



City and Borough of Wrangell
Special Borough Assembly Meeting
AGENDA

Tuesday, July 21, 2020
5:30 PM

Location: Teleconference

Resolution No. 03-20-1520 allows for the temporary suspension of in-person Assembly Meetings and allows for teleconference meetings, due to COVID-19, until October 17, 2020 unless terminated before that date.

If you wish to call into the meeting to speak under Persons to be Heard, please contact the Borough Clerk at 907-874-2381 or email: clerk@wrangell.com **no later than Tuesday, July 21st at 3:00 p.m.** so that you can be added to the Sign-Up sheet.

You will be called in the order that your request is received.

Please note that KSTK may or may not broadcast this meeting. This meeting will be broadcast over Facebook LIVE

To Join by Computer:

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

And Enter the Meeting ID: 907 874 2381

Then Enter Password: 99929

OR

To use your phone, call one of the following numbers:

+1 669 900 9128 US

+1 346 248 7799 US

+1 301 715 8592 US

+1 312 626 6799 US

+1 646 558 8656 US

+1 253 215 8782 US

And enter the Meeting ID: 907 874 2381

Then enter the Password: 99929

1. CALL TO ORDER

2. ROLL CALL

3. PERSONS TO BE HEARD

4. CONFLICT OF INTEREST

5. NEW BUSINESS

- a.** Approval of CARES Act Funding in the Amount of \$250,000 for Wrangell Public Schools for COVID-19 Mitigation

- b. Approval to Appoint Assembly Member Anne Morrison and Carol Rushmore to the Collective Bargaining Team for the City and Borough of Wrangell
- c. Approval of Collective Bargaining Ground Rules
- d. **Executive Session:** Discuss and provide update of the status of the Collective Bargaining Negotiations

6. ADJOURNMENT

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	July 21, 2020
	<u>Agenda Section</u>	5

Approval of CARES Act Funding in the Amount of \$250,000 for Wrangell Public Schools for COVID-19 Mitigation

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

Expenditure Required: \$250,000 Total

FY 20: \$	FY 21: \$250,000	FY22: \$
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Amount Budgeted:

FY21 \$0

Account Number(s):

XXXXXX XXX XXXX

Account Name(s):

COVID-19 Pandemic Fund

Unencumbered Balance(s) (prior to expenditure):

\$

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1) WPS List of Proposed COVID-19 Mitigation Expenditures

RECOMMENDATION MOTION:

Move to Approve CARES Act Funding in the Amount of \$250,000 for Wrangell Public Schools for COVID-19 Mitigation.

SUMMARY STATEMENT:

Wrangell Public Schools has submitted a request to the Borough for CARES Act funding to help cover the costs of COVID-19 Mitigation. A list of the proposed mitigation expenditures is attached for review by the Assembly. The list outlines the items the District believes will be necessary to operate

while mitigating COVID-19. The list includes expenditures of \$483,637. The list is broken down by the following categories:

- Classrooms
- Distance Delivery/Instruction
- Facilities/Maintenance
- Staffing (Health Aides, Sanitation Aides)
- Health/Sanitation Supplies
- Personal Protective Equipment
- Activities

Some items to note:

- The amount included for salaries/benefits for Health Aides and Sanitation Aides (totaling \$267,099.28) is for a full academic year. The Superintendent has been advised CARES Act funding is only available through December. Revised salaries/benefits costs have been requested.
- The Facilities/Maintenance list of items includes no budget numbers. A significant portion of that list (specifically touchless items) is included in the budget estimate for the Borough of \$395,000 for FY21 CARES Funding for Facility Improvements.

The Borough expended approximately \$834,314.86 in FY20.

Salaries		562,123.15	
Cleaning Supplies		963.81	
Protective Barriers for Facilities		2,915.94	
Personnel Protective Equipment		2,429.66	
Alternate Isolation Site		13,795.65	
Communications		7,391.15	
Equipment		221,849.10	
Attorney Fees		22,846.40	
Total			834,314.86

The Borough estimated allocated expenditures for FY21 in the amount of \$2,512,197.60.

