron Powell.
- Estimates and scope of work planned for 3 Cell tower projects.

*This list is incomplete due to Rod's being away during the month of July*

#### **Work Orders**

- 59 Work orders of reads, disconnects and installs were completed in May
- 71 Work orders of reads, disconnects and installs were completed in June
- 82 Work orders of reads, disconnects and installs were completed in July

#### **Financials:**

- In the month of **May** WML&P sold 2,356,980 KW Hours of Electricity, generating \$2,338,082.00 of Revenue. This can be compared to 2019 and 2020 as follows:
  - 2019 - WML&P sold 2,892,773 KW Hours of Electricity, generating \$331,155.76 of Revenue.
  - 2020 - WML&P sold 2,668,262 KW Hours of Electricity, generating \$307,685.50 of Revenue.
- In the month of **June** WML&P sold 2,291,955 KW Hours of Electricity, generating \$272,801.81 of Revenue. This can be compared to 2019 and 2020 as follows:
  - 2019 - WML&P sold 1,937,570 KW Hours of Electricity, generating \$236,225.09 of Revenue.
  - 2020 - WML&P sold 1,997,770 KW Hours of Electricity, generating \$242,641.70 of Revenue.
- *July has not yet been calculated due to Rod's being away during the month of July*

**City and Borough of Wrangell  
Nolan Center Report  
Director: Cyni Cray  
September 1<sup>st</sup>, 2021**

**Sales Summary: January 23, 2021 – March 11, 2021**

	<b>Category</b>	<b>Net Sales</b>
Nolan Center	Gift Shop	\$31,812.61
Box Office	Theater	\$6392.00
Concessions	Theater	\$8359.00
Community Market	Civic	\$1030.00
Events	Civic	\$3545.95
Tax Collected		\$2647.01
		<b>\$53,786.57</b>

**Staff**

Cyni Cray – Nolan Center Director  
Tyler Eagle – Nolan Center Coordinator

The last several months have been extremely taxing with little to no staff. Fortunately, the Friends of the Museum volunteered their time for random hours during the month of July to help. Much appreciation for their help. Tyler Eagle was hired as the Nolan Center Coordinator and began working on August 13<sup>th</sup>, 2021. He comes with a degree in History from Gonzaga University and is an excellent addition to the staff.

**Events**

Prom, IGAP presentation, Delegation meeting, Community Markets, Funeral service, wedding, THITA meeting, Bearfest, NANA meeting, Movies

**PACO – Preparing Alaska’s Cultural Organizations for Emergencies**

This project had to be put on hold due to lack of time. Another session is starting in the fall.

**Bearfest**

Bearfest was a great success and the Nolan Center helped bring in Heritage Hall of Fame Artist, Leon J. He did a Music History Showcase with a combined concert. Acoustic root blues, rock and country, featuring local artist Kirk Garbisch on the harmonica. It was an incredible show. We were competing with the weather, but it was still a great turn out. He also performed at both bars in conjunction with Bearfest.

**Theater**

Movies have been playing each weekend except for last weekend due to the rise in covid cases. Attendance is low but the folks who show up and very grateful for this service.

## MV Chugach

The City & Borough of Wrangell is working with the Forest Service to preserve and interpret the historic MV Chugach as part of the Wrangell Museum’s maritime exhibits at the Nolan Center. The MV Chugach is now in place on the museum grounds and will become a primary attraction at the Nolan Center. These are just the first steps as we move forward with the interpretive planning. Stay tuned in the coming year for an unveiling as well as progress on the exhibit viewing deck!



### The M/V Chugach

**A Partnership Preserving the Past**

Now dry docked here at the Wrangell Museum, the M/V Chugach has made it's last port of call in it's 100 year journey throughout the Alaska Region. The Forest Service and the Wrangell Museum are partnering to share this impressive history with the public. We're hoping to "launch" the new exhibit in the summer of 2022.

**Part of Alaska's Unique Heritage**

The M/V Chugach is the U.S. Forest Service's last remaining ranger boat. Designed by Seattle naval architect L.H. Coolidge and built in 1925 by the Lake Union Dry Dock and Machine Works, the M/V Chugach was part of a fleet that once included 11 ranger boats. From 1925 to 1953, the M/V Chugach operated out of Cordova, Alaska, and then relocated to Petersburg for the remainder of her tour. She served the 12,000 miles of coastlines in the Chugach and Tongass national forests for 90 years.



Throughout her history, the M/V Chugach played an integral role in Alaska. Considered the best handling as well as the most seaworthy oceangoing vessel in the entire ranger boat fleet, the M/V Chugach served as an important transportation and communication link among the communities of Prince William Sound and Southeast Alaska and was involved in many dramatic search and rescue operations. The M/V Chugach was also active during World War II in her naval grey colors.

**Built to Last**

The M/V Chugach is a 62-foot, wooden-hulled crew vessel featuring:

- Round-bottomed displacement hull with a sharp, slightly forward-raked bow
- Rounded fantail stern
- Sheer line rising gently toward the bow along a raised forward deck.
- Ribs and original stem fashioned from white oak
- Douglas fir deck and hull planking (iron bark shields some of the hull to protect against logs and sea ice)
- Douglas fir deadwood, keelson, and keel
- Seven bunks plus accommodations for one crew member in the wheel house
- A full galley outfitted with an oil stove, a refrigerator, and other appliances.

For more information, please contact:  
 Wrangell Museum  
[museum@nolancenter.org](mailto:museum@nolancenter.org)  
 907.874.3770



Forest  
Service

Alaska Region

P.O. Box 21628  
Juneau, AK 99802-1628

**File Code:** 2360  
**Date:** July 29, 2021

Cyni Crary  
Nolan Center Director  
Nolan Center  
Wrangell Museum  
296 Campbell Dr.  
Wrangell, AK 99929

Dear Mrs. Crary:

I received your letter on May 16, 2021 and thank you for your update regarding the MV Chugach. It is a treasure, and we are honored that it has found its home at the Wrangell Museum. As you stated, placing the MV Chugach at the Nolan Center grounds is a significant accomplishment worth celebrating. I am pleased to share that your letter prompted our staffs to collaborate on a news release that was published on June 2, 2021, which can be reached at this hyperlink: <https://www.fs.usda.gov/detail/r10/news-events/?cid=FSEPRD917978>.

Our staffs have also recently worked together on the design of a temporary sign to be installed outside of the museum. This sign will share information with the public about the upcoming exhibit. To ensure the legacy of the MV Chugach moving forward, we will soon be awarding a contract to prepare an interpretive plan for the MV Chugach, to be developed cooperatively with the Nolan center and other stakeholders.

In your letter you suggest an in-person meeting on site with key Forest Service and Borough staff. I agree that now, with the momentum from the successful installation, it is an ideal time to discuss immediate and long-term next steps, roles, and responsibilities. Our Director of Engineering, Harvey Hergett, recently traveled to Wrangell to meet with you and others on site. I encourage further conversation and planning with him and his staff.

I fully support this project and look forward to the day when the story of the MV Chugach and the history of the Forest Service in Alaska can be shared with visitors to the Wrangell Museum and beyond.

Sincerely,

  
for DAVID E. SCHMID  
Regional Forester

cc: Harvey Hergett, James King, Keri Hicks, Clint Kolarich, Carol Rushmore, Lisa Von Bargaen



Caring for the Land and Serving People

Printed on Recycled Paper 



To: Borough Manager, Lisa Von Bargen  
 CC: Borough Assembly, P&R Advisory Board  
 From: P&R Director Kate Thomas  
 Subject: P&R Department Report  
 Date: September 1<sup>st</sup>, 2021

#### FINANCIAL & FACILITY ACCESS REPORT

COMPARISON	MONTH	2019	2021	%
ATTENDANCE	May	915	403	44%
REVENUES	May	\$13,300.83	\$2,635.25	20%
ATTENDANCE	June	729	440	60%
REVENUES	June	\$13,016.02	\$4,558.57	35%
ATTENDANCE	July	761	551	72%
REVENUES	July	\$14,443.50	\$6,819.07	47%
ATTENDANCE	August	950	533	56%
REVENUES	August	\$7,312.32	\$7,006.91	96%

#### FACILITY & PARKS MAINTENANCE REPORT

- 1) Certified Pool Operator
  - a) Lane Fitzjarrald successfully completed the Pool Operator License in July of this Summer. It supported his existing knowledge and helped redefine some of the concepts he learned early on in training. Lane continues to take excellent care of the aquatic's facility.
- 2) Covered Playground
  - a) Maintenance staff pressure washed the entire covered court this summer. This task has likely not been performed in such detail for a decade. In addition to pressure washing, Lane painted hopscotch and four-square boundaries on the court. As well, the basketball court lines were repainted, and new pickleball court lines were overlaid. The department is pleased with the community's response and the increase in multiuse to this area.
- 3) Kyle Angerman's Playground
  - a) Improvements to Kyle Angerman Park are ongoing. Lane was able to pressure wash the court and still needs to return for a detailed run to wrap up the season. Additionally, he is working to restore the basketball posts and backboards as they are in fair condition. With a few refinements those will look brand new. New basketball court lines will be painted as the weather allows before the end of the season.
- 4) Downtown Bump Outs
  - a) Thanks to the hard work of many volunteers the downtown bump outs look extraordinary. Cindy Martin continues to spend considerable time downtown paying close attention to the details. Cindy has logged the highest number of volunteers hours this summer with ongoing maintenance. Well over 400 hours of volunteer time has been logged in the downtown corridor since May of this year. That is equivalent to over \$8,000 in employee cost savings. Parks & Recreation is looking forward to 2022 Adopt a Bed & Sponsor a Bed Campaign to continue maintaining the beds in the condition they are in now.
- 5) Dog Waste Management
  - a) Dog waste management continues to be an ongoing task in parks. It is worthy of noting that public participation and accountability has grown considerably, however there is much to be gained in this area. Joan Sargent has logged the most volunteer hours, ensuring that the grounds at

Volunteer Park are presentable and accommodating to all users, not just patrons with four legged friends. We will continue our public outreach. This winter we intend to craft media that will be printed on waterproof a-frame stands for permanent placement at parks throughout the summer. The signage will note the possibility of closure if waste becomes unmanageable.

- 6) Respirator Fit Testing and Training
  - a) Maintenance staff handle pool chemicals on regular basis, which requires them to utilize a respirator for safety. This summer Lane completed an online training course to become more familiar with the safety considerations around respirator use. Additionally, the Wrangell Fire Department conducted a fit test for Lane for his respirator. Annual review of training will be conducted, and more routine fit testing will occur as safety components fail and seals become inadequate over time.
- 7) Sprinkler System Inspection
  - a) John Taylor and Sons recently completed a sprinkler inspection in both the community center and the swimming pool. Lane was participatory in the process, which allowed him to become more intimate with the systems function, enhancing his ability to trouble shoot simple and less routine issues as they arise. Parks & Recreation will continue to work with Capital Facilities staff when the situation calls for it.
- 8) Roof Inspection and Clearing
  - a) Lane worked with Duke Mitchell to perform some necessary clearing of vegetation on the three-tiered flat roof system at the swimming pool. This task is becoming a more routine activity in the summer months, to ensure that the remaining integrity of the roof EPDM lining is preserved as far into the future as possible.
- 9) Capital Facilities
  - a) Capital Facilities and Building Maintenance has been a positive working partner with P&R since its infancy. Lane and Duke routinely brainstorm solutions for common and less routine issues. Duke is reliable and supportive of the work the department performs and the priorities it sets. Lane continues to learn more about preventative maintenance and sharing the workload that is so critical to the facilities lifespan.
- 10) Assisted with Library Exterior Painting
  - a) Lane worked with Duke Mitchell to paint one section of wall on the exterior of the library in more recent weeks. Parks & Recreation enjoys working with other departments and has shared a positive rapport with the library for eons. Margaret was sure to contact the Parks & Rec Director following the work of Lane and Duke, to express gratitude and report on the progress and performance of the job completed.
- 11) Parks Maintenance Staff & Shooting Range
  - a) Parks Maintenance staff Tasha Massin and Mason Dingwall (lead) continue to tackle the routine maintenance tasks throughout parks. Mason has demonstrated strong leadership skills this year, and shown resiliency to the changing list of priorities, on top of mentoring two new staff members. The shooting range was one project they recently detailed more than they would on a routine week. Community members have stopped these two on the grounds to thank them for their work. Additionally, the Director has received public praise for the staff successes. It is incredibly important that the department builds positive working relationships with staff to ensure they have an interest in returning to the position the following year. Luckily, Parks & Recreation has been able to have some continuity year to year by maintaining a minimum of a two-year retention rate with Parks staff since 2016. This means that at least one staff member has decided to return to Parks & Rec for a second season each year. The responsibility that the parks staff

hold is critical to the function and face of the borough. The department is grateful for the quality work they perform.

#### 12) Public Works Interface

- a) Parks and Recreation is grateful for the ongoing partnership with Public Works. Dave Bryner, has been timely and supportive of the park's maintenance needs, addressing any maintenance issues with staff and reviewing any tips he may have for better functionality with the equipment. Likewise, Jeff Rooney recently stepped in to assist with overhauling the downtown bump out by Rayme's bar which reduced the amount of time the project would have taken if the manual labor was conducted by hand in lieu of motorized equipment. Interdepartmental cooperation is vital in a small municipality, that has a significant workload to maintain. Staff are grateful for the support and positive working relationships with others.

#### 13) Vandalism (albeit minor, worth mentioning)

- a) Parks & Recreation has seen an uptick in fowl play in parks, within the public restrooms. While this may not compare to other communities of greater populations, it can be challenging for staff to maintain. Continued monitoring of parks is ongoing along with internal discussions about potential outreach. The Wrangell Police Department has been an active partner with P&R in that they are conducting more routine patrols of parks in the later hours, and monitoring use of sites. The department is appreciative of the Police Chief and his leadership in this regard, along with his staff.

#### 14) Public Restrooms

- a) Parks & Recreation has been working with Capital Facilities and Public Works this summer to resolve some low volume water pressure issues throughout restrooms that are causing challenges with the new infrastructure installed because of COVID. Because of the low volume of water pressure, the toilet was unable to flush paper and human waste, causing build up that had to be removed manually. Safety precautions to protect staff were put in place, and ultimately, flow rates were improved by way of a valve adjustment, eliminating this concern. The new flow valves do have a tendency for failure, specifically the sensors. Sensors cost approximately \$150 apiece. Parks & Recreation has already had to purchase 6 replacement sensors. Staff are monitoring whether the new sensors appear to last longer than the original factory supplied units.

### RECREATION & AQUATICS REPORT

#### 1) Swim Camp & Swim Lessons

- a) Parks & Recreation offered several multi weeklong swim camps. Staff were training in early June to be able to facilitate the camps independently. The difference between camps and lessons, is that camps allow for a little less rigid structure and curriculum. Instructors are allowed to tailor their lesson plans to needs of the group, while focusing on the fundamentals of competitive swimming. During camp activities participants focus on endurance and stroke refinement. Lessons allow for a more prescribed curriculum, building up to all four competitive strokes. Between camps and lessons, Parks & Recreation served nearly 100 swimmers this summer, making just shy of \$3,500. The swim camps and lessons were the bread and butter of summer recreation programming. Lucy was primarily responsible for scheduling the program, interfacing with parents, and developing the instructors. She has a positive way of engaging with the departments younger staff, always making professionalism, safety and fun the top three priorities. With each passing year, Lucy continues to take on more responsibility and leadership within the department, under the scope of her position. P&R is grateful to have such productive and self-regulating staff.

