

Tuesday, March 23, 2021	Location: Borough Assembly Chambers
Work Session 6:00 PM / Regular Assembly Meeting 7:00 PM	And via ZOOM Teleconference

Emergency Resolution No. 02-21-1564 allows for a modified plan for in-person meetings. Please contact the Borough Clerk to obtain a copy of the Resolution and Mitigation Plan. Public Members are highly encouraged to attend the meeting by Zoom Teleconference.

Below are the key points to attending the in-person meeting:

- > No more than SIX members of the Public will be permitted into City Hall during ANY public meeting.
- For PERSONS TO BE HEARD: Kim Lane, Borough Clerk will maintain a Persons to be Heard Sign-up Sheet for person who are In-Person or attending by Zoom Teleconference. If you would like to speak In-Person or by Zoom Teleconference at the meeting, please contact Kim Lane, Borough Clerk at 907-874-2381 or email clerk@wrangell.com no later than 4:00 PM, on the Tuesday that the meeting is scheduled to be held. so that you can be added to the list of Persons to be Heard.
- Written correspondence received by 10:00 a.m., Friday preceding the meeting will be emailed to the Borough Assembly <u>and</u> added to the meeting's packet under Persons to be Heard/Public Comments. Written correspondence received after 10:00 a.m., on the Friday preceding the meeting will be emailed to the Borough Assembly and added to the <u>next</u> Regular Borough Assembly meeting's packet under Persons to be Heard/ Public Comments.
- When attending an Assembly or any other City Board or Commission Meeting, Face Coverings or Face Shields are <u>REQUIRED</u> by all Assembly Members, Staff, and the General Public NO EXCEPTIONS! Face Coverings or Face Shields will be available for those who need one.

To Join by Computer:

https://zoom.us/j/9078742381?pwd=MTNqSEdncjRyakh2UCtMVUNxMndYUT09

And Enter the Meeting ID: 907 874 2381

Then Enter Password: 99929

WORK SESSION (6:00 PM)

a. State Revenue Options Discussion with Nils Andresen, Alaska Municipal League Director

1. CALL TO ORDER

a. PLEDGE OF ALLEGIANCE led by Assembly Member Anne Morrison

- b. CEREMONIAL MATTERS
 - i. PROCLAMATION National Library Week
- 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.

- <u>a.</u> Minutes of the March 9, 2021 Regular Assembly Meeting
- b. Minutes of the March 11, 2021 Special Assembly Meeting

7. BOROUGH MANAGER'S REPORT

- a. COVID-19 Update (Verbal Presentation at Meeting)
- b. Harbormaster Report Barge Ramp Inspection
- c. Nolan Center Report 3-12-21
- <u>d.</u> Police Department Report for the Month of February 2021
- e. Public Safety Building Fire Alarm System Status Update (Verbal at Meeting)
- <u>f.</u> Solid Waste Baler Project Update
- g. Water Treatment Plant Project Update
- h. Budget/Financial Report (Verbal Update at Meeting)

8. BOROUGH CLERK'S FILE

a. Borough Clerk's Report

9. MAYOR AND ASSEMBLY BUSINESS

10. MAYOR AND ASSEMBLY APPOINTMENTS

<u>a.</u> Selection of Two Assembly Members to meet with Borough Manager & Borough Clerk to Review Evaluations, submitted by Assembly

11. PUBLIC HEARING

a. ORDINANCE NO 990 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 16.08, TIDELAND LEASES, OF THE WRANGELL MUNICIPAL CODE

12. UNFINISHED BUSINESS

a. ORDINANCE NO. 984 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 14.01.030(DD) TITLED "LIVE ABOARD" AND ADDING SECTION 14.01.030(MM) TITLED "RESIDENTIAL USER" AND ADDING 14.05.008 "RESIDENTIAL USER FEE AND DUTY TO REPORT" IN THE WRANGELL MUNICIPAL CODE (*Reintroduced*)

13. NEW BUSINESS

- <u>a.</u> Approval to Repeal Emergency Ordinance No. 987 (Mask Mandate)
- **b. EMERGENCY ORDINANCE NO 991** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REAFFIRMING THE DECLARATION OF EMERGENCY IN EMERGENCY ORDINANCES 976, 980 AND 985, REPEALING EMERGENCY ORDINANCE 988, AND REENACTING THE ADOPTION OF INTERNATIONAL AND INTERSTATE TRAVEL TESTING MEASURES
- **C. EMERGENCY ORDINANCE NO 992** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REAFFIRMING THE DECLARATION OF EMERGENCY IN EMERGENCY ORDINANCES 976, 980 AND 985, REPEALING EMERGENCY ORDINANCE 989, AND REENACTING THE ADOPTION OF INTRASTATE TRAVEL TESTING MEASURES
- **d. ORDINANCE NO 993** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE ZONING MAP TO EFFECT A CHANGE TO A PORTION OF LOT A-1A, TORGRAMSEN-PRUNELLA SUBDIVISION FROM SINGLE FAMILY RESIDENTIAL TO COMMERCIAL
- <u>e.</u> Approval of a Professional Services Agreement with Ramsey Appraisal Resource in the Amount of \$42,000 for Appraisal Services
- 14. ATTORNEY'S FILE Available for Assembly review in the Borough Clerk's office
- **15. EXECUTIVE SESSION**
- **16. ADJOURNMENT**

National Library Week

WHEREAS, our nation's school, academic, public and special libraries make a difference in the lives of millions of Americans; and

WHEREAS, libraries are places of opportunity providing programs that teach all forms of literacy, promoting continuing education and encouraging lifelong learning; and

WHEREAS, in times of economic hardship, Americans turn to (and depend on) their libraries and librarians; and

WHEREAS, librarians are trained, tech-savvy professionals, providing technology training and access to downloadable content like eBooks; and

WHEREAS, libraries play a vital role in supporting the quality of life in their communities; and

WHEREAS, libraries continuously grow and evolve in how they provide for the needs of every member of their communities; and

WHEREAS, libraries help people of all ages discover a world of knowledge, both in person and online, as well as provide personal service and assistance in finding needed information; and

WHEREAS, libraries are narrowing the "digit divide", by providing no-fee public computer and internet access to accommodate the growing need for access to digital and online information; and

WHEREAS, libraries, librarians, library workers, and supporters across America are celebrating National Library Week.

NOW, THEREFORE, be it resolved that I, Stephen Prysunka, Mayor of the City & Borough of Wrangell, Alaska, do hereby proclaim April 4-10th, 2021:

National Library Week

and encourage all residents to visit the library that week to take advantage of the wonderful library resources available at your library. Lives change at your library.

Stephen Prysunka, Mayor

Attest: _

Kim Lane, MMC, Borough Clerk

Minutes of Regular Assembly Meeting

Held on March 9, 2021

Mayor Prysunka called the Regular Assembly meeting to order at 7:00 p.m., March 9, 2021 by Zoom teleconference. Assembly Member Courson led the pledge of allegiance and the roll was called.

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

ABSENT: HOWE

Borough Manager Von Bargen and Borough Clerk Lane were also in attendance.

CEREMONIAL MATTERS – None.

PERSONS TO BE HEARD / PUBLIC CORRESPONDENCE

- a. Emailed Correspondence Bob Lippert
- b. Public Correspondence from March 2nd Special Assembly Meeting

Jim Bailey, resident spoke on Item 13a (Discussion Item: Hospice of Wrangell Request for Use of Former Wrangell Medical Center for Storage of Lending Closet Items); gave information on what Hospice does for the community.

AMENDMENTS TO THE AGENDA

Gilbert/Dalrymple moved to move Item 13a to take place before the Borough Manager's Report. Motion approved unanimously by polled vote.

CONFLICT OF INTEREST

Courson declared a conflict of interest to the Executive Session since his wife is a city union employee; Prysunka thanked Courson for declaring and stated that yes, he did see that there could be a conflict. There were no objections from the Assembly.

CONSENT AGENDA

- a. Minutes of the February 23, 2021 Regular Assembly Meeting
- b. Minutes of the February 24, 2021 Special Assembly Meeting
- c. Minutes of the March 2, 2021 Special Assembly Meeting

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

13a Discussion Item: Hospice of Wrangell Request for Use of Former Wrangell Medical Center for Storage of Lending Closet Items

Von Bargen explained that since we didn't know what was in store for the old hospital, this was being brought to the Assembly for discussion.

Prysunka stated how important Hospice in the community is; nervous about storing items in the hospital itself and having to power up utilities; possibly the garage area might be a good option.

Morrison stated that she was concerned about liability; definitely a worthy cause.

Von Bargen stated that if there was general consensus to move forward on this, Administration can work with Hospice and see if we can come up with a suitable location and bring something back to the Assembly for consideration.

BOROUGH MANAGER'S REPORT

Public Works Director, Tom Wetor gave a report on the tire shear and de-rimming machine; securing with grant funds from SEASWA; would be used by Southeast Communities; would most likely get it for three months at a time, every six months or so.

Manager Von Bargen's report was provided; also provided a Budget update for FY2021.

BOROUGH CLERK'S FILE

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

Prysunka stated SEAPA is moving forward with the cable replacement from Vanks Island over to Wornofski; GCI had the cable layer vessel here laying their fiber optic cable; GCI's cable runs over the top of the SEAPA cables; SEAPA is looking at options for underwater cable replacement possibly in the summer; looking at possibly purchasing cable to accommodate our longest run, just in case, and storing it in Wrangell; essentially, having a spare.

MAYOR AND ASSEMBLY APPOINTMENTS – None.

PUBLIC HEARING – None.

<u>UNFINISHED BUSINESS</u> – None.

NEW BUSINESS

Item 13a was moved by vote of the Assembly to be considered before the Borough Manager's Report.
13a Discussion Item: Hospice of Wrangell Request for Use of Former Wrangell Medical Center for Storage of Lending Closet Items

13b Approval of a Professional Services Agreement with Shannon & Wilson in the Amount of \$86,775 for Site Characterization Activities at Three Borough-Owned Contaminated Soil Sites

M/S: Morrison/Gilbert to Approve a Professional Services Agreement with Shannon & Wilson in the amount of \$86,775 for Site Characterization Activities at Three Borough-Owned Contaminated Soil Sites.

Amber Al-Haddad reported on the three areas that this work would be done and what the scope of work would be; work plans have been developed by Shannon & Wilson and approved by DEC; Shannon & Wilson would be monitoring and testing to determine the level of contamination.

Motion approved unanimously by polled vote.

13c ORDINANCE NO 990 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 16.08, TIDELAND LEASES, OF THE WRANGELL MUNICIPAL CODE

M/S: Gilbert/Powell to Approve first reading of Ordinance No. 990 and move to a Second Reading with a Public Hearing to be held on March 23, 2021.

Gilbert had several recommended changes throughout the Ordinance. There were no objections from the Assembly on the changes.

Motion approved unanimously by polled vote.

13d Approval to extend the Professional Services Agreement for Municipal Legal Services between Levesque Law Group, LLC and the City & Borough of Wrangell

M/S: Powell/Gilbert to approve the extension of the Professional Services Agreement for Municipal Legal Services between Levesque Law Group, LLC and the City & Borough of Wrangell.

Von Bargen outlined what Levesque Law Group does for the Borough; recommended that the City retains Levesque Law Group.

Motion approved unanimously by polled vote.

13e Approval of a Professional Services Agreement with NTL Alaska for Interim Water Quality Solutions Assessment and Staff Training in the Amount of \$29,749.50

M/S: Powell/Gilbert to Approve Professional Services Agreement with NTL Alaska for Interim Water Quality Solutions Assessment and Staff Training in the Amount of \$29,749.50.

Von Bargen explained that we have had some water issues this year; taking a look at what might be helpful for our staff to figure out what the root issue may be; NTL Alaska can come and evaluate and provide training; if this is approved, the next item on the Agenda is to help pay for the budget shortfall for this item.

Motion approved unanimously by polled vote.

13f RESOLUTION NO. 03-21-1568 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2021 BUDGET IN THE WATER FUND BY TRANSFERRING \$4,849.92 FROM WATER FUND RESERVES TO THE WATER PROFESSIONAL/CONTRACTUAL SERVICES ACCOUNT AND AUTHORIZING ITS EXPENDITUR

M/S: Powell/Morrison to Approve Resolution No. 03-21-1568. Motion approved unanimously by polled vote.

13g RESOLUTION NO. 03-21-1569 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE BUDGET IN THE INDUSTRIAL CONSTRUCTION FUND TRANSFERRING \$3,000 FROM INDUSTRIAL CONSTRUCTION FUND RESERVES TO INDUSTRIAL CONSTRUCTION FUND PROFESSIONAL/CONTRACTUAL SERVICES ACCOUNT AND AUTHORIZING ITS

EXPENDITURE FOR THE ARMORY BUILDING HAZARD MATERIALS ASSESSMENT AND ARMORY PROPERTY APPRAISAL

M/S: Powell/Courson to Approve Resolution No. 03-21-1569.

Von Bargen stated that since the Assembly has provided direction to make the Armory Building ready for sale; the assessment was necessary because of the hazardous materials; this budget amendment is to pay for that assessment as well as paying for the appraisal.

Motion approved unanimously by polled vote.

ATTORNEY'S FILE

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

EXECUTIVE SESSION

15a Discuss and Provide Update of the Status of the Collective Bargaining Negotiations

M/S: Morrison/Gilbert moved to Approve, Pursuant to AS 44.62.310 (c)(3), that we go into Executive Session, and invite the Borough Collective Bargaining Team, Borough Attorney and Borough Manager, to discuss and provide an update of the status of the Collective Bargaining Negotiations, a matter "which by law, municipal charter, or ordinance" is required to be confidential.

15b Vandebunte Traffic Conviction Appeal Discussion with Borough Attorney

M/S: Morrison/Gilbert moved Pursuant to AS 44.62.310, that we go into Executive Session, and invite the Borough Attorney, the Borough Manager and Police Chief, to discuss the Vandebunte Traffic Conviction Appeal, a matter which by law, municipal charter, or ordinance, are required to be confidential.

Recessed into Executive Session at: 8:12 p.m. Reconvened back into Regular Session at: 9:27 p.m.

Borough Attorney Joe Levesque provided an update to the Vandebunte matter; Mr. Vandebunte was cited for two violations; violations were upheld in court; time to file an appeal had passed; still, he contacted a defense attorney to appeal the decision and the court approved the appeal; now moving forward to defend that appeal.

Regular Assembly meeting adjourned at 9:30 p.m.

Stephen Prysunka, Borough Mayor

ATTEST:

Kim Lane, MMC, Borough Clerk

Minutes of Special Assembly Meeting

Held on March 11, 2021

Mayor Prysunka called the Special Assembly meeting to order at 6:00 p.m., March 11, 2021 by Zoom teleconference.

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

ABSENT: POWELL

PERSONS TO BE HEARD / PUBLIC CORRESPONDENCE - None.

<u>CONFLICT OF INTEREST</u> – None.

ITEM(S) OF BUSINESS

6a RESOLUTION NO. 03-21-1570 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AUTHORIZING THE BOROUGH TO APPLY FOR AND ACCEPT COVID-19 GRANT FUNDS IN THE AMOUNT OF \$125,000 FROM THE STATE OF ALASKA DEPARTMENT OF HEALTH AND SOCIAL SERVICES FOR COVID-19 TESTING AND VACCINE ADMINISTRATION COSTS

M/S: Gilbert/Morrison to Approve Resolution No. 03-21-1570.

Captain Dorianne Sprehe outlined what the program entails and how this funding could assist those in our community, as well as those who are in Meyers Chuck or coming into the community; also spoke about some of the requirements of the program.

Von Bargen stated that she would bring another Resolution back to the Assembly, outlining how the funds would be allocated.

Motion approved unanimously by polled vote.

Special Assembly meeting adjourned at 6:25 p.m.

Stephen Prysunka, Borough Mayor

ATTEST: _

Kim Lane, MMC, Borough Clerk

Barge Ramp Inspection March 4th 2021

The last barge ramp condition assessment was completed in 2011 by PND engineering. On March 4th 2021 we did a barge ramp inspection to get an idea of where we are at on coating failures and overall barge ramp condition. Upon completion of the inspection, we found that most coatings are beyond their serviceable life. There are large sections of the transfer span floatation tanks that the coatings are either gone or flaking of in large sections. All anodes are gone and need replaced. These are what keep the steel from having corrosive sectional loss. I have included pictures of the bare steel for reference. These tanks and support structure are in need of sand blasting and recoating in order to stop the galvanic corrosion that has taken place. We had a contractor do some Ultrasonic readings on the floatation tank and supports. These readings showed that over all the thickness of the steel were ok but with out proper coatings and anodes this condition will not be sustained for long.

The connections to the bulk head are also a concern and need to be addressed. There is significant metal loss and wear at this connection. The H pile dolphins are all in good shape but the coatings are also failing and need to be addressed. These all need to have anodes welded on below the water line to protect from corrosion as well. Some of the wood fender piling need reattached.

The under side of the barge ramp coatings have also failed and are in need of sand blasting and recoating. There are substantial repairs that are needed in order to maintain use of our barge ramp facility. Amber and I will be working together to get a cost estimate of repairs that are needed and will be including those costs in a CIP.

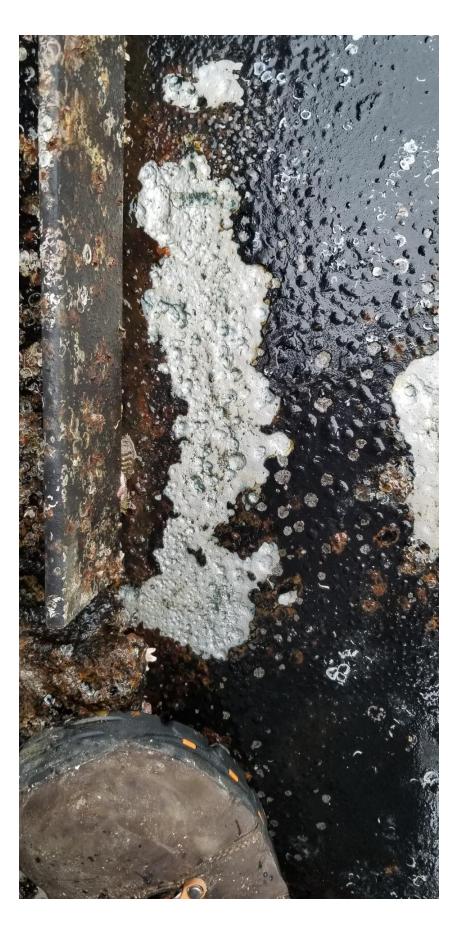
Ports & Harbor Director City & Borough Of Wrangell Steve Miller



Corrosion to air inlet Floatation Tank

Barge Ramp Beach Connection





Corrosion bare steel

Barge Ramp Beach Connection





Corrosion bare steel

Flotation tank

H Pile Dolphins and Fender Piles



City and Borough of Wrangell Nolan Center Report Director: Cyni Crary March 12, 2021

Sales Summary: January 23, 2021 – March 11, 2021

	Category	Net Sales
NOLAN CENTER	GIFT SHOP	\$1826.55
NOLAN CENTER	THEATER	\$781.00
		\$2607.55

Staff

Cyni Crary - Director

Unfortunately, staffing continues to be a challenge. The Nolan Center is a large facility with many moving parts. This requires work between several departments. The director needs to be able to take time off or have help within the various capacities. Cindy Kilpatrick recently resigned after being asked to assist with other operational functions of the facility. Cindy was the only other permanent staff and there was a desperate need for her to take on other duties. Her position was focused on managing, preserving and displaying the museum collection. Cindy was a huge asset to the museum and losing her skillsets and knowledge of the collection is a huge loss. There are a few temporary staff (high school students) that work minimal hours for the theater on weekends. Staffing is a priority.

Events/Mitigation Plan

<u>February</u>: SEARHC Senior Vice President and Chief Medical Officer Dr. Elliott Bruhl presentation on COVID-19 vaccinations. Community Market, AARP Tax Aide.

March: Movie Theater reopened. Community Market. AARP Tax Aide.

Upcoming:

<u>April</u>: Movies every weekend, Community Market, AARP Tax Aide, IDEA Homeschool Testing, SEARHC meetings, Bird Fest (3 weekends of activities), Earth Day event.

<u>Upcoming May - July</u>: Prom and many requests for wedding receptions. Currently working with the EOC to modify the current mitigation plan to include outdoor seating.

Winter Hours

Monday-Saturday from 10am-3pm. Movies: Saturday at 7pm and Sunday at 4pm.

PACO – Preparing Alaska's Cultural Organizations for Emergencies

The Nolan Center was accepted into the PACO program. This is a 5 month, comprehensive training program to create an emergency preparedness and disaster response plan for the facility. The deadline to submit the plan to the state is July 16th, 2021. The director has been working diligently through the program. The emergency planning team has been established. Training is weekly via Zoom.

Online Store

A significant amount of time was spent creating and refining the Nolan Center's online store. So far eleven (11) online orders have been filled and shipped out. This will continue to increase as more extensive marketing and advertising efforts are made.

Theater

New Releases are finally available again and studios are hopeful for the reopening of theaters. The reopening of the Nolan Center Theater came with a few glitches. It's the first time since the floors were redone and kitchen equipment was reinstalled that our soda fountain machine had been used. It was leaking and on two separate occasions Duke Mitchell had to come and assist in getting it working properly. After canceling the movie two weekends in a row, on opening night the studios accidently sent the incorrect dates for the movie access key codes. It was stressful with a full theater, but after about 30-40 minutes of troubleshooting the movie was playing. All patrons received a free movie pass. The evening was hectic but the problems were all addressed and by the next day for the matinee everything went very smoothly.

Nolan Center Knowledge Nuggets

The weekly online education piece that covers a "nugget" of Wrangell history, shared from items in the museum archives has been popular. The director is working on a collaboration with the Friends of the Museum to help continue some of these efforts while staffing is limited.

Budget

The Nolan Center budget was submitted to Finance and the City Manager on March 8th. It is a work in progress. There are still unknowns and corrections/adjustments that need to be made.

Wrangell Museum

The Wrangell Museum is the repository for several items of cultural significance. When appropriate these items may be removed from the Wrangell Museum by an authorized custodian for ceremonial uses. Lu Knapp and the Nolan Center Director prepared the Killer Whale Flotilla Chilkat Robe for travel to the state museum for the following exhibit: <u>https://lam.alaska.gov/sway</u> ← please check it out. It's going to be amazing!

THE SPIRIT WRAPS AROUND YOU: NORTHERN NORTHWEST COAST NATIVE TEXTILE

Organized by the Alaska State Museum: May 7 - October 9, 2021.

This exhibit traces the history of the sacred textiles known today as "Ravens Tail" and "Chilkat" robes. Two dozen robes will carry the story of Native weaving among the Tsimshian, Haida, and Tlingit of Alaska and British Columbia, representing both ancient and modern ceremonial robes made by Alaska Natives and First Nations. Woven from the plush white fur of mountain goats, these robes were seen by early Euroamerican visitors to the northern Northwest Coast when they contacted First Nations and Alaska Native people. Their use was confined to sacred ceremonies, where dancers wore them to display the crests of their clans. Robes were also used as diplomatic gifts to other clans and tribes. In the 1900s, only a few weavers carried these unique tradition into the 21st century. The exhibit is developed by ASM, working with a curatorial team of internationally renowned weavers.

May 7 - October 9, 2021

THE SPIRIT WRAPS AROUND YOU

NORTHERN NORTHWEST COAST NATIVE TEXTILES Organized by the Alaska State Museum



Police Department Report for the Month of February 2021

During the month of February 2021, the Correctional Staff had 5days of vacation time which resulted in 0 days of overtime and Police staff had 1 day of vacation which resulted in 1 day of overtime. The number of people housed at the jail were:

6 in January, with 32 days served between them

3 in February with 34 days served between them

Attached is a summary of all the calls for service that the Police Department received in the month of February 2021. We had 108 calls for service. We had 62 DMV transactions in the amount of \$3285 total revenue.

February 2021 Stats	ANIMAL VIOLATIONS	
UHUL OFFENSES		
Deport DW/I	Animal Citations	5
en Report DWI	Bear Complaints	
tributing to Dolinguoney of Minor	Bird Complaints	
tributing to Delinquency of Minor	Cat Complaints	
kicated Person	Cruelty to Animals	
or on Licensed Premises	Dog Complaints	15
	Dog Bites	
C use Chemical Test	Other Animal Complaints	
MES AGAINST PERSON	CITY OFFENSES	
ault non-family-strong-arm	Curfew Violation	
ault I	Fireworks Prohibited	1
ault 2	Littering	
ault 3	Truancy	
ault 4		
ault with Weapon	MISCELLANEOUS OFFENSES	
ld In Need		
ecent Exposure	Conditions of Release Violation	
conduct Involving Weapons	DVO Violation	
cual Abuse of Minor	MISC 3	
kual Assault	MISC 4	
kual Harassment	MICS 6	·
cide Threat	Minor with Tobacco	
Iking	Probation Revocation	<u> </u>
	Probation Violation	· · · ·
IMES AGAINST PROPERTY	Restraining Order Violation	
	SOR Violation	ļ
son		<u>}</u>
empted Theft	OFFENSES AGAINST PUBLIC ORDER	
rglary		<u> </u>
minal Trespass	1 Discharge Firearms	
rgery	Disturbance	
aud	Disorderly Conduct	
rceny from Business	Domestic Disturbance	1
rceny from Others	Failure to Obey Police Officer	
rceny from Residence	Fight	┼──
alicious Mischief	Harassment	
alicious Mischief Business	Interfering with Arrest	+
alicious Mischief Private Property	Interfering with Report of Crime	
neft of Services	Loitering	
neft from Watercraft	Peeping Tom	
ehicle Theft	Report of Gunshots	
	Resisting Arrest	
	Soliciting	
	Vagrancy	

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3	Funeral Escort	
3		
3		
2		
	Health & Safety	
	Illegal Entry	
	Inmate Booking	2
2		
_		
4		3
	Missing Person	<u>-</u> -
		5
1		
18	Recovered Firearm	_
-		1
30		
		_
1		3
		_
		1
2		
1		
	Welfare Check	4
62		
		_
2		
	JUVENILE INFO	
	Arrests	
1	Contacts	
	Crime	
	2 4 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7	Arrests 1 Contacts

MEMORANDUM

TO:	Lisa Von Bargen Honorable Mayor and Members of the Borough Assembly
FROM:	Amber Al-Haddad, Capital Facilities Director
SUBJECT:	Public Safety Building Fire Alarm System Status
DATE:	March 19, 2021

At the March 11th work session with AMC Engineers, when reviewing their condition assessment performed at the Public Safety Building, lead engineer Dave Boggs indicated that the fire alarm system was not functional based on a 2017 fire alarm system inspection report prepared by Simplex Grinnell. AMC Engineers' comment was based on supposition from reading the 2017 report, as they did not perform a functional test on the fire alarm system during their building review.