Proposed Expenditures			
Salaries July -Dec 2020		925,473.71	
Cleaning Supplies		5,000.00	
Facility Upgrades		395,000.00	
Personnel Protective Equipment		500.00	
Alternate Isolation Site		50,000.00	
Communications		165,000.00	
Equipment		14,374.00	
Attorney Fees		5,000.00	
Community Assistance		900,000.00	
Insurance		13,338.86	
Contingency 1%		38,511.03	
Total			2,512,197.60

That leaves approximately \$504,590.94 for unknown/unanticipated expenditures and consideration for distribution to the school district. At this time, Administration is recommending

the Borough authorize \$250,000 for use by Wrangell Public Schools. That leaves just over \$254,000 in reserve for emergency COVID-19 mitigation needs if necessary.

#NAME?	Description	Quantity	Price	Total Cost
Classrooms				
Desks	Currently students are seated at shared tables; additional desks will be required to provide social distancing	90	\$ 100.00	\$9,000.00
Portable Tables/Stools	Currently students are seated at shared tables; additional desks will be required to provide social distancing	90	\$ 12.22	\$1,100.00
PowerSchool Enrollment Express	digital enrollment software and training to alleviate paper registration for students	1	\$ 10,700.00	\$10,700.00
Stackable Chairs w/out Arms	These are to replace the chairs in the secondary library	30	\$ 58.89	\$1,766.70
Interactive White Boards - Portable		4	\$ 2,125.00	\$9,000.00
Distance Delivery/Instruction				
Distance Delivery Training for Faculty & Staff 5 Days Professional Development Staff Wages		1	\$ 43,000.00	\$43,000.00
AKSVS - District license	Unlimited K-12 classes for school year 2020 - 2021	1	\$ 9,000.00	\$9,000.00
Alaska Digital Academy Seats		25	\$ 100.00	\$2,500.00
Algebra 2: Students Solutions Manual	to go with Distance Delivery program	1	\$ 21.97	\$21.97

Algebra 2: Guided Teachers Note	to go with Distance Delivery program	1	\$ 2,197.00	\$2,197.00
Algebra 2: Teacher's Edition	to go with Distance Delivery program	1	\$ 130.97	\$130.97
Books for Spanish Curriculum	https://fluencymatters.com/	1	\$ 100.00	\$100.00
Calculators	Currently students share calculators throughout the day. In order to maintain sanitation, students will need to have their own.	20	\$ 11.84	\$236.80
Calculus MyLab	For Distance Delivery calculus per D. Massin	5	\$ 52.47	\$262.35
Calculus Teachers Edition	To go with Calculus MyLab Online curriculum to meet the Social/Emotional Learning Needs of our students	1	\$ 137.97	\$137.97
Character Strong Curriculum	iPad app for Distance Delivery Algebra	1	\$ 2,000.00	\$2,000.00
DragonBox Algebra 12+ App	iPad app for Distance Delivery Geometry	34	\$ 3.99	\$135.66
Dragonbox Elements App	Currently students share boards throughout the day. In order to maintain sanitation, students will	20	\$ 2.49	\$49.80
Dry Erase two-sided XY Boards (24 pac	need to have their own.	2	\$ 65.20	\$130.40