- 2) Parent & Me
  - a) Lucy continues to engage Briana Schilling, a long-time swim instructor with Parks & Recreation. Briana has recently assumed the role of a parent & me swim instructor. This program allows children ages 1-3 to enter the water with a familiar guardian with the purpose of learning new skills, water safety and general exploration of aquatics play. Kids tend to be more successful in this model, as it eliminates concerns around separation anxiety. The department has facilitated three Parent & Me sessions, with one occurring currently.
- 3) Volleyball, Basketball and Wrestling Camp
  - a) Parks & Rec focused on enrichment programming including sports activities in lieu of Summer Recreation this year. During each month of the summer, one sports camp was facilitated with the help of volunteers and paid staff. Basketball was largely facilitated by our two high school staff Leroy Wynne, and Devlyn Campbell. These two are high school basketball players who are passionate about the game and encouraging kids to engage in physical activity. Following the hour-long structured basketball activity, youth enrolled in the program were able to participate in non-instructional pool time. Later, Volleyball camp took place. Alisha Armstrong and Ashleigh Loomis were employed to help oversee the gymnasium and support the volunteers who were responsible for conducting drills and facilitating games. The volunteers involved include Devyn Johnson (middle school coach), Kira Ludwig, Kendra Meissner, and Kaylynn Easterly. This was a phenomenal team for coaches who are passionate about the game and helping youth succeed on and off the court. This year was the first time P&R offered volleyball for elementary aged students. It was wildly popular and will aid in the development of competent middle school athletes. The last sports camp of the season was Wrestling. Parks & Rec was grateful to have the expertise and commitment from Jack Carney who works as the middle and high school coach. The young people enrolled in the activity, learned perseverance, discipline, teamwork and respect. Each of the participants was invited to an end of program round robin tournament to showcase their newly acquired skills. The community was very enthusiastic about all the sporting opportunities. This series and variation on past programs, is something Parks & Rec plans to carry into the future. Nearly 75 kids were served through these programs.
- 4) Semester of Aquatics
  - a) There are currently three students enrolled in the semester of aquatics. Three was the minimum number of students to maintain the class on the school roster. All three students are engaged and eager to work for Parks & Recreation following the completion of the class. Kate Thomas established the course syllabus and curriculum outline. Lucy Robinson is largely responsible for day-to-day facilitation, and Kate will step in in her absence as needed. Bob Davis has been excellent to work with, and the department is very pleased that this opportunity has come to fruition. A copy of the course details is available upon request.
- 5) Music in the Parks
  - a) Parks & Rec hoped to launch a series of music in the parks activities this summer. Given the other priorities the department reduced its expectation down to one end of summer event. The concept was developed to provide local entertainment while showcasing one of the municipalities park locations. Lucy Robinson worked with local community members to establish a line up of performers. There was much interest. Unfortunately, the event was cancelled more recently due to the resurgence of COVID in Wrangell. The department is eager to see this come to light in the future.

- 6) Bearfest Activity and Aid Station
  - a) Parks & Rec supported the local non-profit with their annual event. The department facilitated group activities in the pool for youth and hosted an aid station for the marathon. The staff manning the aid station brought props, costumes, and a plethora of positive energy. Ultimately their enthusiasm won them the Aid Station Award. The award included \$100 which will be applied towards aquatics equipment for open swim activity.
- 7) Jujitsu for Adults (only)
  - a) This program is slated to begin this fall. Matt Nore, volunteer for Parks & Rec, will be facilitating the class for adults as it starts out. Currently the program start date has been postponed to allow the COVID curve to flatten in the community. Any of the participants who were enrolled in the program, agreed that they would like to hold their place until launch time, as there are limited seats available.
- 8) Little Explorers
  - a) Forest Explorers was made possible this summer due to the generous contributions of USFS staff Corree Delabruce and WCA IGAP staff Kim Wickman. These two community members have a continued interest in seeing youth engage in the outdoors, learning about the natural environment around them. Participants split their time between Volunteer Park and City Park each week. The program continued Tuesday and Thursday for four weeks, serving 20 youth. This element of programming was once a component of the Summer Recreation Camp for youth ages 6-11. While COVID stifled the departments capacity to run a full swath of programming, it strove to fulfill the needs of all age groups and trial diverse opportunities that can be utilized in the future.



Parks



&

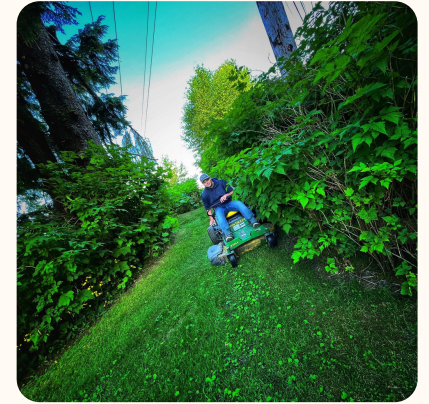


Rec





Summer



of



fun





Front St.



Gardens



2021  
Before &  
After







Front St.



Gardens



2021  
Before &  
After



**CITY & BOROUGH OF WRANGELL, ALASKA**

***BOROUGH CLERK'S REPORT***

**SUBMITTED BY:**

Kim Lane, Borough Clerk

**Upcoming Meetings & Other Informational dates:**

**Community Events & Other City Boards/Commissions:**

- September 1** – Parks & Recreation Board mtg. at 5:30 pm in the Assembly Chambers
- September 2** - Port Commission mtg. at 6:00 pm in the Assembly Chambers
- September 21** – Special Planning & Zoning Commission mtg. at 1:00 pm in the Assembly Chambers

**Community Events:**

**September 20<sup>th</sup> through October 4<sup>th</sup> – Absentee Voting in the Clerk's Office**

**October 2<sup>nd</sup> – Tax Free Day!**



**October 5<sup>th</sup> – Regular Borough Election, from 8am to 8pm at the Nolan Center**

**Meetings and Other events of the Borough Assembly:**

**September 28 – Work Session & Regular Borough Assembly Meeting** at 6:00 PM in the Assembly Chambers

**October 7 – Canvass Board meets to count the Absentee / Questioned Ballots** at 1:00 PM in the Assembly Chambers (Prysunka, Morrison, and Gilbert (need 3) have agreed to be on the Canvass Board). A Resolution will be forthcoming.

**October 7 – Special Assembly Meeting to Certify the Borough Election** at 6:00 PM in the Assembly Chambers

**October 12 - Regular Borough Assembly Meeting** at 6:00 PM in the Assembly Chambers  
**October 26 - Regular Borough Assembly Meeting** at 6:00 PM in the Assembly Chambers



### **Election Information** -

I have received the ballots and memory cards for the upcoming election of October 5<sup>th</sup>. I have tested the ballots and we are ready!

Absentee Voting will be in the Clerk's office Monday through Friday from 8am to 4pm beginning on September 20<sup>th</sup> and ending on October 4<sup>th</sup> at 4pm.

The Canvass Board Resolution will be on the September 28<sup>th</sup> Regular Assembly Agenda for Assembly Approval.

To file as a Write-In Candidate for any of the seats on the Ballot, the qualified person must submit a letter of intent to me no later than the Friday preceding the Election (October 1<sup>st</sup>) at 4pm. If a letter of intent is not filed with the Clerk's office, the write-ins will not count.

The Sample Ballot is attached.

### **Information on the Upcoming AML Winter Conference:**



Alaska Municipal League (Annual Meeting)

**Newly Elected Officials Training** – November 9-10, 2021

*(will be held virtually)*

**Regular Conference** – November 15-19, 2021 *(will be held in-person in Anchorage)*

I have reserved 3 rooms at the Hotel Captain Cook, in anticipation of the Mayor and two Assembly Members attending.

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### **SEASWA (Southeast Alaska Solid Waste Authority) Vacancies.**

We currently have two vacancies on the SEASWA Board. One Director Seat and one Alternate Member Seat. I have started advertising for these vacancies and an Agenda Item has been added to the September 28<sup>th</sup> Assembly Meeting for the Assembly to Appoint these members. Information regarding the SEASWA Board of Directors can be found on our Borough Website here: <https://www.codepublishing.com/AK/Wrangell/#!/Wrangell03/Wrangell0330.html#3.30>

**CITY AND BOROUGH OF WRANGELL  
 SAMPLE BALLOT  
 REGULAR ELECTION  
 OCTOBER 5, 2021**

**Instructions:**

To vote, completely fill in the oval next to your choice like this: ●  
 Use a blue or black ink pen to mark your ballot. NO RED INK. If you make a mistake, ask for a new ballot.

To vote for a person whose name is not printed on the ballot, fill in the oval and print the person's name on the blank line provided for a write-in candidate.

<b>ASSEMBLY MEMBER                  THREE YEAR TERM                   VOTE FOR NO MORE THAN TWO</b>	<b>ASSEMBLY MEMBER                  UNEXPIRED ONE YEAR TERM                  UNTIL OCTOBER 2022                   VOTE FOR NO MORE THAN ONE</b>
<input type="radio"/> BOB DALRYMPLE <input type="radio"/> JIM DEBORD <input type="radio"/> WRITE-IN <input type="radio"/> WRITE-IN	<input type="radio"/> DONALD J. MCCONACHIE SR. <input type="radio"/> DAVID L. POWELL <input type="radio"/> WRITE-IN
<b>SCHOOL BOARD                  THREE YEAR TERM                   VOTE FOR NO MORE THAN TWO</b>	<b>SCHOOL BOARD                  UNEXPIRED ONE YEAR TERM                  UNTIL OCTOBER 2022                   VOTE FOR NO MORE THAN ONE</b>
<input type="radio"/> ANGELA ALLEN <input type="radio"/> ALEX ANGERMAN <input type="radio"/> BRITTANI ROBBINS <input type="radio"/> ELIZABETH ROUNDTREE <input type="radio"/> WRITE-IN <input type="radio"/> WRITE-IN	<input type="radio"/> JULIA OSTRANDER <input type="radio"/> JESSICA WHITAKER <input type="radio"/> WRITE-IN
<b>PORT COMMISSION                  THREE YEAR TERM                   VOTE FOR NO MORE THAN TWO</b>	<b>PORT COMMISSION                  UNEXPIRED ONE YEAR TERM                  UNTIL OCTOBER 2022                   VOTE FOR NO MORE THAN ONE</b>
<input type="radio"/> CHRIS BUNESS <input type="radio"/> JOHN M. MARTIN <input type="radio"/> WRITE-IN <input type="radio"/> WRITE-IN	<input type="radio"/> FRANKLIN ROPPEL <input type="radio"/> WRITE-IN

**CITY & BOROUGH OF WRANGELL, ALASKA  
PUBLIC HEARING BOROUGH ASSEMBLY AGENDA STATEMENT**

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 14, 2021
	<u>Agenda Section</u>	<b>11</b>

**ORDINANCE No. 1009** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE ZONING MAP TO EFFECT A CHANGE TO LOT 12-3, ZIMOVIA VIEW SUBDIVISION (PLAT NO. 86-2) FROM LIGHT INDUSTRIAL TO SINGLE FAMILY RESIDENTIAL

SUBMITTED BY:  
Carol Rushmore, Economic Development Director

FISCAL NOTE:

<b>Expenditure Required:</b> \$XXX Total		
FY 20: \$	FY 21: \$	FY22: \$
<b>Amount Budgeted:</b>		
	FY20 \$XXX	
<b>Account Number(s):</b>		
	XXXXX XXX XXXX	
<b>Account Name(s):</b>		
	Enter Text Here	
<b>Unencumbered Balance(s) (prior to expenditure):</b>		
	\$XXX	

Reviews/Approvals/Recommendations

<input checked="" type="checkbox"/>	Commission, Board or Committee
Name(s)	Planning and Zoning Commission
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Ordinance No. 1009; 2. Letter requesting zone change. 3. Aerial of lot proposed for zone change; 4. Light Industrial zone; 5. Single Family Residential zone

MAYOR PROCEDURE: Declare the Public Hearing open. The Mayor shall ask if there is any administrative report on the Public Hearing Item. Persons who signed up to talk on this item shall be called to the podium.

Once all persons have been heard, declare the Public Hearing closed and entertain a motion.

**RECOMMENDATION MOTION:**  
Move to approve Ordinance No. 1009.

**SUMMARY STATEMENT:**

*The following information has not changed from the August 24, 2021 Assembly Meeting.*

The action of the Planning and Zoning Commission is a recommendation to the Assembly. The Commission at their regular meeting of July 8, 2021 recommended moving forward for Assembly approval with the proposed zone change for Lot 12-3, Zimovia View Subdivision (Plat No. 86-2) from Light Industrial to Single Family Residential.

Previously the subject lot and the adjacent lot that became the Alaska Waters RV Park were zoned Light Industrial. At the time when the RV park was created, RV Parks were not a permitted use in Light Industrial. A Contract Zone specifically for an RV Park as allowed in the Open Space/Public District was granted. Later, RV Parks were added as an allowed use in Light Industrial, which technically voids the Contract Zone and the property reverted back to Light Industrial. The park subsequently closed which also voids the Contract Zone and the property reverts back to Light Industrial. The mapping, per the attached aerial, was not changed to reflect that the zone reverted back to the Light Industrial Zone.

Properties across Berger Street toward the waterfront from the lot are zoned Single Family. The property across Case Ave from the lot contains the Public Works Facility and is zoned Industrial. The property across Zimovia Highway is Bloom's Trailer Park and is zoned Multi-Family.

The Planning and Zoning Commission made the following findings:

1. Findings as to need and justification for the proposed change including findings as to the effect which the proposed change would have on the objectives of the comprehensive plan.

The Comprehensive Plan Policy 31: Support development of a range of housing types/living arrangements overtime in Wrangell, south of town along Zimovia Highway and in remote areas. Action: Identify and designate areas for future residential development in town, along Zimovia Highway and in remote areas and update zoning as needed.

The landowner is seeking a zone change to accommodate a different use from what the property used to serve as, but is similar to nearby properties. The Commission was concerned that once rezoned, there could be some conflicts between a residential use and light industrial uses, however the landowner of the subject lot is aware of the existing uses and is willing to reside adjacent to other zoning districts.

2. Findings as to the effect which the proposed change would have on property owners in the area of proposed boundary changes, including changes in traffic flow, population, density, off-street parking, sewer and water services.

Traffic flow and density should not change by changing the zone to Single Family Residential. While the use has changed, residential uses should have less impacts to

nearby residential properties than the RV Park or other Light Industrial Zone activity. Sewer and water services are provided.

3. Recommendation as to the approval or disapproval of the change.

The Commission recommends approval of the rezone.



Return to: City & Borough of Wrangell  
P.O. Box 531  
Wrangell, Alaska 99929

Wrangell Recording District

Page 1 of 2

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 1009

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE ZONING MAP TO EFFECT A CHANGE TO LOT 12-3 ZIMOVIA VIEW SUBDIVISION (PLAT NO. 86-2) FROM LIGHT INDUSTRIAL TO SINGLE FAMILY RESIDENTIAL

SEC. 1. Action. The effect of this ordinance is to finalize a zone change for 12-3 Zimovia View Subdivision (Plat No. 86-2) from Light Industrial to Single Family Residential

SEC. 2. Classification. This is a non-code ordinance.

SEC. 3. Severability. If any portion of this ordinance or any application thereof to any person or circumstances is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

SEC. 4. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: \_\_\_\_.

PASSED IN SECOND READING: \_.

\_\_\_\_\_  
Stephen Prysunka, Borough Mayor

ATTEST:

---

Kim Lane, Borough Clerk

Yes: _____
No: _____
Absent: _____
Abstaining: _____

To whom it may concern,  
I would like to transfer the zoning from light industrial to residential on my 241 Berger Street Property. (Zimovia View SUBD. Lot 12-3 Parcel Number 02-027-107)

Thank you,

James D Leslie II



RECEIVED  
JUN 02 2021  
WRANGELL CITY HALL

# CITY AND BOROUGH OF WRANGELL, ALASKA

Item a.



1 inch = 83.333333 feet

276 : 7/6/2021

Public Map



**DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY.  
PROPERTY LINES ARE APPROXIMATE. AERIAL 2002.**

**Chapter 20.16**  
**SF DISTRICT – SINGLE-FAMILY RESIDENTIAL**

Sections:

[20.16.010 Purpose.](#)

[20.16.020 Principal uses permitted.](#)

[20.16.030 Accessory uses permitted.](#)

[20.16.040 Conditional uses.](#)

[20.16.050 Standards.](#)

**20.16.010 Purpose.**

The single-family (SF) residential district is established to provide for medium density residential uses in areas having public vehicular access and major utilities available or where such access and major utilities are expected to become available within 10 years. This district is also established to help maintain the character and integrity of existing medium density residential neighborhoods. [Ord. 867 § 1, 2013; Ord. 462 § 6, 1984; Ord. 349 § 5, 1976; prior code §§ 95.30.010, 95.30.055.]

**20.16.020 Principal uses permitted.**

The following are principal permitted uses in this district:

- A. One-family and two-family dwellings to include modular dwellings or manufactured housing;
- B. Public parks and playgrounds. [Ord. 867 § 1, 2013; Ord. 462 § 6, 1984; Ord. 349 § 5, 1976; prior code § 95.30.020.]

**20.16.030 Accessory uses permitted.**

The following are permitted accessory uses in this district:

- A. Private garages and required off-street parking;
- B. Greenhouses and tool sheds;
- C. Home occupations as defined in WMC 20.08.380;
- D. Private docks, moorage, boat houses, and net houses;
- E. Uses and structures which are customarily accessory and clearly subordinate to permitted uses. [Ord. 867 § 1, 2013; Ord. 462 § 6, 1984; Ord. 349 § 5, 1976; prior code § 95.30.030.]