On March 12th, I pulled notes from my 2017 discussion with the Simplex Grinnell technician, which confirmed that at the time of inspection, the technician indicated there was trouble with dead batteries, which he then replaced. He suggested that the system wasn't functioning properly, and when asked if we had the necessary detection in place, I was told that we did have detection but that we should consider replacing the old system with modern detection. We later followed up with the technician and worked to obtain a budgetary estimate from the company for consideration of a fire alarm system replacement project.

When a fire alarm system is inspected, the company providing the inspection shares their report with the State Fire Marshal. The Borough did not receive notification from the Fire Marshal of concern with our system after the 2017 inspection. While we know the system is old and would benefit from replacement, we have *not* been told that the building and its occupants are not protected, neither by the inspecting technician, nor the Fire Marshal. Further, sprinkler system inspections continue to confirm a functioning sprinkler system, as tied into the fire alarm system.

On March 12th, we reached out to the Fire Marshal to review the 2017 report with them and requested a determination to the functionality of our system based on the report. Operation of the smoke detectors in sleeping areas, identified as non-functional in the 2017 report, was confirmed to be functional. The Fire Marshal did not express immediate concerns but asked that we perform a Fire Watch for the sleeping areas until the 2017 reported system deficiencies were confirmed or denied. The Fire Watch is being performed in combination with Police Dispatch and Building Maintenance staff members, with a log of this watch being reported to the Fire Marshal daily.

The Borough hired Tim Buness, who is a State of Alaska fire alarm system design, install and maintenance permittee, to perform a third-party review of the 2017 inspection report. Buness has confirmed, with a written report to the Fire Marshal, that the 2017 reported system deficiencies are currently functional. This information has been sent to the Fire Marshal with a request for the agency to confirm satisfaction to system compliance. We will maintain the Fire Marshal modified Fire Watch until we receive a formal release from them.

The Fire Marshal asked that we move forward and perform an annual-level fire alarm system inspection for the entire building. Tim Buness has completed performance of that full system inspection as well, and his inspection report, which tested 100% functional, is attached. Although the heat detectors are all functioning, we have moved forward with replacement of all new heat detectors to replace those existing, due to their age.

We understand the existing Public Safety Building fire alarm system to be functioning as designed and have pre-scheduled our next fire alarm system inspection for this building to take place in February 2022.

ATTACHMENT(S)

- Simplex Grinnell's 2017 fire alarm inspection report for the Public Safety Building
- Tim Buness' March 19, 2021 report of inspection of the concern's listed in the 2017 Simplex Grinnell fire alarm system inspection report.
- Tim Buness' March 19, 2021 annual inspection report for the Public Safety Building fire alarm system.

tyco / Fire & / SimplexGrinnell

FIRE ALARM SYSTEM

NFPA 72 REPORT OF INSPECTION and TEST (Page 1 of 4)

	Inspectio	on Report Nur	nber	Г		A STATE S		
				L	STATU	S ONE-THIR	D YEAR	
Inspection Date	10/4/2017			Inspection Time		-		
Company Name	Wrangell Public Safety		SimplexGrinnell	mplexGrinnell Juneau Branch				
Address	431 Zimovia Hwy		Address	Address 1901 Anka St				
City State & Zip	Wra	angell, Alaska		City, State & Zip_	Juneau, AK 99801			
Owner Contact	Kjell Nore	874-3904 305-0	0640	Office Phone	907-789-4449			
Building	Public	Safety Building]	Office License #				
M	Ionitoring Entity	None - Local		Appro	oving Agency	AK State Fir	re Marsha	
	Phone Number		., <i>k</i> ., s.,			David Tyler		. <u>.</u> .
Monitoring System	Account Number				Telephone			· · · · · · · · · · · · · · · · · · ·
Transmission Type	Service	Туре	Manufacturer	MODEL	So	ftware Revisi	ion	Date of Last Software Revision
Local	Loca	əl	Simplex	2001		NA		1986
Last Service Date	Initiating Cir	cuit Style	# Of Circuits	No	tification Circuit	Style		# Of Circuits
2016	B		19		В			4
ocosconaron secondos pade anciente de segue	ondenskarskon korsen forskarse se korse	NOTIF	ICATIONS MAD	E PRIOR TO ANY	TESTING	ior neparation dae leave and	Reconcerning of a concerning	n an a' an
EN	ITITY NOTIFIED	<u>un and a sea an</u> an		NAME		· · · · · · · · · · · · · · · · · · ·	1	DATE & TIME
Centra	al Station Operato	r		None				
	ding Management			Kjell Nore				
	Iding Occupants			Yes			·	
AHJ Notified c	of pre-existing Imp	airments		NA				
2		ALARM IN	NITIATING DEVIC	ES AND CIRCUIT IN	FORMATION			
	Alarm Verific	ation feature is	OFF					
Quantity	Circuit Style	Dev	ісе Туре			Comments		
26	В	Ionization §	Smoke Detector	Smoke detectors	need sensitivity	testing or rep	olacemen	t-multiple failures
			c Smoke Detector					
NA 25			ti-Sensor t Detector					·····
35 	B B		t Detector	Need replacemen	It - Well over 15	year replacer	ment three	shold
3	B		flow Switch	Tested by others	under separate	report		
NA		•• • • • • • •	essure Switch					
13	В	Manual	Pull Station					
NA		Bean	n Detector					
NA		Optica	al Detector					· · · · · · · · · · · · · · · · · · ·
NA	1 mar / mar y am , ma , mar , mar a mar , mar a mar a mar a	Fire I	Pump Run					
NA	1 Auro - 1 A	Kitchen	Hood System					
NA	-	Chemical Fire S	Suppression System					
	na an ann an Chùir Chronne ann an					and the provide the state of the second s		
Greg Anderson			07-037					Page 1 of 4
Inspection Technician			License Number					raye 1 01 4

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FIRE ALARM SYSTEM NFPA 72 REPORT OF INSPECTION and TEST (Page 2 of 4)

Company Name	Wran	gell Public Safet	<u>у</u>	Inspection Date 10/4/2017				
Inspection Report Nu	ımber	0		Building				
	AL	ARM NOTIFIC	CATION APPLI	ANCES AND CIRCUIT INFORMATION				
Are circuits m	onitored for elec	trical integrity?	Yes					
Quantity	Circuit Style	De	vice Type	Comments				
			Horn					
			Speaker					
			Chime					
15	В		Strobe					
	······································		ker / Strobe					
			ne / Strobe					
			Bell					
	SIII			G DEVICES AND CIRCUIT INFORMATION				
Quantity	Circuit Style		vice Type	Comments, Incidents, or Deficiency Notes				
3	B			Tested by others under separate report				
3 NA	D		k Y Tamper g Tamper					
NA			/ Tamper					
			essure Switch					
 NA			Tank Level					
NA				·····				
NA			ump Trouble					
NA			Loss of Phase					
Quantity			TVI E OF SIGN	ALING LINE CIRCUITS CONNECTED TO THIS SYSTEM				
			1819128-1919-1919-1919-1919-1919-1919					
PRI	MARY SYSTEM P	OWER SUPPLI	ES	SECONDARY (STANDBY) POWER SUPPLY				
Primary Main	Nominal Voltage	120	Dedicated	es Battery Type Sealed Lead-Acid Amp Hr Rating 7AH				
	Protection Type	Breaker		Calculated capacity to operate the system, in hours Unknown				
	oply Panel board		Luical Room					
	means location	X14		Type of engine-driven generator dedicated to alarm system None Location of Fuel Storage NA				
		eed as a backu		ver supply, instead of using a secondary power supply No				
f the answer is "YES								
131924560938563036562000000000000000	nen ostanlik artistation teaking			PECTIONS CONTROL PANELS				
TYPE	-	VISUAL	FUNCTION					
Control Unit	-	Fail	Fail	COMMENTS				
nterface Equipment		NA						
Lamps & LED's		Fail	Fail	Ground Fault LED failed				
Fuses		OK	OK					
Primary Power Sunni	у	Fail	Fail	Did not sense battery fail				
Primary Power Supply								
Trouble Signals		Fail	Fail	Did not sense battery fail nor ground fault				
		Fail NA	Fail	Did not sense battery fail nor ground fault				
Trouble Signals			Fail	Did not sense				
Trouble Signals Disconnect Switches	oring	NA		Did not sense				
Trouble Signals Disconnect Switches Ground - Fault Monit	oring rs	NA Fail	Fail	Did not sense				
Trouble Signals Disconnect Switches Ground - Fault Monit Transient Suppresso	oring rs	NA Fail NA Fail	Fail Fail	Did not sense				
Trouble Signals Disconnect Switches Ground - Fault Monit Transient Suppresso	oring rs s	NA Fail NA Fail SYSTEM TE	Fail Fail STS AND INSF	Did not sense				
Trouble Signals Disconnect Switches Ground - Fault Monit Transient Suppresso Remote Annunciator	oring rs s	NA Fail NA Fail	Fail Fail	ECTIONS SECONDARY POWER				
Trouble Signals Disconnect Switches Ground - Fault Monit Transient Suppresso Remote Annunciator TYPE	oring rs s	NA Fail NA Fail SYSTEM TE VISUAL	Fail Fail STS AND INSF FUNCTION/	ECTIONS SECONDARY POWER				
Trouble Signals Disconnect Switches Ground - Fault Monit Transient Suppresso Remote Annunciator Remote Annunciator TYPE Battery installed date	oring rs s	NA Fail NA Fail SYSTEM TE VISUAL	Fail Fail STS AND INSF FUNCTION/	ECTIONS SECONDARY POWER				
Trouble Signals Disconnect Switches Ground - Fault Monit Transient Suppresso Remote Annunciators TYPE Battery installed date No AC voltage	oring rs s	NA Fail NA Fail SYSTEM TE VISUAL	Fail Fail STS AND INSF FUNCTION/ 24.8	ECTIONS SECONDARY POWER				

tyco/Fire & / **SimplexGrinnell** Security

FIRE ALARM SYSTEM NFPA 72 REPORT OF INSPECTION and TEST (Page 3 of 4)

Company Name	Wrangell Public Safet	<u>y</u>	Inspection Date 10/4/2017						
Inspection Report Number	anna a shachan chuanna a dhuruccushon na boucu	Building		1970A DE20162809229					
SYSTEM TESTS AND INSPECTIONS NOTIFICATION APPLIANCES									
TYPE	VISUAL	FUNCTIONAL	COMMENTS						
Audible	Yes	Yes							
Visible	Yes	Yes	Strobes are insufficient - Not ADA Compliant						
Speakers									
Voice Clarity									
SYS ⁻	TEM TESTS AND INS	SPECTIONS EME	RGENCY COMMUNICATIONS EQUIPMENT	************					
ТҮРЕ	VISUAL	FUNCTIONAL	COMMENTS						
Phone Set	NA								
Phone Jacks	NA								
Off - Hook Indicator	NA		· · · · · · · · · · · · · · · · · · ·						
Call - in Signal	NA								
Amplifier (s)	NA								
Tone Generator (s)	NA								
ningan kungkungkungkungkungkungkungkungkungkung	SYSTEM TES		IONS INTERFACE EQUIPMENT						
ТҮРЕ	VISUAL	FUNCTIONAL	COMMENTS						
Elevator Recall	Fail	Fail	No recalls - fire doors wedged open and inoperative						
Elevator Shunt Trip	NA								
Smoke Control System	NA								
HVAC Shut Down	NA								
Exhaust Fan Shut Down	NA								
Door Unlock	NA								
Door Release to Close	NA								
Fire Damper Control	NA								
Emergency Power Shunt Trip	NA								
CONTRACTOR CONTRACTOR OF A STATE O	SVSTEM TESTS		DNS SPECIAL HAZARD SYSTEMS	ander andere volge de la					
ТҮРЕ		FUNCTIONAL							
	VISUAL	FUNCTIONAL	COMMENTS						
Kitchen Hood System	NA NA								
Gas Suppression System Dry Chemical System	NA NA								
Deluge System	NA NA								
	NA NA								
Pre-Action System AFFF Foam System	NA NA								
AFFF Foam System									
			IGNAL VERIFICATION						
TYPE	RESULT	TIME	COMMENTS						
Alarm Signal	NA								
Alarm Restoration	NA								
Trouble Signals	Na								
Supervisory Signal	NA								
Supervisory Restoration	NA								



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FIRE ALARM SYSTEM NFPA 72 REPORT OF INSPECTION and TEST (Page 4 of 4)

Company Name	Company Name Wrangell Public Safety				tion Date 10/4/2017		
Inspection Report Number		an a na astronomi dan an ang ang ang ang ang ang ang ang an	Buildin	A CONTRACTOR OF CONTRACTOR OF A CONTRACT			
Taran kanang kanang Kanang kanang kanang Kanang kanang	NOTIF	ICATIONS T	HAT TESTING	IS COMPLETE	a for a same van die stade die spine strangen an versen water die sterer een stad verschen van die strangen ve De stade van an analysis of die stade of stade versen versen versen versen versen versen versen versen versen v De stade versen vers		
ENTITY NOTI		1	·····	NAME	DATE & TIME		
Central Station C	Operator			None			
Building Manag	jement		к	jell Nore			
Building Occu	pants			Yes			
System Restored to Normal Operation? SEE BELOW Date 10/4/2017 Time							
SYST	TEM WIDE INCI	DENT, CO	MMENTS, A	AND DEFICIENCY	SECTION		
THIS SYSTEM FAILED INSPEC	TION.						
Waterflow and tamper switches to	ested with Corey Robin	son, Simplex					
System Power supply and batteri				han required. Needs at le			
No trouble reported when battery	removed, No sensing	of ground fault	- FAIL NFPA 72	10.17.1			
No Ground fault LED on lamp tes	t - FAIL						
System Failed to operate on batt	ery - FAILED POWER	SUPPLY	·				
All detectors need sensitivity test	, slow to respond to sm	oke NFPA 72					
All heat detectors older than 15 y	ears, replace. NFPA 7	2.14.4.2.2					
Annunciators failed, no sounder,	no silence, nor reset fu	nctions.			· · · · · · · · · · · · · · · · · · ·		
No smoke detectors in sleepin	g areas. No access to	resident EMT a	apartment.				
No Smoke detection over fire par	nel NFPA 72 10.15						
Unknown if ground faults exist in	this system.						
Elevator smoke doors wedged op	pen and inoperative, no	elevator recall	s.				
THIS SYSTEM IS WELL PAST E	ND OF LIFE, 30 years	s old, and need	s IMMEDIATE F	EPLACEMENT. NO PAI	RTS OR SUPPORT AVAILABLE.		
Multiple smoke detectors did not	operate including jail c	ells 140,141,1	44, two at third fl	oor top of stairs, clerks o	ffice break room.		
THIS IS TO CERTIFY THAT THE FI	RE ALARM SYSTEM HA	S BEEN TESTE	D AND INSPECTE	ED IN ACCORDANCE WITH	THE APPLICABLE NFPA STANDARDS		
This Fire Alarm System	was left in Normal cond	dition, consider	ing above deficie	encies.			
			n of a week week of a sum of the second				
Technician		07-037 License Numbe		10/4/2017 Date	Page 4 of 4		
			a a constant of the second second second				

Item e.

From: Tim Buness <timbuness@gmail.com> Sent: Friday, March 19, 2021 2:12 PM To: dps.fire.systems@alaska.gov; Amber Al-Haddad <aal-haddad@wrangell.com> Subject: Wrangell Public Safety Building

Deficiencies from previous report dated 10/04/2017

Batteries replaced with new 12vdc 12ah batteries.

no trouble indicated when the battery is disconnected. if power to the charger is turned off and the battery is disconnected, the panel will go into trouble.

no ground fault led on lamp test. when manually testing ground fault lamp indicates ground fault.

system failed to operate on battery. System operated normally when power on breaker #14 was turned off.

all smoke detectors have had sensitivity tested and are within range as indicated on the detector.

the owner has ordered all heat detectors to be replaced because of age.

Annunciators both were operating, indicating visually and audible.

no smoke detectors in sleeping areas in emt apartment. battery detectors in each bedroom and 1 in the hallway outside bedroom door connected to the fire alarm system.

tested each zone loop resistance and ground, found no faults.

elevator smoke doors wedged open. The owner has asked Buness Electric to find problem and repair.

Multiple smoke detectors not operating. All detectors are functioning properly.

Building has Critical Operations Power Systems back up generation for 911 dispatch center.

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Property Name <u>CHY of</u> itreel	WRANGELL - PUBLIC SAFETY BU	Contact Duke		
. Before Test Notify Pro	per Authorities NAME			NE NO.
A. Owner or Owner's f 8. Fire Dept. C. Centrel Station				
2. Control Panel Status I	Belore Test	YES	N.A.	NO
A. Is the Panel connec	cled to the Fire Dept. Master Box			X
B. Is the Power Light (
	icate Normal Conditions?	×		
	amp Buibs in Operating Order?			
E. Does the Trouble L		X		
F. Does the Silence S.	witch Operate?	X		
G. Does the Panel hav	Active Zones? No. 11	X		
H. Does the Panel hav	ve Inactive Zones? No	X		
i. Does the Panel hav	ve Battery Backup? Scale they are Property Charged?	×		
K. Have Fire Dent. and	d/or Lease Lines been disconnected before			
continuing tests?	d'or Lesse Lines been disconnected before BAHENIKS VIZYAK IZAK 26.	8 YAC Poised	X OFF (12	OVACT
continuing tests? Comments: <u>REPLACED</u> 27.19.00 C CLA	BAHERIKS YIZYAK ILAH 26.		OFF (12	
Continuing tests? Comments: <u>REPLACED</u> 27.19.00 C CLA	BAHERIKS YIZYA ILAN 26.	ingranicator. Bi	OFF () 2 + HAS 24	1/7 PERSO
Continuing tests? Comments: <u>RED(ACED</u> 27.19.00 C CLA	BAHERIKS VIZVAX ILAH 26. ALER ON. Not CONNECTED TO DIGNAL CO		OFF (12	
Continuing tests? Comments: <u>REPLACED</u> 27.19 00 C CLA ALARM PANEL 3. Extinguishing System	BAHERIKS YIZYAK IZAK 26. RCER ON Not CONNECTED TO DIGNAL CO Installed on Property? No	ingranicator. Bi	OFF () 2 + HAS 24	1/7 PERSO
Continuing tests? Comments: <u>REPLACED</u> 27.19 00 C CEA <u>ALARM PANEL</u> 2. Extinguishing System A. Are Halon Systems Is Halon at Recomm B. Are CO2 Systems is	BAHERIKS YIZYAK ILAH 26. ALER ON Not COUNECTED TO DI CHAL CO Installed on Property? No mended Prassure? Installed on Property? No	ingranicator. Bi	OFF () 2 + HAS 24	1/7 PERSO
Continuing tests? Comments: <u>REPLACED</u> <u>27.19 UD C CEA</u> <u>ALARM PANEL</u> 3. Extinguishing System A. Are Halon System Is Halon at Recomments B. Are CO ₂ Systems is Is CO ₂ at recomments	BAHERIKS YIZYAK IZAK 26. <u>RCER ON</u> <u>Not COUNECTED For DictAL Co</u> Not installed on Property? No. mended Pressure? Installed on Property? No mended pressure?	ingranicator. Bi	OFF () 2 + HAS 24	1/7 PERSO
Continuing tests? Comments: <u>REPLACED</u> <u>27.19 UD C CEA</u> <u>ALARM PANEL</u> 3. Extinguishing System A. Are Halon System Is Halon at Recomments B. Are CO ₂ Systems is Is CO ₂ at recomments	BAHERIKS YIZYAK ILAH 26. ALER ON Not COUNECTED TO DI CHAL CO Installed on Property? No mended Prassure? Installed on Property? No	ingranicator. Bi	OFF () 2 + HAS 24	1/7 PERSO
Continuing tests? Comments: <u>REPLACED</u> 27.19 00 C CEA <u>ALARM PANEL</u> 2. Extinguishing System A. Are Halon Systems Is Halon at Recomments Is CO2 at recomments C. Are any other Type	BAHERIKS YIZYAK IZAK 26. <u>RCER ON</u> <u>Not COUNECTED For DictAL Co</u> Not installed on Property? No. mended Pressure? Installed on Property? No mended pressure?		OFF () 2 + HAS 24	1/7 PERSO
Continuing tests? Comments: <u>REPLACED</u> 27.19 00 C CEA <u>ALARM PANEL</u> 2. Extinguishing System A. Are Halon Systems Is Halon at Recomments Is CO2 at recomments C. Are any other Type	BAHERIKS YIZYAK ILAH 26. ALER ON Not CONNECTED For Di CHAL Co installed on Property? No mended Pressure? Installed on Property? No inded pressure? Systems installed on Property? No		OFF () 2 + HAS 24	1/7 PERSO
Continuing tests? Comments: <u>REPLACED</u> 27.19 00 C CEA <u>ALARM PANEL</u> 2. Extinguishing System A. Are Halon Systems Is Halon at Recomments Is CO2 at recomments G. Are any other Type	BAHERIKS YIZYAK ILAH 26. ALER ON Not CONNECTED For Di CHAL Co installed on Property? No mended Pressure? Installed on Property? No inded pressure? Systems installed on Property? No	YES	OFF () 2 + HAS 24	1/7 PERSO
continuing tests? Comments: <u>REPLACED</u> <u>ZT.19 VPC</u> <u>CLA</u> <u>ALARM PANEL</u> <u>ALARM PANEL</u>	BAHERIKS YIZYA ILAH 26. ALER ON Not COUNECTED TO DICHAL CO Installed on Property? No mended Pressure? Installed on Property? No Inded pressure? Systems installed on Property? No	YES	OFF ()Z	1/7 PERSO
continuing tests? Comments: <u>REPLACED</u> 27.19 00 C CEA <u>ALARM PANEL</u> ALARM PANEL Extinguisiong System A. Are Halon Systema Is Halon at Recomments Is CO ₂ at recomments C. Are any other Type Comments: Fest Verification	BAHERIKS YIZYA ILAH 26. ALER ON Not COUNECTED For Di CHAL Co as installed on Property? No mended Pressure? Installed on Property? No moded pressure? Systems installed on Property? No Name	VES	OFF () 2 + HAS 24	1/7 PERSO
Continuing tests? Comments: <u>REPLACED</u> <u>27.19 UD C</u> <u>CLA</u> <u>ALARM PANEL</u> 3. Extinguishing System A. Are Halon Systems Is Halon at Recomments Is CO ₂ at recomments C. Are any other Type Comments: <u>Feet Verification</u> By owner or	BAHERIKS YIZYA ILAH 26. ALER ON Not COUNECTED TO DICHAL CO Installed on Property? No mended Pressure? Installed on Property? No Inded pressure? Systems installed on Property? No	<u></u>	OFF ()Z	// 7 <u>PERS</u> c NO

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City OF WEANGELL . PUBLIC SAFETY BUILD

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Total Number No. Tesled No, Tested Operational N.A. Equipment This Report Yet No Prev. Reports 4. Remote Annunciators 2 Ø X 2_ 5. Zones 20 X 6. Manual Stations (Pull) A. Coded B. NonCoded 13 × 7. Delectors (See #13) A. Photoelectric B. Ionization Χ. 2.6 C. Thermal 35 X D. Flame E. Duct (See #14) 4 X 8. Audible Alarims (Rémote & at base) A. Bel 20 **B.** Stren C. Hom **D. Hom and Light** 15 Y 9. Vidéo Alarma (Remote & at base) : . 10. Automatic Door Release ;X . 11. Water Flow Switches X A. Paddle X B. Pressure x 12. Tamper Switches X 13. Were Testad Detectors Cleaned? No. 26 X # "no" answer, excisin under commants 14. Were Tested Detectors Cellbrated? No. 26 x If "no" answer, explain under commente 15. Did test of Duct Detectors shut down air handling units? X 16. Did the monitoring conter (Fire Dept. Central Station, X LosseLine) receive signal? X 17. Is system reset for normal conditions? X 18. Is system restored to operational service? X 19. Have proper authorities (See #1) been notified system is back in service? 20. Indicate % of equip. tested this report 25 15 60 75 21. Indicate % of equip. tested YTD 100 75 25 50 Comments for any "No" answers or explanations:

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11. tiAting 1 1.71 K 2 1.70 K 3 1.72 K 4 1.74 14 51.72 K 61.72 K 71.73 K 81.72 K 91.73 K 10 1.72 14 11 1.70 K 12 1.70 K 13 1.72 K 14 172 K 15 1.72 K 16 1.72 K 17 1.71 K 18 1.72 14 19 1.72 K 20 1.71 K

ACARM CIRCUIT AC VOICHAGE 1 14.77K TO PRIVEL 2 14.17K COCATES GENURATOR 3 14.87K ROOM BREAKER 4 14.59K H 14 119,5VAC

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

			DATE:	March 23, 2021		
<u>AGENDA ITEM TITLE:</u>			<u>Agenda</u> <u>Section</u>	7		
Solid Waste	e Baler Project Update					
						
<u>SUBMITT</u>	ED BY:	FISCAL NOTE:				
		Expendi	<u>ture Require</u>	d: \$XXX Total		
Lisa Von Ba	argen, Borough Manager	FY 20: \$	FY 21:	\$ FY22: \$		
	ingen, berougn munuger					
			Budgeted:			
			FY20 \$XXX			
Reviews	/Approvals/Recommendations	Account Number(s):				
			XXXXX XXX XXXX			
	Commission, Board or Committee	Account	Name(s):			
Name(s)]	Enter Text He	re		
Name(s)		Unencui	nbered Balar	nce(s) (prior to		
	Attorney	expendi				
	Insurance		\$XXX			

ATTACHMENTS: 1.