	Currently students share markers throughout the day. In order to maintain sanitation, students will				
Fine-tip Dry Erase Markers (12 pack)	need to have their own.	12	\$	7.61	\$91.32
	Currently students share erasers throughout the day. In order to maintain sanitation, students will				
Fine-tip Dry Erase Erasers (40 pack)	need to have their own.	2	\$	8.99	\$17.98
Fuel for School Van	FY'20 Home Deliveries to Students	1	\$	518.16	\$518.16
Headsets	For all teachers to provide online instruction	31	\$	32.99	\$1,022.69
Ipads w/Cases	FY'20	150	\$	492.00	\$73,800.00
Math for the Trades	For Distance Delivery math per D. Massin	7	\$	52.47	\$367.29
Microscopes		20	\$	103.00	\$2,060.00
Nature Journals		20	\$	3.50	\$70.00
NearPod Online Program	https://nearpod.com/	1	\$	1,500.00	\$1,500.00
Pre-calculus MyLab	For Distance Delivery pre-calculus per D. Massin	8	\$	52.47	\$419.76
SIRS Proquest	Library research	1	\$	2,000.00	\$2,000.00
Screencastify Pro	https://www.screencastify.com/	24	\$	29.00	\$696.00
ZOOM District Subscription	Distance learning and meetings	22	\$	119.00	\$2,618.00
ZOOM Rooms Add On District Subscription	Turns a classroom in to a meeting room	1	\$	100.00	\$100.00
NEAT - 2 Hardware setups/Logitech	Distance learning and meetings	2	\$	1,999.00	\$3,998.00

Facilities/Maintenance		Amber and Josh		
Gym Flooring				\$0.00
	model 13194 as recommended by Penny			
Hudson Commercial Bak-Pak Sprayer	Allen	20	\$ 55.99	\$1,119.80
Sneeze Guards				\$0.00
Touchless Faucets				\$0.00
Touchless Hand Dryers				\$0.00
Touchless Soap Dispensers				\$0.00
Touchless Toilets				\$0.00
Free-standing Hand Sanitizer Units				\$0.00
	https://safehandles.com/products/			
Safe Handles Heat Shrinking Sleeves				\$0.00

This list has been listed separately and given to Amber

	See attached job description. Price includes benefits.	2	\$ 68,274.82	\$136,549.64
Health Aides	1 at elementary and 1 at secondary to continually sanitize during and between classes	2	\$ 62,196.49	\$130,549.64
Sanitation Aides				
Health/Sanitation Supplies				
AA Batteries for Thermometers, 8pk		12	\$ 1.90	\$22.80
Cleaning Supplies (Ottesen's)	FY'20	1	\$ 25.95	\$25.95
Cleaning Supplies (Walter Nelson)	FY'20	1	\$ 730.06	\$730.06
Clorox Disinfecting Wipes		80	\$ 6.03	\$482.40
	Reasonable accommodation for faculty in classroom.			
Germ Guardian Air Purifier		3	\$ 84.99	\$254.97

	Reasonable accommodation for faculty in classroom.				
Germ Guardian Replacement Filters		12	\$	24.99	\$299.88
Kleenex Facial Tissue (36 boxes/case)		22	\$	37.17	\$817.74
Hand Soap					\$0.00
Hand Sanitizer					\$0.00
Infrared Non-contact Thermometers		12	\$	72.80	\$873.60
Paper Towels (30/case)		30	\$	28.09	\$842.70
Sanitizing Spray	KDCA estimate https://kioskindustry.org/temperature-kiosks/				\$0.00
Temperature Check Kiosk	Reasonable accommodation for faculty in classroom. Included above.	4	\$	2,798.00	\$11,192.00
Winnix P450 Air Purifier	Reasonable accommodation for faculty in classroom. Included above.	0	\$	329.99	\$0.00
Winnix P450 Replacement Filters	Josh compiled list of supplies from KCDA ready to order - see attached	0	\$	89.99	\$0.00
WPSD Misc cleaning supplies - KCDA		1	\$	3,075.90	\$3,075.90
Personal Protective Equipment					
Disposable Gloves (500/box)		7	\$	11.68	\$81.76
Disposable Masks (1000/box)		4	\$	499.95	\$1,999.80
Face Mask Fabric/Supplies	FY'20	600	\$	2.50	\$1,500.00
Face Shields	To be worn by teachers, coaches or singers	71	\$	4.45	\$315.95
Gloves (Grainger)	FY'20	3000	\$	0.11	\$330.00
Paper Masks	FY'20	600	\$	0.50	\$300.00