**20.16.040 Conditional uses.**

The following are uses which may be permitted in this district by action of the commission under the conditions and procedure specified in Chapter 20.68 WMC:

- A. Public and private elementary and secondary schools and colleges;
- B. Nursery schools, private kindergartens, and child care centers;
- C. Public buildings and structures;
- D. Hospitals, sanitariums, homes for the aged, nursing homes, convalescent homes;
- E. Churches and cemeteries;
- F. Radio and television transmitters or towers;
- G. Mobile homes and mobile home parks subject to the requirements of Chapter 18.20 WMC as well as the requirements of this title;
- H. Residential planned unit developments;
- I. Animal establishments other than establishments for livestock;
- J. Cottage industry. [Ord. 867 § 1, 2013; Ord. 785 § 6, 2006; Ord. 462 § 6, 1984; Ord. 349 § 5, 1976; prior code § 95.30.040.]

**20.16.050 Standards.**

The standards found in Chapter 20.52 WMC applicable to this district are:

- A. Standards policies: WMC 20.52.005;
- B. Principal structures per lot: WMC 20.52.010;
- C. Traffic vision impediments: WMC 20.52.020;
- D. Distances between buildings: WMC 20.52.030;
- E. Air, land and water quality: WMC 20.52.040;
- F. Volatile products storage: WMC 20.52.050;
- G. Noise: WMC 20.52.060;

- H. Airport interference: WMC 20.52.070;
- I. Building height: WMC 20.52.080;
- J. Density – Minimum lot size: WMC 20.52.090;
- K. Coverage – Minimum open areas: WMC 20.52.100;
- L. Setbacks – Yards: WMC 20.52.110;
- M. Drainage: WMC 20.52.150;
- N. Dredge and fill: WMC 20.52.160;
- O. Home occupations: WMC 20.52.170;
- P. Mobile homes and mobile home parks – Defined: WMC 20.52.180;
- Q. Off-street parking: WMC 20.52.190;
- R. Signs: WMC 20.52.210;
- S. Traffic generation: WMC 20.52.230;
- T. Recreation: WMC 20.52.250;
- U. Firewood storage: WMC 20.52.260;
- V. Animal establishments: WMC 20.52.270. [Ord. 867 § 1, 2013; Ord. 785 § 7, 2006; Ord. 586 § 4, 1993; Ord. 486 § 5, 1985; Ord. 462 § 6, 1984.]

**Chapter 20.51  
IL DISTRICT – LIGHT INDUSTRIAL**

Sections:

**20.51.010 Purpose.**

**20.51.020 Principal uses permitted.**

**20.51.030 Accessory uses permitted.**

**20.51.040 Conditional uses.**

**20.51.050 Standards.**

**20.51.010 Purpose.**

The light industrial district is intended to provide for an area of light industrial and high density residential uses. Uses are regulated to protect residential uses from incompatible commercial and heavy industrial uses while, at the same time, permitting warehousing and other light industrial uses. Development requirements are intended to protect areas without public sewers from contamination, and to allow space for storage, expansion and off-street parking. [Ord. 867 § 1, 2013; Ord. 632 § 5, 1997; Ord. 462 § 6, 1984.]

**20.51.020 Principal uses permitted.**

The following are principal permitted uses in this district:

- A. Transportation and transshipment facilities;
- B. Warehouses and storage;
- C. Manufacturing, fabricating, assembling, and storage of a light industrial nature meeting the development requirements stated under this chapter;
- D. Auto repair, and subordinate or incidental retail sale of supplies or parts. [Ord. 867 § 1, 2013; Ord. 632 § 5, 1997; Ord. 462 § 6, 1984.]

**20.51.030 Accessory uses permitted.**

Uses and structures which are incidental and subordinate to permitted principal uses and which will not create a nuisance or hazard are permitted as accessory uses in this zone. [Ord. 867 § 1, 2013; Ord. 462 § 6, 1984.]

**20.51.040 Conditional uses.**

The following are uses which may be permitted in the light industrial district by action of the commission under the conditions and procedures specified in Chapter 20.68 WMC:



- A. Those commercial uses as specified in WMC 20.44.020;
- B. Recreational vehicle parks;
- C. Multifamily structures, dormitories, roominghouses, bunk houses and boardinghouses;
- D. Public parks and playgrounds associated with a high density residential development;
- E. Animal establishments;
- F. Licensed marijuana retail store facility;
- G. Licensed marijuana testing facility;
- H. Licensed marijuana product manufacturing facility, with the exception of solvent based manufacturing processes which are not allowed;
- I. Licensed standard cultivation marijuana facility (500 or more square feet under cultivation); and
- J. Licensed limited cultivation marijuana facility (fewer than 500 under cultivation). [Ord. 926 § 10, 2016; Ord. 867 § 1, 2013; Ord. 785 § 27, 2006; Ord. 632 § 6, 1997; Ord. 462 § 6, 1984.]

**20.51.050 Standards.**

The following standards shall apply within the light industrial district:

- A. Standards policies: WMC 20.52.005;
- B. Air, land and water quality: WMC 20.52.040;
- C. Volatile products storage: WMC 20.52.050;
- D. Noise: WMC 20.52.060;
- E. Building height: WMC 20.52.080;
- F. Setbacks – Yards: WMC 20.52.110;
- G. Drainage: WMC 20.52.150;
- H. Off-street parking: WMC 20.52.190;
- I. Buffers: WMC 20.52.200;

J. Signs: WMC 20.52.210;

K. Animal establishments: WMC 20.52.270. [Ord. 867 § 1, 2013; Ord. 785 § 28, 2006; Ord. 586 § 11, 1993; Ord. 462 § 6, 1984.]

**CITY & BOROUGH OF WRANGELL, ALASKA  
PUBLIC HEARING BOROUGH ASSEMBLY AGENDA STATEMENT**

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 14, 2021
	<u>Agenda Section</u>	<b>11</b>

**RESOLUTION No. 09-21-1607** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA ESTABLISHING THE FEE SCHEDULE FOR THE WRANGELL MUNICIPAL LIGHT & POWER DEPARTMENT

SUBMITTED BY:  
  
Rod Rhoades, Electrical Superintendent

FISCAL NOTE:

<b>Expenditure Required: \$XXX Total</b>		
FY 20: \$	FY 21: \$	FY22: \$
<b>Amount Budgeted:</b>		
	FY20 \$XXX	
<b>Account Number(s):</b>		
	XXXXX XXX XXXX	
<b>Account Name(s):</b>		
	Enter Text Here	
<b>Unencumbered Balance(s) (prior to expenditure):</b>		
	\$XXX	

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Planning & Zoning Comm.
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Res 09-21-1607 2. Fee Schedule

MAYOR PROCEDURE: Declare the Public Hearing open. The Mayor shall ask if there is any administrative report on the Public Hearing Item. Persons who signed up to talk on this item shall be called to the podium.

Once all persons have been heard, declare the Public Hearing closed and entertain a motion.

**RECOMMENDATION MOTION:**  
Move to approve Resolution No. 09-21-1607.

**SUMMARY STATEMENT:**

With the adoption of Ordinance, No 1005, a Resolution is required to set the Wrangell Municipal Light & Power (WML&P) fee schedule. This resolution does that. Attached to this Resolution is the Fee Schedule.

What has been discovered, is that the cost to perform services provided by WML&P exceeds the cost of the fees charged. This change to the fee schedule helps rectify that situation.

There is a 10% increase reflected in the attached fee schedule.

This is not an increase in the cost of power.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION No. 09-21-1607

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA ESTABLISHING THE FEE SCHEDULE FOR THE WRANGELL MUNICIPAL LIGHT & POWER DEPARTMENT

WHEREAS, Ordinance No. 1005 was passed removing fees from the Wrangell Municipal Code for Wrangell Municipal Light & Power, and providing for the fees to be established by resolution; and

WHEREAS, the fees for Wrangell Municipal Light & Power must now be established by resolution; and

WHEREAS, the current fee structure of Wrangell Municipal Light & Power has not been updated to match inflation; and

WHEREAS, any proposed fee changes require public hearings and action by the Assembly; and

WHEREAS, the attached fee schedule proposes a 10% increase in fees for services.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, THAT:

Section 1. The attached schedule of fees shall govern the fee schedule for the Wrangell Municipal Light & Power Department.

Section 2. The attached Exhibit "A" includes the fees for Wrangell Municipal Light & Power.

Section 3. This resolution shall become effective upon approval.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 14th DAY OF September 2021.

CITY & BOROUGH OF WRANGELL

\_\_\_\_\_  
Stephen Prysunka, Mayor

ATTEST: \_\_\_\_\_  
Kim Lane, MMC, Borough Clerk

## City and Borough of Wrangell Electrical Connection Fee Schedule

Approved by Resolution 09-21-1607

Category	Rate	Notes
Residential Permit	\$ 100	
Commercial Permit	\$ 200	
Service Connection Change	\$ 270	
Temporary Connection	\$ 110	
The above fees include two inspections, one rough-in and one final. For each additional inspection made necessary for defective workmanship or material or recall by customer an additional charge of \$35.00 will be added.		
Note: Service Connections Fee as noted below apply to Service Connections not to exceed 150 feet. For Service Connections over 150 feet and do not require an additional pole, an additional \$3.00 per foot will be added.		
Residential Single Phase (through 200 Amps)	\$ 800	Transformer is provided by WML&P
Residential Single Phase (through 400 Amps)	\$ 1,000	Transformer is provided by WML&P
Commercial Single Phase (through 200 Amps)	\$ 950	Transformer Cost is Additional
Commercial Single Phase (above 200 Amps to 400 Amps)	\$ 1,200	Transformer Cost is Additional
Commercial Single Phase (above 400 Amps)	\$ 1,600	Transformer Cost is Additional
Commercial Three Phase (through 200 Amps)	\$ 1,850	Transformer Cost is Additional
Commercial Three Phase (Over 200 Amps)	\$ 3,500	Plus \$10 per Transformer KVA Required. Transformer Cost is Additional
Overhead Secondary Pole Span (Up to 300 feet)	\$ 2,500	
Overhead Primary Single Phase Pole Span (Up to 300 feet)	\$ 7,850	
Overhead Primary Three Phase Pole Span (Up to 300 feet)	\$ 8,950	
All Underground Service Extensions (both Single Phase and Three Phase) will be billed at actual Material and Labor Costs at the time of installation.		

**CITY & BOROUGH OF WRANGELL, ALASKA  
BOROUGH ASSEMBLY AGENDA STATEMENT**

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 14, 2021
	<u>Agenda Section</u>	<b>13</b>

Discussion Item: Transboundary Rivers Salmon (Requested Resolution of Support)

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

<b>Expenditure Required:</b> \$XXX Total		
FY 20: \$	FY 21: \$	FY22: \$
<b>Amount Budgeted:</b>		
	FY20 \$XXX	
<b>Account Number(s):</b>		
	XXXXX XXX XXXX	
<b>Account Name(s):</b>		
	Enter Text Here	
<b>Unencumbered Balance(s) (prior to expenditure):</b>		
	\$XXX	

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Info Sheet from SWB and SAITC; 2. Resolution from SWB and SAITC; 3. Three Previous Transboundary Support Resolutions Passed by the Assembly

**RECOMMENDATION MOTION:**  
None. Discussion item only.

**SUMMARY STATEMENT:**  
The City and Borough of Wrangell received a request on behalf of the Southeast Alaska Indigenous Transboundary Commission and Salmon Beyond Borders to approve a resolution of support related to

transboundary river issues. Transboundary issues are quite complex and span different countries, river systems, communities, Indigenous Tribes, and industries all depending on the same resources.

The attached resolution of support provided by SWB and SAITC is very robust in its calls to action. Administration was uncomfortable bringing the resolution to the Assembly for action without having an opportunity for the Assembly to hear from representatives of the requesting organizations, and have questions answered. There will be representation at the meeting.

In addition to the informational flyer and draft support resolution provided by SWB and SAITC, Administration has also attached the three previous resolutions of support approved by the Assembly related to transboundary issues (2017, 2019, and 2020).

Following discussion the Assembly can provide direction to Administration about bringing forward a resolution for consideration at a subsequent meeting.





# TAKU - STIKINE - UNUK

THE RIVERS THAT FEED US



## DEFEND AND SUSTAIN THE SALMON COAST

The transboundary Taku, Stikine, and Unuk Rivers of Southeast Alaska and Northwest British Columbia's Salmon Coast are the rivers that feed us – physically, culturally, economically, and spiritually. These wild, glacial rivers flow from the vast boreal forest of British Columbia (B.C.) into the temperate rainforest of Southeast Alaska and the Tongass National Forest.

Along these major salmon river systems, the B.C. government is aggressively pursuing unprecedented industrial development, including large-scale mines, many with massive toxic waste dams – without the meaningful co- of those living downstream.

**TULSEQUAH CHIEF**

**RED CHRIS**

**SCHAFT CREEK**

**GALORE CREEK**

**KSM**

**Southeast Alaska**

**British Columbia**

**SALMON BEYOND BORDERS**  
DEFENDING OUR RIVERS, JOBS, AND WAY OF LIFE.  
[www.salmonbeyondborders.org](http://www.salmonbeyondborders.org)

# WHAT'S AT STAKE: WILD SALMON & PEOPLE LIVE HERE



## T'AAKÚ: TAKU

Item a.

- Largest roadless river in the world on the West Coast of North America
- U.S. portion is under Tongass Land Use Designation

## SHTAX'HÉEN: STIKINE

- Fastest free-flowing river in North America
- U.S. portion is within the Stikine-Leconte Wilderness Area

## JOONÁK: UNUK

- B.C. has staked approx. 60% of Canadian side of watershed with mining claims
- U.S. portion is within Misty Fjords National Monument

The Taku, Stikine, and Unuk Rivers are central to life, culture, commerce, sustenance, and ways of life in this region – and home to several Indigenous Nations, including the Tlingit and the Tahltan – linking about 80,000 people in many communities on both sides of the U.S.–Canada border. These rivers are hotspots of biodiversity, climate refugia, and birth all five species of wild Pacific salmon – and serve as economic powerhouses that contribute \$48 million annually to Southeast Alaska's economy. Our transboundary rivers have been stewarded by Indigenous peoples since time immemorial and are subject to the U.S.–Canada Boundary Waters Treaty of 1909.



## AT A GLANCE

- Taku, Stikine, Unuk transboundary watersheds: 30,000 square miles and produce 80% of our region's Chinook (king) salmon
- Almost 20% of these watersheds are staked with B.C. mineral claims
- Nearly 80,000 people live downstream from Northwest B.C.
- Salmon and tourism contribute \$2 billion-dollars annually to the Southeast Alaska economy

# B.C.'S MODERN-DAY GOLD RUSH

B.C. is feverishly rushing through massive open-pit gold and copper mines, including their colossal toxic waste storage facilities, at the headwaters of shared, iconic salmon rivers. This is happening without the meaningful input of communities and Tribes downstream in Alaska, and despite a global push to ban earthen mine tailings dams.

The industrialization of these river systems is the largest threat to some of the last remaining wild salmon habitat left on the planet. B.C.'s archaic mining laws are not strong enough to protect communities that depend upon cold, clean water, and wild salmon.

Almost 20% of all three AK-B.C. transboundary watersheds are staked with B.C. mineral claims. B.C. markets these mines of the "Golden Triangle" as important for the "clean energy transition." In reality, the vast majority of mining companies are targeting mostly gold. About 80% of the gold they dig up will become jewelry.



Item a.

TULSEQUAH CHIEF - ABANDONED MINE IN TAKU



RED CHRIS - OPEN-PIT MINE IN STIKINE



RED CHRIS MINE, STIKINE WATERSHED



MOUNT POLLEY MINE, FRASER WATERSHED



## TOXIC TAILINGS DAMS

B.C. continues to permit earthen mine "tailings dams" along shared salmon rivers even though these massive mine waste dams have to hold back a toxic slurry of acid-generating waste forever. These dams pose a great risk to environmental and human health because these will ultimately fail. An expert panel that reviewed B.C.'s 2014 Mount Polley mine waste dam failure (pictured right) found B.C. could face an average of two tailings dam failures every ten years. Peru, Chile, and Brazil have all banned upstream tailings dams. It's time these ticking time bombs are also banned along some of the world's last remaining intact salmon rivers.