RECOMMENDATION MOTION:

No recommendation. Report only.

SUMMARY STATEMENT:

Administration will be scheduling a work session at the April 13th meeting to provide the Assembly with a full update on the Solid Waste Baler Project. Public Works and Capital Facilities has been working with a solid waste management specialist to review the operational needs and changes for our solid waste transfer station.

Staff has been working to confirm the baler equipment to be purchased, the accompanying improvements that are necessary, related equipment needs, and staffing needs. Much of this information will be available on April 13th.

Additionally, Administration will have an action item on the April 13th agenda for the Assembly to approve the sole-source purchase of the baler. There are a number of reasons for this that will be fully outlined that include:

- Our closest neighbors (Petersburg and Ketchikan) both operate the same equipment;
- The lead time on the baler is multiple weeks; and
- We have a quote from last year for a price that is still being honored.
 - Given the cost escalation of materials prices are expected to increase at any time.
 - $\circ~$ Other baler manufacturing companies have already instituted cost increases.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

AGENDA ITEM TITLE:	DATE:	March 23, 2021
	<u>Agenda</u> <u>Section</u>	7

Water Treatment Plant Project Update

<u>SUBMITT</u>	'ED BY:	FISCAL NOTE: Expenditure Required: \$XXX Total		
Lisa Von Bargen, Borough Manager		FY 20: \$	FY 21: \$	FY22: \$
		Amount Budgeted:		
		FY20 \$XXX		
Reviews/Approvals/Recommendations		Account Number(s):		
		XXXXX XXX XXXX		
	Commission, Board or Committee	Account Name(s):		
Name(s)		Er	nter Text Here	
Name(s)		Unencumbered Balance(s) (prior to expenditure):		
	Attorney			
	Insurance	\$X	XX	

ATTACHMENTS: 1.

RECOMMENDATION MOTION:

No recommendation. Report only.

SUMMARY STATEMENT:

Administration is working diligently to advance the Water Treatment Plant Project. Negotiations with the selected engineering firm have been ongoing. The engineering fees came in higher than expected. Discussions were had with the funding agencies (USDA and EDA) about the ability to provide additional money to cover these increased costs. Staff is going to revisit some fees with

the engineering firm. In other instances the scope of work (e.g. resident inspector during construction) is going to be removed from the engineering contract as Administration believes we can source that service separately for far less cost than what has been proposed by DOWL Engineering.

The funding package for this project is complex. The Borough's cash contribution is \$119,000. That money is used first. We have a \$3 million dollar grant from the Economic Development Administration, for which there is a required match. The EDA grant starts being used second. Additionally we have a USDA Loan and a USDA Grant. The Loan money must be used first of the two. We were planning on using it as the match to the EDA grant for the engineering portion of the project.

Last week, USDA informed the Borough that their money could not be used up front for engineering because engineering expenses are ineligible unless we get to construction. This means the Borough is responsible for the match to EDA grant for the engineering which could be close to \$650,000.

USDA revised their statement during the meeting and said the funds could be used, but we would have to ask for reimbursement of the engineering if and only when construction begins.

More complexity...USDA requires the Borough to obtain interim financing for the Loan. The Assembly approved Administration obtaining interim financing through the Alaska Department of Environmental Conservation Revolving Loan Fund. USDA confirmed we could use our interim financing as the match to the EDA grant, but that we would not be reimbursed for those funds through USDA unless we go to construction.

Administration is very concerned about cost escalation of the construction project as it has been six years since the Preliminary Engineering Report was completed, and we have seen up to a 40% increase in material costs over the past year. At the original project estimate of just over \$9.6 million we had a 30% water rate increase and debt service for 40 years.

If the project is found to be too costly for the Borough to move forward, the Borough will be fully responsible for the engineering cost match to the EDA funds.

The consultant coming in to Wrangell to address interim water quality solutions in the next few weeks will also be reviewing what options might be necessary if Wrangell cannot afford to move forward with the water treatment plant. Administration wants that information to provide to the Assembly concurrently with a recommendation regarding award of an engineering contract for which we will be responsible for the lion share of the cost.

Staff will be updating the Assembly as soon as there is new information.

Item a.

CLERK'S REPORT

SUBMITTED BY:

Kim Lane, MMC, Borough Clerk

Upcoming Meeting/Informational dates:

- Mar 29 Seward's Day City Offices Closed
- April 1 Port Commission mtg at 6:00 PM
- April 7Parks & Recreation Board mtg at 5:30 PM
- April 8 Planning & Zoning Commission mtg at 6:00 PM
- April 13 Regular Borough Assembly mtg. at 6:00 PM

Clerk traveling - I will be traveling from April 14th through April 24th. We have an Assembly Meeting on April 13th and April 27th. I will be in attendance at the April 13th Assembly meeting (prior to traveling) and will either be in attendance in-person or via Zoom at the April 27th Assembly meeting.

Let's talk quasi-judicial

What is a quasi-judicial hearing?

- When the assembly meets to determine a matter in which you function as if you were a bank of judges.
- In a quasi-judicial hearing, the body making the decision must apply specific rules or criteria to a particular situation or application as opposed to formulating policy. The decision must be based on the evidence presented at the hearing.
- This means that the decision-making body must follow carefully laid out procedures which take into account oral, written and demonstrative testimony or evidence presented at the hearing. Opposing sides may also ask those presenting testimony questions, similar to cross-examination in a courtroom.

Some examples are:

- Zoning of one parcel
- Conditional use
- Variance
- Site plan
- Appeals to the Assembly

This means you should have NO "ex parte" communications.

- This legal term refers to a situation where a judge (you on the assembly) communicates with a litigant (the person bringing the issue to the assembly) outside the meeting.
- Once a process has begun, you may not chat with your neighbor or anyone else about it. If communication happens inadvertently, you must let the body know at the hearing.

One thing to keep in mind is that if you do have ex parte communication with persons who are bringing the issue forward, you may have to recuse yourself.

Now also keep this in mind..... by having ex parte communications, it can (and most likely will) be construed as being given information by the persons bringing the issue forward and being "swayed" or convinced one way or another, in their favor. This is not appropriate at all! All communications should be brought forward in the meeting so that the whole assembly can hear and decide.

By taking part in ex parte communication, the person bringing the issue forward is running the risk that you will not be able to take part in the debate or the vote in the matter.

It is best practice to tell the person who is trying to have ex parte communications with you, that the assembly will be taking this issue up in a meeting and it is not appropriate to converse about it ahead of time. Another option for you is to send them to the Clerk for clarification.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

	DATE:	March 23, 2021
<u>AGENDA ITEM TITLE:</u>	<u>Agenda</u> <u>Section</u>	10

Selection of Two Assembly Members to meet with Borough Manager & Borough Clerk to Review Evaluations, submitted by Assembly

SUBMITT	ED BY:	<u>FISCA</u>			W Tetel
		-		Required: \$XX	
Kim Lane F	Borough Clerk	FY 20: 5	\$	FY 21: \$	FY22: \$
	borough cierk				
		Amour	nt Budg	eted:	
			FY20 S	\$XXX	
Reviews/Approvals/Recommendations		Account Number(s):			
			XXXXX	X XXX XXXX	
	Commission, Board or Committee	Accour	nt Name	e(s):	
Name(s)			Enter	Text Here	
Name(s)		Unence	umbere	ed Balance(s)	(prior to
Attorney		expend	liture):		
	Insurance		\$XXX		
			•		

<u>ATTACHMENTS:</u> 1. Clerk Evaluation Form. 2. Manager Evaluation Form.

RECOMMENDATION MOTION:

No motion is necessary for this item. Mayor may select two members of the Borough Assembly to meet with the Borough Manager and Borough Clerk separately to review the annual evaluation forms that are to be submitted to the Clerk for compilation and distribution to the members who are selected.

SUMMARY STATEMENT:

Throughout the years, different processes have been used to evaluate the Borough Manager and Borough Clerk. In reviewing how other municipalities perform this process, we have come up with the following process:

- Add to the March 23rd Agenda, selection of two members of the Assembly to meet with the Borough Manager and Borough Clerk at different times to review the evaluations submitted by the members of the Borough Assembly.
- Distribute evaluations to the Borough Assembly for both the Manager and Clerk and once completed, submit those evaluations (emailed or dropped off) to the Borough Clerk where she will compile the responses of each column onto a tabulation spreadsheet for both the Manager and Clerk.
- The Compiled Evaluation Sheets for both the Manager and the Clerk will be emailed to the selected two members of the Assembly and a time will be set to meet with each the Manager and Clerk separately.
- After the meeting with the two selected members of the Assembly, two Executive Sessions will be scheduled. In the Executive Session, the Manager and the Clerk will take the compiled tabulation spreadsheets into the Executive Session for the Assembly.
- The tabulation spreadsheet is discussed with the Manager and the Clerk in the Executive Session.
- After the Executive Session, the Assembly may or may not choose to grant a wage increase.

The purpose for moving forward with the plan is to get the Manager and Clerk evaluations done at the same time annually with consistency.

CITY & BOROUGH OF WRANGELL BOROUGH CLERK'S EVALUATION - 2021

Evaluator: _____

Date: ______ Rating Scale: "1" = Worse possible performance; "5" Best possible performance

RESPONSIBILITY OR CHARACTERISTIC	CIRCLE RATING	COMMENTS	
	GENERAL PERFORMANCE		
<u>Responsiveness</u> : Responsiveness to Assembly and staff concerns, questions and research requests.	1 2 3 4 5		
<u>Timeliness</u> : Timeliness in the performance of assigned tasks.	1 2 3 4 5		
Quality of Work: Quality of the work performed. Do you have confidence that work is accurate, and deadlines are met? Is the work product well thought out and thorough?	1 2 3 4 5		
Effectiveness with Assembly: Effectiveness in working relationships with the Assembly, both as individuals and as a group.	1 2 3 4 5		
Effectiveness with Borough Administration: Effectiveness in working relationships with other members of the Borough staff.	1 2 3 4 5		
Effectiveness with Citizens and Outside Agencies: Effectiveness in working relationships with citizens and with outside agencies.	1 2 3 4 5		

RESPONSIBILITY OR CHARACTERISTIC	CIRCLE RATING	COMMENTS	а.
General Knowledge and Skill: Demonstration of overall knowledge and skill as a municipal clerk in the various areas for which responsible.	1 2 3 4 5		
<u>Budget</u> : Are the Assembly and Clerk budgets developed in an effective manner. Does she carry out the budget satisfactorily and control expenses within the levels set in the budget?	1 2 3 4 5		
Written Communication Skills: Effective communication skills through letters, memoranda, and other forms of written information.	1 2 3 4 5		
EXTERNAL RELATIONSHIPS			
<u>Community Relations</u> : Skillfulness in dealings with the public and proper avoidance of politics and partisanship in public comments on issues before the Borough.	1 2 3 4 5		
Professional Reputation: How the Borough Clerk stands among her colleagues. Is she respected by professional and staff representatives of other governmental entities?	1 2 3 4 5		
PERSONAL CHARACTERISTICS			
<u>Resourcefulness</u> : Originality in approaching problem alternatives.	ms; creativity in finding effe	ective solutions; ability to visualize the implications of variou	JS

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RESPONSIBILITY OR CHARACTERISTIC	CIRCLE RATING	COMMENTS	Item a.
Objectivity: Is she fair and impartial in dealing with others?	1 2 3 4 5		
Drive: Energy and willingness to spend the time necessary to do a good job; initiative; mental and physical stamina.	1 2 3 4 5		
Judgment and Decisiveness: Ability to reach quality decisions in a timely fashion; exercise of good judgment in proposing options and alternatives for consideration.	1 2 3 4 5		
<u>Integrity</u> : Fulfillment of responsibilities and duties in accordance with high ethical standards; honesty and forthrightness in her professional and personal capacities; reputation in the community for honesty and integrity.	1 2 3 4 5		
<u>Confidence and Assertiveness</u> : Appropriate confidence in her abilities and character; ability to be honest with herself and take constructive criticism.	1 2 3 4 5		

Last Year's Objectives (to be discussed by Clerk and Assembly during evaluation):

Goal	Attained? Explanation

Future Objectives (to be discussed by Clerk and Assembly during evaluation) :

Goal	Explanation
1.	
2.	
3.	
4.	
5.	

CITY & BOROUGH OF WRANGELL BOROUGH MANAGER EVALUATION - 2021

Evaluator: _____

Date: ______ Rating Scale: "1" = Worse possible performance; "5" Best possible performance

RESPONSIBILITY OR CHARACTERISTIC	CIRCLE RATING	COMMENTS	
	GENERAL PERFORMANCE		
<u>Responsiveness</u> : Responsiveness to Assembly and staff concerns, questions and research requests.	1 2 3 4 5		
<u>Timeliness</u> : Timeliness in the performance of assigned tasks.	1 2 3 4 5		
Quality of Work: Quality of the work performed. Do you have confidence that work is accurate, and deadlines are met? Is the work product well thought out and thorough?	1 2 3 4 5		
Effectiveness with Assembly: Effectiveness in working relationships with the Assembly, both as individuals and as a group.	1 2 3 4 5		
Effectiveness with Managing Borough Staff: Effectiveness in motivating, directing, mentoring and evaluating Borough staff.	1 2 3 4 5		
Effectiveness with Citizens and Outside Agencies: Effectiveness in working relationships with citizens and with outside agencies.	1 2 3 4 5		

RESPONSIBILITY OR CHARACTERISTIC	CIRCLE RATING	COMMENTS	Item a.
General Knowledge and Skill: Demonstration of overall knowledge and skill as a municipal manager in the various areas for which responsible.	1 2 3 4 5		
<u>Budget</u> : Is the Borough Budget developed and managed in an effective manner. Does she carry out the budget satisfactorily and respond timely to changing circumstances impacting the budget?	1 2 3 4 5		
Written/Oral Communication Skills: Effective communication skills through letters, agenda statements, emails and other forms of written information. Effective communication skills through verbal presentations, and personal/group interactions.	1 2 3 4 5		
EXTERNAL RELATIONSHIPS			
<u>Community Relations</u> : Skillfulness in dealings with the public and proper avoidance of politics and partisanship in public comments on issues before the Borough.	1 2 3 4 5		
<u>Professional Reputation</u> : How the Borough Clerk stands among her colleagues. Is she respected by professional and staff representatives of other governmental entities?	1 2 3 4 5		
PERSONAL CHARACTERISTICS			

RESPONSIBILITY OR CHARACTERISTIC	CIRCLE RATING	COMMENTS	Item a.
<u>Resourcefulness</u> : Originality in approaching problems; creativity in finding effective solutions; ability to visualize the implications of various alternatives.	1 2 3 4 5		
Objectivity: Is she fair and impartial in dealing with others?	1 2 3 4 5		
Drive: Energy and willingness to spend the time necessary to do a good job; initiative; mental and physical stamina.	1 2 3 4 5		
Judgment and Decisiveness: Ability to reach quality decisions in a timely fashion; exercise of good judgment in proposing options and alternatives for consideration.	1 2 3 4 5		
<u>Integrity</u> : Fulfillment of responsibilities and duties in accordance with high ethical standards; honesty and forthrightness in her professional and personal capacities; reputation in the community for honesty and integrity.	1 2 3 4 5		
Confidence and Assertiveness: Appropriate confidence in her abilities and character; ability to be honest with herself and take constructive criticism.	1 2 3 4 5		

Last Year's Objectives (to be discussed by Clerk and Assembly during evaluation):

Goal	Attained? Explanation

Future Objectives (to be discussed by Clerk and Assembly during evaluation) :

Goal	Explanation
1.	
2.	
3.	
4.	
5.	

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY <u>Public Hearing</u> AGENDA STATEMENT

	DATE:	March 23, 2021
<u>AGENDA ITEM TITLE:</u>	<u>Agenda</u> <u>Section</u>	11

ORDINANCE NO 990 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 16.08, TIDELAND LEASES, OF THE WRANGELL MUNICIPAL CODE

<u>SUBMITT</u>	ED BY:	BY: Expenditure Required: \$XXX Total			X Total
Kim Lane, I	Borough Clerk	FY 20:	\$	FY 21: \$	FY22: \$
And Lisa Vo	on Bargen, Borough Manager				
		Amou	nt Budg	eted:	
			FY20 S	\$XXX	
		Account Number(s):			
<u>Reviews</u>	/Approvals/Recommendations	XXXXX XXX XXXX			
	Commission, Board or Committee	Accou	nt Nam	e(s):	
Name(s)			Enter	Text Here	
Name(s)		Unenc	umbere	ed Balance(s)	(prior to
	Attorney	expen	diture):		-
	Insurance		\$XXX		

ATTACHMENTS: 1) Ord 990; 2) Prior Code Section

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 990.

SUMMARY STATEMENT:

After the first reading of Ordinance No. 990 on March 9, 2021, the following changes were made:

- 16.08.020 Definitions Changed Convoyed to Conveyed
- 16.08.060 Notice of Publication The opening sentence was changed to read "both taken action" instead of both approved.
- 16.08.100 Approval of leases The section now reads: All leases of borough-owned tidelands shall be submitted for the approval of the borough attorney as to legal sufficiency and to form and to the borough assembly for determination as to whether or not the lease should be issued. The decision to lease property shall be made by motion duly passed in regular or special session of borough assembly. In determining whether or not a lease should be issued both the Planning & Zoning and Port Commissions shall take action on a recommendation, the reports of which shall accompany the request that goes to the borough assembly for consideration. If the borough Assembly finds additional information is required, the borough assembly may consult with the Planning & Zoning or Port Commissions as to the advisability of any particular lease.
- 16.08.130 Utilization of leased property changed "may" require a development plan to "shall" require a development plan

The remainder of this Agenda Statement remains unchanged from the March 9, 2021 Meeting.

The current code section was adopted in 1969 and has undergone only a few amendments. Upon receiving an application for a lease for Borough tidelands, the process and guidelines are not clearly outlined in the code. One of the changes includes the requirement that the applicant pay a \$100.00 non-refundable processing fee upon submitting their application. The other changes are not significant and are similar to the existing code.

Therefore, in an effort to update and clearly outline the process for receiving applications and what the application should entail, we are bringing this code change to you for consideration.

The Clerk completed the research on this code revision and used existing Wrangell code, Ketchikan Gateway Borough code and City of Valdez code to develop this revision.

CITY AND BOROUGH OF WRANGELL, ALASKA ORDINANCE NO. <u>990</u>

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 16.08, TIDELAND LEASES, OF THE WRANGELL MUNICIPAL CODE

BE IT ORDAINED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA:

[The changes to the existing code are shown as follows: the words that are underlined are to be added and the words that are bolded and in brackets are to be deleted.]

SEC. 1. <u>Action.</u> The purpose of this ordinance is to amend Chapter 16.08, Tideland Leases, of the Wrangell Municipal Code.

SEC. 2. <u>Repeal & Reenactment</u>, Chapter 16.08 of the Wrangell Municipal Code is hereby repealed in its entirety and reenacted as follows:

Chapter 16.08

TIDELAND LEASES

Sections:	
16.08.010	Scope.
16.08.020	Definitions.
16.08.030	Applications.
16.08.040	Appraisal – Required Improvements.
16.08.050	Fair rental value to be used for leases – Exceptions.
16.08.060	Notice of Publication.
16.08.070	Terms of Lease – Renewal period.
16.08.080	Leases to be by negotiation.
16.08.090	Right of borough assembly to reject lease proposal.
16.08.100	Approval of leases.
16.08.110	Payment of annual rentals.
16.08.120	Adjustment of annual rentals.
16.08.130	Utilization of leased property.
16.08.140	Subleasing and assignment of leases.
16.08.150	Modification of leases.
16.08.160	Cancellation or forfeiture of leases – Generally.
16.08.170	Preference rights to release.
16.08.180	Removal or reversion of improvements upon termination of lease.
16.08.190	Giving notices and demands.
16.08.200	Compliance and regulations.
16.08.210	Reservation of rights-of-way.

51

16.08.010 Scope.

This chapter pertains to the leasing of borough owned tidelands and to the responsibilities of the borough manager and borough assembly with respect thereto. The intent of this chapter is to ensure equitable leasing of borough owned tidelands in such manner as will encourage development for its highest and best use in the borough. All tidelands to which the borough holds title, or to which the borough may become entitled, may be leased as provided in this chapter.

16.08.020 Definitions.

For the purposes of this chapter, the following words and phrases shall have the meanings respectively ascribed to them by this section:

"Borough tidelands" means all those lands which are periodically covered by tidal waters between the elevations of mean high and mean low tides, together with such additional lands as may be conveyed by the state to the borough as tidelands.

"Fair rental value" means the rent computed from the appraised fair market value of the land, and such term shall mean the highest price, described in terms of money for which the property would rent, if exposed for rent for a reasonable time in the open market, with an owner willing but not forced to rent and a renter willing but not forced to rent, both being fully informed of all the purposes for which the property is best adapted or could be used.

"Lease" means a surface lease issued or held pursuant to this chapter and any other ordinances of the borough.

"Regulations" means the leasing regulations of this chapter as well as other pertinent regulations promulgated by the borough.

16.08.030 Applications.

A person seeking a lease for borough owned tidelands (or submerged lands) shall file an application with the borough clerk's office. A nonrefundable processing fee of \$100 shall be paid to the borough at the time of filing. Applications for tidelands leases shall be submitted to the Planning & Zoning and Port Commissions before being presented to the Borough Assembly for consideration.

Along with the application for lease of tidelands, a development plan must be submitted for review by the Planning & Zoning and Port Commissions.

(1) Development Plan. A development plan that includes and is consistent with plans required by other agencies involved in the development process. The development plan shall include:

- a. A description of the proposed use for the tidelands, submerged land, and adjacent uplands; and
- b. A description of the improvements that will be placed on the tidelands, submerged land, and adjacent uplands; and
- c. The dates by which construction will begin and will be completed; and
- d. The estimated cost of the improvements that will be placed on the tidelands, submerged lands, and adjacent uplands; and
- e. A description of the effects that the proposed use of the tidelands, submerged lands, and adjacent uplands will have on public streets, public facilities, public services, public utilities, traffic, and parking. The description shall include a plan for mitigating adverse effects on streets, public facilities, public services, public utilities, traffic congestion, and parking, and a plan for paying the costs thereof; and
- f. The names and addresses of the owners, officers, and proposed managers.

The development plan shall describe how the applicant will fulfill the terms of any permits or approvals required by the City & Borough of Wrangell. The applicant shall provide such additional information, including designs and specifications, as the Planning & Zoning and Port Commissions may request. The Planning & Zoning and Port Commissions may request with the lease shall be paid by the applicant. Such fees include, but are not limited to an application fee, survey, assessment, public notices, and recording fees.

16.08.040 Appraisal – Required improvements.

A. No tidelands shall be leased, or a renewal lease issued therefore, unless the same has been appraised within six months prior to the date fixed for beginning of the term of the lease or renewal lease. No land shall be leased for an annual rent less than six percent of the appraised value of the land and any improvements thereon owned by the borough.

B. Upon the filing of an application for a lease of a parcel of classified tidelands and the deposit of the costs estimated by the borough clerk, the borough assessor shall cause the tract, and any improvements thereon owned by the borough, to be appraised at their fair market value. If the borough assessor is unable to provide an appraisal, the services of a professional appraiser licensed in the State of Alaska may be used. The appraisal shall be transmitted by the assessor or appraiser to the assembly which shall review the same and determine the appraised value of the tract and improvements thereon owned by the borough. Facilities for supplying utility services shall not be considered as such improvements. The assembly shall determine the annual rental as six percent of the appraised value and shall determine any limitations, reservations, requirements, or special conditions to be included in the lease.

C. Each lease shall contain a requirement that the lessee construct improvements suitable for the use of which the land is classified of a specified minimum value within two years from the date of the lease and that a Corps of Engineers permit shall be obtained prior to construction when required. Improvements in the limited context of the tidelands leasing provisions may include a parking lot with fill or surfacing, drainage, ingress and egress as the assembly shall require. The applicant shall be notified of the amount of the minimum annual rental and the value of the improvements required to be constructed thereon.

16.08.050 Fair rental value to be used for leases – Exceptions.

Except as otherwise stated in this chapter, no tidelands of the borough shall be leased for less than the fair rental value thereof. Notwithstanding the preceding provisions, the borough may lease tidelands for less than the fair rental value to any state or federal agency, nonprofit organization, or new industries, as defined in Alaska Statutes, Section 29.10.132, if such lease is determined by the borough assembly to be fair and proper and in the best interest of the public. The determination of the fair rental value of tidelands, as determined by the borough assembly, shall be conclusive in the absence of fraud.