Activities

Air Horns	To be used by coaches & referees in lieu of whistles	29	\$ 28.04	\$813.16
Gym/Wrestling Mats	FY'20	1	\$ 10,200.00	\$10,200.00
Mega Phones	To talk into; reducing the need to yell. So referees don't have to use old ones - to avoid	2	\$ 61.20	\$122.40
Whistles (12/pkg)	contamination	5	\$ 77.55	\$387.75

Total of additional expenditures needed for mitigation of COVID-19 **\$483,636.72**

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	July 21, 2020
	<u>Agenda Section</u>	5

Approval to Appoint Assembly Member Anne Morrison and Carol Rushmore to the Collective Bargaining Team for the City & Borough of Wrangell

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 20: \$	FY 21: \$	FY22: \$
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Amount Budgeted:

	FY20 \$XXX
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Account Number(s):

	XXXXXX XXX XXXX
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Account Name(s):

	Enter Text Here
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Unencumbered Balance(s) (prior to expenditure):

	\$XXX
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Reviews/Approvals/Recommendations

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

ATTACHMENTS:

RECOMMENDATION MOTION:

I move to approve the appointment Assembly Member Anne Morrison and Carol Rushmore to the Collective Bargaining Team for the City & Borough of Wrangell.

SUMMARY STATEMENT:

The Collective Bargaining Team for the CBW was originally established as Mayor Prysunka, Vice Mayor Gilbert, Lisa Von Bargaen and Joyce Mason. Mayor Prysunka has had to remove himself from the team because of other obligations for the next couple of months. That requires a different Assembly member be appointed to the Team. Secondly, the IBEW has requested a bargaining team of five members. This

includes three staff and two IBEW representatives. In order to move forward with negotiations, the CBW Team has tentatively agreed. In order to have negotiating teams of the same size, the CBW must add another member to its team. Administration is recommending Carol Rushmore be added to the CBW Team.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	July 21, 2020
	<u>Agenda Section</u>	5

Approval of Collective Bargaining Ground Rules

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 20: \$	FY 21: \$	FY22: \$
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Amount Budgeted:

	FY20 \$XXX
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Account Number(s):

	XXXXXX XXX XXXX
--	-----------------

Account Name(s):

	Enter Text Here
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Unencumbered Balance(s) (prior to expenditure):

	\$XXX
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Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1) Collective Bargaining Ground Rules (Monday)

RECOMMENDATION MOTION:

I move to approve the Collective Bargaining Ground Rules.

SUMMARY STATEMENT:

For the past several weeks the CBW and the IBEW have been working on a set of negotiating ground rules. We are working on the last couple of minor changes and expect those to be finalized on Monday. The Attorney has advised us the Assembly should be approving the ground rules. In anticipation of having the final version Monday, this item has been added to the agenda. The ground

rules document will be uploaded to the packet as soon as it is complete on Monday. If for some reason it is not finalized by Monday the item will be pulled from the agenda.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	July 21, 2020
	<u>Agenda Section</u>	5

Executive Session: Discuss and Provide Update of the Status of the Collective Bargaining Negotiations

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 20: \$	FY 21: \$	FY22: \$
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Amount Budgeted:

	FY20 \$XXX
--	------------

Account Number(s):

	XXXXX XXX XXXX
--	----------------

Account Name(s):

	Enter Text Here
--	-----------------

Unencumbered Balance(s) (prior to expenditure):

	\$XXX
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Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
--------------------------	--------------------------------

	Name(s)
--	---------

	Name(s)
--	---------

<input type="checkbox"/>	Attorney
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<input type="checkbox"/>	Insurance
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ATTACHMENTS: 1) Private Packet Memo

RECOMMENDATION MOTION:

Pursuant to AS 44.62.310 (c)(3), that we go into Executive Session, and invite the Borough Collective Bargaining Team, 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.

SUMMARY STATEMENT:

The information will be provided verbally during the Executive Session. A Private Packet Memo has been attached explaining some details of the negotiations.