## SPECIAL PROTECTIONS FOR SPECIAL PLACES

## THE RIVERS THAT FEED US

This international issue requires an international solution. That is why we are calling for a temporary HALT to exploration, development, and expansion of mines along shared AK-B.C. salmon rivers until the U.S. and Canadian federal governments convene local communities, stakeholders, and Indigenous leaders to develop a binding international agreement that:

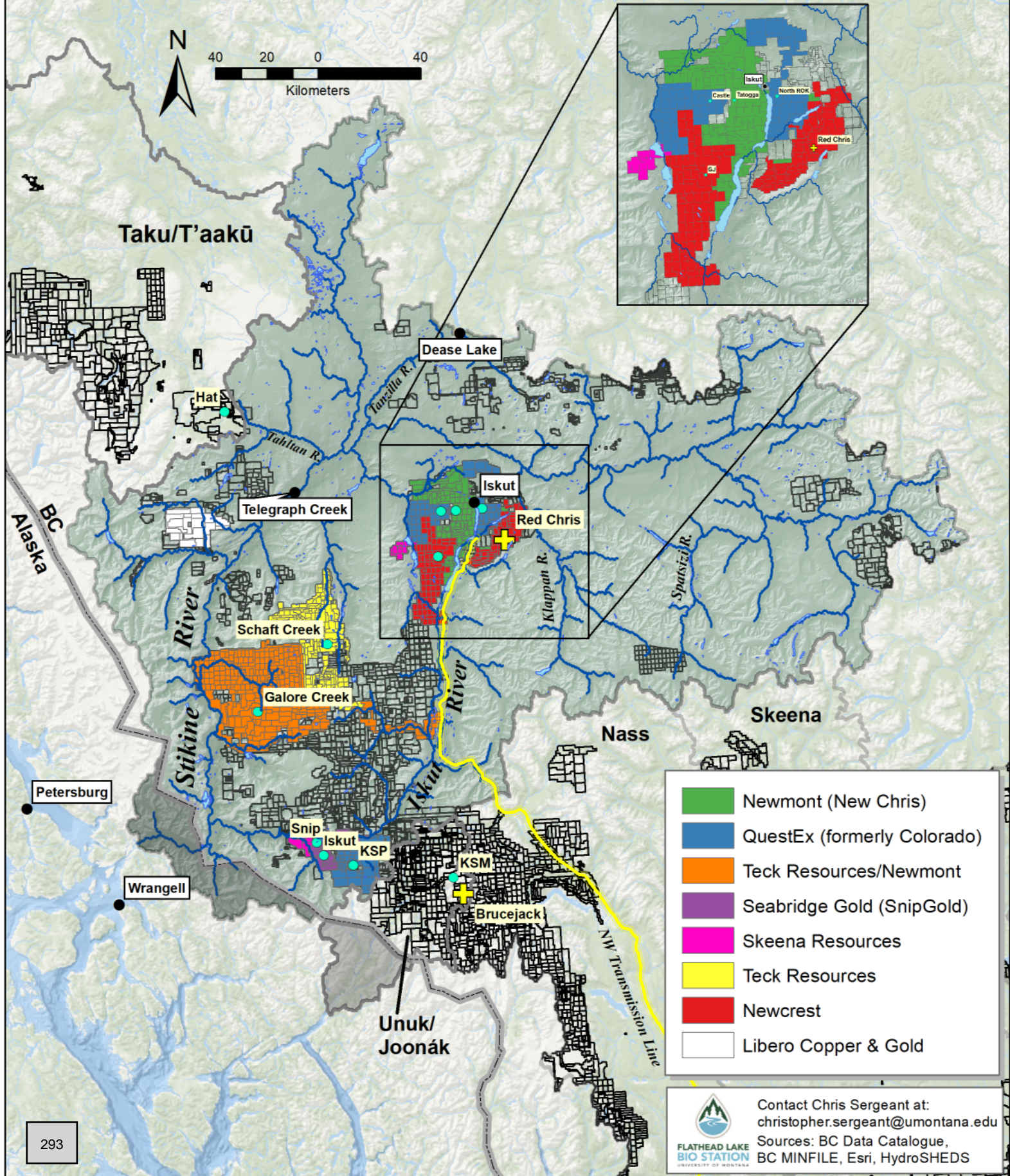
- Honors no-go zones and decisions by impacted local residents and Indigenous peoples
- Ensures B.C. mining companies and shareholders are liable for cleaning up their waste
- Permanently bans toxic mine waste dams along AK-B.C. transboundary salmon rivers

**TAKE ACTION AND LEARN MORE AT**  
**SALMONBEYONDBORDERS.ORG AND SEITC.ORG**



# Major BC mines, claims, and companies in the Stikine/Shtax'héen watershed

Item a.



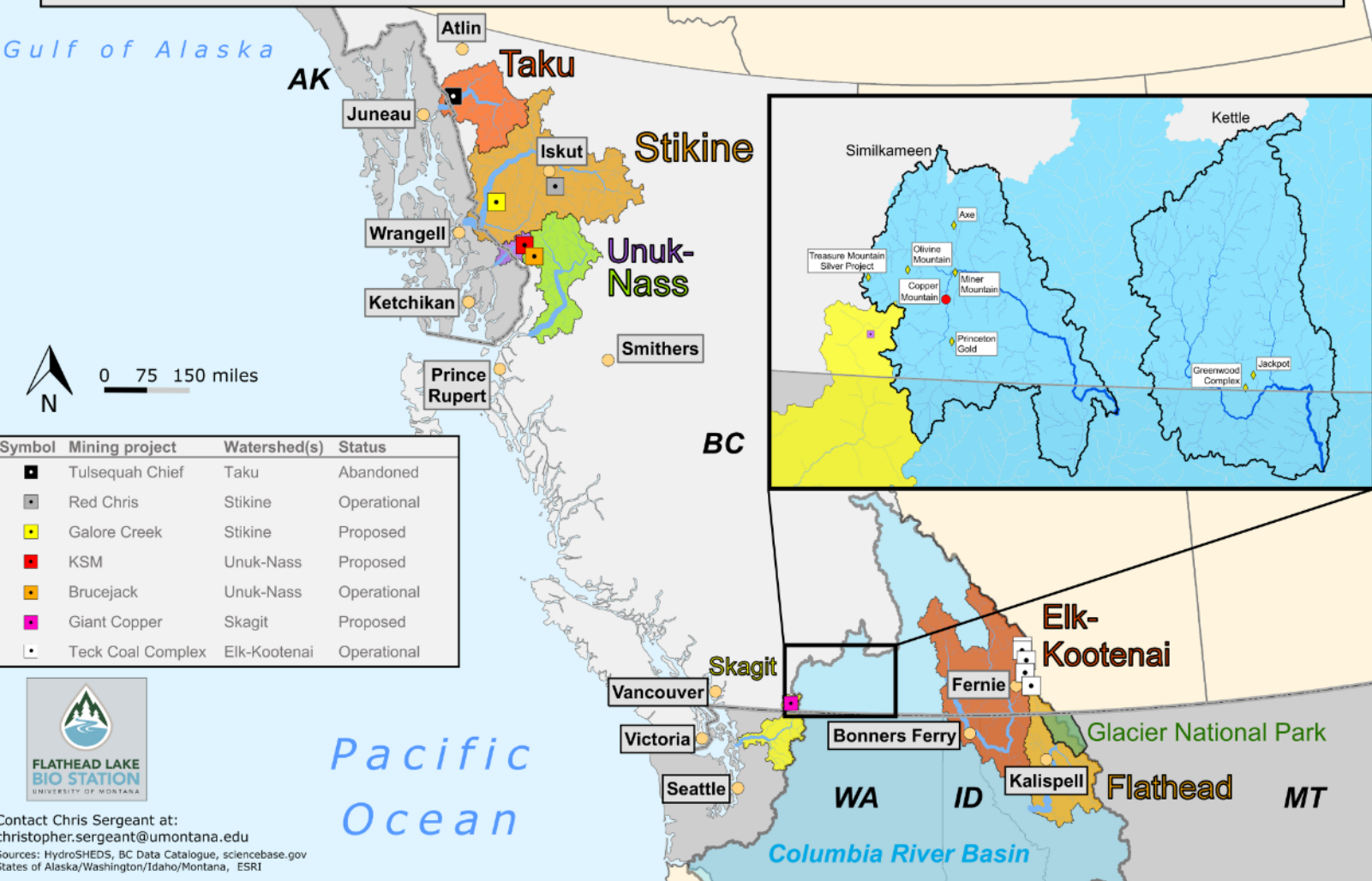
# CANADA POLLUTES SHARED WILD RIVERS



Item a.

Canadian large-scale mines impact the U.S. waters of three other British Columbia (B.C.) border states – Washington, Idaho, and Montana – just as they pollute or threaten to pollute the Alaska-B.C. transboundary Taku, Stikine, and Unuk Rivers. For decades, B.C. has stalled meaningful international action between the U.S., Canadian and Indigenous governments to protect shared rivers and salmon. B.C. promotes its handshake agreements (MOUs) with downstream U.S. states, while doubling down on the destruction of critical fish and wildlife habitat so vital to our economies and ways of life. B.C.'s own Auditor General has sharply criticized the B.C. mine evaluation, approval, monitoring, mitigation, and bonding processes, warning that B.C. is at risk of violating the Boundary Waters Treaty in relation to the ongoing B.C. mining-related pollution of international waterways.

## British Columbia Mining Projects in Shared US-BC Watersheds





**A RESOLUTION OF SUPPORT  
FOR A PERMANENT BAN ON TAILINGS DAMS AND FOR A TEMPORARY HALT TO THE  
PERMITTING, EXPLORATION, DEVELOPMENT, AND EXPANSION OF CANADIAN MINES  
ALONG ALASKA-BRITISH COLUMBIA TRANSBOUNDARY SALMON RIVERS  
UNTIL THE UNITED STATES-CANADA BOUNDARY WATERS TREATY OF 1909 AND  
THE UNITED NATIONS DECLARATION ON THE RIGHTS OF INDIGENOUS PEOPLES ARE UPHELD AND AN  
INTERNATIONAL AGREEMENT ON WATERSHED PROTECTIONS IS IMPLEMENTED**

**WHEREAS**, the Boundary Waters Treaty of 1909 was signed to prevent and resolve disputes over the use of shared waters between the United States (U.S.) and Canada, declaring in Article IV that, "it is further agreed that the waters herein defined as boundary waters and waters flowing across the boundary shall not be polluted on either side to the injury of health or property on the other;" and

**WHEREAS**, the Alaska-British Columbia (B.C.) Memorandum of Understanding and associated Statement of Cooperation on Protection of Transboundary Waters signed by the State of Alaska and the Province of B.C. in 2015 are important, but cannot provide binding, enforceable protections for the residents, rivers, and watersheds of the Alaska-B.C. transboundary region; and

**WHEREAS**, inadequately regulated Canadian hard rock mines in Northwest B.C., most of which are large-scale and open-pit, are occurring in known acid-generating ore bodies near the transboundary Taku, Stikine, and Unuk Rivers shared with Southeast Alaska, producing massive tailings dams that have to store toxic waste forever, expansive waste rock storage facilities, the need for perpetual water treatment, roads, and other infrastructure, as well as threatening (both in the short term and on geological timescales) the productivity and ecological health of these watersheds through cumulative impacts, contamination, habitat destruction, and/or possible catastrophic failures; and

**WHEREAS**, the Taku, Stikine, and Unuk Rivers are of tremendous and unique cultural, ecological, subsistence, economic, and recreational value as Indigenous people from several Nations have stewarded the Alaska-B.C. transboundary region since time immemorial and this region is now home to nearly 80,000 people in dozens of communities; and

**WHEREAS**, the Southeast Alaska Indigenous Transboundary Commission - a consortium of fifteen federally recognized Tribes in Southeast Alaska - in 2018 submitted a petition to the Inter-American Commission on Human Rights, asserting that Canada has violated their human rights by failing to prevent foreseeable harms from hard rock mines in B.C., and on March 31, 2021 sent a request to B.C. Premier Horgan for a pause in the permitting of B.C. mining projects in Alaska-B.C. transboundary watersheds until an agreement is made regarding Alaska Tribal participation in ongoing permit decisions pursuant to the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP); and

**WHEREAS**, the clean water and intact habitat of Alaska-B.C. transboundary watersheds are historically some of the most productive wild salmon rivers on the entire west coast of North America, with the Taku, Stikine, and Unuk Rivers alone contributing nearly \$50 million in economic activity, \$34 million in direct spending, over 400 jobs and almost \$20 million in labor income towards Southeast Alaska's annual multi-billion dollar fishing and visitor industries; and

**WHEREAS**, the leaching of heavy metals to groundwater and sediment from mining can contaminate freshwater systems for decades, preventing recovery of fish populations many



years after the cessation of mining activity and posing a risk to human health, and B.C.'s Tulsequah Chief mine in the Taku River watershed has been abandoned and leaching acid mine drainage since 1957; and

**WHEREAS**, B.C.'s environmental assessment process does not set legal requirements or standards for assessing cumulative effects of existing and proposed development, and B.C.'s open-pit Red Chris mine has been operating at the headwaters of the Stikine River since 2015, the entire riparian corridor of the Iskut River, the largest tributary of the Stikine River, is staked with B.C. mineral claims, B.C.'s Kerr-Sulphurets-Mitchell project (KSM), if built as proposed in the Unuk-Nass River watersheds, would be the largest open-pit mine in Canada and one of the largest in the world, and more than half of the B.C. portion of the Unuk watershed is staked with mineral claims; and

**WHEREAS**, the Taku, Stikine, and Unuk Rivers are experiencing a decline in wild salmon populations, resulting in the Alaska Department of Fish and Game listing Chinook salmon in the Unuk River as a Stock of Concern in 2017 and will soon list Chinook salmon in the Taku and Stikine Rivers as Stocks of Concern; and

**WHEREAS**, on June 30, 2021, Canada's Department of Fisheries and Oceans eliminated 60% of its commercial salmon fleet in B.C. due to poor returns and declining populations - some near 90% declines - resulting in the largest set of commercial salmon fishery closures in B.C. history, while simultaneously B.C. continues to permit industrialization of the headwaters (spawning and rearing grounds) of some of its largest salmon producing systems; and

**WHEREAS**, the risk of natural forces such as extreme precipitation events and landslides, which are becoming more common due to climate change, add further instability to the mining infrastructure and could trigger catastrophic failure of the tailings waste dams and thereby release contaminants into the Taku, Stikine, and Unuk waterbodies and are inadequately addressed in B.C. mine operations designs; and

**WHEREAS**, following B.C.'s Mount Polley mine disaster in 2014 an expert panel appointed by the B.C. government found that if mining companies continue their business-as-usual operations the province could face an average of two dam failures every ten years and the same expert panel reported there are 123 active tailings dams in B.C.; and

**WHEREAS**, the Auditor General of B.C., in her report issued on May 3, 2016, found that the B.C. Ministry of Energy and Mines and Ministry of the Environment's "compliance and enforcement activities of the mining sector are inadequate to protect the province from significant environmental risks", and according to a 2017 report by the United Nations Environment Programme, Canada has the world's second-worst record for mine tailings spills after China, with seven incidents reported in the previous decade; and

**WHEREAS**, the June 2021 *Audit of Code Requirements for Tailings Storage Facilities* by B.C.'s Mine Audits and Effectiveness Unit, has found provincial mining code changes developed after the Mount Polley disaster lack the definition needed to ensure compliance, verification and enforcement--which means communities and the environment across the province lack full protection against the potentially catastrophic consequences of tailings dam failures that B.C.'s new mining code was meant to provide; and

**WHEREAS**, B.C. touts itself to U.S. officials and potential investors as a world-class marketplace for responsibly-sourced metals and a mining jurisdiction with highly positive ESG (Environment, Social, Governance) outcomes and yet, B.C. is supporting widespread exploration and the





permitting of open pits and tailings dams at mine sites across B.C. just upriver from four U.S. border states (AK, WA, ID, MT) and at the headwaters of some of North America's last remaining productive wild salmon rivers, without the consultation and consent of local Tribes and communities downstream; and

**WHEREAS**, Native Tribes in Alaska, First Nations in B.C., commercial fishermen, local communities, conservation groups, thousands of concerned citizens, and local, state, provincial, and federal lawmakers (including all eight Senators from the four border states) on both sides of the U.S.-Canada border have raised concerns since 1998 about B.C. mining development potentially causing significant harm to water quality, fish and wildlife, cultural practices, and local economies in Alaska-B.C. transboundary watersheds and still do not have a meaningful say in the shared management of our shared rivers; and

**WHEREAS**, the below signed agree to share information and seek all opportunities for collaboration to address these issues, promote methods to protect these vital rivers from harm, and seek to facilitate and promote meaningful dialogue and engagement at the local, state, federal, provincial, and Tribal levels to assure protection of resources on both sides of the border.