16.08.060 Notice of Publication.

Once the Planning & Zoning and Port Commissions have both taken action on the application to go before the borough assembly, the borough clerk will cause a notice of tidelands lease application to be published for three consecutive weeks before final action of the borough assembly to approve or reject the tidelands lease. The publication shall be published in the newspaper at least two times, with the final publication at least one week prior to the final action on the application. The notice shall identify the applicant, the location of the proposed lease, and the proposed use. The notice shall state that anyone wishing to protest the lease must file a written protest with the borough clerk not later than a date identified in the notice. Such protest shall be in writing and shall state all reasons for the protest. Failure to timely protest as required by this subsection shall constitute a waiver of any right to lease or use the location and shall waive any right to contest the awarding of the lease. No sooner than one week after the date set for receipt of protests, the borough manager shall submit to the borough assembly, a report and recommendation on each protest timely received by the borough. No lease shall be approved by the assembly until the borough manager's report has been submitted to the assembly.

Additionally, the borough clerk shall mail notice to the owners, as shown on the borough tax rolls, of upland property within a radius of at least 1,200 feet of the shore-side boundary of the tidelands or submerged lands to be leased. Such notice will not be sent to the applicant if the applicant is the owner of some of the upland property.

16.08.070 Terms of leases – Renewal periods.

Leases under this chapter may be issued for a maximum initial period of twenty-one years, and may provide for not more than six, five-year renewal options. The assembly will approve or reject the negotiated lease. No rights to new leases or new use of tidelands or submerged lands may arise until the assembly approves a final written lease. Nothing in this chapter requires the borough assembly to accept any lease.

16.08.080 Leases to be by negotiation.

Leases may be negotiated by the borough manager or their designee with any person making application for the lease of tidelands, but no lease shall be consummated and executed until the borough assembly has satisfied itself that the lease of such property is in the long range interest of the borough, that such lease has been negotiated fairly and impartially and without favoritism and that the terms of the lease adequately protect the borough, including the receipt of an annual rental reflecting the true value of the premises leased.

16.08.090 Right of borough assembly to reject lease proposal.

The borough assembly shall be under no obligation to accept any lease proposal but shall evaluate all proposals under the criteria set forth in this chapter and accept or reject leases based on such evaluations.

16.08.100 Approval of leases.

All leases of borough-owned tidelands shall be submitted for the approval of the borough attorney as to legal sufficiency and to form and to the borough assembly for determination as to whether or not the lease should be issued. The decision to lease property shall be made by motion duly passed in regular or special session of borough assembly. In determining whether or not a lease should be issued both the Planning & Zoning and Port Commissions shall take action on a recommendation, the reports of which shall accompany the request that goes to the borough assembly for consideration. If the borough Assembly finds additional information is required, the borough assembly may consult with the Planning & Zoning or Port Commissions as to the advisability of any particular lease.

16.08.110 Payment of annual rentals.

Annual rental in amounts up to and including two hundred fifty dollars shall be paid on an annual basis. Annual rentals in amounts exceeding two hundred fifty dollars shall be paid in annual, quarterly, or monthly installments as provided for in the lease. All rentals shall be paid in advance.

16.08.120 Adjustment of annual rental.

All leases shall stipulate that the annual rental payment shall be subject to adjustment on the fifth anniversary of the date of the lease and each fifth anniversary date thereafter. All adjusted rates shall be computed at six percent of the fair market value of the land and improvements owned by the borough and leased thereunder. Such value shall be determined by an appraisal made by the borough assessor, or private appraiser, and determined by the assembly as provided in WMC 16.08.040.

16.08.130 Utilization of leased property.

Leases shall be utilized solely for the purposes within the scope of the lease. Development for other use without the express consent of the borough assembly shall constitute a violation of the lease. The borough assembly shall require a development plan to be submitted and followed by the lessee. Failure to develop the land consistent with the development plan constitutes grounds for cancellation of the lease at the option of the borough assembly.

16.08.140 Subleasing and assignment of leases.

No lessee of city tidelands shall sublease or assign their lease or any interest therein without the prior written consent of the borough assembly. Consent to sublease or assign shall not be unreasonably withheld, but shall be granted in all cases, where the borough assembly finds that the assignment or sublease will not be detrimental to the interest of the borough in the development of borough tidelands.

16.08.150 Modification of leases.

No lease under this chapter may be modified orally or in any manner other than by a lease amendment approved by the borough assembly and signed by all parties thereto or their respective successors in interest.

16.08.160 Cancellation or forfeiture of leases—Generally.

A. Leases in good standing may be canceled in whole or in part at any time upon written agreement between the lessee and the borough.

B. If the lease should be terminated because of any breach by the lessee, as provided in this chapter, the annual rental payment last made by the lessee shall be forfeited and retained by the lessor.

C. A lease may be canceled if the leased premises are used for any unlawful purpose.

D. If the lessee shall be in default in the performance, observance, or conditions of any of the lease terms, covenants, or stipulations thereto, or of valid regulations enforced, the borough manager may immediately take appropriate action, including but not limited to cancellation of the lease. No improvements may be removed during any time the lessee is in default.

16.08.170 Preference rights to release

A lessee under this chapter, under an existing lease, shall upon expiration of the lease be allowed a preference right to release those lands previously leased by them, if all of the factors are substantially equivalent, unless it shall be determined by the borough that the renewal of such lease is not in the best interest of the borough.

16.08.180 Removal or reversion of improvements upon termination of lease.

Improvements owned by a lessee on borough tidelands shall be removed by him or her within sixty days after termination of the lease for any cause; provided, that such removal will not cause injury or damage to the land; and that the borough manager may extend the time for removing such improvements in cases where hardship is shown. The retiring lessee may, with the consent of the borough manager, sell their improvement to the succeeding lessee.

16.08.190 Giving of notices and demands.

Any notice or demand which must be given under the terms of a lease under this chapter may be given, in writing, by registered or certified mail addressed to the other party at the address shown on the lease. Notice shall be deemed given when deposited in the United States postal receptacle.

16.08.200 Compliance with regulations.

The lessee shall comply with all regulations or ordinances which any proper public authority shall promulgate for the promotion of sanitation and fire protection and shall comply with all building and zoning codes. The lessee's premises shall be opened for inspection by authorized representatives of the borough at all reasonable times.

14.04.250 Reservation of rights-of-way.

The borough expressly reserves the right to grant easements or rights-of-way across leased land if it is determined in the best interest of the borough to do so. The lessee whose land such easements cross shall be entitled to damages for all improvements destroyed or damaged.

SEC. 3. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 4. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: March 9 , 2021

PASSED IN SECOND READING: March 23, 2021

Patricia Gilbert, Vice-Mayor

ATTEST:_____

Kim Lane, Borough Clerk

Item a.

Chapter 16.08

TIDELAND LEASES¹

Sections:	
16.08.010	Availability of lands for lease.
16.08.020	Application.
16.08.030	Costs of transaction – Deposits.
16.08.040	Unauthorized use of lands deemed trespass.
16.08.050	Classification and land use plan.
16.08.060	Lease to governmental agencies.
16.08.070	Classification changes – Renewal lease.
16.08.080	Examination of development plans and lease applications for lease.
16.08.090	Term of lease.
16.08.100	Appraisal – Required improvements.
16.08.110	Payment of annual rentals.
16.08.120	Leasing procedure – Auction – Payments.
16.08.130	Public notice.
16.08.140	Auction – Receipt of bid.
16.08.150	Auction – High bidder other than applicant.
16.08.160	Auction – Appeals.
16.08.170	Completion of bid.
16.08.180	Issuance of lease.
16.08.190	Limitations and conditions of lease.
16.08.200	Proper location of improvements on leased and.
16.08.210	Utilization in compliance with lease and recordions.
16.08.220	Rental adjustments.
16.08.230	Subleasing.
16.08.240	Assignment.
16.08.250	Modification – Extension of terr
16.08.260	Cancellation – Forfeiture.
16.08.270	Notice or demand – Method of sving
16.08.280	Notices to mortgagee or enholder.
16.08.290	Entry and reentry by le or.
16.08.300	Re-lease or other dimension.
16.08.310	Forfeit of vental pon te mination.
16.08.320	Nonwaiver of teachs or conditions upon certain actions.
16.08.330	Expiration of hose – Surrender of lands.
16.08.340	Expiration of least – Renewals.
16.08.350	Experimentation of lease – Removal or reversion of improvements.
16.08.360	Solitary haintenance required.
16.08.370	Concluar e with building and zoning regulations required.
16.08.380	Fire p. tection.
16.08.390	Right of entry for inspection.
16.08.400	Use of minerals and resources on leased lands.
16.08.410	Protection of public interest.
16.08.420	Permits for five years or less.
16.08.430	Sale of tide and submerged lands.
	-

16.08.010 Availability of lands for lease.

All tide and submerged land within the limits of the borough to which the borough holds title and which the borough assembly has classified for leasing may be leased for surface use only as provided in this chapter. [Ord. 245 § 5, 1969; prior code § 45.40.010.]

Item a.

16.08.020 Application.

A. All applications for lease of tidelands shall be filed with the borough clerk on forms provided by him and available at the municipal building. Only forms completed in full and accompanied by a \$10.00 filing fee will be accepted for filing. Filing fees are not refundable.

B. With every application the applicant shall submit a development plan showing and stating the following:

- 1. The purpose of the proposed lease;
- 2. The use, value and nature of improvements to be constructed;
- 3. The type of construction;
- 4. Date construction is estimated to commence and be completed;

5. Whether the intended use complies with the zoning ordinance and comprehensive plan of the borough. [Ord. 245 § 5, 1969; prior code § 45.40.020.]

16.08.030 Costs of transaction – Deposits.

A. All applications filed with the borough clerk will be forwarded to the borough angle er conter designated official to determine his estimate of costs required to handle the application, including bound limited to one or more of the following: survey, appraisal, and advertising of the proposed lease of the are under application.

B. Upon determination of the estimated costs, the official shall notify the application writing of such costs and a deposit thereof must be made within 30 calendar days after notice is maded. For use of applicant to pay the deposit shall result in the application being cancelled. If the applicate docupot accept a lease within 30 calendar days after it is offered to the applicant, all deposit money spent or encombered for survey, appraisal or advertising shall be forfeited, and the balance, if any, shall be returned to the applicant.

C. If the land applied for upon which deposit for cost is nade is cased to another, the latter shall be required to pay actual costs of survey, appraisal and advertising, and he or give deposit shall be returned to the depositor.

D. The lessee shall be required to pay any excess or oscover deposits and, where the deposit exceeds actual costs, the excess shall be credited to present or future rents or the lease.

E. All survey, appraisal and advertising shall be performed only under the control of the borough, and any such work done without such control will be be accepted by the borough. [Ord. 245 § 5, 1969; prior code § 45.40.030.]

16.08.040 Unauthorized use of lands deemed trespass.

The filing of an application for clease shall give the applicant no right to a lease or to the use of the land applied for. Any use not authorized by a loss shall constitute a trespass against the borough. [Ord. 245 § 5, 1969; prior code § 45.40.040.]

16.08.050 Constitution and land use plan.

Before accepting applications to lease tidelands the area involved shall have first been classified for leasing and for particular land uses a d a land use plan of the area prepared and publicly posted in the office of the borough clerk for a period of not less than 10 calendar days. The land use plan shall be prepared and approved by the assembly prior to posting. No lease shall be granted except for the particular use for which the tract is classified. [Ord. 245 § 5, 1969; prior code § 45.40.050.]

16.08.060 Lease to governmental agencies.

The lease of any borough tidelands may be made to any state or federal agency or political subdivision of the state for less than the appraised value, and for a consideration to be determined by the assembly to be in the best interests of the borough. [Ord. 245 § 5, 1969; prior code § 45.40.060.]

The classification of a tract of leased land may be changed only by the assembly on application of the lessee. No renewal lease may be issued until the proposed renewal has been reviewed and approved by the assembly. [Ord. 245 § 5, 1969; prior code § 45.40.070.]

16.08.080 Examination of development plans and lease applications for lease.

A. Upon receipt of a private or public tidelands lease application or a development plan under WMC 16.04.070, the borough clerk shall transmit same directly to the port commission and the planning and zoning commission for preliminary examination, compliance with applicable codes, compatibility with existing and prospective uses, feasibility of the project and any other feature or aspect which the port commission and the planning and zoning commission in their independent discretion wish to undertake. The commissions' jurisdiction shall be limited to the power of investigations, findings of fact on the subject matter, and the submission of recommendations to the assembly. The commissions' findings and recommendations need not be submitted in formal form, but their reports shall be prepared and submitted within one month following submission of the tidelands lease application or development plan to them.

B. The assembly may, at any stage of the proceedings, refer the tidelands lease application to the proceedings and/or planning and zoning commission for preliminary examination and/or further recommendations in the manner of the preceding paragraph. Neither the assembly nor the applicant are bound by the port or massion's or the planning and zoning commission's findings of fact and recommendations to the assembly. [Ord. 656 § 6, 1999; Ord. 406 § 4, 1980; Ord. 361 § 5, 1977; prior code § 45.40.075.]

16.08.090 Term of lease.

Leases may be issued for a term of not less than five nor more than 5 means The applicant shall state in his application the term desired. In determining whether to grant a lease for the requested term, the assembly shall consider the nature, extent and cost of the improvements which the oplicant agrees, as a condition of the lease, to construct thereon, the value of the applicant's proposed use to the economy of the borough, and other relevant factors. [Ord. 245 § 5, 1969; prior code § 45.40.080.]

16.08.100 Appraisal – Required improvements

A. No tidelands shall be leased, or a renewal lease issed therefor, unless the same has been appraised within six months prior to the date fixed for beginning of the term of the lease or renewal lease. No land shall be leased for an annual rent less than six percent of the apprahed value of the land and any improvements thereon owned by the borough.

B. Upon the filing of an application a lease of a parcel of classified tidelands and the deposit of the costs estimated by the borough clerk th assessor shall cause the tract, and any improvements thereon owned by r market value. The appraisal shall be transmitted by the assessor to the the borough, to be appressed a their fa assembly which shall revie and determine the appraised value of the tract and improvements thereon t same owned by the borough, acih, es for supplying utility services shall not be considered as such improvements. The the annual rental as six percent of the appraised value and shall determine any limitations, assembly shall determine reservations, requ r special conditions to be included in the lease.

C. Each lease sharecont in a requirement that the lessee construct improvements suitable for the use of which the land is classified of a specified minimum value within two years from the date of the lease and that a Corps of Engineers permit shall be obtained prior to construction when required. Improvements in the limited context of the tidelands leasing provisions may include a parking lot with fill or surfacing, drainage, ingress and egress as the assembly shall require. The applicant shall be notified of the amount of the minimum annual rental and the value of the improvements required to be constructed thereon. [Ord. 361 § 5, 1977; prior code § 45.40.090.]

16.08.110 Payment of annual rentals.

Unless the lease specifies otherwise, annual rentals of \$250.00 and less shall be paid annually, in advance; rentals of an amount between \$251.00 and \$500.00 shall be paid in two equal installments every six months; annual rentals of an amount between \$501.00 and \$1,000 shall be paid in advance every calendar quarter; and annual rentals exceeding \$1,000 shall be paid in advance each calendar month. [Ord. 245 § 5, 1969; prior code § 45.40.100.]

A. Leases of land with an initial annual minimum rental of less than \$100.00 shall be issued by the borough clerk after being so instructed by the assembly and without the necessity of a public auction.

B. All leases having a computed annual minimum rental of more than \$100.00 shall be offered at public auction.

C. All public auctions of tidelands in the borough shall be held in the assembly chambers, municipal building, by the mayor or, in his absence, the borough clerk. At the completion of the auction of each tract of land, said official shall indicate the apparent high bidder. The apparent high bidder shall thereupon deposit with the official the portion of the annual rental then due together with the unpaid costs of survey, appraisal and advertising.

D. All payments must be made in cash, money order, check or cashier's check, or any combination thereof within one hour. [Ord. 245 § 5, 1969; prior code § 45.40.110.]

16.08.130 Public notice.

Public notice of lease of land is required to be given under the provisions of this chapter. Third days' notice shall be given by publishing notice thereof in a newspaper of general circulation published in the follow once a week for three weeks prior to final action of public auction. The notice must contain a brief description of the land, its area and general location, proposed use, term, computed annual minimum rental, limitations hany, and time and place set for the lease auction, if auction is required, together with the name or names of the action of owner or owners of the adjacent upland. [Ord. 245 § 5, 1969; prior code § 45.40.120.]

16.08.140 Auction – Receipt of bid.

Upon deposit of the required sum by the apparent high bidder, the official c inducting the auction shall thereupon issue to the successful bidder a receipt for the required sum. [Ord, 45 s 1.50; prior code § 45.40.130.]

16.08.150 Auction – High bidder other than applica

Where the apparent high bidder is not the same as the person who led the original application, then the high bidder will be required to submit all information as submitted b (all other applicants pursuant to this chapter. The apparent high bid, complete with application and other required in stration, shall be submitted to the assembly for acceptance or rejection of the lease. The assembly, a any stage of the proceeding, may refer the tidelands application to the planning and zoning commission pursuant to WMC 16.08.080. [Ord. 361 § 5, 1977; prior code § 45.40.135.]

16.08.160 Auction – Appeals.

An aggrieved bidder may appeal the extermination of the apparent high bidder to the assembly within five days (excluding Saturday and Sunday) following such determination. Such appeals must be in writing and contain a short statement of the grounds for a peal and rule thereon. The assembly's decision shall be final, but without prejudice to any other right or rights the aggrieved bidder may have. [Ord. 245 § 5, 1969; prior code § 45.40.140.]

16.08.170 Completen of b

Following the appendiced or the assembly's ruling, the borough clerk shall notify the successful bidder that the borough is prepared to succean appropriate lease. The bidder shall be given 15 calendar days from date of mailing the notice in which to remit to the borough clerk any bid balance or any other sums that may be due and sign the lease. Failure to do a shall result in forfeiture of any and all rights previously acquired in the proposed lease and, in addition, any moneys paid or deposited with the borough shall be forfeited. [Ord. 245 § 5, 1969; prior code § 45.40.150.]

16.08.180 Issuance of lease.

After expiration of the five-day appeal period, or after the ruling on the appeal to the assembly, the borough clerk shall execute a lease containing such terms as the assembly by its determination shall establish. [Ord. 245 § 5, 1969; prior code § 45.40.160.]

16.08.190 Limitations and conditions of lease.

All leases shall be issued on standard forms approved by the assembly, but shall contain such limitations, reservations, requirements or special conditions as the assembly has determined, including requirements for

improvements of a specified value to be constructed or located on the land within two years from the date of the lease. [Ord. 361 § 5, 1977; prior code § 45.40.170.]

16.08.200 Proper location of improvements on leased land.

It shall be the responsibility of the lessee to properly locate his improvements on the leased land within the one-year period. It is unlawful to encroach on other lands of the borough or on lands owned or leased by another, and violation shall constitute a misdemeanor. [Ord. 245 § 5, 1969; prior code § 45.40.180.]

16.08.210 Utilization in compliance with lease and regulations.

Leased tidelands shall be utilized for purposes within the scope of the land use classification, the terms of the lease, and in conformity with the ordinances of the borough, including any zoning ordinance. Utilization or development for other than the allowed uses shall constitute a violation of the lease and subject the lease to cancellation at any time. The terms of this chapter are made a part of all leases and any violation thereof shall be grounds for cancellation of any leases. [Ord. 245 § 5, 1969; prior code § 45.40.190.]

16.08.220 Rental adjustments.

The annual rental payable pursuant to any lease issued under the provisions of this chapter shall be project to adjustment by the assembly on the fifth anniversary of the date of the lease and each an iversal date thereafter which is divisible by the number five. All adjusted rates shall be computed at six parent in the fair market value of the land and improvements owned by the borough and leased thereunder. Such value shall be determined by an appraisal made by the borough assessor and reviewed and determined by the asses bly as provided in WMC 16.08.100. [Ord. 245 § 5, 1969; prior code § 45.40.200.]

16.08.230 Subleasing.

Any lessee may sublease lands or any part thereof leased to him unter the chapter; provided, that the proposed lessee first obtains the approval of the borough assembly to such su lease. Subleases shall be in writing and be subject to the terms and conditions of the original lease. Apply 6 the sublease shall be filed with the borough clerk. [Ord. 245 § 5, 1969; prior code § 45.40.210.]

16.08.240 Assignment.

Any lessee may assign the lease; provided, that the proposed assignment shall be first approved by the assembly. The assignee shall be subject to all of the provision of the lease and the assignor shall not be relieved of his obligations thereunder. [Ord. 361 § 5, 1977; prior core § 45.40.220.]

16.08.250 Modification – Extension of term.

A. No lease may be modified orally a in any manner other than by an agreement in writing signed by all parties in interest or their successors in interest.

B. In the event any lessee requires an extension of lease term by reason of the requirements of any mortgagee or lending institution, or the requirements of any government regulatory agency or government agencies insuring or in any way guaranteeing a provements or purchase loans, upon application to the assembly and a showing of good cause, the assembly ball iderally grant extensions of lease terms by modification of existing leases. [Ord. 245 § 5, 1969; prior codes § 45.4, 230.]

16.08.260 Cance alon – Forfeiture.

A. Leases in good standing may be cancelled in whole or in part at any time upon mutual written agreement by the lessee and the assembly.

B. Any lease of lands used for an unlawful purpose may be terminated by the assembly.

C. If the lessee defaults in the performance or observance of any of the lease terms, covenants, or stipulations, or the terms of this chapter or any of the ordinances of the borough, and the default continues for 30 calendar days after service of written notice by the borough on the lessee without remedy by the lessee of the default, the borough assembly shall take such action as is necessary to protect the rights and best interests of the borough, including the exercise of any or all rights after default permitted by the lease. No improvements may be removed by the lessee or any other person during any time the lessee is in default. [Ord. 245 § 5, 1969; prior code § 45.40.240.]

A. Any notice or demand which, under the terms of a lease or under any statute must be given or made by the parties thereto, shall be in writing, and be given or made by registered or certified mail, addressed to the other party at the address of record. However, either party may designate in writing such new or other address to which such notice or demand shall thereafter be so given, made or mailed.

B. A notice given under this chapter shall be deemed delivered when deposited in a United States general or branch post office enclosed in a registered or certified mail prepaid wrapper or envelope addressed as provided in this section. [Ord. 245 § 5, 1969; prior code § 45.40.250.]

16.08.280 Notices to mortgagee or lienholder.

In the event of cancellation or forfeiture of a lease for cause, the holder of a properly recorded mortgage of the improvements on the land and every sublease thereof shall be given a duplicate copy of any notice of default in the same manner as notice is given the lessee, provided such mortgagee or sublessee has given the borough clerk notice of such mortgage or sublease. [Ord. 245 § 5, 1969; prior code § 45.40.260.]

16.08.290 Entry and reentry by lessor.

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In the event the lease is terminated, or in the event that the demised lands or any part th abandoned by the lessee during the term, the lessor or its agents, servants, or representative may, imp or hy time thereafter, reenter and resume possession of the lands or such part thereof and remove all pe nd property therefrom either sons by summary proceedings or by a suitable action or proceeding at law without be liable for any damages therefor. No reentry by the lessor shall be deemed an acceptance of a surrender of t d. 245 § 5, 1969; prior code § 45.40.270.]

16.08.300 **Re-lease or other disposition.**

In the event that a lease is terminated the borough assembly ma the lands for lease or other appropriate νŌ disposal pursuant to the provisions of this chapter. [Ord. 2] 196 prior code § 45.40.280.]

Forfeit of rental upon termination. 16.08.310

In the event that the lease should be terminated because of each by the lessee, as provided in this chapter, the annual rental payment last made by the lessee shall forfeited and retained by the lessor. [Ord. 245 § 5, 1969; prior code § 45.40.290.]

n certain actions. 16.08.320 Nonwaiver of terms or condition s un

The receipt of rent by the lessor with bowledge of any breach of the lease by the lessee or of any default on the part nce of any of the conditions or covenants of the lease shall not be deemed to of the lessee in observance or perform be a waiver of any provision of No failure on the part of the lessor to enforce any covenant or provision therein contained, nor any wai y right thereunder by the lessor unless in writing, shall discharge or er of a invalidate such covenants visior or affect the right of the lessor to enforce the same in the event of any r pl subsequent breach or de The receipt, by the lessor, of any other sum of money after the termination, in any auh manner, of the term de sed, on after the giving by the lessor of any notice thereunder to effect such termination, or extend the resultant term therein demised, or destroy or in any manner impair the shall not reinstate efficacy of any ce or termination as may have been given thereunder by the lessor to the lessee prior to the ch nò f money or other consideration, unless so agreed to in writing and signed by the lessor. receipt of any su sum [Ord. 245 § 5, 1969 rior code § 45.40.300.]

16.08.330 Expiration of lease – Surrender of lands.

Unless the lease is renewed or sooner terminated as provided in this chapter, the lessee shall peaceably and quietly leave, surrender and yield up unto the lessor all of the leased land on the last day of the term of the lease. [Ord. 245 § 5, 1969; prior code § 45.40.310.]

16.08.340 **Expiration of lease – Renewals.**

A. Upon the expiration of the term of any lease, or the cancellation of a lease by mutual consent of all parties thereto, the assembly may grant a new lease to the lessee or his assignee who owns valuable improvements thereon, without offering the lease at auction, provided:

1. The lessee or his assignee makes written application therefor at least 60 days prior to such termination.

Item a.

2. The lessee is not in default under the lease.

3. The use to which the land is to be put is compatible with the current use classification and zoning provisions of the borough ordinances on that subject.