**We, the undersigned business owners, organizations, and community members, seek a thriving Salmon Coast (AK-B.C. transboundary region) fed by intact ecosystems, healthy salmon populations and landscapes, robust traditional lifestyles, and sustainable economies.**

**Therefore, BE IT RESOLVED that we call upon President Joe Biden and the United States government and Prime Minister Justin Trudeau and the Canadian government to *immediately*:**

1. **Utilize** their authority under the United States-Canada Boundary Waters Treaty of 1909 to prevent and resolve disputes over the use of shared waters; and
2. **Support** an immediate temporary halt to permitting, exploration, development, and expansion of Canadian mines along shared Alaska-B.C. salmon rivers until a binding international agreement on watershed protections, developed by *all* jurisdictions in these shared transboundary watersheds and consistent with the Boundary Waters Treaty of 1909 and the United Nations Declaration on the Rights of Indigenous Peoples, is implemented; and
3. **Convene** with local communities, stakeholders, and Indigenous leaders of the Taku, Stikine, and Unuk watersheds to develop the aforementioned binding international agreement on watershed protections. This agreement will identify and honor no-go zones and decisions by local residents and Indigenous people on both sides of the international border, ensure mining companies and shareholders are liable for cleaning up their waste and compensating impacted communities for all damages, and enforce requirements for mining best practices, including a permanent ban on the perpetual storage of contaminated water and wet tailings behind earthen dams along these irreplaceable Alaska-B.C. transboundary salmon rivers.

## CITY AND BOROUGH OF WRANGELL

RESOLUTION No. 09-17-1378

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, SUPPORTING ENFORCEMENT OF THE BOUNDARY WATERS TREATY IN THE SOUTHEAST ALASKA/NORTHWEST BRITISH COLUMBIA TRANSBOUNDARY REGION

**WHEREAS**, the Wrangell Borough Assembly represents the residents of the City and Borough of Wrangell; and

**WHEREAS**, the Stikine River is exceptionally vital to Wrangell's cultural and economic health and well-being, all of the transboundary watersheds of the Northwest British Columbia and Southeast Alaska region are of tremendous and unique ecological, economic subsistence, cultural and recreational value, and the clean water and intact habitat of these river systems are some of the most productive wild salmon rivers on the entire west coast of North America; and

**WHEREAS**, transboundary rivers and their tributaries are facing a significant increase in new large-scale mining development that will impact wild salmon watersheds that cross the U.S. and Canada border, including the Red Chris open-pit mine that began operations in the headwaters of the Stikine River in February 2015; and

**WHEREAS**, this large-scale open pit mining development is occurring in known acid-generating ore bodies, along with associated waste rock storage facilities and tailings dams, roads and other infrastructure, will threaten the productivity and health of watersheds and fish and wildlife habitat through cumulative impacts and contamination or possible catastrophic failures; and

**WHEREAS**, Alaska Native Tribes, B.C. First Nations, commercial fishermen, traditional and customary and recreational users local communities, and conservation groups on both sides of the U.S./Canadian border have raised concerns about the mining development in British Columbia presenting significant potential for harm to water quality, fish and wildlife, cultural practices, and local economy; and

**WHEREAS**, the members of the Wrangell Borough Assembly agree to share information and seek all opportunities for collaboration to address these issues, promote methods to protect these vital rivers from harm, and seek to facilitate and promote meaningful dialogue and engagement at the local, state, federal, provincial, and Tribal levels to assure protection of resources on both sides of the border; and

**WHEREAS**, maintaining and protecting healthy wild salmon populations throughout these river systems is the priority of local communities and all user groups

and individuals downstream from these projects must be addressed in all transboundary watershed development decision-making; and

**WHEREAS**, the Auditor General of British Columbia, in her report issued May 3, 2016, found that the British Columbia Ministry of Energy and Mines and Ministry of the Environment’s “compliance and enforcement activities of the mining sector are inadequate to protect the province from significant environmental risks”; and

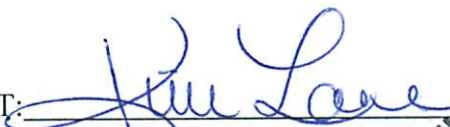
**WHEREAS**, the Statement of Cooperation on Protection of Transboundary Waters, signed by Lieutenant Governor Byron Mallott, Bill Bennett, British Columbia Minister of Energy and Mines, and Mary Polak, British Columbia Minister of the Environment, on October 6, 2016, is important, but cannot provide binding, enforceable protections for the residents, rivers, and watersheds of the state; and

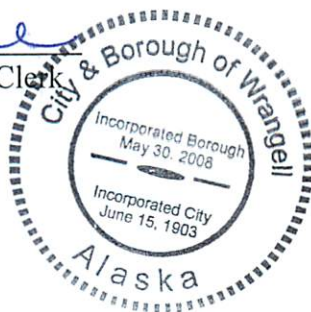
**WHEREAS**, the Boundary Waters Treaty of 1909 between the United States and Canada states in Article IV, "It is further agreed that the waters herein defined as boundary waters and waters flowing across the boundary shall not be polluted on either side to the injury of health or property on the other," and provides a mechanism to address transboundary water concerns through the International Join Commission; and

**NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA**, hereby calls for the United States federal government to utilize any and all powers under the Boundary Waters Treaty to develop binding and enforceable protections and financial assurances to ensure Alaska and British Columbia interests and ways of life are not negatively impacted by Canadian development in the shared transboundary watersheds of Southeast Alaska and Northwest British Columbia.

ADOPTED: September 26, 2017

  
\_\_\_\_\_  
David L. Jack, Mayor

ATTEST:   
\_\_\_\_\_  
Kim Lane, MMC, Borough Clerk



## CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 11-19-1502

A RESOLUTION OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA, CALLING ON THE GOVERNMENT OF BRITISH COLUMBIA TO ACT IMMEDIATELY TO PROTECT THE **TRANSBOUNDARY** STIKINE WATERSHED AND ALL WHO DEPEND ON IT FROM THE IMPACTS OF CANADIAN MINING PROJECTS

WHEREAS, the City and Borough of Wrangell, lies within the transboundary region of the Stikine Watershed and represent Wrangell residents; and

WHEREAS, the Wrangell Borough Assembly are the leaders in this community and have a responsibility to protect it for generations yet to come; and

WHEREAS, several proposed and operating mines, some of the largest in the world are located in the watersheds that sustain our communities; and

WHEREAS, the 35 communities and cultures of Southeast Alaska, including the Tsimshian, Tlingit and Haida Nations, are largely dependent on the relationship to waterways for commercial fisheries, sport fisheries, and other maritime harvest and food security; and

WHEREAS, the consequences of some mining activities have a history of detrimental impacts on downstream rivers and water quality that healthy fisheries depend upon, therefore posing a threat to us in Wrangell; and

WHEREAS, Canada ratified the United Nations Declaration on the Rights of Indigenous people (UNDRIP) in 2016, including the principles of free, prior, and informed consent (FPIC) for all Indigenous groups impacted by the actions of the federal government; and

WHEREAS, The Boundary Waters Treaty of 1909 between the United States and Canada states that “waters flowing across the boundary shall not be polluted on either side to the injury of health or property on the other”; and

WHEREAS, Both UNDRIP and the Boundary Waters Treaty recognize that the water, fish, and people of a shared watershed enjoy rights that transcend national boundaries; and

WHEREAS, the mines in the Stikine Watershed include the Johnny Mountain Mine and SNIP Mine (currently in exploration), the proposed Schaft Creek Mine, the operational Red Chris Mine, and the most concerning is the proposed Galore Creek Mega-Mine; and

WHEREAS, the fully permitted Galore Creek mega-mine exploratory operation is underway at the headwaters of the Stikine and Iskut Rivers within British Columbia, under the companies Teck Resources Limited and Newmont Mining Corporation; and

WHEREAS, waters of the Stikine River and the surrounding watershed support the life of integral foods, such as the five species of salmon, oolichan, trout, and plants and fungi that support subsistence within the watershed; and

WHEREAS, the Galore Creek mine has potential to directly harm citizens of the United States and British Columbia by way of harm to the Stikine River's water quality, which will directly impact foods and drinking water; and

WHEREAS, Premier Horgan, leader of the British Columbia Provincial Government, has recently committed to bring provincial laws into harmony with the Declaration; and

WHEREAS, our Alaskan Senators have recently stated their support for greater mining protections on transboundary rivers in British Columbia (BC) and called upon BC leadership to take action to guarantee the protection of Alaska's natural resources; and

WHEREAS, it is the responsibility of the Alaskan and British Columbia Governments to work together to safeguard the Stikine Watershed from harm within the transboundary region.

NOW THEREFORE, BE IT RESOLVED BY THE CITY AND BOROUGH OF WRANGELL, ALASKA THAT the Assembly of the City and Borough of Wrangell calls upon the Government of British Columbia, as the jurisdiction where these transboundary mines in the Stikine Watershed are regulated, to act immediately to protect the Stikine Watershed and all who depend on it from the impacts of mining.

BE IT FURTHER RESOLVED THAT, THE CITY AND BOROUGH OF WRANGELL, ALASKA strongly supports Premier Horgan's efforts to implement UNDRIP, including FPIC, in all Indigenous communities for all Indigenous people, specifically including those in Alaska.

BE IT FINALLY RESOLVED THAT, THE CITY AND BOROUGH OF WRANGELL, ALASKA asks the British Columbia Provincial Government and Agencies to conduct a new environmental assessment for the Galore Creek mine that incorporates the United Nations Declaration on the Rights of Indigenous People and Free Prior and Informed Consent in light of the new British Columbia Environmental Assessment Act, which came into force in August of 2019 and takes into account a wider range of effects in the final approval process that was

conducted for the current EA (Environmental Assessment Act), including health, society, gender, climate change, Aboriginal peoples, jobs, and the economy.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA this 12<sup>th</sup> DAY OF NOVEMBER, 2019.

CITY & BOROUGH OF WRANGELL, ALASKA

  
\_\_\_\_\_  
Steve Prysunka, Mayor

ATTEST:   
\_\_\_\_\_  
Kim Lane, Borough Clerk



ADOPTED PREVIOUSLY  
(Reference Only)

## CITY AND BOROUGH OF WRANGELL

RESOLUTION NO. 1-20-1508

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, URGING THE STATE OF ALASKA TO ENSURE THAT THE BRITISH COLUMBIA (B.C.) GOVERNMENT IMPLEMENTS AN OPEN AND TRANSPARENT PROCESS TO CLEAN UP AND CLOSE THE TULSEQUAH CHIEF MINE

WHEREAS, the Taku River is usually Southeast Alaska's largest overall salmon producer, with Southeast's largest run of coho and king salmon, and is a vital regional economic, cultural and recreational resource. Annual salmon runs can top two million wild fish. The Taku produces up to 100,000 Chinook, 300,000 coho, 400,000 sockeye, 50,000 chum and 1,000,000 pink salmon, as well as significant populations of steelhead trout, cutthroat trout, Dolly Varden char and eulachon; and

WHEREAS, the Taku is the traditional territory of Tlingit people on both sides of the border. The Douglas Indian Association is the federally recognized tribe in Alaska and the Taku River Tlingit First Nation is based in Atlin, B.C. Both have recently called for the cleanup and closure of the Tulsequah Chief Mine; and

WHEREAS, the Tulsequah Chief Mine has been discharging toxic acidic wastewater into the Taku watershed since it was abandoned in 1957. Despite numerous calls for cleanup, the pollution was allowed to continue unabated by previous B.C. governments; and

WHEREAS, this situation is now changing and it appears the current B.C. government now realizes the Tulsequah Chief is not a viable mine and the previous strategy of hoping a company will reopen and eventually clean up the mine isn't realistic; and

WHEREAS, although B.C. is developing a remediation plan for the mine and says that on site work will start in 2020, there is still much to do to ensure this happens; and

WHEREAS, cleaning up and closing down the Tulsequah Chief Mine is currently the best, relatively easiest and timeliest opportunity to protect a valuable **transboundary** salmon watershed; and

WHEREAS, Alaska legislators, governors, members of congress, community leaders, fishing and tourism groups, businesses and other Alaskans have made cleanup of the Tulsequah Chief Mine a main goal in discussions with B.C. Provincial and Canadian federal officials for many years; and

WHEREAS, remediation of the Tulsequah Chief Mine remains the state of Alaska's highest transboundary water priority.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, THAT:


The Wrangell Borough Assembly urges the State of Alaska to:

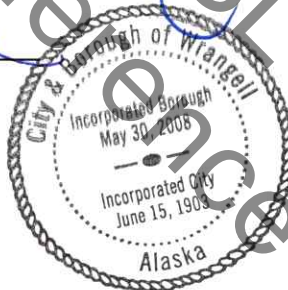
1. Ensure that the B.C. government conducts a comprehensive cleanup and closure of the Tulsequah Chief Mine site; and
2. Engage with B.C. and ensure that the process to develop and implement a cleanup and closure plan is as open and transparent as possible and gives downstream interests a voice; and
3. Ensure that the cleanup plan be released to the public so that interested parties are given meaningful opportunity to review the plan in order that downstream stakeholder interests are considered toward achieving the best possible remediation outcome.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 14<sup>TH</sup> Day of January, 2020.

CITY & BOROUGH OF WRANGELL

  
\_\_\_\_\_  
Stephen Frysunka, Mayor

ATTEST:   
\_\_\_\_\_  
Kim Lane, Borough Clerk



ADOPTED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA (Reference Only)



**CITY & BOROUGH OF WRANGELL, ALASKA  
BOROUGH ASSEMBLY AGENDA STATEMENT**

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 14, 2021
	<u>Agenda Section</u>	<b>13</b>

**RESOLUTION No. 09-21-1606** OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA FOR ACCEPTANCE OF CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS AWARD TO NON-ENTITLEMENT UNITS OF LOCAL GOVERNMENT (NEUS) FROM THE ALASKA DEPARTMENT OF COMMERCE, COMMUNITY & ECONOMIC DEVELOPMENT (HEREINAFTER "DEPARTMENT")

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

<b>Expenditure Required:</b> \$XXX Total		
FY 20: \$	FY 21: \$	FY22: \$
<b>Amount Budgeted:</b>		
	FY20 \$XXX	
<b>Account Number(s):</b>		
	XXXXX XXX XXXX	
<b>Account Name(s):</b>		
	Enter Text Here	
<b>Unencumbered Balance(s) (prior to expenditure):</b>		
	\$XXX	

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Resolution 09-21-1606

**RECOMMENDATION MOTION:**  
Move to Approve Resolution No. 09-21-1606.

**SUMMARY STATEMENT:**  
In addition to the ARPA funds allocated to the City & Borough of Wrangell directly from the federal government (approximately \$485,000) the State of Alaska is making allocations to units of government from their ARPA funds. Wrangell will be receiving \$603,963.39. The attached resolution authorizes acceptance of the recovery funds. Essentially, it authorizes our application to

request the funds. A second resolution will be required to amend the budget, allocate the funding, and authorize any expenditure. The Assembly and Administration will need to determine how the funding will be spent. The grant period is through June 30, 2024.

This resolution states that the municipality has read the federal guidance related to the funds, and will spend the money in accordance with that guidance. Administration is still reviewing the guidance, but will absolutely confirm the funding is spent on eligible expenses and in conformance with federal Treasury guidance. The full scope of options for eligible expenditures will be provided to the Assembly prior to any discussion related to amending the budget to accept the funds and deciding how the funds should be used.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION No. 09-21-1606

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA FOR ACCEPTANCE OF CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS AWARD TO NON-ENTITLEMENT UNITS OF LOCAL GOVERNMENT (NEUS) FROM THE ALASKA DEPARTMENT OF COMMERCE, COMMUNITY & ECONOMIC DEVELOPMENT (HEREINAFTER "DEPARTMENT")

WHEREAS, the municipality wishes to provide the above described funds for the City & Borough of Wrangell; and

WHEREAS, the municipality total operating budget revenue in effect as of January 27, 2020 was \$14,958,730.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THAT: The municipality has read and agrees to the federal guidance pertaining to the Recovery Funds, and accepts the Recovery Funds from the Department; and

BE IT HEREBY FURTHER RESOLVED THAT: Borough Manager, Lisa Von Bargen, is hereby authorized to negotiate and execute any and all documents required for issuing and managing funds on behalf of this municipality. Borough Manager, Lisa Von Bargen is also authorized to execute subsequent amendments to said agreement, based upon the needs of the project.

PASSED AND APPROVED BY A DULY CONSTITUTED QUORUM OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 14<sup>TH</sup> DAY OF SEPTEMBER 2021.