4. Mutually agreeable terms are negotiated by the assembly and the prospective lessee.

B. Such lease shall be for an annual rental equal to the percent of the appraised value of the land which is then being charged for new leases and shall be subject to adjustment on every fifth anniversary. [Ord. 245 § 5, 1969; prior code § 45.40.320.]

16.08.350 Expiration or termination of lease – Removal or reversion of improvements.

A. Improvements owned by a lessee may, within 60 calendar days after the termination of the lease, be removed by him; provided, that the borough assembly may extend the time for removing such improvements in cases where hardship is proven. All periods of time granted the lessees to remove improvements are subject to be lessees paying to the borough pro rata lease rentals for said periods.

B. If any improvements and/or chattels are not removed within the time allowed, such improvements and/or chattels shall revert to, and absolute title shall vest in, the borough. [Ord. 245 § 5, 1969; prior com § 45 40.330.]

16.08.360 Sanitary maintenance required.

The lessee shall comply with all ordinances of the borough which are promotive or the promotion of sanitation. The premises of the lease shall be kept in a neat, clean and sanitary condition in every effort shall be made to prevent the pollution of waters. [Ord. 245 § 5, 1969; prior code § 45,40,340]

16.08.370 Compliance with building and zoning regulations equire

Leased lands shall be utilized only in accordance with the utility and zoning ordinances and rules and regulations thereunder. Failure to do so shall constitute a violation of the lease [Ord. 245 § 5, 1969; prior code § 45.40.350.]

16.08.380 Fire protection.

The lessee will take all reasonable precaution to core ly when a laws, regulations and rules promulgated by the borough for fire protection within the area when the eased premises are located. [Ord. 245 § 5, 1969; prior code § 45.40.360.]

16.08.390 Right of entry for inspection.

The lessee shall allow an authorized presentative of the borough to enter the leased land at any reasonable time for the purposes of inspecting the land and improvements thereon. [Ord. 245 § 5, 1969; prior code § 45.40.370.]

16.08.400 Use of minerals and resources on leased lands.

All coal, oil, gas and other vine is sold all deposits of stone, earth or gravel valuable for extraction or utilization are reserved by lessor and shall no be removed from the land. The lessee shall not sell or remove for use elsewhere any timber, stone, gravel, per moss, topsoil, or any other material valuable for building or commercial purposes; provided, however, the material required for the development of the leasehold may be used, if its use is first approved by the poroug assembly. [Ord. 245 § 5, 1969; prior code § 45.40.380.]

16.08.410 Protect n of public interest.

The lease shall contain such restrictions and reservations as are necessary to protect the public interest. [Ord. 245 § 5, 1969; prior code § 45.40.390.]

16.08.420 Permits for five years or less.

The assembly may authorize the borough clerk to grant permits to applicants and to use such applicant's permits for the use of tide and/or submerged lands for a period to not exceed five years, without appraisal of the value of the land or public auction of the permit, for any purpose compatible with the land use classification of such lands and on such terms for such rental as the assembly shall determine. The provisions of WMC 16.08.010 through 16.08.070, 16.08.190 through 16.08.210, 16.08.230 through 16.08.330, and 16.08.350 through 16.08.410, pertaining to leases, shall, insofar as practical, apply and be a part of every such permit. Such permit may, however, be granted for the

Item a.

purpose of removing earth, stone or gravel from such lands, in which event the rental may be on a yardage basis and WMC 16.08.400 shall not apply. [Ord. 245 § 5, 1969; prior code § 45.40.410.]

16.08.430 Sale of tide and submerged lands.

A. When it is in the public interest, the assembly may by resolution authorize the sale of small tracts of tidelands and submerged lands; provided, that no such tract shall be greater in area than 400 square feet, such tract is unsuitable for use as a public use area, and such tract cannot be leased.

B. All sales of tidelands and submerged lands shall be public sales and shall be governed by the provisions of this chapter, insofar as may be applicable.

C. The assessed value of the property shall be stated in the notice required by WMC 16.08.130 instead of the annual minimum rental. All sales shall be made for cash and the successful bidder must make payment in full at the time of the sale.

D. The assembly may provide additional requirements not inconsistent with this chapter in the reputtion authorizing such sale.

E. Anything in this chapter to the contrary notwithstanding, all such sales shall be subject to Charter provisions. [Ord. 245 § 5, 1969; prior code § 45.40.400.]

¹ For statutory provisions on borough tideland leases, see AS 38.05.820(b)(7).

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

	DATE:	MARCH 23, 2021
<u>AGENDA ITEM TITLE:</u>	<u>Agenda</u> <u>Section</u>	12

ORDINANCE NO. 984 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 14.01.030(DD) TITLED "LIVE ABOARD" AND ADDING SECTION 14.01.030(MM) TITLED "RESIDENTIAL USER" AND ADDING 14.05.008 "RESIDENTIAL USER FEE AND DUTY TO REPORT" IN THE WRANGELL MUNICIPAL CODE (*Reintroduced*)

SUBMITT	ED BY:	FISCAL NOTE:				
		Expen	diture I	Required: \$XX	X Total	
Stovo Millo	r, Port & Harbor Director	FY 20:	\$	FY 21: \$	FY22: \$	
Steve Mille	I, I OIT & Harbor Director					
		Amount Budgeted:				
			FY20 \$	\$XXX		
Deter			Account Number(s):			
Reviews/Approvals/Recommendations		XXXXX XXX XXXX				
\square		Accou	nt Name	e(s):		
Name(s)	PORT COMMISSION		Enter	Text Here		
Name(s)		Unencumbered Balance(s) (prior to				
	Attorney	expenditure):				
	Insurance		\$XXX			
	5	expenditure):				

<u>ATTACHMENTS:</u> 1. ORDINANCE NO 984. 2. Live Aboard Registration Form 3. Live Aboard Slideshow 4. Recommend Fee Schedule (for information ONLY)

RECOMMENDED MOTION:

Move to approve the reintroduction of Ordinance No 984 and move to a Fourth Reading with a Public Hearing to be held on March 23, 2021.

SUMMARY STATEMENT:

On Thursday, March 4th, the Wrangell Port Commission approved the reintroduced Ordinance No 984. They also approved the recommended Fee Schedule that is scheduled to come to the Assembly on April 13, 2021 along with this Ordinance under a Public Hearing.

This ordinance change was needed to define who qualifies as a live aboard and to set clear rules as to who may be billed for a residential user fee. The harbor for years has billed a live aboard fee and the language was not sufficient in current ordinance to charge such a fee.

Additionally, this Ordinance change was sent back to the Port Commission with new wording because there were too many questions about who this would and would not affect. Definition DD "Live Aboard" was not changed from the original proposed ordinance. MM the "Residential User" is now defined as: When a vessel is used by any person as a residence, dwelling, or abode for 60 or more calendar days in a calendar year. This wording helped eliminate any vessel with persons living aboard for a short period of time. These users pay up to 95% more than an annual stall holder. (IE Daily moorage for a 40" vessel is \$23.60 @ the daily rate. An annual 40' vessel pays \$3.19 a day @ the annual rate.)

To help facilitate this ordinance we also included 14.05.008 "Residential User Fee and Duty to Report" The residential user fee will be assessed on a calendar month basis. The owner of the vessel is responsible for paying the residential user fee. The owner of the vessel is responsible for immediately notifying the Harbor Department Office when their vessel is being occupied and used, rented, or leased as a place of residence. Once a vessel is used as a residence, the Harbor Department will continue to assess the residence user fee until the owner of the vessel gives written notice to the Harbor Department that the vessel is no longer used for a residence. Residential Fees shall be adopted in the Harbor and Port Facilities Fee Schedule by Resolution of the Assembly.

The Port and Harbor office will have a vessel registration form that will be filled out by all live aboard vessel owners. It will be the owner's responsibility to notify the Harbor Office when they no longer live aboard the vessel.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. <u>984</u>

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 14.01.030(DD) TITLED "LIVE ABOARD" AND ADDING SECTION 14.01.030(MM) TITLED "RESIDENTIAL USER" AND ADDING 14.05.008 "RESIDETIAL USER FEE AND DUTY TO REPORT" IN THE WRANGELL MUNICIPAL CODE

WHEREAS, pursuant to WMC 14.11.005 the Assembly has authority to establish the fee schedule for Wrangell Port and Harbors; and

WHEREAS, it has become necessary to update the Wrangell Municipal Code (WMC) Title 14 to better define "Live Aboard" and define "Residential User Fee" of the Wrangell Ports and Harbors; and

WHEREAS, the current definition does not adequately support collection of the current Live Aboard Fee; and

WHEREAS, it is necessary to charge for prolonged over-night use of moored vessels as living quarters because the use creates increased impacts on the Wrangell Ports and Harbors facilities, dockside utilities, the pumping stations and the harbor eco system; and

WHEREAS it is necessary to adequately and fairly collect fees for these additional burdens from those enjoying the use; and

WHEREAS it has become increasingly difficult to assess the fee under the current definition of Live Aboard codified in WMC 14.01.030(DD); and

WHEREAS, it is necessary to make these changes for efficient and equitable administration of the Wrangell Ports and Harbors; and

WHEREAS, these changes are of a permanent nature amending the code, an ordinance is appropriate.

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, that:

[The changes to the existing code are shown as follows: the words that are <u>underlined</u> are to be added and the words that are **[bolded and in brackets are to be deleted]**.]

SEC. 1. <u>Action</u>. The purpose of this ordinance is to amend Section 14.01.030(DD) of the Wrangell Municipal Code titled Live Aboard and add Section 14.01.030(MM) titled Residential User.

SEC. 2. <u>Amendment of Section</u>. Section 14.01.030 (DD) of the Wrangell Municipal Code is amended to read:

DD. "Live aboard" means any vessel utilizing the harbor as a primary residence <u>for one</u> <u>or more persons</u>. Any vessel <u>using the harbor this way</u> **[thus used]** must still comply with **[all vessel]** <u>other vessel</u> requirements of the harbor system. <u>All Live Aboards shall be</u> <u>charged the Residential User Fee.</u>

SEC 3. <u>Addition of Section</u>. Section 14.01.030 "Definitions" shall further be amended to include a new Subsection (MM) that shall read:

MM. "Residential User" When a vessel is used by any person as a residence, dwelling, or abode for 60 or more calendar days in a calendar year and pays annual moorage.

SEC. 4. <u>Amendment of Chapter:</u> Chapter 14.05 Moorage of the Wrangell Municipal Code is amended to add Section 14.05.008 titled "Residential User Fee Period and Duty to Report".

Sections:

- 14.05.005 Registration required.
- 14.05.008 Residential User Fee Period and Duty to Report.
- 14.05.010 Transient moorage.
- 14.05.015 Reserved moorage.
- 14.05.020 Customer service moorage.
- 14.05.025 General moorage conditions and restrictions.
- 14.05.030 Refusal of moorage.
- 14.05.035 Required equipment.
- 14.05.040 Utilities.
- 14.05.045 Electric service to vessels.
- 14.05.050 Authority of harbormaster to board and move vessel.
- 14.05.055 Forfeiture of space.
- 14.05.060 Authority of harbormaster to utilize restricted areas.

14.05.008 Residential User Fee Period and Duty to Report.

The residential user fee will be assessed on a calendar month basis. The owner of the vessel is responsible for paying the residential user fee. The owner of the vessel is responsible for immediately notifying the Harbor Department Office when their vessel is being occupied and used, rented, or leased as a place of residence. Once a vessel is used as a residence, the Harbor

Department will continue to assess the residence user fee until the owner of the vessel gives written notice to the Harbor Department that the vessel is no longer used for a residence.

Residential Fees shall be adopted in the Harbor and Port Facilities Fee Schedule by Resolution of the Assembly.

SEC. 5. <u>Effective Date</u>. This ordinance shall become effective immediately upon adoption.

PASSED IN FIRST READING: <u>January 12</u>, 2021.

POSTPONED IN SECOND READING <u>January 26</u>, 2021.

REINTRODUCED IN ITS THIRD READING _____, 2021.

ADOPTED IN ITS FOURTH READING _____, 2021

CITY & BOROUGH OF WRANGELL

Stephen Prysunka, Mayor

ATTEST:

Kim Lane, Borough Clerk



671 Shakes Street • Wrangell, AK 99929 (907) 874-3736 Phone

Item a.

LIVE ABOARD REGISTRATION

Boat Name or Number		St	all		
Boat Owner's Name(s)	Acct. #				
Effective Date		End Date			
Please provide a			d Photo I.D. for all live aboar ldren living aboard	d patrons [*]	
Live Aboard Name(s):					
1:	Age:	2:	Age:		
3:	Age:	4:	Age:		
5:	Age:	6:	Age:_		
City Phone Number					
CBW Harbor rules require th will become a lien against the Port & Harbor Rules and Re continue until notice is given aboard has ceased.	vessel. The ow gulations, and l	ner(s) and persor nereby acknowled	(s) living aboard agree to abi lge that any live aboard billin	ide by all ng will	
Live Aboard Signature			Date		
Owner Signature			Date		

Wrangell Live Aboard

Annual Moorage Comparisons

Wrangell - \$1428.80 Annually Petersburg - \$1650.00 Annually Ketchikan - \$1639.50 Annually Juneau - \$3528.00 Annually



■Wrangell ■Petersburg ■Ketchikan ■Juneau

Prices based off of a 40ft Vessel

Live Aboard Comparison

Wrangell - \$85 Monthly Petersburg - \$85 Monthly Ketchikan - \$39.86 Monthly Juneau - \$92 Monthly

 Wrangell's minimum Residential User Fee per household is \$116.49 per month

> Water - \$47.15 Sewer - \$40.74 Garbage - \$28.60



■Wrangell ■Petersburg ■Ketchikan ■Juneau

Item a.

Wrangell Harbor Fees

- Based off of a 40ft boat
- Seasonal commercial fishermen pay the higher daily or monthly rate
- Transient seasonal tourists also pay the higher daily or monthly rate.



City	y and Borough of Wra	ngell	L			
н	larbor and Port Facilit	ies				
	Fee Schedule					
Approved by Resolution No. 12-20-1554						
DESCRIPTION	USE	FEE				
A. Transient Moorage - WMC 14.05.010						
Daily - Prepaid	0 - 30 feet	\$0.49	per ft.			
-	31 - 55 feet	\$0.59	per ft.			
	56 - 100 feet	\$0.69	per ft.			
	101 feet and up	\$1.08	per ft.			
Daily - Invoiced	Two times the daily prepaid					
Monthly	0 - 30 feet	\$4.32	per ft.			
wontiny	31 - 55 feet	\$4.87	per ft.			
1	56 - 100 feet	\$5.41	per ft.			
-	101 feet and up	\$6.49	per ft.			
Designated bow tie skiff zone	\$35.00 flat fee per month	Ş0. 4 5	per rt.			
Annual	Same as reserved moorage					
	Same as reserved moorage					
B. Reserved Moorage - WMC 14.05.015						
Wait List Deposit	\$50.00 each		<u> </u>			
Annual	0 - 30 feet	\$30.30	per ft.			
	31 - 55 feet	\$35.72	per ft.			
	56 feet and up	\$41.14	per ft.			
Residential User Fee	\$85.00 flat fee per month					
C. Customer Service Moorage - WMC 14.05.020						
Wait List Deposit						
	Ş50.00 each					
	\$50.00 each 1.5 times the annual rate					
Annual	\$50.00 each 1.5 times the annual rate					
Annual D. Electric Utility Service - WMC 14.07.045	1.5 times the annual rate					
Annual D. Electric Utility Service - WMC 14.07.045 Daily	1.5 times the annual rate 20 amp 120 v	\$5.00	per day			
Annual D. Electric Utility Service - WMC 14.07.045 Daily Daily	1.5 times the annual rate 20 amp 120 v 30 amp 120 v	\$8.00	per day			
Annual D. Electric Utility Service - WMC 14.07.045 Daily Daily Daily	 1.5 times the annual rate 20 amp 120 v 30 amp 120 v 50 amp single phase 	\$8.00 \$10.00	per day per day			
Annual D. Electric Utility Service - WMC 14.07.045 Daily Daily Daily Daily Daily	 1.5 times the annual rate 20 amp 120 v 30 amp 120 v 50 amp single phase 50 amp 3 phase 	\$8.00 \$10.00 \$30.00	per day per day per day			
Annual D. Electric Utility Service - WMC 14.07.045 Daily Daily Daily	 1.5 times the annual rate 20 amp 120 v 30 amp 120 v 50 amp single phase 	\$8.00 \$10.00	per day per day			
Annual D. Electric Utility Service - WMC 14.07.045 Daily Daily Daily Daily Daily	 1.5 times the annual rate 20 amp 120 v 30 amp 120 v 50 amp single phase 50 amp 3 phase 100 amp 3 phase 	\$8.00 \$10.00 \$30.00	per day per day per day			
Annual D. Electric Utility Service - WMC 14.07.045 Daily Daily Daily Daily Daily	 1.5 times the annual rate 20 amp 120 v 30 amp 120 v 50 amp single phase 50 amp 3 phase 100 amp 3 phase 	\$8.00 \$10.00 \$30.00	per day per day per day			
Annual D. Electric Utility Service - WMC 14.07.045 Daily Daily Daily Daily Daily	 1.5 times the annual rate 20 amp 120 v 30 amp 120 v 50 amp single phase 50 amp 3 phase 100 amp 3 phase 	\$8.00 \$10.00 \$30.00 \$50.00	per day per day per day per day			
Annual D. Electric Utility Service - WMC 14.07.045 Daily Daily Daily Daily Daily	1.5 times the annual rate 20 amp 120 v 30 amp 120 v 50 amp single phase 50 amp 3 phase 100 amp 3 phase 5(C) 00 – 99 feet	\$8.00 \$10.00 \$30.00 \$50.00 \$1.07	per day per day per day per day per day			
Annual D. Electric Utility Service - WMC 14.07.045 Daily Daily Daily Daily Daily	1.5 times the annual rate 20 amp 120 v 30 amp 120 v 50 amp single phase 50 amp 3 phase 100 amp 3 phase 5(C) 00 – 99 feet 100 – 199 feet	\$8.00 \$10.00 \$30.00 \$50.00 \$1.07 \$1.39	per day per day per day per day per day per ft.			
Annual D. Electric Utility Service - WMC 14.07.045 Daily Daily Daily Daily Daily	1.5 times the annual rate 20 amp 120 v 30 amp 120 v 50 amp single phase 50 amp 3 phase 100 amp 3 phase 5(C) 00 – 99 feet 100 – 199 feet 200 – 299 feet	\$8.00 \$10.00 \$30.00 \$50.00 \$1.07 \$1.39 \$1.55	per day per day per day per day per day per ft. per ft. per ft.			

F. Inside Dock Face Moorage – WMC 14.07.005(C)

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	y and Borough of Wrar Iarbor and Port Faciliti	-	Ŀ
	Fee Schedule		
		Approved by Resolution No.	12-20-1554
DESCRIPTION	USE	FEE	
	00 – 99 feet	\$1.07	per ft.
	100 – 199 feet	\$1.39	per ft.
	200 – 299 feet	\$1.55	per ft.
	300 – 499 feet	\$1.77	per ft.
	500 – 599 feet	\$2.09	per ft.
	600 feet and up	\$2.38	per ft.
G. Barge Ramp Facility Moorage/Mill Dock/Boro	ugh Dock – WMC 14.07.005(C)		
	Daily (\$500.00 minimum)	\$2.00 / lineal foot	
	Beach landing (\$25.00 minimum)	\$0.10 / lineal foot	
		will be charged at actual employee c	osts
H. Net Gear Work on Dock - WMC 14.07.005(D)			
	First two rental periods	\$25.00	
	Each additional rental period	\$20.00	
		<i>¥</i> 20.00	
. Wharfage - WMC 14.07.010(C)			
General cargo	\$2.50 / ton		
Vehicles	\$2.50 / ton		
Explosives	\$6.25 / ton		
Lumber	\$1.00 / thousand milled board fee	t	
Empty containers	\$3.75 each	A. 00 ()	
Sand and Gravel	500 tons	\$1.00 / ton	
Sand and Gravel	501 – 1,500 tons	\$500.00 + \$0.20 / ton for each ton	
Sand and Gravel	1,500 + tons	\$800.00 + \$0.05 / ton for each ton	over 1,500
I. Storage - WMC 14.07.020(B)			
Outside storage (\$6.25 minimum)	\$0.33 / square foot monthly		
Inside storage	\$0.55 / square foot monthly		
Floating log storage	\$0.10 / thousand milled board fee	t monthly	
Vending storage	50% of covered vendor storage rat	te	
K. Gridiron - WMC 14.07.025(B)			

	y and Borough of W Iarbor and Port Fac	-	
	Fee Schedule		
		Approved by Resolution No. 12-20-1	554
DESCRIPTION	USE	FEE	
L. Launch Ramp - WMC 14.07.030			
Daily Fee	\$10.00 per launch		
	\$25.00 per calendar year if the person has a stall for a boat other than the one		
Annual Permit	being launched.		
		ne person does not have a stall.	
	If the boat being launched ha	as a stall, there is no fee assessed.	
M. Parking - WMC 14.07.035			
	No charge	\$0.00	
N. Services of the Harbormaster - WMC 14.07.0	40		
Replace mooring lines	\$10.00 + cost of line		
Skiff rental with personnel	\$150.00 per hour (1 hour mi	nimum)	
Pumping	\$25.00 + labor		
		costs of the employee. They will include wages ar	nd
Labor		id callout rates may also apply.	
Raising of boats	\$150.00 + cost of materials a	no professional services	
O. For rates, see WMC 15.04.640, Monthly Wate	er Rates, Class B - Commercial a	nd Industrial - Flat Rates	
P. Hoists - WMC 14.07.055			
Hourly (billed in 6-minute increments)	\$10.00 / hour		
6-minute minimum	\$1.00		
Resident access card (original issue)	\$10.00		
Transient access card (original issue)	\$20.00		
Replacement access card (lost or damaged)	\$20.00		
Access card refund	1/2 original fee		
Q. Work Float - WMC 14.07.060			
Trespass fee	\$50.00 / rental period		
R. Gear Float - WMC 14.07.065			
R. Gear Float - WMC 14.07.065 Trespass fee	\$100.00 / rental period		
	,,		
S. Vendor Shelter - WMC 14.07.070			
Annual reserved	12 times the reserved seasor	n rate	
Reserved for entire season	\$77.81 / month		
Month to month	\$90.31 / month		
Day to day	\$18.06 / month		l

	y and Borough of Wra Iarbor and Port Facilit Fee Schedule	-	
		Approved by Resolution No. 12-20-1.	554
DESCRIPTION	USE	FEE	
Seaplane Float - WMC 14.07.085			
Daily	\$5.00		
Monthly			
Annual reserved			
J. Impoundment Storage - WMC 14.13.025			
	Minimuim of \$50.00 per month	\$0.01 / sq. ft per day	
/. Impoundment Fee - WMC 14.13.025			
This fee is in addition to ot	ther related costs	\$100.00	
V. Transient Moorage at Summer Floats		1.	
	0 - 80 feet	\$0.65 / foot / day	
	81 fee and up	\$0.95 / foot / day	
. Moorage for Mill Dock and Back Side of Boro	ugh Dock Monthly Dock Rates		
. Moorage for Mill Dock and Back Side of Boro	ugh Dock Monthly Dock Rates 0 - 80 feet	\$4.00 / foot / month	
. Moorage for Mill Dock and Back Side of Boro		\$4.00 / foot / month \$5.00 / foot / month	
	0 - 80 feet		
7. Travel and Adventure Services	0 - 80 feet 81 fee and up		
. Travel and Adventure Services Transportation vehicles	0 - 80 feet 81 fee and up \$50.00 / monthly		
. Travel and Adventure Services Transportation vehicles 10 by 10 space	0 - 80 feet 81 fee and up		
. Travel and Adventure Services Transportation vehicles 10 by 10 space Passenger vessels - motorized	0 - 80 feet 81 fee and up \$50.00 / monthly \$20.00 / monthly		
. Travel and Adventure Services Transportation vehicles 10 by 10 space Passenger vessels - motorized Daily	0 - 80 feet 81 fee and up \$50.00 / monthly \$20.00 / monthly \$10.00 / departure		
. Travel and Adventure Services Transportation vehicles 10 by 10 space Passenger vessels - motorized Daily Monthly	0 - 80 feet 81 fee and up \$50.00 / monthly \$20.00 / monthly \$10.00 / departure \$2.00 / foot per month		
. Travel and Adventure Services Transportation vehicles 10 by 10 space Passenger vessels - motorized Daily	0 - 80 feet 81 fee and up \$50.00 / monthly \$20.00 / monthly \$10.00 / departure		
. Travel and Adventure Services Transportation vehicles 10 by 10 space Passenger vessels - motorized Daily Monthly Annual	0 - 80 feet 81 fee and up \$50.00 / monthly \$20.00 / monthly \$10.00 / departure \$2.00 / foot per month \$400		
. Travel and Adventure Services Transportation vehicles 10 by 10 space Passenger vessels - motorized Daily Monthly Annual Passenger vessels - nonmotorized	0 - 80 feet 81 fee and up \$50.00 / monthly \$20.00 / monthly \$10.00 / departure \$2.00 / foot per month \$400		
. Travel and Adventure Services Transportation vehicles 10 by 10 space Passenger vessels - motorized Daily Monthly Annual Passenger vessels - nonmotorized Water vessel Land vehicle	0 - 80 feet 81 fee and up \$50.00 / monthly \$20.00 / monthly \$10.00 / departure \$2.00 / foot per month \$400 \$1.00 / launch		
10 by 10 space Passenger vessels - motorized Daily Monthly Annual Passenger vessels - nonmotorized Water vessel	0 - 80 feet 81 fee and up \$50.00 / monthly \$20.00 / monthly \$10.00 / departure \$2.00 / foot per month \$400 \$1.00 / launch		

	y and Borough of Wran		
H	larbor and Port Faciliti	es	
	Fee Schedule		
		Approved by Resolution No. 12	-20-1554
DESCRIPTION	USE	FEE	
3B. Marine Service Center Fees			
Round trip lift fees	0 - 40 feet	\$13.10	per ft.
	41 - 58 feet	\$14.28	per ft.
	59 - 75 feet	\$15.48	per ft.
	76 - 90 feet	\$17.86	per ft.
	91 - 120 feet	\$20.24	per ft.
	121 - 140 feet	\$22.63	per ft.
Ī	141 feet and up	\$25.00	per ft.
Boat lift minimum	150 - ton	\$357.20	per hr.
	300 - ton	\$595.33	per hr.
- Work area storage	\$0.59	per sq. ft.	1.
Long-term Storage	\$0.37	per sq. ft.	
	After 12 consecutive months, long-	•	per mer
- Cancellation	\$330.00		
Inspection hoist			
Up to 2 hours of hoist time	60% of round trip		
After first 2 hours of hoist time	150 - ton	\$82.50 / 15 minutes	
	300 - ton	\$137.50 / 15 minutes	
Pressure Washer	\$200 / foot	I ,,	
Electrical	Refer to subsection (D) of this section	on	
Environmental fee	\$15.00 per haulout or per month		
Hydraulic trailer fee			
Rount trip	\$10.46 per foot		
One-way	Half of round trip		
Minimum fee	\$247.50		
		vel time at \$350.00 per hour with a on	e-hour
Off-site transport fee	minimum.		
Long-term storage reservation fee	\$100.00		
CC. Port Security Personnel			
ſ		on at the dock while a cruise ship is m	oored to
Cruise Ship Security Fee	the CBW dock.		
DD. Meyer's Chuck Moorage			
Transient Moorage - WN	MC 14.05.010		
	Daily - Prepaid	\$0.20 / foot	
	Daily - Invoiced	Two times the daily prepaid rate	
	Monthly	\$1.75 / foot	

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

	DATE:	March 23, 2021
<u>AGENDA ITEM TITLE:</u>	<u>Agenda</u> <u>Section</u>	13

Approval to Repeal Emergency Ordinance No. 987 (Mask Mandate)

<u>SUBMITT</u>	<u>'ED BY:</u>	FISCAL NOTE: Expenditure Required: \$XXX Total			
Lisa Von Ba	argen, Borough Manager	FY 20: \$ FY 2	21: \$	FY22: \$	
		Amount Budgeted:			
		FY20 \$XXX			
Derrierung	(Annuanala (Decommon dations	Account Number(s):			
<u>Reviews</u>	/Approvals/Recommendations	XXXXX XXX X	X XXX XXXX		
	Commission, Board or Committee	Account Name(s):			
Name(s)		Enter Text Here			
Name(s)		Unencumbered Bal	lance(s) (p	orior to	
	Attorney	expenditure):			
	Insurance	\$XXX			

ATTACHMENTS: 1. Emergency Ordinance No. 987

RECOMMENDATION MOTION:

Move to Approve Appealing Emergency Ordinance No. 987.

SUMMARY STATEMENT:

The EOC recommended the Assembly reinstate a mask mandate because of two significant changes to the status quo. First, Petersburg, our closest neighbor, and a community with which there is significant mixing of populations, was experiencing a major COVID-19 outbreak. Second, contact

racing was either delayed or not possible for two individual testing COVID positive. This resulted in the potential for an unknown number of positive individuals to be interacting with the community.

Neither of these circumstances resulted in an outbreak in Wrangell. The EOC is recommending a repeal of Ordinance 987 to end the mask mandate.

CITY AND BOROUGH OF WRANGELL, ALASKA ORDINANCE NO. <u>987</u>

AN EMERGENCY ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA REAFFIRMING THE DECLARATION OF EMERGENCY IN EMERGENCY ORDINANCES 976, 980 AND 985 AND REQUIRING A FACE COVERING IN CERTAIN INDOOR SETTINGS, ACTIVATING THE PENALTY IN THE WRANGELL MUNICIPAL CODE, AND STRONGLY URGING OTHER MITIGATION ACTIONS

WHEREAS, Petersburg is experiencing a major outbreak with 60 active cases, 200 outstanding tests, 2 COVID hospitalizations and two COVID medevacs; and

WHEREAS, our populations mix regularly; and

WHEREAS, we recently had a large gathering of residents in Wrangell; and

WHEREAS, Alaska, along with the rest of the United States, and World, has been fighting the global COVID-19 pandemic since March 2020; and

WHEREAS, On March 17, 2020 the Assembly approved Emergency Ordinance No. 976 declaring an emergency related to the COVID-19 Pandemic; on October 13, 2020 approved Emergency Ordinance 980 extending the declaration to December 21, 2020; and on January 12, 2021 approved Emergency Ordinance 985 extending the declaration to March 31, 2021; and

WHEREAS, Wrangell has had four positive cases within the past twelve days; and

WHEREAS, Public Health informed the City & Borough of Wrangell that up until late morning on February 27, 2021 fifty percent (50%) of the individuals most recently testing positive had either refused, or contact had not been established following multiple attempts by Public Health for interviews so contact tracing could be completed; and

WHEREAS, this means there is no way to understand the risk of exposure in the community because contacts of the positive cases were unable to be notified, or contact was delayed by several days, so contacts can isolate and get tested; and

WHEREAS, potential risk of community exposure has increased significantly; and

WHEREAS, the Wrangell EOC believes it is of paramount importance that Wrangell remain at a low risk level to ensure continued unrestricted economic, group, and individual activities; and

WHEREAS, the most effective, and easiest mitigation measure to keep our residents, economy and active lifestyle safe is wearing a face covering; and

WHEREAS, the Assembly finds mandating the use of face coverings in public necessary for the immediate preservation of the public health and safety; and

WHEREAS, Wrangell's COVID-19 Risk Mitigation Matrix outlines several additional mitigation efforts to help stop the spread of COVID-19; and

WHEREAS, the EOC is strongly urging these other mitigation efforts in addition to the face-covering requirement.

NOW THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA:

SECTION 1: AUTHORIZATION. This is a non-codified EMERGENCY ORDINANCE provided for in the Home Rule Charter of the City & Borough of Wrangell, Alaska Section 2-11.

SECTION 2: FACE COVERING REQUIREMENT.

- **A. Requirement**. All individuals must wear a mask or cloth face covering over their nose and mouth when they are indoors in public settings or communal spaces outside the home. This ordinance is subject to the conditions and exceptions stated below.
- **B. Context**. The settings included in this ordinance include, but are not limited to, the public and communal spaces within the following:
 - 1. Grocery stores, pharmacies, and all other retail stores.
 - 2. Restaurants, cafes, and bars including food preparation, carry-out, and delivery food operations. There is a limited exception for customers while they are eating or drinking in one of these settings.
 - 3. Buses, taxis, and other forms of public transportation when passengers are present, in conformance with the Federal Mandate.
 - 4. Personal care facilities.
 - 5. Childcare facilities.
 - 6. Communal areas and offices where people from multiple households are present.
 - 7. Elevators and indoor communal spaces in other buildings.
- **C. Employment**. Employers are responsible to make sure employees who are present in the workplace have access to and wear masks or cloth face coverings when in direct contact with customers, members of the public, or other employees. Masks are not required when the only direct contact is between members of the same household.
- **D. Exceptions.** This ordinance does not apply to the following categories of people or activities:

- 1. Any child under the age of 2 years. These very young children should not wear a face covering because of the risk of suffocation.
- 2. Any individual for whom wearing a mask, or cloth face covering would be contrary to his or her health or safety because of a medical condition or mental health condition, and any individual unable to tolerate a mask due to a physical or mental disability. Any individual in this category capable of wearing and tolerating a protective face shield shall be required to do so.
- Individuals who are speech impaired, deaf, or hard of hearing, or individuals communicating with someone who is deaf or hard of hearing, where facial or mouth movements are an integral part of communication.
- Any individual who has trouble breathing or otherwise unable to remove the face covering without assistance. Any individual in this category capable of wearing and tolerating a protective face shield shall be required to do so.
- 5. Individuals who are exercising, if mask wearing would interfere with their breathing.
- Individuals who are incarcerated, in police custody, or inside a courtroom; these individuals should follow guidance particular to their location or institution.
- 7. Individuals performing an activity that cannot be conducted or safely conducted while wearing a mask (for example, a driver experiencing foggy glasses, a dental patient receiving care, an equipment operator where there is a risk of dangerous entanglement).
- Musicians, presenters, ministers, and others communicating to an audience or being recorded, for the duration of their presentation/practice/performance where mask usage impairs communication, and so long as safe physical distancing is maintained.
- **E. Proof of Medical Reason or Disability**. If a person declines to wear a mask or a face covering because of a medical condition or disability as described above, this ordinance does not require them to produce medical documentation verifying the stated condition or disability. Businesses may wish to consider accommodating such individuals through curbside or delivery service.
- **F. Enforcement Policy**. The City and Borough of Wrangell reserves the right to use all available enforcement options to assure compliance with this ordinance. However, employers will not be subject to fines based on non-compliance by customers so long as there is a clearly posted sign informing customers that they are required to wear face coverings. Brief removal of a face covering, such as is necessary to eat, drink, or scratch an itch does not constitute a violation of this ordinance (although hand washing/sanitizing is recommended before and after such activities). Additionally, violation of this ordinance does not create grounds for residents to harass individuals who do not comply with it.

G. Violation. Violation of the face covering requirement in Section 2 shall be a minor offense. In accordance with AS 29.25.0709(a), citations for violation of this ordinance may be disposed of as provided in AS 12.25.195 through 12.25.230, without a court appearance, upon payment of a fine of \$25.00 plus any surcharge required to be imposed by AS 12.55.039 and 29.25.074584019, which shall be considered incorporated into Wrangell Municipal Code (WMC) Section 1.20.050; payment of the fine shall be accepted in satisfaction of the violation; and the violation shall be subject to the provisions outlined in WMC Section 1.20.050.

SECTION 3: OTHER MITIGATION EFFORTS ENCOURAGED. 1) Avoid gatherings if possible, but if necessary limit indoor gatherings to as few non-household members as possible (preferably 20 or less); 2) Restaurants and bars should reduce capacity to ensure the ability for six feet of separation between parties; 3) Use pick-up/take-out options for dining; 4) Personal services should be by appointment only with one customer per provider and no waiting areas; 5) Eliminate group gym or exercise activities and reduce capacity; 6) Follow state or local advisories, mandates and ordinances related to International, Interstate and Intrastate travel testing upon arrival in Wrangell and follow strict social distancing protocols until negative test results arrive.

SECTION 4: EFFECTIVE DATES. This ordinance shall be effective upon adoption and shall sunset at 11:59pm on April 13, 2021 unless terminated earlier or extended by action of the Assembly.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA THIS 2nd DAY OF March, 2021.

CITY & BOROUGH OF WRANGELL, ALASKA

Śtephen Prysunka, Mayor

ATTEST:

Kim Lane, Borough Clerk



CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

	DATE:	March 23, 2021
<u>AGENDA ITEM TITLE:</u>	<u>Agenda</u> <u>Section</u>	13

EMERGENCY ORDINANCE NO 991 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REAFFIRMING THE DECLARATION OF EMERGENCY IN EMERGENCY ORDINANCES 976, 980 AND 985, REPEALING EMERGENCY ORDINANCE 988, AND REENACTING THE ADOPTION OF INTERNATIONAL AND INTERSTATE TRAVEL TESTING MEASURES

SUBMITT	ED BY:		<u>NOTE:</u>		m + 1
		-		Required: \$XXX	
	Deve al Mercere	FY 20:	\$	FY 21: \$	FY22: \$
Lisa von Ba	argen, Borough Manager				
		Amou	nt Budg	eted:	
			FY20 \$	\$XXX	
Deter		Account Number(s):			
<u>Reviews</u>	/Approvals/Recommendations	XXXXX XXX XXXX			
	Commission, Board or Committee	Account Name(s):			
Name(s)			Enter	Text Here	
Name(s)		Unenc	umbere	ed Balance(s) (j	orior to
	Attorney	expenditure):			
	Insurance	\$XXX			
	·				

ATTACHMENTS: 1. Emergency Ordinance No. 991

RECOMMENDATION MOTION:

Move to Approve Emergency Ordinance No. 991.

SUMMARY STATEMENT:

The EOC is bringing back all three emergency "COVID" ordinances back to the Assembly for consideration. The EOC was supportive of repealing the mask mandate. However, the reasons for

Item b.

maintaining a local testing requirement remain unchanged, so the EOC is asking the Assembly to reaffirm this requirement.

This ordinance has been modified from its previous version in the following ways:

- A provision related to intrastate travel accidentally in the last version has been removed.
- The guidance for fully vaccinated individuals has been added such that those who are fully vaccinated do not need to practice strict social distancing while awaiting test results.
- A section specifically related to international travel has been added using CDC language.

The Administration/EOC did not plan well enough in advance for the implementation of the travel testing ordinances. Admittedly, it took far more time than it should have for there to be a representative meeting the daily flights. That issue has been rectified and we are seeing far greater testing numbers. Provisions are being put in place at the EOC to make sure we clearly outline work that needs to be accomplished within a specific period of time.

The remainder of this agenda statement remains unchanged from the March 2nd meeting.

Identifying positive cases through testing upon arrival from outside the state is one of the most effective ways to keep the community safe from the virus being brought into town. More important reasons for testing upon arrival are outlined in the attached Emergency Ordinance.

This ordinance requires all persons traveling into Wrangell from outside the state, arriving via all modes, to adhere to one of the described testing scenarios. The exception is Alaska residents, who may choose to quarantine upon arrival for 14 days in lieu of testing.

All persons arriving in Wrangell, via all modes, are able to use the airport testing service currently scheduled to be in place through June.

This ordinance has no violation or penalty provision. The EOC is respectfully requesting the approval of this ordinance requiring international and interstate testing.

The ordinance is scheduled to sunset at 11:59pm on April 13th. That date was picked as it is the first regularly schedule Assembly meeting of the month.

CITY AND BOROUGH OF WRANGELL, ALASKA ORDINANCE NO. <u>991</u>

AN EMERGENCY ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA REAFFIRMING THE DECLARATION OF EMERGENCY IN EMERGENCY ORDINANCES 976, 980 AND 985, REPEALING EMERGENCY ORDINANCE 988, AND REENACTING THE ADOPTION OF INTERNATIONAL AND INTERSTATE TRAVEL TESTING MEASURES

WHEREAS, the Wrangell Borough Assembly is committed to minimizing the impacts of the COVID-19 pandemic on Wrangell's residents and businesses; and

WHEREAS, one measure available to protect the community is to conduct COVID-19 testing on individuals arriving into the Borough and require such individuals to take certain precautions prior to receipt of a negative result; and

WHEREAS, these measures assist in identifying and protecting against positive cases before significant community spread can occur; and

WHEREAS, the Wrangell Airport and the Alaska Marine Highway System ferry terminal are the primary points-of-entry for persons traveling into Wrangell from interstate and international locations; and

WHEREAS, SEARHC, under State of Alaska funding, has been conducting COVID-19 testing at the Wrangell Airport for the last several months; and

WHEREAS, this testing is available for those traveling by all modes into Alaska; and

WHEREAS, this testing is currently scheduled to continue until the end of June, 2021; and

WHEREAS, this testing has been instrumental in alerting the SEARHC Wrangell Medical Center and Emergency Operations Center to positive cases coming into the community; and

WHEREAS, the State of Alaska has recently modified its travel orders to recommend, rather than require, the testing of interstate travelers into Alaska; and

WHEREAS, the Centers for Disease Control and Prevention (CDC) has recently modified its travel requirements for all air passengers arriving in the United States; and

WHEREAS, it is in Wrangell's best interest to continue to require the testing of interstate and international travelers coming into the City and Borough of Wrangell via all modes, in order to quickly discover and isolate infected persons who arrive in Wrangell from outside the State of Alaska; and

WHEREAS, the City and Borough of Wrangell has the authority to implement temporary travel testing mandates relating to international and interstate into Wrangell via all modes in order to protect the health of all people living in and traveling to the community; and

WHEREAS, this Emergency Ordinance is being amended to address State of Alaska on fully vaccinated individuals, and

WHEREAS, the conditions of this Emergency Ordinance are designed to provide the least necessary restrictions.

NOW THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA:

SECTION 1: AUTHORIZATION. This is a non-codified EMERGENCY ORDINANCE provided for in the Home Rule Charter of the City & Borough of Wrangell, Alaska Section 2-11.

SECTION 2: APPLICABILITY (INTERSTATE TRAVEL). The City and Borough of Wrangell Assembly requires that all interstate travelers arriving into Wrangell via the airport or the Alaska Marine Highway System (AMHS) ferry terminal, by private transportation carrier to the airport or harbors or docks if applicable, or by personal transportation modes to the airport or harbors or docks, be tested prior to or upon arrival, with details as follows:

I. All Travelers Arriving into Wrangell:

- a. Complete a Travel Declaration Form and a Self-Isolation Plan in the Alaska Travel Portal at <u>www.alaska.covidsecureapp.com</u>.
- b. Any person currently positive with COVID-19 cannot travel to Wrangell until they have been released from isolation, or cleared for travel, by a medical provider or public health agency.
- II. All travelers arriving into Wrangell from outside Alaska must adhere to one of the following options, with special considerations outlined in Section III:
 - a. **Pre-travel molecular-based test for SARS-CoV2** <u>with negative</u> <u>results:</u>

The traveler should submit negative test results from a test within 72 hours of departure into the Alaska Travel Portal or have proof of a negative test available to show screeners at the airport upon arrival.

b. **Pre-travel molecular-based test for SARS-CoV2** <u>without results</u>: The traveler should submit proof of a test taken within 72 hours of departure into the Alaska Travel Portal or have proof available of having taken a test to show screeners at the airport.

- i. The traveler should follow strict social distancing until test results are available.
- ii. The traveler should upload test results to the Alaska Travel Portal when received, regardless of the test result (it will say negative or positive).
- iii. The traveler should obtain a second test 5-14 days after arrival. If the results of the molecular-based test for SARS CoV2 are **positive**, the traveler must remain in self isolation at their own expense. The traveler must not travel until cleared by State of Alaska Public Health (1-800-478-0084).

c. No pre-travel molecular-based test for SARS CoV2:

If a traveler (aged 11 years or older) arrives without proof of a negative test result, or proof of a test taken within of 72 hours of departure to Wrangell, they must test at the Wrangell Airport.

- i. The traveler should follow strict social distancing until test results are received.
- ii. The traveler should obtain a second test 5–14 days after arrival.

III. Special Considerations

- Alaskan residents may elect to not be tested, provided that they strictly self- quarantine, at their own expense, for a period of fourteen (14) days after arrival into Wrangell.
- b. Children 10 years of age and younger are exempt from testing requirements. However untested children travelling with a parent or guardian should remain in the same status as the parent or guardian.
- c. The provisions of this ordinance shall not apply if application would delay or limit emergency travel into Wrangell by Law Enforcement Officers, Healthcare Workers, or personnel from the Office of Children's Services while functioning in their official capacity.

IV. Prior confirmed positive results within 90 days of departure - All Travelers:

- a. The traveler does not need to obtain a test for SARS CoV2, whether immediately before travel or upon arrival, if both of the following conditions are met:
 - i. The traveler provides proof of a previously positive result of a molecular-based test of SARS CoV2 within 90 days of departure; and
 - ii. The traveler is currently asymptomatic.

V. Requirements for Critical Infrastructure Workforce Travel:

Travel into Wrangell by workers in critical infrastructure workforce, as is defined in the Cyber and Infrastructure Security Agency (CISA) "Guidance on the Essential Critical Infrastructure Workforce." must follow the instructions and protocols contained in the employer's Community Workforce Protective Plan on file with the State. If a Plan has not been filed, or if that Plan does not contain protections or protocols for workers traveling into Wrangell from the employer's general work site, workers must follow this ordinance.

VI. Exemptions for Fully Vaccinated Individuals:

Fully-vaccinated travelers should follow pre-travel testing protocols, but do not need to follow strict social distancing while they are awaiting test results.

VII. Definitions

- a. Self-quarantine:
 - i. Self-quarantine is required while waiting for the results of your first molecular-based test for SARS-CoV2.
 - ii. Comply with all protocols related to your self-quarantine as set forth by your hotel or rented lodging, if applicable.
- b. Strict Social Distancing:
 - i. Strict social distancing is required while you wait for test results.
 - ii. You can be in an outdoor public place, but you should remain six feet away from anyone not in your immediate household, and you should wear a face covering. You should arrange curbside shopping or have food delivery.
 - iii. You should not enter restaurants, bars, gyms, community centers, office buildings, and school or daycare facilities. Do not participate in any group activities, including sporting events and practices, weddings, funerals, or other gatherings.
- c. Self-Isolation Plan: Every traveler entering the state of Alaska should complete a Self-Isolation Plan within the Alaska Travel Portal. This allows travelers to consider their plan for what they will do if their test results return positive while in Wrangell.
- d. Accepted proof of Alaska residency:
 - i. Alaska driver's license or state-issued ID card.
 - ii. Federally-recognized Alaska tribal identification card.
 - iii. Active duty military ID card or active duty dependent ID card.
 - iv. Employment verification letter on employer letterhead or school verification letter for in-person schooling, stating traveler is moving to Wrangell for employment or school.
- e. Fully Vaccinated Individuals is defined as more than two weeks

following receipt of the second dose in a two-dose series, or more than two weeks following receipt of one dose of a single-dose vaccine.

SECTION 3. APPLICABILITY (INTERNATIONAL TRAVEL). As per the Centers for Disease Control and Prevention, the City and Borough of Wrangell requires that all travelers traveling internationally into Wrangell do the following:

If you plan to travel internationally, you will need to get tested no more than 3 days before you travel by air into the United States (US) and show your negative result to the airline before you board your flight, or be prepared to show documentation of recovery (proof of a recent positive viral test and a letter from your healthcare provider or a public health official stating that you were cleared to travel).

SECTION 4. EFFECTIVE DATES. This ordinance shall be effective upon adoption and shall sunset at 11:59pm on April 13, 2021 unless terminated earlier or extended by action of the Assembly.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA THIS 23rd DAY OF March, 2021.

CITY & BOROUGH OF WRANGELL, ALASKA

Patricia Gilbert, Vice-Mayor

ATTEST:

Kim Lane, Borough Clerk

CITY AND BOROUGH OF WRANGELL, ALASKA ORDINANCE NO. <u>988</u>

AN EMERGENCY ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REAFFIRMING THE DECLARATION OF EMERGENCY IN EMERGENCY ORDINANCES 976, 980 AND 985 AND ADOPTING INTERNATIONAL AND INTERSTATE TRAVEL TESTING MEASURES

WHEREAS, the Wrangell Borough Assembly is committed to minimizing the impacts of the COVID-19 pandemic on Wrangell's residents and businesses; and

WHEREAS, one measure available to protect the community is to conduct COVID-19 testing on individuals arriving into the Borough and require such individuals to take certain precautions prior to receipt of a negative result; and

WHEREAS, these measures assist in identifying and protecting against positive cases before significant community spread can occur; and

WHEREAS, the Wrangell Airport and the Alaska Marine Highway System ferry terminal are the primary points-of-entry for persons traveling into Wrangell from interstate and international locations; and

WHEREAS, SEARHC, under State of Alaska funding, has been conducting COVID-19 testing at the Wrangell Airport for the last several months; and

WHEREAS, this testing is available for those traveling by all modes into Alaska; and

WHEREAS, this testing is currently scheduled to continue until the end of June, 2021; and

WHEREAS, this testing has been instrumental in alerting the SEARHC Wrangell Medical Center and Emergency Operations Center to positive cases coming into the community; and

WHEREAS, the State of Alaska has recently modified its travel orders to recommend, rather than require, the testing of interstate and international travelers into Alaska; and

WHEREAS, it is in Wrangell's best interest to continue to require the testing of interstate and international travelers coming into the City and Borough of Wrangell via all modes, in order to quickly discover and isolate infected persons who arrive in Wrangell from outside the State of Alaska; and

WHEREAS, the City and Borough of Wrangell has the authority to implement temporary travel testing mandates relating to international and interstate into Wrangell via

all modes in order to protect the health of all people living in and traveling to the community; and

WHEREAS, the conditions of this Emergency Ordinance are designed to provide the least necessary restrictions.

NOW THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA:

SECTION 1: AUTHORIZATION. This is a non-codified EMERGENCY ORDINANCE provided for in the Home Rule Charter of the City & Borough of Wrangell, Alaska Section 2-11.

SECTION 2: APPLICABILITY. The City and Borough of Wrangell Assembly requires that all international and interstate travelers arriving into Wrangell via the airport or the Alaska Marine Highway System (AMHS) ferry terminal, by private transportation carrier to the airport or harbors or docks if applicable, or by personal transportation modes to the airport or harbors or docks, be tested prior to or upon arrival, with details as follows:

I. All Travelers Arriving into Wrangell:

- a. Complete a Travel Declaration Form and a Self-Isolation Plan in the Alaska Travel Portal at <u>www.alaska.covidsecureapp.com</u>.
- b. Any person currently positive with COVID-19 cannot travel to Wrangell until they have been released from isolation, or cleared for travel, by a medical provider or public health agency.

II. Alaska resident and non-resident travelers arriving into Wrangell from another community within Alaska must adhere to one of the following options, with special considerations outlined in Section III:

a. **Pre-travel molecular-based test for SARS-CoV2** <u>with negative</u> <u>results:</u>

The traveler should submit negative test results from a test within 72 hours of departure into the Alaska Travel Portal or have proof of a negative test available to show screeners at the airport upon arrival.