CITY & BOROUGH OF WRANGELL

\_\_\_\_\_  
Stephen Prysunka, Mayor

ATTEST: \_\_\_\_\_  
Kim Lane, MMC, Borough Clerk

**CITY & BOROUGH OF WRANGELL, ALASKA  
BOROUGH ASSEMBLY AGENDA STATEMENT**

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 14, 2021
	<u>Agenda Section</u>	<b>13</b>

Approval of a Contract Award to Heller High Water, LLC in the Amount of \$24,500 for the City Dock Fender Pile Repair Project

SUBMITTED BY:

Amber Al-Haddad, Capital Facilities Director

FISCAL NOTE:

<b>Expenditure Required: \$24,500</b>		
FY 21:	FY 22: \$24,500	FY23:
<b>Amount Budgeted:</b>		
	FY22 \$83,000	
<b>Account Number(s):</b>		
	74310-000-7900-00-74003	
<b>Account Name(s):</b>		
	City Dock Fender Pile Repair CIP Fund	
<b>Unencumbered Balance(s) (prior to expenditure):</b>		
	\$	

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Bid Opening Checklist and Tabulation Summary for City Dock Fender Pile Repair project

**RECOMMENDATION MOTION:**  
Move to approve a contract award to Heller High Water, LLC in the amount of \$24,500 for the City Dock Fender Pile Repair project.

**SUMMARY STATEMENT:**

Around the end of February, Wrangell City Dock was the subject of a hit and run incident from a marine vessel, which caused damage to the dock structure. Eight fender piles received enough impact from the marine vessel to break the top of the piles causing them to be disconnected from the chock blocks and connection hardware. Additional work required includes bull rail, hanger, chain, and strut repair. Soon after the City Dock piles were damaged, several piles at one of the dolphins at the barge ramp were damaged by the incoming freight barge. Repairs to these piles and associated components are necessary to preserve the remainder of the structure's integrity.

The City & Borough of Wrangell issued an Invitation to Bid for the purchase of the City Dock Fender Pile Repair. On September 1, 2021, the CBW received two bids in response to the Invitation to Bid. The apparent lowest, responsive and responsible bid was received from Heller High Water, LLC in the amount of \$24,500. Staff recommend awarding the procurement contract to Heller High Water, LLC.

Funding from the Harbor and Port Reserves, in the amount of \$83,000, was made available for the City Dock piles. The Borough Manager was successful at securing an approximately \$36,000 grant from the State toward this project, which reduces the Borough's costs significantly. We used the State grants funds to purchase all piles and hardware. The barge company will be responsible to reimburse the Borough for the expense to repair the piles at the barge ramp, and Steve Miller is managing the coordination with them on this matter.

\*The City and Borough of Wrangell's procedures for submitting documentation for the purpose of award, involves the withholding of detailed information from each Bidder until an award has been made. The reason for this procedure is that in case all bids are rejected or the project is rebid, the details of each Bidder's bid should remain confidential between potential competitive bidders.

City and Borough of Wrangell, Alaska

**CITY DOCK FENDER PILE REPAIR**

Bid Opening Checklist and Tabulation Summary

Bid Opening Date: September 1, 2021 @ 2:00 p.m. - Assembly Chambers

*Preliminary*

Bidder's Name	Signed Bid Proposal	Addenda		Bid	Bid Modification	Total Bid with Modification	Total Based on 5% Local Bidder Preference (if applicable)
		#1	#2				
Western Dock and Bridge	X	X	X	\$ 148,000.00	48400	\$ 99,600.00	Not Applicable
Heller Highwater	X	X	X	\$ 24,500.00		\$ 24,500.00	

Verified By: *[Signature]*

Witnessed By: *Ruth Muller*

**CITY & BOROUGH OF WRANGELL, ALASKA  
BOROUGH ASSEMBLY AGENDA STATEMENT**

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 14, 2021
	<u>Agenda Section</u>	<b>13</b>

**RESOLUTION No. 09-21-1608** OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET IN THE GENERAL FUND BY TRANSFERRING \$41,000 FROM GENERAL FUND RESERVES TO THE POLICE DEPARTMENT BUDGET AND AUTHORIZING ITS EXPENDITURE FOR INSURANCE AND 911 SYSTEM SUPPORT

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

<b>Expenditure Required:</b> \$XXX Total		
FY 20: \$	FY 21: \$	FY22: \$
<b>Amount Budgeted:</b>		
	FY20 \$XXX	
<b>Account Number(s):</b>		
	XXXXX XXX XXXX	
<b>Account Name(s):</b>		
	Enter Text Here	
<b>Unencumbered Balance(s) (prior to expenditure):</b>		
	\$XXX	

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Resolution 09-21-1608

**RECOMMENDATION MOTION:**  
Move to Approve Resolution No. 09-21-1608.

**SUMMARY STATEMENT:**  
During budget discussions Administration advised the Assembly a budget adjustment for the Police Department would be necessary because of the cost of 911 system support. What Administration has come to learn is the Borough was the recipient of a grant five years ago that covered the purchase of a new 911 system and five years of support. The members of the Borough staff

responsible for this no longer work for the CBW. Administration had no way of knowing this cost was “missing” from the Police Department budget. The annual cost of support is \$23,784. Although this is within the Manager’s spending authority, because this is a brand new, unbudgeted expense, the support contract is also on the agenda for approval by the Assembly.

In addition to the 911 expense, it has been discovered by Administration that insurance expenses (property, vehicle and liability) have not been appropriately allocated to the Police Department over the past few years. The PD budget for FY22 only includes \$30,000 for insurance. Additional funding is necessary to cover the cost of insurance for the PD. A more detailed outline of all insurance expenses was provided in the agenda statements for approval of the Borough’s insurance policies at the July 27<sup>th</sup> meeting. A recap of the Police insurance charges is as follows:

\$5,287.00	Police Boat
\$31,136.70	Law Enforcement Liability
\$5,990.90	Vehicle Insurance
\$42,414.60	Total
<u>\$30,000.00-</u>	FY22 PD Insurance Budget
\$12,414.60	Additional Funding Needed for Currently Allocated Insurance

As was also explained in the July 27<sup>th</sup> meeting packet, there are two categories of liability insurance (Other Liability Coverages - \$73,960.91 and Employment Practices Liability - \$40,617.65) that Administration has temporarily coded to the Pre-Paid Insurance account while trying to determine how to allocate the costs among the different departments and funds. Likely, there will be additional allocation of insurance expenses to the Police Department. The amount is unknown at this time.

Administration is requesting a budget adjustment of \$41,000 with this resolution.

911 System Support	\$23,784.00
Insurance	\$12,414.60
Cushion for Additional Insurance Allocation	\$ 4,801.40
Total	\$41,000.00



## CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 09-21-1608

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET IN THE GENERAL FUND BY TRANSFERRING \$41,000 FROM GENERAL FUND RESERVES TO THE POLICE DEPARTMENT BUDGET AND AUTHORIZING ITS EXPENDITURE FOR INSURANCE AND 911 SYSTEM SUPPORT

WHEREAS, five years of support for the 911 system that was grant funded has expired; and

WHEREAS, the Borough must now cover this unanticipated expense in the General Fund budget; and

WHEREAS, accurate allocation of insurance expenses reveals the Police Department Insurance line item budget is underfunded; and

WHEREAS, a budget amendment is necessary to cover the aforementioned expenses.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, that:

Section 1: The FY 2022 Budget in the General Fund is amended to reflect an increase in the transfer of funds, in the amount of \$41,000 from the General Fund Reserves into the General Fund Operating Budget.

Section 2: The FY 2022 Budget in the General Fund is amended to reflect an increase in the authorized expenditures in the Police Department Professional Services account (11000 013 7519) in the amount of \$23,784 for 911 System support.

Section 3: The FY 2022 Budget in the General Fund is amended to reflect an increase in the authorized expenditures in the Police Department Insurance account (11000 013 7503) in the amount of \$17,216 for insurance expenses.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA this 14<sup>TH</sup> DAY OF SEPTEMBER, 2021.

CITY & BOROUGH OF WRANGELL, ALASKA

\_\_\_\_\_  
Stephen Prysunka, Mayor

ATTEST: \_\_\_\_\_  
Kim Lane, Borough Clerk

**CITY & BOROUGH OF WRANGELL, ALASKA  
BOROUGH ASSEMBLY AGENDA STATEMENT**

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 14, 2021
	<u>Agenda Section</u>	<b>13</b>

Approval of FY 2022 911 System Support Contract with Combix, Inc. in the Amount of \$23,784

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

<b>Expenditure Required:</b> \$23,748 Total		
FY 20: \$	FY 21: \$	FY22: \$23,748
<b>Amount Budgeted:</b>		
FY22 \$23,748 (Res. 09-21-08)		
<b>Account Number(s):</b>		
Professional Services		
<b>Account Name(s):</b>		
11000 013 7519		
<b>Unencumbered Balance(s) (prior to expenditure):</b>		
\$23,748		

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Combix Support Agreement; 2. Combix Invoice

**RECOMMENDATION MOTION:**  
Move to Approve FY 2022 911 System Support Contract with Combix, Inc. in the Amount of \$23,784.

**SUMMARY STATEMENT:**  
During budget discussions Administration advised the Assembly a budget adjustment for the Police Department would be necessary because of the cost of 911 system support. What Administration

has come to learn is the Borough was the recipient of a grant five years ago that covered the purchase of a new 911 system and five years of support. The members of the Borough staff responsible for this no longer work for the CBW. Administration had no way of knowing this cost was “missing” from the Police Department budget. The annual cost of support is \$23,784. Although this is within the Manager’s spending authority, because this is a brand new, unbudgeted expense, the support contract is on the agenda for approval by the Assembly.

The Police Chief conducted due diligence research to determine the validity of the proprietary system we are using and the support provider. Staff reached out to BlackPoint, our contract IT provider, to see if they could provide the necessary support. As it is a proprietary system, they are unable to do so. In order to maintain 911 support services for this year we need to remain with the current vendor. In preparation for the FY23 Budget an RFP will be issued to obtain solicit competitively for a comparable or better system and support, hopefully for similar or less cost.

Combix 911 Inc.

**Annual Support & Maintenance**

*It is ALL about YOU!*

Wrangell Police Department

CONFIDENTIAL PROPRIETARY INFORMATION This document and the Combix Suite described are the property of Combix 911 Inc. This document may not be transferred from the custody or control of Combix 911 Inc. except as authorized by Combix 911 Inc. This Document is for informational purposes only. Combix and Combix 911 Inc. is used interchangeably throughout this document. Combix 911 Inc. Service and Support Guidelines Combix 911 Inc. (Combix) provides for a fee, certain support services to purchasers and distributors of its products in accordance with the terms and conditions of this support program, (“Support Program”) purchases or master distribution agreements. The support services provided hereunder generally include application software, hardware and configuration support as well as remote monitoring and system updating. The scope of the support services include and are limited to, the support services described below. Distribution agreements may provide additional information concerning fees and other specific support policies.



## **A. Definitions**

“Customer” is defined as the party purchasing the Support Program from Combix 911 Inc.

“End User” is defined as the user of the Combix 911 Inc. application software supported hereunder.

“Distributor” is defined as a company or organization authorized to resell Combix 911 Inc. products. “Software” is defined as computer program instructions that facilitate functionality within hardware. There are three main types of software. System software (operating systems, i.e. Windows OS, Linux) controls the working of the computer. Ancillary software includes database applications, back up products, and other third-party software.

## **B. Warranty**

All hardware used in the Combix Solutions come with a maximum warranty of 5 years and are serviced by the hardware providers.

## **C. Term of the Support Program**

All Combix systems come equipped with a twelve (12) month warranty and mandatory first year software support services. This includes hardware and software provided only by Combix. The date is calculated from the ship date from Combix facilities. At the conclusion of the original (12) month warranty and support program, additional years of support can be purchased in 1-year, 3-year or 5-year terms. In all cases, the original term commences on the date the software is shipped from Combix facilities. This ship date will be noted and tracked

## **D. Renewal of Support Program**

Renewal Combix offers renewal terms in 1-year, 3 year, or 5-year durations. The renewal rate for all Support Programs offered by Combix must be quoted by Combix or an authorized distributor and is equal to a percentage charged for the originally purchased hardware and software solution. In order to avoid a Support Program Reinstatement Fee, the Customer must comply with the auto renewal policy as stated in the Purchase Agreement. At the end of the Limited Warranty Period or any applicable Renewal Term, End User’s annual support and maintenance agreement with Combix 911 Inc. shall be automatically extended for another twelve (12) month or other period (a “Renewal Term”) unless no later than thirty days (120) days prior to the end of the Limited Warranty Period or Renewal Term (as the case may be), End User delivers to Combix a signed notice of non-renewal form. Upon any such automatic renewal, End User shall be obligated to pay for the following year’s support and maintenance at the rate set forth in this Purchase Agreement.

## **E. Reinstatement Fee**

If the Support Program is not renewed within the appropriate time period, then the Customer or Distributor, in addition to being charged the applicable Support Program renewal fee, will also be subject to the prevailing Support Program reinstatement fee upon program renewal.

## **F. Support Program Renewal Effective Date**

The renewal term will commence on the day of the month on which the contract was signed.



The renewed Support Program terminates upon expiration of the renewal term purchased.

### **G. Cancellation of Support Program**

Cancellation by the End User. The End User may cancel the Support Program at any time by providing a written notice 120 days prior to the renewal of the annual support, otherwise it will automatically be renewed for the following year.

### **H. Cancellation by Combix 911 Inc.**

After the initial (12) month support period has expired, Combix may cancel the Support Program upon 30 calendar days' notice to the Customer, or at any time if the Customer is in material breach of its obligations hereunder. Failure to receive payment prior to the yearly renewal date will result in suspension of all support until such time that the all-outstanding balances are in good standing.

### **I. Conditions of the Support Program**

In order to keep the Support Program active, the Customer is required to:

- Maintain a current Combix application software release. The application software release dates are determined by the date of the related product release notice as specified in the applicable published Product Change Notice (PCN) or other Combix notifications;
- Ensure no third-party applications are installed on the desktops or hardware
- The Customer must ensure that a remote maintenance capability such as broadband VPN, DSL, fractional T1 or frame relay, as specified by Combix, is installed, operational and maintained at customer expense.
- All equipment or software not staged or installed by Combix personnel must be approved by Combix to verify conformance to Combix standards. Any alterations made to the remote monitoring capability by other than Combix without Combix 911 Inc. written consent may result in termination of the remote monitoring program. Installation of any software not verified by Combix will be considered a break of the support contract.
- Pay all applicable Support Program Fees in accordance with time lines;
- Comply with all terms and conditions of this Support Program
- Dedicated Internet is required for Support and Service of the Combix 911 System
- Continue to provide onsite resources to aid in troubleshooting and support.

### **J. Customer's Operating Environment Responsibilities**

#### **Hardware Operating Environment.**

- It is the End User or Distributors responsibility to ensure that the hardware-operating environment is fully functional and meets Combix 911 Inc. minimum operating requirements for the Combix hardware and software supported hereunder.
- Operating System and Ancillary Software Environment. It is the End User or Distributors responsibility to ensure that the operating system and ancillary software are fully functional, commercially available (except as otherwise agreed to by Combix)

and meet Combix 911 Inc. minimum operating requirements for Combix 911 Inc. software. However, Combix may provide service pack updates for operating systems when applicable and available by the respective manufacturer.

## Software Support Services Provided

### A. Combix 's Technical Support Center

- Telephone Support

As part of the Support Program, Combix provides 7 day / 24 hour access to its Product Support services. This technical support is designed to support the End User or Distributors technician who has been previously trained in the product about which they are calling. The authorized technician is responsible for attempting to troubleshoot the problem prior to calling. In the event a technician is not adequately trained in the product about which he or she is calling, Combix may invoice the End User or Distributor for the technical support provided at prevailing time and materials rates.

- Telephone Support Procedures

### Accessing Combix 911 Inc. Technical Support.

The Customer's technician may access Combix 911 Inc. Product Support by telephone 901 308 4889 or through email at [support@combix911.com](mailto:support@combix911.com).

With respect to any 911 station Software issue reported, the following information is requested:

- Caller name
- Position Identification
- Software Revision
- Caller's company (if applicable)
- PSAP Name and Location
- Caller's contact number
- Severity of the problem
- Description of the problem
- When the problem first occurred
- Recent changes to the system, if any
- Operational impact of the problem
- How often the problem is occurring
- If the problem can be recreated
- What work was done thus far and the results of that work
- If the problem has been escalated within the company or PSAP
- What other problems are occurring at the site
- If documentation is on-site and is it being used to resolve the problem Upon contacting Combix 911 Inc. Product Support, the Customer's technician will receive a Case Number for tracking the service request. The Case Number will enable the technician to check the status of a case at any time by calling Combix Product Support.

## **B. Application Software Program Fixes**

Application software program fixes are defined as resolutions to problems that result from a defect in the application software product or supplied documentation. End Users and Distributors will be notified of the availability of program fixes by a Combix Product Change Notice. The End Users or Distributors may then contact Combix 911 Inc. Product Support to order the program fix at no additional charge provided that the Support Program is in effect. The program fix will be available only within the current release of the product and subsequently will be incorporated into future software program updates. If Combix deems necessary, Combix will provide onsite assistance to accommodate the fix. For the sake of accurate clarification as to the detected problem, the End User or Distributor is required to submit to Combix a written description of the problem including date, time, position, Combix 911 Inc. call-taker ID, and a general description of the problem. Such written description shall be E-mailed to Combix 911 Inc. Technical Support group.

## **C. Application Software Program Updates**

Application software program updates are defined as minor enhancements to the already purchased product feature / functionality set. A product change is classified as minor, in the discretion of Combix, based upon the impact of the change to the core functionality of the product. End Users and Distributors will be notified, by a Combix 911 Inc. Product Change Notice, of all application software program updates, which occur within the term of the originally purchased Support Program. The End User or Distributor may then contact Combix 911 Inc. Product Support Center to order the update at no additional charge provided that the Support Program is in effect. Application Software program updates will roll into the existing Support Program, thereby not extending the term of the Support Program. Any change in the two numbers following the decimal point within the product version number constitutes an application software program update (for example a change from product version 1.20 to 1.30, or 3.12 to 3.13, etc., will represent an application software program update).

## **Remote Monitoring Services**

### **A. 7 x 24 System Monitoring**

Remote Monitoring services are provided 7 days a week, 24 hours a day for the designated Combix 911 Inc. systems and/or products monitored hereunder. General product and system alerts, as well as specific system performance thresholds established during service plan implementation, will be continually monitored by Combix. Anytime an alert is detected or the system performance/environment exceeds a threshold limit, Remote Monitoring is automatically notified by the system. A Support Engineer reviews all alert notifications. Where it is determined a response is required, the Support Engineer will begin the diagnostic process. The Support Engineer may employ performance monitoring and other diagnostic tools to enable the interrogation of the respective site's network, including routers, switches, PC's and servers. The designated systems and/or products monitored hereunder are as follows.

- **Operating Systems Monitoring**

Only the operating system certified and installed as part of the Combix system is monitored. Combix does not monitor Combix products installed on adjoining or separate networks. E.g. city or county network, other system network, etc.

- **Network System Monitoring**

Only those networks certified and installed as part of the Combix system network are monitored. We do not monitor Combix products installed on adjoining or separate networks.

- **Hardware Monitoring**

Combix monitors the hardware shipped with the system being monitored. Upgrades to the hardware following warranty expirations may be required for existing systems to continue to support where Remote Monitoring services are provided

- **Application Software Monitoring**

Combix monitors all application software developed by Combix and certain third-party application software that generate SNMP traps or events captured by the OS Event and Sys Logs

## **B. Remote Problem Resolution**

Remote problem resolution service responsibilities are limited to resolving those alerts actually detected by Remote Monitoring. Once detected, a Support Engineer will diagnose and resolve problems using remote access tools wherever possible. In the rare cases where the alert is not remotely correctable, or on-site support is required a statement of work would be presented to the customer for signoff prior to going on site.

Combix will provide the End User or Distributor with the following information:

- Site Name and Contact point
- Problem Description
- Description of any work performed
- Equipment affected
- Parts required, if any
- Software required, if any

## **C. 7 x 24 Telephone Support**

Support Engineers are available to Customers 24 hours a day, 7 days a week to support the Combix 911 NG phone solution.

## **D. Response Time**

Response time is defined as the period of time between alert or call receipt and the time a

Combix Support Engineer begins analyzing the alert. Combix 911 Inc. response time commitment for response to alerts detected through Remote Monitoring or telephone support within two (2) hours or less window.

#### **E. Security**

Security is an important, necessary concern for Customers considering remote management. Security itself is a function of the method of system access (virtual private network, etc.) and the software product configuration as well as Customers and Combix policies. Combix will work directly with Customers to ensure that particular security concerns and needs are met. Proper network access configuration will be established for every participating Customer. To maintain the highest network security, Combix requires Remote Monitored customers to notify us prior to modification to the network or security configuration.

### **Additional Fee-based Support Services**

The additional services described below are available for additional fees. These services are not included in the Remote Monitoring Program unless the applicable fee is paid. Customers may contact Combix 911 Inc. Inside Sales for details and pricing for all fee-based support services.

- A. Configuring Combix Components on Adjoining or Separate Networks Consulting services by Combix staff are available to assist Customers in configuring Combix products on adjoining or separate networks that access the Combix system network. This would include cohabitation of other unapproved applications to run on Combix provided hardware or similar.
- B. Updates to ESINet or other non Combix networks
- C. Updates to ALI Databases
- D. Installation, configuration or management of other administrative phones
- E. Updating of new hardware

### **Support Services Not Provided**

#### **A. New Software Modules**

New software modules are defined as separate and significant functionality outside the already purchased feature set of the software products. New software modules are not included as part of this Support Program, but will be made available at a price to be determined upon their release. This type of update would fall under an upgrade.

#### **B. On-site Installation or Project Management Support**

On site installation and / or project management services are not covered under this Support Program. Such services may be provided pursuant to a separate Statement of Work (SOW) detailing the specific services to be rendered for a given project and the applicable price.

#### **C. Training**

Training is not covered under this Support Program. Training is available at Combix 911 Inc. prevailing rates.

#### D. Post Installation Support Limitations

Combix 911 Inc. support obligations hereunder will not apply to any Combix supported application software if correction of an error, adjustment, repair, or parts replacement is required because of:

- Accident, neglect, tampering, misuse, improper / insufficient grounding, failure of electric power, failure of a 3rd party installer, the End User and/or others to provide appropriate environmental conditions, relocation of hardware or software, or causes other than ordinary use.
- Repair or alteration, or attempted repair or alteration of any Combix supported product (hardware and/or software) by a 3rd party installer or maintenance provider, the End User or others.
- Connection of another machine, device, application or interface to Combix supported equipment (hardware and/or software) by a 3rd party installer, the End User or others, which has caused damage to Combix supported equipment
- Damage or destruction caused by natural or man-made acts or disasters
- Failure or degradation in performance of Combix supported equipment (hardware and/or software) due to the installation of another machine, device, application or interface not specifically certified and approved by Combix for use
- The operation of the software in a manner other than that currently specified by Combix 911 Inc.
- Add and removing cables
- Installation of new phones or running of any cable
- The failure of the Customer to provide suitable qualified and adequately trained operating and maintenance staff.
- Incompatible or faulty end user or Customer equipment.
- Modifications made without Combix 911 Inc. written approval to the OS, network, hardware or software environment or software applications.
- Combix Servers and Workstations need to be mutually exclusive of any other software applications.

Further, support described herein does not include cosmetic repairs, refurbishment, furnishing consumables, supplies or accessories, making accessory changes or adding additional devices or software applications. Telephone support and/or field support to rectify such unsupported failures as described above may be obtained from Co 911 Inc. on a time & materials basis. The labor rate charged will be the current Combix labor rate (plus expenses) at the time service is requested.



Date Invoice #  
05/05/2021 E911-432

**Combix Inc.**  
401 S Mt Juliet Ste 235  
#121 Mt Juliet,  
TN 37122

**Bill To**  
**Tom Radke**  
**Wrangell Police Department.**

Terms

**Due on**  
receipt

Description	Amount
Annual 24/7 x 365 Support July 1, 2021- June 30,2022	\$23,784.00
This amount is due prior to May 15, 2021	<b>Total USD</b> \$23,784.00

**CITY & BOROUGH OF WRANGELL, ALASKA  
BOROUGH ASSEMBLY AGENDA STATEMENT**

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 14, 2021
	<u>Agenda Section</u>	<b>13</b>

Approval of Professional Services Agreement for FY 2022 Tax Assessment & Appraisal Services with Appraisal Company of Alaska in the Amount of \$40,000

<u>SUBMITTED BY:</u>
Lisa Von Bargaen, Borough Manager

<u>FISCAL NOTE:</u>		
<b>Expenditure Required:</b> \$40,000 Total		
FY 20: \$	FY 21: \$	FY22: \$40,000
<b>Amount Budgeted:</b>		
FY22 \$40,000		
<b>Account Number(s):</b>		
11000 003 7519		
<b>Account Name(s):</b>		
Professional Services		
<b>Unencumbered Balance(s) (prior to expenditure):</b>		

<u>Reviews/Approvals/Recommendations</u>	
<input type="checkbox"/>	Planning & Zoning Comm.
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Letter and PSA Appraisal Company of Alaska

**RECOMMENDATION MOTION:**

Move to Approve a Professional Services Agreement for FY 2022 Tax Assessment and Appraisal Services with Appraisal Company of Alaska in the Amount of \$40,000.

**SUMMARY STATEMENT:**

Appraisal Company of Alaska has been doing the city's property tax assessment work for over 20 years. They are proposing to continue that work for the 2022 Assessment Year. That means work needs to begin this summer. Mike Renfro, owner and lead assessor, advised the Borough



Administration in May when he was here that it is time for a community-wide reassessment because of the time that has elapsed since the last community-wide review, and the change in values that is occurring in Wrangell. Normally, a community-wide effort like this increases the overall assessment costs because of the additional volume of work. Mr. Renfro has proposed a cost of \$40,000, which is no increase from a normal assessment year.

The Assembly had to address a manifest error issue at the end of 2019 and beginning of 2020 that included a refund of taxes. The Assembly requested assistance from Appraisal Company of Alaska in that financial obligation. As was previously reported to the Assembly, Mike Renfro eliminated \$10,000 from his billing to the Borough to help in that matter.

Wrangell Municipal Code Section 5.10.050 (E) allows for professional services to be awarded without competitive solicitation. This section reads as follows: When competitive bidding or quotations are not required-Contractual services of a professional nature, such as legal, engineering, architectural, and medical services. Assessment work falls into the professional services category.

Fax  
(907) 563-1368

Telephone  
(907) 562-2

Item f.

# **Appraisal Company of Alaska LLC**

341 W. Tudor Rd. Suite 202  
ANCHORAGE, ALASKA 99503  
[office@appraisalalaska.com](mailto:office@appraisalalaska.com)  
EIN#26-2071908

**PROPOSAL FOR  
ASSESSMENT SERVICES  
CITY AND BOROUGH OF WRANGELL  
WRANGELL, ALASKA 99929  
TAX YEAR 2022**

*APPRAISAL COMPANY OF ALASKA  
341 W. TUDOR RD. SUITE 202  
ANCHORAGE, ALASKA 99503*

**Appraisal Company of Alaska**

# Appraisal Company of Alaska

341 W. TUDOR RD. SUITE 202  
ANCHORAGE, ALASKA 99503  
office@appraisalalaska.com

August 13, 2022

Lisa Von Bargen, City Manager  
City and Borough of Wrangell  
P.O. Box 531  
Wrangell, Alaska 99929

Re: Professional Services for Contract Assessments  
For the Tax Year 2022

Dear Ms. Von Bargen:

Enclosed please find our proposal and agreement for professional services for the City and Borough of Wrangell real property assessments for tax years 2019, 2020 and 2022.

## Compensation and Terms of Payment

Assessment fees per year are as follows:            2022    40,000

Contract Assessor to also represent the City and Borough of Wrangell at the annual Board of Equalization (BOE).

## Qualifications and Key Personnel:

The Appraisal Company of Alaska presently has a well qualified staff of 4 appraisers with extensive experience in the real property assessment field. The primary contact personal for this particular project would be Michael C. Renfro, owner of the firm. The appraisal qualifications of the key personnel are attached.

SCOPE OF WORK 2022:

The purpose of this Professional Services Agreement is to assess all commercial and residential real property at their full and true fair market value as prescribed by Alaska Statutes.

- Task 1: The appraiser will complete all building inspections not previously inspected and the appraiser will revalue based on the current valuation manual.
- Task 2: The appraiser will provide new assessments, digital photographs and valuation for all new properties constructed in assessment year.
- Task 3: The appraiser will update all tax rolls from information supplied by the Borough.
- Task 4: The contractor will host the Borough's MARS Assessment Program and update all data from the 2018 tax year.
- Task 5: The appraiser will justify appraisals and represent the City and Borough of Wrangell at the annual Board of Equalization.
- Task 6: The appraiser will provide data for the annual State of Alaska sales ratio study and State Report.

The Appraisal Company of Alaska will also be available to assist the Borough as needed for appraisal services.

If you have any questions on this proposal, please contact me at (907) 562-2424.

Sincerely,

APPRAISAL COMPANY OF ALASKA



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Michael C. Renfro  
Owner



**CITY OF WRANGELL, ALASKA****AGREEMENT FOR PROFESSIONAL TAX ASSESSMENT  
AND APPRAISAL SERVICES**

THIS AGREEMENT is between the CITY AND BOROUGH OF WRANGELL, ALASKA, ("City") and APPRAISAL COMPANY OF ALASKA ("Contractor"), effective on the 15<sup>th</sup> day of August \_\_\_\_\_, 2021.

THIS AGREEMENT is for professional tax assessment services for the City and Borough of Wrangell. Contractor's primary contact person under this agreement is Michael C. Renfro. Contractor's primary contact person may not be changed without written consent of the City.

**ARTICLE 1. SUMMARY OF SERVICES**

- 1.1 The scope of work to be performed hereunder is more completely described in Appendix A which is incorporated herein by reference.

**ARTICLE 2. COMPENSATION**

- 2.1 Compensation shall be paid in accordance with the Basis of Compensation Schedule attached hereto as Appendix B and incorporated herein by reference.

**ARTICLE 3. PERIOD OF PERFORMANCE**

- 3.1 The Contractor agrees to commence work under this agreement only as authorized by and in accordance with written notice to proceed and to complete the work in accordance with Scope of Work (Appendix A) and such time schedules contained in Wrangell Borough Code and any resolutions the Wrangell Borough Assembly passes pursuant thereto.
- 3.2 The period of performance under this agreement shall be tax assessment work for the City and Borough of Wrangell 2022 tax year and shall end upon completion of the Board of Equalization hearings and appeals for the 2022 tax year or December 31, 2022, which ever is last.
- 3.3 This contract may be carried over with the agreement of both parties.

**ARTICLE 4. SUBCONTRACTORS**

- 4.1 The Contractor shall perform all services required under this agreement except as may be performed by its subcontractors. Subcontractors may be retained only upon written consent from the City.



ARTICLE 5. INSURANCE

5.1 The following minimum limits of insurance coverage are required:

Limits of Liability

<u>Type Insurance:</u>	<u>Each Occurrence</u>	<u>Aggregate</u>
Workmen’s Compensation	\$1,000,000	\$1,000,000
Employers General Liability	\$1,000,000	\$3,000,000
Comprehensive General Liability	\$1,000,000	\$3,000,000
Comprehensive Automobile Liability	\$1,000,000	\$3,000,000

ARTICLE 6. APPENDICES

6.1 The following appendices are attached to this agreement and incorporated herein:

- Appendix A                      Scope of Work
- Appendix B                      Basis of Compensation

IN WITNESS WHEREOF, the parties have executed this Agreement on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

CONTRACTOR:

APPRAISAL COMPANY OF ALASKA

CITY AND BOROUGH OF WRANGELL, ALASKA

\_\_\_\_\_  
Michael C. Renfro, Partner

\_\_\_\_\_  
Lisa Von Bargaen, Borough Manager



**APPENDIX A**  
**SCOPE OF WORK**

The Contractor shall:

1. Establish the full and true value of all taxable real property located within the limits of the City and Borough of Wrangell to be assessed in the name of the person by whom it is owned on the first day of January of the tax year.
2. Provide assessments for all new buildings constructed in the prior year, and continue to research and inspect properties within the annex area south of the old city limits.
3. Create and/or update in full detail the MARS database for each tax parcel showing size, dimensions, construction materials, and other pertinent data as well as a minimum of one exterior photograph.
4. Investigate, evaluate and report to the Borough and merits of all written complaints received by the Borough and forwarded to the Contractor after evaluation notices have been mailed and prior to the Board of Equalization.
5. Represent the Borough at Board of Equalization hearings.
6. Be accessible to Borough staff throughout the tax year to offer advice and to correct problems that may arise out of the assessment work.
7. Comply with all requirements of the City and Borough of Wrangell Code respect to the time of performance and the particulars of the details of Contractor's work.
8. After completion of the Board of Equalization hearings, provide changes and certify the final assessment roll.
9. The assessor will be available to assist the City and Borough of Wrangell with any non-tax real estate appraisals on an as needed basis for additional fees which are to be negotiated and job specific.
10. 2022 will be a complete revaluation year with valuations of all properties based on the 2021 sales ratios.