- b. **Pre-travel molecular-based test for SARS-CoV2** <u>without results</u>: The traveler should submit proof of a test taken within 72 hours of departure into the Alaska Travel Portal or have proof available of having taken a test to show screeners at the airport.
 - i. The traveler should follow strict social distancing until test results are available.
 - ii. The traveler should upload test results to the Alaska Travel

Portal when received, regardless of the test result (it will say negative or positive).

iii. The traveler should obtain a second test 5-14 days after arrival. If the results of the molecular-based test for SARS CoV2 are **positive**, the traveler must remain in self isolation at their own expense. The traveler must not travel until cleared by State of Alaska Public Health (1-800-478-0084).

c. No pre-travel molecular-based test for SARS CoV2:

If a traveler (aged 11 years or older) arrives without proof of a negative test result, or proof of a test taken within of 72 hours of departure to Wrangell, they must test at the Wrangell Airport.

- i. The traveler should follow strict social distancing until test results are received.
- ii. The traveler should obtain a second test 5–14 days after arrival.

III. Special Considerations

- a. Alaskan residents may elect to not be tested, provided that they strictly self- quarantine, at their own expense, for a period of fourteen (14) days after arrival into Wrangell.
- b. Children 10 years of age and younger are exempt from testing requirements. However untested children travelling with a parent or guardian should remain in the same status as the parent or guardian.
- c. The provisions of this ordinance shall not apply if application would delay or limit emergency travel into Wrangell by Law Enforcement Officers, Healthcare Workers, or personnel from the Office of Children's Services while functioning in their official capacity.

IV. Prior confirmed positive results within 90 days of departure - All Travelers:

- a. The traveler does not need to obtain a test for SARS CoV2, whether immediately before travel or upon arrival, if both of the following conditions are met:
 - i. The traveler provides proof of a previously positive result of a molecular-based test of SARS CoV2 within 90 days of departure; and
 - ii. The traveler is currently asymptomatic.

V. Requirements for Critical Infrastructure Workforce Travel:

Travel into Wrangell by workers in critical infrastructure workforce, as is defined in the Cyber and Infrastructure Security Agency (CISA) "Guidance on the Essential Critical Infrastructure Workforce." must follow the instructions and protocols contained in the employer's Community Workforce Protective Plan on file with the State. If a Plan has not been filed, or if that Plan does not contain protections or protocols for workers traveling into Wrangell from the employer's general work site, workers must follow this ordinance.

VI. Definitions

- a. Self-quarantine:
 - i. Self-quarantine is required while waiting for the results of your first molecular-based test for SARS-CoV2.
 - ii. Comply with all protocols related to your self-quarantine as set forth by your hotel or rented lodging, if applicable.
- b. Strict Social Distancing:
 - i. Strict social distancing is required while you wait for test results.
 - ii. You can be in an outdoor public place, but you should remain six feet away from anyone not in your immediate household, and you should wear a face covering. You should arrange curbside shopping or have food delivery.
 - iii. You should not enter restaurants, bars, gyms, community centers, office buildings, and school or daycare facilities. Do not participate in any group activities, including sporting events and practices, weddings, funerals, or other gatherings.
- c. Self-Isolation Plan: Every traveler entering the state of Alaska should complete a Self-Isolation Plan within the Alaska Travel Portal. This allows travelers to consider their plan for what they will do if their test results return positive while in Wrangell.
- d. Accepted proof of Alaska residency:
 - i. Alaska driver's license or state-issued ID card.
 - ii. Federally-recognized Alaska tribal identification card.
 - iii. Active duty military ID card or active duty dependent ID card.
 - iv. Employment verification letter on employer letterhead or school verification letter for in-person schooling, stating traveler is moving to Wrangell for employment or school.

SECTION 3. EFFECTIVE DATES. This ordinance shall be effective upon adoption and shall sunset at 11:59pm on April 13, 2021 unless terminated earlier or extended by action of the Assembly.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA THIS 2nd DAY OF March, 2021.

CITY & BOROUGH OF WRANGELL, ALASKA

Stephen Prysunka, Mayor

ATTEST:

Kim Lane, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

	DATE:	March 23, 2021
<u>AGENDA ITEM TITLE:</u>	<u>Agenda</u> <u>Section</u>	13

EMERGENCY ORDINANCE NO 992 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REAFFIRMING THE DECLARATION OF EMERGENCY IN EMERGENCY ORDINANCES 976, 980 AND 985, REPEALING EMERGENCY ORDINANCE 989, AND REENACTING THE ADOPTION OF INTRASTATE TRAVEL TESTING MEASURES

<u>SUBMITT</u>	SUBMITTED BY: FISCAL NOTE: Expenditure Required: \$XXX Total			
Lisa Von Ba	argen, Borough Manager	FY 20: \$	FY 21: \$	FY22: \$
		Amount Bu	dgeted:	
		FY2	0 \$XXX	
Derrierung	/Annuarala /Decommondations	Account Number(s):		
<u>Reviews</u>	/Approvals/Recommendations	XXXXX XXX XXXX		
	Commission, Board or Committee	Account Name(s):		
Name(s)		Enter Text Here		
Name(s)		Unencumbe	ered Balance(s)) (prior to
	Attorney	expenditure):		
	Insurance	\$XX	X	

ATTACHMENTS: 1. Emergency Ordinance No. 992

RECOMMENDATION MOTION:

Move to Approve Emergency Ordinance No. 992.

SUMMARY STATEMENT:

The EOC is bringing back all three emergency "COVID" ordinances back to the Assembly for consideration. The EOC was supportive of repealing the mask mandate. However, the reasons for

Item c.

maintaining a local travel testing requirement remain unchanged, so the EOC is asking the Assembly to reaffirm this requirement.

This ordinance has been modified from its previous version in the following way:

• The guidance for fully vaccinated individuals has been added such that those who are fully vaccinated do not need to practice strict social distancing while awaiting test results.

The Administration/EOC did not plan well enough in advance for the implementation of the travel testing ordinances. Admittedly, it took far more time than it should have for there to be a representative meeting the daily flights. That issue has been rectified and we are seeing far greater testing numbers. Provisions are being put in place at the EOC to make sure we clearly outline work that needs to be accomplished within a specific period of time.

The remainder of this agenda statement remains unchanged from the March 2^{*nd*} *meeting.*

Identifying positive cases through testing upon arrival from locations within Alaska is just as important as testing people coming in from outside the state. In some instances the risk may be higher from an intrastate location because of community spread. More important reasons for testing upon arrival are outlined in the attached Emergency Ordinance.

This ordinance requires all persons traveling into Wrangell from outside the community, but from within Alaska, arriving via all modes, to adhere to one of the described testing scenarios. The exception is Alaska residents, who may choose to quarantine upon arrival for 14 days in lieu of testing.

All persons arriving in Wrangell, via all modes, are able to use the airport testing service currently scheduled to be in place through June.

This ordinance has no violation or penalty provision. The EOC is respectfully requesting the approval of this ordinance requiring intrastate testing.

The ordinance is scheduled to sunset at 11:59pm on April 13th. That date was picked as it is the first regularly schedule Assembly meeting of the month.

CITY AND BOROUGH OF WRANGELL, ALASKA ORDINANCE NO. <u>992</u>

AN EMERGENCY ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA REAFFIRMING THE DECLARATION OF EMERGENCY IN EMERGENCY ORDINANCES 976, 980 AND 985, REPEALING EMERGENCY ORDINANCE 989, AND REENACTING THE ADOPTION OF INTRASTATE TRAVEL TESTING MEASURES

WHEREAS, the City and Borough of Wrangell Assembly is committed to minimizing the impacts of the COVID-19 pandemic on Wrangell's residents and businesses; and

WHEREAS, the COVID-19 testing that has been conducted at the Wrangell Airport for the last several months has been successful in alerting the SEARHC/Wrangell Medical Center and Emergency Operations Center to positive cases coming into the community; and

WHEREAS, it is in Wrangell's best interest to continue to provide for the testing of intrastate travelers coming into Wrangell via any mode of transportation (by air or sea) in order to quickly discover and isolate infected persons who come to Wrangell from within the State of Alaska; and

WHEREAS, this Emergency Ordinance is being amended to address State of Alaska recommendations on fully vaccinated individuals, and

WHEREAS, the conditions of this Emergency Ordinance are designed to provide the least necessary restrictions.

NOW THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA:

SECTION 1. AUTHORIZATION. This is a non-codified EMERGENCY ORDINANCE provided for in the Home Rule Charter of the City & Borough of Wrangell, Alaska Section 2-11.

SECTION 2. APPLICABILITY. The City and Borough of Wrangell Assembly requires that all intrastate travelers arriving into Wrangell via the airport or the Alaska Marine Highway System (AMHS) ferry terminal, by private transportation carrier to the airport or harbors or docks if applicable, or by personal transportation modes to the airport or harbors or docks, be tested prior to or upon arrival, with details as follows:

I. All Travelers Arriving into Wrangell:

a. Complete a Travel Declaration Form and a Self-Isolation Plan in the Alaska Travel Portal at <u>www.alaska.covidsecureapp.com</u>.

- b. Any person currently positive with COVID-19 cannot travel to Wrangell until they have been released from isolation, or cleared for travel, by a medical provider or public health agency.
- II. Alaska resident and non-resident travelers arriving into Wrangell from another community within Alaska must adhere to one of the following options, with special considerations outlined in Section III:
 - a. **Pre-travel molecular-based test for SARS-CoV2** <u>with negative</u> <u>results:</u>

The traveler should submit negative test results from a test within 72 hours of departure into the Alaska Travel Portal or have proof of a negative test available to show screeners at the airport upon arrival.

- b. **Pre-travel molecular-based test for SARS-CoV2** <u>without results</u>: The traveler should submit proof of a test taken within 72 hours of departure into the Alaska Travel Portal or have proof available of having taken a test to show screeners at the airport.
 - i. The traveler should follow strict social distancing until test results are available.
 - ii. The traveler should upload test results to the Alaska Travel Portal when received, regardless of the test result (it will say negative or positive).
 - iii. The traveler should obtain a second test 5-14 days after arrival. If the results of the molecular-based test for SARS CoV2 are **positive**, the traveler must remain in self isolation at their own expense. The traveler must not travel until cleared by State of Alaska Public Health (1-800-478-0084).

c. No pre-travel molecular-based test for SARS CoV2:

If a traveler (aged 11 years or older) arrives without proof of a negative test result, or proof of a test taken within of 72 hours of departure to Wrangell, they must test at the Wrangell Airport.

- i. The traveler should follow strict social distancing until test results are received.
- ii. The traveler should obtain a second test 5–14 days after arrival.

III. Special Considerations

a. Alaskan residents may elect to not be tested, provided that they strictly self- quarantine, at their own expense, for a period of fourteen

(14) days after arrival into Wrangell.

- b. Children 10 years of age and younger are exempt from testing requirements. However untested children travelling with a parent or guardian should remain in the same status as the parent or guardian.
- c. The provisions of this ordinance shall not apply if application would delay or limit emergency travel into Wrangell by Law Enforcement Officers, Healthcare Workers, or personnel from the Office of Children's Services while functioning in their official capacity.

IV. Prior confirmed positive results within 90 days of departure - All Travelers:

- a. The traveler does not need to obtain a test for SARS CoV2, whether immediately before travel or upon arrival, if both of the following conditions are met:
 - i. The traveler provides proof of a previously positive result of a molecular-based test of SARS CoV2 within 90 days of departure; and
 - ii. The traveler is currently asymptomatic.

V. Requirements for Critical Infrastructure Workforce Travel:

Travel into Wrangell by workers in critical infrastructure workforce, as is defined in the Cyber and Infrastructure Security Agency (CISA) "Guidance on the Essential Critical Infrastructure Workforce." must follow the instructions and protocols contained in the employer's Community Workforce Protective Plan on file with the State. If a Plan has not been filed, or if that Plan does not contain protections or protocols for workers traveling into Wrangell from the employer's general work site, workers must follow this ordinance.

VI. Exemptions for Fully Vaccinated Individuals who are asymptomatic: Fully-vaccinated who are travelers should follow pre-travel testing protocols, but do not need to follow strict social distancing while they are awaiting test results.

VII. Definitions

- a. Self-quarantine:
 - i. Self-quarantine is required while waiting for the results of your first molecular-based test for SARS-CoV2.
 - ii. Comply with all protocols related to your self-quarantine as set forth by your hotel or rented lodging, if applicable.
- b. Strict Social Distancing:
 - i. Strict social distancing is required while you wait for test results.
 - ii. You can be in an outdoor public place, but you should remain six feet away from anyone not in your immediate household, and you should wear a face covering. You should arrange

curbside shopping or have food delivery.

- iii. You should not enter restaurants, bars, gyms, community centers, office buildings, and school or daycare facilities. Do not participate in any group activities, including sporting events and practices, weddings, funerals, or other gatherings.
- c. Self-Isolation Plan: Every traveler entering the state of Alaska should complete a Self-Isolation Plan within the Alaska Travel Portal. This allows travelers to consider their plan for what they will do if their test results return positive while in Wrangell.
- d. Accepted proof of Alaska residency:
 - i. Alaska driver's license or state-issued ID card.
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 - iv. Employment verification letter on employer letterhead or school verification letter for in-person schooling, stating traveler is moving to Wrangell for employment or school.
- e. Fully Vaccinated Individuals is defined as more than two weeks following receipt of the second dose in a two-dose series, or more than two weeks following receipt of one dose of a single-dose vaccine.

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PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA THIS 23RD DAY OF March, 2021.

CITY & BOROUGH OF WRANGELL, ALASKA

Patricia Gilbert, Vice-Mayor

ATTEST:

Kim Lane, Borough Clerk

CITY AND BOROUGH OF WRANGELL, ALASKA ORDINANCE NO. <u>989</u>

AN EMERGENCY ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REAFFIRMING THE DECLARATION OF EMERGENCY IN EMERGENCY ORDINANCES 976, 980 AND 985 AND ADOPTING THE REQUIREMENT OF INTRASTATE TRAVEL TESTING MEASURES

WHEREAS, the City and Borough of Wrangell Assembly is committed to minimizing the impacts of the COVID-19 pandemic on Wrangell's residents and businesses; and

WHEREAS, there is currently a significant increase in cases in Southeast Alaska, including Wrangell's closest neighboring community; and

WHEREAS, Petersburg is experiencing a major outbreak with 60 active cases, 200 outstanding tests, 2 COVID hospitalizations and two COVID medevacs; and

WHEREAS, our populations mix regularly; and

WHEREAS, we recently had a large gathering of residents in Wrangell; and

WHEREAS, the COVID-19 testing that has been conducted at the Wrangell Airport for the last several months has been successful in alerting the SEARHC/Wrangell Medical Center and Emergency Operations Center to positive cases coming into the community; and

WHEREAS, it is in Wrangell's best interest to continue to provide for the testing of intrastate travelers coming into Wrangell via any mode of transportation (by air or sea) in order to quickly discover and isolate infected persons who come to Wrangell from within the State of Alaska; and

WHEREAS, the conditions of this Emergency Ordinance are designed to provide the least necessary restrictions.

NOW THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA:

SECTION 1. AUTHORIZATION. This is a non-codified EMERGENCY ORDINANCE provided for in the Home Rule Charter of the City & Borough of Wrangell, Alaska Section 2-11.

SECTION 2. APPLICABILITY. The City and Borough of Wrangell Assembly requires that all intrastate travelers arriving into Wrangell via the airport or the Alaska Marine Highway System (AMHS) ferry terminal, by private transportation carrier to the airport or harbors or docks if applicable, or by personal transportation modes to the airport or harbors or docks, be tested prior to or upon arrival, with details as follows:

I. All Travelers Arriving into Wrangell:

- a. Complete a Travel Declaration Form and a Self-Isolation Plan in the Alaska Travel Portal at <u>www.alaska.covidsecureapp.com</u>.
- b. Any person currently positive with COVID-19 cannot travel to Wrangell until they have been released from isolation, or cleared for travel, by a medical provider or public health agency.

II. Alaska resident and non-resident travelers arriving into Wrangell from another community within Alaska must adhere to one of the following options, with special considerations outlined in Section III:

a. **Pre-travel molecular-based test for SARS-CoV2** <u>with negative</u> <u>results:</u>

The traveler should submit negative test results from a test within 72 hours of departure into the Alaska Travel Portal or have proof of a negative test available to show screeners at the airport upon arrival.

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 - i. The traveler should follow strict social distancing until test results are available.
 - ii. The traveler should upload test results to the Alaska Travel Portal when received, regardless of the test result (it will say negative or positive).
 - iii. The traveler should obtain a second test 5-14 days after arrival. If the results of the molecular-based test for SARS CoV2 are **positive**, the traveler must remain in self isolation at their own expense. The traveler must not travel until cleared by State of Alaska Public Health (1-800-478-0084).

c. No pre-travel molecular-based test for SARS CoV2:

If a traveler (aged 11 years or older) arrives without proof of a negative test result, or proof of a test taken within of 72 hours of departure to Wrangell, they must test at the Wrangell Airport.

- i. The traveler should follow strict social distancing until test results are received.
- ii. The traveler should obtain a second test 5–14 days after arrival.

III. Special Considerations

- Alaskan residents may elect to not be tested, provided that they strictly self- quarantine, at their own expense, for a period of fourteen (14) days after arrival into Wrangell.
- b. Children 10 years of age and younger are exempt from testing requirements. However untested children travelling with a parent or guardian should remain in the same status as the parent or guardian.
- c. The provisions of this ordinance shall not apply if application would delay or limit emergency travel into Wrangell by Law Enforcement Officers, Healthcare Workers, or personnel from the Office of Children's Services while functioning in their official capacity.

IV. Prior confirmed positive results within 90 days of departure - All Travelers:

- a. The traveler does not need to obtain a test for SARS CoV2, whether immediately before travel or upon arrival, if both of the following conditions are met:
 - i. The traveler provides proof of a previously positive result of a molecular-based test of SARS CoV2 within 90 days of departure; and
 - ii. The traveler is currently asymptomatic.

V. Requirements for Critical Infrastructure Workforce Travel:

Travel into Wrangell by workers in critical infrastructure workforce, as is defined in the Cyber and Infrastructure Security Agency (CISA) "Guidance on the Essential Critical Infrastructure Workforce." must follow the instructions and protocols contained in the employer's Community Workforce Protective Plan on file with the State. If a Plan has not been filed, or if that Plan does not contain protections or protocols for workers traveling into Wrangell from the employer's general work site, workers must follow this ordinance.

VI. Definitions

- a. Self-quarantine:
 - i. Self-quarantine is required while waiting for the results of your first molecular-based test for SARS-CoV2.
 - ii. Comply with all protocols related to your self-quarantine as set forth by your hotel or rented lodging, if applicable.
- b. Strict Social Distancing:
 - i. Strict social distancing is required while you wait for test results.
 - ii. You can be in an outdoor public place, but you should remain six feet away from anyone not in your immediate household, and you should wear a face covering. You should arrange curbside shopping or have food delivery.
 - iii. You should not enter restaurants, bars, gyms, community

centers, office buildings, and school or daycare facilities. Do not participate in any group activities, including sporting events and practices, weddings, funerals, or other gatherings.

- c. Self-Isolation Plan: Every traveler entering the state of Alaska should complete a Self-Isolation Plan within the Alaska Travel Portal. This allows travelers to consider their plan for what they will do if their test results return positive while in Wrangell.
- d. Accepted proof of Alaska residency:
 - i. Alaska driver's license or state-issued ID card.
 - ii. Federally-recognized Alaska tribal identification card.
 - iii. Active duty military ID card or active duty dependent ID card.
 - iv. Employment verification letter on employer letterhead or school verification letter for in-person schooling, stating traveler is moving to Wrangell for employment or school.

SECTION 3. EFFECTIVE DATES. This ordinance shall be effective upon adoption and shall sunset at 11:59pm on April 13, 2021 unless terminated earlier or extended by action of the Assembly.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA THIS 2nd DAY OF March, 2021.

CITY & BOROUGH OF WRANGELL, ALASKA

Stephen Prysunka, Mayor

ATTEST:

Kim Lane, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

AGENDA ITEM TITLE:	DATE:	March 23, 2021
	<u>Agenda</u> <u>Section</u>	13

ORDINANCE NO 993 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE ZONING MAP TO EFFECT A CHANGE TO A PORTION OF LOT A-1A, TORGRAMSEN-PRUNELLA SUBDIVISION FROM SINGLE FAMILY RESIDENTIAL TO COMMERCIAL

SUBMITTED BY:			L NOT	<u>E:</u> Required: \$XX	X Total
Carol Rushmore, Economic Development		FY 20:	\$	FY 21: \$	FY22: \$
Director					
		Amou	nt Budg	eted:	
			FY20 S	\$XXX	
Reviews/Approvals/Recommendations		Account Number(s):			
		XXXXX XXX XXXX			
	Commission, Board or Committee	Account Name(s):			
Name(s)	Planning and Zoning Commission	Enter Text Here			
Name(s)		Unencumbered Balance(s) (prior to			
	Attorney	expenditure):			
	Insurance		\$XXX		

<u>ATTACHMENTS:</u> 1. Draft Ordinance 993; 2. Letter from WCA requesting change; 3. Plat 2015-3; 4. Aerial

RECOMMENDATION MOTION:

Move to Approve first reading of Ordinance No 993 and move to a Second Reading with a Public Hearing to be held on April 13, 2021.

SUMMARY STATEMENT:

WCA recently requested a modification to their Contract Zone for a transportation office and maintenance warehouse facility on Lots A-1A and Lot A, Torgramsen-Prunella, to only have Lot A of Torgamsen-Prunella Subdivision be part of the Contract Zone. This was approved by the Assembly subject to the condition that Lot A-1A be rezoned to a single zone.

Lot A-1A was originally two lots that were combined into a single lot by Plat No. 2015-3 Torgramsen-Prunella Subdivision. The former front portion of the lot (approximately 13,000 square feet) with the existing building (Lot 2 Spruce Subdivision Plat No. 82-15) was zoned commercial, and the back portion of the lot (approximately 15,000 square feet) that was originally part of the larger Torgramsen property, was zoned Single Family Residential. The landowner did not want to modify the zone of either portion of the Lot A-1A at the time of the replat as it was for sale, allowing the new owner to decide how to use the property, thus the current lot has two underlying zones.

WCA requested a Contract zone in 2016 for a transportation warehouse facility. They proposed to utilize the existing building on Lot A-1A as an office building, and develop the remainder of that lot and Lot A as the site for storage and equipment maintenance, what normally is allowed in the Light Industrial district. Corvus Design prepared a schematic site plan for WCA's development to show access, parking, buffers and the maintenance/warehouse facility (attached) for both lots. WCA originally requested that only Lot A be part of the Contract Zone, however due to the mixed zoning of Lot A-1A and the interrelation of the developments on both lots, the Commission recommended both lots be a part of the Contract Zone Agreement which was ultimately approved by the Assembly.

The Planning and Zoning Commission at their meeting of March 11, 2021 moved to recommend to the Assembly to approve the draft ordinance for a zone change for a portion of Lot A-1A Torgramsen-Prunella Subdivision from Single Family Residential to Commercial.

Item d.

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. <u>993</u>

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE ZONING MAP TO EFFECT A CHANGE TO A PORTION OF LOT A-1A, TORGRAMSEN-PRUNELLA SUBDIVISION FROM SINGLE FAMILY RESIDENTIAL TO COMMERCIAL

SEC. 1. <u>Action</u>. The effect of this ordinance is to finalize a zone change for approximately 15,000 square feet of the back portion of Lot A-1A Torgramsen-Prunella Subdivision from Single Family Residential to Commercial per the map in Exhibit A taken from Plat #2015-3.

SEC. 2. <u>Classification</u>. This is a non-code ordinance.

SEC. 3. <u>Severability</u>. 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. <u>Effective Date</u>. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: ____.

PASSED IN SECOND READING: _.