**APPENDIX B**  
**BASIS OF COMPENSATION**

Contractor shall be paid for all tax assessment work as follows:

2022	\$40,000
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## QUALIFICATIONS OF APPRAISER

### MICHAEL C. RENFRO

#### **EDUCATION:**

- 2018-2021 27 Hour Cont. Education Sponsored by Appraisal Institute, Chicago IL
- 2018 7 Hour Uniform Standards & Professional Appraisal Practice 2018 Update
- 2015-2017 27 Hour Continuing Education Sponsored by Appraisal Institute, Chicago, IL
- 2013-2015 27 Hour Continuing Education Sponsored by Appraisal Institute, Chicago, IL
- 2011 27 Hour Continuing Education Sponsored by Appraisal Institute, Chicago, IL
- 2009 27 Hour Continuing Education Sponsored by Appraisal Institute, Chicago, IL
- 2007 27 Hour Continuing Education Sponsored by Appraisal Institute, Chicago, IL
- 2005 27 Hour Continuing Education Sponsored by Appraisal Institute, Chicago, IL
- 2003 The Road Less Traveled; Special Purpose Properties by Appraisal Institute, Girdwood, Alaska
- 2003 Appraisal of Non-Conforming Uses by Appraisal Institute, Girdwood, Alaska
- 2003 Partial Interest Valuation Dividend; Appraisal Institute, Girdwood, Alaska
- 2003 Subdivision Analysis; Appraisal Institute, Girdwood, Alaska
- 2002 Introduction to Real Estate Econometrics with a Trend Analysis Application; sponsored by Appraisal Institute of Alaska, Anchorage, Alaska
- 2002 IAAO Course 102 – Income Approach to Valuation; sponsored by AAAO, Anchorage, Alaska
- 2001 Seminar on Partial Interest Valuation – Divided; sponsored by Appraisal Institute of Alaska, Anchorage, Alaska
- 2001 Seminar on Partial Interest Valuation – Undivided; sponsored by Appraisal Institute of Alaska, Anchorage, Alaska
- 2000 Standards of Professional Practice, Part C, sponsored by Appraisal Institute of Alaska, Anchorage, Alaska
- 1999 On-Line Residential Design and Functional Utility, sponsored by Appraisal Institute, Chicago, IL
- 1999 The Technical Inspection of Real Estate, sponsored by The Beckman Company, Anchorage, Alaska
- 1999 Appraisal of Non-conforming Issues, sponsored by the Appraisal Institute, Anchorage, Alaska

**QUALIFICATIONS****MICHAEL C. RENFRO pg. 2****EDUCATION (Continued):**

- 1997 IAAO Course 311: Residential Modeling Concepts, sponsored by the Alaska Association of Assessing Officers, Anchorage, Alaska
- 1995 Standard of Professional Practice, Course 410 & 420, sponsored by the Appraisal Institute, Anchorage, Alaska
- 1995 IAAO Course 630: Personal Property Auditing, sponsored by the Alaska Association of Assessing Officers, Anchorage, Alaska
- 1994 Valuing Property Affected by Environmental Contamination sponsored by the International Association of Assessing Officers, Seattle, Washington
- 1993 IAAO Course 301: Mass Appraisal of Residential Property, sponsored by the Alaska Association of Assessing Officers, Anchorage, Alaska
- 1993 IAAO Course 1: Fundamentals of Real Property Appraisal, sponsored by the Alaska Association of Assessing Officers, Prudhoe Bay, Alaska
- 1993 IAAO Course 4: Assessment Administration, sponsored by the Alaska Association of Assessing Officers, Anchorage, Alaska
- 1991 An Introduction to the Appraisal of Conservation Easements and Restricted Lands, sponsored by the Lincoln Land Institute, Phoenix, Arizona
- 1991 Valuation of Wetlands, sponsored by the Alaska Association of Assessing Officers, Fairbanks, Alaska
- 1991 Valuation Of Contaminated Properties and the Effect On Assessed Values, sponsored by the Alaska Association of Assessing Officers, Fairbanks, Alaska
- 1991 Standards of Professional Practice, sponsored by the Appraisal Institute, Anchorage, Alaska
- 1989 Seminar, The Appraisal of Possessory Interests for ad valorem tax purposes sponsored by the Alaska Association of Assessing Officers
- 1989 ANSCA 1991 Amendments workshop sponsored by the Alaska Association of Assessing Officers
- 1989 Seminar, Methods and Techniques Appropriate for the Development of a True Computer Assisted Mass Appraisal System for Commercial Properties and the Usefulness of a Graphic Information System. Methods of Statistical and Quantitative Techniques for Tracking Market Trends. Sponsored by the International Association of Assessing Officers, Fort Worth, Texas



**QUALIFICATIONS**  
**MICHAEL C. RENFRO pg. 3**

**EDUCATION (Continued):**

- 1987 Cash Equivalency Seminar sponsored by the American Institute of Real Estate Appraisers
- 1983 Condominium Seminar, Society of Real Estate Appraisers
- 1979 Attended Society of Real Estate Appraisers' Narrative Report Writing Seminar
- 1979 Completed Society of Real Estate Appraisers R-2 (Residential Narrative) Examination
- 1976 Attended Feasibility Analysis Seminar, sponsored by the Society of Real Estate Appraisers and the American Institute of Real Estate Appraisers, Anchorage
- 1972-1974 Western State College of Colorado, Degree Bachelor of Arts in Business Administration
- 1971 Completed Course 1A, "Real Estate Appraisal" Basic Principles, Methods and Techniques, American Institute of Real Estate Appraisers, Chicago, Illinois
- 1966-1968 Drake University, Des Moines, Iowa

**EXPERIENCE:**

- 1976 to  
 Present Appraiser, Appraisal Company of Alaska
- 1974-1976 Real Estate Appraiser with Gebhart and Peterson, Inc.
- 1969-1971 Staff Real Estate Appraiser with Alaska Mutual Savings Bank

**PROFESSIONAL AFFILIATIONS:**

- Residential Real Estate Appraiser; State of Alaska Certificate No. AA-114
- Alaska Association of Assessing Officers, Alaska Certified Assessor Appraiser, Level II - Certificate No.129
- Alaska Association of Assessing Officers

**OTHER:**

- Past member of the Matanuska Susitna Borough Board of Equalization
- Qualified as an expert witness in the State of Alaska Superior Court and the United States Federal Court

## QUALIFICATIONS OF

### ARNE G. ERICKSON

#### **EDUCATION:**

- 2008 Course Completion - Fundamentals of Real Property Appraisal.  
Sponsored/conducted by AAAO.
- 2002 to Present Appraisal Company of Alaska; Assessing Department
- 1983 Masters of Urban & Regional Planning; Eastern Washington University
- 1996 to 1997 Appraisal Company of Alaska; On-the-Job Training
- 1975 to 1980 Alaska Municipal League Sponsored Municipal Assessment Courses
- 1974 Bachelor of Arts – Community Planning; Eastern Washington University
- 1972 Bachelor of Arts – Political Science and Economics; University of Alaska

#### **EXPERIENCE:**

- 2002 to Present Municipal Assessor; Appraisal Company of Alaska
- 1997-2002 Community Development Director; Bristol Bay Borough
- 1996-1997 Municipal Assessor; Appraisal Company of Alaska
- 1996-1990 EMS/HHS Coordinator; City of Unalaska, Alaska
- 1990-1983 Director of Planning; City of Unalaska, Alaska
- 1982- 1983 Assistant County Planner; Franklin County, Washington
- 1980-1982 Research Fellowship/Lecturer; Eastern Washington University
- 1975-1980 Administrative Assistant; Bristol Bay Borough
- 1974-1975 County Planner; Franklin County, Washington
- 1974 Community Planner; City of Winthrop, Washington
- 1966-1969 United States Lieutenant – Forward Support Platoon Leader

**Lila J. Koplin**  
**P O Box 172 - Cordova, Alaska 99574**  
**(907) 424-3536**

**25-year assessing professional with a broad range of experience in municipal taxation, working in all weather during all seasons across the State of Alaska**

### **HIGHLIGHTS OF QUALIFICATIONS**

I have performed all levels of the assessment function within a municipal assessment department, from working the “front line” as an assessment clerk to Appraiser Technician, independently valuing business, vessel, and aircraft personal property accounts at the Kodiak Island Borough; to working with the contract assessor to manage the property tax roll for the City of Cordova as the City Clerk and ex officio assessor; working as a contract assessor/appraiser valuing personal property accounts, conducting field inspections, gathering data, producing the tax roll, resolving appeals, and presenting appeals to the Board of Equalization for numerous remote communities across the State of Alaska. I am organized, efficient, and reliable with a strong work ethic, and I complete tasks accurately and timely. I interact with the public in a courteous, respectful, professional manner and have been highly successful resolving contentious property issues.

### **PROFESSIONAL EXPERIENCE**

Assessor/Appraiser, Appraisal Company of Alaska, June 2010 – March 2012 and July 2014 – Present

3940 Arctic Boulevard, Suite 103, Anchorage, AK 99503  
 (907) 562-2424 Supervisor: Mike Renfro, Appraiser

- Field inspections of real property accounts including measurement of improvements and collection of property information; analyze sales data and sales ratio information
- Calculate property values
- Update municipal tax rolls with current property values and information
- Review property values with owners/appellants; present property appeals to Board of Equalization

Certified Residential Appraiser, Appraisal Company of Alaska, July 2002 – March 2012  
 Appraiser in Training, Appraisal Company of Alaska, March 1999 – July 2002

- Conduct field inspections and prepare reports for residential real estate appraisals

City Clerk, City of Cordova, October 2001 – April 2010

P.O. Box 1210, Cordova, AK 99574  
 (907) 424-6200

- Maintenance of the City’s property tax files.
- Preparation of Council meeting agendas and packets.
- Maintenance of Municipal and State Code books.

- Supervision of Municipal elections.
- Liaison with municipal attorney/counsel.

Deputy City Clerk, City of Cordova, March 1999 – October 2001 (Half-time)

Supervisor: Dixie Lambert, Clerk

- Maintenance of the City's property tax files.
- Assist the Clerk in preparation of Council meeting agendas and packets.
- Assist the Clerk in preparation of property tax foreclosures.

Planning Commission Clerk, City of Cordova, September 1999 – October 2001 (Half-time)

Supervisor: R.J. Kopchak, Planner

- Maintenance of the Planning Department records.
- Administration of building permits and zoning violations.
- Staff support to the Planning Commission including coordination of meetings and preparation of meeting agendas.

Appraiser Technician, Kodiak Island Borough, September 1995 – October 1998

710 Mill Bay Road

Kodiak, AK 99615

Supervisor: Patrick Carlson, Borough Assessor

- Field inspections of real and personal property accounts including measurement of improvements and collection of property information.
- Value personal property accounts.
- Maintenance of real and personal property tax files and databases.
- Administration of property tax exemption programs.
- Review personal property filings and assessments with the public.
- Administration of severance tax program

Assessment Clerk II, Kodiak Island Borough, June 1990 – September 1995

Supervisor: Patrick Carlson, Borough Assessor

- Maintenance of real and personal property tax files and databases.
- Administration of property deeds and plats.
- Administration of property tax exemption programs.
- Administration of severance tax program.

## EDUCATION AND TRAINING

A list of continuing education courses is available upon request.

## QUALIFICATIONS OF APPRAISER

**ADAM B. VERRIER**

### **EDUCATION:**

- |                        |  |
|------------------------|--|
| 2012-2016<br>Appraisal | Continuing Education USPAP Update Courses Alaska Chapter of the Appraisal Institute, Anchorage, Alaska |
| 2011<br>Insurance,     | Loss Prevention for Real Estate Appraisers – Liability Administrators Santa Barbara, CA                |
| 2011<br>King           | Uniform Standards of Professional Appraisal Practice Update - William & Associates, Federal Way, WA    |
| 2011                   | Energy Efficient Heating & Hot Water – Alaska Craftsman Home Program, Anchorage, AK                    |
| 2011                   | Energy Efficient Lighting & Appliances – Alaska Craftsman Home Program, Anchorage, AK                  |
| 2011                   | Ventilation in Homes – Alaska Craftsman Home Program, Anchorage, AK                                    |
| 2011                   | Energy Efficient Doors & Windows – Alaska Craftsman Home Program, Anchorage, AK                        |
| 2011                   | Building Science Basics – Alaska Craftsman Home Program, Anchorage, AK                                 |
| 2011                   | Air Tightness in Homes – Alaska Craftsman Home Program, Anchorage, AK                                  |
| 2011                   | Ice Dams – Alaska Craftsman Home Program, Anchorage, AK  |
| 2009                   | Introduction to Valuing Green Buildings - Appraisal Institute, Chicago, IL                             |
| 2009<br>IL             | Valuation of Green Residential Properties – Appraisal Institute, Chicago, IL                           |
| 2009                   | Eminent Domain and Condemnation - Appraisal Institute, Chicago, IL                                     |
| 2009<br>King           | Uniform Standards of Professional Appraisal Practice Update - William & Associates, Federal Way, WA    |
| 2007                   | Course 400: USPAP Update Course – Alaska Chapter of the Appraisal Institute; Anchorage, Alaska         |



- 2005 Course 400: USPAP Update Course – Alaska Chapter of the Appraisal Institute; Girdwood, Alaska
- 2005 Rates & Ratios: Making Sense of GIMs, OARs, and DCF – Alaska Chapter of the Appraisal Institute; Girdwood, Alaska
- 2005 Residential Design & Functional Utility – Appraisal Institute; Chicago, Illinois
- 2005 The Professional’s Guide to the Uniform Appraisal Report – Appraisal Institute; Warwick, Rhode Island
- 2002 IAAO Course 102 – The Income Approach to Valuation; Anchorage, Alaska
- 2001 The Technical Inspection of Real Estate - The Beckman Company; Anchorage, Alaska
- 2000 IAAO Course 400 – Assessment Administration; Anchorage, Alaska
- 2000 Introduction ACCESS 2000; Anchorage, Alaska
- 2000 IAAO Workshop 151 - Standards of Practice and Professional Ethics; Durham, New Hampshire
- 1999 IAAO Course 300 - Fundamentals of Mass Appraisal; Anchorage, Alaska
- 1999 Real Estate Appraisal - Case Studies, University of Alaska; Anchorage, Alaska
- 1998 Real Estate Appraising, University of Alaska, Anchorage, Alaska
- 1993 B.A. Psychology, University of Wyoming, Laramie, Wyoming

### **EXPERIENCE:**

- 1998 to Present Residential Real Estate Appraiser; Assessor; Appraisal Company of Alaska
- 1997 Construction Contractor Assistant; Ed Sanderson, Anchorage, Alaska

### **PROFESSIONAL AFFILIATIONS:**

- Alaska Association of Assessing Officers; Alaska Certified Assessor Appraiser Level III; Certificate #194
- Certified Residential Real Estate Appraiser, State of Alaska Board of Certified Real Estate Appraisers; License #326
- Member, U.S. Ski Team 1994-1995
- Member, U.S. Olympic Ski Team, 1994 Olympics, Lillehammer, Norway



**CITY & BOROUGH OF WRANGELL, ALASKA  
BOROUGH ASSEMBLY AGENDA STATEMENT**

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 14, 2021
	<u>Agenda Section</u>	<b>15</b>

**EXECUTIVE SESSION** – To obtain legal advice from the Borough Attorney, for the Assembly and its Members, to avoid Future Legal Liability and to also invite the Borough Manager into the Session

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

<b>Expenditure Required:</b> \$XXX Total		
FY 19: \$	FY 20: \$	FY21: \$
<b>Amount Budgeted:</b>		
	FY19 \$XXX	
<b>Account Number(s):</b>		
	XXXXX XXX XXXX	
<b>Account Name(s):</b>		
	Enter Text Here	
<b>Unencumbered Balance(s) (prior to expenditure):</b>		
	\$XXX	

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: None.

**RECOMMENDED MOTION:**  
Move to go into Executive Session with the Borough Attorney to obtain legal advice for the Assembly and its members to avoid future legal liability and to also invite the Borough Manager into the Session.

**Summary Statement:**  
There is no public or private packet for this item. Information will be provided during the executive session.