Stephen Prysunka, Borough Mayor

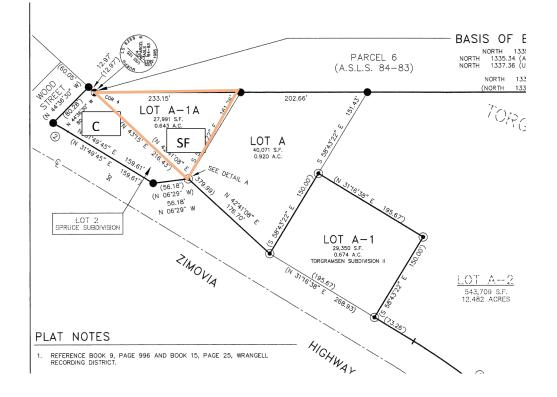
ATTEST:

Kim Lane, Borough Clerk

Yes:	
No:	
Absent:	
Abstaining:	

Ordinance 993 Exhibit A:

Reference Plat No. 2015-3





February 24, 2021

Lisa Von Bargen City and Borough of Wrangell PO Box 531 Wrangell, AK 99929

Dear Lisa:

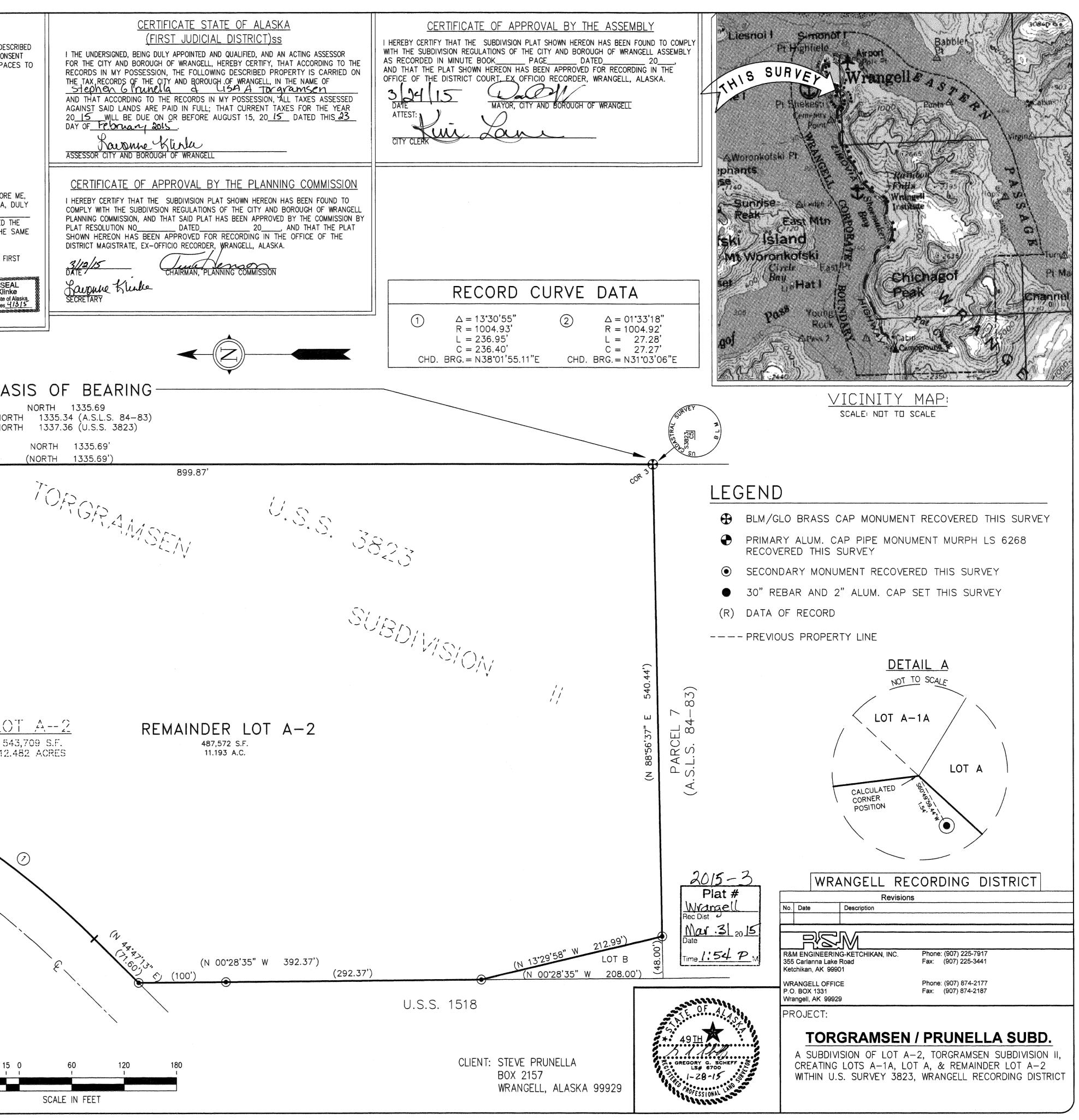
The purpose of this letter is to request the rezoning of the back portion of Lot A-1A, Torgramsen -Prunella Subdivision from Single Family Residential to Commercial. We realize this needs to occur prior to finalizing the requested Amended Contract Zone Agreement.

Please feel free to contact WCA Tribal Transportation Manager Bill Willard at (907) 874-4304 or <u>wwillard@wca-t.com</u> with any questions.

Sincerely,

Richard Oliver WCA Council President

		والالالا المراجبان وموجود المستعملين والمتعاد والمتعاد والمعاري والمتعاد والمعاري والمعاري والمعاري و
<u>CERTIFICATE OF OWNERSHIP AND DEDICATION</u> WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH OUR FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED. DATE 1/20/15 DATE 5TEPHEN G. PRUNELLA	CERTIFICATE OF OWNERSHIP AND DE WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY HEREON AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION WIT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OT PUBLIC OR PRIVATE USE AS NOTED. DATE 2-11-15 LISA TORGRAMSEN	SHOWN AND DESCRIE TH OUR FREE CONSENT THER OPEN SPACES
NOTARY'S ACKNOWLEDGMENT U.S. OF AMERICA STATE OF ALASKA CITY AND BOROUGH OF WRANGELL THIS IS TO CERTIFY THAT ON THIS <u>30</u> DAY OF <u>501401</u> , 20 <u>15</u> , BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED <u>STEPHEN G FRUNCIG</u>	NOTARY'S ACKNOWLEDGMEN U.S. OF AMERICA STATE OF ALASKA CITY AND BOROUGH OF WRANGELL THIS IS TO CERTIFY THAT ON THIS <u>11</u> DAY OF February THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STA	- 20 15. BEFORE ME
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1. REFERENCE BOOK 9, PAGE 996 AND BOOK 15, PAGE 25, WRANGEL	HIGU	
 REFERENCE U.S. SURVEY 3823 FOR ANY NOTES OR EASEMENTS. 	"IGHWAY	
 3. REFERENCES WITHIN THE WRANGELL RECORDING DISTRICT UTILIZED A. SPRUCE SUBDIVISION, PLAT #82–15 B. RECORD OF SURVEY OF LOT A-2 OF TORGRAMSEN SUBDIVISION, C. TORGRAMSEN SUBDIVIDION II, PLAT #2000–6 D. TORGRAMSEN SUBDIVISION, PLAT #97–9 	FOR THIS SURVEY:	
 THE PORTION OF LOT A-2, TORGRAMSEN SUBDIVISION II, TO BE CONSPRUCE SUBDIVISION, CREATING LOT A-1A, TORGRAMSEN/PRUNELL 16,067 S.F. 		
 5. AT THE TIME OF THIS PLAT, THE LOTS ARE ZONED AS FOLLOWS: PORTION OF LOT A-1A THAT WAS LOT 2, SPRUCE SUBDIVISION LOTS A, A-1, A-2, AND REMAINING PORTION OF LOT A-1A (S 		
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CITY AND BOROUGH OF WRANGELL, ALASKA





Public Map



DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY. PROPERTY LINES ARE APPROXIMATE. AERIAL 2002.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

	DATE:	March 23, 2021
<u>AGENDA ITEM TITLE:</u>	<u>Agenda</u> <u>Section</u>	13

Approval of a Professional Services Agreement with Ramsey Appraisal Resource in the Amount of \$42,000 for Appraisal Services

SUBMITTED BY:		FISCAL NOTE:		
Carol Rushmore, Economic Development Director		Expen FY 20:	FY 21: FY 22: \$ \$42,000 \$42,000	
Director				
		Amou	nt Budgeted:	
			FY21 \$0	
Reviews/Approvals/Recommendations		Account Number(s):		
		Detail provided below		
	Commission, Board or Committee	Account Name(s):		
Name(s)		Detail provided below		
Name(s)		Unencumbered Balance(s) (prior to		
	Attorney	expenditure):		
	Insurance	Detail provided below		

ATTACHMENTS: 1. RFQ for Services; 2. Ramsey Appraisal Resource RFQ Response

RECOMMENDATION MOTION:

Move to Approve a Professional Services Agreement with Ramsey Appraisal Resource in the Amount of \$42,000 for Appraisal Services.

SUMMARY STATEMENT:

The City and Borough o Wrangell issued a Request for Qualifications for appraisal services of nine different sites that encompass a single or multiple lots. The appraisal will include vacant and

developed residential, industrial lands, filled and unfilled tidelands, lease areas and parcels for sale.

Three responses were received from Ramsey Appraisal Resource, Horan and Company, and Alaska Appraisals. Alaska Appraisals declined to submit a response as their work load was full. After reviewing the two eligible proposals against the stated criteria, the recommendation was to enter into a Professional Service Agreement (PSA) with Ramsey Appraisal Resource.

The PSA will request the appraiser to itemize cost for each of the nine sites in order to charge against the correct residential or industrial land funds.

There are nine (9) sites that will be appraised. Only one of the sites (encompassing three (3) lots on Etolin Avenue) is residential. The remaining sites are zoned Industrial, Light Industrial or Waterfront Development and encompass developed or vacant land, submerged or filled tidelands and commercial/industrial lease areas. One of the eight sites, the parcel containing the Armory, was approved by the Assembly for a budget amendment of \$2,500 for the appraisal from the Industrial Construction fund at the March 9, 2021 meeting.

If this PSA is approved a budget amendment will be necessary. There was some confusion by staff at the time the agenda was developed about the need for a separate resolution to take care of the budget amendment. If this PSA is approved the Assembly will need to approve a resolution at the April 13th meeting moving money from reserves in the Residential and Industrial Construction funds to cover the cost of the appraisals.

As was mentioned above, the Assembly approved \$2,500 at the last meeting for the Armory appraisal. The budget amendment outlined below is for the remaining \$39,500 necessary for appraisal costs of the remaining 8 sites.

Residential Construction Fund (Account No. 50000 000 7519):

Unencumbered Balance (before expenditure)	\$5,994
Required Expenditure	\$5,000

Industrial Construction Fund (Account No. 52000 000 7519):

Unencumbered Balance (before expenditure)	\$334,570
Required Expenditure	\$ 34,500

Introduction

The City and Borough of Wrangell (CBW) invites proposals from firms or individuals to provide Appraisal Services for commercial, industrial, and residential real estate. The qualified Appraiser should have experience with appraisals of real property, improved and unimproved vacant land, and property valuation for various types of structures and lots. The selected Appraiser will be required to provide professional services in performing a complete independent appraisal in accordance with the Uniform Standards of Professional Appraisal Practice (USPP).

Appraisal services are intended to determine the estimated market value of certain buildings and land, located in Wrangell, Alaska. This includes parcels of vacant residential land, filled tidelands, commercial and industrial lots.

The Appraiser must have recent experience in providing estimates of current fair market value of appraisals of real property and vacant land. The Appraiser will provide all necessary services to assure accuracy, completeness, and adequacy of documentation of appraisal reports. The selected Appraiser will coordinate all site inspections, as necessary.

The Appraisal Report must be straight forward, concise and provide layman explanations of technical terms. The opinion of value must be based on a well-supported conclusion of the highest and best use and reflect the present, as-is physical and functional characteristics of the subject properties. The development of the opinion of value must conform to the requirements of the Uniform Standards of Professional Appraisal Practice (USPP). All comparable sales utilized in the Appraisal Report must be confirmed by a reliable source.

Proposals for the Appraisal services are due by 5:00pm, March 12, 2021. The Appraisal services should commence on or about March 17, 2021. The official Appraisal Report should be completed by April 16, 2021.

Scope of Services

The overall intended use of the Appraisal Report is to aid the CBW in determining fair market values of each parcel for property disposal. Appraisals shall include a visual inspection and evaluate and verify the appraisal to current market values utilizing comparable property sales. The Appraisal Report will be integral to the CBW's plan to dispose of public land to the private sector.

The qualified Appraiser should have experience with appraisals of real property, improved and unimproved vacant land, and property valuation for various types of structures and lots identified in this scope of services.

A. Lots Identified for the required Appraisal Service

- Land: Parcel No. 02-028-206 zoned Industrial. A vacant lot. Plat 2001-7. Lot 6A, Industrial Park Subdivision III Amended. See also the attached recent 2021 final plat Woodbury Industrial Subdivision where the lot will be combined with attached lots upon final sale approval by the Assembly. 26,000 sq. feet.
- Land and structure: Parcel No. 02-030-474 zoned Industrial. Former National Guard Armory. Plat 85-8. Lot 5 Block 59A, Industrial Subdivision Amended. 9,148 sq. feet. Building includes small quantities of non-friable asbestos. Full assessment just completed (attached).
- Filled Tidelands: Parcel 02-004-230 zoned Waterfront Development. An unsubdivided portion of Lot 15, Block 12A. Plat 63-69 ATS 83 and tideland additions. See also attached recent 2021 unapproved final plat WWC Replat where the filled tideland area of Parcel 02-004-230 will be combined with the attached lots upon final sale approval by the Assembly. 12,220 sq. feet.
- 4. Land: Parcel Nos. 02-032-700, 705 and 710 are currently zoned Single Family Residential (recent rezone). Previously Lot 1, Block 35, Wrangell Townsite. This parcel was recently subdivided into three lots and rezoned from Multi-Family to Single Family. Plat No. 2020-8. Lot A (18,825 sq. feet), Lot B (19,513 sq. feet), and Lot C (19,510), Etolin Spruce Subdivision.
- Land: Parcel No. 03-006-303 zoned Light Industrial. A previous appraisal was completed in 2019 (attached). Lot Y2, Tract Y, USS 2321 is approximately 2.51 acres. Portion of the lot will be sold to adjacent landowners with the remaining lot area subdivided into two lots.
- 6. Tideland Lease Lots in the Marine Service Center: Lease area 2 (Parcel no. 02-023-740) and Lease area 9 (Parcel no. 02-023-650) per the attached photo. Both are zoned Waterfront Development. Each lease area is a part of Lot 4BB-1, W.S.I. Subdivision II, Plat No. 2003-9. Lease area 2 is approximately 2,000 sq. feet and Lease area 9 is approximately 8,000 sq. feet. Lot 4BB-1 is undergoing a subdivision to vacate Silver Nail Work Road.
- 7. Tideland Lease Lot at Shoemaker Bay: Lease area is proposed for expanded footprint. Proposed lease area (Parcel No. 03-007-498) would be 1,898 sq. feet and is a part of Tract D-1, S.M.B.P. Subdivision, Plat 99-8.
- 8. Submerged tidelands: Parcel Number 03-010-222 zoned Waterfront Development. Lot 3, USS 3534.
- 9. Land: Parcel No. 01-005-327 zoned Holding. Vacant Land. Lot 14, Block 5, USS 2127. 5000 sq. feet.

B. Appraisal Service

- 1. Conduct a physical inspection of the subject properties.
- 2. Derive an opinion of value for the properties and underlying land. Ensure that the opinion of value is based on a well-supported conclusion of highest and best use and reflect the present "as-is" physical and functional characteristics of the subject property.
- 3. Ensure that the development of the opinion of value conform to the requirements of the Uniform Standards of Professional Appraisal Practice.
- 4. Research the neighborhood and city factors that might impact the subject property and its value, appeal and marketability.
- 5. Ensure that all comparable sales utilized in the appraisal report be confirmed by a reliable source.
- 6. Provide photographs of the subject properties and comparable sales in each report. Provide a location map depicting the location of the subject properties in relation to the comparable sales in each report.
- 7. Provide the assumptions and contingent and limiting conditions under which the report is produced.
- 8. Identify the client, intended user, intended use of the appraisal report.
- 9. Identify the subject properties being appraised.
- 10. Provide history of property ownership for the past 5 years.
- 11. Prepare written Appraiser Report Narrative including but not limited to: property identification, date properties were inspected, site analysis, location analysis, the appraisal process, assumptions, conditions, limiting conditions, land evaluation, cost approach, and sales comparison approach
- 12. Provide a statement that appraisal reports conform to the Uniform Standards of Professional Appraisal Practice.
- 13. Provide a signed and dated Appraiser's Certification.

Information to be included in Proposal

- A. Provide a brief description of your firm's experience in appraising properties and any other appraisal-related experience.
- B. Provide a summary of your firm's demonstrated capability of conducting appraisals, including length of time that your firm has provided the appraisal services being requested in this RFQ.
- C. Describe the qualifications of the firm and key staff performing projects within the

past three years that are similar to the RFQ scope of services.

- D. Identify the name of proposed individuals who will be primarily responsible for the project, including title, area of specialization, and expertise.
- E. Provide at least three regional references that received similar services from your firm. The CBW reserves the right to contact any of the organizations or individuals listed. Information provided shall include client name, project description, and client project manager name and telephone number.
- F. Provide an appraisal implementation plan, which includes appraisal methods and controls by which your firm manages projects of the type sought by this RFP.
- G. Provide a detailed project schedule identifying all tasks and deliverables to be performed, durations for each task and time of completion.
- H. Provide your fee proposal for the scope of services outlined.

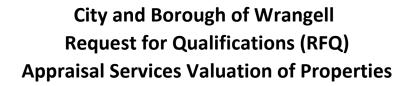
Criteria for Selection

The CBW will use the following criteria in its evaluation and comparison of proposals.

- A. Summary of experience providing residential appraisal services in Southeast Alaska, as outlined in RFQ (35 points)
- B. Proposed schedule for performing services outlined in RFQ (35 points)
- C. Proposed fee for services outlined in RFQ (30 points)

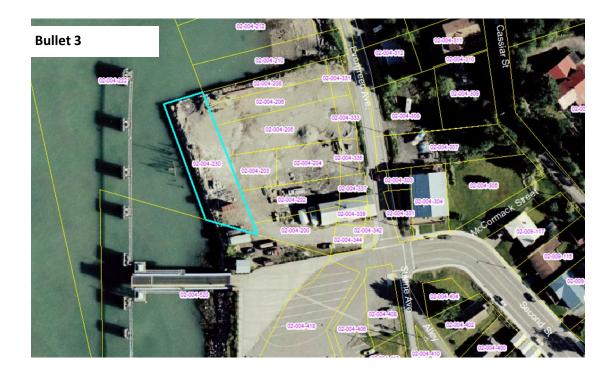
Questions can be directed to Carol Rushmore at 907-874-2381. Submit proposal to Carol Rushmore, Economic Development Director, City and Borough of Wrangell. Email: <u>ecodev@wrangell.com</u>. Responses must be received by 5:00pm March 12, 2021.

The CBW shall not be obligated to accept the lowest priced proposal, but shall make an award in the best interest of the Borough. After written proposals have been reviewed, discussions with prospective firms may or may not be required.



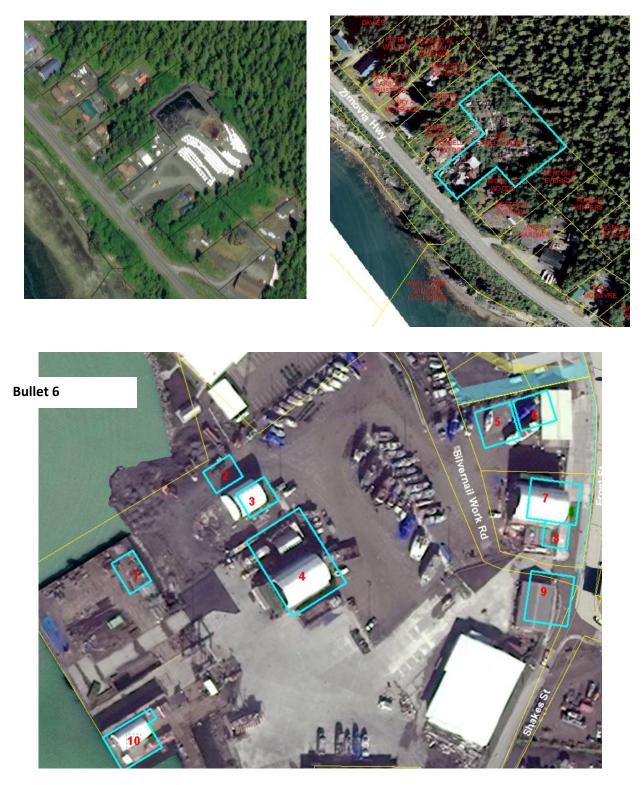
Bullets 1 and 2





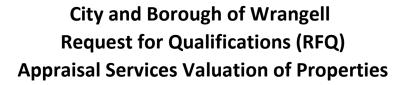


Bullet 5



129





Bullet 8





CITY AND BOROUGH OF WRANGELL, ALASKA REQUEST FOR QUALIFICATIONS RFQ APPRAISAL SERVICES VALUATION OF PROPERTY

ADDENDUM TO THE PROJECT DOCUMENTS

Addendum No: Addendum Date:	2 March 10, 2021	Previous Report Due Date: April 27, 2021
Pages This Addendum:	One Page	New Report Due Date:
Previous Addenda:	None	Contractor to propose timeline after signing the PSA

To: All Proposers

The following corrections, changes, additions, deletions, revisions and/or clarifications are hereby made a part of the Documents for the Request for Qualifications for Appraisal Services Valuation of Property. In case of conflicts between this Addendum and previously issued documents, this Addendum shall take precedence.

Item 1. Date due of the Appraisal Report

Page 1, Paragraph 5 of the original RFQ states "The official Appraisal Report should be completed by April 16, 2021."

Addendum 1 changed this date to Tuesday, April 27, 2021..

Addendum 2 modifies the clause by deleting the completion date requirement of April 27, 2021. Replace the Official Appraisal Report completion date with the following:

Provide the timeline the final report will be provided to the City and Borough of Wrangell after the signing of the Professional Service Contract.

END OF ADDENDUM NO. 2

Ramsey Appraisal Resource Roger Ramsey AK Certified General Appraiser #570 rogerramsey@mac.com

RECEI Item e. MAR 1 1 2021 VRANGELL CITY HALL

10615 Horizon Drive Juneau, AK 99801 Phone: (907)723-2936 Fax: (866)404-7117

Date: 3/11/2021

To: Carol Rushmore Economic Development Director City and Borough of Wrangell P.O. Box 531 Wrangell, AK 99929 907-874-2381

Dear Carol,

Thank you for the RFP. I believe that I would be a good candidate for completing the appraisal assignments, the City and Borough of Wrangel is needing. I have been appraising property in SE AK since 2000. The first 6 years of my appraisal experience included working for AKDOT&PF, as a staff appraiser and 2 years in a residential appraisal firm in Juneau. In 2006 I became licensed as a general appraiser, allowing me to appraise all classes of real property. I have had a broad range of clients and valued a broad range of properties throughout SE AK communities, every year since then.

I will be the sole person involved in the valuation of these Wrangel properties. In recent years I have appraised numerous properties in Wrangel. Many of these were for the Mental Health Trust Land Office. Properties I appraised for them in Wrangell included hypothetical residential lot, to be added to the adjoining lot and industrial land. The clients project manager for these jobs was Dave Griffin. Please give Dave a call at (907)-269-7921. I have performed a wide range of appraisal types for AK MHTLO, in most of the SE communities, so connecting with Dave for a reference, will be very informative for you.

I have appraised submerged land, tidelands and filled tidelands for AKDOT&PF on a number of occasions. I appraised Wards Cove in Ketchikan for them. The client project manager for many of the Jobs I did for them was Ray Preston. While he is retired, he can be reached at (907)-586-2931.

I have appraised properties which were leased or to be leased and determined lease rates for these properties, based on the properties fair market value. I have worked with the Petersburg Borough in this regard and most recently worked with Debra Thompson. The leased properties were submerged and filled tidelands, used for industrial and commercial uses. Debra can be reached at (907)-772-5405.

Ramsey Appraisal Resource Roger Ramsey AK Certified General Appraiser #570 rogerramsey@mac.com

10615 Horizon Drive Juneau, AK 99801 Phone: (907)723-2936 Fax: (866)404-7117

If I am selected as the appraiser for this assignment, I will start by collecting all plats and information recorded about each of the subject properties. I will personally come into town, visit each subject property, inspect them and determine their individual highest and best use. I will then visit all recent comparable sales in Wrangell which have similar highest and best uses and would be informative for the valuation of the subject properties. If I need to use comparables that are not in Wrangell, I will look into my extensive data base of properties around SE AK as well as develop any new comparables in other communities that may shed light on the subject property values (thinking mostly of the submerged land and the building with asbestos).

After I have procured the information required, I will write a report for each property, which will describe the property, compare it to the comparables and in the end determine its market value and or fair market lease rate.

My Detailed Schedule, references the Lots Identified on page 2 of RFQ and is as follows:

Gather information about and categorize each of the parcels to be valued, and start a work file for each. 4 days.

Make a site visit to each property and select and view comparable sales for each property. 3 days.

Begin writing reports, investigating comparable sales and developing my analysis.

See RFQ page 2, to reference parcels being referenced, which corelates to the number which follow:

- 1. This parcel is a stand-alone site which will be valued as is. The future subdivision will rely on the unit value estimated to sell to the adjoining property owners. This appraisal is estimated to take 3 days.
- 2. This property has a building on it that used to be used as an armory. The appraiser will need to figure much in the process of this valuation. This valuation is expected to take approximately 5 days and may require the use of comparables outside of Wrangell. 5 Days.
- 3. This hypothetical lot, is filled tidelands and part of a larger parcel which has unfilled tidelands. This is a unique piece that encumbers the waterfront of the adjoining lots. This valuation is estimated to take 5 days.
- 4. This property is now three individual lots which will all be valued separately. I plan on putting them all in one report. I expect this report to take 3 days.
- 5. I will need more direction from the client on this one as to what is desired valuation wise. I am allotting 5 days to this valuation.

Ramsey Appraisal Resource Roger Ramsey AK Certified General Appraiser #570 rogerramsey@mac.com

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- 6. This valuation requires valuing the underlying property to determine its value and then estimate a fair market lease rate. Additional research will be developed researching leased parcels for comparables. 4 days.
- 7. This is a proposed lease area which would add to an existing lease area. I will need to value the total lease area, using comparables to estimate the lease rate for this additional area. 3 days.
- 8. Submerged tidelands selling is not common. This may require comps from other communities. Whatever the case, I do not expect this one to be easy. 5 days
- 9. This will be valued based on comparables that reflect its highest and best use. Not sure what that is right now with a Holding zoning district designation. 2 days.

So, for me it looks like this work will take around 42 days, which is equal to 8 work weeks and 2 days. My fee for this work would be \$42,000.